



NOTICE OF A COAST COMMUNITY BOARD MEETING

**TE RUNANGA O TE WHĀNAU OFFICES
STATE HIGHWAY 35, TE KAHA
Tuesday, 16 June 2020
Commencing at 10.00am**

ORDER PAPER

APOLOGIES

PUBLIC FORUM

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Members: **Cr Louis Rāpihana (Chairperson)**

Michael (Spike) Collier

Gail Keepa

Jack Parata

Allen Waenga

Executive Officer: **Annette Papuni-McLellan**

Quorum: **3**

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Councillors are reminded that if you have a pecuniary or non-pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting room.

Aileen Lawrie

CHIEF EXECUTIVE OFFICER

Summary of Bay of Plenty Regional Council's Resource Consent Application RM18-0211

A consent for urgent waterway protection works

Introduction

The Integrated Catchments Group (ICG) of the Bay of Plenty Regional Council (BOPRC) has applied to replace an existing resource consent which authorises various erosion and flood protection activities carried out in, and adjacent to, waterways across the region. The consent application also seeks authority to manage erosion and flooding issues at stream mouths along two defined sections of coastline:

- 1 Ōtamarākau in the west to Matatā in the east, and
- 2 Eastern side of the Ōhiwa Harbour entrance to Cape Runaway.

The existing resource consent (64684) expired on 30 September 2018. The ICG applied for a replacement consent on 29 March 2018 (application number RM18-0211), which was six months prior to the expiry date. This has enabled consent 64684 to continue to be exercised¹ until a decision has been made on the replacement application. We are commencing engagement with key stakeholders and tangata whenua to discuss the application.

Background

BOPRC has statutory responsibilities under the Soil Conservation and Rivers Control Act 1941 and the Resource Management Act 1991 relating to:

- Soil conservation,
- Water quality enhancement, and
- Avoiding or mitigating natural hazards.

This consent will enable the exercise of these responsibilities across the Bay of Plenty.

The application does not apply to waterways within the River Scheme Maintenance Areas defined in Schedule 5 of the Bay of Plenty Regional Natural Resources Plan (as river management activities are permitted in these areas). Also currently excluded is Te Urewera, Whirinaki Te Pua-a-Tāne, the Raukumara Forest Park and the Kaimai-Mamaku Forest Park.

The works authorised by the consent are typically small-scale works undertaken to remedy bank erosion, protect people and property from flooding, and/or to enhance riparian habitats. These activities generally occur in sections of river adjoining rural production land or where buildings or infrastructure are threatened.

The works are undertaken infrequently at the request of landowners, who fund most of the cost of the works and in most cases take responsibility for the ongoing ownership of any assets created. In an average year, the previous consent was exercised 10-20 times.

¹ Section 124 of the Resource Management Act 1991 (RMA)

What activities will occur if the consent is approved?

- Repairing stream/riverbank erosion,
- Removing accumulated material from the bed of rivers and streams to reduce the risk of flooding adjacent land and prevent obstructions causing bank erosion or bed scour,
- Redirecting and altering water flows to restore original channel alignments to prevent the loss of productive land, and
- Works within the coastal marine area to open and/or realign stream mouths and clear debris in order to prevent or remedy upstream flooding.

How will environmental effects be considered?

The application includes a robust package of mitigation measures to address the potential adverse environmental effects of the proposed activities. BOPRC has prepared an Environmental Code of Practice for Rivers and Drainage Maintenance Activities (COP) which provides the main framework for managing effects. The COP describes the various river management activities undertaken and sets out general principles and operational guidelines for undertaking works to ensure they adhere to current best practice. River management activities are required to adhere to the COP. The COP is an important supporting document for this application and was updated in 2019. We are keen to share this with you and discuss your views.

What about consultation for activities under this consent?

For each proposed works activity, a management plan tailored to the circumstances of each situation is prepared in consultation with tangata whenua, Department of Conservation, Fish and Game and any other key stakeholders. Where works are proposed in locations that are highly sensitive to adverse ecological effects additional mitigation measures are required. This is determined by a classification system whereby waterways within the region have been categorised according to their sensitivity to adverse ecological effects.

Other points of interest

The proposal also incorporates an adaptive management strategy with monitoring and improvement practices built-in to ensure the works continue to represent best practice in minimising adverse effects throughout the term of the consent.

