

# Western Bay of Plenty District Council

## Minutes of Meeting No. WB14 of the Waihi Beach Community Board held on 16 July 2018 at the Waihi Beach Community Centre commencing at 6.30pm

### Present

Members A Sole (Chairperson), M Roberts (Deputy Chairperson), B Hepenstall, R Parsons and Councillor D Marshall

### In Attendance

K Hill (Utilities Manager) B Whitton (Customer Relationships Manager) and A Alty (Democracy Advisor)

### Others

Six members of the public and one member of the press

### Apologies

An apology for absence was received from Councillor Williams.

**Resolved:** Councillor Marshall / Member Parsons

*THAT the apology for absence from Councillor Williams be accepted.*

### Public Forum

**Resolved:** Members Parson / Hepenstall

*THAT the meeting adjourn for the purpose of holding a public forum.*

The Chairperson clarified the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Waihi Beach Community Board. He invited the advised speakers and any other attending members of the public to take part in the Public Forum.

### **Seaforth Road Footpath**

A resident of Seaforth Road again reported to the Board that in his opinion sections of Seaforth Road were dangerous and impossible for people to walk along. The affected slope of the footpath needed to be fixed or a new footpath installed on the opposite side of Seaforth Road. The resident advised that he would undertake a survey during the school holidays to support the construction of a new footpath or the repair of the current sloping section of the footpath.

The Chairperson advised that in April 2018 the Board had met with the Roding Engineer (East/West) and decided that there was little benefit in repairing the footpath relative to the anticipated cost for Seaforth Road residents that would be incurred by correcting the current slope.

The Board would advise the Roding Engineer (East/West) of the opinion of the resident and asked that options for the construction a section of the footpath on the opposite side of Seaforth Road be re-considered.

### **Creative Bay of Plenty**

A resident advised that he had seen a public notice on Facebook from Creative Bay of Plenty relating to a funding workshop to be held at Katikati to which he replied to. He discovered when he rang the Creative Bay of Plenty office that the workshop had been cancelled as there had been no replies for the event. The Chairperson clarified that Creative Bay of Plenty was totally independent from the Western Bay of Plenty District Council, and this was not a Council run event.

It was suggested that an invitation be made to Creative Bay of Plenty to come out to Waihi Beach and hold a workshop to enable the local people to find out what they have to offer.

### **Sand Embankment Erosion at Bridge**

The Utilities Manager advised that Council was still waiting for the required resource consents before repairs to the sand embankment at the bridge by the Waihi Beach Surf Club could begin.

### **Compliance / Monitoring Report**

A member of the public asked when the report on the compliance and monitoring duties undertaken throughout Waihi Beach over the 2017/18 summer period would be received. It was felt that the duties undertaken by contract compliance and monitoring staff were ineffective and a waste of ratepayers money.

The Chairperson advised that a report that identified volumes of interaction, complaint numbers, infringements issued at the completion of the seasonal contract had not been received. The Compliance Manager would be requested to submit a report for inclusion in the next Waihi Beach Community Board agenda for the meeting to be held on 27 August 2018.

### **Appointment of Local Dog Control Officers**

A member of the public asked if there had been any further information relating to the suggestion to have a locally based dog ranger available to undertake dog control monitoring duties during the peak summer period.

The Chairperson advised that the Board supported the appointment of a locally based dog ranger but recognised that increased monitoring generated an increase in cost. The Board asked that a report covering options for such an appointment be submitted to the next Waihi Beach Community Board agenda for the meeting to be held on 27 August 2018.

### **Kerb and Channelling at Waihi Beach**

It was commented that the kerb and channelling throughout Waihi Beach was looking good. It had been noticed that heavy trucks often parked directly over the kerbs, causing damage to the construction. There needed to be regular monitoring of illegal parking, particularly where damage to kerb and channelling could occur.

### **Walkways and Cycleways**

A member of the public reiterated that many people living at Waihi Beach did not have access to computer media and relied on community newspapers and notices to advise them of what was going on in the community. He noted that residents should have been asked a direct question if they wanted the walkways and cycleways or not.

### **Waihi Beach Events and Promotions Society**

The Board was advised that the annual general meeting of the Waihi Beach Events and Promotions Society would be held on Wednesday 11 July at 7.00pm at the Waihi Beach Fire Station.

