

Mā tō tātou takiwā
For our District

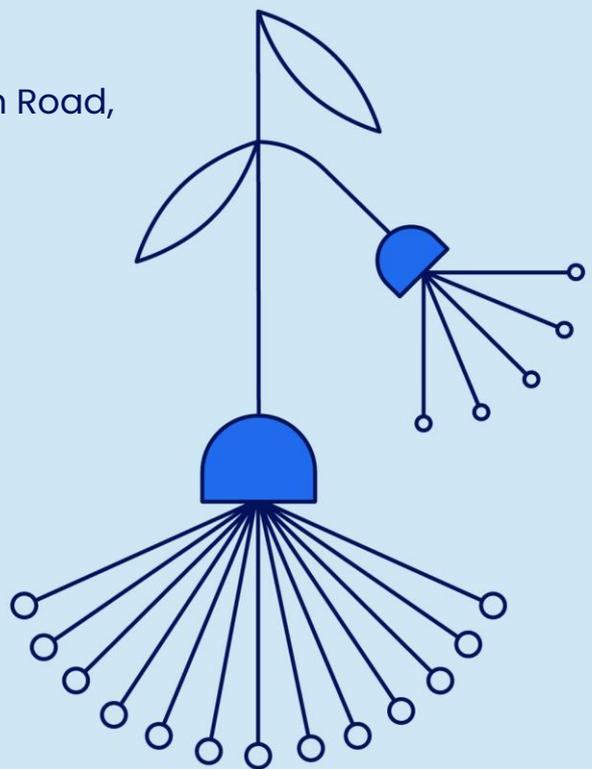
Waihī Beach Community Board

Poari ā Hapori o Waihī Beach

WBC25-2

Monday, 7 April 2025, 5.30pm

Waihī Beach Community Centre, 106 Beach Road,
Waihī Beach



Waihi Beach Community Board

Membership:

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

Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to the Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

Delegated Functions:

Subject to compliance with Council strategies, policies, plans and legislation:

- To have input into Council and its Committees on issues, services, plans and policies that affect communities within the Community Board Area.
- To provide an effective mechanism for community feedback to Council.
- To receive reports from Council appointees on Council matters relevant to the Community Board.
- To control, expend and monitor funds as allocated by Council.
- To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land.

Notice is hereby given that a Waihi Beach Community Board Meeting will be held in the Waihi Beach Community Centre, 106 Beach Road, Waihi Beach on: Monday, 7 April 2025 at 5.30pm

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1 PRESENT**2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

6 PUBLIC EXCLUDED ITEMS**7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer relationship management system as a service request, while those requiring further investigation will be referred to the Chief Executive.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 17 FEBRUARY 2025

File Number: A6690719

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Waihi Beach Community Board Meeting held on 17 February 2025 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Waihi Beach Community Board Meeting held on 17 February 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
WAIHĪ BEACH COMMUNITY BOARD MEETING NO. WBC25-1
HELD IN THE WAIHĪ BEACH COMMUNITY CENTRE, 106 BEACH ROAD, WAIHĪ BEACH
ON MONDAY, 17 FEBRUARY 2025 AT 5.30PM**

1 PRESENT

Chairperson D Simpson, Member R Goudie, Member W Stevenson, Cr A Henry and Cr A Sole.

2 IN ATTENDANCE

A Henderson (General Manager Corporate Services) and R Leahy (Senior Governance Advisor).

OTHERS IN ATTENDANCE

11 members of the public including;
Cr R Joyce and
Katikati Community Board Chairperson J Clements

3 APOLOGIES

APOLOGY

RESOLUTION WBC25-1.1

Moved: Cr A Sole

Seconded: Member W Stevenson

That the apology for absence from Deputy Chairperson H Guptill be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 JIM COWERN – VARIOUS ISSUES

Mr Cowern, a resident of Waihi Beach was in attendance to discuss the resource consent application for a rock revetment wall at Waihi Beach and rubbish bins on Wilson Road. The below points were noted:

- A resource application for a rock revetment wall on the beach front at Glen Isla Place had been submitted.
- The Chairperson advised that the Board remained neutral on this matter as the application was being assessed by independent commissioners. It was important for the community to make submissions and express their views on applications.
- One of the rubbish bins on Wilson Road had turned a rust colour. It was noted that the rust colour was their intended look at they were made from corten steel.

7.2 PETER MORTON – ATHENREE HOMESTEAD

Mr Morton, was in attendance on behalf of Athenree Homestead, to discuss the welcome to Waihi Beach signs and upgrades to the Athenree Homestead driveway. He noted the below points:

- Mr Morton queried when the welcome to Waihi Beach signs would be installed as there had been minimal communication from Council regarding the signs.
- The Community Board advised that work on the signs were ongoing and that upgrades to the driveway would commence shortly. The Athenree Homestead would be advised of these works to ensure they did not clash with any bookings for the venue.

7.3 MIKE HICKEY – VARIOUS TOPICS

Mr Hickey, a resident of Waihi Beach, was in attendance to discuss various issues. He noted the below points:

- Council should consider opening the Chief Executive position for open tender as it may attract a person willing to do the role for considerably less salary.
- There were ongoing concerns with dogs on the beach. Council should consider implementing a system similar to Hauraki District Council, which increases the cost to the owner for impounding dog.
- The MenzShed were supplying vegetables to the 'Friend's Place', the surf club and residents at the pensioner flats.

7.4 ROB HOPE – WAIHĪ BEACH LIBRARY

Mr Hope, a resident of Waihi Beach and member of the Community Hall Committee, was in attendance to discuss the Waihi Beach Library. He noted the below points:

- The Hall Committee had met with Council staff to discuss their concerns with the access to the hall as a result of the new library building.
- The meeting was positive and a practical solution to address concerns had been found.

8 PRESENTATIONS

8.1 TE WHĀNAU Ā TAUWHAO KI OTAWHIWHI

Representatives from Otawhiwhi were unable to attend the meeting.

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 2 DECEMBER 2024

RESOLUTION WBC25-1.2

Moved: Cr A Henry

Seconded: Cr A Sole

1. That the Minutes of the Waihi Beach Community Board Meeting held on 2 December 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 WAIHĪ BEACH COMMUNITY BOARD – WORKSHOP NOTES – 28 JANUARY 2025

The workshop notes from 28 January 2025 were received and no discussion was held.

10.2 WAIHĪ BEACH COMMUNITY BOARD – CHAIRPERSON'S REPORT – FEBRUARY 2025

The Board considered a report from the Chairperson. A brief overview of the report was provided. The below points were noted:

- The overall capacity of the bins on Wilson Road would increase.

- The placement of the new bench seat was being reconsidered.
- There were concerns regarding the cost of installing bike racks outside the front of The Porch. The Board would consider various options at their next workshop to bring the cost down.
- The Board had previously committed \$10,000 towards a path from the end of Edinburgh Street through the Te Mata block. The Board would like to workshop this at a future workshop.

RESOLUTION WBC25-1.3

Moved: Member W Stevenson

Seconded: Cr A Sole

That the Chairperson's report dated 17 February 2025 titled 'Waihi Beach Community Board Chairperson's Report – February 2025' be received.

CARRIED

10.3 WAIHI BEACH COMMUNITY BOARD – COUNCILLOR'S REPORT – FEBRUARY 2025

The Board considered a report from Councillor Sole. A brief overview of the report was provided. The below points were noted:

- Work on the Local Waters Done Well was ongoing. Community consultation on the proposed model would take place.

RESOLUTION WBC25-1.4

Moved: Cr A Sole

Seconded: Chairperson D Simpson

That Councillor Sole's report dated 17 February 2025 titled 'Waihi Beach Community Board Councillor's Report – February 2025' be received.

CARRIED

10.4 WAIHI BEACH COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – FEBRUARY 2025

The Board considered a report from the General Manager Infrastructure Services. The report was taken as read. The below points were noted:

- There was an error in the roading account, resolution WBC23-7.6 appeared twice. It was noted that this error would be corrected for the next report.
 - The Board requested an update on if the landowner had been approached for entranceway sign on Waihi Beach Road.
-

RESOLUTION WBC25-1.5

Moved: Chairperson D Simpson

Seconded: Member W Stevenson

That the General Manager Infrastructure Services' report dated 2 December 2024 titled 'Waihi Beach Community Board - Projects and Operations Report - December 2024' be received.

CARRIED

10.5 WAIHI BEACH COMMUNITY BOARD - FINANCIAL REPORT - DECEMBER 2024

The Board considered a report from the Finance Business Partner Lead. The report was taken as read. The below points were noted:

- It was noted that the roading account would now be included in the Community Board's financial report.

RESOLUTION WBC25-1.6

Moved: Cr A Sole

Seconded: Member W Stevenson

That the Finance Business Partner Lead's report dated 17 February 2025 titled 'Waihi Beach Community Board - Financial Report - December 2024', be received.

CARRIED

11 INFORMATION FOR RECEIPT

11.1 INVESTIGATION INTO RELOCATING ISLAND VIEW RESERVE DUMP STATION

The Board considered a report from the Reserves and Facilities Manager. The report was taken as read. The below point was noted:

- The Board would direct the concerned residents to the report for their information.

The Meeting closed at 6.43pm.

Confirmed as a true and correct record at the Waihi Beach Community Board meeting held on 7 April 2025.

.....
Chairperson D Simpson

CHAIRPERSON

9 REPORTS

9.1 WAIHI BEACH COMMUNITY BOARD – WORKSHOP NOTES

File Number: A6693932

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

EXECUTIVE SUMMARY

The notes from the Waihi Beach Community Board workshop on 10 March 2025 have been attached for information.

ATTACHMENTS

1. **Waihi Beach Community Board – Workshop Notes – 10 March 2025**  

WAIHI BEACH COMMUNITY BOARD WORKSHOP

DATE:	10 March 2025 at 9am
HELD:	Waihi Beach Community Centre
TOPICS:	<ol style="list-style-type: none">1. Community Plan Review2. Roothing Projects3. Board Issues
FORUM MEMBERS PRESENT:	Chairperson D Simpson, Deputy Chairperson H Guptill, Member R Goudie, Member W Stevenson and Cr A Sole
ABSENT:	Cr A Henry
STAFF IN ATTENDANCE:	J Rickard (Community and Strategic Relationships Manager), S Dunstan (Project Engineer Transportation) and R Leahy (Senior Governance Advisor)

Community Plan Review

- The Reef development had created a need to improve the connectivity between the village centre and new development.
- The old bridge across two-mile creek was rickety, particularly for horses. There were also concerns about the approaches for the bridge.
- In previous years, consultation on the Community Plan took around six months.
- The pillars were still appropriate for the Community Plan. It was noted that some of projects were out of date or unable to be achieved.
- The Board were advised to also consider looking at a shorter-term action plan for the Community Board to drive and implement.
- In relation to consultation, the Board were advised to talk to key stakeholders first and align their Community Plan with the key stakeholder group's activities, then go out for wider consultation with the community.
- The Board would look to complete consultation on the Community Plan prior to the 2025 Local Body Election.

RELEVANT ACTIONS	RESPONSIBLE
Community and Strategic Relationships Manager to hold an additional workshop with the Board on consultation for the Community Plan review.	Community and Strategic Relationships Manager

Roading Projects
<ul style="list-style-type: none"> • There had been discussions in the community about whether the seat on Wilson Road (in front of The Porch) should face the road or shops. It was suggested that a bench seat be installed there instead. The Board requested quotes for a bench seat. • It was noted that the Waihi Beach Entranceway Signs project had been handed over to the Council's Project Engineer Transportation to progress. The next priority would be to meet with the landowner on Waihi Beach Road. • The Board was keen to see the Pedestrian Refuge on Beach Road project progress as it was important for pedestrian safety around the school. The Board requested that quotes be obtained for the works, noting they had limited budget in the Community Roading Account. • The Board discussed installing cycle racks in front of The Porch to prevent people from parking vehicles on the concrete. The Board requested quotes for cycle racks. • There had been concerns about antisocial behaviour in the carpark on Wilson Road behind the Porch. The Board requested options for lighting in the carpark.

DIRECTION	RESPONSIBLE
Project Engineer Transportation to obtain quotes for a bench seat on Wilson Road outside The Porch for consideration by the Board at their next meeting.	Project Engineer Transportation
Project Engineer Transportation to obtain quotes for a Pedestrian Refuge on Beach Road for consideration by the Board at their next meeting.	Project Engineer Transportation
Project Engineer Transportation to obtain quotes for lighting options at the Wilson Road carpark (behind The Porch) for consideration by the Board at their next meeting.	Project Engineer Transportation

Project Engineer Transportation to obtain quotes for cycle racks outside The Porch for consideration by the Board at their next meeting.	Project Engineer Transportation
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RELEVANT ACTIONS	RESPONSIBLE
Project Engineer Transportation and Community Board Members to speak with the landowner for Waihi Beach Road entranceway sign.	Project Engineer Transportation and Community Board Members.

Board Issues
<ul style="list-style-type: none"> The Board were concerned about the bins on Reserves at Waihi Beach. Feedback had been provided to the Reserves and Facilities Team about this issue; however, the Board had not heard back about if any changes would be implemented. The Board requested an update about the Wilson Park upgrades. The Board requested an update on the Pohutukawa Park panels. The Board had been approached about holding a Community Board meeting at Ōtawhiwhi marae. The Board was advised to discuss the idea with Council’s Kaupapa Māori Team.

RELEVANT ACTIONS	RESPONSIBLE
An update on the Wilson Park upgrades to be provided to the Board.	Senior Governance Advisor and Reserves and Facilities Manager
An update on Pohutukawa Park panels to be provided to the Board.	Senior Governance Advisor and Cycleways Manager

9.2 WAIHI BEACH COMMUNITY BOARD – CHAIRPERSON'S REPORT – APRIL 2025**File Number:** A6690656**Author:** Dani Simpson, Community Board Chairperson**Authoriser:** Adele Henderson, General Manager Corporate Services**RECOMMENDATION**

1. That the Chairperson's report dated 7 April 2025 titled 'Waihi Beach Community Board – Chairperson's Report – April 2025' be received.

The Board is about to review and refresh its **Community Plan**. As part of that we will be consulting with a variety of stakeholders as well as the wider community with the intention of having a refreshed Plan to adopt at our last meeting of the triennium in August.

The Community Plan focuses on 4 key pillars – Social, Environmental, Cultural and Economic.

Given that it was first developed in 2020 and last updated in 2022, we believe it's time to review it. There are aspects in there which are no longer relevant, some of which have progressed markedly, and other areas that other community groups have taken ownership of.

We will be working with staff who will support us throughout the consultation process. And will be making sure you know how and when you can have your say. What you tell us will help provide direction for our community for the next decade and will provide a pathway on how to achieve those aspirations.

