

Mā tō tātou takiwā
For our District

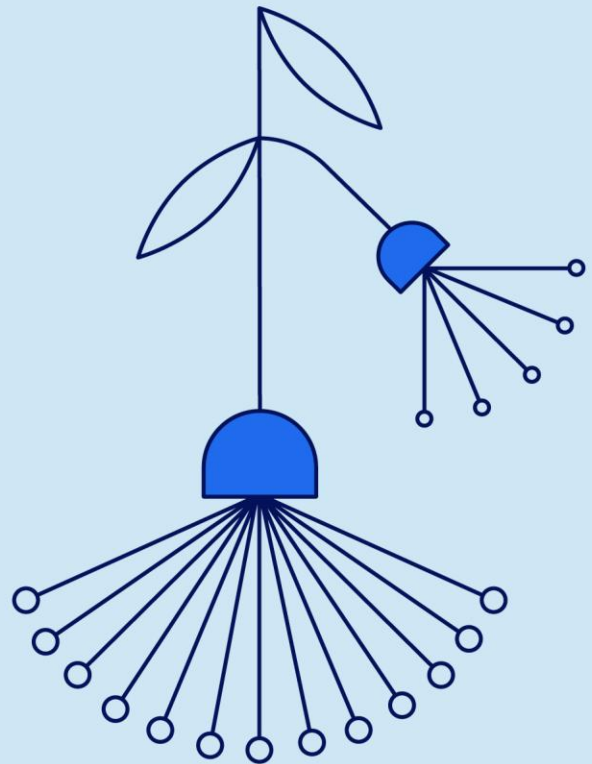
Katikati Community Board

Pōari ā Hapori o Katikati

KKC25-4

Wednesday, 23 July 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, 23 July 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 contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 28 MAY 2025

File Number: A6836863

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Katikati Community Board Meeting held on 28 May 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 Katikati Community Board Meeting held on 28 May 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. KKC25-3
HELD IN THE CENTRE – PĀTUKI MANAWA DIGITAL HUB, 21 MAIN ROAD, KATIKATI (BOYD
ROOM) ON WEDNESDAY, 28 MAY 2025 AT 6.30PM**

1 PRESENT

Chairperson J Clements, Deputy N Mayo, Member A Earl, 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

16 members of the public including:

Mayor J Denyer

Waihī Beach Community Board Member R Goudie

3 ABSENT

Member T Sage

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 VARIOUS SPEAKERS – HIGHFIELDS POND

Russell Squire and Jim Davidson were in attendance to discuss matters relating to Highfields Pond. They noted the below points:

- Council, alongside Project Parore, had relocated the unsuitable plants from Highfields Pond.
- Mr Squire was of the understanding that Council had asked the MenzShed to manufacture some steps for Highfields Pond. He had suggested that instead of building steps in the steep area, fill was placed there to provide access for vehicles and machinery.
- A group of residents were looking to become volunteers for council to look after Highfield's Pond.
- There was an ongoing issue of water weed in pond. Options to manage the weed were being investigated, which included; dragging, and introducing grass carp. The latter would require approval from the Department of Conservation. It was noted that the grass carp that could be used were sterile and were unable to breed.
- A staff member from the Regional Council had looked at the weeds in Highfield's Pond and determined that they were not notifiable species.
- An unofficial regatta for miniature sailing yachts had been held at Highfield's Pond, with some attendees travelling from as far away as Taranaki.
- Mr Davidson felt that Highfields Pond should be given an official name. He had been advised that council did not have a policy for naming ponds and offered the name 'Lake Waterford'.

The General Manager Strategy and Community advised that the primary function of Highfield's Pond was stormwater attenuation, however, some stormwater assets also functioned as a recreational asset for the community. Although council did not have a naming policy for this situation, it did not preclude council from undertaking a naming process for the pond.

7.2 JOHN BOTHWELL – BASKETBALL HALFCOURT AT MOORE PARK

Mr Bothwell was in attendance to provide an update to the Board on the project to install a basketball halfcourt at Moore Park. He noted the below points:

- Research was being undertaken into the most appropriate options for materials and equipment for the halfcourt. They were considering installing a concrete and synthetic turf for the basketball halfcourt.
 - They were seeking funding from the Community Board and other sources like Bay Trust and TECT for the project.
 - The New Zealand Basketball Association had funded some outdoor basketball courts, however, they had spent their budget for this year.
-

7.3 SHARON OLSEN-CARSON – REMOVAL OF TREES KOTAHI LANE

Ms Olsen-Carson, a resident of Katikati, was in attendance to discuss the removal of cherry trees from Kotahi Lane carpark area. She noted the below points:

- The trees had been removed last year and had not been replaced. She queried if any new trees would be replanted in the area.

The Board advised that it was intended to replace the trees that were removed, however, they were waiting on a decision from Council regarding the use of the land at Kotahi Lane.

7.4 ROSS GOUDIE – LOCAL WATERS DONE WELL

Mr Goudie, a resident of Katikati, was in attendance to discuss Local Waters Done Well. He noted the below points:

- It was important that members of the community were made aware of Local Waters Done Well. He noted that the Local Waters Done Well legislation made it difficult for council to undertake an in-house model for waters.
- Mr Goudie queried if the a multi-council Council Controlled Organisation (CCO) for waters could include councils that were in the Bay of Plenty or outside of the area.

It was clarified that a multi-council CCO could include councils that were in the Bay of Plenty or near the Bay of Plenty.

8 PRESENTATIONS

8.1 PRESENTATION – MATAHUI SCHOOL

Representatives from Matahui School were in attendance to provide the Board with an update on the school, including an overview and history of the school. The following points were noted:

- Matahui School celebrated neurodiversity and was a place for children who did not fit the traditional schooling system to learn.
- The School's roll had been impacted by the Kiwifruit PSA outbreak, global financial crisis, Covid-19, and more recently the recession.
- The School nearly closed in 2020, however, they were supported financially by alumni families.
- The Board of Trustees applied for Charter School status in 2024, however, this was declined as they were a private school. They investigated becoming a state-integrated school but the funding model of one teacher to 25 students did not work for their school.
- The school was now facing possible closure. The families had contributed financially to keep it open until the end of the year.

Representatives responded to pātai as below:

- There were currently 44 students enrolled at Matahui School, 75 per cent of which were considered neurodiverse.
- The school's academic results showed that 80 per cent of the children attending were working at or above the national average.
- They still wanted to go down the path of a Charter School if possible.
- They were licensed to have 120 students enrolled at the School and could cater for 80 students comfortably under their current model.

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 2 APRIL 2025

The Board considered the minutes from the previous meeting and the following points were noted:

- A query was raised whether the minutes of the previous meeting accurately reflected the discussion raised in public forum by Ross Goudie.

The Board was advised that the recording for the previous meeting would be relistened to and the minutes amended, if required.

RESOLUTION KKC25-3.1

Moved: Member A Earl

Seconded: Deputy N Mayo

1. That the Minutes of the Katikati Community Board Meeting held on 2 April 2025 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

10 REPORTS

10.1 KATIKATI COMMUNITY BOARD – WORKSHOP NOTES – 30 APRIL 2025

The notes from the 30 April 2025 Katikati Community Board workshop were considered and no discussion was held.

10.2 KATIKATI COMMUNITY BOARD – CHAIRPERSON'S REPORT – MAY 2025

The Board considered a report from the Chairperson dated 28 May 2025. The report was taken as read, with further discussion as below:

- The Board was advised that work was progressing regarding delegations for Community Boards for the next triennium. The delegations would be decided by the new Mayor and Councillors at the beginning of the next triennium.
 - Candidate information sessions were being held in Ōmokoroa and Te Puke.
 - A concern was raised that the recently re-sealed roads were lifting in some areas.
 - It was clarified that the source of power for an EV charging station at Market Square would be from the Library. The infrastructure would be installed on the footpath alongside the library and would not compromise any pavement that was laid as part of the Market Square project.
-

RESOLUTION KKC25-3.2

Moved: Member A Earl

Seconded: Deputy N Mayo

That the Chairperson's report dated 28 May 2025 titled 'Katikati Community Board Chairperson's Report – May 2025' be received.

CARRIED

10.3 KATIKATI COMMUNITY BOARD – COUNCILLOR'S REPORT – MAY 2025

The Board considered a report from Councillor Joyce dated 28 May 2025. The report was taken as read, with further discussion on the Local Waters Done Well proposed model and Government legislation. Furthermore, it was noted that Council had chosen to leave the LGNZ Representative Body.