**Resolved:** Members Roberts / Parsons

*THAT the meeting be re-convened in formal session at 6.55pm.*

The Chairperson advised that the meeting was now under formal process and members of the public were most welcome to stay but may not interject or speak to Board members during the course of the formal meeting.

### **WB14.1 Compliance Monitoring Report**

Item arising from public forum, the following resolution was passed:

**Resolved:** Members Sole / Parsons

*THAT the Waihi Beach Community Board request a report from the Compliance Manager on the compliance and monitoring duties undertaken*

*throughout Waihi Beach during the 2017/18 summer period that identified the volumes of interaction, complaint numbers, infringements issues.*

#### WB14.2 **Appointment of Local Dog Control Officers**

Item arising from public forum, the following resolution was passed:

**Resolved:** Members Sole / Parsons

*THAT the Waihi Beach Community Board request a report from the Compliance Manager on the feasibility and costs for the appointment of a locally based dog ranger to undertake dog control monitoring duties during the peak summer period throughout Waihi Beach.*

#### WB14.3 **Minutes of Meeting No. WB13 of the Waihi Beach Community Board Held on 11 June 2018**

The Board considered the minutes no. WB13 of the Waihi Beach Community Board Meeting held on 11 June 2018 as circulated with the agenda.

**Resolved:** Councillor Marshall / Member Sole

*THAT the minutes of meeting no. WB13 of the Waihi Beach Community Board held on 11 June 2018 as circulated with the agenda be confirmed as a true and accurate record.*

#### WB14.4 **Representation Review Update**

The Board considered a report from the Customer Relationships Manager dated 4 July 2018 as circulated with the agenda.

The Customer Relationships Manager provided an overview to the report advising the following:

- The Representation Review had three decision-making components: Electoral System, Māori Wards and Representation Arrangements
- August 2017: Council adopted a resolution to maintain the status quo (First Past the Post)
- November 2017: Council passed a resolution to establish Māori Wards
- February 2018: More than five percent of electors demanded a poll to decide the final outcome of Māori Wards
- March - April 2018: Informal public engagement was undertaken asking people to identify their communities of interest and comment on our current representation arrangement.
- May 2018: The result of a poll was that that Māori Wards would not be established for the Western Bay for at least the 2019 and 2022 elections
- July 2018: Council passed a resolution to adopt the initial proposal for the 2019 and 2022 local elections:

- Retaining 11 councillors elected from three wards, plus the Mayor elected District-wide
- Replacing our five community boards with three community committees, aligned to the three ward boundaries
- Make a slight boundary adjustment that involves the boundary between the Katikati-Waihi Beach and Kaimai wards
- Disestablish five current community boards and establish three community committees

It was envisaged that the three ward community committees would include the elected ward councillors with representatives from the community appointed by a Council process from candidates nominated by the community.

- Community committees would allow residents and ratepayers to have a greater voice in determining the needs of their community and assist Council in its responsibilities to the community and the district.
- Respective community committees would have a key role to partner with communities of interest (as identified via community feedback and by councilors during workshops) and citizens to act as a liaison point with council.

The terms of reference for each community committee would cover:

- Membership
- Tenure - generally three years to match the election cycle
- Delegations
- Meeting schedules
- Voting arrangements
- Work programme

The Customer Relationships Manager noted that the population dynamic of our district had greatly changed and grown since the district community boards were first formed in 1989. Our current community boards represent just 58 percent of our District's resident electors. This equated to; 100% representation for Waihi Beach-Katikati ward, 20% representation for Kaimai ward and 67% representation for Maketu-Te Puke ward. Residents were more mobile and they moved between communities while they 'live, work and play'. Many people live in one community and work in another.

Board members asked the following questions:

- How would reimbursement be covered?  
Reimbursement would be covered for travel and meeting attendance – not by a set remuneration fee.
- What were the terms of reference for a community committee?  
The terms of reference for community committees had not yet been fully discussed or decided.
- What the effect of the boundary change?  
Approximately 500 households were affected by the boundary adjustment between the Kaimai Ward and the Katikati-Waihi Beach Ward.
- What sort of membership numbers do you envisage the community committees having?

This would be formally established when the terms of reference for the committees was formalized.

The Board was advised that the community committee would be representative of all communities of interest. Specific sub-committees would be able to be formed for specific community projects bringing in qualified people with specific expertise from those who live in the community for a community/ward project.

