

Mā tō tātou takiwā
For our District

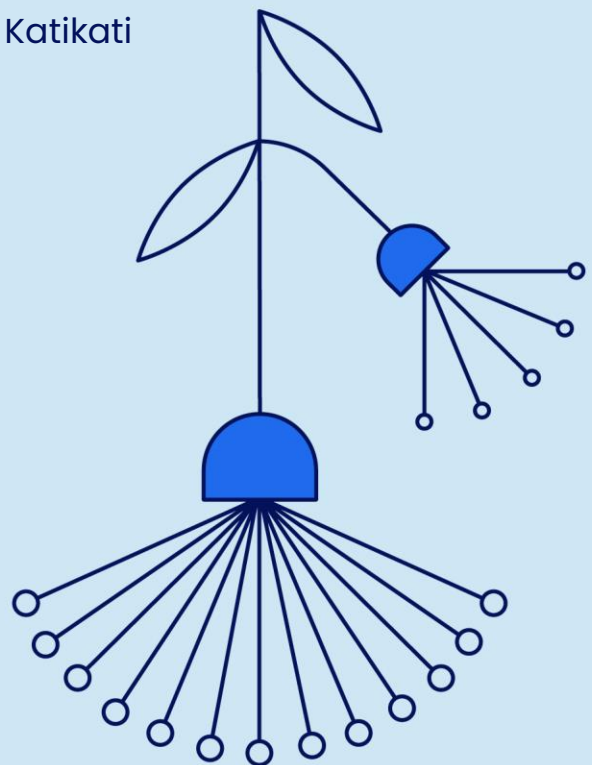
Katikati Community Board

Poari ā Hapori o Katikati

KKC24-5

Wednesday, 18 September 2024, 6.30pm

The Centre - Pātuki Manawa, 21 Main Road, Katikati



Katikati Community Board

Membership:

Chairperson	John Clements
Deputy Chairperson	Norm Mayo
Members	Andy Earl Teresa Sage Cr Anne Henry Cr Rodney Joyce
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 Katikati Community Board Meeting will be held in the The Centre – Pātuki Manawa, 21 Main Road, Katikati on:
 Wednesday, 18 September 2024 at 6.30pm

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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 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 24 JULY 2024

File Number: A6454599

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Rachael Davie, Deputy CEO/General Manager Strategy and Community

RECOMMENDATION

1. That the Minutes of the Katikati Community Board Meeting held on 24 July 2024 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. **Minutes of the Katikati Community Board Meeting held on 24 July 2024**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. KKC24-4
HELD IN THE CENTRE – PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI
ON WEDNESDAY, 24 JULY 2024 AT 6.30PM**

1 PRESENT

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

2 IN ATTENDANCE

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

14 Members of the Public; and

Mayor J Denyer

Councillor Murray-Benge

Waihi Beach Community Board Chairperson Ross Goudie

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

Carol Parker – Abbeyfield

Ms Parker was in attendance to discuss the Abbeyfield development in Katikati. She noted the below points:

- The development had secured affordable housing funding from Central Government as well as donations from individuals. They had secured up to \$3 million of funding, however they still had a shortfall of \$250,000 to complete the project.
- A range of fundraising events were being held, including a 'stake in Abbeyfield'. Donors could purchase a garden stake which would be painted by local artists, with the donors name on it. The stakes cost \$5,000, five stakes had already been sold.
- Ms Parker suggested that the Katikati Community Board purchase a garden stake to support the development.
- A plan of the house was provided to the Katikati Community Board (**Tabled Item 1**).
- 31 people had already signed up on the waiting list. The chosen individuals would have to meet a certain criteria to be selected for a spot. It was noted that 14 individuals would be flatting in the same house and there would be consideration to how the individuals get along.
- An anticipated completion date for the project was October 2025. Once a Code of Compliance certificate was obtained the residents would move in.

Tabled Item 1 – Abbeyfield Housing Plan

Jim Davidson – Highfields Pond

Mr Davidson was in attendance to discuss the establishment of the Highfields Pond. He noted the below points:

- The Highfields Pond would enhance the beauty of Haiku Park and could be used recreationally.
- The project to convert the Highfields stormwater pond into a permanent body of water had taken over 12 years.
- After consultation with the community, the project had reached stage 1 of the development.
- It was hoped that future stages would include planting and other enhancements.
- Mr Davidson thanked Council's Engineers, Elected Members and community members that were involved in the project.
- Mr Davidson requested that the Community Board request that Council change the Highfields pond name to Lake Waterford.
- Mr Davidson requested that the planting plan be held off for 12 months.

The Community Board thanked Mr Davidson for his dedication and work on the project.