Engagement and notification process

Currently we are seeking engagement with key stakeholders and tangata whenua on the proposal to renew the consent. If the decision is made following this engagement to proceed with the application, it will be publicly notified. Notification instigates a statutory public consultation process involving submissions and hearings. Notification will be appropriate due to the wide geographical coverage of the application and the variety of activities included.

We want to hear from you!

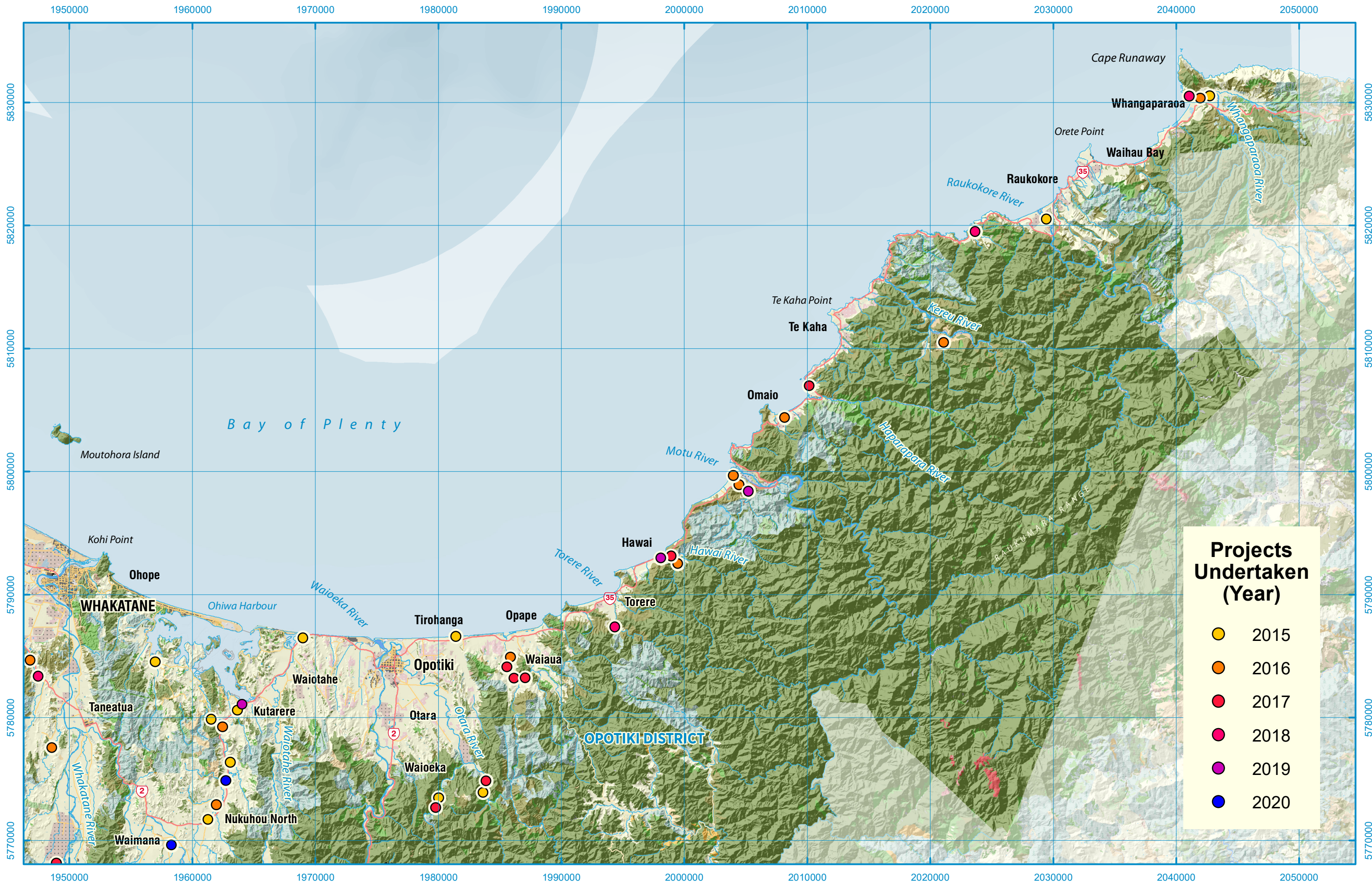
For more information or to discuss this proposal, please contact:

Hemi Barsdell

Asset Management Specialist – Rivers and Drainage, BOPRC

Email: hemi.barsdell@boprc.govt.nz

Phone: 0800 884 881 Ext. 9533



Projects Undertaken (Year)

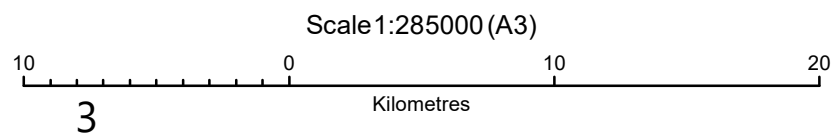
- 2015
- 2016
- 2017
- 2018
- 2019
- 2020



HORIZONTAL DATUM:
New Zealand Geodetic Datum 2000
For practical purposes, NZGD2000 equates to WGS84
VERTICAL DATUM: Moturiki
PROJECTION: New Zealand Transverse Mercator 2000

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Resource Consent 64684 - location of projects conducted using the consent 2015-2020



Resource Consent 64684

**A consent to enable urgent repair works in streams
and waterways in the Bay of Plenty**



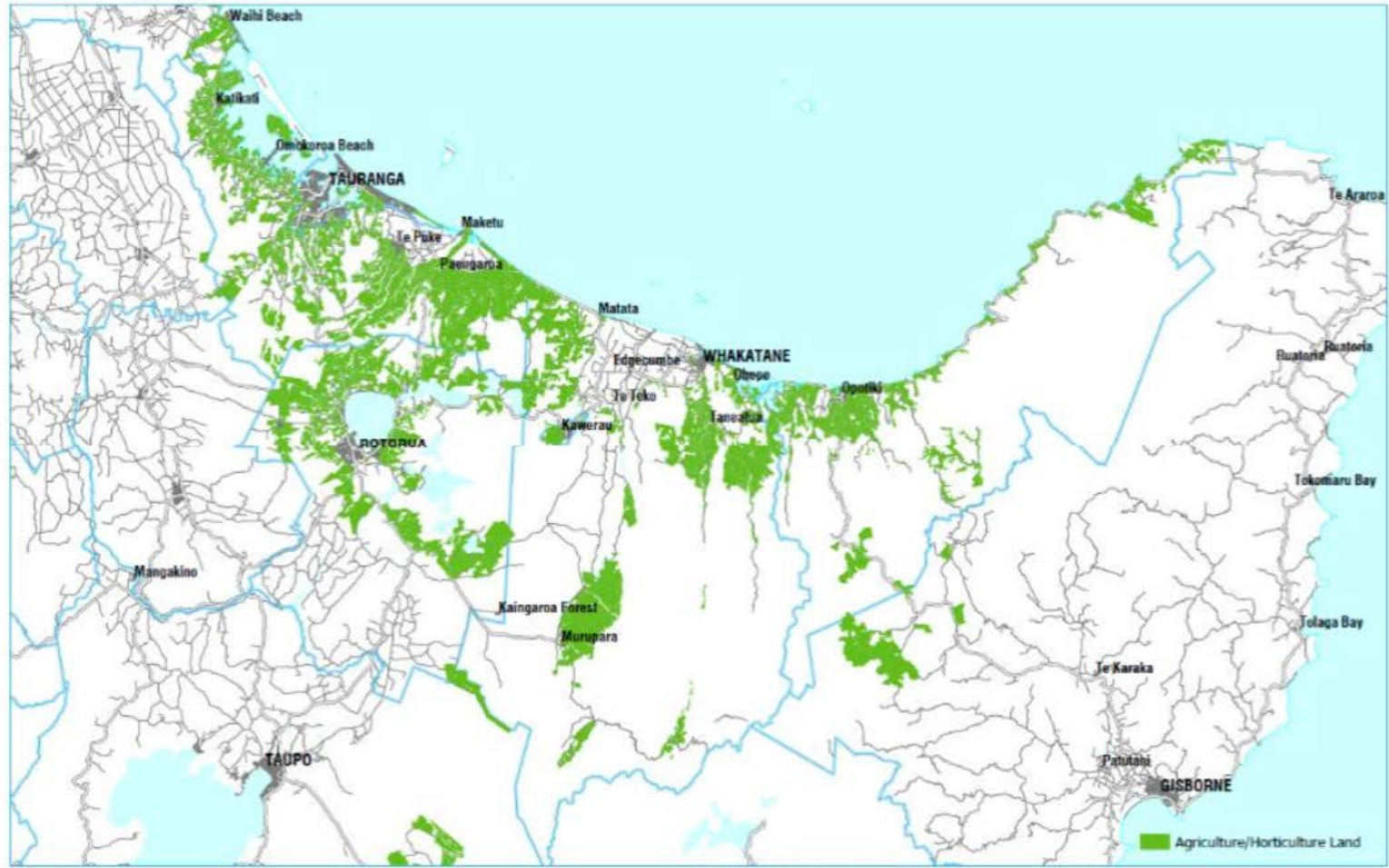


Introduction

*BOPRC is considering renewing this consent
We would like to discuss this with you*

Facts about consent 64684

Where is consent 64684 used



HORIZONTAL DATUM:
New Zealand Celestial Datum 2000
For practical purposes, NZGD2000 equates to WGS84
VERTICAL DATUM: Mean Sea Level
PROJECTION: New Zealand Transverse Mercator 2000
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Agriculture/horticulture land outside of the river and drainage scheme maintenance areas



GSP-593344
Sheet 1 of 1
Printed 12/01/2019

Works example – Whangaparaoa River



- River threatening farm infrastructure
- Groynes installed

Works example – Rotorua area



- Erosion occurring
- Flood hazard through dam creation
- Flood channel capacity issue

Works example – Ōhiwa/Nukuhou



- **Sediment build up reducing capacity of stream**
- **Flood hazard through dam creation**

Works example – Pakihi/Opotiki



Problem – access to several properties and Motu Trail cycleway effected



Solution



Options (pros and cons)

- **Renew consent**
- **Do nothing and let consent expire**
- **Land owners get their own consent**
- **Provide for these activities as 'permitted activity rules' in the Regional Natural Resources Plan**