Consultation on social media with the community about the increased **rubbish bin capacity and frequency of emptying** gave us extensive constructive feedback from people who highlighted bins in various locations around the area that could do with more capacity and more regular emptying. We're looking forward to staff sharing with us how and when we can implement the requested changes.

The **Wilson Park upgrades** have previously been approved and funded, however there has been no sign of them getting started. While we appreciate some stormwater considerations are in play in parts of Wilson Park, it's our understanding that these shouldn't impact the upgrades that were given the green light some 18 months ago by Council. We would like to think the upgrades will take place so the increased amenity is ready to be enjoyed by the public in time for Labour Weekend this year. The toilet block is expected to be installed by the end of June 2025, however, the carpark upgrades and seating will occur in the next financial year due to budget constraints and resourcing.

It was pleasing to see the finalised **history panels for Pohutukawa Park** at our January workshop. The consultant is currently preparing detailed drawings that will be suitable to send to the sign fabricators. Local Waihi Beach contractors have been engaged, however, there is currently no delivery timeframe for this project. We're keen to see these finally installed and would like to hear what location has been chosen for them and when they are expected to be installed.

With a change in staff overseeing our various **roading projects**, we're looking forward to progressing a number of items:

- Finalisation and installation of the welcome signs at the Athenree Road and Waihi Beach Road entrances.
- Pricing for installation of the Beach Road pedestrian refuge.
- Progression of pricing and detail for lights in the expanded carpark behind The Porch

The installation of the **seat outside The Porch** proved amusingly controversial with much debate online and in person about whether it should face the road or away from the road. Council's Project Engineer has suggested the seat be rotated and bike stands be installed to improve pedestrian safety and prevent vehicles from parking on the concrete.

Following our last board meeting where we spoke about the aforementioned seat and **bike stands**, we were approached by the MenzShed suggesting they may be able to assist with fabricating the bike stands for less than the cost of what we had been quoted. The Board is very supportive of awarding jobs like these to a local group where possible. It doesn't cost us as much and a local group obtains the funding required to manufacture. That's a win-win in my books.

On March 13, we addressed the **Local Government Commission** regarding our submission objecting to Western Bay of Plenty District Council's decision to reduce the number of community boards from 5 to 3. My address as Chair is attached.

ATTACHMENTS

1. **Verbal Submission to Local Government Commission WBOPDC Representation Review Hearing**  

Waihi Beach Community Board verbal submission to the Local Government Commissioner Representation Review Hearing for WBOPDC

Good afternoon commissioners and thank you for your time. I'm Dani Simpson, chair of the Waihi Beach Community Board. And what I want to speak to you about today is the heartbeat of local democracy.

Local boards are not administrative units.

We are the living pulse of place, which, for us includes Waihi Beach, east to Athenree, south to Bowentown, and north to Orokawa Bay.

We are localism in action.

When you diminish our voice, you don't just redraw boundaries on a map.

You sever decades of trust, unique identity, and the wisdom that comes from knowing a community like the back of your hand.

Let me be clear: this decision isn't about efficiency. It's about eroding democracy.

Communities are not spreadsheets

The proposal treats Waihi Beach and Katikati as interchangeable cells in a bureaucratic ledger. Let me share what that ledger misses:

- **Waihi Beach** battles aging and not fit-for-purpose stormwater systems that threaten homes, while we've advocated for a new library to serve our community and are about to embark on a review of our community plan. And we transform, almost overnight, over the peak season and long weekends into what is almost a city, hosting many thousands of holiday makers. Our community relies on these people to spend in our community, but with them brings added pressure on our infrastructure and amenities.
- **Katikati** is navigating rapid growth, balancing orchard economies with infrastructure strain.

These aren't "administrative efficiencies" – they are lived realities.

Combining these boards forces board members to master two distinct worlds. And while yes, Waihi Beach board members may access services and amenities in Katikati and vice versa, the other community is not our area of speciality.

In fact, we have a closer affiliation with the mining town of Waihi which is on our doorstep. It's where 75% of our high school and intermediate students go to school. It's where many are employed by the mine, and where many of us buy our groceries, petrol and various services.

The illusion of consultation

74% of submitters wanted to retain our boards. But option 5c materialised very late without time for scrutiny or consultation with the communities they would affect.

This isn't just poor process. It's betrayal.

When Council spent months consulting on the representation review, but then threw this option in at the last minute. It's absurd that our community has not had its say formally. But what is clear – the outrage on local social media pages is very clear. They do not want to be combined.

The maths of inequity

Let's dissect the numbers they call "fair":

Community	Population	Board Seats
Waihi Beach	4,100	3
Katikati	11,870	3

One seat per 1,367 Waihi residents vs. 3,957 Katikati residents.

This isn't representation – it's dilution. Rural voices already struggle to be heard; now they'll drown in the noise of competing priorities.

Localism in action

Last year we allocated \$55,000 from our roading account to design a much-needed pedestrian refuge that will be used by schoolchildren and elderly residents. Not glamorous, but vital.

Under this proposal? That decision would compete with Katikati's upgrade of market square. Both things necessary. Neither "winning." This forces difficult choices where once we had clarity and mandate.

The precedent we risk

Section 19V of the Local Government Act demands communities of interest guide these decisions. Yet here we are, merging a coastal haven with an inland horticulture hub.

If Waihi Beach and Katikati – with their differing demographics, infrastructure needs, and cultural landscapes – can be lumped together, no community is safe.

We don't resist change; we resist carelessness.

To the Commission: You are the circuit breakers. When processes fail, principles must prevail.

We ask that Western Bay be a beacon of local democracy – not a cautionary tale of communities erased for spreadsheets.

Our communities deserve better.

And our community is asking that localism be at the forefront of your decision.

9.3 WAIHI BEACH COMMUNITY BOARD – COUNCILLOR'S REPORT – APRIL 2025**File Number:** A6690686**Author:** Anne Henry, Councillor**Authoriser:** Adele Henderson, General Manager Corporate Services**RECOMMENDATION**

1. That the Councillor's report dated 7 April 2025 titled 'Waihi Beach Community Board – Councillor's Report – April 2025' be received.

Western Bay District Council District Council (WOPDC) Representation Review 2025:

A Representation Review is required under the Local Electoral Act and is undertaken every 6 years. WBOPDC staff began the review process for our communities in late 2023 and continued to gather community feedback during 2024 and up until the date of last consultation in November 2024. Council adopted its Final Representation Proposal by 21 November 2024. This model unfortunately, due to the decision-making time frame, was not able to be presented for public consultation prior to the final lodgement date to the Local Government Commission.

Earlier this year an independent commissioner panel was appointed by Local Government Commission. The Commissioners received all relevant material and written submissions early 2025. On 13 March 2025, the Commissioners heard several verbal submissions via video links from our communities' submitters. Live stream presentations to the Commissioner's Panel from WBOPDC are still available on the Local Government Commission's YouTube [channel](#).

Several sound submissions, both for and against, were received by the Commissioners from our rate payers, community groups and Community Boards. We are yet to hear the panel's determination. The Commissioners are now in deliberation to decide WBOPDC 's future representation model. A decision is expected by 11 April 2025.

Annual Plan (AP) 2025– 2026:

On 12 March the Annual Plan Committee adopted the draft schedule of 2025 fees and charges for public consultation. The consultation will be open for one calendar month from 20 March to 21 April.

A draft statement of our intended proposal for Financial Contributions and a detailed disclosure table has been prepared for consultation. Information for this review was gathered from many working within the framework of our current model for Financial Contributions. The consultation for this will be open from 20 March until 20 April.

These documents will be available on Council's website, for viewing in our Libraries and Service Centres.

This year there have been no big changes for the second year of the 2024-2034 Long Term Plan (LTP) than those outlined when it was for consultation prior to its adoption in September last year. As the programme of work had little change in direction it meant that formal consultation was not required. Council will still be informing the public on the projects that are planned for next year and why we made the decision not to consult.

Local Waters Done Well:

The Council is currently working with a consultant and has explored the options open to us to adopt a sustainable model for WBOPDC's 'Local Water Done Well'. The challenge for WBOPDC is to remain sustainable with the delivery and management of our freshwater. All models will be ring-fenced and will need to fully fund themselves, to stand alone as an entity. Council approved the consultation document for the water service delivery model on 18 March, a copy of this report can be found [here](#). Consultation with the community will run from 24 March to 24 April 2025.

Katikati-Waihi Beach Ward Forum:

The date for the last Katikati-Waihi Beach Ward forum for 2025 is 9 April 2025 7-9pm at The Centre – Pātuki Manawa Digital Hub.

An expo style of presentation is planned for this event. These forums are designed to give people a chance to connect with their local Councillors and get a better understanding of local initiatives by talking to the teams behind them.

Topics are currently being finalised but will likely include key projects such as the Heron Crescent Elder Housing, Waihi Beach Library and Katikati Wastewater Treatment Plant as well as consultation on Local Water Done Well.

9.4 WAIHĪ BEACH COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – APRIL 2025

File Number: A6690713

Author: Cedric Crow, General Manager Infrastructure Services

Authoriser: Adele Henderson, General Manager Corporate Services

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That the General Manager Infrastructure Services' report dated 7 April 2025 titled 'Waihi Beach Community Board – Projects and Operations Report – April 2025' be received.
2. That the Waihi Beach Community Board allocates up to \$6,000 from the Waihi Beach Community Board Roading Account for costs related to the manufacture and installation of three cycle racks to be located by the entrance to Wilson Road carpark (by The Porch) and rotation of the existing seat.

COUNCIL-LED PROJECTS

['Your Place – Tō Wāhi'](#) is an engagement platform where residents can get updates on projects in their neighbourhood. Council-led projects in the Waihi Beach-Athenree neighbourhood include:

- Waihi Beach Library
- Stormwater Projects
- Waihi Beach – Athenree (Waiau Estuary) Crossing
- Athenree Jetty

PROJECT UPDATES – ROADING

BEACH ROAD BUS BAY		
Project Description	Staff Comment/Update	Progress Level
The Board, together with Waihi Beach School representatives raised concerns around the safety on Beach Road. Council agreed to fund bus bays outside of Waihi Beach School.	Construction on the beach road bus bays is now complete. This project will no longer be reported on.	Complete

BEACH ROAD PEDESTRIAN REFUGE		
Project Description	Staff Comment/Update	Progress Level
The Board, together with Waihi Beach School representatives raised concerns around the safety on Beach Road. The Board resolved to fund a design for the project.	The detailed design is complete and has been circulated to the Board with engineer’s estimate. Council’s Project Engineer sought quotes for the pedestrian refuge, the preferred option came back at \$185,000 (excluding contingency). A report to commit funds has been included in this agenda for consideration by the Board.	In progress

SAFETY IMPROVEMENTS ENTRY/EXIT TO WILSON ROAD CARPARK (BEHIND THE PORCH)		
Project Description	Staff Comment/Update	Progress Level
Improve the visibility of the entry/exit point of the carpark on Wilson Road (behind The Porch)	The bench has been installed; however, it will be rotated to face the shops. There is an ongoing issue with opportunistic parking next to the seat. It has been suggested that cycle racks be installed to mitigate this. The Menzshed have provided a quote for the manufacturing of the cycle racks at a cost of \$4,850. The Project Engineer has estimated \$750 for installation, a further \$400 has been included in recommendation as contingency.	In progress - <i>Expected delivery date TBC</i>

WAIHI BEACH ENTRANCEWAY SIGNS PROJECT		
Project Description	Staff Comment/Update	Progress Level
The Waihi Beach Community Board approved the Entranceway Project design in principle, noting that changes may be required to address safety restrictions and material once locations are confirmed.	This project has been handed over to Council's Project Engineer who is currently working through the handover documentation. The next step is to arrange a meeting with the landowner on Waihi Beach Road and members of the Community Board.	In progress - <i>Project delivery target date - TBC</i>

ATHENREE HOMESTEAD ENTRANCEWAY ENHANCEMENT		
Project Description	Staff Comment/Update	Progress Level
At the 2 December 2024 meeting, the Board allocated funding towards improving the existing Athenree Homestead entranceway.	Work to improve the Athenree Homestead driveway is now complete. This project will no longer be reported on.	Complete

COUNCIL-LED PROJECTS INVOLVING COMMUNITY BOARD ENGAGEMENT

WILSON ROAD TO EDINBURGH STREET PEDESTRIAN LINK		
Project Description	Staff Comment/Update	Progress Level
Progress the shared path from Wilson Road to Edinburgh Street with a bridge over Two Mile Creek.	<p>The concept plans for the footbridge across Two-Mile Creek are complete and were presented to the Board on 6 November 2024. Work on the concept design is ongoing; this has delayed staff applying for consent. There is currently no further update to what has previously been reported.</p> <p>Engagement:</p> <p>A workshop was held on 9 February 2024 and 16 September 2024 with appropriate staff to further discuss options relating to this project.</p>	In progress – design phase. <i>Anticipated completion TBC</i>

SERVICE REQUESTS

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

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

<ul style="list-style-type: none"> • Animal Services - Dog Barking (address of dog required) • Compliance & Enforcement - Compliance & Enforcement General • Consents Administration - General enquiry/call-back • Reserves & Facilities - Bollards • Reserves & Facilities - Reserve Signs • Roads Network Management - HPMV (Overweight) vehicles and over dimension permits • Stormwater - Flooding open drain/culvert-raining only • Stormwater - Waihi Beach Creek Flooding / Maintenance • Water - Hydrant/Valve issue (not leak) • Water - No Water - Known Issue • Water Revenue - Water connection application 	<ul style="list-style-type: none"> • Animal Services - Other Animal Enquiries • Compliance & Enforcement - RC Compliance • Local Road - Slip/Flood/Crash/Spill/Trees Down on Local Road • Reserves & Facilities - General enquiry/Call-back • Roads Network Management - Barriers and Rails - New Asset Requests • Stormwater - SWMH lost lid or repair BLUE • Wastewater - Sewer pipe block/damaged/broke • Water - Taste/Smell/Quality of Water • Water Revenue - General enquiry/call back
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There has been one of each of the following subtypes of Service Requests raised, which are **under investigation**.

<ul style="list-style-type: none"> • Building Act Compliance - General enquiry 	<ul style="list-style-type: none"> • Local Road - Local Road Signs (damaged/graffiti) - Replacement/Maintenance Asset Requests
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The table below shows Services Request's that are higher in numbers and have a mix of statuses.