Keith Pyle – Beach Road Boat Ramp Development

Mr Pyle was in attendance on behalf of the Katikati Boating Club to discuss the Beach Road Boat Ramp development. He noted the below points:

- The Katikati Boating Club were disappointed that the development of a beach was not included in the concept plan.
- Out of the 127 submissions to Council, 16 specifically mentioned they supported including a beach.
- Mr Pyle is of the belief that the concept plan creates a health and safety hazard for the Club's sailors and other recreational users. Sailors would have to manoeuvre through the carpark to get to the beach on the northern side of the ramp.
- The Katikati Boating Club do not believe the eroding cliff face could be stabilised by plantings. The Club had taken professional and local advice that suggested planting would not stop erosion. Furthermore, the plantings would block the view.
- The Club believe there was not sufficient seating and picnic facilities in the plan and object to the use of rocks to prevent erosion.
- Feedback from the consultation suggest that the community wanted a playground and more security in the area.
- The Club believe that Katikati has poor harbour access planning and the community have to travel to Ōmokoroa or Waihi Beach to gain adequate beach access.
- Resource Consent would be required for the removal of sand to create a beach.

Brian Anderson – Highfields Apartment Development

Mr Anderson, a resident of Katikati, was in attendance to discuss the development of apartments on Highfields Drive. He noted the below points:

- Residents were concerned that twelve high storey apartments were being developed on the corner of Highfields Drive. This would limit access to Highfields Drive.

Cr R Joyce provided the following updates:

- There had been some initial interactions with staff over the project, however no Resource Consent application had been made.
- The development would go through the normal planning process.

Trevor Burgess – Katikati Lions Club

Mr Burgess, on behalf of Katikati Lions Club, was in attendance to provide an update on the Katikati Lions Club activities. He noted the below points:

- The Katikati Lions Club had been around for 54 years and had been involved in many projects in the community.
- The Club has a number of fundraising activities such as their garage sale, and they also work with other Lions Clubs through a banking trust which enables them to access more funds.
- The Katikati Lions Club requested they undertake the project for tables and seats at Uretara. The Club had funding for the project but needed Council to support it.

The Community Board indicated their support for the project and would workshop it at a later date.

Brodie Davis – Project Parore

Mr Davis, on behalf of Project Parore, was in attendance to provide an update on Project Parore's activities. He noted the below points:

- Project Parore was working towards improving the water quality in the area, and worked with landowners to ensure cattle were not contaminating the water.

7.41pm Cr R Joyce left the meeting.

- Project Parore received funding from Regional Council to undertake some of their activities including monitoring water quality at culverts.
- The group provided water monitoring scorecards to landowners, so they were aware of the water quality from their property.
- Project Parore would like to be involved in the planting for the Highfields Pond and had a plan for planting along the Uretara River.

8 PRESENTATIONS

8.1 PRESENTATION – KATIKATI SPORTS AND RECREATION CENTRE

Representatives from Katikati Sports and Recreation Centre were unable to attend the meeting.

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 29 MAY 2024

RESOLUTION KKC24-4.1

Moved: Member A Earl

Seconded: Member T Sage

1. That the Minutes of the Katikati Community Board Meeting held on 29 May 2024 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 KATIKATI COMMUNITY BOARD CHAIRPERSON'S REPORT – JULY 2024

The Board considered the Chairperson's Report, the report was taken as read with the following points:

- It was noted that the Katikati Community Board had made submissions to the Long Term Plan 2024-34 and Financial Contributions 2024/25.
- Costings for the Market Square project had not yet been finalised.
- The Chairperson raised concerns about the balance of the Katikati Town Centre Development Fund.
- Appointments to the Wastewater Treatment Advisory Group would be made by Mayor J Denyer.
- It was clarified that funding for the conference would cover flights, accommodation, conference tickets and other expenses related to the conference.

RESOLUTION KKC24-4.2

Moved: Member N Mayo

Seconded: Member T Sage

1. That the Katikati Community Board Chairperson's Report dated 24 July 2024 be received.

CARRIED

RESOLUTION KKC24-4.3

Moved: Member A Earl

Seconded: Member N Mayo

2. That the Katikati Community Board approve up to \$2,140 from the Conferences Account for costs related to attending the 2024 LGNZ Community Board Executive Committee Conference.

CARRIED

RESOLUTION KKC24-4.4

Moved: Cr A Henry

Seconded: Member T Sage

3. That the Katikati Community Board approve up to \$805 from the Contingency Account for costs related to attending the 2024 LGNZ Community Board Executive Committee Conference.

CARRIED

10.2 PROJECTS AND OPERATIONS REPORT - JULY 2024

The Board considered the Projects and Operations Report – July 2024. The following points were noted:

- It was noted that the bus shelter at Taupiro Marae was unable to proceed at this stage until they had addressed their roading issues.
-

RESOLUTION KKC24-4.5

Moved: Member T Sage

Seconded: Member A Earl

1. That the Governance Advisor's report dated 24 July 2024 titled 'Projects and Operations Report – July 2024' be received.