The Board noted the following concerns:

- If people on the community committee were not paid - then they were devalued.
- The public consultation period was only for four weeks - from 24 July to 24 August and this was a very limited time for residents and ratepayers to be advised of the review and how can submissions be made on something we did not know about.
- Communication with Waihi Beach area ratepayers who do not live in the area is a particular concern - they do not see the local newspapers or noticeboard and are not in the Waihi Beach and surrounding area to talk to neighbors and other residents on a regular basis.
- How can absentee ratepayers be advised of the review?
- Is there a better way - if it was seen that the community boards were not working well - then how should we fix them - they should not be screwed up and thrown away? The Chairperson advised that he had spent some time looking at the respective Thames Coromandel and Waikato District Council models for community representation.

The Board felt that they were a well functioning Board, with regular good public forum attendances.

The Board was advised that individual property owners were directly notified of the review earlier this year and feedback was received through an online form and a hardcopy version posted to ratepayers. Community drop-in sessions were also held through-out the district. Now that the initial proposal was ready people can have their say by making an online (or hardcopy) submission or by attending one of nine community events throughout the district. These would be advertised through various media. Copies of the consultation booklet will be available online via Council's website and at all offices around the district.

In conclusion it was reiterated that it was important the people in the community attend the respective public consultation meetings and take the opportunity to make a submission to the review process.

**Resolved:** Members Sole / Parsons

*THAT the report from the Customer Relationships Manager dated 4 July 2018 and titled Representation Review Update be received.*

7.32pm

The Customer Relationships Manager left the meeting.

**WB14.5 Chairperson's Report**

The Board considered a report from the Chairperson dated 2 July 2018 as circulated with the agenda.

**WB14.5.1 Waihi Beach Road**

The Board was advised that there was still some repair work to be done on a section of Waihi Beach Road scoured out following the heavy rain event on 11 June 2018. A service request had been instigated on 12 June 2018 (CCR 257826) to clear and repair the roadside channels and culverts, and remove rubble.

Board members noted that some of the rock had been pushed back to the side of the road and were being held in place by waratah standards and wire, which would fail in the next heavy rain event, again causing damage to the roadway.

The farm owner had been advised that repositioning of the telephone line would be undertaken by contractors.

It was advised that the concrete guttering on the road immediately above the entrance to the quarry had been damaged when some machinery had been moved from the quarry. Gravel had been pushed out and was now causing water flow across the road. It was also advised that the culvert at the section of the road to the farm entrance needed to be repaired.

The Utilities Manager would follow up to ascertain the status of the required remediation work and this information would be advised to the Board.

**WB14.5.2 Dangerous Corner - Steele and Emerton Road**

Following a public meeting of the Athenree Action Group the very tight bend on this roadway was highlighted again as being very unsafe for cyclists. It is asked that this bend get some urgent attention to create room for cyclists to feel and be safe and to allow cars to pass cyclists with 1.5 metres clearance and not be forced to cross the centre line. The Athenree Action Group last brought this matter to the Boards attention in April 2017 and the action to improve and move the warning signs had proven to be unsatisfactory.

The Board noted that this item had been raised earlier (March 2017) which had instigated the re-positioning of the warning signage.

Staff had advised that additional chevrons and curve advisory gated signs had been installed at this corner and advance curve advisory signage was in place. A large proportion of the road network had similar areas where there was a tight corner, a standard seal width and both vehicle, cycle and pedestrian users.

**WB14.5.3 Waihi Beach to Athenree Cycleway/Walkway Link**

At a recent meeting of the Athenree Action Group, it was asked what was the progress regarding a proposed linkage between Waihi Beach (Island View) and Athenree. This link was important to the people of Athenree and there was concern that there seemed to be no progress relating to this item.

Staff advised that the Minutes of the Waihi Beach Community Board meeting held 25 November 2016 (WB1.10.1) referred to the Waihi Beach to Athenree Linkage investigation as Option 5 on the Board's Priority List.

The Reserves and Facilities Manager advised that there had been initial iwi/hapu engagement and staff were currently awaiting on a response to the proposal. The Department of Conservation had agreed in principle to the Waihi Beach Island View/ Athenree link. It was noted that higher consented priority works on the approved Community Board Priority List had been undertaken or were in the process.

**WB14.5.4 Waihi Beach Community Garden**

The Reserves and Facilities Manager advised that a site meeting with the Lessee of the Community Garden at Waihi Beach was being arranged. Consideration would be given to whether or not the Lessee wishes to continue with the lease.