- **Preferred option; Renew consent**



What do you think?



**MINUTES OF A MEETING OF THE COAST COMMUNITY BOARD HELD VIA AUDIO VISUAL LINK
5 MAY 2020 AT 10.00AM**

PRESENT: Louis Rāpihana (Chairperson)
Mike Collier
Jack Parata
Allen Waenga

IN ATTENDANCE: Mayor Lyn Riesterer
Shona Browne Deputy Mayor
Debi Hocart (Councillor)
Ari Erickson (Engineering and Services Group Manager)
Bevan Gray (Corporate and Finances Group Manager)
Yvette Shirley (Acting Planning & Regulatory Manager)
Annette Papuni-McLellan (Executive Support Officer)
Gae Finlay – (PA to Mayor & CEO)

PUBLIC

Meeting opening: 10.15 am.

The Chairperson opened the meeting with a karakia and extended a welcome to everyone.

The Chairperson called for any conflict of interest to be noted. Nil received.

APOLOGIES

Gail Keepa.

Rāpihana/Collier

Carried

1. MINUTES – COAST COMMUNITY BOARD MEETING 11 FEBRUARY 2020 **p1**

RESOLVED

- (1) That the minutes of the Coast Community Board meeting held on 11 February 2020 be received.**

Collier/Waenga **Carried**

2. ACTION SCHEDULE **p6**

RESOLVED

- (1) That the Action Schedule be received.**

Rāpihana/Waenga **Carried**

- (2) That the Board agrees to any item on the Action Schedule that has been completed be removed from the Action Schedule.**

Rāpihana/Waenga **Carried**

3. GENERAL MANAGERS' UPDATE **p10**

RESOLVED

- (1) That the report titled "General Managers Update" be received.**

Collier/Parata **Carried**

4. COVID 19 BUSINESS CONTINUITY & RISK MANAGEMENT **p14**

RESOLVED

- (1) That the report titled "Covid 19 Business Continuity & Risk Management report" be received.**

Rāpihana/Collier **Carried**

5. CODE OF CONDUCT **p18**

RESOLVED

- (1) That the report titled "Code of Conduct" be received.**

Rāpihana/Parata **Carried**

(2) That the Code of Conduct as presented is adopted.

Rāpihana/Parata

Carried

6. STANDING ORDERS

p40

RESOLVED

(1) That the report titled "Standing Orders" be received.

