

Mā tō tātou takiwā
For our District

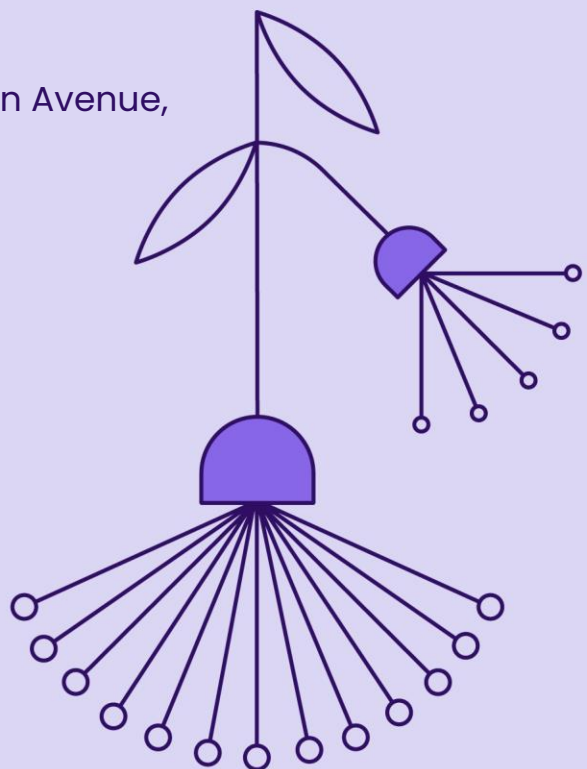
Ōmokoroa Community Board

Poari ā Hapori o Ōmokoroa

OMC24-1

Tuesday, 13 February 2024, 7.00pm

Ōmokoroa Library & Service Centre, Western Avenue,
Ōmokoroa



Ōmokoroa Community Board

Membership:

Chairperson	Peter Presland
Deputy Chairperson	Allan Hughes
Members	Ben Bell Greig Neilson Councillor Murray Grainger Councillor Don Thwaites
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 an Ōmokoroa Community Board Meeting
will be held in the Ōmokoroa Library & Service Centre, Western
Avenue, Ōmokoroa on:
Tuesday, 13 February 2024 at 7.00pm

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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 ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 21 NOVEMBER 2023

File Number: A5942617

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Ōmokoroa Community Board Meeting held on 21 November 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Ōmokoroa Community Board Meeting held on 21 November 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ŌMOKOROA COMMUNITY BOARD MEETING NO. OMC23-7
HELD IN THE ŌMOKOROA LIBRARY & SERVICE CENTRE, WESTERN AVENUE, ŌMOKOROA
ON TUESDAY, 21 NOVEMBER 2023 AT 7.00PM**

1 PRESENT

Chairperson P Presland, Member B Bell, Member G Neilson, Cr M Grainger and Cr D Thwaites

2 IN ATTENDANCE

A Curtis (General Manager Regulatory Services), A Hall (Roading Engineer West), G Golding (Governance Manager), and J Osborne (Governance Advisor)

3 APOLOGIES

APOLOGY

RESOLUTION OMC23-7.1

Moved: Cr D Thwaites

Seconded: Cr M Grainger

That the apology for absence from Member A Hughes be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Members were advised that if they had an interest (actual, potential, pecuniary or nonpecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and were advised to withdraw from the meeting table for the item. [As per the Local Authorities (Member's Interest) Act 1968].

- Chairperson Presland and Members Neilson and Bell advised the Board that they had a declaration of interest regarding report 9.3 of the agenda – *Ōmokoroa Community Board – Approval of Funding – Ōmokoroa Sports and Recreation Society* – as they were members of the Ōmokoroa Sports and Recreation Society.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 ANTON COETZEE – ANDERLEY AVENUE

- There were approximately 150 homes on Anderley Avenue.
- The road was very narrow, which meant that passing vehicles often had to veer off the road onto the berm.
- It was felt that there needed to be more consideration from Council on this issue, as well as the lack of kerb and channel, and stormwater concerns.
- Mountable kerbing would be needed, so that vehicles could still pass each other.
- There was a drain on Anderley Avenue, but not on the lowest point of the road, causing water to pool in this area.
- There were regular gatherings that took place on Anderley Avenue, as well as construction workers, meaning that the road was regularly full of parked cars.
- People that did not reside on Anderley Avenue were using the road to get to and from the golf course, using their golf carts, which posed a hazard.

Comments from staff and the Board:

- The Chairperson had visited a range of sites in Ōmokoroa with the Transportation Area Engineer, with one of the sites being Anderley Avenue. It was noted that the cost of kerbing was immense, and there was an evaluation planned for the possibility of a swale in the low lying areas of the road.
 - The approximate width of the road was 7 metres, which was within the standard.
 - The request for kerbing and channelling of the road could be submitted to the Long Term Plan (LTP), as there was no funding currently available for this.
 - Staff would investigate options for drainage enhancement on Anderley Avenue.
-

7.2 ANDERLEY MIDDLETON – DOG PARK

- Concern was raised over the proposal to convert Precious Family Reserve into a dog park.
 - Links View Drive Reserve had been investigated as a potential site for the dog park, and it was queried why Precious Family Reserve was now proposed as an alternative.
 - The Precious Family Reserve was established with the purpose of being a tranquil greenspace, and godwits and herons nested in the area.
 - Precious Family Reserve was included in the bird walk which was designed and implemented by Bay of Plenty Regional Council in 2013.
 - Many rare birds nested in the Precious Family Reserve area.
-

- There had been a lot of effort put into restoring the bird life in Ōmokoroa, and it was felt that a dog park would inhibit further progress.