CARRIED

10.3 KATIKATI FINANCIAL REPORT - JUNE 2024

The Board considered the Katikati Financial Report – June 2024. The report was taken as read and no discussion was held.

RESOLUTION KKC24-4.6

Moved: Member T Sage

Seconded: Chairperson J Clements

1. That the Financial Business Advisor's report dated 24 July 2024, titled 'Financial Report Katikati – June 2024', be received.
 2. That the Katikati Community Board approve for the remaining funds from the below resolutions, to be released back into the Operational Budget, noting any unspent budget will transfer to the Reserve Account:
-

-
- a. KKC23-2.4 with remaining funds of \$261.00
 - b. KKC23-4.4 with remaining funds of \$15.00
 - c. KKC23-7.3 with remaining funds of \$298.00
 - d. KKC24-2.5 with remaining funds of \$46.00

CARRIED

The Meeting closed at 8.41pm.

Confirmed as a true and correct record at the Katikati Community Board meeting held on 18 September 2024.

.....
Chairperson J Clements

CHAIRPERSON

9 REPORTS

9.1 KATIKATI COMMUNITY BOARD – WORKSHOP NOTES – 28 AUGUST 2024

File Number: A6456347

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

EXECUTIVE SUMMARY

The workshop notes from the 28 August 2024 workshop have been attached for transparency.

ATTACHMENTS

1. **Katikati Community Board – Workshop Notes – 28 August 2024**  

KATIKATI COMMUNITY BOARD WORKSHOP

- DATE:** Wednesday 28 August 2024 at 5.30pm
- HELD:** Boyd Room, Pātuki Manawa Digital Hub, Katikati
- TOPICS:**
1. Table at Noble Johnston Drive
 2. Katikati Entranceway Signs
 3. Market Square
 4. Community Board Grants
 5. Highfields Pond
 6. Illegal Dumping
 7. Town Centre Plan
- MEMBERS PRESENT:** J Clements (Chairperson Katikati Community Board), N Mayo (Deputy Chairperson Katikati Community Board), Member A Earle and Cr R Joyce
- APOLOGIES:** Member T Sage
- ABSENT:** Cr A Henry
- STAFF IN ATTENDANCE:** R Davie (Deputy CEO/General Manager Strategy and Community) and R Leahy (Senior Governance Advisor)

Table at Noble Johnston Drive
<ul style="list-style-type: none"> • The Lions Club had offered to pay for two tables to be built, one at Noble Johnston Drive and the other at a location yet to be decided. The project would be supported by Project Parore and the MenzShed. • It was suggested that the Reserves and Facilities Team could find an appropriate location for the second table. • The design would need to meet Council’s health and safety requirements for outdoor furniture.

Katikati Community Board Workshop – 28 August 2024 – Workshop Notes

- Board Members emphasised the project was a community-led initiative.
- There could be the perception that if a bespoke table was installed, this would reflect the standard level of service across Katikati. It was suggested that a plaque be installed to highlight that the table was donated by the Katikati Lions Club.
- Some Members felt the plaque could also be a dedicated memorial plaque for a family that was closely linked to the Katikati community.

Direction	Responsible
A recommendation endorsing the installation of a table to be included in the Chairperson’s report.	Senior Governance Advisor

Katikati Entranceway Signs
<ul style="list-style-type: none"> • The Board would like to investigate ‘Welcome to Katikati’ entranceway signs at locations near the current 50km/h signs. • It was advised that the project would require engineering to ensure the signs met road safety standards. • There were already several different entranceway signs to Katikati. • It was advised that there was no specified consultation process for entranceway signs, however, there was an opportunity to go out to the public with options and seek feedback. • It was suggested that the Board work with Tangata Whenua partners and Open Air Art on the design.

Direction	Responsible
Seek advice from Transportation Team about Entranceway Signs project.	Senior Governance Advisor

Market Square
<ul style="list-style-type: none"> • The design and costings for Market Square were progressing and would need to be workshopped with the Board. • It was suggested that the pavements on the main road be replaced as part of the project.

Direction	Responsible
Follow up with Councils Operations Manager regarding the design and costings from Market Square.	Senior Governance Advisor

Community Board Grants
<ul style="list-style-type: none"> • The Board was advised that the criteria for Community Board grants had developed over time. There was merit in a micro grant (\$500-\$1000 per grant) approach. • The Board wanted to assess Community Board grants once or twice a year, using a grant round approach. • The Board was advised it could trial a bespoke approach to Community Board grants with a more defined criteria for the remainder of the triennium.

