

Mā tō tātou takiwā
For our District

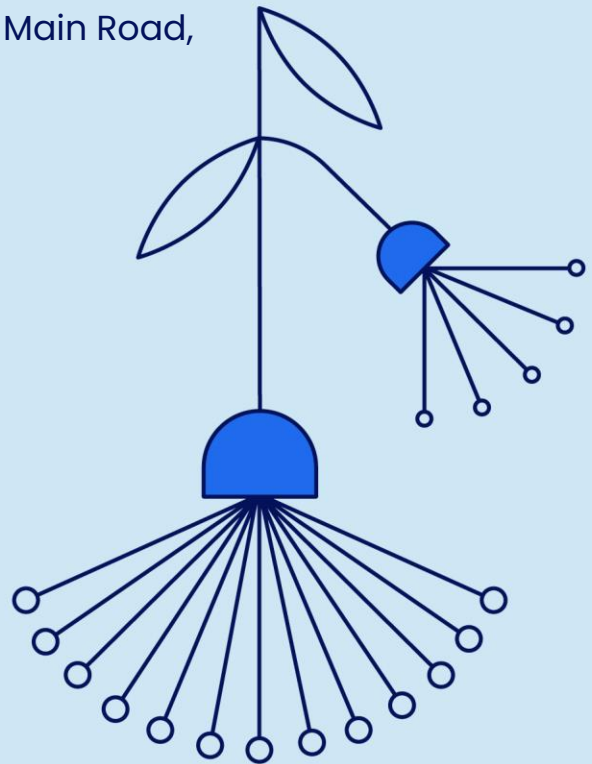
Katikati Community Board

Poari ā Hapori o Katikati

KKC25-1

Wednesday, 12 February 2025, 6.30pm

The Centre - Pātuki Manawa Digital Hub, 21 Main Road,
Katikati (Boyd Room).



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 Digital Hub, 21 Main Road, Katikati (Boyd Room) on: Wednesday, 12 February 2025 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 PRESENTATIONS

8.1 KATIKATI YOUTH PARK PROPOSAL

File Number: A6627298

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

EXECUTIVE SUMMARY

Representatives from the Katikati Community-Led Steering Group will be in attendance to discuss the Katikati Youth Park proposal.

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 13 NOVEMBER 2024

File Number: A6619889

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Katikati Community Board Meeting held on 13 November 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 13 November 2024**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. KKC24-6
HELD IN THE CENTRE – PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI
ON WEDNESDAY, 13 NOVEMBER 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

R Davie (Deputy CEO/General Manager Strategy and Community) and R Leahy (Senior Governance Advisor)

OTHERS IN ATTENDANCE

13 Members of the Public including;

Mayor J Denyer

Waihi Beach Community Board Chairperson R Goudie

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 WAYNE AND SHARON OLSEN-CARSON – HIGHFIELDS POND

Mr and Mrs Olsen-Carson, residents of Katikati, were in attendance to discuss issues with Highfields Pond. They noted the below points:

- The level of water in the pond had dropped and reeds that had previously been removed were growing back.
 - There were concerns that the pond could smell if the level of water continued to drop.
 - Residents believed that in the original plans a pump was meant to have been installed to take water from the river to ensure the water level did not drop too low.
-

7.2 KEITH HAY - HERON CRESCENT ELDER HOUSING

Mr Hay was in attendance on behalf of the Katikati-Waihi Beach Residents and Ratepayers Association to discuss concerns about the elder housing development on Heron Crescent. He noted the below points:

- The Katikati-Waihi Beach Residents and Ratepayers Association had written to Council seeking clarity around the elder housing units lifts. Council provided a response that there were currently some design issues with the lifts, however, the lifts were still expected to be installed.
 - Mr Hay queried if the issue with the lifts at the Heron Crescent Elderly Housing development was a design issue or a financial issue.
-

7.3 GRAHAM THOMPSON - DAVE HUME POOL

Mr Thompson was in attendance on behalf of the Dave Hume Pool Trust and provided the Board with an update on the Dave Hume Pool. He noted the below points:

- The Trust had fundraised for a number of years for a new roof and general improvements to the pool, however, they had recently lost their funding.
 - The Dave Hume Pool Trust were embarking on a new campaign to raise \$520,000 to meet the Trust's obligations towards costs to enhance the pool. An additional \$160,000 may also be required to resurface the exterior of the pool.
 - The Trust was looking to extend the swim season from six months to nine months, by making improvements to the pool.
 - It was expected that pricing for the improvements would be obtained by December 2024.
-

7.4 JERRY PAYNE- MARKET SQUARE

Mr Payne was in attendance on behalf of the Katikati War Memorial Hall Committee to discuss engagement with the Committee on Market Square. The below points were noted:

- Mr Payne was of the understanding that the Community Board would engage with the Katikati War Memorial Hall Committee on the plans for Market Square prior to making a decision.
-

- He advised that due to timing around receiving the final plans and the Committee's meeting times, the Board were unable to consult with the Committee until after the Board meeting.
 - Mr Payne was advised that the Board could only recommend to Council and could not make any final decision on the project, this meant there was still time to make minor adjustments to the plan if required.
-

7.5 PAULA GAELIC – WESTERN BAY MUSEUM

Ms Gaelic was in attendance to provide an update to the Board on the Western Bay of Plenty Museum. She noted the below points:

- A new exhibition had opened at museum called 'Ngā Toa Taiao – Environmental Heroes, Maunga ki te Moana – Mountains to the Sea'. The exhibition focused on the environmental heroes of the Western Bay District.
 - In another gallery, an operating telephone exchange and post office exhibition had been installed.
 - The exhibitions tied directly to the school's curriculum and the museum was taking school bookings.
-

7.6 JACQUI KNIGHT – KATIKATI TRAILS DEVELOPMENT GROUP

Ms Knight was in attendance to give an update on behalf of the Katikati Trails Development Group. She noted the below points:

- The group undertook a survey on whether to close Thompson's Track to four-wheel drive vehicles. The survey closed on 10 November 2024, with 4,402 responses received.
 - The group were planning a walk over the track and would invite Elected Members and staff.
 - A feasibility study would be undertaken to see what the track could be used for.
-

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 18 SEPTEMBER 2024

RESOLUTION KKC24-6.1

Moved: Member T Sage

Seconded: Member A Earl

1. That the Minutes of the Katikati Community Board Meeting held on 18 September 2024 as circulated with the agenda be confirmed as a true and correct record.
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2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS

9.1 KATIKATI COMMUNITY BOARD - WORKSHOP NOTES - 16 OCTOBER 2024

The workshop notes dated 16 October 2024 were received, no further discussion was held.

9.2 KATIKATI COMMUNITY BOARD - CHAIRPERSON'S REPORT - NOVEMBER 2024

The Board considered a report from the Chairperson dated 13 November 2024. The report was taken as read, with further discussion as below:

- Council's Finance Team had undertaken an investigation into issues with the Katikati Town Centre Development Fund. A full report on this matter would be provided to the Board at their next meeting in February 2025.
 - The Board would like to put forward an idea to Council to consider making the strategic land at Kotahi Lane a part of the parks and reserves of Katikati. It was noted that a report on what to do with the land had not yet been to Council for consideration.
-

RESOLUTION KKC24-6.2

Moved: Member N Mayo

Seconded: Member A Earl

1. That the Chairperson's report dated 13 November titled 'Katikati Community Board - Chairperson's Report - November 2024' be received.