Service Request Subtype	Notes	Completed	Under Investigation/ Scheduled for Completion
Building Admin – General	Enquiries and callback requests from across the Waihi Beach Community	25	3
Complaints about Freedom Camping affecting Reserves or Roads	Reports from Seaforth Road, Broadway Road and Savage Avenue	5	0
Noise Complaint (After Hours - Watchdog)	Reports from Browns Drive and Leo Street	2	0
Customer Service Planning – General	Enquiries and call back requests from across the Katikati Community	15	3
Kerbside Collective – General	Enquiries and call back requests from across the Katikati Community	5	2
Detritus (Loose Chips/Sand/Dead Animal) - NO Illegal Dumping	Reports from The Terrace and Didsbury Drive	2	0
ALL Cesspit/Grill/Gutters & Drains (sealed road)	Replacement/Maintenance Asset Requests from Edinburgh Street and Dillion Street	2	0
Local Roads – General	Enquiries and call back requests from across the Waihi Beach Community	15	3
Local Rds-NON-URGENT tree requests	Request for trimming or removal of fallen tree/branch from across Waihi Beach	2	1

Road Surface Defects – SEALED LOCAL RD	Reports from across the Waihi Beach Community	1	2
Vegetation(not trees)/mowing Local Roads	Reports from across the Waihi Beach Community	7	2
Rates – General	Enquiries and call back requests from across the Waihi Beach Community	12	3
Litter/Litter Bins or dumping in Reserve	Reports from Shaw Road and Seaforth Road	2	0
Plumbing: Toilets/Taps/Waitui/Irrigation	Reports from The Esplanade and Seaforth Road	2	0
Public Toilets (Hygiene/Paper ONLY)	Reports from across the Waihi Beach Community	8	1
Reserve Buildings/Roads/Tracks/Furniture	Reports from Waiiti Avenue and Wilson Road	2	0
Reserves and Facilities – General	Enquiries and call back requests from across the Waihi Beach Community	13	2
Reserves and Facilities – Trees (only)	Reports from Citrus Avenue	2	0
Local Rds-NON-URGENT tree requests	Request for removal from Ocean Breeze Drive and Wilson Road	4	0
Urban Stormwater General/Info Request	Requests from Didsbury Drive, Ian Place and Seaforth Road	2	0
Pumpstation Issue or Blockage	Reports from Waiiti Avenue and Shaw Road	2	0
Wastewater – General	Enquiries and call back requests from across the Waihi Beach Community	3	1

Water – Leaks	Leak reports from across the Waihi Beach Community	10	3
Water – Emergency Shutdown	Reports from across the Waihi Beach Community	6	0
Meter/Toby issue (not leak)	Reports from Wilson Road, Mayor View Terrace and Seaforth Road	3	0
Reinstatement after works	Reports from across Waihi Beach Community – multiple from Shaw Road	10	3
Water General	Enquiries from Ocean View Road and Mermaid Place	1	1

MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS

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

Date raised	Matter/Issue	Comment
December 2023	The Board requested to meet with the Athenree Action group to discuss priorities and a path forward for their desired projects.	The Community Board visited Waione Reserve with staff to discuss potential upgrades to the Reserve. The Chair will arrange an appropriate time to meet with the group once the projects have been finalised.

9.5 BEACH ROAD PEDESTRIAN REFUGE PROJECT

File Number: A6706468

Author: Sam Dunstan, Project Engineer Transportation

Authoriser: Cedric Crow, General Manager Infrastructure Services

EXECUTIVE SUMMARY

The purpose of this report is to seek a decision from the Waihi Beach Community Board on a proposal to construct a pedestrian refuge on Beach Road at an estimated cost of \$203,500.

RECOMMENDATION

1. That the Transportation Project Engineer's report dated 7 April 2025 titled 'Beach Road Pedestrian Refuge Project' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Waihi Beach Community Board **approves** the proposal to construct a pedestrian refuge on Beach Road at an estimated cost of up to \$203,500, to first be funded from the uncommitted funds in the Waihi Beach Community Rooding Account with the remainder of the project costs to be funded from the Waihi Beach Community Board Reserves Account.

BACKGROUND

1. In September 2023, the Waihi Beach Community Board held a workshop with staff, Waihi Beach School representatives and traffic engineering consultants to workshop options for improving pedestrian safety near the school.
2. In December 2024, the Waihi Beach Community Board committed \$55,000 towards a detailed design for a pedestrian refuge on Beach Road.
3. The design and engineer's estimate were undertaken by Boffa Miskell and issued to the Board for their consideration in February 2025.
4. At their workshop on 10 March 2025 Board members requested that staff seek prices from four contractors to construct the project. The preferred contractor's price is \$185,000. Staff have suggested that a contingency allowance of 10% be applied to this amount and that a project budget of \$203,500 be adopted.
5. The Waihi Beach Community Board has \$124,860 in uncommitted funds in their Community Rooding Account. The account has insufficient funds to complete the project, however, the Board may utilise the funds in their Reserve Account (\$127,580) to make up the balance.

SIGNIFICANCE AND ENGAGEMENT

6. 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.
7. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
8. In terms of the Significance and Engagement Policy this decision is considered to be of **low** because the decision does not require a policy or District Plan Change, can be funded from existing operations budgets and positively supports the community it affects.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Waihi Beach School	Consultation was undertaken with Waihi Beach School about the proposal to install a pedestrian refuge on Beach Road.	Planned	Completed
Residents living on Beach Road	Residents will be notified prior to the work commencing.		

ISSUES AND OPTIONS ASSESSMENT

Option A	
That the Waihi Beach Community Board approves the proposal to construct a pedestrian refuge on Beach Road at an estimated cost of up to \$203,500, to be funded from the Waihi Beach Community Roding Account and the Waihi Beach Community Board Reserves Account.	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages: this option addresses the concerns raised by the Community Board, the School and Staff around pedestrian safety and it will link the existing pedestrian facilities in the area.</p> <p>Disadvantages: the \$ cost of the project is greater than that available from the</p>

	Roading Account and will have to be partially funded from the Reserves Account.
Costs (including present and future costs, direct, indirect and contingent costs).	Estimated \$203,500 to supply and install. Ongoing maintenance to be funded from Transportation operational budgets.
Option B	
That the Waihi Beach Community Board does not approve the proposal to install a pedestrian refuge on Beach Road.	
Assessment of advantages and disadvantages including impact on each of the four well-beings	Advantages: There is no cost for this option Disadvantages: The pedestrian safety concerns are not addressed.
Costs (including present and future costs, direct, indirect and contingent costs).	Nil

STATUTORY COMPLIANCE

9. The recommendation(s) meets:

- Local Government Act 2002
- Council Community Roding Allocation Policy

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Waihi Beach Community Roding Account	This project will use the remaining uncommitted balance of the Waihi Beach Community Roding Account. There is currently \$124,860 of uncommitted funds available in this account.
Waihi Beach Reserves Account	Any remaining project costs, after the Waihi Beach Roding Account has been used, will be funded from the Waihi Beach Community Board Reserves Account. There is currently \$127,580 of uncommitted funds available in this account.

ATTACHMENTS

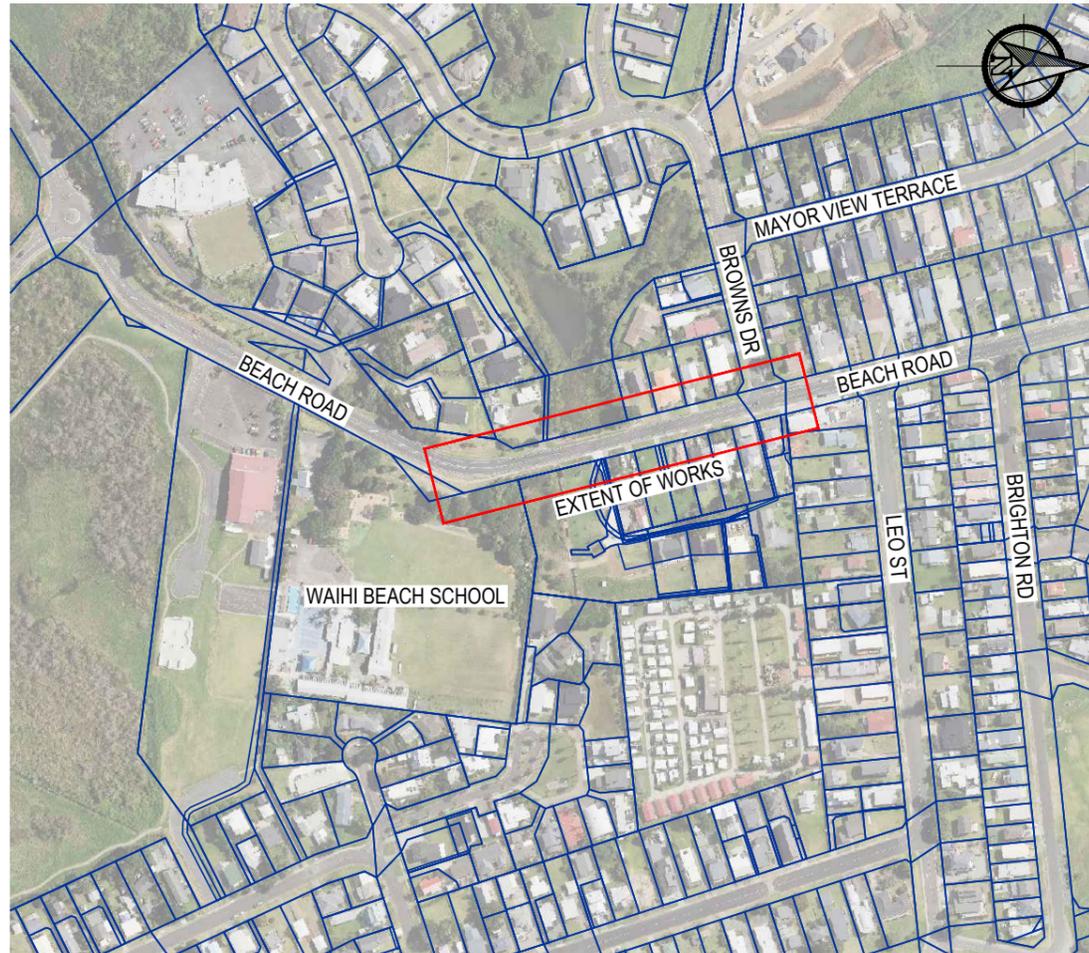
1. Beach Road Pedestrian Refuge Design

PROJECT NO	ORIGIN	TASK	TYPE	DISC.	SHEET	REVISION
V-1406	VIT	02	DR	CI	0000	P02



WAIHI BEACH SCHOOL PEDESTRIAN REFUGE CROSSING

DRAFT DETAILED DESIGN



LOCATION MAP

N.T.S

IMAGES SOURCED FROM TOITŪ TE WHENUA LAND INFORMATION NEW ZEALAND AND LICENSED BY TOITŪ TE WHENUA LAND INFORMATION NEW ZEALAND FOR RE-USE UNDER THE CREATIVE COMMONS ATTRIBUTION 4.0 INTERNATIONAL LICENCE.

DRAWING LIST		
DRAWING NUMBER	TITLE	REV.
V-1406-VIT-02-DR-TR-0001	GENERAL NOTES	P02
V-1406-VIT-02-DR-TR-1101	EXISTING SERVICES SHEET 1	P01
V-1406-VIT-02-DR-TR-1101	EXISTING SERVICES SHEET 2	P01
V-1406-VIT-02-DR-TR-2101	PROPOSED PEDESTRIAN REFUGE SITE OVERVIEW	P02
V-1406-VIT-02-DR-TR-2103	DETAIL PLAN SHEET 1 / 2	P02
V-1406-VIT-02-DR-TR-2104	DETAIL PLAN SHEET 2 / 2	P02
V-1406-VIT-02-DR-TR-2201	TYPICAL CROSS SECTION	P02
V-1406-VIT-02-DR-TR-2202	RETAINING WALL LONG SECTION	P02
V-1406-VIT-02-DR-TR-3301	CIVIL DETAILS - KERB AND CHANNEL	P02
V-1406-VIT-02-DR-TR-5101	PROPOSED STORMWATER PLAN	P02
V-1406-VIT-02-DR-TR-5102	PROPOSED STORMWATER CHANNEL LONG SECTION	P02



GENERAL NOTES:

- THE BEARING AND COORDINATE DATUM IS MOUNT EDEN 2000 -VERTICAL DATUM NZVD16
- IMAGES SOURCED FROM TOITŪ TE WHENUA LAND INFORMATION NEW ZEALAND AND LICENSED BY TOITŪ TE WHENUA LAND INFORMATION NEW ZEALAND FOR RE-USE UNDER THE CREATIVE COMMONS ATTRIBUTION 4.0 INTERNATIONAL LICENCE.
- PROPERTY BOUNDARIES SOURCED FROM LINZ LANDONLINE DATABASE. THERE IS NO GUARANTEE TO THE SPATIAL ACCURACY OF THESE BOUNDARIES.
- ALL DIMENSIONS ARE IN METRES, UNLESS SPECIFIED OTHERWISE.
- THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT ALL COSTS ASSOCIATED WITH THE WORKS REPRESENTED ON THE DRAWINGS ARE INCLUDED IN THE SCHEDULED RATES, REGARDLESS OF WHETHER THE ITEMS ARE SPECIFICALLY SCHEDULED.
- ALL CONSTRUCTION MATERIALS, METHODS, AND TESTING SPECIFICATIONS SHALL COMPLY WITH THE WESTERN BAY OF PLENTY DEVELOPMENT CODE.

CONSTRUCTION NOTES:

- THE CONTRACTOR IS TO OBTAIN THE NECESSARY PERMITS PRIOR TO COMMENCEMENT OF WORK.
- ALL TRAFFIC MANAGEMENT MUST COMPLY WITH THE REQUIREMENTS OF THE ROAD CONTROLLING AUTHORITIES.
- THE CONTRACTOR MUST STRICTLY ADHERE TO THEIR HEALTH AND SAFETY MANUAL AND MEET ALL REQUIREMENTS UNDER THE HEALTH AND SAFETY AT WORK ACT 2015.
- ALL WORK MUST BE CARRIED OUT IN ACCORDANCE WITH THE NEW ZEALAND STANDARD 4404:2010 LAND DEVELOPMENT AND SUBDIVISION INFRASTRUCTURE, WESTERN BAY OF PLENTY DEVELOPMENT CODE (DC).
- AREAS OF UNSTABLE SOILS MUST BE UNDERCUT AND BACKFILLED WITH COMPACTED HARD FILL.
- NON CONDUCTIVE TOOLS TO BE USED WHEN EXCAVATING.
- MECHANICAL EXCAVATION OR DRILLING IS PROHIBITED WHERE ANY PART OF THE MACHINES COULD ENCR OACH WITHIN 2.0M OF ANY STRUCTURE PROTECTION.