Comments from the Board:

- Feedback had been received, through the consultation process of the Links View Drive dog park, for Precious Family Reserve to be investigated as an alternative site for the park.
- Council had made a decision that the next dog park to be built would be in Katikati, and then Ōmokoroa.
- The Board urged residents to put in a submission when the consultation opened.

7.3 CHRIS DEVER – VARIOUS TOPICS

- Mr Dever acknowledged and supported the Mayor's submission to the Environment Select Committee on 'Inquiry into Community-Led Retreat and Adaptation Funding'.
- Mr Dever expressed that he was in support of the new speed restrictions.
- The Godwit Festival had taken place recently, and it was great to see these events bring the community together.
- There had been a good turnout at The Village Grand Opening, and people had come from all across Ōmokoroa.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 26 SEPTEMBER 2023

RESOLUTION OMC23-7.2

Moved: Member B Bell

Seconded: Member G Neilson

1. That the Minutes of the Ōmokoroa Community Board Meeting held on 26 September 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS

9.1 ŌMOKOROA COMMUNITY BOARD – CHAIRPERSON’S REPORT – NOVEMBER 2023

The Board considered a report dated 21 November 2023 from the Chairperson. The Board took the report as read, with further discussion on the below:

- The Chairperson highlighted that he wished to thank the public, his fellow Board members, and Council staff for a great year.

RESOLUTION OMC23-7.3

Moved: Chairperson P Presland

Seconded: Member G Neilson

That the Chairperson’s report dated 21 November 2023 titled ‘Ōmokoroa Community Board – Chairperson’s Report – November 2023’ be received.

CARRIED

9.2 ŌMOKOROA COMMUNITY BOARD COUNCILLOR’S REPORT – NOVEMBER 2023

The Board considered a report dated 21 November 2023 from Councillor Grainger. The Board took the report as read, with further discussion on the below:

Long Term Plan (LTP):

- It was looking likely that Council’s LTP would be delayed.
- The submission process for the LTP had not yet commenced.
- There was a report being presented to Council on 23 November 2023, for the adoption of a decision to delay the LTP until no later than 30 September 2024.

RESOLUTION OMC23-7.4

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the Councillor’s report dated 21 November 2023 titled ‘Ōmokoroa Community Board Councillor’s Report – November 2023’ be received.

CARRIED

9.3 ŌMOKOROA COMMUNITY BOARD – APPROVAL OF FUNDING – ŌMOKOROA SPORTS AND RECREATION SOCIETY

Chairperson Presland and Members Neilson and Bell declared in interest in this item and took no part in the discussion or voting thereon.

The Board considered a report dated 21 November 2023 from the Senior Governance Advisor. The report was taken as read.

RESOLUTION OMC23-7.5

Moved: Cr M Grainger

Seconded: Cr D Thwaites

1. That the Senior Governance Advisor's report dated 21 November 2023 titled 'Ōmokoroa Community Board - Approval of Funding - Ōmokoroa Sports and Recreation Society' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

CARRIED

RESOLUTION OMC23-7.6

Moved: Cr M Grainger

Seconded: Cr D Thwaites

3. That the Ōmokoroa Community Board **approve** \$30,530.50 to fund the construction of concrete steps with stainless steel handrails, on the north side of the Ōmokoroa Pavilion, to link the top and bottom fields. This will be funded from the Ōmokoroa Community Board reserve account.

CARRIED

9.4 ŌMOKOROA COMMUNITY BOARD - 2024/2025 ANNUAL OPERATING BUDGET

The Board considered a report dated 21 November 2023 from the Senior Governance advisor. The report was taken as read.

RESOLUTION OMC23-7.7

Moved: Member B Bell

Seconded: Member G Neilson

1. That the Senior Governance Advisor's report dated 21 November 2023 titled 'Ōmokoroa Community Board 2024/2025 Annual Operation Budget' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

CARRIED

RESOLUTION OMC23-7.8

Moved: Member B Bell

Seconded: Member G Neilson

3. That it be recommended to the Annual Plan and Long Term Plan Committee that the Ōmokoroa Community Board 2024/2025 Annual Operating Budget be:

OPERATING COSTS	2024/2025	
Conference	2,570	
Contingency	2,000	
Grants	12,645	
Milage Allowance	500	
Security	0	
Street Decorations	0	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	

CARRIED

9.5 INFRASTRUCTURE GROUP REPORT ŌMOKOROA COMMUNITY BOARD NOVEMBER 2023

The Board considered a report dated 21 November 2023 from the Executive Assistant Infrastructure Group. The report was taken as read.