RESOLUTION KKC25-3.3

Moved: Cr R Joyce

Seconded: Member A Earl

That Cr Joyce's report dated 28 May 2025 titled 'Katikati Community Board – Councillor's Report – May 2025' be received.

CARRIED

10.4 APPLICATION FOR ROAD NAMING – 113B AND 115 PARK ROAD, KATIKATI

The Board considered a report from the Consents Planner dated 28 May 2025. The General Manager Strategy and Community provided an overview of the report and roading naming process. The Board provided feedback on the road naming application as below:

- The name 'Gallaher' was closely associated with rugby, it was suggested that the name be used for a road closer to the rugby fields at Moore Park.
 - It was noted that there was a road close to Moore Park that was yet to be named where the name 'Gallaher Street' could be used.
 - The Board supported 'Mere Close' being used for this particular road naming application.
-

RESOLUTION KKC25-3.4

Moved: Cr R Joyce

Seconded: Member A Earl

1. That the Consents Planner's report dated 28 May 2025 titled 'Application for Road Naming – 113B and 115 Park Road, Katikati' 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 consider and provide feedback on the proposed road name options of '**Gallaher Street**' OR '**Mere Close**' for a public road to be vested in Council (being Lot 110 of RC12888s).
4. That the Katikati Community Board requests that the proposed road name '**Gallaher Street**' be considered for a road closer to Moore Park.

CARRIED

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

The Board considered a report from the Senior Governance Advisor dated 28 May 2025. The report was taken as read, with further discussion as below:

- It was noted that there had been an increase in service request complaints regarding dogs.
- A concern was raised about overall town maintenance particularly in relation mowing and roading.

RESOLUTION KKC25-3.5

Moved: Deputy N Mayo

Seconded: Member A Earl

That the Senior Governance Advisor's report dated 28 May 2025 titled 'Katikati Community Board – Projects and Operations Report – May 2025' be received.'

CARRIED

10.6 KATIKATI COMMUNITY BOARD – FINANCIAL REPORT – APRIL 2025

The Board considered a report from the Finance Business Partner Lead dated 28 May 2025. The report was taken as read, with further discussion as below:

- The Board queried if all the invoices had been processed for the Katikati Community Sport and Recreation Centre.
- A recommendation to release the unspent committed funds back into the Roothing Account would be included in the next Community Board agenda.

RESOLUTION KKC25-3.6

Moved: Chairperson J Clements

Seconded: Cr A Henry

1. That the Finance Business Partner Lead's report dated 28 May 2025, titled 'Katikati Community Board – Financial Report – April 2025', be received.
2. That the Katikati Community Board approve for the remaining funds from the below resolutions, to be released back into the Reserve Account:
 - a. K22-4.5 with remaining funds of \$1,000
 - b. KKC23-7.5 with remaining funds of \$285
 - c. KKC23-7.4 with remaining funds of \$500; and
 - d. KKC24-6.5 with remaining funds of \$107.66.

CARRIED

11 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 8.30pm.

Confirmed as a true and correct record at the Katikati Community Board meeting held on 23 July 2025.

.....
Chairperson J Clements

CHAIRPERSON

9 **REPORTS**

9.1 **KATIKATI COMMUNITY BOARD – WORKSHOP NOTES – 24 JUNE 2025**

File Number: A6834772

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

EXECUTIVE SUMMARY

The notes from the 24 June 2025 Katikati Community Board workshop have been attached for information.

ATTACHMENTS

1. **Katikati Community Board – Workshop Notes – 24 June 2025** 

KATIKATI COMMUNITY BOARD WORKSHOP

DATE:	24 June 2025 at 10.00am
HELD:	Pātuki Manawa – Boyd Room
FORUM MEMBERS PRESENT:	Chairperson J Clements, Deputy Chairperson N Mayo, Cr R Joyce, Cr A Henry
ABSENT:	Member T Sage and Member A Earle
STAFF IN ATTENDANCE:	R Davie (Deputy CEO/General Manager, P Watson (Acting General Manager Infrastructure Group), J Minchington (Senior Project Engineer Transportation) and R Leahy (Senior Governance Advisor)

Roading
<p><u>Pedestrian Crossing on State Highway 2 across from Heron Crescent to Hammer Hardware</u></p> <ul style="list-style-type: none">• The Board requested staff approach NZTA Waka Kotahi about installing a pedestrian crossing on State Highway 2.• The Board considered upgrading the area to make it more accessible for elderly residents and other pedestrians. It was suggested that the Board investigate a pedestrian crossing first and if this was not possible then the Board could consider upgrading the kerb and channelling to improve accessibility. <p><u>Welcome to Katikati Signs</u></p> <ul style="list-style-type: none">• The Board requested staff approach NZTA Waka Kotahi to add in 'Welcome to' to the green 50km/h speed signs entering Katikati.• Staff would clarify if a sticker or a new sign would be required for this work. <p><u>Bus shelter Arts Junction</u></p> <ul style="list-style-type: none">• The Board would like to investigate installing a bus shelter that fits with the aesthetic of the Arts Junction. The Board were advised that this would need to be discussed with the property team.• It was suggested that the Board use their Town Centre Development Fund for this project.

- The bus routes had recently been changed; the Board would look at the bus routes.

10.33am Cr A Henry entered the hui.

Clive Road Medical Centre Parking

- The Board had been advised that the area was not wide enough for angled parking. The issue of parking still remained.
- The Board requested staff investigate whether there was an opportunity to use the private and road reserve for parking. The Board queried where the boundary was between the medical centre and the road reserve.
- Staff advised that if parallel parking was installed then that would just facilitate the parking that was currently happening on the existing road reserve.

Roadsides for 150th Anniversary

- The Board requested that the roadsides were tidied up ahead of the 150th Anniversary of Katikati 12–14 September 2025. Staff advised that they would look at the schedule for roadside cleaning, however, if the Board wanted additional cleaning, then that be an additional level of service and would be an added cost.

50km/h Signs between Katikati and Waihi

- The Board requested that staff approach NZTA Waka Kotahi about the temporary 50km/h signs. They were aware that they had been installed to facilitate the road works between Katikati and Waihi, however, those works were now complete and the signs remained.

Kotahi Lane Carpark

- The carpark was currently being used as a gravel pit for contractors. The Board felt that this was not a good use of the area, and the gravel pit should be removed.
- Staff advised that Council needed to have a discussion about the purpose of the strategic land at Kotahi Lane.
- It was suggested that an area on Tetley Road that could be used for gravel storage or at the back of the recycling centre.
- The Board would like to see the Kotahi Lane Carpark site cleaned up ahead of the 150th Anniversary of Katikati in September 2025.

RELEVANT ACTIONS	RESPONSIBLE
Staff to approach NZTA Waka Kotahi about installing a pedestrian crossing on State Highway 2 from Heron Crescent to Hammer Hardware.	Senior Project Engineer Transportation
Staff to approach NZTA Waka Kotahi about adding 'Welcome to' to the 50km/h signs entering Katikati.	
Staff to investigate options for a bus shelter outside the Arts Junction.	
Staff to investigate alternative options for parking outside the Clive Road Medical Centre.	
Staff to review the roadside cleaning schedule ahead of the 150 th Anniversary of Katikati in September 2025 and amend the schedule if required.	
Staff to approach NZTA Waka Kotahi about the temporary 50km/h signs between Katikati and Waihi.	

Reserves
<p><u>Youth Park at Moore Park</u></p> <ul style="list-style-type: none"> • Staff advised that they were working with the Katikati Community-led Development Steering Group regarding their proposal to install a playground, barbeque facilities and a basketball halfcourt at Moore Park. • A staged approach would be taken for the project; however, this was being finalised with council staff. • The Board was advised that they could consider providing some funding for the project as it would enable the group to leverage more external funding. • It was suggested that a contribution of up to \$20,000-25,000 from the Community Board Reserves Account be considered for the project. A decision report would be provided to the Board at the next meeting. • It was noted that the Strategy and Policy Committee had resolved to progress a review of Moore Park.