CARRIED

RESOLUTION KKC24-6.3

Moved: Member N Mayo

Seconded: Cr A Henry

2. That the Katikati Community Board requests that the lower Kotahi Lane carpark area be considered as a designated freedom camping zone in the next Freedom Camping Bylaw review.

CARRIED

RESOLUTION KKC24-6.4

Moved: Member A Earl

Seconded: Member T Sage

3. That the Katikati Community Board recommends that Council consider the strategic land parallel to Kotahi Lane to be part of the parks and reserves of Katikati, including a feature planting such as an herbarium.

CARRIED

RESOLUTION KKC24-6.5

Moved: Member T Sage

Seconded: Member N Mayo

4. The Community Board approves the spending of up to \$300 from the Contingency Account towards a Community Board Community Leaders Christmas function.

CARRIED

9.3 KATIKATI COMMUNITY BOARD - COUNCILLOR'S REPORT - NOVEMBER 2024

The Board considered a report from Councillor Joyce dated 13 November 2024. A brief overview of the report was provided.

RESOLUTION KKC24-6.6

Moved: Cr R Joyce

Seconded: Member T Sage

That Councillor Joyce's report dated 13 November 2024 titled 'Katikati Community Board - Councillors Report - November 2024' be received.

CARRIED

9.4 KATIKATI COMMUNITY BOARD - GRANT APPLICATIONS - NOVEMBER 2024

The Board considered a report from the Senior Governance Advisor dated 13 November 2024. The report was taken as read, with further discussion as below:

Katikati College

- The Board acknowledged that Katikati College's application highlighted that there were many families in the community that were unable to afford school uniforms.
-

- Approving the application would assist Katikati students with uniforms and stationery.

Katikati Toy Library

- The Board acknowledged the difficult circumstances that the group were in having had their deposit for new carpet taken by a company that had gone into liquidation.
- It was noted that the toy library was well used by the community.

RESOLUTION KKC24-6.7

Moved: Cr A Henry

Seconded: Member A Earl

1. That the Senior Governance Advisor's report dated 13 November 2024 titled 'Katikati Community Board – Grant Applications – November 2024' be received.

CARRIED

RESOLUTION KKC24-6.8

Moved: Member T Sage

Seconded: Member A Earl

2. That the Katikati Community Board **approves** the grant application from Katikati College for \$2,000, to contribute towards funding uniforms and stationery for students in need.

CARRIED

RESOLUTION KKC24-6.9

Moved: Chairperson J Clements

Seconded: Cr A Henry

3. That the Katikati Community Board **approves** the grant application from the Katikati Toy Library for \$1,000, to contribute towards funding new carpet for the toy library.

CARRIED

9.5 KATIKATI MARKET SQUARE

The Board considered a report from the Operations Manager dated 13 November 2024. The report was taken as read, with further discussion as below:

- Due to timing of the Community Board and Katikati War Memorial Hall Committee meetings, the Board had been unable to consult with Committee over the Market Square plans.
- The Board were advised that consultation with the Katikati War Memorial Committee should occur prior to the report being considered by Council at the 12 December 2024 meeting.

RESOLUTION KKC24-6.10

Moved: Cr R Joyce

Seconded: Member T Sage

1. That the Operations Manager's report dated 13 November 2024 titled 'Katikati Market Square' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

CARRIED

RESOLUTION KKC24-6.11

Moved: Member A Earl

Seconded: Member T Sage

3. That the Katikati Community Board approves the detailed design for Katikati Market Square (**Attachment 1**), subject to further consultation with the Katikati War Memorial Hall Committee.

CARRIED

RESOLUTION KKC24-6.12

Moved: Member A Earl

Seconded: Member T Sage

4. That the Katikati Community Board recommends that Council approves up to \$480,000 from the Katikati Town Centre Development Fund for costs relating to the construction of the Katikati Market Square.

CARRIED

RESOLUTION KKC24-6.13

Moved: Member T Sage

Seconded: Member N Mayo

5. That the Katikati Community Board approves up to \$200,000 from the Katikati Community Board Roading Account for costs related to the construction of the Katikati Market Square.

CARRIED

9.6 KATIKATI COMMUNITY BOARD - PROJECTS AND OPERATIONS REPORT - NOVEMBER 2024

The Board considered a report from the Senior Governance Advisor dated 13 November 2024. The report was taken as read.

RESOLUTION KKC24-6.14

Moved: Member T Sage

Seconded: Member A Earl

1. That the Senior Governance Advisor's report dated 13 November 2024 titled 'Katikati Community Board - Projects and Operations Report - 13 November 2024' be received.

CARRIED

RESOLUTION KKC24-6.15

Moved: Cr R Joyce

Seconded: Member T Sage

2. That the Katikati Community Board approves up to \$30,000 from the Katikati Community Board Roading Account for costs relating to extending the Kotahi Lane footpath.

Member A Earl abstained from voting.

CARRIED

RESOLUTION KKC24-6.16

Moved: Member A Earl

Seconded: Member N Mayo

- 3. That the Katikati Community Board supports a bespoke outdoor table funded by the Lions Club to be installed at the recommended location on Noble Johnson Drive (**Attachment 1**).

CARRIED

9.7 KATIKATI COMMUNITY BOARD - FINANCIAL REPORT - OCTOBER 2024

The Board considered a report from the Financial Business Advisor dated 13 November 2024. The report was taken as read, with further discussion as below:

- The Chairperson thanked Council’s Finance Team and the Elected Members involved for their work on the investigation into Katikati Town Centre Development fund.
- The Board queried if the Community Board Roading Account could be included in the Finance report.

RESOLUTION KKC24-6.17

Moved: Chairperson J Clements

Seconded: Cr R Joyce

That the Financial Business Advisor’s report dated 13 November 2024, titled ‘Katikati Community Board - Financial Report – October 2024’, be received.

CARRIED

The Meeting closed at 7.58pm.

Confirmed as a true and correct record at the Katikati Community Board meeting held 12 February 2025.

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Chairperson J Clements

CHAIRPERSON

10 REPORTS

10.1 KATIKATI COMMUNITY BOARD – WORKSHOP NOTES – 22 JANUARY 2025

File Number: A6630080

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

EXECUTIVE SUMMARY

The Katikati Community Board workshop notes from the 22 January 2025 have been attached for information.

ATTACHMENTS

1. **Katikati Community Board – Workshop Notes – 22 January 2025**  

KATIKATI COMMUNITY BOARD WORKSHOP

- DATE:** 5.30pm, 22 January 2025
- HELD:** Pātuki Manawa – Boyd Room
- FORUM MEMBERS PRESENT:** Chairperson J Clements, Deputy Chairperson N Mayo, Member A Earle, Councillor A Henry and Councillor R Joyce
- APOLOGIES:** Member T Sage
- STAFF IN ATTENDANCE:** R Davie (Deputy CEO/General Manager Strategy and Community), J Rickard (Community and Strategic Relationships Manager), R Chambers (Arts and Culture Programme Lead) and R Leahy (Senior Governance Advisor)

Community Plan
<ul style="list-style-type: none"> • The Board was advised that an organisation should hold the community plan to ensure it was the plan was implemented. A community-based network was needed to organise the delivery of the community plan. • The role of Community Boards in community plans varied across the District. • The Board was advised that Council funded objectives that aligned with Council’s strategic priorities. • A collaborative approach to delivering outcomes was needed. Live Well Waihi Beach was an example of how a network was created to deliver outcomes in a collaborative way. • Some Members expressed that there were challenges with getting existing organisations to align with Council’s strategic priorities. • The Board was advised that a collaborative model for Katikati would include existing organisations that had their own strategic frameworks. These organisations could come together and collectively agree on some things to work on. The Community Board would be a key partner in this collaboration.