RESOLUTION OMC23-7.9

Moved: Member G Neilson

Seconded: Member B Bell

That the Executive Assistant Infrastructure Group's report dated 21 November 2023 titled 'Infrastructure Group Report Ōmokoroa Community Board November 2023' be received.

CARRIED

9.6 FINANCIAL REPORT ŌMOKOROA – OCTOBER 2023

The Board considered a report dated 21 November 2023 from the Financial Business Advisor. The report was taken as read.

RESOLUTION OMC23-7.10

Moved: Member G Neilson

Seconded: Member B Bell

That the Financial Business Advisor's report dated 21 November 2023 titled 'Financial Report Ōmokoroa – October 2023' be received.

CARRIED

9.7 ŌMOKOROA COMMUNITY BOARD – OPERATIONAL REPORT – NOVEMBER 2023

The Board considered a report dated 21 November 2023 from the Governance Advisor. The report was taken as read.

RESOLUTION OMC23-7.11

Moved: Member G Neilson

Seconded: Member B Bell

1. That the Governance Advisor's report dated 21 November 2023 titled 'Ōmokoroa Community Board - Operational Report - November 2023' be received.
2. That the \$720.00 of committed expenditure (including incurred costs to date) for monthly advertisements in the Lizard News, be funded from the Ōmokoroa Community Board Contingency account, instead of the Ōmokoroa Community Board Reserve Account (as per OMC23-3.4).

CARRIED

The Meeting closed at 7.47pm.

Confirmed as a true and correct record at the Ōmokoroa Community Board meeting on 13 February 2024.

.....
Chairperson P Presland

CHAIRPERSON

9 REPORTS

9.1 ŌMOKOROA COMMUNITY BOARD – CHAIRPERSON'S REPORT – NOVEMBER 2023

File Number: A5942623

Author: Peter Presland, Community Board Chairperson

Authoriser: Alison Curtis, General Manager Regulatory Services

RECOMMENDATION

That the Chairperson's report dated 13 February 2023 titled 'Ōmokoroa Community Board – Chairperson's Report – February 2024' be received.

Friends of Kaimai Views (FOKV):

I met with the committee, residents of Kaimai Views, and residents who are passionate about the area that surrounds them. They are a motivated group; however, they are frustrated by the lack of timely maintenance of the reserves, walkways, and common areas – even a cursory glance confirms their concerns. I asked FOKV to put forward a presentation and quote to engage a local contractor to go through the agreed areas, cut them back, and mow them as appropriate. I propose we fund this one off via our Community Board reserves account.

This needs to prompt a wider conversation regarding on-going maintenance and service standards. There also needs to be a conversation about a standardised planting policy, as it seems pointless to plant plants, shrubs, trees etc, if there is no budget nor contractor to maintain these common areas on the peninsular. I note Anderley Avenue have a contractor with the wherewithal, including several staff who maintain the shrubberies and lawns in the area.

I accept that there is a cost attached to such a level of service, hence my observation regarding a planting policy.

To my mind this conversation needs to take place to avoid needless expenditure as further developments open – essentially under promising and over delivering.

Community Response Plan (CRP):

I will ask Member Hughes to provide a verbal report regarding developments to share the CRP with our community.

9.2 ŌMOKOROA COMMUNITY BOARD COUNCILLOR'S REPORT – FEBRUARY 2024

File Number: A5942639

Author: Don Thwaites, Councillor

Authoriser: Alison Curtis, General Manager Regulatory Services

RECOMMENDATION

That Councillors Thwaites' report dated 13 February 2024 titled 'Ōmokoroa Community Board Councillor's Report – February 2024' be received.

Council has yet to resume at the time of writing this report.

Apology to astute readers that some updates will have to be delivered verbally at the meeting.

1) Long Term Plan (LTP):

The first workshops for the LTP have started. At time of writing this report, Councillors had yet to see the first draft of the situation as prepared by management. Ratepayers will get the opportunity to submit on proposed budgets/rate impact.

2) An update on Plan Change 92 will be given after the update received by Councillors on 1 February 2024.

3) The Representation Review will take place later in the year. All aspects of Governance will be considered.

4) The first of four Kaimai Ward Forums will take place in Ōmokoroa on 21 February 2024. One topic for discussion is to be the possible establishment of an Ōmokoroa resource centre/capability (like operating in Katikati and Te Puke), and options for funding this.

5) An update of the Ōmokoroa/SH 2 roundabout progress will be provided at the meeting.

9.3 ŌMOKOROA COMMUNITY BOARD – GRANT APPLICATION – FEBRUARY 2024

File Number: A5868697

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

The purpose of this report is to enable the Ōmokoroa Community Board to make a decision regarding the application for Community Board Grant Funding as applied for by the Probus Club of Ōmokoroa.

RECOMMENDATION

1. That the Governance Advisor's report dated 13 February 2024 titled "Ōmokoroa Community Board – Grant Application – February 2024" be received.
2. That the Ōmokoroa Community Board approve the grant application from the Probus Club of Ōmokoroa for \$_____, to contribute towards costs associated with promoting the Probus Club's presence through advertising, signage for the Club, and funding towards providing a wider range of activities for members.