Highfield's Pond

- The area's primary use was stormwater retention, however, there was now expectation within the community about the pond being a recreational amenity rather than a stormwater asset.
- There was an ongoing issue of weeds in the pond that affected its use for miniature yacht racing. Staff advised that because the pond was shallow the water would heat up faster and therefore the weeds would grow quickly. Weed spraying would reduce the weeds, however, it would kill of the biodiversity in the pond.
- A recreational amenity would require a higher level of service.
- Staff would seek advice from Regional Council about the aquatic species in the pond and how best to manage them. Board Members suggested that council ask Project Parore to conduct a research study on the pond.
- The Acting General Manager Infrastructure Group would look to meet with the group advocating for a recreational amenity for Highfield's Pond to discuss their expectations.
- Staff were investigating options for a naming process for the pond.

Dave Hume Pool Bouncy Castle

- Due to the ongoing tender process for the service delivery contract for the pool, it was felt that it was not an appropriate time for funding to go towards a bouncy castle for the pool. The Trust were also looking at installing outdoor gym equipment for the pool.
- Council would be ordering gym equipment on behalf of the Dave Hume Pool Trust for the pool. If there was a shortfall in funding, then the next Community Board could consider committing funds to the project in the next triennium.
- Staff would contact the Dave Hume Pool Trust to discuss their funding arrangements for the outdoor gym equipment.

RELEVANT ACTIONS	RESPONSIBLE
Staff to meet with the Highfield's Pond group to discuss their expectations for the pond.	Acting General Manager Infrastructure Group
Staff to contact the Dave Hume Pool Trust to discuss their funding requirements for gym equipment for the pool.	

The workshop finished at 12pm.

9.2 KATIKATI COMMUNITY BOARD – CHAIRPERSON'S REPORT – JULY 2025**File Number:** A6834688**Author:** John Clements, Community Board Chairperson**Authoriser:** Robyn Garrett, Governance Manager**RECOMMENDATION**

1. That the Chairperson's report dated 23 July 2025 titled 'Katikati Community Board – Chairperson's Report – July 2025' be received.
2. That the Katikati Community Board approve up to \$2,500 from their Reserves Account towards a plinth and plaque with the inscription "Commemorating the 150th Anniversary of the Ulster Irish in Katikati 1875 – 2025 Katikati Community Board 2025", to be commissioned by council staff.

Water Done Well

The Community Board awaits the decision of Council regarding their position on Local Waters Done Well and their submission as it could impact residents.

Katikati 150th Anniversary

Katikati recognises the arrival of the Ulster Irish on 16th September 1875 – 150 years ago. This is a significant milestone, and the Community Board has sought an update on how Council wishes to recognise this event. The Anniversary will be held over the weekend of 12th – 14th September.

The Community Board would like to recommend its contribution is a plinth and plaque with the inscription "Commemorating the 150th Anniversary of the Ulster Irish in Katikati 1875 – 2025 Katikati Community Board 2025". The Board proposes it should be placed at the Landing once this is completed and unveiled at the 150th Anniversary.

The options for the plaque and plinth are below:

Plaque		
Option 1: Brass Plaque	Finish: polished Lead Time: 7–10 working days from artwork approval Notes: Classic and prestigious appearance; requires occasional polishing to maintain shine.	\$425.00 + GST
Option 2:	Finish: Brushed 316 marine-grade	\$362.50 + GST

Stainless Steel Plaque	Lead Time: 7–10 working days from artwork approval Notes: Excellent for outdoor use; highly durable and low maintenance.	
Option 3: Bronze Plaque	Finish: Cast bronze with raised lettering and black background Lead Time: 3–4 weeks from artwork approval Notes: Timeless, premium option ideal for heritage commemorations.	\$999.61 + GST
Plinth		
Option 1: Concrete tilt	Size: 400Wx380Dx55/150	\$1400 inc GST <i>*Mileage may be additional depending on the location</i>
Option 2: Solid granite flat recumbent desk	Size: 560Wx450Dx25/150 Colour: Honed light grey	\$1150 inc GST <i>*Mileage may be additional depending on location</i>

Elections for the Next Triennium

The Community Board advises the community that the election process is now open and calling for nominations for the next triennium. It wishes to extend their best wishes to all. Those elected will have the privilege of serving their community in these roles.

Market Square

The Board is pleased that this project has had its final sign off with a few pieces to be finalised. There have been numerous positive comments, and the Community Board and staff held a positive meeting with the various market organisers to discuss protocols for its use. The Town and Country Market will be using the plaza in September, and it will be interesting to see how it works. Street furniture needs to be considered as the next step.

In light of the current government rolling out EV recharge points, perhaps a recharge point could be established as per the plans in the parking area.

The Community Board requests Council to investigate the installation of a sound system in the eaves of the pergola at the Pātuki Manawa Digital Hub. This would include power points and the ability to plug in a microphone or sound system.

The Landing Development

The project is making steady progress and will be a significant attraction within the town. This will be an exciting development for the town and enhance the walking trail. It has been suggested that there be lighting in the area, and this should be functional and a beautification of the area. Staff have asked the consultant who will be undertaking the landscaping design for the area to consider lighting in the plan.

Bus Shelter at the Arts Junction

The repairs and maintenance being undertaken at the Arts Junction means the current entrance way glass cover has been removed. The archway provided many uses, one being a cover for bus passengers. There is now no bus shelter.

The Community Board believes this area should be re-configured so that a bus shelter can be provided with a design in keeping with "The Arts Junction". Council staff are investigating options for this project.

Highfield Pond

This is now full, and the weed spraying will assist the motorised miniature boaties in enjoying this very attractive space. This has drawn positive comments from this group of keen enthusiasts.

Moore Park

Discussions have been held regarding netball courts at Moore Park between Council and Katikati Netball. It would appear that Council has some concerns regarding the placement of the courts and a meeting of all the parties would be of value. Various club committees have been in full swing organising winter sport but as the season approaches an end it would be a good time to start discussions.

Council will be progressing a concept plan review for Moore Park, and the Community Board would like to engage in this process as the area has evolved and there is more pressure on the facilities.

A playground and upgrades to the skate park and half basketball field as a youth hub is underway and this community led project is busy raising funds. The Community Board supports the concept and a report to consider contributing funds has been included later in the agenda. Council is meeting with the Community Led Development group to design this area.

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 Dave Hume Pool Trust are looking at installing some outdoor gym equipment at the pool and we look forward to seeing this project progress.

Boat Ramp Beach Road

Funding has been set aside for the consent work, which staff will be progressing this financial year.

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. This is work in progress as Lions look at workload.

Entrance Ways

The Community Board has asked Council to review roadside cleaning schedules and beautification around town in line with it being the Katikati 150th Anniversary since the arrival of the Ulster Irish. This would include the entrance way clean up.

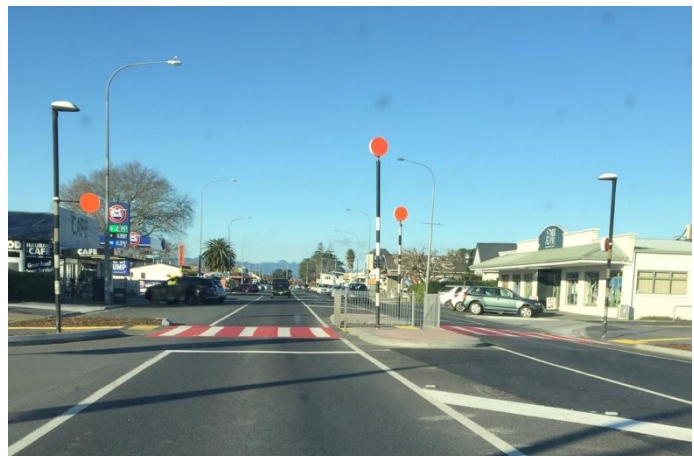
The Community Board has asked Council staff to approach NZTA to add a sticker on the 50km/hour sign waying "Welcome to" just above Katikati. This would be a simple, low-cost solution and applied at both ends of the town.

Elder Housing and Crossing SH2.

It has been requested that the crossing connecting the town to Heron Crescent be upgraded with a formal zebra crossing across SH2 – a picture is shown below on SH2 through Ngatea as an example. There will be increased foot traffic from this development that wishes to walk to town and in the interests of safety a more formal crossing is recommended. Council to raise this with NZTA.

School and Kea Crossing

The Community Board proposes that the current zebra crossings be upgraded and red surrounds be painted around the crossing to emphasise and warn drivers of the crossing. The Community Board feels this would provide additional safety and protection for parents and children around the school.