**WB14.5.5 Waihi Beach Reservoir - Information Item**

The Board received a copy of the information article that appeared in the Waihi Leader on 3 May 2018 relating to the Waihi Beach Reservoir.

**WB14.5.6 Clearing of Grates and Catch Pits**

It was disturbing to see pictures taken by a resident that indicated that drains had not been cleared after several weeks. It had been brought to the attention of the Board that grates and catch pit stormwater drains needed cleaning following the last rain event. Debris accumulating in grates and catch pits could cause more flooding in the Marine/Walnut Ave area if not promptly and regularly attended to.

The Board was advised that WestLink had a 30 day time frame to program and clean surface water catch pits. The Road Maintenance Contract Engineer advised that catch pits were being maintained and where there was an accumulation of leaves and debris - a CCR should be registered as soon as possible.

The Board asked if there were inspections of grates and stormwater catch pits after heavy rain events and how soon after such events was clearing work undertaken.



It was advised that there was a significant amount of gravel on the last sharp bend on the Seaforth Road hilltop where metal had come out of the marae driveway onto the roadway.

A service request for this item would be instigated.

#### WB14.5.7 **Future Town Centre Development**

The first steps to find new requirements and to tidy up the Waihi Beach town centre had started with the Board asking for input from the retailers. This was just a start to a process for the community to participate in.

#### WB14.5.8 **Katikati and Waihi Beach Business and Community Awards 2018**

The Coordinator for the Waihi Beach Events and Promotions Society met with Board members at their workshop on Friday 29 June 2018, and outlined a request for funding support for the forthcoming Katikati and Waihi Beach Business and Community Awards to be held on 3 November 2018 at the Katikati Memorial Hall. A copy of the letter from the Waihi Beach Events and Promotions Coordinator is attached.

The Waihi Beach Events and Promotions Society had requested funding assistance of \$3,000 for this event. This was a bi-annual event and in 2016, the Board provided a funding allocation of \$3,000 from the Waihi Beach Contingency Account.

**Resolved:** Members Sole / Roberts

*THAT the Waihi Beach Community Board agree to fund \$3,000 to the Waihi Beach Events and Promotions Society for the bi-annual event for the forthcoming Katikati and Waihi Beach Business and Community Awards to be held on 3 November 2018 funded from the Waihi Beach Community Board Contingency Account.*

#### WB14.5.9 **CCTV**

A modified quote was being requested for CCTV services without the supply of services for the shopping centre. The Board would further discuss options for the installation of a camera at both of the main entrance/exit roads into Waihi Beach.

#### WB14.5.10 **Athenree Action Group**

The group held a public meeting on 2 June 2018 that was attended by 30+ people. The main issues brought forward were the Waihi Beach to Athenree connection, the dangerous bend on Steele and Emerton Roads, an all weather connection Walkway/Cycleway in the Dr North Park area.

The Athenree Action Group had a real concern relating to the speed and danger as people drove into the village. An urgent request to have measures in place to slow traffic down before the opening of the Montessori School would be made to the Roading Engineer (East/West).

**WB14.5.11 Waihi Beach Community Patrol**

The Waihi Beach Community Patrol was still growing with more volunteers in training.

**WB14.5.12 Athenree Homestead**

The homestead had had some very successful activities and was now preparing for the coming summer season. The extensions to the building were getting underway and progress of this would be reported in the months to come.

Over the last few weeks a number of trees in the surround reserve had been trimmed and made safe for the public to be near, and to prevent damage to The Homestead buildings.

**WB14.5.13 Long Term Plan**

The Long Term Plan was adopted by Council on 28 June 2018 and the Board extends thanks to all those who took part in the process.

**WB14.5.14 Draft Reserves Management Plan Review 2018 for the Katikati and Waihi Beach Ward**

The community open day relating to the Draft Reserves Management Plan Review 2018 for the Katikati and Waihi Beach Ward was held on 23 June 2018. Submissions to the Katikati Waihi Beach Ward Reserve Management Plan Review were due by 9 July 2018.

The Have your Say consultation hearing for submitters to speak to the Reserve Management Plan Review would be held at the Waihi Beach Community Centre on Thursday 19 July 2018 starting at 1.00pm.

**WB14.5.15 Representation Review**

Council had been working through the representation review and the consultation document will be released later this month. The public would make submissions to the review between 24 July and 24 August 2018.