OR

That the Ōmokoroa Community Board do not approve the grant application from the Probus Club of Ōmokoroa.

BACKGROUND

The Ōmokoroa Community Board has funding of \$12,000 available for disbursement to community organisations for the 2023/2024 financial year. The balance as of 13 February 2024 is \$12,000.

The Probus Club of Ōmokoroa has submitted an application for \$4,000.00 to contribute towards costs associated with promoting the Probus Club's presence through advertising, signage for the Club, and funding towards providing a wider range of activities for members.

The project will benefit retired members of the Western Bay of Plenty, in particular Ōmokoroa, with an aim of increasing the membership by 40 over the next year. Since 1990, the Probus Club of Ōmokoroa have kept retirees in the community involved in month meetings, activities, and social events.

The Community Board have received the following documents from the Probus Club of Ōmokoroa:

- Supporting Statement

- Budget for Promotion and Advertising
- Current Financial Statement
- Banking Information
- Bank Statements
- Quotes from Tranzit Coachlines
- Quotes for Sign at Settler's Hall
- Costs for Advertising in Lizard News

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Probus Club of Ōmokoroa	The applicant will be advised of the outcome of their respective Grant Application.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Community Board Grant Funds	<p>The Community Board will consider applications for distribution of grant funding before the end of the financial year.</p> <p>Annual Budget \$12,000</p> <p>Current Balance \$12,000</p>

9.4 ŌMOKOROA COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2024

File Number: A5954571

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That the Governance Advisor's report dated 13 February 2024, titled 'Ōmokoroa Community Board – ANZAC Day Commemoration 2024', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Ōmokoroa Community Board provide a wreath for the ANZAC Day Service, to be paid from the Ōmokoroa Community Board Contingency Account (up to the value of \$200).

OR

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

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

BACKGROUND

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

SIGNIFICANCE AND ENGAGEMENT

1. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community

and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

2. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
3. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it does not meet the threshold of the significance policy.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

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

ISSUES AND OPTIONS ASSESSMENT

Option A To fund an ANZAC Wreath	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental Costs (including present and future costs, direct, indirect and contingent costs).	<p>Each Community Board has funded the cost of an ANZAC Day Wreath in previous years. The cost of a wreath is considered to be minor and provides economic, social and cultural support to the community for this event. The wreath will be prepared by a local florist. There would be no environmental impact.</p>
Option B To not fund an ANZAC Wreath	

<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>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>The Community Board may choose to not fund an ANZAC Day Wreath. This would not provide the same level of economic, social and cultural support to the community for this event. There would be no environmental impact.</p>
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STATUTORY COMPLIANCE

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

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Up to \$200.00 allocated from the Board Contingency Account.	The funding of up to \$200.00 for a wreath to be laid by Ōmokoroa Community Board Representatives on ANZAC Day 2024.

9.5 ŌMOKOROA COMMUNITY BOARD - PROJECTS AND OPERATIONS REPORT - FEBRUARY 2024

File Number: A5946801

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That the Governance Advisor's report dated 13 February 2024 titled 'Ōmokoroa Projects and Operations Report – February 2024' be received.

ROADING ACCOUNT

Ōmokoroa Community Board Roding Current Account		\$
Current Account Opening Balance 1 July 2023		\$30,018
Allocation for 2023/24		\$104,952
Interest for 2023/2024		\$1,351
Subtotal		\$136,321
Committed Projects	Status	\$
-		
Committed Projects Total		-
Forecasted Current Account Closing Balance 30 June 2024		\$136,321

PROJECT UPDATES – ROADING

FENZ ŌMOKOROA – NO PARKING SIGNS		
Project Description	Staff Comment/Update	Progress Level
The Board has been made aware of several instances where vehicles have parked across the main entrance of the Ōmokoroa Fire Station.	<p>Latest Update:</p> <p>Signs have been installed December 2023. Action completed.</p>	Completed

THE OLD LIBRARY ŌMOKOROA (TOLO) CYCLE RACKS		
Project Description	Staff Comment/Update	Progress Level
The Board resolved to fund the installation of five cycle racks within the TOLO block on McDonnell Street.	<p>Due to a mistake with the initial order, a new replacement pair is now on order. Delivery is expected within two weeks, and expected installation is February 2024.</p> <p>Engagement:</p> <p>Nil</p>	In progress.

BOAT CLUB ADDITIONAL STREET LIGHTING		
Project Description	Staff Comment/Update	Progress Level
That staff investigate and provide indicative costings for a lighting solution in the vicinity of the Ōmokoroa Boat Club and report back to the Board.	<p>Latest update:</p> <p>The Transportation Area Engineer has approached another supplier for a cost estimate for bollards. This estimate is expected to be received by the end of January 2024. Once estimates are received, a recommendation will be presented to the Ōmokoroa Community Board.</p> <p>A cost estimate is also being sought for the alternative option of an additional streetlight.</p> <p>Engagement:</p> <p>Nil</p>	In progress.