Economic Development Strategy and Town Centre Development Fund

- A group of businesses had expressed a desire to hold a workshop around clusters and producing an economic development strategy for Katikati. Katch Katikati and Focus Katikati Trust had indicated support for coordinating this event.
- The Board queried if the Katikati Town Centre Development Fund could fund 'soft support' for economic development as well as capital works projects that were not in the town centre.
- It was noted that a report was being produced for the Katikati Community Board on the reconciliation of the Katikati Town Centre Development Funds.

6.13pm Cr R Joyce entered the workshop.

- It was suggested that it could be useful to see how Market Square works before the looking at other town centre plan projects.

Dave Hume Pool

- The Dave Hume Pool Trust were considering whether a bulkhead should be installed. The Trust would have a view on what they wanted for the pool, which would be provided to Council to consider.

Moore Park

- Members of the Board had met with netball, rugby and soccer groups about Moore Park.
- The Katikati Community Development Steering Group had been working on obtaining funding to upgrade the skatepark and install a playground adjacent to Moore Park on Fairview Road.
- Some Members expressed a desire to fund a schematic plan for Moore Park to show where the sports groups activities could be placed. It was noted that this plan would need to be carefully considered and would need to work with Council's Reserves and Facilities Team.

Kauri Point Reserve

- The Board queried when the project to upgrade Kauri Point Reserve would take place.

Katikati Community Board – 22 January 2025 – Workshop Notes

Direction/Actions	Role Responsible
An update on the Kauri Point Reserve to be provided to the Katikati Community Board.	Senior Governance Advisor & Reserves and Facilities Manager

Park Road Reserve and Kauri Point Reserve Signage	
<ul style="list-style-type: none"> The Board queried if signage could be installed at Park Road Reserve and Kauri Point Reserve to highlight the historical significance of the areas. The Board requested costings for signage from the Reserves and Facilities Team as the Board may wish to fund the project in the future. 	
Direction/Actions	Role Responsible
Costings for signage for the Park Road Reserve and Kauri Point Reserve to be provided to the Board.	Senior Governance Advisor & Reserves and Facilities Manager

Katikati 150 th Anniversary
<ul style="list-style-type: none"> Plans were developing for the 150th anniversary of European settlement of Katikati.

Highfields Pond
<ul style="list-style-type: none"> A group of motorised boat enthusiasts were wanting to form a club and use the pond for their activities; however, the primary focus of the pond was for stormwater retention. Concerns had been raised among the community regarding the water level of the pond.

Entranceway Signs
<ul style="list-style-type: none"> The Chairperson had met with Waka Kotahi over locations for entranceway signs.

- Waihi Beach Community Board had allocated \$95,000 towards entranceway signs. Board Members expressed that was a significant amount of money and would consider entranceway signs once the final costs for the Waihi Beach signs were available.

Lower Kotahi Lane Carpark

- The contract was using the lower Kotahi Lane Carpark area as a storage area.
- The Board requested that the Road Safety Engineer ask the contractor to roll millings over the area once the construction season had finished, which would be at no cost to the Board.

Thompson Track

- Katch Katikati were undertaking an investigation into developing Thompsons Track.

Annual Plan 2025/26

- The Community Board was advised that the Annual Plan 2025/26 may not be required to be consulted on.

Mowing Contract

- Some Members expressed that there should be a variation to the mowing contract to tidy up some of the areas in Katikati, particularly around Park Road.
- The Board queried what the level of service was for mowing berms outside residential houses.

Direction/Actions	Role Responsible
Information about the level of service for mowing to be circulated to the Board.	Senior Governance Advisor

Workshop finished at 7.15pm

10.2 KATIKATI COMMUNITY BOARD – CHAIRPERSON'S REPORT – FEBRUARY 2025**File Number:** A6619868**Author:** John Clements, Community Board Chairperson**Authoriser:** Rachael Davie, Deputy CEO/General Manager Strategy and Community**RECOMMENDATION**

1. That the Chairperson's report dated 12 February 2025 titled 'Katikati Community Board Chairperson's Report – February 2025' be received.
2. That the Katikati Community Board recommends that Council progress a concept plan for the area of Moore Park that broadly relates to the proposal for a Youth Hub (including proposed upgrades to the playground, skatepark and potential addition of a basketball half court) and allocates \$..... from the Katikati Community Board Reserve Account towards producing the concept plan.

Lions Funded Outdoor Furniture

The Community Board is grateful that Council has approved the design of the two outdoor tables. The Community Board appreciates the support of Lions in making this possible. One table is to be installed on the Noble Johnson Drive near an existing bench and the placement of the second table is likely to be near The Landing once the work at that location is complete.

Market Square

The Board is pleased that this project is about to commence and has been informed this will be completed by mid-year provided no issues arise.

Finance Report

The Chair is pleased that a report is being prepared for the Council and Community Board as to their findings on investigating the Katikati Town Centre Development Fund reserve account. This will put this issue to bed. The future reporting of this account will be in the Community Board Financial Report. The Community Board requests that the Board is consulted with before money is drawn from this account in future.

The Landing Development

The Community Board looks forward to the commencement of this project as part of the Parks and Reserves work programme. This will be an exciting development for the town and enhance the walking trail.

Highfield Pond

There have been numerous requests by motorised miniature boat enthusiasts regarding water levels in this pond. They are wanting to use this for recreational purposes plus it is visually attractive when full.

Highfield Pond is primarily designed as a stormwater retention pond, capturing runoff before it flows into the Uretara Stream. Since this pond functions as a stormwater retention system rather than a lake, its water level fluctuates naturally based on rainfall and runoff. If the pond level is low or empty due to environmental conditions, Council does not actively fill it.

Kauri Point Reserve

Council has been engaging with the Ngai Tamawahariua, the local hapū, on the upgrades to Kauri Point Reserve. The purpose of the project is to implement the outcomes of Te Kauri Cultural Values Assessment. Funding for this project was agreed to for year 3 and 4 of the Long-Term Plan 2024-2034. The Community Board believes that it would be a valuable recognition of Māori cultural heritage in the area and it is an important archaeological site.

Entrance Ways

The Community Board has met with NZTA regarding the upgrade of the entrance way by clearing the slopes of the northern corner and removing the trees overhanging SH2 which present a safety risk if they fall onto SH2. NZTA has responded saying this work will not be undertaken due to budget pressures and other priorities.

The Community Board has identified spots for entrance way “Welcome to Katikati” signs at Phillip Walter Drive (north end) and at the slip road on the southern end. Confirmation of costings is being investigated as this initiative appears costly relative to other needs.