**WB14.5.16 Thank You from the Waihi Beach Environment Society**

The Waihi Beach Environment Society had extended a note of thanks to the Waihi Beach Community Board for the grant allocation of \$1,000 for the purchase and operation of traps throughout the Waihi Beach area.

**Resolved:** Members Sole / Parsons

*THAT the Chairperson's Report to the Waihi Beach Community Board for July 2018 be received.*

**WB14.6 Councillor's Report**

The Board considered a report from Councillor Williams dated 4 July 2018 as circulated with the agenda. In the absence of Councillor Williams, Councillor Marshall spoke to the report advising the following:

**Seal Extension Programme Delivery June 2018**

The Operations and Monitoring Committee considered a report from the Transportation Manager dated 17 May 2018 noting that the current approach of Council was to review a proposed seal site then generally implement Policy and advise that the requested extensions do not comply, and decline unless considered beneficial.

The Committee agreed that sealing should be done in the most practical order noting that advancing some sections of the priority of unsealed roads would adversely affect the delivery of higher priority sites and would make it difficult to defend the existing seal extension policy. The policy was developed with criteria that was measurable, transparent and provided staff with the necessary direction for its impartial application.

It was resolved that staff implement the existing seal extension programme in accordance with the policy and the adopted programme.

**New Parks and Reserve Contract**

The Board was advised that the new Parks and Reserves contract arrangements would commence from September with some additional aspects added to provide improved customer feedback and communication and overall reporting with the formation of a joint relationship senior team.

**Resolved:** Councillor Marshall / Member Sole

*THAT the report from Councillor Williams dated 4 July 2018 be received.*

**WB14.7 Infrastructure Services Report Waihi Beach - July 2018**

The Board considered a report from the Deputy Chief Executive dated 26 June 2018 as circulated with the agenda.

**WB14.7.1 Community Roading Budget - Budget Funding Information Minute Action Reference WB11 18 4.6**

The Board was provided with a report - Waihi Beach Cycle Trail Expenditure (Page 36 of the Infrastructure Service Report - July 2018) that summarised cycle trail and walkways project funding:

The Board wanted to know what the \$100,000 expenditure for the Waihi to Waihi Beach Cycle Trail was used for.

**WB14.7.2 Licencing Waste Collection**

The Utilities Manager advised that council was currently working through the license collector applications.

The Utilities Manager advised the Board that at the Local Government New Zealand Conference 15-17 July 2018 four waste remits were all passed by LGNZ yesterday with strong member support. "Key actions voted on and endorsed included:

1. Adopting a New Zealand-wide strategic approach to the collection, and processing of recyclable materials within New Zealand;
2. Reviewing the New Zealand Waste Strategy and align, where practicable, with the "Local Government Waste Management Manifesto" to set a clear programme for action;
3. Officially adopting the National Waste Data Framework and oversee its implementation to enable better planning and monitoring;
4. Establishing a container deposit scheme in consultation with local government in order to lift recycling rates; and
5. Declaring tyres, e-waste, agricultural chemicals and plastics, as priority products under the Waste Minimisation Act 2008, to address problem waste streams.
6. Expanding the Waste Disposal Levy and progressively raise the levy rate in order to reduce total waste to landfills.

Full remit details were available on <http://www.lgnz.co.nz/news-and-media/2018-media-releases/local-government-debates-key-issues-at-annual-conference/>.

A Forum Steering Committee would also continue to work on progressing these issues and ensuring actions were being taken to resolve New Zealand's current recycling crisis."

**Resolved:** Members Sole / Parsons

*THAT the Deputy Chief Executive's Report, dated 26 June 2018 and titled Infrastructure Services Report Waihi Beach July 2018 be received.*

WB14.8 **Draft Financial Report Waihi Beach - June 2018**

The Board considered a report from the Management Accountant dated 2 July 2018 as circulated with the agenda.

**Resolved:** Members Parsons / Roberts

*THAT the Management Accountant's report dated 02 July 2018 and titled "Draft Financial Report Waihi Beach – June 2018" be received.*

WB14.9 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of August and September 2018 as circulated with the agenda.

**Resolved:** Members Parsons/ Hepenstall

*THAT the schedule of meetings for August and September 2018 be received.*

The meeting concluded at 8.26pm.

Confirmed as a true and correct record.

\_\_\_\_\_  
A Sole  
Chairperson  
Waihi Beach Community Board

\_\_\_\_\_  
Date

WB14