**Kotahi Lane Lower Car Park**

The Community Board has requested that the gravel piles be removed from the Kotahi Lane car park. The Community Board has requested Council staff ask the contractor to roll millings into the lower car park once they have removed the current gravel in this car park.

There is a need for a large parking area sign for Kotahi Lane as people seem unaware of the availability of parking and this would be useful.

Town Maintenance

Town maintenance – grass cutting, leaves, weed spraying – seems to go up and down. Historically the leaves have been hovered up during autumn and wondering what has happened to this practice. Weed spraying in and around parking areas and streets needs attention. Whilst the Community Board recognises the importance of service requests, and many have been submitted, the ratepayer is paying for this service and should not be the quality monitor as well.

Ongare Point

Residents have raised concerns about coastal erosion and street lighting in this area. Council has previously inspected areas of road that were reported to be affected by erosion and found them to be stable. There have also been concerns about street lighting, this issue has been raised and is being investigated.

The Community Board is pleased that the toilet upgrade is happening at Ongare Point Reserve.

9.3 KATIKATI COMMUNITY BOARD – COUNCILLOR'S REPORT – JULY 2025**File Number:** A6834695**Author:** Anne Henry, Councillor**Authoriser:** Robyn Garrett, Governance Manager**RECOMMENDATION**

That Councillor Henry's report dated 23 July 2025 titled 'Katikati Community Board – Councillor's Report – July 2025' be received.

This will be the last Councillor's report for this 2023– 2025 triennium. It will also be the last Councillor report I write, as I am standing down from the governance role, I have held with Western Bay of Plenty District Council for the past 6 years.

It has been a joy to work with and for my community. Even though I grew up in Katikati, during my time as a local ward Councillor I have met with lots of new people (including some who are long standing residents), and many community groups. I have driven up new roads and visited places I had never seen before, possibly that were not even formed when I was growing up. Hard to venture into unknown parts when your only option to get to them is to ride your horse up narrow winding roads!

I have enjoyed working with both Katikati and Waihi Beach communities, though that work now seems to be less community connecting and more assessment of and reporting back to central government on their proposed changes such as "Three Waters" first and now with a change of government "Local Water Done Well", all in the last four plus years. It can be exhausting.

Thank you for showing confidence in me by voting me into Council as one of your three Katikati-Waihi Beach Ward Councillors for the past two trienniums. I will miss being so involved but I will still be here working in and for the Katikati Community.

New Representation for the next Local Election October 2025

There are new representation arrangements for Western Bay of Plenty District Council for the Local Body Elections on 11 October this year. These changes have arisen from Council's representation review and the subsequent Council option to create representative coverage with district-wide community boards. The final proposal for the Representation Review was heard by Local Government Commission.

The proposal for the Katikati and Waihi Beach Community Boards was to combine the two boards into one Community Board area. Thanks to very passionate and persuasive presentations to the Commissioners, the panel recognised there was a case for retaining both the separate community boards to reflect the distinct communities of interest.

After considering Council's proposal, as well as the appeals, the Commission decision retained the five community boards but with extended areas – and subdivisions for the two largest boards – so that the whole district was covered.

Two recommendations made by the Commission:

The Commission recommended engagement and education with the community about the role and the purpose of community boards and what subdivisions within Community Boards mean for these communities. They also suggested Council empowers Community Boards through increased delegations and requested a report back to the Commission on how this will be achieved.

Reduced number of Ward Councillors:

The representation decision also reduces the total number of elected members, including the Mayor, from 12 to 10.

The number of Councillors for the Katikati–Waihī Beach General Ward has reduced from 3 to 2. Te Puke–Maketu General Ward and Kaimai General Ward have also reduced their councillor numbers from 4 to 3 each.

The new Waka Kai Uru Māori Ward has 1 councillor representing Māori interests across the entire district of Western Bay of Plenty Council.

This role, in my view, presents huge challenges that the other 8 Councillors will not face. This new role, with seven thousand plus people to represent, is a position that will require much support during the establishment stage from Council and the many hapū this position represents.

People living on Matakana and Rangiwaea Islands will vote for the Mayor and their Ward Councillor(s) but are not part of a Community Board area.

A binding Māori Ward referendum will also be held at the same time as the election – meaning everyone will get to vote on whether Māori Wards continue in future election cycles (from 2028 onwards).

Best wishes to the next elected members with the new Council representation model.

Click this [link](#) from Council's website which documents the process followed for the 2024 Representation Review.

A Regional Deal opportunity for the Western Bay of Plenty Sub-region:

For some time now the Central Government has been talking about City and Regional Deals to promote regional economic growth, delivering on local timely and resilient infrastructure and affordable quality housing across all parts of Aotearoa New Zealand.

City and Regional Deals are the current Government's initiative for establishing long-term agreements between Central and Local Government on regional projects that will endure successive governments. Through SmartGrowth, Tauranga City, Western Bay of Plenty District and Bay of Plenty Regional Councils, Tangata Whenua and Priority One have already worked and planned together over the last 25 plus years on many sub-

regional initiatives. This is something these Councils, Iwi and the Community Not-for-profit organisations have done well. They have developed good relationships as well as a shared and well documented understanding of our sub-regional needs. The western Bay of Plenty sub-region is one of the fastest growing areas in New Zealand.

Growth over a relatively short timeframe has put increased pressure on the sub-region's infrastructure and services, especially on transport and housing. The sub-region is under increasing financial strain as a result of the need to fund infrastructure.

The Regional Deal programme would unlock funding and resource opportunities to support councils to make improvements in their region, for example to roads, infrastructure, and the supply of quality housing.

The Western Bay of Plenty sub-region is now pleased to announce it has signed a Memorandum of Understanding (MOU) with central government to progress a Regional Deal for our sub-region of the Bay of Plenty.

More on the Regional Deal will be heard early next year.

Dave Hume Pool:

Demolition is well underway, with all concrete surfaces in the outdoor areas having been removed. Work has started on dismantling the plant room, and the ceilings in the changing rooms have been removed so insulation can be installed. Once the demolition work is finished, we'll start building the bulkhead in the pool.

Many thanks to the wonderful steering committee and staff of the Dave Hume Pool for hanging in there, and being involved with the upgrades and working things through to completion. We are hopeful that the improvements will be completed and ready for the new and now extended season that this well-used community facility will be able to deliver.

Local Government – Voting for your Community Representation:

Your community is where you live and play and should be of importance to those who reside in the Katikati-Waihī Beach Ward. The statistics over previous elections indicate that voter turnout is gradually falling. There are some impediments to voter numbers, such as the decline in postal services. There is a generous lead in time to cast your voting papers for this Local Government before the last day, 11 October ending at 12pm. Check out for more elections details on the link [here](#).

Enrol to vote: You must be on the parliamentary electoral roll to vote. Enrol or check and update your details [here](#).

Election timeline

4 July 2025 – Candidate nominations open

1 August 2025 – Candidate nominations close at noon

9 – 22 September 2025 – Voting papers are sent out. Voting is open until 11 October 2025

9 September – 11 October 2025 – voting period

11 October 2025 – Voting closes at noon, with progress results available later that day

14–17 October 2025 – Declaration of results

9.4 KATIKATI COMMUNITY BOARD – GRANT APPLICATIONS – JULY 2025

File Number: A6842204

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 the 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 23 July 2025 titled 'Katikati Community Board – Grant Applications – July 2025' be received.
2. That the Katikati Community Board **approves** the grant application from Focus Katikati Trust for \$....., towards costs associated with the 'Katikati 150 Years Celebration'.

OR

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

BACKGROUND

The Katikati Community Board has funding of \$8,532 available for disbursement to community organisations for the 2025/2026 financial year. The balance as of 23 July 2025 is \$8,532.