Grants Policy

Council staff have developed a micro-grants policy for the Community Board to consider, with a focus on smaller community organisations. It is hoped that the criteria can be utilised at the February 2025 meeting.

Moore Park

Discussions have been held regarding netball courts at Moore Park. These have been positive, and good progress is being made. There have been requests to consider a playground, upgrades to the skate park and the potential for a basketball half court to enable the area to function as a youth hub. The Community Board supports the concept but would like to ensure that any siting fits into the evolving demands on the grounds. The Community Board would like to recommend to Council that it progresses a concept plan for the specific area of Moore Park where this infrastructure is sought to get a sense of scale and location for all these activities.

Dave Hume Pool

The Community Board is keeping abreast of the pool discussions as the pool will undergo upgrades to the bulkhead and children's pool. The roofing project that would make it an all year round pool is to be debated through the Annual Plan process.

Kotahi Lane Lower Car Park

The Community Board has requested that the contractor spread chip metal across the lower Kotahi Lane carpark once they have completed the road works and used the current gravel in the carpark. Staff will approach the contractor to provide maintenance services to the carpark at the end of the construction season.

Economic Development Strategy

At the start of the triennium Community Board members were allocated areas of focus / interest. The economic development group which was a mix of local businesses and orchardists identified three legs for Katikati – destination town, industrial / technology area and enviro- horticulture technology. It is now seeking to progress this.

Road Naming

Construction of the new road adjoining Middlebrook Drive, Katikati is now complete, and the road needs naming. The Council is welcoming all suggestions and encourage all to get involved in this opportunity. This road will eventually connect to Wills which should be borne in mind when considering a name i.e. it is not a close.

Procedure for naming a road is as follows:

<https://www.westernbay.govt.nz/repository/libraries/id:25p4fe6mo17q9stw0v5w/hierarchy/rules-regulations-licenses/bylaws-and-policies/documents/Road%20Naming%20Policy%202018.pdf>

Infrastructure Report Updates

Attached is a report on some of the projects that are underway in the community and their current status.

10.3 KATIKATI COMMUNITY BOARD – COUNCILLOR'S REPORT – FEBRUARY 2025**File Number:** A6625201**Author:** Rodney Joyce, Councillor**Authoriser:** Rachael Davie, Deputy CEO/General Manager Strategy and Community**RECOMMENDATION**

1. That Councillor Joyce's report dated 12 February 2025 titled 'Katikati Councillor's Report – February 2025' be received.

Happy New Year.

There is a lot to get through at the Council this year, leading up to the next Local Body Elections in October.

Government changes will play a big role in the work programme, particularly due to the Local Waters Done Well reforms (see below) and changes to town planning through the reform of the Resource Management Act (RMA).

There is also the plan by Government to remove the "four wellbeings" requirements in the Local Government Act (a drive for "back to basics") and the potential centralisation of building consents and/or an increase in self-certification.

New CEO required

As you will have heard, CEO John Holyoake has resigned from the Council, giving the required three months notice to 20 April. The intention is to put in place an interim CEO until a permanent appointment is made.

Local Waters Done Well

After many years of Government toing and froing, we are reaching the pointy end of deciding the future of the council's water, wastewater and stormwater assets.

There are many reasons why it may be difficult for the Council to opt for the status quo, mainly around the big capital investments that we have to make in water utilities assets:

- 1) More limited headroom for council borrowing for utilities assets;
- 2) Inability to include financial contributions from growth as revenue in our balance sheet calculations;
- 3) A requirement to switch to funding depreciation for renewals, a form of prefunding rather than the debt funding we currently use to spread the cost of big assets over their life;

The next step is for Council to consult with the community on a minimum of two options for the future of our water utility assets.

We then have to submit our water services plan to the Government by September.

Local Government Commission

Objections to the Council's planned representation changes closed in December. These included the planned replacement of the Katikati and Waihi Beach Community Boards with one combined Board for the Ward.

The Local Government Commission will hold a hearing in March to consider submissions and its decision will be put in place for the next Local Body Elections, due in October.

Annual Report

At time of writing, Council's 2023-24 Annual Report has not yet been published, taking us past the deadline of Dec 31, 2024. Unfortunately, much of the delay has been due to auditor availability. It is now due for adoption later this month.

You can read the (almost) finalised version of the Annual Report in the December 17 Council [agenda](#) on the Council's website.

This shows a net deficit for the year of \$5.45 million as the tough economic conditions have disrupted council finances. Revenue from rates, financial contributions (FINCOS) and fees/charges were all behind forecast.

The FINCOS and fees shortfalls reflect a severe downturn in the building sector. We had put in place measures to address this issue but the slide in building activity was sharper than expected.

Council has taken a loan to bridge the gap and is committed to making savings to pay that back as soon as possible.

Annual Plan 2025/26

Work is underway on the budget for next year. It is early days but there are some favourable winds for council finances through lower inflation, lower interest rates and some very competitive tendering results.

The draft budget is being worked on, with the first look for the public likely at the end of this month when the annual plan committee meets.

10.4 KATIKATI COMMUNITY BOARD – GRANT APPLICATIONS – FEBRUARY 2025**File Number: A6627077****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 application for Community Board Grant Funding as applied for by Focus Katikati Trust.

The application 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 12 February 2025 titled ‘Katikati Community Board – Grant Applications – February 2025’ be received.
2. That the Katikati Community Board **approves** the grant application from Focus Katikati Trust for \$....., towards costs relating to a ‘clusters of excellence’ workshop.

OR

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

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 12 February 2025 is \$4,114.50.

Focus Katikati Trust is an organisation that was formed over 20 years ago by concerned business owners and has a total membership of 10. The group has submitted an application for \$1,000 towards costs related to holding a ‘clusters of excellence’ workshop with various businesses to explore whether the concept of clusters would be of value for business growth in the region. The outcomes of the workshop would be included in a plan or framework which would then be presented to the Community Board for consideration as a way forward for the community.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Focus Katikati Trust	The applicant will be advised of the outcome of its 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 \$8000</p> <p>Current Balance \$4,114.50</p>

10.5 KATIKATI COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – FEBRUARY 2025

File Number: A6619883

Author: Cedric Crow, General Manager Infrastructure Services

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

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 General Manager Infrastructure Services' report dated 12 February 2025 titled 'Katikati Community Board – Projects and Operations Report – 12 February 2025' be received.'