MINUTE ACTION SHEETS – ROADING

RUNNING BIRD CAFÉ BIKE RACKS (TOLO)		
Meeting Date	Description	Latest Update
August 2023	Installation of cycle racks outside the Running Bird Café and The Old Library Ōmokoroa.	Update provided in project update above: "The Old Library Ōmokoroa (TOLO) Cycle Racks".

HAMURANA ROAD		
Meeting Date	Description	Latest Update
August 2023	Cost estimates were being sought for the footpath extension on Hamurana Road, which would be presented to the Board. The Board also wished to get a sense of the pedestrian movement in the area before making a decision.	<p>Due to the significant work involved, the Board did not consider this a priority, and may consider it in the future.</p> <p>The Transportation Area Engineer has recommended that this request from the Board be withdrawn until the retail and commercial precinct construction activities at the western end of Hamurana Road are completed, which is estimated to be around Summer 2024.</p>

BOAT CLUB SHORE EMBANKMENT FENCING		
Meeting Date	Description	Latest Update
June 2023	That the proposal from the Ōmokoroa Community Board to fund the supply and installation of approximately 6 meters of pool fencing along the edge of the seaside garden, which borders the Ōmokoroa Boat Club front deck and steps, be accepted. Included in this proposal is railing that will be added adjacent to the steps, pushing pedestrians away from the edge of the path to prevent potential falls. This would be funded from the Ōmokoroa Community Board Roading account, up to a cost of \$5,000.00.	Project has been completed late 2023. Minute Action Sheet closed out.

MATTHEW FARRELL – VARIOUS TOPICS		
Meeting Date	Description	Latest Update
June 2023	An update was requested regarding roading and reserves for Kaimai Views, including discussions in relation to contract renewals. A status of the bridge at the end of Prole Road was also requested.	The update provided in the November 2023 agenda was the last update. The Prole Road and Kaimai Views maintenance is ongoing. Minute Action Sheet closed out.

ŌMOKOROA BOAT CLUB – LIGHTING IN THE VICINITY OF THE CLUB		
Meeting Date	Description	Latest Update
April 2023	That staff investigate and provide indicative costings for a lighting solution in the vicinity of the Ōmokoroa Boat Club and report back to the Board.	Update provided in project update above: “Boat Club Additional Lighting”.

PROJECT UPDATES – WATER SERVICES

ŌMOKOROA GROUNDWATER DEVELOPMENT		
Project Description	Staff Comment/Update	Progress Level
<i>To explore and develop additional groundwater supply for the increased growth planned. The groundwater supply will aim to provide water that is safe and healthy, resilient, and environmentally sustainable.</i>	Bore site development is continuing with final completion of works expected in March.	In progress.

MINUTE ACTION SHEETS – WATER SERVICES

Nil

PROJECT UPDATES – ENGINEERING / SPECIAL PROJECTS

PROLE ROAD URBANISATION – ŌMOKOROA ROAD TO WAIPAPA RIVER		
Project Description	Staff Comment/Update	Progress Level
<i>Prole Road is part of the CIP programme and partly funded by the Government. The project involves urbanisation of the section of Prole Road from Ōmokoroa Road to Waipapa Road with new pavement, kerbing, pedestrian/cycleway facilities, drainage, lightings, landscaping, and plantings.</i>	Construction is progressing well and significant progress has been to date.	In progress.

NEW SOUTHERN INDUSTRIAL ROAD		
Project Description	Staff Comment/Update	Progress Level
<i>Ōmokoroa Industrial Road design and construction.</i>	We are still progressing with the design options and working to time this project with the Ōmokoroa/SH2 intersection project.	In progress.

ŌMOKOROA ROAD URBANISATION STAGE 1 – WESTERN AVENUE TO TRALEE STREET		
Project Description	Staff Comment/Update	Progress Level
Ōmokoroa Urbanisation Project – Western Avenue to Tralee Street including services, walking, and cycling, and bus stops.	This project is substantially complete and minor defective work requires to be remedied before the final certificate can be issued to the contractor.	Completed.

ŌMOKOROA ROAD URBANISATION STAGE 2 – PROLE ROAD TO RAILWAY TRACK		
Project Description	Staff Comment/Update	Progress Level
The upgrading of Omokoroa Road between Prole Road and the railway crossing from 2 lanes to 4 lanes.	The design is currently being finalised and we expect to go market for construction once the design and procurement for construction work is finalised.	In progress.


PROJECT UPDATES – RESERVES


ŌMOKOROA DOMAIN		
Project Description	Staff Comment/Update	Progress Level
<i>Implement the approved Domain Concept Plan including the destination playground.</i>	This project is currently on hold due to staff resourcing. However, works have been undertaken on the boat ramp and at the end of the wharf. Fending poles have been installed and major repairs completed to hold up the end of the wharf. Gangways have also been repaired.	On hold.