EXISTING SERVICES NOTES:

- THE REPRESENTATION OF EXISTING SERVICES, STRUCTURES, AND REFERENCE MARKS ON THIS DRAWING SET ARE INDICATIVE, BASED ON INFORMATION PROVIDED BY RELEVANT SERVICE AUTHORITIES, AND MAY NOT SHOW ALL ELEMENTS. THEY SHOULD BE USED AS GUIDANCE ONLY.
- CONTRACTORS MUST OBTAIN UP-TO-DATE INFORMATION FROM UTILITY PROVIDERS AND PERFORM DETAILED EXPLORATORY WORK, INCLUDING TRACING, LOCATING, PROTECTING, ISOLATING, AND ALTERING AS NECESSARY PER NZS 3910 CLAUSE 5.13 BEFORE INITIATING WORK IN THE AREA DEPICTED IN THIS DRAWING SET.
- CONTRACTORS MUST MARK OUT ALL SERVICES WITHIN THE SITE AND POTHOLE ANY SERVICES THAT MIGHT CONFLICT WITH THE DESIGN ELEMENTS.
- ANY SERVICE LIDS, FRAMES, ETC., AFFECTED BY CONSTRUCTION WORK MUST BE RESET TO FINAL DESIGN LEVELS. COORDINATION WITH RELEVANT SERVICE AUTHORITIES IS REQUIRED FOR ADJUSTMENTS.
- THE CONTRACTOR MUST ENGAGE A QUALIFIED LEGAL SURVEYOR TO OFFSET ALL SURVEY MARKS WITHIN THE CONSTRUCTION ZONE BEFORE WORK BEGINS, AND OVERSEE THE REINSTATEMENT OF THESE MARKS AND COVERS AFTER CONSTRUCTION.
- EXCAVATION WITHIN 1.0m OF EXISTING SERVICES OR 2.0m OF STRUCTURES/FOUNDATIONS IS PROHIBITED UNLESS POTHOLING HAS ACCURATELY IDENTIFIED THE SERVICE.
- THE CONTRACTOR MUST MINIMIZE DAMAGE TO ANY EXISTING INFRASTRUCTURE UNLESS EXPLICITLY REQUIRED, AND MUST ENSURE ALL EXISTING POWER/SERVICE POLES ARE SUPPORTED DURING NEARBY WORK.

SIGNAGE AND LINE MARKING NOTES:

- ALL SIGNAGE TO COMPLY WITH ALL TRAFFIC CONTROL DEVICES (TCD) MANUAL REQUIREMENTS ON PART 4 & 5, UNLESS SPECIFIED OTHERWISE.
- ALL NEW SIGNS TO BE INSTALLED IN ACCORDANCE WITH WAKA KOTAHĪ P24:2020. AT 2M MOUNTING HEIGHT (2.5M OVER THE FOOTPATH).
- ALL NEW LINE MARKING SHALL BE REFLECTORISED NORMAL / WATERBORNE IN ACCORDANCE TNZ M-07 (STANDARD VISIBILITY)
- ALL NEW SIGNS POSITIONING AND ORIENTATION TO BE CONFIRMED ON SITE WITH THE DESIGNER PRIOR TO INSTALL.
- PLACE ALL SIGNS A MINIMUM OF 500mm BEHIND THE FACE OF KERB OR EDGE OF SEAL, SUBJECT TO THE ENGINEER'S AGREEMENT.
- INSTALL ALL NEW TACTILE GROUND SURFACE INDICATORS ACCORDING TO NZTA-RTS 14-GUIDELINES FOR FACILITIES FOR BLIND AND VISION IMPAIRED PEDESTRIANS. NOTIFY THE CLIENT IF LAYOUT OR LOCATION NEEDS AMENDING.
- RAISED REFLECTIVE PAVEMENT MARKER (RRPM) TO COMPLY WITH TNZ P/14 AND TNZ M/12.
- TRAFFIC ISLAND KERBS TO BE PAINTED IN REFLECTIVE WHITE.
- REMOVAL OF EXISTING ROAD MARKING TO BE DONE BY WATERBLASTING.

PROPOSED STORMWATER NOTES:

- CONTRACTOR TO USE TRENCHING SHORED PROTECTION OR BENCHING AND BATTERING TECHNIQUES ON EXCAVATIONS GREATER THAN 1.5m DEEP OR WHERE POOR SOIL STABILITY IS FOUND.
- GROUNDWATER LEVEL TO BE MONITORED TO DETERMINE LIKELIHOOD OF TRENCH COLLAPSE AND REQUIREMENTS FOR TEMPORARY WORKS. THE CONTRACTOR IS TO PROVIDE ADEQUATE PROVISIONS FOR TRENCH DEWATERING WORKS.
- POTENTIAL REQUIREMENT FOR RESOURCE CONSENTING AND COUNCIL SERVICE CONNECTION APPLICATION REQUIRED FOR THE DISCHARGE INTO THE EXISTING STORMWATER NETWORK.
- CATCHPITS TO BE PRECAST BACK ENTRY, CATCHPIT WITH CLASS D GRATE. CATCHPIT TO BE PLACED ON 150mm THICK COMPACTED HARDFILL AND SAND LEVELING LAYER. GRATES TO HAVE MIN 200mm WIDE 17.5MPa (28 DAYS) CONCRETE SURROUND.
- EXCAVATE OR COMPACT TRENCH FLOOR TO PROVIDE A FLAT FIRM BASE TO SUPPORT BEDDING MATERIAL AND MINIMISE PIPELINE SETTLEMENT. WHEN EXCAVATED, REPLACE WITH GRANULAR MATERIAL AS SPECIFIED FOR BEDDING. ALL MATERIAL TO BE COMPACTED IN 150mm LAYERS.
- SUBSOIL DRAIN TO BE INSTALLED UNDER ALL NEW KERB AND TO DISCHARGE TO NEAREST CATCHPIT

CONCRETE WORKS NOTES:

- ALL NEW FOOTPATH TO BE IN ACCORDANCE WITH WESTERN BAY OF PLENTY DEVELOPMENT CODE AND MUST INCLUDE A LAYER OF CENTRALLY PLACED MESH IN THE FOLLOWING LOCATIONS:
 - WITHIN 1.5m OF ANY SURFACE COVER OR MANHOLE LOCATED WITHIN THE FOOTPATH
 - WITHIN 3.0m OF ANY VEHICLE CROSSING
- ALL NEW FOOTPATH OR SHARED PATH CONSTRUCTION MUST INCLUDE STITCHING BARS AROUND MANHOLE CHAMBERS, VALVES, HYDRANTS AND LIGHTPOLES ETC. TO PREVENT CRACKING AT RE-ENTRANT CORNERS.
- FOR ALL NEW CONCRETE PATH, TRANSVERSE (SAWN) CONTRACTION JOINTS SHALL BE FORMED VIA SAWCUT TO DEPTH OF 1/3 OF THE DESIGN THICKNESS OF THE CONCRETE PAVEMENT, AT A TYPICAL INTERVALS BETWEEN 2m AND 3m TO FORM NEAR SQUARE CONCRETE PANELS.
- BASECOURSE SHALL BE PLACED AND COMPACTED TO ACHIEVE A MINIMUM CLEGG IMPACT VALUE OF 12 FOR CONCRETE FOOTPATHS AND A MINIMUM CIV OF 17 FOR ASPHALT FOOTPATHS.
- PRAM CROSSINGS ARE SHOWN DIAGRAMMATICALLY. PRAM CROSSINGS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH WESTERN BAY OF PLENTY DEVELOPMENT CODE.
- TACTILE AND DIRECTIONAL GROUND SURFACE INDICATORS ARE SHOWN DIAGRAMMATICALLY. TACTILE GROUND SURFACE INDICATORS MUST BE SET PERPENDICULAR TO THE DIRECTION OF CROSSING AND WITHIN THE PRAM CROSSING. STAGGERED ARRANGEMENT IS GENERALLY NOT PERMITTED UNLESS SPECIFIED OTHERWISE BY THE ENGINEER. TACTILE

AND DIRECTIONAL GROUND SURFACE INDICATORS ARE TO BE INSTALLED IN ACCORDANCE WITH RTS14.

RETAINING WALL NOTES

- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, LEVELS, AND SITE CONDITIONS BEFORE COMMENCING WORK. ANY DISCREPANCIES SHALL BE REPORTED TO THE ENGINEER FOR CLARIFICATION BEFORE PROCEEDING.
- ALL RETAINING WALL CONSTRUCTION SHALL COMPLY WITH NZS 3101 (CONCRETE STRUCTURES STANDARD). RETAINING WALL CONCRETE SHALL HAVE A MINIMUM 28-DAY COMPRESSIVE STRENGTH (FC) OF 40 MPA.
- RETAINING WALL FOUNDATION TO HAVE 300mm MINIMUM CLEARANCE OF ANY SERVICES LINE.
- ALL REINFORCEMENT SHALL COMPLY WITH NZS 3109 AND SHALL BE GRADE 500E DEFORMED BARS UNLESS NOTED OTHERWISE. MINIMUM REINFORCEMENT COVER: 40 MM FOR SURFACES IN CONTACT WITH SOIL; 50 MM FOR PERMANENTLY EXPOSED SURFACES
- ALL FOUNDATION SUBGRADE SHALL BE INSPECTED AND APPROVED BEFORE PLACING CONCRETE. THE SUBGRADE SHALL HAVE A MINIMUM BEARING CAPACITY OF 100 KPA OR AS SPECIFIED. ANY SOFT OR UNSUITABLE MATERIAL SHALL BE REMOVED AND REPLACED WITH COMPACTED ENGINEERED FILL OR GRANULAR BASECOURSE.
- WEEP HOLES (MINIMUM 75 MM DIAMETER) SHALL BE PROVIDED AT 1.5 M SPACING ALONG THE WALL BASE.
- A 100 MM PERFORATED DRAINAGE PIPE SHALL BE INSTALLED AT THE BASE OF THE WALL WITH A SUITABLE OUTLET.
- BACKFILL MATERIAL BEHIND THE WALL SHALL CONSIST OF FREE-DRAINING GRANULAR MATERIAL AND SHALL BE PLACED IN COMPACTED LAYERS. CLAY OR EXPANSIVE SOILS SHALL NOT BE USED AS BACKFILL.
- TOLERANCES & INSPECTIONS
 - ALL REINFORCEMENT SHALL BE INSPECTED BEFORE CONCRETE PLACEMENT.
 - CONCRETE TESTING SHALL BE PERFORMED IN ACCORDANCE WITH NZS 3112, AND TEST RESULTS SHALL BE PROVIDED UPON REQUEST.

LINE MARKING DETAILS

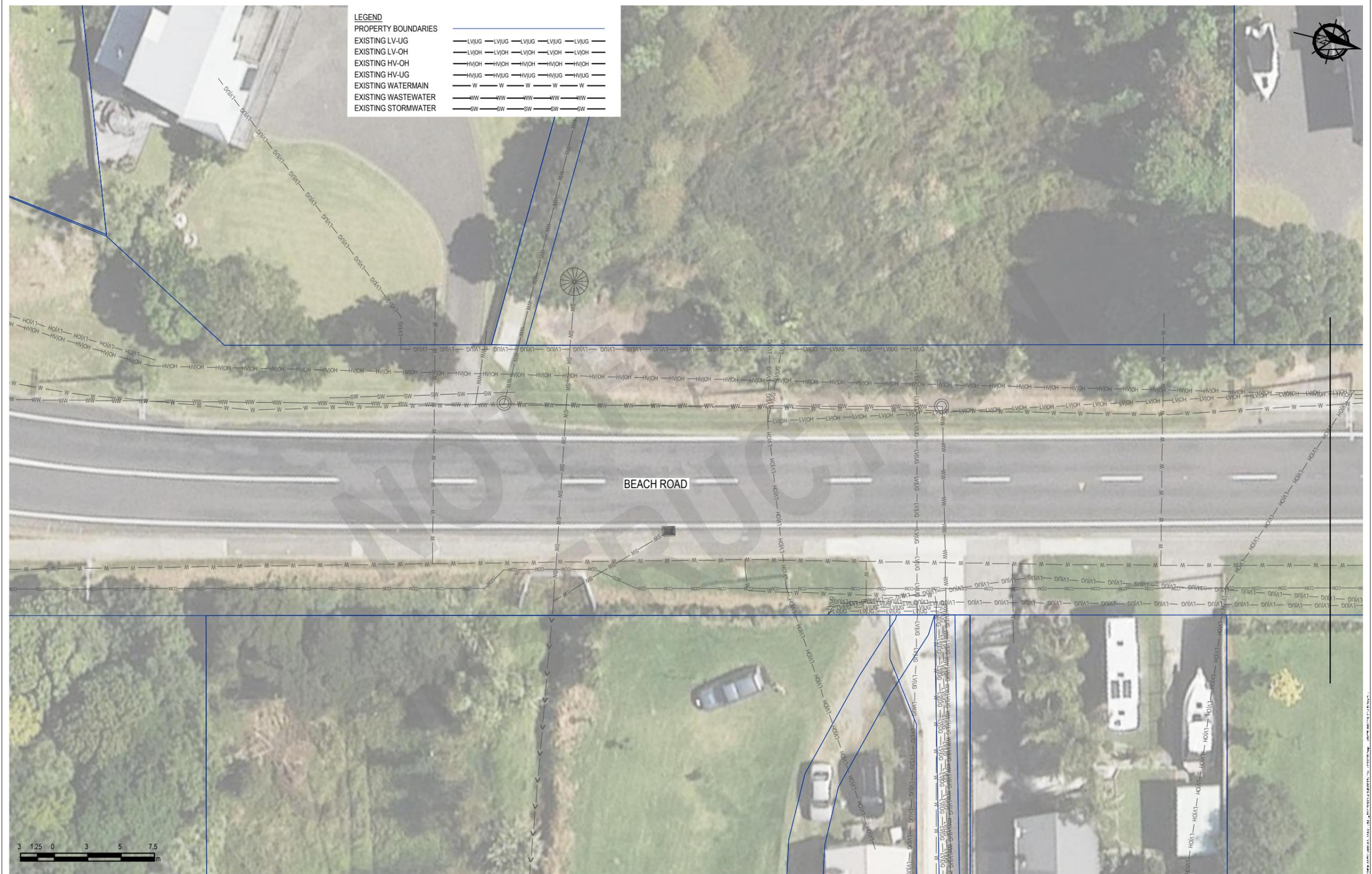
1. CONTRACTOR TO REFRESH ALL LINE MARKING WITHIN EXTENT OF WORKS.