COUNCIL LED PROJECTS

Council led projects are reported on through the Projects and Monitoring Committee and on Council's 'Your Place Tō wāhi' [website](#). Some ongoing projects in the Katikati Community Board area include:

- 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
- Katikati Industrial Area

Katikati Community Board Roding Current Account		\$
Current Account Opening Balance 1 July 2024	\$	474,678
Allocation for 2025	\$	-
Interest for 2024/25 (to be calculated at the end of the year)	\$	-
Subtotal	\$	474,678
Spent / Completed Projects 2025		
Bus Shelters at Rereatukahia Marae and Tuapiro Marae KKC23-6.8	\$	16,000
Park Street Bus Shelters & Beach Road Tactile Pavers	\$	33,292
Kotahi Lane - Cherry Tree removal KKC24-1.6	\$	15,600
Kotahi Lane - footpath extention KKC24-2.8	\$	11,050
Kotahi Lane Upper Carpark Seal Extension project KKC24-2.7	\$	16,350
	\$	92,292
Committed Projects		
Kotahi Lane Upper Carpark Seal Extension project KKC24-2.7 (balance)	\$	12,250
	\$	12,250
Forecasted Current Account Closing Balance 30 June 2025		\$ 370,136
Non-Committed Projects		\$ -

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.	Work for the Kotahi Lane – Upper Carpark Seal extension project was completed in November 2024. This project will no longer be reported on.	Complete

KOTAHI LANE – FOOTPATH EXTENSION STAGE 2		
Project Description	Staff Comment/Update	Progress level
The Board indicated their interest in extending the Kotahi Lane footpath from the Kotahi Lane carpark access to adjoin with the existing main road footpath.	Work for the Kotahi Lane Footpath extension was completed end of January 2025. This project will no longer be reported on.	Complete

COMMUNITY BOARD PROJECT UPDATES – RESERVES

OUTDOOR TABLE – NOBLE JOHNSON DRIVE		
Project Description	Staff Comment/Update	Progress level
The Community Board has supported a community initiative to have a bespoke outdoor table at Noble Johnson Drive.	At the November 2024 meeting, the Board resolved to support the recommended location for a table to be installed at Noble Johnson Drive. The next step is to have a final design drawn up to be approved by the Reserves and Facilities Team and finalise funding arrangements for the table and installation. Council staff have suggested that following upgrades to the Landing, the area may be an appropriate location for the second table.	In Progress

PROJECTS INVOLVING COMMUNITY BOARD CONSULTATION

TAHAWAI RESERVE		
Project Description	Staff Comment/Update	Progress level
<p>Input from tangata whenua and key stakeholders helped to inform the development of 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>The draft concept plan for Tahawai Reserve is being presented to the Strategy and Policy Committee for adoption on 13 February 2025.</p> <p>Funding to implement the concept plan didn't make the final LTP budgets, so the next opportunity will be to consider this through the Annual Plan 2025/26.</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 - PERSON - Dog aggressive/ Rushed towards
- Compliance & Enforcement - Bylaw Issues (Smell/Smoke/Vermin/Insect)
- Reserves & Facilities - Reserve Signs
- Wastewater - Sewer pipe block/damaged/broke
- Water Revenue - Water leak remission application
- Building Act Compliance - Building Compliance
- Local Road - ALL Cesspit/Grill/Gutters & Drains (sealed road) - Replacement/Maintenance Asset Requests
- Wastewater - Odour Complaint
- Wastewater - Wastewater General

The table below shows Service Requests that are higher in numbers and have a mix of status:

Service Request Subtype	Notes	Completed	Under Investigation/ Scheduled
Animal Services – Dog Attack and made contact	Reports from Robinson Street and Beach Road	2	0
Animal Services - Dog Barking	Reports from across the Katikati Community	9	0
Animal Services – Dog Roaming	Reports from across the Katikati Community	4	1
Animal Services – Found/Picked Up	Reports from Sheffield Street and Beach Road	2	0
Animal Services – Other Animal Enquiries	Reports from Beach Road and Main Road	1	1
Building Warrant of Fitness	Enquiries from across the Katikati Community	4	0
Building Act Compliance	Reports from Main Road	4	0

Building Admin – General	Enquiries from across the Katikati Community	4	0
Building Counter Enquiry	Enquiries from Sheffield Street and Wills Road	2	0
Compliance and Enforcement – Abandoned Vehicle	Reports from Mural Drive and Waterford Road	2	0
Compliance and Enforcement – General	Enquiries from across the Katikati Community	5	0
Compliance and Enforcement – Freedom Camping	Complaints about freedom camping affecting Main Road and Major Street	2	0
Noise Complaints – After Hours	Reports from across the Katikati Community	20	0
Noise Complaints – Daytime	Reports from Fairview Road, Gordet Drive and Park Road	2	1
Compliance and Enforcement – Parking	Enquiries from Riverlea Drive and Beach Road	2	0
Customer Service Planning – General	Enquiries from across the Katikati Community	12	0
Kerbside Collective – Damaged Bin	Repair or replace requests from across the Katikati Community	11	1
Kerbside Collective – General	Enquiries from across the Katikati Community	4	1
Kerbside Collective – Lost/Stolen Bin	Reports from across the Katikati Community	3	2
Kerbside Collective – Missed Collection	Reports from across the Katikati Community	4	0
Local Roads – Footpaths	Replacement or Repair requests from Tetley Road and Uretara Drive	2	0
Local Road – General	Reports from across the Katikati Community	10	3

Local Roads - Lighting	Replacement or maintenance reports from across the Katikati Community	10	0
Local Roads - Tree Requests	Requests from across the Katikati Community	8	2
Local Roads - Signs Damaged/Graffiti	Replacement or maintenance requests from across the Katikati Community	5	2
Local Roads - Surface Defects	Reports for repair/maintenance from across the Katikati Community	8	2
Local Roads - Vegetation/Mowing	Requests for maintenance from across the Katikati Community. Multiple reports for Highfield Drive and Park Road	20	3
Pensioner Housing - 7 Tui Place	Maintenance requests from 7 Tui Place	3	0
Pensioner Housing - Heron Crescent	Maintenance requests from Heron Crescent	8	3
Refuse - Illegal Dumping and Carcasses	Reports from Highfields Drive, Wills Road and Henry Road	1	2
Reserves and Facilities - Litter/ Litter Bins or dumping in Reserves	Reports for Beach Road, Main Road, Vesey Drive and Park Road in Katikati Community	12	0
Reserves and Facilities - Mowing and Vegetation/Gardens	Reports from across the Katikati Community. Multiple reports for Levley Lane and Fairview Road	15	4
Reserves and Facilities - Park and playground Equipment	Requests for repair or replacement in	3	0

	Middlebrook Drive and Waterford Road		
Reserves and Facilities – Plumbing Toilets/Taps/Waitui/Irrigation	Reports from Fairview Road and Middlebrook Drive	3	1
Reserves and Facilities – General	Reports from across the Katikati Community	36	8
Reserves and Facilities – Trees	Reports from Fracis Drive and Major Street	2	0
Stormwater – General	Enquiries from across the Katikati Community	3	2
Wastewater – Pumpstation Issue or Blockage	Reports from Prospect Drive	1	1
Water – Leaks	Reports from across the Katikati Community. Multiple from Wills Road	23	4
Water – Known Issue	Reports from Wills Road and Donegal Place	2	1
Water – Emergency Shutdown	Reports from Henry Road and Noble Johnston Drive	3	0
Water – Meter Toby Issue	Reports from Polley Crescent, Gilfillan Drive and Park Road	1	2
Water – General	Enquiries from across the Katikati Community. Multiple reports from Mural Drive.	4	1
Water Revenue – General	Enquiries from across the Katikati Community	5	0
Water Revenue – Connection Application	Water applications from Uretara Drive, Park Road and Wills Road	3	0

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

Date raised	Issue	Comment
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 has been invited to attend the 2 April 2025 Katikati Community Board meeting.