Direction	Responsible
Set up a workshop with the Governance team, Community team and Board to discuss a grant process and criteria.	Senior Governance Advisor

Highfields Pond
<ul style="list-style-type: none"> • The Board was advised that Reserves Management Plan naming policy was the most appropriate process to use to name Highfields Pond. • It was noted that the hapū were interested in the naming of Highfields Pond.

Direction	Responsible
Include a recommendation regarding the naming of Highfields Pond in the upcoming Chairperson’s Report.	Senior Governance Advisor

Illegal Dumping
<ul style="list-style-type: none"> • Members raised concerns regarding the illegal dumping taking place in Katikati. • It was noted that Council had different tools to try and deter illegal dumping, this included prosecution when appropriate.

Town Centre Plan
<ul style="list-style-type: none"> • The Board would like to progress projects in the Town Centre Plan. • The Board had requested a quote to extend the footpath behind Kotahi Lane. • The Board wanted to remove the fence at Kotahi Lane. • The Town Centre Plan included widening the crossing to a plaza area. The Board would consider the proposal after Market Square project had been completed.

The workshop closed at 7.00pm.

Katikati Community Board Workshop – 28 August 2024 – Workshop Notes

9.2 KATIKATI COMMUNITY BOARD – CHAIRPERSON'S REPORT – SEPTEMBER 2024**File Number: A6456126****Author: John Clements, Community Board Chairperson****Authoriser: Rachael Davie, Deputy CEO/General Manager Strategy and Community****RECOMMENDATION**

1. That the Katikati Community Board – Chairperson’s Report – September 2024 be received.
2. That the Katikati Community Board support the community-led proposal to install two outdoor tables funded by the Katikati Lions Club, subject to approval by council on the design and location.
3. That the Katikati Community Board request that council staff progress a naming process for Highfields Pond.
4. That the Katikati Community Board initiate a consultation process on entranceway signs for Katikati and request that the council staff approach NZTA Waka Kotahi on suitable locations.

Lion’s Funded Outdoor Furniture

The Community Board is grateful for the offer by Lions to fund the construction and installation of two outdoor tables. The Community Board would like one table to be installed on the Noble Johnson Drive near an existing bench and the second placement to be discussed with Council.

SH2 Barriers

Community Board Members would like to recognise the work that was done by a community group that lobbied NZTA Waka Kotahi and Central Government to ensure that residents had the ability to turn into and out off the side roads. Further work on the barriers has been suspended.

When NZTA Waka Kotahi announced the suspension of further work they also said there were 15,000 vehicles on State Highway 2 which is 25% higher than the 12,000 originally spoken about.

Market Square

The Community Board support Council in undertaking a detailed design for the Market Square project. The plans and costings for the project are currently being finalised. Once the plans have been finalised, the Community Board will hold a workshop to discuss the project.

Finance Report

I am pleased that nominated people can meet with General Manager Corporate Services and review the Katikati Town Centre Infrastructure Targeted Rate in order for the Board to understand it.

Illegal Dumping

There have been reports and in the newspaper regarding illegal dumping. This does not seem to be just a local issue. Council staff have advised that where they can identify an offender by vehicle registration or identification through the rubbish, they will charge the cost of the collection with a letter to the offender. Council also has the ability to issue infringement notices to offenders. Illegal dumping signage has been installed across the District, particularly in 'hotspots'. CCTV has also been fitted in some areas to deter illegal dumping.

Highfield Pond

The Community Board received a thank you note for their engagement in progressing the development of this pond along with "Is this not exciting – sailing in winter – in the middle of Katikati- year round sailing on the horizon". The Community Board would like Council to progress with a naming process for Highfields Pond.



Entrance Ways

The Community Board has submitted a service request to NZTA Waka Kotahi regarding the upgrade of the entrance way by clearing the slopes of the northern corner and removing the trees overhanging State Highway 2 which present a safety risk if they fall onto State Highway 2. NZTA has responded saying they will send an arborist to review the trees and potential hazards.

The Community Board would also like to progress seeking permission to have entrance way "Welcome to Katikati" signs at Phillip Walter Drive (north end) and at the slip road on the southern end. The Community Board will seek feedback from the community on the design once it has been developed.

Local Government NZ Conference

The Chair would like to express his appreciation for the opportunity to attend this conference. There were a number of good presentations and the networking provided some insightful ideas. Some of the major points include:-

1. The national government redefining the role of local government from 4 well beings back to the original responsibility of essential services.
2. Regional Infrastructure Fund – this is an initiative by Central Government to fund / co-fund growth projects. The Community Board would like Council to consider including any appropriate Katikati projects into the Regional Infrastructure Fund.
3. A presentation on the White Island tragedy and the lessons learned was insightful. One learning point was that whilst all the emergency services had their plans when the event happened co-ordination is essential. The Katikati Community Emergency team includes all services and operate out of the Red Cross building but a simulation of say a 5m tsunami may be invaluable.