Focus Katikati Trust is part of the 'Katikati 150 Years Celebration Committee' which will be organising functions over the weekend of 12-14 September 2025 to recognise 150 years since Ulster Irish settlement in Katikati. Focus Katikati Trust has requested \$2,500 in grant funding from the Katikati Community Board. The grant would go towards costs associated with the event such as marketing, website, printing, marquee hire and entertainment expenses.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
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Focus Katikati Trust	The applicant will be notified of the outcome of their application.
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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> <table><tr><td>Annual Budget</td><td>\$8,532</td></tr><tr><td>Current Balance</td><td>\$8,532</td></tr></table>	Annual Budget	\$8,532	Current Balance	\$8,532
Annual Budget	\$8,532				
Current Balance	\$8,532				

9.5 REQUEST FOR FUNDS – KATIKATI YOUTH PARK

File Number: A6833902

Author: Scott Parker, Cycleways Manager

Authoriser: Peter Watson, Acting General Manager, Infrastructure Group

EXECUTIVE SUMMARY

1. The purpose of this report is to seek a decision from the Katikati Community Board regarding funding for the Katikati Community-led Development Steering Group's proposal to develop a 'youth hub' area at Moore Park.

RECOMMENDATION

1. That the Cycleways Manager's report dated 23 July 2025 titled 'Request for Funds – Katikati Youth Park' be received.
2. That the Katikati Community Board approve up to \$20,000 from the Katikati Community Board Reserves Account towards the Katikati Community-led Development Steering Group's proposal to develop a Katikati Youth Park area at Moore Park.

BACKGROUND

2. Community-led development (CLD) in Aotearoa is about empowering local people to drive change, and in Katikati, young people are at the heart of this transformation. The Katikati Community Led Development Steering Group, established in 2023, has facilitated this process, ensuring that the insights and solutions proposed by youth are supported and put into action.
3. During engagement opportunities, youth emphasised that revitalising the Katikati skate park was essential to meeting their need for a dedicated space where they could gather, be active and have a sense of belonging.
4. In February 2025, the Community-led Development Steering Group (CLDSG) presented to the Katikati Community Board their proposal (**Attachment 1**). The Katikati Youth Park is a youth-led initiative to transform the existing skate park area into a vibrant, welcoming space where young people can feel safe, stay active, and take pride in a place they can call their own.
5. The CLDSG have met with staff on site to look at the potential to give effect to a youth park area based around the skate park.
6. The Strategy and Policy Committee approved in principle the community led initiative for the staged enhancement of the Moore Park skate park area, including a new playground on 12 June 2025.

7. The proposed key facilities to enhance the area would be delivered in three stages:
 - Stage 1: Half- court basketball court
 - Stage 2: BBQ, picnic tables, seating and a shade structure
 - Stage 3: Playground equipment, e.g. flying fox, climbing structures, other items yet to be determined.
8. Staff are of the view that the site around the skatepark has become tired and needs a revamp. To revamp the area, the trees and shrubbery planted when the skate park was built in 2012 need to be crown lifted to improve sight lines around the area thereby improving Crime Prevention Through Environmental Design (CPTED) principles.
9. There is the opportunity to create a degree of separation between the proposed youth area to the proposed playground area through the natural barrier created by the trees and shrubbery garden.
10. Staff suggest that the proposal is achievable, subject to externally raised funding, and would give effect to this community led initiative. CLDSG have raised \$68,000.00 towards a target budget of \$129,000.00 for the project. They are seeking additional funding from external providers and the Community Board. The group is seeking a contribution from the Community Board to assist with the project. An allocation from the Community Board of \$20,000 would be a meaningful contribution and enable the group to apply for external funding elsewhere.
11. The final decision and specifications for any of the proposed works will need to be signed off by staff and consider inclusiveness and accessibility built to park industry standards.
12. Staff would also enter into a MOU with CLDSG to clarify roles and responsibilities for the proposal including asset ownership and ongoing maintenance.
13. The proposal would meet the short to medium term needs of the community whilst the proposed Katikati Spatial Plan would take a 30/50-year planning horizon view to consider future new reserve land opportunities through structure planning where a larger scale playground could be planned and budgeted for.

SIGNIFICANCE AND ENGAGEMENT

14. In terms of the Significance and Engagement Policy this decision is considered to be of **low** significance because there is no significant impact on existing council budgets and the proposal has been endorsed by the Strategy and Policy Committee.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	A letter drop to nearby neighbours would be undertaken to provide the opportunity for any feedback on the proposal.	Planned	Completed
Tangata Whenua	Youth engagement has included tangata whenua		
General Public	Council's usual social media channels would be used for any community engagement.		

ISSUES AND OPTIONS ASSESSMENT

Option A That the Katikati Community Board allocate up to \$20,000 from the Katikati Community Board Reserves Account towards the Katikati Youth Park Proposal.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<ul style="list-style-type: none"> • Supports a community led initiative • Primarily externally funded • Supports youth in Katikati • Revamp an area of Moore Park • Improves social opportunities through interactive equipment • Aligns with Council's Recreation and Open Spaces Strategy objectives.
Costs (including present and future costs, direct, indirect and contingent costs).	<ul style="list-style-type: none"> • Community Board Reserves Account and other external funding. • Council operational budgets include an allowance for the tidy up of the trees and garden.
Option B That the Katikati Community Board do not approve the allocation from the Katikati Community Board Reserves Account up to \$20,000 towards the Katikati Youth Park proposal.	

Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<ul style="list-style-type: none"> • External funding would need to be sought elsewhere. • Opportunity for the Community Board to support the community led initiative and youth engagement lost.
Costs (including present and future costs, direct, indirect and contingent costs).	<ul style="list-style-type: none"> • There would be no cost to the Community Board.

STATUTORY COMPLIANCE

15. The proposal is consistent with the intention of the following;

- Reserves Act 1977;
- Council's Recreation and Open Spaces Strategy objectives and outcomes; and
- The Katikati/Waihi Beach Ward Reserve Management Plan

FUNDING/BUDGET IMPLICATIONS

16. The CLDSG have to date successfully raised \$68,000.00 towards a target budget of \$129,000.00 and are in the process of applying to three other community funders and are investigating local business sponsorship opportunities.

Budget Funding Information	Relevant Detail
\$20,000	The Katikati Community Board Reserves Account.

ATTACHMENTS

1. **Katikati Youth Park Proposal**  

Katikati Youth Park Proposal

Background

The Katikati Community Led Development Steering Group (CLDSG) commissioned research into what the youth of the district wanted to enable them to thrive and enjoy life in Katikati. This involved the employment of a 'youth connector' who canvassed their views at various events over several months, conducting a full day workshop with experienced facilitators (The Design Factory) and other community groups.

The outcome of this programme of research indicated a number of events youths would like to see eventuate in Katikati, such as 'Go Days' involving one off events like raft races, trolley derbys, more film nights etc. One project that gained favour amongst the youth was an upgrade of the old skatepark to incorporate other facilities such as a BBQ with tables under shade cloth, a graffiti wall, a playground for younger children, more toilets, CCTV and lighting, a stage or platform area, a perimeter pump track for bikes/skaters, a half court basketball etc.

Proposal

The CLDSG have secured some seeding funding from the Dept. of Internal Affairs (DIA) to assist with the installation of some of the elements that came from the workshop and will engage with the Parks and Reserves section of the Western Bay of Plenty Council to ultimately secure their approval to progress the upgrade of the existing skatepark in Fairfield Rd, to make it a more diverse youth park with facilities for all age groups and become a more 'family friendly' environment.

This may require a small extension to the existing footprint, if this can be incorporated within the long-term community plan for the Moore Park reserve.

Current facilities at the Skate Park

The existing skatepark had its origins in September, 2010, with Jared Tinetti establishing a Skateboarding Club in early 2011 and the raising of an initial \$45,000, including a \$6000 underwrite from the Katikati Community Board.

It engaged 'Premium Skate Park Designs' to complete the initial groundwork and opened in 2012. A second phase of work was undertaken in 2014, using the nationally recognized 'Rich Landscapes' (Richard Smith) as designer and 'Premium Skate Park designs' as contractor to provide skaters and BMXers with a state-of-the-art complex. It has a number of jumps, ramps, rails and obstacles etc, but is showing signs of wear and tear, has no canopy cover, limited toilet facilities and no tables or BBQ facilities to encourage families to use the area better.

The outcome from the community engagement process is to plan for a total youth park complex, incorporating more diverse facilities to cater for a wider demographic, rather than just skateboarders. This will widen the enjoyment of the facilities by more youth and families in our growing community, alongside other proposed developments at

Moore Park, involving a new building to cater for more diverse sports activities (Sport and Recreation centre)



Phase 2 extension of Skate Park, Fairview Rd, Katikati-2014



Existing skatepark ramps/jumps/rails and steps



Rails and jumps



Existing single toilet block

There is a relatively large greenfield site adjacent to the skatepark's eastern boundary and the early childcare facility. We would like to explore the possibility of incorporating structures for a younger demographic, such as swings, slides, playing and climbing structures etc and picnic tables/BBQ facility, away from the existing skatepark facilities, which would be a safer environment for the younger children and families.