10.6 RECONCILIATION OF KATIKATI COMMUNITY TOWN CENTRE DEVELOPMENT FUND**File Number:** A6629175**Author:** Sarah Bedford, Finance Manager**Authoriser:** Rachael Davie, Deputy CEO/General Manager Strategy and Community**EXECUTIVE SUMMARY**

1. The purpose of this report is to provide a reconciliation of the Katikati Town Centre Development Fund and the Katikati Town Centre Promotion Rate. This reconciliation was undertaken to ensure that going forward the rates collected for both the Katikati Town Centre Development Fund and the Katikati Town Centre Promotion Rate are correctly attributed.

RECOMMENDATION

1. That the Finance Manager's report dated 12 February 2025 'Reconciliation of Katikati Community Board Town Centre Development Fund' be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
3. That the Katikati Community Board recommend to Council that the historic overspend of the Katikati Town Centre Promotion Rate fund of \$160,381.74 be offset by the Katikati Town Centre Development fund to avoid the need for a rates charge back to the community.
4. That the opening balance of the Katikati Town Centre Development Reserve for 1 July 2024 is \$619,458 AND that this reserve be allocated for the purpose of Katikati Town Centre Development scheduled as and when opportunities arise by way of recommendation.
5. That the Katikati Community Board recommend to Council that it be consulted before funds from the Katikati Town Centre Development Fund are committed by Council.

BACKGROUND

There are two targeted rates collected for the Katikati community that have historically been reconciled into the same reserve since 2012 (Katikati Town Centre Development reserve), which is reported on in Council's Annual Report. These two rates are:

- Katikati Town Centre Development Rate – A fixed rate per property intended for the beautification of the Katikati Town Centre, and
- Katikati Town Centre Promotion rate – A rate to cover the service delivery contract for Katch Katikati. Requirements of this service can be found in the agreement which is reviewed every 3 years.

KEY FINDINGS

2. **Deficit in Town Centre Promotion Fund:**

As noted above, the Katch Katikati Service Delivery Contract is intended to be funded from the Katikati Town Centre Promotion Rate. As a consequence of the two targeted rates for Katikati being reconciled into the same reserve since 2012 staff investigations have highlighted that the Katikati Town Centre Development Rate reserve has been used to offset a shortfall in the revenue collected via the Katikati Town Centre Promotion Rate over a number of years. **Attachment 2** to this report highlights the variances of Katch Katikati contract expenditure to rates revenue which identifies that since 2012 the Katikati Town Centre Development Rate reserve has funded a shortfall in the Katikati Town Centre Development rate in the sum of \$160,381.74. This figure includes \$60,000 relating to the visitor information service referred to in paragraph 3 below.

3. **Service Delivery Contract budget adopted in Long Term Plan 18–28 and rate collection:**

In 2018/19 Council resolved to increase the Katch Katikati contract budget to reflect that it would provide visitor information services. Investigations have revealed a misalignment between the revised contract budget (reflecting the visitor information service) and the rates budget required to cover the increased contract expenditure. Ultimately this has meant that the Katikati Town Centre Promotion Rate revenue was not sufficient to cover the cost of the new (2018/19) Katch Katikati contract and the shortfall (of \$60,000) has been funded from the Katikati Town Centre Development fund. This anomaly has now been mitigated to ensure complete alignment between contracted expenditure and the rate revenue required each year from the Katikati Town Centre Promotion Rate.

4. **Misallocated Transactions:**

A total of \$10,569.89 in transactions were identified as being incorrectly funded from the Katikati Town Centre Development Rate reserve as they were unrelated to Katikati town centre development. These misallocated transactions related to works completed as part of an Ōmokoroa infrastructure project. They have subsequently been re-allocated to the appropriate activities. A further \$21,899 of

expenditure relating to the Te Puke Community Board was incorrectly funded from the reserve. This too has been corrected and funded from the appropriate reserve. Mitigations have been put in place to ensure thorough review of expenditure being funded from the correct reserve in future including review and alignment of resolutions in relation to funding decisions made.

The most significant areas of historic expenditure from the Katikati Town Centre Development Reserve relate to the purchase of the Dunning Block (for the future Katikati library) and capital expenditure relating to the refurbishment of the Katikati First Station and new Katikati library.

NEXT STEPS

The Katikati Town Centre Promotion Rate will be ring-fenced in its own reserve to ensure the rate collected for town centre development and town centre promotion purposes can be separately identified.

A reconciliation of the Town Centre Development Reserve and Town Centre Promotion Rate will be provided to the Community Board and to Council through Annual Reports in future for full transparency of transactions being funded from the reserve.

SIGNIFICANCE AND ENGAGEMENT

5. 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.
6. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
7. In terms of the Significance and Engagement Policy this decision is considered to be of **low** significance because the matters traversed in this report only affect a small part of the district (being the Katikati community). Further, the decision sought from the Katikati Community Board, while acknowledging that the shortfall in the Katikati Town Centre Promotion Rate has in fact been funded from the Katikati Town Centre Development reserve, recommends that there be no further financial impost on the Katikati community.

ATTACHMENTS

1. **Reconciliation of Katikati Town Centre Development Fund transactions**  
2. **Variance of contract budget to rates strike**  

Katikati Town Centre Development transactions 2011-2024		
Opening Balance 1 July 2011 (out of funds) in February 2011 650k was committed to purchase the Duni	-\$513,644.23	
Income		Town Centre Promotion only transactions
Katikati Town Centre Development Rate	\$83,136.00	
<i>This is made up of 4157 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$54,937.00	(54,937)
<i>This is made up of 4157 residential properties @ \$5.50 per property PLUS 158 industrial/commercial properties @ \$203 per property</i>		
General Rate Allocation	\$83,280.00	
Katikati Town Centre Development costs		
Professional fees for town centre feasibility	-\$3,528.70	
Resource consent Moore Park	-\$1,250.00	
Katikati Town Centre Promotion		
Katch Katikati Service Delivery Contract	-\$45,470.00	
Katikati Town Centre Development Capex		
Katikati Community Centre resource consent	-\$210.00	
Katikati Community Centre resource consent	-\$2,068.50	
Katikati Community Centre resource consent	-\$12,737.50	
Interest paid on reserve	-\$35,955.00	
Closing Balance 30 June 2012	-\$393,510.93	
Income		
Katikati Town Centre Development Rate	\$46,796.00	
<i>This is made up of 4158 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$54,937.00	(54,937)
<i>This is made up of 4158 residential properties @ \$6.00 per property PLUS 150 industrial/commercial properties @ \$203 per property</i>		
Interest charged on balance of reserve	-\$24,843.00	
General Rate Allocation	\$83,720.00	
Correct funding of Dunning Block land purchase from 2005 to be funded via FINCO reserve - originally funded by Katikati Town Centre		
Development Rate Reserve	\$650,000.00	
Expenditure		
Move original current account balance for Katikati Town Centre Rate to the reserve	-\$32,305.00	
Economic impact assessment for Katikati town centre development	-\$5,000.00	
Katch Katikati SDC	-\$23,417.00	23,417.00
Katch Katikati SDC	-\$23,417.00	23,417.00
Closing Balance 30 June 2013 (in funds)	\$332,960.07	
Opening Balance 1 July 2013	\$332,959.77	
Income		
Katikati Town Centre Development Rate	\$83,830.10	
<i>This is made up of 4192 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$58,336.00	-58,336.00
<i>This is made up of 4192 residential properties @ \$6.30 per property PLUS 150 industrial/commercial properties @ \$212 per property</i>		
Interest accrued on reserve	\$19,978.00	