Katikati Roading Review

The General Manager Infrastructure Services and the Road Safety Engineer advocated and liaised with NZTA Waka Kotahi on the Community Board's projects of interest related to State Highway 2. Staff are working with NZTA representatives on attending a future Community Board meeting to provide an update on the projects.

9.3 KATIKATI COMMUNITY BOARD – COUNCILLOR'S REPORT – SEPTEMBER 2024**File Number: A6456134****Author: Anne Henry, Councillor****Authoriser: Rachael Davie, Deputy CEO/General Manager Strategy and Community****RECOMMENDATION**

That Councillor Henry's report dated 18 September 2024 titled 'Katikati Community Board – Councillor's Report – September 2024' be received.

Katikati Housing Network Expo 25 November:

Council has established a second housing network in the district, and it is in Katikati. The group consists of a wide range of people working to meet housing needs in Katikati including builders, developers, assisted rental housing providers, (e.g., RSA flats and Abbeyfield), Kāinga Ora, the Ministry of Social Development, real estate agents and iwi. Council staff developed a comprehensive housing assessment titled *Katikati Housing Place Based Assessment*. The Network are working through the process of developing the *Katikati Housing System Plan*. The Plan will set out the strategies to address housing gaps and the Housing Network will support the delivery of housing strategies for Katikati.

Council is also well along the way of redeveloping elder housing units in Katikati with tenants moving into seven new units built at Beach Road early 2023. The second elder housing development in Katikati, is redeveloping the elder housing units on Heron Crescent. The finished product will see the eleven original 40-year-old units replaced with 26 new modern units, all of which will be funded by central government grants.

Also in Katikati and in Tuapiro and Bowentown, Council is working with Tauranga Moana iwi/hapū, (Ngai Tamawhariua, Ngāti te Wai and Te Whānau o Tauwhao ki Otawhiwhi), to progress their housing aspirations on their whenua. For example, Council is supporting Ngāti te Wai with development feasibility for housing.

Katikati Housing Network are hosting a Housing Expo in Katikati. There will be two sessions aimed at providing local residents with information about the options for housing in Katikati. Expo displays will provide direction on navigation and support for private market purchase, downsizing options, assisted rental, social housing and advocacy and support services.

Katikati Housing Expo has sessions on Monday 25 November 2024 at Pātuki Manawa Hub Katikati (next to the library). Morning from 9:30 am – 12 noon & Evening from 6.00pm – 8.00pm.

CCTV Fund

Applications are now open for Council's CCTV Fund, with \$50,000 available. The fund is designed to prevent crime and deter anti-social behaviour by adding to the growing network of CCTV cameras around the rohe. See westernbay.govt.nz/cctvfund for application forms and more information. Applications close at 5pm, Friday 4 October 2024. Completed forms can either be emailed to info@westernbay.govt.nz (subject 2024 CCTV Fund) or dropped off at one of our library and service centres at Waihi Beach, Katikati, Ōmokoroa, Barkes Corner or Te Puke.

Katikati – Waihi Beach Ward Forum:

Our last ward forum was held at the end of August in Waihi Beach Community Hall with a small gathering of locals. Our next Community Forum is planned for Wednesday 30 October. It will be in Katikati at the Pātuki Manawa Digital Hub at 7pm. This event will be posted on the Council's facebook page. Topics for discussion can be posted on that page, and with advanced knowledge of discussion points more information can be provided at these community forums.

Representation Review:

On the 2 September Council voted to reaffirm our earlier decision of August 2023 to establish a Māori Ward/s. The vote to reaffirm was 8 votes for a Māori Ward and 4 against.

The reason for reaffirming the earlier decision of August 2023 was driven by the new Government's legislative amendment to the Local Government Act (Electoral Legislation and Māori Wards and Māori Constituencies). This latest amendment required Council to either rescind our August 2023 decision on Māori Ward/s or reaffirm and hold a binding poll at the 2025 Local Body Elections. The result of that poll will not take effect until the 2028 Local Body Elections.

Long Term Plan (LTP) 2024- 2034:

The Long-Term Plan has been challenging for both staff and Elected Members. We have worked to spread the timing of some projects out over future years to reduce the immediate impact on rates. The plan will go to Council for adoption on 26 September 2024. A copy of the LTP will be available in your local library and on the Council website.

9.4 KATIKATI COMMUNITY BOARD – GRANT APPLICATIONS – SEPTEMBER 2024

File Number: A6356780

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

EXECUTIVE SUMMARY

The purpose of this report is to enable the Katikati Community Board to make a decision regarding the applications for Community Board Grant Funding as applied for by Katikati College and Katikati Football Club.