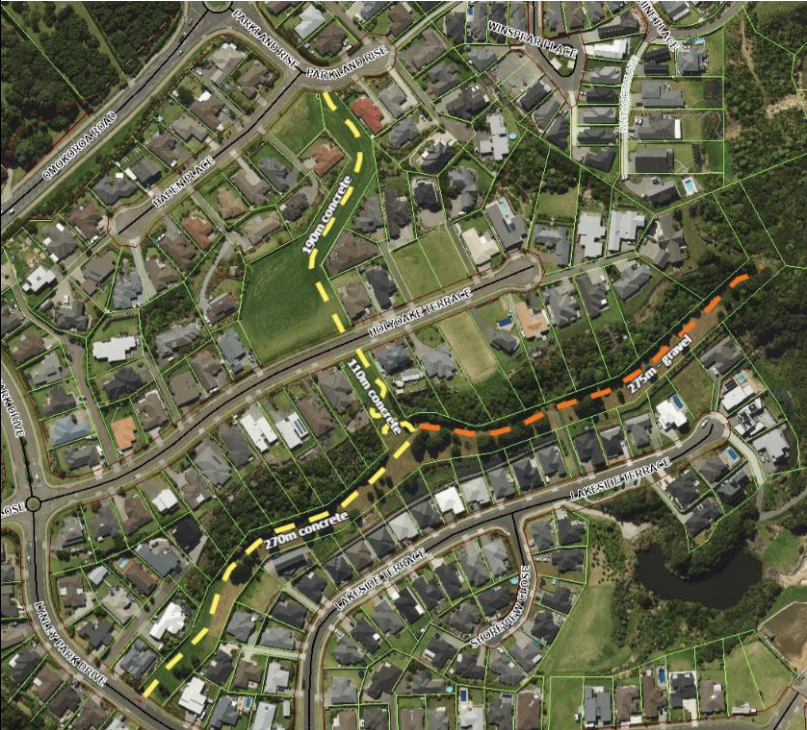
PROLE ROAD TO PAHOIA WALKWAY/CYCLEWAY		
Project Description	Staff Comment/Update	Progress Level
Construction of a cycleway suspension bridge across the Waipapa Stream.	<ul style="list-style-type: none"> Public access from Prole Road is closed due to major construction activities; and Kiwirail license to occupy has been received and reviewed by our Legal Team before signing. <p>This project is still in progress. There have been no further updates.</p>	In progress.

PEDESTRIAN/CYCLE BRIDGE OVER RAILWAY FROM KAIMAI VIEW TO TUI GLEN		
Project Description	Staff Comment/Update	Progress Level
<i>Construction of a pedestrian/cycle bridge over the Railway line to enable pedestrians and cyclists to connect Kaimai Views to Tui Glen.</i>	There are no further updates at this time, as it is still in the design stage.	In progress.

ŌMOKOROA WHARF		
Project Description	Staff Comment/Update	Progress Level
<i>Repairs to Ōmokoroa Wharf and Boat Ramp.</i>	<p>Last Update (November 2023): Currently, the gangway that leads down the concrete pontoon has been repaired and several piles have been replaced.</p> <p>Latest Update:</p> <p>The Panepane Wharf has been prioritised as the current focus, as it is in a severely damaged state. Once works progresses on Panepane, work will begin on the Ōmokoroa Wharf and Boat Ramp.</p>	In progress.

COONEY RESERVE – BIRD HIDE		
Project Description	Staff Comment/Update	Progress Level
<p><i>Installation of board walk and bird hide at Cooney Reserve.</i></p>	<p>The screw in piles for the board walk, and the bird hide, have now been installed.</p>  <p>The dead/dying Norfolk Pines at the beginning of the board walk by Beach Grove Reserve have been programmed for removal.</p>	<p>In progress.</p>

JOSEPHINE PLACE TRAIL CONNECTION		
Project Description	Staff Comment/Update	Progress Level
<p><i>Connection of Josephine Place to the Ōmokoroa to Tauranga Cycleway.</i></p>	<p>Staff are currently investigating construction options to achieve a public path link to the cycleway and implement it this financial year (see attached concept route from 2022), subject to available budget. The main challenge with this is to manage/minimise the risk of future storm water run-off on this inherently unstable hillside in a cost effective way.</p> 	<p>In progress.</p>

HOLYOAKE DRIVE RESERVES – WALKWAY CONNECTIONS TO ADJOINING STREETS		
Project Description	Staff Comment/Update	Progress Level
<p>Connection of Holyoake Drive to surrounding streets with walkways.</p>	<p>Staff are currently seeking pricing to construct new shared use concrete paths between Hayden Place and Holyoake Drive as well as from Holyoake drive to Lynley Park Drive as per below yellow dashed lines. The orange dashed line is not being considered for concrete at this stage. Any progress with this will depend on pricing versus available budget.</p> 	<p>In progress.</p>

MINUTE ACTION SHEETS – RESERVES

CRAPP RESERVE SIGNAGE		
Meeting Date	Description	Latest Update
September 2023	That staff investigate the replacement of the Crapp Reserve signage, which is currently out of date, and report back to the Board.	This project has been referred to a WBOPDC Reserves consultant to complete. This is in progress.

ŌMOKOROA BOAT CLUB – LEASE OF SCOUT DEN		
Meeting Date	Description	Latest Update
April 2023	Leasing of Scout Den to interested parties.	There has been no update since November 2023.