Greenfield site between skatepark and adjacent early childhood facility

All of the existing mature native trees would be retained for shade and sound barriers, but we would contemplate removing some of the undergrowth coprosmas and other groundcover to allow for an improved layout and connection between the two spaces and activities with a covered BBQ and picnic table area, as at Omokoroa skatepark.

One major deficiency with the current skatepark identified was the lack of seating for parents, some form of BBQ with adjacent picnic table(s) and recycling or rubbish bins under a canopy cover



Combination BBQ ,picnic tables, seating under canopy as proposed



Double BBQ



Recycling bins



Cradle swing and single slide (Omokoroa playground)



Alternative double slide and swings style-Katikati Primary school



'Spider web' climbing structure-Katikati Primary school



Combination multi swing structure as proposed



Omokoroa Park with climbing platforms

Consideration should be given to various sensory play items for those with disabilities and in different age groups, eg xylophones, drums etc





The older children would like some form of flying fox structure if space was available



Flying fox at Omokoroa reserve



Optional timber framed flying fox(single or double)

A 'pump track' around the perimeter for cyclists, skaters and scooters could be incorporated at a later stage, along with a half court basketball court, as funds become available



New Pump cycle/skateway-Mt Maunganui(left) and at Omokoroa skatepark (right)



'half court' basketball



Omokoroa Park showing multiple use facilities for all age groups

The objective of this project is to make the existing skatepark more user friendly for a wider cross section of children and families by incorporating some of the new facilities as shown into the slightly expanded footprint, using some of the DIA funding, supplemented by local businesses providing goods and services as appropriate.

The assistance of local service clubs, who could perhaps sponsor some of the elements as shown, is being sought. The WBOP council could support the project in a number of ways, such as with infrastructure (ie toilets, parking upgrade, CCTV etc

This supplementary funding could perhaps be spread over a number of budgetary years, with a list of priority elements agreed between the various stakeholders in this project

We have held preliminary discussions to partner with 'Katikati Open Air Art', who have a project in the early planning stage to engage Kalib Wallace, a well-known 'mural artist' who has worked with Tauranga Council to beautify a number of local buildings with murals, working with local youth 'taggers'. It has been proven over many years that murals painted by the youth are considered off limits by taggers and the provision of a 'tagging wall' structure is one of the elements in this proposal

Costings from specialist playground product providers are currently being sought, allowing us to prioritize which of the elements we could purchase and install within the time constraints we currently have with the DIA funding. Additionally, we will be approaching local businesses with access to product and/or services such as shelter-belt poles/canvas, wood chip etc, who may be able to assist with this project.

Schedule of costs for playground equipment

BBQ plate/cabinet-single-‘Icon’	\$11870+GST+installation(Tilley)
-single ‘Urban’ electric	\$10,600
Building structure for BBQ/picnic sets	\$3000 est(Timber frame/corrugated roof)
‘Plaza’ picnic table-HDG frame	\$2400 + GST ea
Single rubbish bin	\$1650
Combo multi swing pole structure	\$9015 +GST and installation
Single slide	\$1700 +GST
Double slide	\$1815 “
Flying fox(20m) - single/ timber frame	\$17,240 +GST
- Double “	\$24,000 +GST
Spider web climbing net	\$2466 +GST
Cargo net climbing frame	\$8550
Climbing platform-multi level	\$2000 est
<u>Sensory play equipment</u>	
Xylophone	\$2684
Percussion play sets	\$4315
Poles/shade cloth	\$5,000 est
Approx total cost of elements	<u>\$75,000</u>

Note

Considerable savings would be possible using goods and services supplied locally, along with local volunteer labour where appropriate

9.6 KATIKATI COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – JULY 2025**File Number:** A6834788**Author:** Rosa Leahy, Senior Governance Advisor**Authoriser:** Peter Watson, Acting General Manager, Infrastructure Group**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 Senior Governance Advisor's report dated 23 July 2025 titled 'Katikati Community Board – Projects and Operations Report – July 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:

- Katikati Wastewater Treatment Plant upgrade
- Katikati outfall
- Dave Hume pool projects
- Katikati industrial area
- Tetley Road rehabilitation

COMMUNITY BOARD PROJECT UPDATES – ROADING

MARKET SQUARE		
Project Description	Staff Comment/Update	Progress level
Develop the carpark behind Main Road buildings, and beside the library to a multi use space that also includes a market square.	The Katikati Market Square project is now complete and open to the public. The contractor is currently finishing off a few minor tidy-up items, which are expected to be completed within the next month. Staff are also actively engaging with relevant stakeholders to incorporate cultural designs into the concrete plaza area.	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.	There is no further update to what has been previously reported. In November 2024, the Board resolved to support the recommended location for a table to be installed at Noble Johnson Drive. The Reserves and Facilities Team are awaiting the final design of the table and seating for final approval. Funding for the concrete pad and installation costs will need to be arranged. Once the funding arrangements have been finalised, Council staff can arrange the for a contractor to carry out the installation of the concrete pad and furniture.	Awaiting final design and funding arrangements

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:

- Reserves & Facilities - All/Any Lighting and CCTV Camera matters
- Reserves & Facilities - Dumping Organic Material/Dirt
- Properties - General enquiry
- Kerbside Collective - Kerbside Litter (Debris) from Collection
- Reserves & Facilities - Litter/Litter Bins or dumping in Reserve
- Water - No Water - Known Issue
- Reserves & Facilities - Pests - Insect/Animal
- Consents Administration - Resource Consents
- Stormwater - Urban Stormwater General/Info Request
- Local Road - Vegetation (not trees)/mowing Local Roads
- Local Road - Road Surface Defects - UNSEALED LOCAL RD
- Building Act Compliance - Building Warrant of Fitness Enquiries
- Water - Emergency Shutdown
- Building Processing - General enquiry/call back
- Land Development Engineering - General enquiry/Call back
- Privacy & LGOIMA - LGOIMA Request
- Wastewater - Odour Complaint
- Wastewater - Pumpstation Issue or Blockage
- Compliance & Enforcement - TRADING in PUBLIC PLACES APPLICATIONS
- Customer Service Planning - Vegetation
- Water Revenue - Water leak remission application

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

- Reserves & Facilities - Bollards
- Local Road - Bus Shelters (Rural only) - Replacement/Maintenance Asset Requests
- Compliance & Enforcement - Compliance & Enforcement General
- Reserves & Facilities - CYCLEWAYS ON RESERVES NOT ROADS
- Environmental Planning - General enquiry
- Local Road - Local Road Signs (damaged/graffiti) - Replacement/Maintenance Asset Requests

- Animal Services – Microchipping dog(s) request
- Customer Service Planning – Minor dwellings
- Properties – Pensioner Housing – 7 Tui Place Katikati
- Reserves & Facilities – Reserve Buildings/Roads/Tracks/Furniture
- Reserves & Facilities – Reserve Signs
- Stormwater – Urban S/W Reinstatement after works
- Water Revenue – Water connection application

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
ALL Cesspit/Grill/Gutters & Drains (sealed road)	Replacement/Maintenance Asset Requests from across Katikati Community	3	1
All water leaks	Reports from across the Katikati Community	12	1
ANIMAL – Dog Aggressive/Rushed towards	Reports from across Katikati Community	2	0
ANIMAL – Dog attacked (and made contact)	Reports from across Katikati Community	2	0
Building Compliance	Reports from Main Road and Fracis Drive	1	1
Complaints about Freedom Camping affecting Reserves or Roads	Complaints from across the Katikati Community	2	1
Kerbside Collective – Damaged Bin	Replace/Repair requests from across the Katikati Community	7	2
Detritus (Loose Chips/Sand/Dead Animal) – NO Illegal Dumping	Reports from Fairview Road and Sheffield Street	1	1