CENTRELINE	100mm WIDE REFLECTORISED WHITE CONTINUOUS MARKING.
CENTRELINE RRPM	TWO WAY WHITE REFLECTIVE , 20m SPACED.
NO STOPPING MARKINGS	100mm WIDE REFLECTORISED YELLOW LINE, 1m STRIPE, 1m GAP.
EDGE LINE	100mm WIDE CONTINUOUS REFLECTORISED WHITE MARKING.
FLUSH MEDIAN BOARDER	100mm WIDE REFLECTORISED WHITE CONTINUOUS HPLM MARKING.
FLUSH MEDIAN	600mm WIDE REFLECTORISED WHITE MARKING, SLOPE = 2:1, SPACING 10m CENTRES.
FLUSH MEDIAN RRPM	TWO WAY WHITE RRPM AS SHOWN ON THE DRAWINGS, REFER TO TRAFFIC CONTROL DEVICES PART 5 FOR FURTHER DETAILS AND SPECS.

SAFETY IN DESIGN KEY RISKS

#	RISK DESCRIPTION
1	WATERMAIN PIPE LOCATION
2	EXISTING SERVICES LOCATION
3	OVERHEAD POWERLINES
4	ENVIROMENTAL SPILL INTO WATERCOURSE
5	VISIBILITY TTM DURING COSNTRUCTION

	DRAWN RJS DESIGNED RJS VERIFIED GCP APPROVED CS	SIGNED RJS SIGNED GCP SIGNED CS	DATE 31/01/25 DATE 31/01/25 DATE 31/01/25 DATE 31/01/25	CLIENT PROJECT WAIHI BEACH SCHOOL DRAWING TITLE PROPOSED PEDESTRIAN REFUGE GENERAL NOTES STATUS FOR INFORMATION NOT FOR CONSTRUCTION SCALE N/A SHEET SIZE A3	Boffa Miskell 	Western Bay of Plenty District Council 	PROJECT WAIHI BEACH SCHOOL DRAWING TITLE PROPOSED PEDESTRIAN REFUGE GENERAL NOTES STATUS FOR INFORMATION NOT FOR CONSTRUCTION SCALE N/A SHEET SIZE A3	PROJECT NO. V-1406 ORIGIN VIT TASK 02 TYPE DR DISC. TR SHEET NO. 0001 REV. P02
	100% DETAILED DESIGN FOR INFORMATION			RJS CS GP CS	13/02/25 31/01/25	REV. DATE REVISION DETAILS	BY APP.	SHEET NO. 0001 REV. P02
	REVISION DETAILS							



Vitruvius

DRAWN	SIGNED	DATE			
RJS	RJS	31/01/25			
DESIGNED	SIGNED	DATE			
RJS	RJS	31/01/25			
VERIFIED	SIGNED	DATE			
NH	NH	31/01/25			
APPROVED	SIGNED	DATE			
CS	CS	31/01/25			

CLIENT			
PROJECT	WAIHI BEACH SCHOOL		
DRAWING TITLE	PROPOSED PEDESTRIAN REFUGE EXISTING SERVICES SHEET 1		
STATUS	100% DETAIL DESIGN NOT FOR CONSTRUCTION		
SCALE	1:250	SHEET SIZE	A3
PROJECT NO.	V-1406	ORIGIN	VIT
TASK	02	TYPE	DR
DISC.	TR	SHEET NO.	1101
REV.	P01		

Boffa Miskell

Western Bay of Plenty District Council



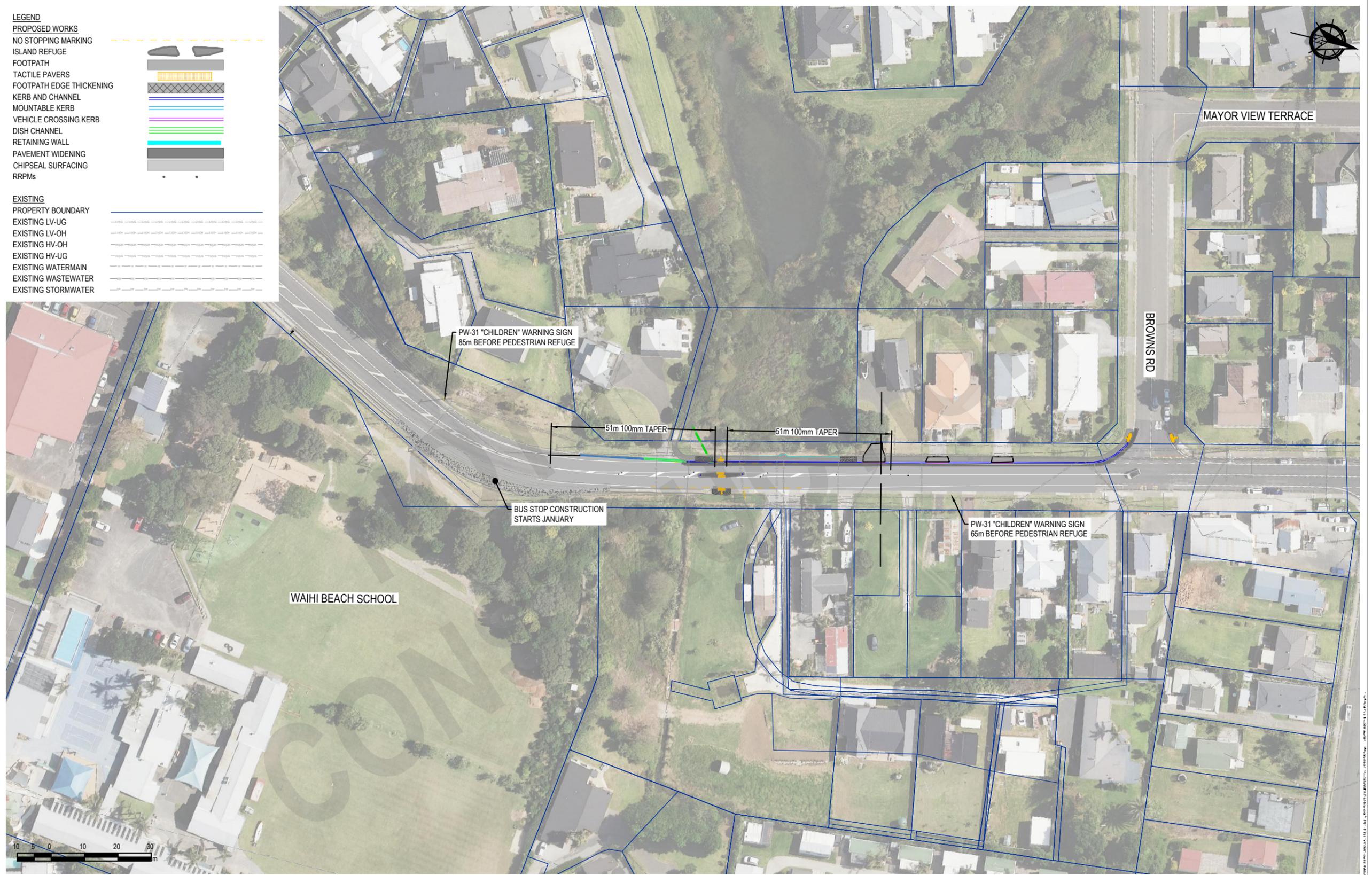
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DRAWN	SIGNED	DATE			
RJS	RJS	31/01/25			
DESIGNED	SIGNED	DATE			
RJS	RJS	31/01/25			
VERIFIED	SIGNED	DATE			
NH	NH	31/01/25			
APPROVED	SIGNED	DATE			
CS	CS	31/01/25			

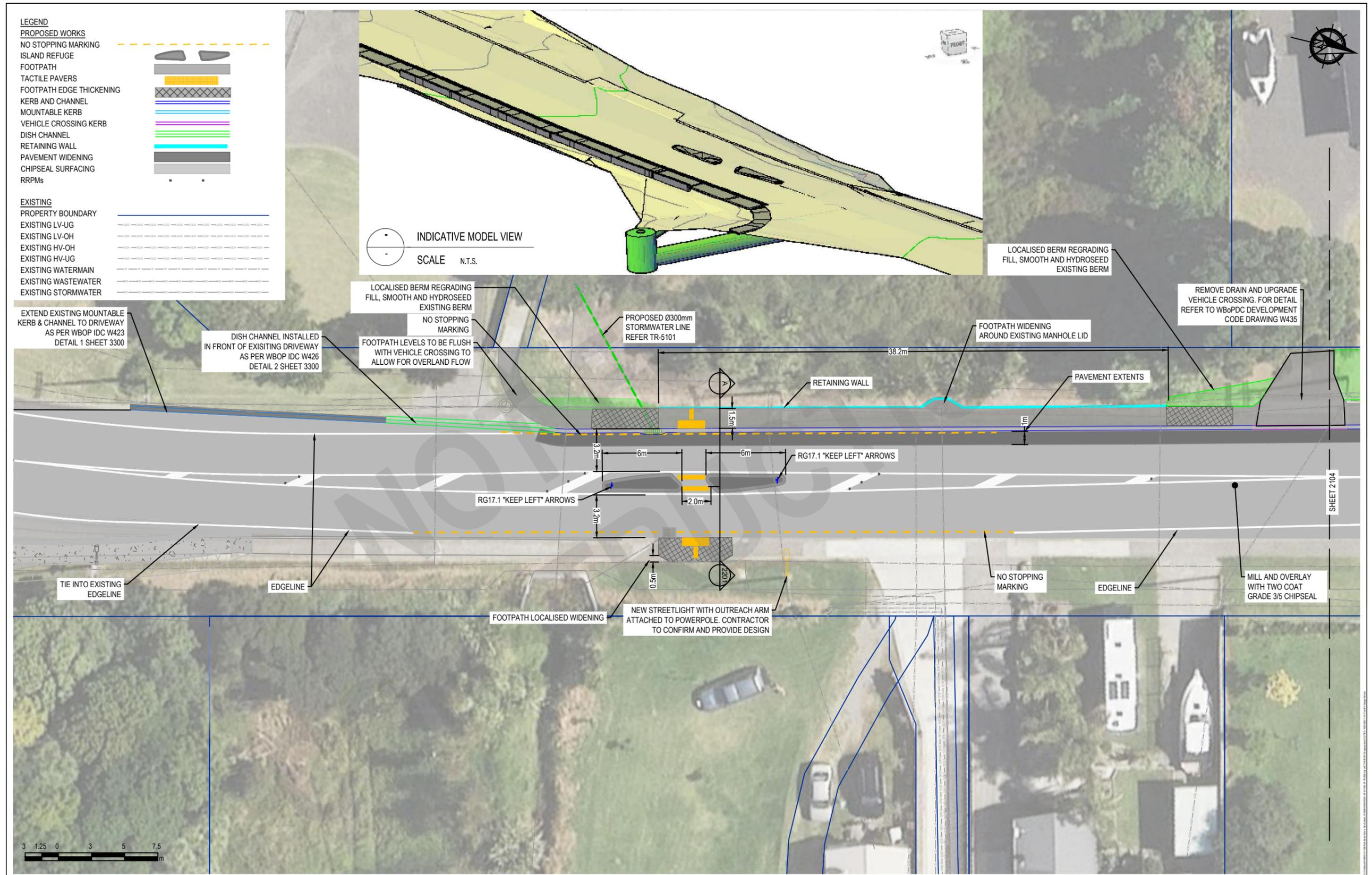
CLIENT					
PROJECT	WAIHI BEACH SCHOOL				
DRAWING TITLE	PROPOSED PEDESTRIAN REFUGE EXISTING SERVICES SHEET 2				
STATUS	100% DETAIL DESIGN NOT FOR CONSTRUCTION				
SCALE	1:250				
SHEET SIZE	A3				
PROJECT NO.	ORIGIN	TASK	TYPE	DISC.	SHEET NO. REV.
V-1406	VIT	02	DR	TR	1102 P01

Boffa Miskell

Western Bay of Plenty District Council



	DRAWN RJS DESIGNED RJS VERIFIED NH APPROVED CS	SIGNED RJS SIGNED RJS SIGNED NH SIGNED CS	DATE 31/01/25 DATE 31/01/25 DATE 31/01/25 DATE 31/01/25	CLIENT Western Bay of Plenty District Council	PROJECT WAIHI BEACH SCHOOL	DRAWING TITLE PROPOSED PEDESTRIAN REFUGE SITE OVERVIEW	STATUS 100% DETAIL DESIGN NOT FOR CONSTRUCTION	
				RJS CS GP CS BY APP			SCALE 1:1000	SHEET SIZE A3
				P02 14/02/25 100% DETAIL DESIGN P01 31/01/25 FOR INFORMATION			PROJECT NO. V-1406 ORIGIN VIT TASK 02 TYPE DR DISC TR SHEET NO. 2101 REV. P02	
				REVISION DETAILS				



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												P01	31/01/25	FOR INFORMATION
														REVISION DETAILS