The applications and supporting information relating to the Community Board Grant have been forwarded to members separate to this agenda.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 18 September 2024 titled 'Katikati Community Board – Grant Applications – September 2024' be received.
2. That the Katikati Community Board **approves** the grant application from Katikati College for \$....., to contribute towards funding their year 7 and 8 school camp.

OR

That the Katikati Community Board **does not approve** the grant application from Katikati College.

3. That the Katikati Community Board **approves** the grant application from the Katikati Football Club for \$....., to contribute towards funding their paint marking on the football fields.

OR

That the Katikati Community Board **does not approve** the grant application from the Katikati Football Club.

BACKGROUND

The Katikati Community Board has funding of \$8,000 available for disbursement to community organisations for the 2024/2025 financial year. The balance as of 18 September 2024 is \$8,000.

Katikati College has submitted an application for \$2,000.00 to contribute towards funding their year 7 and 8 (235 students) school camp at Totara Springs Christian Camp. The purpose of the grant is to reduce the cost of the camp for students by helping pay for accommodation and activities.

Katikati Football Club has submitted an application for \$885.50 to contribute towards paint for marking the fields throughout the year. The football club provides fun and competitive football for approximately 300 members aged between 2-65 years.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Katikati College & Katikati Football Club	The applicants will be advised of the outcome of their respective Grant Application.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Community Board Grant Funds	<p>The Community Board will consider applications for distribution of grant funding before the end of the financial year.</p> <p>Annual Budget \$8,000</p> <p>Current Balance \$8,000</p>

9.5 KATIKATI COMMUNITY BOARD - PROJECTS AND OPERATIONS REPORT - SEPTEMBER 2024

File Number: A6454426

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Cedric Crow, General Manager Infrastructure Services

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Governance Advisor's report dated 18 September 2024 titled 'Katikati Community Board - Projects and Operations Report - September 2024' be received.

COUNCIL LED PROJECTS

Council led projects are reported on through the Projects and Monitoring Committee. If the Community Board wishes to have a timely update on any project in the list below, they can do that by entering a service request or emailing the Governance team.

- Marshall Road Urbanisation Project
- Highfields Stormwater Development Pond
- Western Water Renewals
- Katikati Wastewater Treatment Plant Upgrade
- Katikati Outfall
- Dave Hume Pool Projects
- Landing Reserve Update
- Resource Recovery Trial
- Katikati Industrial Area

KATIKATI COMMUNITY BOARD ROADING CURRENT ACCOUNT	\$
Current Account Opening Balance 1 July 2023	\$285,789
Allocation for 2024	\$176,028
Interest for 2023/24	\$12,861
Subtotal	\$474,678
Completed Projects	\$75,942
Park Street Bus Shelters & Beach Road Tactile Pavers	\$33,292
Bus Shelters at Te Rereatukahia Marae	\$16,000
Kotahi Lane – Cherry Tree Removal	\$15,600
Kotahi Lane – Footpath Extension	\$11,050
Committed Projects	\$28,600
Kotahi Lane Upper Carpark Seal Extension	\$28,600

Forecasted Current Account Closing Balance 30 June 2024	\$370,136
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COMMUNITY BOARD PROJECT UPDATES – ROADING

KOTAHI LANE – UPPER CARPARK SEAL EXTENSION		
Project Description	Staff Comment/Update	Progress level
Following the removal of the cherry trees, the Board has requested hard standing parking in the upper Kotahi Lane carpark.	The stump grinding for the cherry trees is now complete. The Road Safety Engineer will meet with the contractor on site for a pre-construction discussion. Works will commence when the contractor can obtain suitable quality millings.	On track

KOTAHI LANE – FOOTPATH EXTENSION STAGE 2		
Project Description	Staff Comment/Update	Progress level
At the workshop on 13 March, the Board indicated their interest extending Kotahi Lane carpark access to adjoin with the existing main road footpath.	At the 3 April meeting, the Board resolved \$11,050 towards the Kotahi Lane Footpath extension. This work has now been completed. The Board has indicated they would like to extend the footpath further, the Road Safety Engineer is currently seeking a cost estimate for this work.	On track

PROJECTS INVOLVING COMMUNITY BOARD CONSULTATION

BEACH ROAD BOAT RAMP		
Project Description	Staff Comment/Update	Progress level
Proposed development to upgrade the Beach Road Boat Ramp, which include enhancements of open green space, car parking, public restrooms, coastal margin planting, boat ramp, while also celebrating and preserving the cultural and historical identity of the area through informative signage and Waharoa.	<p>Funding to implement the concept plan will be considered through the 2025/26 Annual Plan. This includes the future boundary adjustment and decisions regarding the existing buildings on 294 Beach Road.</p> <p>Council will continue engaging and planning with key stakeholders through implementation, including the boat storage facility with the Boating Club.</p>	On track