ŌMOKOROA SKATE PARK CONCRETE PATHWAY		
Meeting Date	Description	Latest Update
September 2023	That the Board approve Option B for the Ōmokoroa Skatepark Concrete Pathway: Alternative option to replace the concrete with a fibreglass deck, at a cost of \$3,488.00. This will be funded from the Community Board Reserves Account.	Project has been completed late 2023. MAS closed out.

THE ESPLANADE – INSTALLATION OF BOLLARDS		
Meeting Date	Description	Latest Update
April 2023	That staff re-evaluate the practicality of installing bollards at the end of the cul-de-sac in The	Bollards have been installed Dec 2023. MAS closed out.

	Esplanade, (in the area to be identified by the Board Chair), and investigate any other options, and report back to the next Ōmokoroa Community Board meeting scheduled on 6 June 2023.	
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PROJECT UPDATES – OPERATIONS

WESTERN SOLID WASTE		
Project Description	Staff Comment/Update	Progress Level
<i>Waste management that meets the needs of the community and protects the environment for present and future generations.</i>	There is no further update in relation to this project.	In progress.

EMERGENCY MANAGEMENT		
Project Description	Staff Comment/Update	Progress Level
<i>Support the Ōmokoroa Community to be resilient in the event of an Emergency.</i>	Work has continued to support the newly formed Community Emergency Response Team and a new Guide to Emergencies has been produced for the Ōmokoroa community.	In progress.

SERVICE REQUESTS

This section is to provide an overview of Service Requests for the Ōmokoroa 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"> • Building Compliance • Bus Shelters – Rural Only • Smell/Smoke/Vermin/Insect • Connection/Meter Location Enquiry • Local Road – Detritus/Loose Chips • Emergency Water Shutdown • Environmental Planning General Enquiry • Water Hydrant/Valve Issue 	<ul style="list-style-type: none"> • Liquor Licences • Local Road Signs (Damaged/Graffiti) • Meter/Toby Issue (not leak) • Water – No water • Water – Reinstatement after Works • Rubbish/Illegal Dumping • Wastewater General
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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"> • Footpaths on Local Road – Replacement/Maintenance 	<ul style="list-style-type: none"> • Park and Playground Equipment
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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
Abandoned Vehicles	Multiple reports on Ōmokoroa Road. Other reports across Ōmokoroa.	6	1
All Water Leaks	Multiple reports on Kayelene Place and Links View Drive.	12	0
Building Warrant of Fitness Enquiries	Across Ōmokoroa.	2	0
Building Administration Enquires	Ranges of reports including requests for inspections, CCC enquiries, and general building information requests.	21	2
Compliance and Enforcement General	Range of queries including non-compliant buildings/furniture/signage, noise, and parking concerns.	9	0
Complaints about Freedom Camping affecting Reserves/Roads	Multiple reports on Kaharoa Avenue.	7	0
Cycleways on Reserves	Across Ōmokoroa – reports of damage and maintenance.	2	1
Damaged Bin – Replace/Repair	Across Ōmokoroa.	16	1
Duty planner Queries	Range of queries including resource consents, complaints, request for information and District Plan rules.	34	1
Health – General Matters/Enquiries	Queries relating to rules for health and safety.	2	0

Local Road – General/Miscellaneous	Across Ōmokoroa – range of queries including maintenance concerns, vehicle crossings, road closures, and speed limits.	13	3
Reserves – Harbour Structures	Both reports relating to the Ōmokoroa Boat Ramp.	2	0
Kerbside General Enquiry	Queries relating to Summer collection, collection complaints, and cleanup requests.	14	0
Kerbside Debris from Collection	Across Ōmokoroa	2	0
Kerbside – New Property	Across Ōmokoroa.	9	1
Local Road – Lighting Replacement/Maintenance	Across Ōmokoroa – reports relating to maintenance and complaints about light quality.	2	3
Litter Bins/Dumping on Reserves	Two reports at two different sites regarding litter bins.	2	0
Local Roads Non-Urgent Tree Requests	Tree removal requests and maintenance. Multiple reports on Margaret Drive and Kayelene Place.	3	3
Kerbside Lost/Stolen Bins	Across Ōmokoroa	4	2
Kerbside Missed Collection	Across Ōmokoroa, multiple reports on Western Avenue and Kahawai Place.	13	1
Mowing and Vegetation (not trees)	Across Ōmokoroa – multiple reports on Olive Close. Concerns with mowing, removal of noxious weeds, and cleanup requests.	11	2
Noise Complaints – After Hours	Across Ōmokoroa.	18	0

Noise Complaint – Daytime	Across Ōmokoroa.	4	2
Parking Query	All reports on The Esplanade.	3	0
Plumbing – Toilets/Taps/Irrigation	Public toilet and water leak reports.	3	0
Resource Consent Compliance	Across Ōmokoroa.	4	0
Reserves Buildings/Roads/tracks/Furniture	Maintenance reports for playground equipment and roadways.	2	0
Reserves General	A wide range of queries related to maintenance, request for vegetation and information of future plans, fencing, dumped rubbish, vandalism, request for dog bins, and mowing.	28	6
Reserves – Request for Information	Both reports relating to Precious Reserve.	2	0
Sealed Local Road Surface Defects	Across Ōmokoroa.	1	2
Wastewater Sewage Overflow/Spill	Blocked dump station and sewage overflow.	2	0
Compliance – Signage	All reports on Ōmokoroa Road.	3	1
Reserves and Properties (Trees only)	Both reports in Brach Grove – tree maintenance.	2	0
Stormwater – Urban Stormwater General	Both reports on Prole Road, relating to stormwater options and planting.	2	0
Local Road – vegetation mowing (not trees)	Across Ōmokoroa – several reports on Ōmokoroa Road, Ratahi Way, Kahawai Place, and Tranquil Grove. Most queries relating to mowing concerns.	10	16