Boffa Miskell

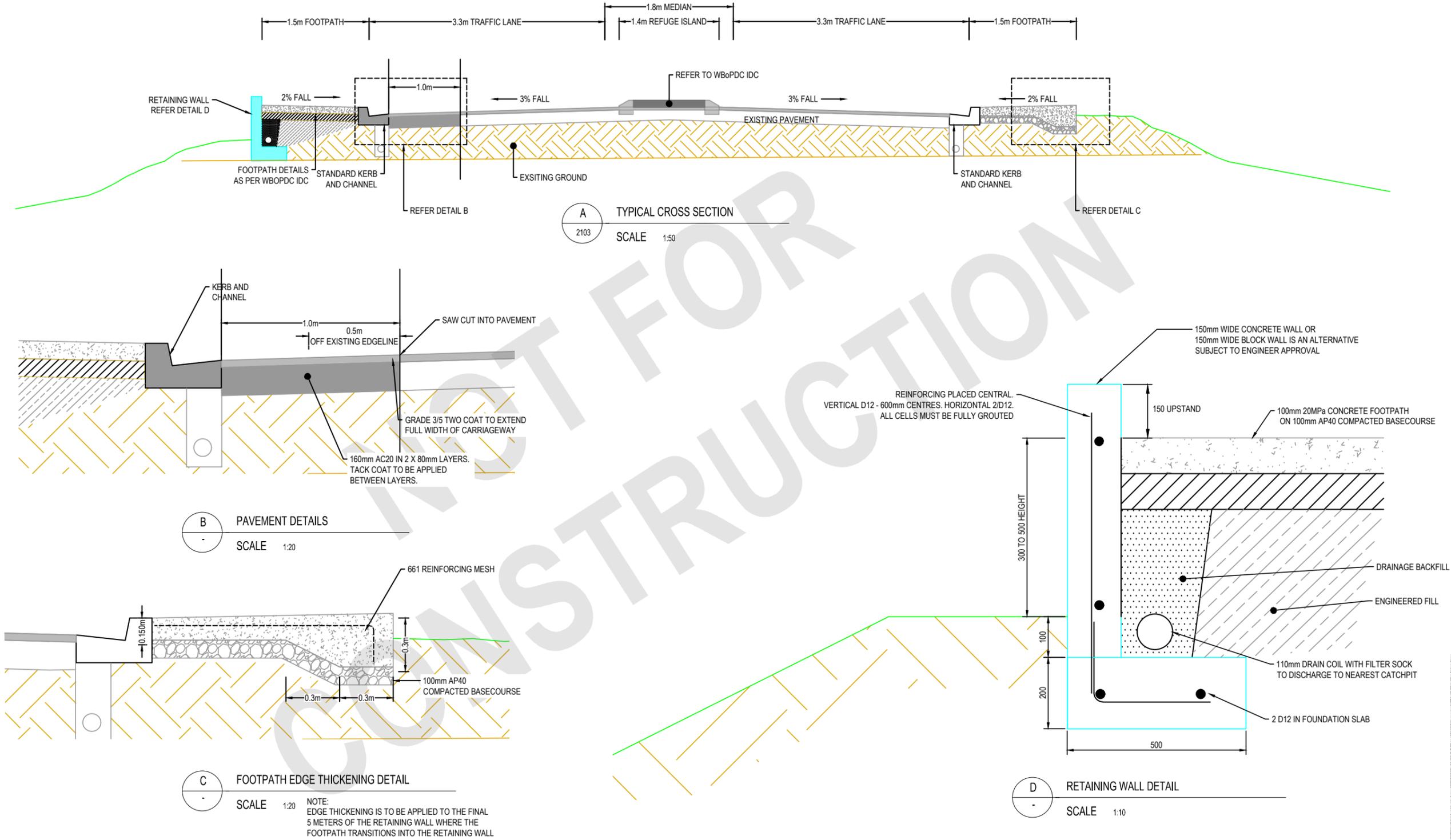
Western Bay of Plenty District Council

PROJECT: WAIHI BEACH SCHOOL

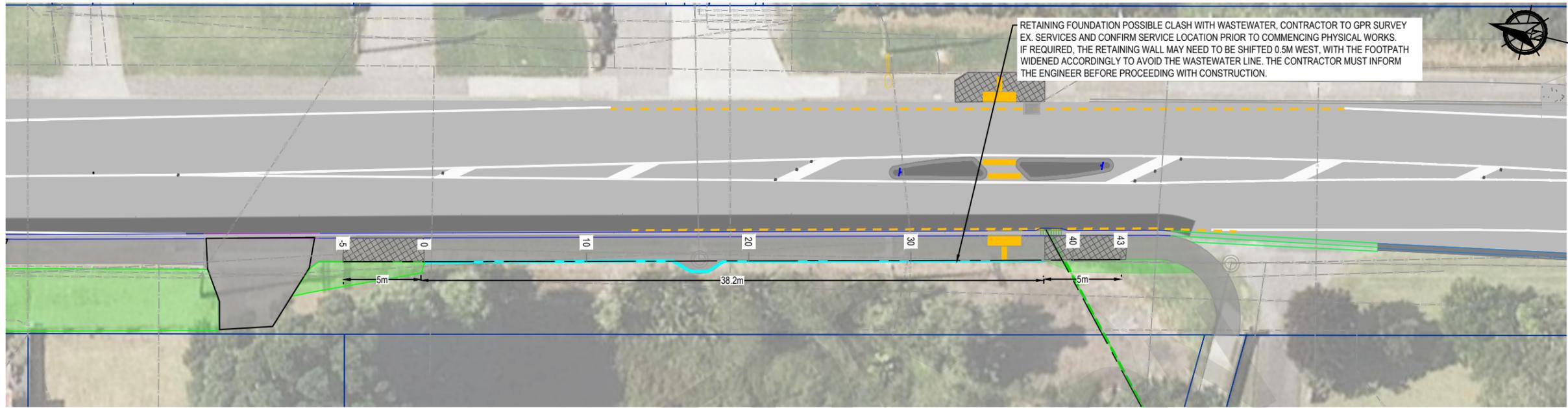
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DETAIL PLAN
SHEET 2 / 2

STATUS	100% DETAIL DESIGN				
	NOT FOR CONSTRUCTION				
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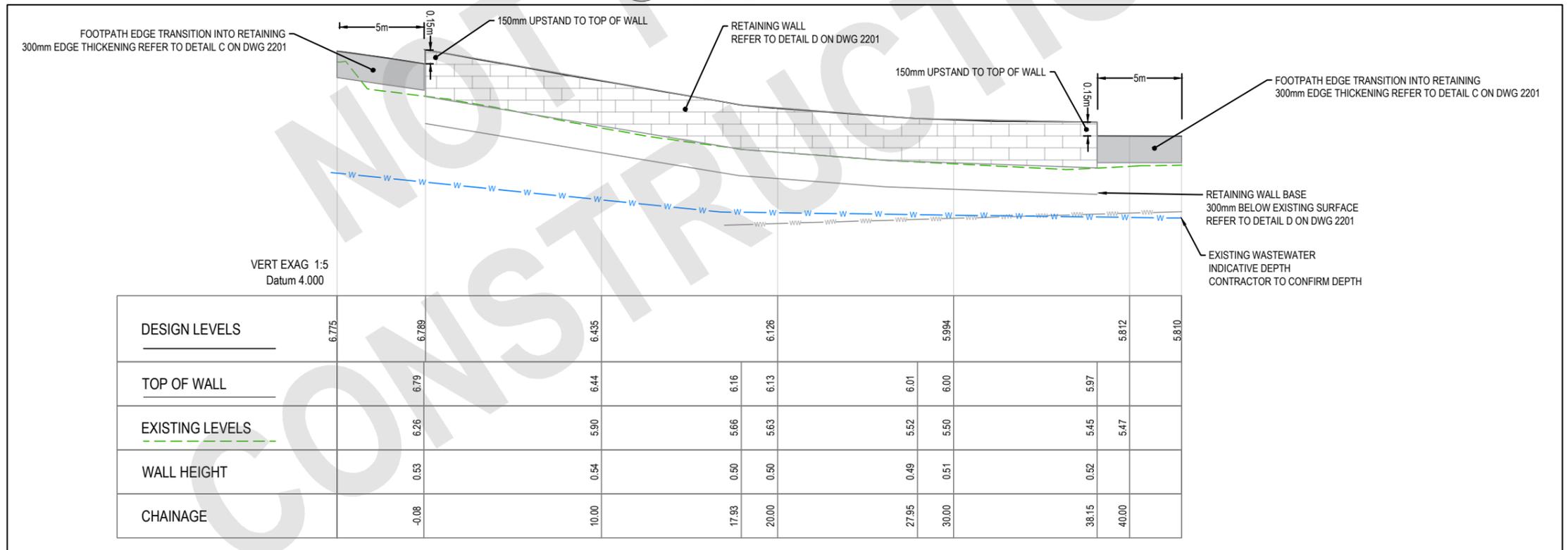
- NOTES:
 1. NOTES TO BE READ WITH GENERAL NOTES DWG 0001
 2. FOR RETAINING SPECIFICATION AND REQUIREMENTS REFER TO RETAINING WALL NOTES ON DRAW V-1406-VIT-02-DR-TR-0001



	DRAWN RJS 31/01/25	SIGNED RJS 31/01/25	DATE 31/01/25	CLIENT Western Bay of Plenty District Council	PROJECT WAIHI BEACH SCHOOL	DRAWING TITLE PROPOSED PEDESTRIAN REFUGE TYPICAL CROSS SECTION	STATUS 100% DETAIL DESIGN NOT FOR CONSTRUCTION					
	DESIGNED RJS 31/01/25	SIGNED RJS 31/01/25	DATE 31/01/25	SCALE AS SHOWN	SHEET SIZE A3	PROJECT NO. V-1406	ORIGIN VIT	TASK 02	TYPE DR	DISC. TR	SHEET NO. 2201	REV. P02
	VERIFIED NH 31/01/25	SIGNED NH 31/01/25	DATE 31/01/25	100% DETAIL DESIGN FOR INFORMATION	RJS CS GP CS	14/02/25	31/01/25	100% DETAIL DESIGN FOR INFORMATION				
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RETAINING WALL PLAN VIEW
SCALE 1:250



RETAINING WALL LONG SECTION
SCALE H 1:250 V 1:50



DRAWN	SIGNED	DATE			
RJS	RJS	31/01/25			
DESIGNED	SIGNED	DATE			
RJS	RJS	31/01/25			
VERIFIED	SIGNED	DATE			
NH	NH	31/01/25			
APPROVED	SIGNED	DATE			
CS	CS	31/01/25			

CLIENT	PROJECT	DRAWING TITLE	STATUS
Boffa Miskell	WAIHI BEACH SCHOOL	PROPOSED PEDESTRIAN REFUGE RETAINING WALL LONG SECTION	100% DETAIL DESIGN NOT FOR CONSTRUCTION
Western Bay of Plenty District Council			SCALE 1:50 SHEET SIZE A3
			PROJECT NO. V-1406 ORIGIN VIT TASK 02 TYPE DR DISC TR SHEET NO. 2202 REV. P02



PROJECT	DRAWING TITLE	STATUS
WAIHI BEACH SCHOOL	PROPOSED PEDESTRIAN REFUGE RETAINING WALL LONG SECTION	100% DETAIL DESIGN NOT FOR CONSTRUCTION

PROJECT NO.	ORIGIN	TASK	TYPE	DISC.	SHEET NO.	REV.
V-1406	VIT	02	DR	TR	2202	P02

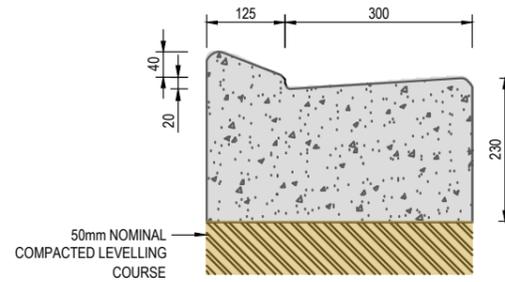
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V-1406	VIT	02	DR	TR	2202	P02

TRANSPORTATION

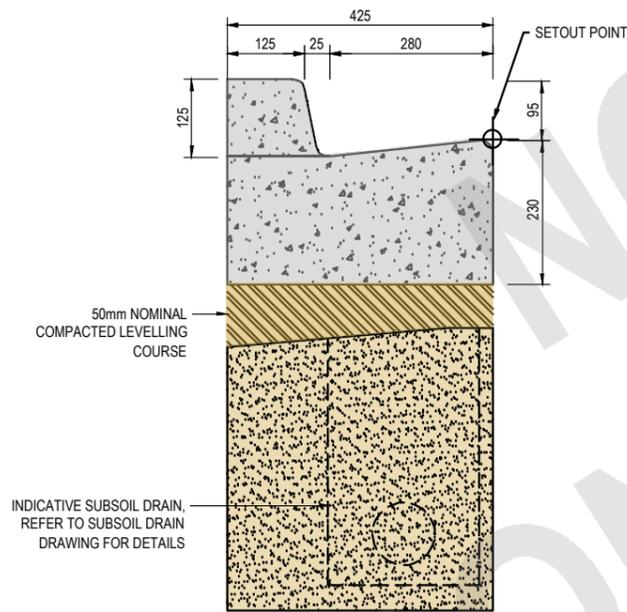
W423

NOTES:

1. MOUNTABLE KERB SHALL ONLY BE PERMITTED IN AREAS WHERE THE ENGINEER IS SATISFIED THAT BERMS WILL NOT BE AT RISK AS A RESULT OF INDISCRIMINATE ACCESS OR CONTINUOUS PARKING AND STORMWATER CAN BE CONTROLLED IN ACCORDANCE WITH DESIGN CRITERIA.
2. THE SUBGRADE BENEATH THE KERBS SHALL NOT BE LESS THAN CBR-7.
3. A 200mm THICK KERB MAY BE USED ON NATURAL GROUND IN RESIDENTIAL AREAS.
4. SUBSOIL DRAINS SHALL BE IN ACCORDANCE WITH SPECIFIC DESIGNS



1 MOUNTABLE KERB & CHANNEL
SCALE 1:10



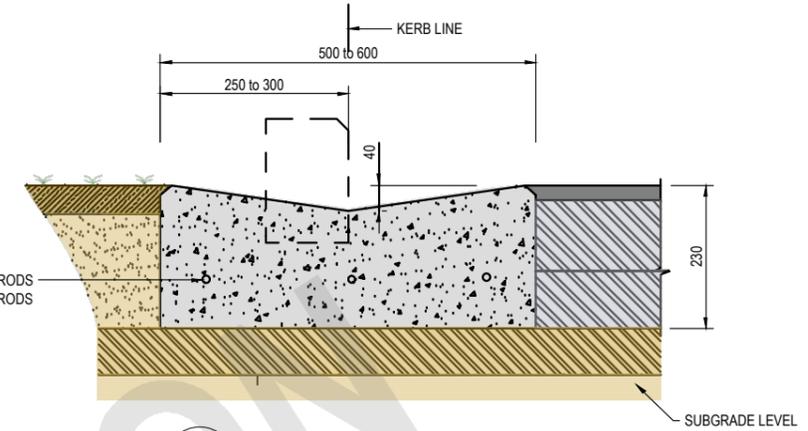
2 KERB & CHANNEL
SCALE 1:10

TRANSPORTATION

W426

NOTES:

1. REINFORCEMENT NOT REQUIRED WHERE THICKNESS OF CONCRETE IS 200mm OR GREATER
2. ALL CONCRETE TO BE ORDINARY GRADE 20 MPa AT 28 DAYS MINIMUM DENSITY 2320kg/m³



3 DISH CHANNEL
SCALE 1:10

Vitruvius

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RJS	RJS	31/01/25	
DESIGNED	SIGNED	DATE	
RJS	RJS	31/01/25	
VERIFIED	SIGNED	DATE	
NH	NH	31/01/25	
APPROVED	SIGNED	DATE	
CS	CS	31/01/25	