Expenditure		
Transactions funded from reserve	-\$58,665.10	
Katch Katikati SDC	-\$29,168.00	58,336.00
Katch Katikati SDC	-\$29,168.00	
Closing Balance 30 June 2014 (in funds)	\$378,102.77	
Opening Balance 1 July 2014	\$378,102.77	
Income		
General Rate allocation	\$180,000.00	
Interest received	\$22,686.00	
Katikati Town Centre Development Rate	\$84,259.00	
<i>This is made up of 4214 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$57,337.00	(57,337)
<i>This is made up of 4214 residential properties @ \$6.42 per property PLUS 152 industrial/commercial properties @ \$199.25 per property</i>		
Expenditure		
Accrual - Katch Katikati	\$50.00	
Memorial square opening hall booking	-\$43.48	
Accrual - Katch Katikati	-\$14.00	
Parking signs	-\$24.35	
Light sensors	-\$206.50	
Wellbeing Expos	-\$499.50	
Seat costs	-\$1,429.00	
Unexpected Heroess	-\$7,500.00	
	-\$15,000.00	
Accrual - Consultants costs for town centre development	\$28,314.00	
Capital works in relation to new library	-\$213,317.00	
Cherry Court Development - reversed out in following year - not Council owned - see line	-\$32,608.00	
Unexpected Heroes - contributions from Rotary and RSA	\$11,550.00	
Katch Katikati SDC	-\$30,000.00	30,000.00
Katch Katikati SDC	-\$30,000.00	30,000.00
Other Income	\$30,000.00	
Closing balance 30 June 2015 (in funds)	\$461,656.94	
	\$0.00	
Opening Balance 1 July 2015	\$461,656.94	
Income		
Fund capital expenditure for Katikati Firestation refurbishment - expenditure over 2 years - recognition c	-\$752,172.00	
Katikati Town Centre Development Rate	\$84,679.00	
<i>This is made up of 4241 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$45,048.00	(45,048)
<i>This is made up of 4241 residential properties @ \$5.32 per property PLUS 141 industrial/commercial properties @ \$163.20 per property</i>		
Interest income on reserve	\$25,391.00	
District Wide rates funded portion of upgrade	\$180,000.00	
Expenditure		
Operational Costs	\$0.00	
Katikati Town Centre Development operational transactions	-\$210,741.00	
Capital Costs	\$0.00	
Fire Station capital costs	-\$444,870.00	
Capitalisation of Fire station as asset	\$752,172.00	
Correct treatment of capital costs to operational	\$14,253.00	
Katch Katikati SDC	-\$60,000.00	60,000.00
Other		
Lottery grant and payments 50% for unexpected heroes funding	-\$71,183.00	
Closing balance 30 June 2016 (in funds)	\$67,234.94	
Opening Balance 1 July 2016	\$67,234.94	
Income		

Interest paid on reserve	\$4,034.00	
Katikati Town Centre Development Rate	\$86,980.00	
<i>This is made up of 4350 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$51,305.00	(51,305)
<i>This is made up of 4350 residential properties @ \$5.23 per property PLUS 141 industrial/commercial properties @ \$202.55 per property</i>		
General Rate	\$170,378.00	
Expenditure		
Town centre development opex	-\$825.00	
Town centre development capex	-\$1,416.00	
Katch Katikati SDC	-\$30,000.00	30,000.00
Katch Katikati SDC	-\$30,000.00	30,000.00
Closing balance 30 June 2017 (in funds)	\$317,690.94	
Opening Balance 1 July 2017		
Income	\$317,690.94	
Interest on reserve	\$19,061.00	
Katikati Town Centre Development Rate	\$87,725.00	
<i>This is made up of 4395 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$70,920.00	(70,920)
<i>This is made up of 4395 residential properties @ \$7.35 per property PLUS 141 industrial/commercial properties @ \$289.74 per property</i>		
Expenditure		
Fund Katikati Library partly from Town Centre Development Reserve	-\$143,359.27	
Correction from 2015 from Waihi Beach Town Centre Development		
Reserve corrections for Edinburgh St Development and Dillon St property		
financing costs relating to 2011-2015 years and including sales		
transactions Dillon St 2017	-\$23,870.00	
Katch Katikati SDC	-\$7,524.00	71,524.00
Closing balance 30 June 2018 (in funds)	\$256,643.67	
Opening Balance 1 July 2018		
Income	\$256,643.67	
Interest on reserve account	\$14,115.00	
Katikati Town Centre Development Rate	\$88,915.00	
<i>This is made up of 4448 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$78,346.00	(78,346)
<i>This is made up of 4448 residential properties @ \$8.00 per property PLUS 138 industrial/commercial properties @ \$310.00 per property</i>		
Expenditure		
Fund Katikati Library partly from Town Centre Development Reserve	-\$45,340.73	
Katch Katikati SDC 6 monthly, Christmas in the park, echo walking festival, business awards	-\$39,490.50	39,490.50
Katch Katikati SDC 6 monthly, Christmas in the park, echo walking festival, business awards	-\$39,490.50	39,490.50
Closing balance 30 June 2019 (in funds)	\$313,697.94	
Opening Balance 1 July 2019		
Income	\$313,697.94	
Interest on reserve	\$17,253.00	
Katikati Town Centre Development Rate	\$91,445.00	
<i>This is made up of 4573 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion	\$81,810.00	(81,810)
<i>This is made up of 4573 residential properties @ \$7.95 per property PLUS 139 industrial/commercial properties @ \$326.91 per property</i>		
Expenditure		
Katch Katikati Information Centre Management 6 monthly	-\$17,500.00	17,500.00
Katch Katikati Information Centre Management 6 monthly	-\$17,500.00	17,500.00
Katch Katikati SDC 6 monthly, Christmas in the park, echo walking festival, business awards	-\$39,490.37	39,490.37
Katch Katikati SDC 6 monthly, Christmas in the park, echo walking festival, business awards	-\$40,280.50	40,280.50
Closing balance 30 June 2020 (in funds)	\$389,444.77	(10)