TAHAWAI RESERVE		
Project Description	Staff Comment/Update	Progress level
<p>Input from tangata whenua and key stakeholders helped to inform the development a draft concept plan for Tahawai Reserve with plans to include the adjoining 19 Tanners Point Road property and Te Poho Pā.</p> <p>The purpose of the draft concept plan is to identify future use and opportunities for the community and to celebrate and preserve its historical and cultural identity.</p>	<p>Formal consultation on the draft concept plan for Tahawai Reserve was held from Monday 15 July to Sunday 18 August 2024.</p> <p>Council deliberations on feedback received is underway. Decision-making on the draft concept plan will occur over the next 1-2 months with adoption of the final concept plan expected later this year.</p>	<p>On track</p>

SERVICE REQUESTS

This section is to provide an overview of Service Requests for the Katikati Community Board area since the last meeting. There has been one of each of the following subtypes of Service Requests raised and completed:

- Animal Services - ANIMAL - Dog Agressive/Rushed towards
- Animal Services - Animal Welfare
- Animal Services - PERSON - Dog aggressive/ Rushed towards
- Compliance & Enforcement - Bylaw Issues (Smell/Smoke/Vermin/Insect)
- Consents Administration - Resource Consents
- Stormwater - Urban Stormwater General/Info Request
- Animal Services - ANIMAL - Dog attacked (and made contact)
- Animal Services - Dog Roaming
- Building Act Compliance - Building Warrant of Fitness Enquiries
- Compliance & Enforcement - Complts about FC affecting Resves or Rds
- Environmental Planning - General enquiry
- Stormwater - Flooding open drain/culvert-raining only

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

Service Request Subtype	Notes	Completed	Under Investigation/ Scheduled
Cesspit/Grill/Gutters & Drains (sealed road)	Replacement or Maintenance Asset Requests across the Katikati Community	4	0
All water leaks	Reports from across the Katikati Community Board Area	10	1
Building Compliance	Reports from Main Road and Uretara Drive	2	0
Compliance & Enforcement General	Enquiries from Beach Road and Waterford Road	2	0

Kerbside Collective – Damaged Bin	Replace or Repair bins from across the Katikati Community	3	0
Animal Services – Dog Barking	Reports from across the Katikati Community	3	0
Water – Emergency Shutdown	Reports from Preston Drive and Hoggard Place	2	0
Footpaths on Local Road	Replacement or Maintenance Asset Requests from across the Katikati Community Area	2	0
Animal Services – FOUND/PICK-UP	Reports from Beach Road and Main Road	2	0
Building Admin – General Enquiries	Enquiries from Waterford Road and Main Road	12	0
Noise Complaint (After Hours - Watchdog)	Reports from across the Katikati Community	11	0
Compliance and Enforcement – Parking Query	Enquiries from Belmont Rise and Main Road	3	0
Customer Service Planning – General Enquiries	Enquiries from across the Katikati Community	9	4
Kerbside General Enquiry	Enquiries from across the Katikati Community	12	0
Kerbside Collective – Missed Collection – Investigation	Reports from Lansdowne Road	2	0
Kerbside Collective – Payt Tag Issue	Reports from Kea Street and Park Road	3	0
Land Development Engineering – General Enquires	Reports from Malta Crescent and Park Road	5	0
Local Road – General Enquiries	Reports from Highfields Drive and Pukakura Road	3	1

Local Road - Lighting	Replacement or Maintenance Asset Requests from across the Katikati Community	3	0
Local Rds-NON-URGENT tree requests	Request for trimming or removal of fallen tree/branch from Coleman Place and Johnston Street	5	0
Local Road Signs (damaged/graffiti)	Replacement or Maintenance Asset Requests across the Katikati Community	6	0
Road Surface Defects - SEALED LOCAL RD	Reports from across the Katikati Community	6	2
Slip/Flood/Crash/Spill/Trees Down on Local Road--All URGENT!RING!	Reports from Lindemann Riad and Middlebrook Drive	2	0
Rates - General Enquiries	Enquiries from across the Katikati Community	21	0
Reserves & Facilities - Public Toilets (Hygiene/Paper ONLY)	Reports from Main Road	3	0
Reserves General	General Enquiries from across the Katikati Community	26	2
Wastewater - Sewer pipe block/damaged/broke	Reports from Jocelyn Street, Beach Road and Polley Crescent	2	1
Wastewater General	Enquiries from across the Katikati Community	3	0
Water - Meter/Toby issue (not leak)	Reports from across the Katikati Community	3	0
Water Revenue	General Enquiries from across the Katikati Community	5	0

Water - Taste/Smell/Quality of Water	Reports from Heron Crescent	2	0
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MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS (NOT MINUTE ACTION SHEETS)

Date raised	Issue	Comment
May 2024	The Board requested the balance of the Town Centre Development Fund be included in their financial report.	The balance of the Katikati Town Centre Development Fund will be reported on in Annual Report 2023/2024.
November 2023	The Board requested that the Katikati Sports and Recreation Society be invited to present at a future Katikati Community Board meeting regarding the Moore Park Concept Plan.	The Chairperson to invite the Katikati Sports and Recreation Society to a future Katikati Community Board meeting.