Boffa Miskell
Western Bay of Plenty District Council

PROJECT
WAIHI BEACH SCHOOL

DRAWING TITLE
PROPOSED PEDESTRIAN REFUGE
CIVIL DETAILS
KERB & CHANNEL

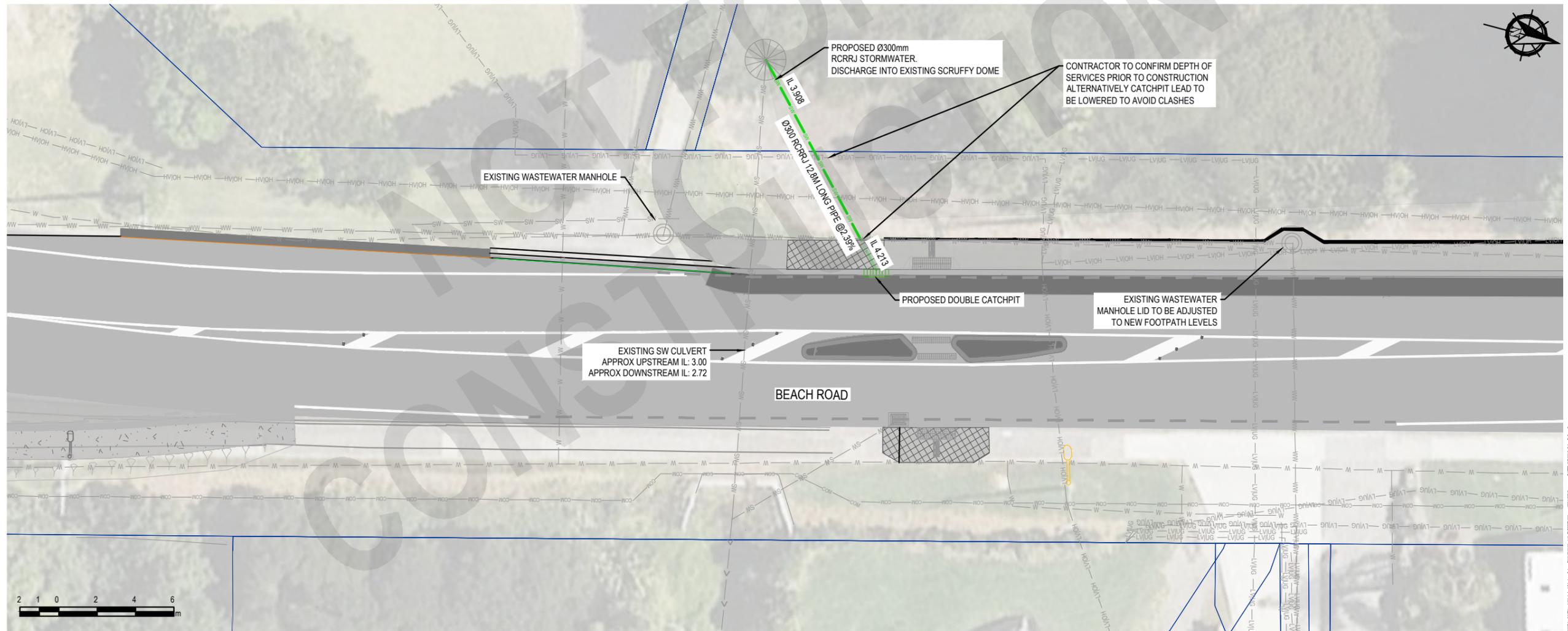
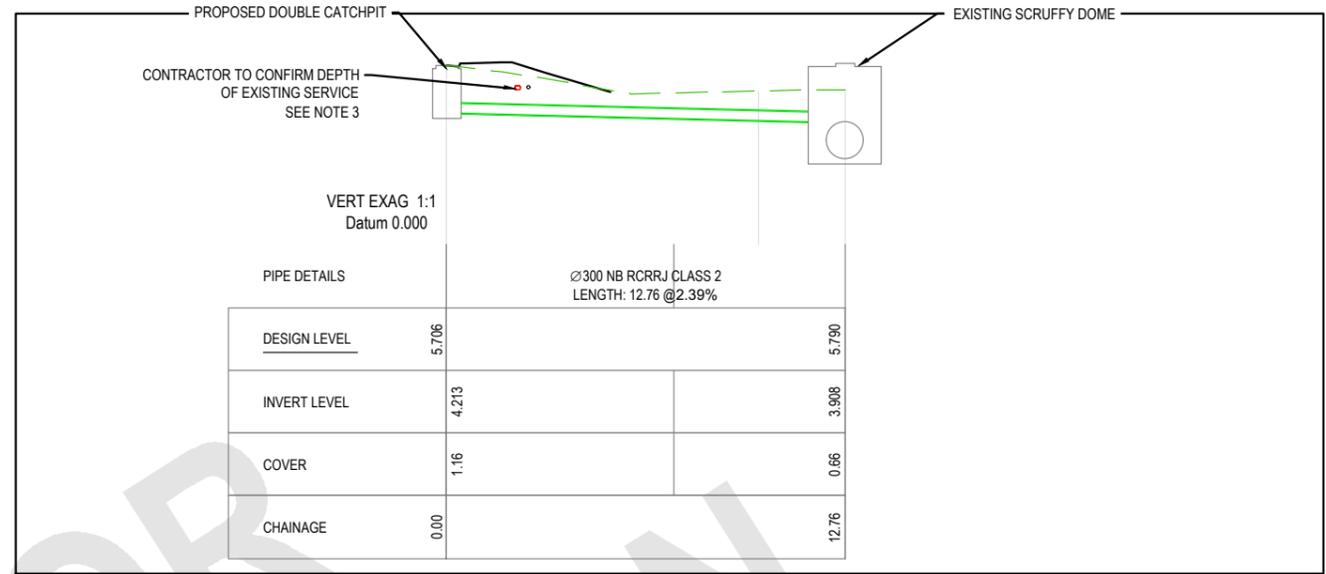
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FOR INFORMATION						
NOT FOR CONSTRUCTION						
SCALE						SHEET SIZE
NTS						A3
PROJECT NO.	ORIGIN	TASK	TYPE	DISC.	SHEET NO.	REV.
V-1406	VIT	02	DR	TR	3300	P02

NOTES:

1. NOTES TO BE READ WITH GENERAL NOTES DWG 0001
2. NEW MANHOLE CONNECTION MINIMUM DISTANCE TO BE 800mm OF EXISTING CONNECTION ALONG THE PERIMETER OF THE RISER.
3. EXISTING SERVICES CROSSING:
 - CONTRACTOR TO NOTIFY UTILITY PROVIDERS AND TO UNDERTAKE GPR AND POTHOLES PRIOR TO EXCAVATION.
 - HAND DIG OR HYDRO EXCAVATE AROUND EXISTING SERVICES
 - STORMWATER LINE TO HAVE A 300mm MINIMUM CLEARANCE OF EXISTING SERVICES

LEGEND

- PROPERTY BOUNDARIES ————
- PROPOSED SW LINE ————
- PROPOSED DOUBLE CATCHPIT [Symbol]
- EXISTING LV-UG ————
- EXISTING LV-OH ————
- EXISTING HV-OH ————
- EXISTING HV-UG ————
- EXISTING WATERMAIN ————
- EXISTING WASTEWATER ————
- EXISTING STORMWATER ————



	DRAWN	RJS	SIGNED	RJS	DATE	31/01/25														
	DESIGNED	RJS	SIGNED	RJS	DATE	31/01/25														
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							PO1	31/01/25	FOR INFORMATION											
							REV.	DATE	REVISION DETAILS											

Boffa Miskell

Western Bay of Plenty District Council

PROJECT

WAIHI BEACH SCHOOL

DRAWING TITLE

PROPOSED PEDESTRIAN REFUGE
PROPOSED STORMWATER
PLAN

STATUS

100% DETAIL DESIGN
NOT FOR CONSTRUCTION

SCALE

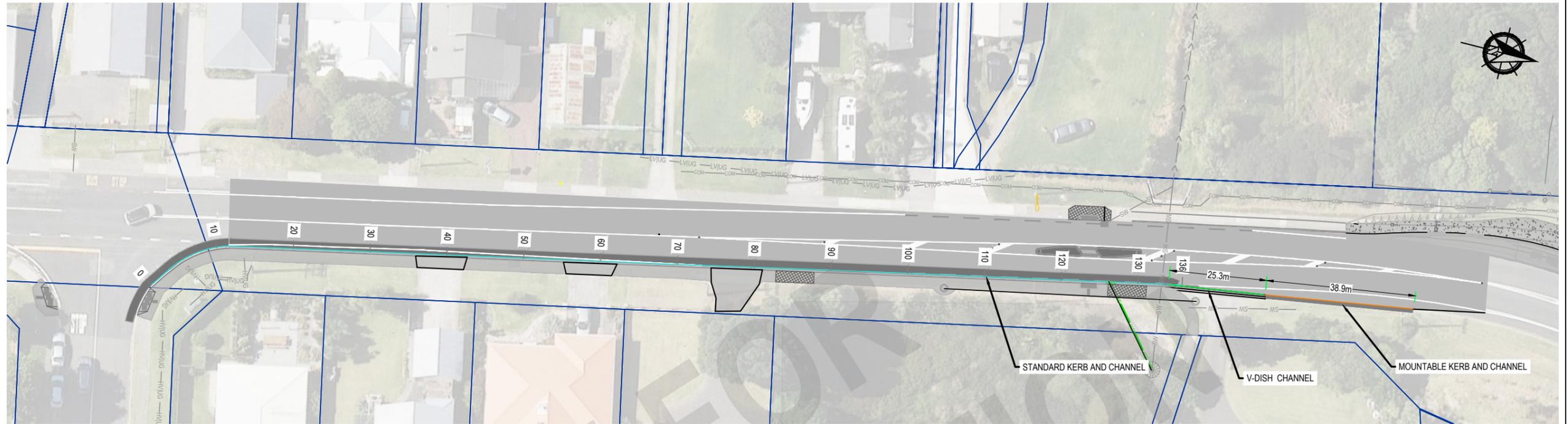
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SHEET SIZE

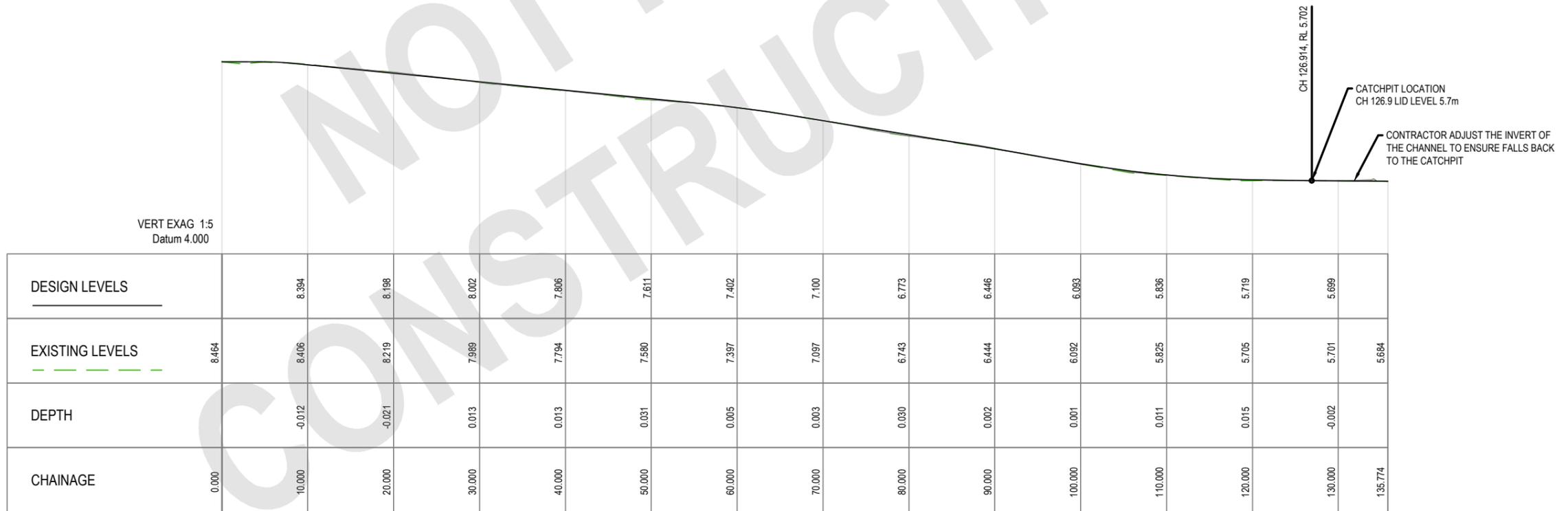
A3

PROJECT NO. | ORIGIN | TASK | TYPE | DISC. | SHEET NO. | REV.

V-1406 | VIT | 02 | DR | TR | 5101 | P02



STORMWATER DETAIL PLAN
SCALE 1:500



CL-CHANNEL-EOS LONG SECTION



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9.6 WILSON ROAD CAR PARK LIGHTING

File Number: A6706531

Author: Sam Dunstan, Project Engineer Transportation

Authoriser: Calum McLean, Director Transportation

EXECUTIVE SUMMARY

The purpose of this report is to seek a decision from the Waihi Beach Community Board on a proposal to install lighting at Wilson Road car park for an estimated cost of \$60,000.

RECOMMENDATION

1. That the Project Engineer Transportation's report dated 7 April 2025 titled 'Wilson Road Carpark Lighting' be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
3. That the Waihi Beach Community Board recommends that Council approves expenditure of maximum \$60,000 from the Town Centre Development Reserve for the supply and installation of solar powered lighting at Wilson Road car park (25 Wilson Road).

OR

4. That the Waihi Beach Community Board recommends that Council approves expenditure of maximum \$60,000 from the Town Centre Development Reserve for the supply and installation of mains powered lighting at Wilson Road car park (25 Wilson Road).

OR

5. The Waihi Beach Community Board does not recommend that Council approves expenditure of maximum \$60,000 from the Town Centre Development Reserve for the supply and installation of lighting at Wilson Road car park (25 Wilson Road).

BACKGROUND

1. Since the Wilson Road car park (behind The Porch, 25 Wilson Road) has been expanded to include more vehicle spaces car park users and adjacent business owners have voiced concerns about the safety of the area at night. At the Community Board workshop held during January 2025, Board Members requested that staff seek prices for lighting improvements.
2. Staff have obtained prices for two options (detailed below) from Council's streetlight maintenance contractor.

		Total Cost (excluding GST)
Solar Power		
Supply 5 lights and poles @ \$7 680ea	\$38,400	
Installation of lights and poles @ \$2550	\$23,750	
		\$ 51,150
Mains Power connection		
Electrical Connection	\$ 24,460	
ADLT type A double Luminaire & pole (x2) ea	\$5,634.00	
ADLT type B single Luminaire & pole (x3) ea	\$4,554.00	
		\$ 49,390
Optional cost to Include Light dimming		\$4,233
		\$ 53,623

3. The above prices assume that all work will be carried out:
 - during normal working hours (7:00am - 4.30pm Mon-Fri), and
 - during a single visit to site.
4. The product lead time is 8-10 weeks for the solar option, and 11-16 weeks for mains connected.
5. A solar powered luminaire can operate at 100% output (10W) from dusk for 5 hours, then dim to 20% for the remainder of the night. The motion sensor will restore 100% brightness for 1 minute when activated. If the lights are connected to mains power an additional cost is associated to have light dimming with similar functionality as the solar option (for \$4,233).
6. Both options include a 5-year manufacturer’s warranty.
7. Maintenance and power costs (if applicable) are proposed to be funded from existing Transportation operational budgets.
8. A 10% allowance for contingency has been added to the estimate in the recommendation.
9. Fig. 1 below shows the proposed light column locations and luminance contours.