Opening Balance 1 July 2020	\$389,444.77	
Income		
Interest on reserve account	\$12,852.00	
Katikati Town Centre Development Rate	\$91,584.92	
<i>This is made up of 4580 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$77,013.43	(77,013)
<i>This is made up of 4580 residential properties @ \$7.42 per property PLUS 139 industrial/commercial properties @ \$309.72 per property</i>		
Expenditure		
Katch Katikati Information Centre Management 6 monthly	-\$17,500.00	17,500.00
Katch Katikati Information Centre Management 6 monthly	-\$17,500.00	17,500.00
Katch Katikati SDC 6 monthly, Christmas in the park, echo walking festival, business awards	-\$41,287.50	41,287.50
Katch Katikati SDC 6 monthly, Christmas in the park, echo walking festival, business awards	-\$37,037.50	37,037.50
Katch Katikati Christmas in the Park, ECHO Walking Festival , Community Business Award	-\$4,250.00	4,250.00
Incorrect coding of Omokoroa Special Housing Area to town centre promotion (correction to come)	-\$6,280.85	
Closing balance 30 June 2021 (in funds)	\$447,039.27	
Opening Balance 1 July 2021	\$447,039.27	
Income		
Interest on reserve account	\$14,752.00	
Katikati Town Centre Development Rate	\$92,624.00	
<i>This is made up of 4632 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$78,034.00	(78,034)
<i>This is made up of 4632 residential properties @ \$7.42 per property PLUS 141 industrial/commercial properties @ \$309.72 per property</i>		
Expenditure		
Katch Katikati SDC 6 monthly	-\$57,000.00	57,000.00
Katch Katikati SDC 6 monthly	-\$57,000.00	57,000.00
Incorrect coding of Omokoroa infrastructure projects - correction made in 2024	-\$4,289.04	
Closing balance 30 June 2022 (in funds)	\$514,160.23	
Opening Balance 1 July 2022	\$514,160.23	
Income		
Interest on reserve account	\$14,752.00	
Town Centre Development Rate	\$93,664.00	
<i>This is made up of 4685 residential properties @ \$20 per property</i>		
Katikati Town Centre Promotion Rate	\$78,118.00	(78,118)
<i>This is made up of 4685 residential properties @ \$7.42 per property PLUS 140 industrial/commercial properties @ \$309.72 per property</i>		
Expenditure		
	-\$18,310.00	
Katch Katikati SDC 6 monthly	-\$60,933.00	60,933.00
Katch Katikati SDC 6 monthly	-\$60,933.00	60,933.00
Incorrect coding - Te Puke Events and Promotions - correction made in 2024	-\$21,899.00	
Katch Katikati SDC 6 monthly - this should have been classed as a prepayment for 2024 FY.	-\$65,015.50	65,015.50
Closing balance 30 June 2023 (in funds)	\$473,603.73	
Opening Balance 1 July 2023	\$473,603.73	
Income		
Interest on reserve account	\$28,352.93	
Katikati Town Centre Development Rate	\$106,523.00	
<i>This is made up of 4755 residential properties @ \$22.40 per property</i>		
Katikati Town Centre Promotion Rate	\$87,385.00	(87,385)
<i>This is made up of 4713 residential properties @ \$8.31 per property PLUS 139 industrial/commercial properties @ \$346.89 per property</i>		

Expenditure		
Katikati Market Square Concept Plan as per quote letter 1 June 2022	-\$6,119.82	
Katikati Market Square Concept Plan as per quote letter 1 June 2022	-\$5,271.34	
Katch Katikati SDC 6 monthly	-\$65,015.50	65,015.50
Closing balance 30 June 2024 per 23/24 Annual Report	\$619,458.00	
Deficit of town centre promotion related expenditure		160,381.74

Variance of budget for contract compared to rates collected				
Year	Rate collected	Budget for Service Delivery contract	Over/(Under) collection	
2012	54937	0	54,937.00	
2013	54937	46,834.00	8,103.00	
2014	58,336.00	58,336.00	0.00	
2015	57337	60,000.00	-2,663.00	
2016	45048	60,000.00	-14,952.00	
2017	51305	60,000.00	-8,695.00	
2018	70920	71,524.00	-604.00	
2019	78346	78,981.00	-635.00	
2020	81810	114,761.17	-32,951.17 **	
2021	77013.43	117,575.00	-40,561.57	
2022	78034	114,000.00	-35,966.00	
2023	78118	121,866.00	-43,748.00	
2024	87385	130,031.00	-42,646.00	
			-160,381.74	

**Visitor information Centre Management commenced in this year

10.7 KATIKATI COMMUNITY BOARD – FINANCIAL REPORT – DECEMBER 2024

File Number: A6629892

Author: Allan Carey, Finance Business Partner Lead

Authoriser: Adele Henderson, General Manager Corporate Services

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 2024 (**Attachment 1**).

Total operational costs are under budget year-to-date for 2024/25.

<p>RECOMMENDATION</p> <p>I. That the Finance Business Partner Lead’s report dated 12 February 2025, titled ‘Katikati Community Board – Financial Report – December 2024’, be received.</p>

GRANT PAYMENTS MADE TO DATE:

Resolution	Description	\$
KKC24-4.4	Katikati Football Club towards funding their paint marking on the football fields.	886
2024/25 Grants		886

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
KKC24-6.5	Contingency	Approves the spending of up to \$300 from the Contingency Account towards a Community Board Community Leaders Christmas function.	300
KKC24-6.8	Grants	Approves the grant application from Katikati College for \$2,000, to contribute towards funding uniforms and stationery for students in need.	2,000
KKC24-6.9	Grants	Approves the grant application from the Katikati Toy Library for \$1,000, to contribute towards funding new carpet for the toy library.	1,000
Total outstanding operational commitments			5,085

2024/25 Katikati Community Board Reserve Analysis:

Description	\$
2024/25 Opening balance	100,384
No transactions year to date	0
2024/25 Closing balance	100,384

Committed – Reserves expenditure:

Resolution	Description	\$
	2024/25 Closing balance before committed expenditure	100,384
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	80,010

Other Reserves:**Katikati Town Centre Development Reserve:**

Resolution	Description	\$
	2024/25 Opening balance	619,457
	No transactions year to date	0
	2024/25 Closing balance	619,457

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

ATTACHMENTS

- Katikati Community Board Financial Statement for period ended 31 December 2024**  

Western Bay of Plenty District Council						
Income and Expenditure Statement						
For the period ended 31 December 2024						
Katikati Community Board						
	Year to Date				Full Year	Last Year
	Actual	Budget	Variance (Unfav)/Fav		Budget	Actual
	\$	\$	\$		\$	\$
Direct Costs						
Conference Expenses	2,903	1,002	(1,901)	⊗	2,004	0
Contingency - [see breakdown below]	0	4,752	4,752	☑	9,504	1,721
Grants	886	4,002	3,117	☑	8,000	2,995
Mileage Allowance	0	498	498	☑	996	0
Salaries	15,529	15,270	(259)	⊗	30,540	29,487
Security	0	0	0	☑	0	(5,000)
Street Decoration	0	2,250	2,250	☑	4,500	2,500
Inter Department Charges	20,132	20,130	(2)	⊗	40,260	42,204
Operating Costs	39,450	47,904	8,454	☑	95,804	73,907
Total Operating Costs	39,450	47,904	8,454	☑	95,804	73,907
Total Direct Costs	39,450	47,904	8,454	☑	95,804	73,907
Total Costs	39,450	47,904	8,454	☑	95,804	73,907
Income						
Rate Income	48,810	47,910	900	☑	95,820	104,926
Total Direct Income	48,810	47,910	900	☑	95,820	104,926
Net Cost of Service	9,360	6	9,354	☑	16	31,019
Contingency - breakdown						
<i>No transactions year-to-date</i>	0					
Year to date contingency costs	0					
Katikati Community Board Reserve						
Opening Balance - Surplus (Deficit)	100,384					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	100,384					
Other Reserves						
<u>Katikati Town Centre Development Reserve</u>						
Opening Balance - Surplus (Deficit)	619,457					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	619,457					
<u>CE Miller Estate Restricted Reserves</u>						
Opening Balance - Surplus (Deficit)	9,888					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	9,888					