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

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

Date raised	Matter/Issue	Comment
November 2023	Anderley Avenue – Stormwater Concerns Staff would investigate options for drainage enhancement on Anderley Avenue.	A cost estimate of \$500k was provided to the Board. As there was no funding available from the Community Board, and it is not in the Long Term Plan for an upgrade, the project has not progressed. The transportation Area Engineer organise to meet with residents to see what, if anything, can be done to improve the situation.

COMPLETED/OUTSTANDING MINUTE ACTION SHEETS

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

Date raised	Matter/Issue	Comment
November 2023	That the Ōmokoroa Community Board approve \$30,530.50 to fund the construction of concrete steps with stainless steel handrails, on the north side of the Ōmokoroa Pavilion, to link the top and bottom fields. This will be funded from the Ōmokoroa Community Board reserve account.	The project is being managed by Council's Reserves and Facilities Team, who will liaise with the Ōmokoroa Sports and Recreation Society to begin progressing the project.
	That the \$720.00 of committed expenditure (including incurred costs to date) for monthly advertisements in the Lizard News, be funded from the Ōmokoroa Community Board Contingency account, instead of the Ōmokoroa Community Board Reserve Account (as per OMC23-3.4).	Committed expenditure has been journalled across to the Ōmokoroa Community Board Contingency Account. Minute Action Sheet closed off.

9.6 FINANCIAL REPORT ŌMOKOROA – DECEMBER 2023

File Number: A5941928

Author: Ezelle Thiart, Financial Business Advisor

Authoriser: Allan Carey, Finance Business Partner Lead

EXECUTIVE SUMMARY

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

Total operational costs are under budget YTD for 2023/24.

RECOMMENDATION

That the Financial Business Advisor's report dated 13 February 2024 titled 'Financial Report Ōmokoroa – December 2023' be received.

Grant payments made to date:

Resolution	Description	\$
	No transactions year to date	0
	2023/24 Grants to date	0

Committed – Operational expenditure:

Resolution	Description	\$
OMC23-3.4	Commits to spending \$120 per advertisement from its Reserve Account, to advertise the Board's upcoming meetings in the 'Lizard News' for the next 12 months from May 2023. (\$120 * 6 = \$720 - \$324 spent = \$396)	396
	2023/24 Outstanding operational commitments	396

2023/24 Reserve analysis:

Resolution	Description	\$
	2023/24 Opening Balance	220,858
	No transactions year to date	0
	2023/24 Closing reserve balance	220,858

Committed – Reserve expenditure:

Resolution	Description	\$
	Opening balance before committed expenditure	220,858
OM21-3.8	Grant application from the Ōmokoroa Bowling Club for \$9,200 to be funded from the Reserve Account. (Note: 50% progress payment of \$4,600 paid July 2021).	(4,600)
OMC23-7.6	Approve \$30,530.50 to fund the construction of concrete steps with stainless steel handrails, on the north side of the Ōmokoroa Pavilion, to link the top and bottom fields.	(30,531)
	2023/24 Balance after the committed expenditure	185,727

ATTACHMENTS

- 1. Financial Report Ōmokoroa – December 2023** 

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 December 2023 Ōmokoroa Community Board						
	Year to Date				Full Year	Last Year
	Actual	Budget	Variance (Unfav)/Fav		Budget	Actual
	\$	\$	\$		\$	\$
Direct Costs						
Conference Expenses	0	1,344	1,344	☑	2,688	0
Contingency - [see breakdown below]	216	2,154	1,938	☑	4,308	282
Grants	0	4,848	4,848	☑	9,696	0
Mileage Allowance	0	810	810	☑	1,620	0
Salaries	11,477	10,278	(1,199)	⊗	20,556	20,469
Inter Department Charges	17,496	17,496	0	☑	34,992	33,384
Total Operating Costs	29,189	36,930	7,741	☑	73,860	54,134
Total Direct Costs	29,189	36,930	7,741	☑	73,860	54,134
Total Costs	29,189	36,930	7,741	☑	73,860	54,134
Income						
Rate Income	47,403	36,930	10,473	☑	73,860	90,769
Total Direct Income	47,403	36,930	10,473	☑	73,860	90,769
Net Cost of Service	18,214	0	18,214	☑	0	36,634
<u>Contingency - breakdown</u>						
Advertise in Lizard News for upcoming meetings	216					
Year to date contingency costs	216					
<u>Community Board Reserves</u>						
Opening Balance - Surplus (Deficit)	220,858					
No transactions yet	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	220,858					