Collier/Waenga

Carried

(2) That the Standing Orders as presented are adopted.

Collier/Waenga

Carried

7. COAST INITIATIVES FUND – REPORT

p123

RESOLVED

(1) That the report titled Coast Initiatives Fund report be received.

Rāpihana/Waenga

Carried

8. REVISED COAST INITIATIVES FUND REPORT

p128

Suggestion received that timeframe for completion of project be in a separate insert box.

RESOLVED

(1) That the report titled "Revised Coast Initiatives Fund Application" be received.

Rāpihana/Collier

Carried

(2) That a separate insert box for the timeframe of the project be inserted in the application between items 3 and 4 and that the revised Coast Initiatives Fund Application once completed be adopted.

Rāpihana/Collier

Carried

9. COAST INITIATIVES FUND ŌTUWHARE LETTER.

p136

RESOLVED

(1) That the letter be received from Te Whānau a Rūtaia Ōtūwhare Marae requesting the Coast Initiatives Fund grant received be held over for the 2021 ANZAC Commemorations.

Rāpihana/Waenga

Carried

(2) That the Board approves Te Whānau a Rūtaia Ōtūwhare Marae committee hold the funds over approved by the Coast Community Board on the 11 February 2020 for the 2020 ANZAC Commemorations in their own bank account for the 2021 ANZAC Commemorations.

Rāpihana/Waenga

Carried

10. COAST INITIATIVES FUND – FUNDING APPLICATION – OMAIO MARAE

p139

(1) That the Board receives the funding application from Ōmaio Marae.

Parata/Collier

Carried

(2) That the Board advise the Ōmaio Marae committee that the application does not meet the criteria as there are alternative avenues to pursue for funding, but will facilitate and liaise with Coast Care and Regional Council to obtain funding and plants.

Parata/Collier

Carried

11. ANNUAL PLAN

p141

(1) That the Board receives the report “Annual Plan”.

Rāpihana/Waenga

Carried

(2) That the Board will conduct a Annual Workshop on the as soon as possible via audio visual link to enable feedback to be collated for the Annual Plan by the close off date for submissions of 21 May 2020.

Rāpihana/Waenga

Carried

12. RATING WORKSHOP. VERBAL OVERVIEW.

Bevan Gray – Group Manager Finance & Corporate Services.

Encourages all Coast Community Board members familiarise themselves with ODC rates remission policies.

ODC staff have been contacting rate payers and applied double the amount of remissions for April 2020 compared to April 2019.

Process is available on the ODC website and is user friendly alternatively the rate payer can call in at the ODC office to seek assistance.

Currently information is only available in English. ODC would have to review all policies and documents to incorporate Māori.

New rating system to implement can take up to 12 months and very expensive. Outlining of rating review, breakdown of rates, targeted rates, UAG charges applicable.

Long Term Plan – currently working on a project plan. All of ODC documents and processes are built around the LTP. 30 year infrastructure strategy will underpin a lot of the asset renewal projects. A timeline will be compiled for the next ODC meeting and will be provided for the next CCB meeting.

Coast Community Board members are urged to think about the LTP and what would they like to see occur on the coast. What are some of the issues and barriers to the community on the Coast?

Climate change, roading, possible case study more discussion to occur at Coast Community Board level.

OTHER ITEMS

Chairperson asked Board Member Allen Waenga to represent Te Whanau a Apanui on the Creative Communities Scheme committee (Voluntary position). Board Member Waenga accepted.

Rapihana/Parata.

Carried

The Interest Register yet to be completed by all the Coast Community Board members and returned by next Coast Community Board meeting to Executive Support Officer.

The Chairperson thanked everyone for their attendance and closed the meeting with a karakia.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.42AM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING
A TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COAST COMMUNITY BOARD HELD
ON TUESDAY, 11 FEBRUARY 2020.**

**LOUIS RĀPIHANA
CHAIRPERSON
COAST COMMUNITY BOARD**

ACTION SCHEDULE for the COAST COMMUNITY BOARD as at 5 May 2020 (A197820)