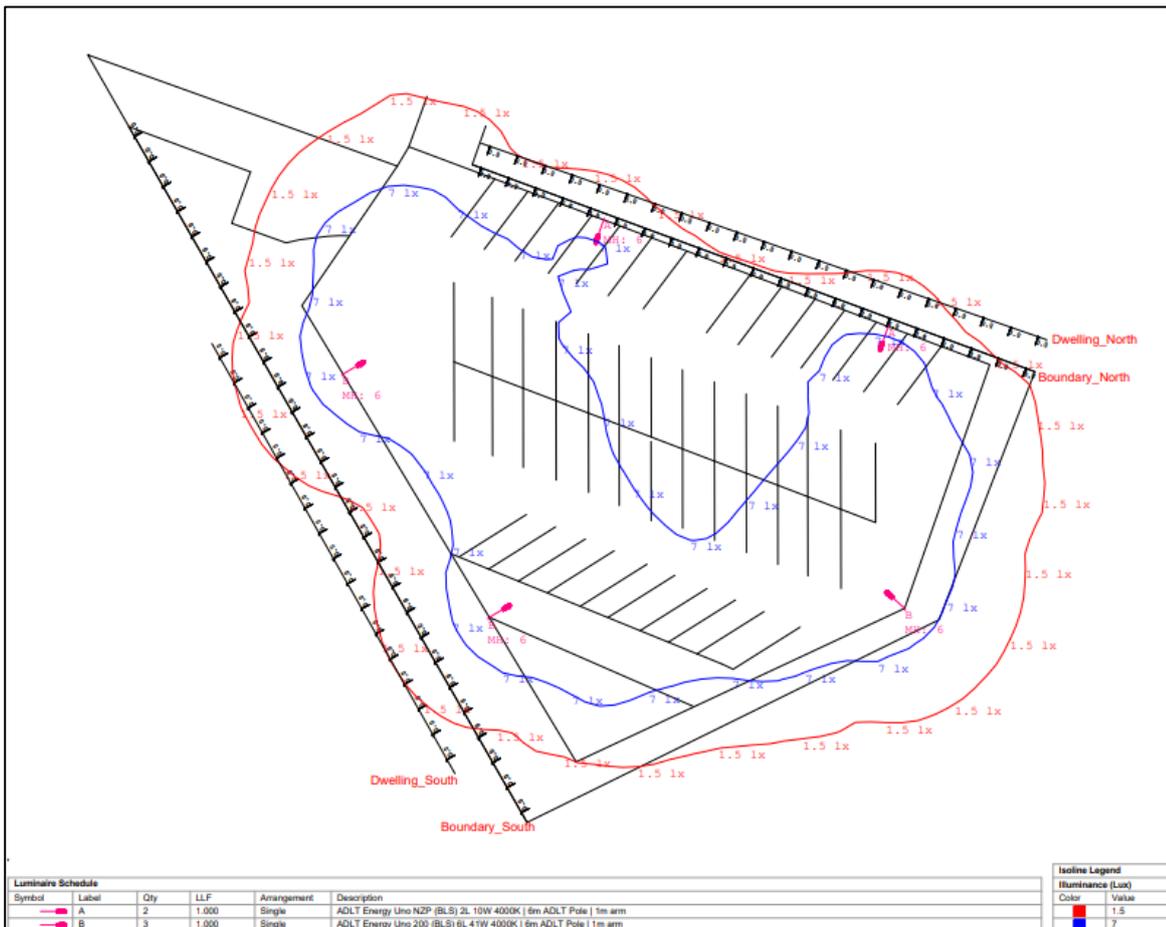


Figure 1 Lux Diagram showing Light pole locations.

SIGNIFICANCE AND ENGAGEMENT

10. 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.
11. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
12. In terms of the Significance and Engagement Policy this decision is considered to be of **low** significance because the decision:
 - affects only a very small number of residents and ratepayers;
 - does not require a policy or District Plan change;
 - can be funded from existing operational budgets; and
 - covers an activity routinely undertaken by Council.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Business owners and residents surrounding the carpark.	Adjacent residents and property owners will be notified prior to installation.	Planned	Completed

ISSUES AND OPTIONS ASSESSMENT

Option A	
<p>That the Waihi Beach Community Board recommends that Council approves expenditure of maximum \$60,000 from the Town Centre Development Reserve for the supply and installation of <u>solar powered</u> lighting at Wilson Road car park (25 Wilson Road).</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages:</p> <ul style="list-style-type: none"> • Uninterrupted power supply • Reduces crime by deterring antisocial behaviour, theft and vandalism • Helps pedestrians and drivers see better at night, reducing accidents • Provides a sense of security for residents walking at night • Can be implemented quicker. <p>Disadvantages:</p> <ul style="list-style-type: none"> • Solar panels and batteries can be a target for vandalism • Light spill may be perceived negatively by adjacent property owners.
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>\$56,265 to supply and install (incl. 10% contingency)</p> <p>Future maintenance costs to be funded from existing Transportation operational budgets.</p>

Option B	
<p>That the Waihi Beach Community Board recommends that Council approves expenditure of maximum \$60,000 from the Town Centre Development Reserve for the supply and installation of <u>mains powered</u> lighting at Wilson Road car park (25 Wilson Road).</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages:</p> <ul style="list-style-type: none"> • Reduces crime by deterring antisocial behaviour, theft and vandalism • Helps pedestrians and drivers see better at night, reducing accidents • Provides a sense of security for residents walking at night. <p>Disadvantages:</p> <ul style="list-style-type: none"> • Cost of electricity • Light spill could be perceived negatively by adjacent property owners.
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>\$58,985 to supply, install and connect (incl. 10% contingency)</p> <p>Future power and maintenance costs to be funded from existing Transportation operational budgets.</p>
Option C	
<p>The Waihi Beach Community Board <u>does not recommend</u> that Council approves expenditure of maximum \$60,000 from the Town Centre Development Reserve for the supply and installation of lighting at Wilson Road car park (25 Wilson Road).</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages:</p> <ul style="list-style-type: none"> • No cost • No risk that light spill could be perceived negatively by adjacent property owners. <p>Disadvantages:</p> <ul style="list-style-type: none"> • Does not reduce crime by deterring antisocial behaviour, theft and vandalism

	<ul style="list-style-type: none"> • Does not help pedestrians and drivers see better at night or reduce accidents • Does not provide a sense of security for residents walking at night.
Costs (including present and future costs, direct, indirect and contingent costs).	Nil

STATUTORY COMPLIANCE

13. The recommendation(s) meets:

- Local Government Act 2002
- Development Code

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
\$60,000	Funding for this project will come from the Waihi Beach Town Centre Development Fund. If Council does not approve the funding, alternative funding arrangements must be made.

9.7 WAIHI BEACH COMMUNITY BOARD – FINANCIAL REPORT – FEBRUARY 2025**File Number:** A6699093**Author:** Allan Carey, Finance Business Partner Lead**Authoriser:** Sarah Bedford, Finance Manager**EXECUTIVE SUMMARY**

This report provides the Community Board with regular monitoring of its operational budget. Attached are the financial statements for the period ended 28 February 2025. Operational costs are \$3,823 under budget year to date. **(Attachment 1)**.

The Waihi Beach Community Board Rooding Current Account has now been incorporated into the financial report. The opening balance of \$339,600 has been reduced by spending on projects and now has a balance of \$283,829 as at February 2025 excluding commitments, and has a balance available for future projects of \$124,860 after including commitments for current approved projects. Attached is a more detailed report for the period ended February 2025 **(Attachment 2)**.

RECOMMENDATION

1. That the Finance Business Partner Lead's report dated 7 April 2025 titled 'Waihi Beach Community Board – Financial Report – February 2025', be received.

Grant payments made to date:

Resolution	Description	\$
WBC24-5.4	Waihi Beach Mums Coffee Group - towards the hireage of the playcentre.	652
	2025/26 Total grants paid to date	652

Committed – Operational expenditure:

Resolution	Description	\$
	No current commitments.	0
	2024/25 Total operational commitments	0

2024/25 Reserve analysis:

Resolution	Description	\$
	2024/25 Opening balance	163,769
	No transactions year to date	0
	2024/25 Closing balance	163,769

Committed – Reserves expenditure:

Resolution	Description	\$
	2024/25 Closing balance before committed expenditure	163,769
WB20-3.9	Fund up to \$3,000 for meetings in relation to the Community Plan. (In progress)	(3,000)
WB22-2.5	Fund up to \$23,045.75 (incl. GST) for costs relating to the purchase and installation of water refill stations in Waihi Beach. (Note: \$6,357 paid as at 30 June 2023)	(16,689)
WB22-3.10	Funding up to \$12,000 for additions to the Broadlands Block Shared path project, from the Waihi Beach Community Board Reserve Account.	(12,000)
WBC24-3.11	Approve up to \$4,500 from the Waihi Beach Reserves Account for costs relating to consultant advice for the Entranceway Signs project.	(4,500)
	2024/25 Closing balance after committed expenditure	127,580

•

• **Other Reserves**

Waihi Beach Town Centre Development Reserve Account

Resolution	Description	\$
	Opening balance 24/25	483,846
	No transactions year to date	0
	2024/25 Closing balance after committed expenditure	483,846

Waihi Beach Community Board Roothing Current Account

Resolution	Description	\$
	Opening balance 24/25	339,600
	Increase / (Decrease) year to date	(214,740)
	2024/25 Closing balance after committed expenditure	124,860

•

ATTACHMENTS

1. **Waihi Beach Community Board – Financial Report February 2025**  
2. **Waihi Beach Community Board – Roading Current Account February 2025**  

Western Bay of Plenty District Council						
Income and Expenditure Statement						
For the period ended 28 February 2025						
Waihi Beach Community Board						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	3,763	1,368	(2,395)	⊗	2,052	0
Contingency - [see breakdown below]	1,098	1,368	270	☑	2,052	(2,603)
Grants	652	3,424	2,772	☑	5,140	5,388
Mileage Allowance	0	3,424	3,424	☑	5,136	0
Salaries	17,017	16,768	(249)	⊗	25,152	23,027
Inter Department Charges	24,606	24,608	2	☑	36,912	38,676
Operating Costs	47,137	50,960	3,823	☑	76,444	64,488
Total Costs	47,137	50,960	3,823	☑	76,444	64,488
Income						
Rate Income	54,651	54,392	259	☑	81,588	86,578
Total Direct Income	54,651	54,392	259	☑	81,588	86,578
Net Cost of Service	7,515	3,432	4,083	☑	5,144	22,091
Contingency - breakdown						
Dani Simpson and Heather Guptil - Orbit Travel charges	1,012			☑	<i>Favourable Variance</i>	
Dani Simpson - Survey costs for LTP consult	86			⊗	<i>Unfavourable Variance</i>	
Year to date contingency costs	1,098					
Waihi Beach Community Board Reserve						
Opening Balance - Surplus (Deficit)	163,769					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	163,769					
Other Reserves						
Waihi Beach Town Centre Development Reserve						
Opening Balance - Surplus (Deficit)	483,846					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	483,846					
Waihi Beach Community Board Rooding Current Account						
Opening Balance - Surplus (Deficit)	339,600					
(Decrease) Increase in year	(214,740)				<i>(see detailed report for breakdown)</i>	
Closing Balance - Surplus (Deficit)	124,860					

Waihi Beach Community Board Roading Current Account				Waihi Beach Community Board 2025		Status	
As at 28 February 2025				\$			
Current Account:							
Current Account Opening Balance 1 July 2024					339,600		
Interest 2025					-		Pending finalisation of 2025 financial resu
Allocation for 2025					-		No allocation for the 2025 financial year
Subtotal					339,600		
Less: Completed projects		Total committed:	Total project spent:	Spent in 2025 financial year:	Balance remaining:	Status:	
WBC23-7.7	Approve up to \$40,000 from the Waihi Beach Community Board Roading Account, for costs relating to the detailed design of the Beach Road Double Bus Bay and confirmation of the pedestrian refuge positioning, noting that this is part of the Safety Enhancement Project.	40,000.00	(38,388)	(2,502)	-		
WBC23-6.11	Approve funding of up to \$45,000 from the Waihi Beach Roading Account, toward Stage 1 of the Wilson Road Carpark Extension project, noting that this project will happen in parallel with the stormwater upgrade.	45,000.00	(25,936)	-	0		The \$19,064 was repurposed for Wilson Road Carpark Extension
WBC24-3.11	Approve up to \$4,500 from Waihi Beach Reserves Account for costs relating to consultant advice for the Entranceway Signs	4,500	(3,781)	(3,781)	-		
Subtotal				(6,283)	0		
Less: Projects in progress		Total committed:	Total project spent:	Spent in 2025 financial year:	Balance remaining:	Status:	
WBC24-1.8	Community Board Roading Account for the completion of the Approve for the remaining funds committed to resolution	20,000.00	(13,535)	(2,928)	6,465		
WBC24-1.8	WBC23-6.11, being \$19,064, to be reallocated to the Wilson Road Carpark Extension project (Stage 2).	19,064.00	-	-	19,064		
WBC24-6.4	Approves up to \$55,000 for costs related to the design of Beach Road Pedestrian Refuge.	55,000.00	(36,537)	(36,537)	18,463		
WBC24-2.5	Approve up to \$15,000 for costs relating to the footpath extension and removal of two carparks at the entrance of Wilson Road carpark (behind the porch).	\$ 15,000.00	(10,023)	(10,023)	4,977		
Subtotal				(49,488)	48,969		
Current Account Closing Balance				283,829			
Less: Approved projects							
WB24-6.5	Approve \$15,000 costs related to the Athenree Homestead Driveway.	\$ 15,000.00					Awaiting invoice.
WB24-6.7	Approves up to \$95,000 for costs related to the Entranceway	\$ 95,000.00					
Total commitments on approved projects not started		\$ 110,000.00					
Less: Committed funds on Started Projects unspent				(48,969)			
Less: Committed funds on Unstarted Projects				(110,000)			
Total uncommitted funds available for future projects				124,860			

10 INFORMATION FOR RECEIPT