District Planning Advice	Enquiries from across the Katikati Community	3	0
Dog Barking (address of dog required)	Multiple reports from Park Road	6	0
Stormwater – Flooding open drain/culvert-raining only	Reports from across the Katikati Community	4	0
Footpaths on Local Road	Replacement/Maintenance Asset Requests from across the Katikati Community	3	0
Animal Services – Found and Collected	Reports from across the Katikati Community	4	0
Building Admin – General	Enquiries from across the Katikati Community	4	0
Rates – General	Enquiries from across the Katikati Community	4	1
Water Revenue – General	Enquiries from Crossley Street and Main Road	1	1
Customer Service Planning – General	Enquiries and call back requests from across the Katikati Community	15	0
Reserves & Facilities – General	Enquiries and call back requests from Park Road and Riverside Place	2	0
Local Roads – General	Enquiries from across Katikati – Multiple from Main Road	9	3
Solid Waste – Illegal Dumping/Carcasses/ Burnt out vehicles	Multiple reports from Henry Road	4	1
Kerbside General Enquiry	Enquiries from Binnie Road and Magnolia Lane	1	1
Local Roads – Lighting	Replacement/Maintenance Asset Requests from across Katikati	2	1

Local Road – Local Rds– NON-URGENT tree requests	Request for trimming or removal of fallen tree/branch from across Katikati	4	0
Kerbside Collective – Lost/Stolen Bin	Reports from across the Katikati Community	7	0
Water – Meter/Toby issue	Reports from Blundell Place and Marshall Road	2	0
Kerbside Collective – Missed Collection – Investigation	Reports from across Katikati Community	2	1
Mowing and Vegetation/Gardens (NOT Trees)	Reports from Main Road and Riverside Place	2	1
Compliance & Enforcement – Noise Complaint (After Hours – Watchdog)	Reports from across Katikati – Multiple from The Meadows	5	0
Compliance & Enforcement – Noise Complaint (Daytime)	Reports from Phillip Walter Drive and Fairview Road	2	0
Animal Services – Other Animal Enquiries	Enquiries from across Katikati Community	4	0
Pensioner Housing – Heron Cres. Cooper 16A Beach Road Katikati	Reports and Enquiries from the pensioner housing	9	1
Pensioner Housing – Heron Cres. Yeoman	Reports and Enquiries from the pensioner housing	7	1
Animal Services – PERSON – Dog attacked (and made contact)	Reports from Gilfillan Drive and Beach Road	1	1
Reserves and Facilities Plumbing: Toilets / Taps / Waitui / Irrigation	Reports from Heron Crescent, Middlebrook Drive and Main Road	4	0
Reserves and Facilities – Public Toilets (Hygiene/Paper ONLY)	Reports from Middlebrook Drive and Main Road	9	1

Solid Waste - Recycling Centre's/Mobile Recycling/Website Enquiries	Reports from Wills Road	2	0
Reserves & Facilities – General	Enquiries from across the Katikati Community	15	8
Customer Service Planning	Enquiries from across Katikati Community	3	0
Road Surface Defects – SEALED LOCAL RD	Reports from across the Katikati Community	8	2
Customer Service Planning – Subdivision	Reports from Opou Place and Waterford Road	2	0
Reserves & Facilities – Trees Only	Reports from across the Katikati Community	2	2
Wastewater General	Enquiries from across Katikati Community	2	0

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

Date raised	Issue	Comment
April 2025	The Board requested a report on the background and current level of service for Highfields Pond.	A request for a report has been made to the Stormwater Asset Team and a report will be produced for a future meeting.

9.7 KATIKATI COMMUNITY BOARD – FINANCIAL REPORT – MAY 2025**File Number:** A6837200**Author:** Allan Carey, Finance Business Partner Lead**Authoriser:** Sarah Bedford, Finance Manager**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 May 2025 (**Attachment 1**).

Total operational costs are under budget by \$9,377 for the year to date 31 May 2025.

The Katikati Community Board Roading Current Account has now been incorporated into the financial report. The opening balance of \$474,678 has been reduced by spending on projects and now has a balance of \$140,136, as at 31 May 2025, which is available for future projects after pending commitments for current approved projects. Attached is a more detailed report for the period ended May 2025 (**Attachment 2**).

RECOMMENDATION

1. That the Finance Business Partner Lead's report dated 23 July 2025, titled 'Katikati Community Board – Financial Report – May 2025', be received.

GRANT PAYMENTS MADE YEAR TO DATE:

Resolution	Description	\$
KKC24-4.4	Katikati Football Club towards funding their paint marking on the football fields.	886
KKC24-6.8	Katikati College for \$2,000, to contribute towards funding uniforms and stationery for students in need.	2,000
KKC24-6.9	Katikati Toy Library for \$1,000, to contribute towards funding new carpet for the toy library.	1,000
KKC25-1.5	Approves the grant application from the Focus Katikati Trust for \$1,000, for costs relating to a 'Clusters of Excellence' workshop.	1,000
KKC25-2.4	Tanners Point Residents & Ratepayers Assoc for \$1,500 towards funding an Automatic External Defibrillator (AED) at Tanners Point Reserve.	1,304
Total 2024/25 Grants		6,190

Committed – Operational Expenditure

Resolution	Account	Description	\$
KKC25-2.4	Grants	Approves the grant application from Tanners Point Residents & Ratepayers Association Incorporated for \$1,500, towards funding an Automatic External Defibrillator (AED) at Tanners Point Reserve. (Spend 2025: \$1,304)	196
Total outstanding operational commitments			196

2024/25 Katikati Community Board Reserve Analysis:

Resolution	Description	\$
2024/25 Opening balance		100,384
KK22.4-7	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. (Spend: 2025 - \$14,251, please see detailed breakdown below).	(14,251)
KK25-1.3	Progress a concept plan for the area of Moore Park that relates to the netball courts and a Youth Hub - \$500 from the Katikati Community Board Reserve Account.	(255)
2024/25 Closing balance		85,878

Committed Reserve Expenditure:

Resolution	Description	\$
	2024/25 Closing balance before committed expenditure	85,878
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. (Spent 2023 - \$29,625 and 2025 - \$14,251, please see detailed breakdown below).	(6,124)
KKC25-1.3	Progress a concept plan for the area of Moore Park that relates to the netball courts and a Youth Hub - \$500 from the Katikati Community Board Reserve Account. (Spent \$255 to date).	(245)

	2024/25 Closing balance after committed expenditure	79,509
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Resolution K22.4-7 – Katikati Community Sport & Recreation Centre:

Resolution	Description	\$
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. (Spent 2023 - \$29,625 and 2025 - \$10,751, please see detailed breakdown below).	50,000
Paid 2023	First Principles Architects	(29,625)
Paid 2025	Geo Data Solutions	(1,287)
Paid 2025	First Principles Architects	(9,074)
Paid 2025	Bay Locate Ltd	(390)
Paid 2025	Geotech report & Site location plan	(3,500)
	Remaining balance unspent on the resolution	6,124

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

Resolution	Description	\$
2024/25 Opening balance		619,457
	Rates collected 24/25	96,555
PMC25-1.7	Share of distribution of district wide Town Centre Development Fund	80,405
CL24-13.11	Funding of up to \$480,000 for Market Square Development Project (committed but not spent)	(480,000)
2024/25 Closing balance		316,417

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

Katikati Community Board Roding Current Account:

Resolution	Description	\$
2024/25 Opening balance		474,678
	Spend year to date (refer to Roding Current Account summary attached)	(334,542)
2024/25 Closing balance		140,136

ATTACHMENTS

1. **Katikati Community Board – Financial Report – May 2025**  
2. **Katikati Community Board – Roding Current Account – May 2025**  