DESCRIPTION	DATE	RESOLUTION and / or TASK / ACTION	WHO IS RESPONSIBLE?	OUTCOME / RESULT
Public Forum	17 June 2014	<p>PUBLIC FORUM</p> <p><i>Oho Gage (Ōmaio Marae Committee)</i></p> <ul style="list-style-type: none"> • A request for an extension of the urupa into Ōmaio Reserve. • The Community Facilities Manager stated that in relation to the urupa, ground radar was used a couple of years back to identify the location of burial sites. It will take time to do a boundary adjustment and report to Council. • Garry Page has since spoken with kaumatua and will include provision in the reserves management plan. 	ESGM/RM	Resolved. Next report will be upon completion of Reserve Management Plans.
Action Schedule	26 Mar. 2019	<ul style="list-style-type: none"> • <i>Coast By Nature Signs</i> • As the Coast By Nature sign at Schoolhouse Bay has been removed by persons unknown, staff asked the Board for suggestions around an alternative location. • It was agreed that that a good location may be on corner railing below the Marae. The Engineering and Services Group Manager will talk to NZTA regarding this location. 	ESGM	These have now been approved and handed over to Garry to get put up.
		<p><i>Parking Issues – Maraetai Bay</i></p> <ul style="list-style-type: none"> • The Chairperson requested that the Engineering and Services Group Manager look at parking issues with freedom campers at Maraetai Bay. <p><i>Maraetai Bay Playground</i></p> <p>In response to a request from Gail Keepa that more funding be put towards improving facilities at the Maraetai playground, e.g.</p>	ESGM	The reserves management plans have been completed and will be adopted soon. Unfortunately we are not sure whether tourism infrastructure funding from central government will continue. Just before Covid hit we were working on a final application. This was not completed in time due to Covid.

		installing BBQs etc., the Engineering and Services Group Manager said he will work with the Reserves Manager on an order of priority.		Officers will be monitoring government funding in response to Covid. There is a massive infrastructural injection anticipated which could be an alternative source of funding. UPDATE: Has this issue been resolved from CCB perspective? Was checked with contractor and works manager made several visits. Otherwise PROPOSE REMOVE.
Coast Library Services	3 Dec. 2019	<p>RESOLVED</p> <p>(1) That the Board requests the staff consider the comments made in the discussion.</p> <p>(2) That staff consider suggestions made by the Board in relation to community engagement as follows:</p> <p>(a) Using unused school buildings as a library.</p> <p>(b) Incorporating a community hub with the library, offering a range of services.</p> <p>(c) Drawing up a list of questions for Board members to take to their respective hapū for discussion.</p> <p>Waenga/Keepa Carried</p>	Executive Officer & Corporate Planner	<p>Unfortunately progress on the coastal library package was slowed before Covid with key staff leaving and new staff coming on board. The intention was to put together a consultation plan to which these ideas can be proposed. As soon as resourcing has been resolved a report will come to CCB.</p> <p>We will be workshopping the upcoming LTP where key questions can be formulated.</p>

DESCRIPTION	DATE	RESOLUTION and/task or ACTION	WHOM?	OUTCOME/RESULT
Hoani Waititi Reserve	11 Feb 2020	<ul style="list-style-type: none"> Area to be allocated for parking at Hoani Waititi urupa. ESRM to follow up with Reserves Manager. Board member Collier would like the Board to consider if he can utilise the reserve (ie: grass/hay) when it is not in use. (4 hectares would mean no lawn mowing costs during off peak months. 	ESGM/RM ESGM	Answer to this is to simply make submissions on the RMP's via CCB minutes. Recommend discussing further with Garry Page. Potential submission on the RMP's as well.
Ōmaio toilets	11 Feb 2020	Query raised by board members are the Ōmaio toilets on road reserve?	ESGM	Yes, there is quite a large road reserve, though unlikely enough space for a sufficiently sized sewerage disposal field to meet modern standards for such close proximity to the ocean. COMPLETE. PROPOSE REMOVE.
Te Kaha toilets	11 Feb 2020	<ul style="list-style-type: none"> Feedback from Board members, toilets are not cleaned daily. For follow up by ESGM. Query re: Te Kaha Holiday Park has a dumping facility for motor homes. ESGM advises not Council facility. To check if this is nationally listed via NZ Motor homes/Caravan website. 	ESGM	They should be. Works manager has been asked to check on performance. Yes the holiday park is listed and map shows the correct location but the photo's indicate the reserve. Have emailed the Caravan Association toward correcting and

				advised of opportunity to submit on RMP's.
Whanarua Bay	11 Feb 2020	<ul style="list-style-type: none"> Under review/assessment. Board will be updated with any progress. 	ESGM	Ongoing



REPORT

Date : 12 June 2020
To : Coast Community Board Meeting, 16 June 2020
From : Engineering and Services Group Manager, Ari Erickson
Subject : **GENERAL MANAGERS' UPDATE**
File ID : A201824

COVID 19 & ESSENTIAL SERVICE BAU

With Covid 19 now settling back down under alert level 1 most operations have returned to normal. Maintenance activities are underway, and all projects have recommenced.