9.6 KATIKATI COMMUNITY BOARD – FINANCIAL REPORT – AUGUST 2024

File Number: A6456021

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 August 2024 (**Attachment 1**). Confirmation of the reserve account balances will be done once the 2024 results have been finalised, and the 2025 budget values and rates allocation are pending adoption of the LTP.

Total operational costs are under budget YTD for 2024/25.

RECOMMENDATION	
1.	That the Financial Business Advisor’s report dated 18 September 2024, titled ‘Katikati Community Board – Financial Report – August 2024’, be received.

GRANT PAYMENTS MADE TO DATE:

Resolution	Description	\$
	No transactions year to date	0
2024/25 Grants		0

C.E. Miller Estate Reserve:

Resolution	Description	\$
	2024/25 Opening balance	9,888
	No transactions year to date	0
2024/25 Closing balance		9,888

Committed – Operational Expenditure

Resolution	Account	Description	\$
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
KKC23-7.5	Contingency	Approve up to \$1,500 for cost relating to the design of the Katikati shield, conditional upon clarification regarding the process on the establishment of a shield. <i>(Spent \$1,215)</i>	285
KKC23-7.4	Contingency	Approve up to \$500 for cost relating to the competition for beautifying shopfronts in Katikati.	500
KKC24-4.3	Conference	Approve up to \$2,140 from the Conferences Account for costs related to attending the 2024 LGNZ Community Board Executive Committee Conference. <i>(Spent \$1,744)</i>	396
KKC24-4.4	Contingency	Approve up to \$805 from the Contingency Account for costs related to attending the 2024 LGNZ Community Board Executive Committee Conference. CARRIED	805
Total outstanding operational commitments			2,986

2023/24 Reserve Analysis:

Description	\$
2024/25 Opening balance	69,365
No transactions year to date	0
2024/25 Closing balance	69,365

Committed – Reserves expenditure:

Resolution	Description	\$
	2024/25 Closing balance before committed expenditure	69,365
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. (\$29,625 already spent)	(20,375)
	2024/25 Closing balance after committed expenditure	48,990

ATTACHMENTS

- 1. Financial Report Katikati – August 2024**  

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 August 2024 Katikati Community Board						
	Year to Date				Full Year	Last Year
	Actual	Budget	Variance (Unfav)/Fav		Budget	Actual
	\$	\$	\$		\$	\$
Direct Costs						
Conference Expenses	1,744	523	(1,221)	⊗	1,999	2,160
Contingency - [see breakdown below]	0	1,450	1,450	☑	9,500	2,160
Grants	0	1,472	1,472	☑	8,000	8,616
Mileage Allowance	0	166	166	☑	1,001	2,160
Salaries	4,101	5,006	905	☑	30,546	28,320
Security	0	0	0	☑	0	7,008
Street Decoration	0	0	0	☑	4,500	2,500
Inter Department Charges	0	161	161	☑	40,265	42,204
Operating Costs	5,845	8,778	2,933	☑	95,811	97,476
Total Operating Costs	5,845	8,778	2,933	☑	95,811	73,907
Total Direct Costs	5,845	8,778	2,933	☑	95,811	73,907
Total Costs	5,845	8,778	2,933	☑	95,811	73,907
Income						
Rate Income	0	0	0	☑	95,809	104,926
Total Direct Income	0	0	0	☑	95,809	104,926
Net Cost of Service	(5,845)	(8,778)	2,933	☑	(2)	31,019
Contingency - breakdown				☑ Favourable Variance ⊗ Non Favourable Variance		
No transactions year-to-date	0					
Year to date contingency costs	0					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	69,365					<i>To be confirmed – pending 2024 results being finalised.</i>
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	69,365					
Town Centre Development Reserves						
Opening Balance - Surplus (Deficit)	473,604					<i>To be confirmed – pending 2024 results being finalised.</i>
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	0					
CE Miller Estate Restricted Reserves						
Opening Balance - Surplus (Deficit)	9,888					<i>To be confirmed – pending 2024 results being finalised.</i>
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	0					

Full Year Budget for 2025 is draft and rates strike has been deferred pending adoption of the LTP