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 May 2025						
Katikati Community Board						
	Year to Date				Full Year	Last Year
	Actual	Budget	Variance (Unfav)/Fav		Budget	Actual
	\$	\$	\$		\$	\$
Direct Costs						
Conference Expenses	2,903	1,837	(1,066)	⊗	2,004	0
Contingency - [see breakdown below]	4,230	8,712	4,482	☑	9,504	1,721
Grants	6,190	7,337	1,147	☑	8,000	2,995
Mileage Allowance	0	913	913	☑	996	0
Salaries	28,217	27,995	(222)	⊗	30,540	29,487
Security	0	0	0	☑	0	(5,000)
Street Decoration	0	4,125	4,125	☑	4,500	2,500
Inter Department Charges	36,907	36,905	(2)	⊗	40,260	42,204
Operating Costs	78,447	87,824	9,377	☑	95,804	73,907
Total Operating Costs	78,447	87,824	9,377	☑	95,804	73,907
Total Direct Costs	78,447	87,824	9,377	☑	95,804	73,907
Total Costs	78,447	87,824	9,377	☑	95,804	73,907
Income						
Rate Income	89,383	87,835	1,548	☑	95,820	104,926
Total Direct Income	89,383	87,835	1,548	☑	95,820	104,926
Net Cost of Service	10,936	11	10,925	☑	16	31,019
				☑ Favourable Variance		
				⊗ Non Favourable Variance		
<u>Contingency - breakdown</u>						
Christmas Function	192					
Katikati Sport and Recreation Centre - Moore Park	4,038					
	0					
Year to date contingency costs	4,230					
<u>Katikati Community Board Reserve</u>						
Opening Balance - Surplus (Deficit)	100,384					
Katikati Sport and Recreation Centre - Architecture (KK22-4.7)	(9,074)					
Katikati Sport and Recreation Centre - Geo Data Solutions (KK22-4.7)	(1,287)					
Katikati Sport and Recreation Centre - Pipe and Cable locating and Travel (KK22-4.7)	(390)					
Katikati Sport and Recreation Centre - Geotech report & site location plan (KK22-4.7)	(3,500)					
Katikati - Moore Park Netball Court concept plan (KK25-1.3)	(255)					
(Decrease) Increase in year	(14,506)					
Closing Balance - Surplus (Deficit)	85,878					
<u>Other Reserves</u>						
<u>Katikati Town Centre Development Reserve</u>						
Opening Balance - Surplus (Deficit)	619,457					
Rates collected 24/25	96,555					
Distribution of the General Town Centre Development Reserve	80,405					
Funding of up to \$480,000 for Market Square Development Project (committed but not spent)	(480,000)					
(Decrease) Increase in year	(303,040)					
Closing Balance - Surplus (Deficit)	316,417					
<u>CE Miller Estate Restricted Reserves</u>						
Opening Balance - Surplus (Deficit)	9,888					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	9,888					
<u>Katikati Community Board Roading Current Account</u>						
Opening Balance - Surplus (Deficit)	474,678					
(Decrease) Increase in year	(334,542)					
Closing Balance - Surplus (Deficit)	140,136					

Katikati Community Board Roding Current Account As at 31 May 2025				
Current Account Opening Balance 1 July 2024			474,678	Status
Interest 2025			-	<i>To be calculated at the end of the financial year</i>
Roding rate allocation for 2025			-	<i>No allocation for the 2025 financial year</i>
Subtotal			474,678	
Less: Completed projects	Total committed for project:	Total spent over life of project:	Total spent in current financial year:	Balance remaining: Status:
KKC23-6.8 Bus Shelters at Rereatukahia Marae and Tuapiro Marae	16,000	16,000	(16,000)	- Completed
TBC Park Street Bus Shelters & Beach Road Tactile Pavers	33,292	33,292	(33,292)	- Completed
KKC24-1.6 Kotahi Lane - Cherry Tree removal	15600	15600	(15,600)	- Completed
KKC24-2.8 Kotahi Lane - footpath extension	11,050	11,050	(11,050)	- Completed
Subtotal	75,942	75,942	(75,942)	-
Less: Projects in progress	Total committed for project:	Total spent over life of project:	Total spent in current financial year:	Balance remaining: Status:
KKC24-2.7 Kotahi Lane Upper Carpark Seal Extension project	28,600	16,350	(16,350)	12,250
KK24-6.15 Kotahi Lane footpath extension up to \$30,000 from the Katikati Community Board Roding Account.	30,000	22,363	(22,363)	7,637
Subtotal	58,600	38,713	(38,713)	19,887
Net Balance Roding Current Account excluding Commitments			360,023	
Less: Approved projects not yet started			-	
KKC24-6.13 Katikati Market Square up to \$200,000 from the Katikati Community Board Roding Account.	200,000			
Total commitments	200,000		-	
Less: Committed funds on Started Projects unspent			(19,887)	
Less: Committed funds on Unstarted Projects			(200,000)	
Closing Balance Roding Current Account			140,136	Total uncommitted funds available for future projects

9.8 2025 TRIENNIAL ELECTIONS – UPDATE AND PROTOCOLS**File Number:** A6788136**Author:** Rosa Leahy, Senior Governance Advisor**Authoriser:** Robyn Garrett, Governance Manager**EXECUTIVE SUMMARY**

1. This report updates Community Board members on the triennial elections process and notes expectations around current member behaviour in the lead up to the election.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 23 July 2025 titled '2025 Triennial Elections – Update and Protocols' 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, as the report is process-based and for elected members' information.

BACKGROUND

2. The local government triennial elections will be held this year in September and October, with 11 October 2025 the last day for voting. Key election dates are outlined in the table below:

11 and 12 June (Wednesday/Thursday)	Candidate Information Sessions (Ōmokoroa and Te Puke)
4 July (Friday)	Nominations open
10 July (Thursday)	Māori Electoral Option closes
11 July (Friday – 3 months prior)	Pre-election period starts
1 August (Friday)	Nominations close at 12 noon
9 – 22 September (Tuesday to Tuesday)	Delivery of voting papers
11 October (Saturday)	Close of voting at 12 noon

12 October (Sunday)	Preliminary results announced
16 October (Thursday)	Final results announced

3. Details regarding the election and information for voters and candidates can be found on Council's website: [Elections 2025 | Your Place Western Bay of Plenty](#) .
4. Council must remain neutral during an election. While Council must manage the election process and is required to facilitate and foster elector participation, it cannot support or promote any candidate. This also means that current elected members who are candidates in this year's election cannot use any Council resources or their position as a councillor or community board member to promote their re-election. They must balance between the business-as-usual of being an elected member and campaigning as a candidate.

ELECTED MEMBER PROTOCOLS

5. To help current elected members standing for re-election understand their role in the lead up to the election, protocols around expected behaviour have been developed. Members are expected to follow these protocols in the three-month pre-election period.
6. Accepted protocols include:
 - Elected members cannot use Council resources for re-election purposes (logo, branding, colours, Council FB or twitter feed, photos, council buildings).
 - Elected members standing for re-election may not be photographed/quoted in any media release and any standard media slots paid for by Council.
 - No campaigning or electioneering in Council Chambers or on Council premises, or in the same premises as an orange ballot bin.
 - No articles or columns in local publications in the pre-election period by members standing for re-election.
 - Members cannot use council-taken photos in campaigning.
 - Council staff will not assist with electioneering activities.
 - Use personal email addresses (not Western Bay of Plenty District Council email address) for campaigning.
 - Voting papers may not be collected from electors by candidates or their assistants.

SOCIAL MEDIA GUIDELINES

7. Council's social media channels will remain neutral. Council will promote elections and the importance of voting but will not associate these posts with any candidates. Any post – positive or negative – made by any individual specifically relating to their own or someone else's nomination, intention to run for Council or election campaign, will be removed.
8. Council's social media channels will unlike / unfollow all candidate social media channels.
9. Candidates must not link their own social media channels to the Council's social media channels. Candidates must ensure that any social media posts used for campaigning purposes have the appropriate campaign authorisation.
10. Council social media channels cannot be used for electioneering by candidates or members of the public, Council channels will be constantly monitored and activity strictly enforced. Examples of social media use that will not be permitted include:
 - No posting on Council pages / accounts.
 - No comments / replies on Council pages.
 - No mentions with a tag (e.g. @westernbaycouncil).
 - No picture tagging.
 - No rating or reviewing Council pages or posts.
 - It is illegal to post a photo of your completed voting papers on social media.
11. Any questions can be directed to Council's Deputy Electoral Officer Robyn Garrett, or Council's independent Electoral Officer Warwick Lampp at electionz.com.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Current elected members	Protocols session delivered to current Mayor and councillors by Electoral Officer; elections report provided to community boards.	Ongoing	
General Public – voters and possible candidates	Elections information on Council's website, candidate information sessions scheduled.		

ISSUES AND OPTIONS ASSESSMENT

Report received	
Reasons why no options are available	Legislative or other reference
Report is for information and process-based, no decision required.	Informs elected members of electoral legislation requirements.

STATUTORY COMPLIANCE

12. Impartial management of elections meets Council's legislative obligations under the Local Electoral Act 2001, Local Electoral Regulations 2001 and the Local Government Act 2002.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Nil	Election management is budgeted for in Council's Annual Plan

10 INFORMATION FOR RECEIPT