RRC EFTPOS ONLY

One thing that has not gone back to normal however, is the acceptance of cash at the coastal RRC's. Issues with till balances have become a sticking point for audit over recent years, especially with fraud processes and checks being put in place. Tills were frequently miss balanced, sometimes over sometimes under. These miss balances were generally not large sums, and the fact that they were just as commonly over balanced showed that it was not due to staff dishonesty but rather due to process. The process was revised numerous times and though seemingly simple enough the evidence clearly shows that eftpos only, returns consistent till balances. Putting the cash handling and charging process aside cash security has been flagged as a risk under safety at work standards. Gone are the days where a member of staff can put the cash in the till through the week, empty it at the end of the week and drive it back to the bank. Council is required to utilise a security company for cash transport which implies a significant cost. The cost of security would effectively absorb the return made from charging, necessitating an overhead of almost double the current charge just for paying cash. The subsequent problem with this approach is that people naturally avoid cash and pay with eftpos, meaning the overhead needs to increase to cover the cost of the security. In practice this approach just would not work. Another approach would be to get rid of charging all together and cover the RRC cost with rates, the issue with this is it in conflict with the principle of 'zero waste'. Zero waste effectively being an approach that puts the onus back on the

user i.e. if you create the waste you pay for the waste. Without this approach there will be small creators that end up significantly subsidising the big waste creators.

The only practical approach at this stage is sticking to an eftpos only service. Eftpos only means the staff charge what the till spits out, there is no cash kept on site reducing the risk of theft or burglary and there is no need for staff to travel back and forward with large sums of cash on their person.

Officers had hoped that, due to eftpos only being a necessity during Covid 19, that people would adjust and there would be no call to go back to cash service. Unfortunately, some users are wanting the return of cash. Officers intend to take a report to Council seeking a resolution on the matter at the end of June.

The proposal is to stick with eftpos only but to support it with the issuing of 'RRC Cards'. Cards that can be loaded at the local stores and Council offices, providing for potential additional benefits such as discounts for vulnerable users and community groups.

COVID 19 – PROVINCIAL GROWTH FUNDING

Under the provincial growth fund Council has been awarded \$500,000 for footpaths along the coast. During the Covid 19 lockdown Council officers were contacted by MBIE and asked the question, what work could you do in a hurry if we provided funding? Work that was 'shovel ready' and would help people displaced by Covid 19. Council officers put forward footpaths in both Opotiki and along the coast as they were low tech and could get started quickly.

Not long after reaching alert level 2 we were contacted and advised that we had received the funding. The funding comes with the expected caveat that local Covid 19 displaced people would be taken on for the work in the first instance.

Council officers are now in the process of drafting up requests for proposal to be sent out to contractors. Contractors will be expected to provide outlines of capability showing how they might employ Covid 19 displaced workers as well as their usual schedule of rates to complete the works on a measure and value basis.

Council officers intend to kick off initial meetings with suitable local contractors next week. Contractors will need to be SHE prequalified and have the appropriate plant and resources to ensure the social objectives as well as the quantity and quality of construction works can be achieved on time.

SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council’s Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of Significance for the General Managers’ Update is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the General Managers’ Update is considered to be of low the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled “General Managers’ Update” be received.

Ari Erickson

ENGINEERING AND SERVICES GROUP MANAGER



ANNUAL PLAN WORKSHOP COAST COMMUNITY BOARD MEETING 11.30 AM VIA ZOOM

PRESENT:

Councillor Rāpihana, Mike Collier, Allen Waenga, Bevan Gray, Ari Erickson.
Executive support: Annette Papuni-McLellan.

DISCUSSION POINTS:

BEVAN Coast Infrastructure funding outline.

- 1.5 million capital projects on reserves on coastal in relation to tourism, upgrading pipi bed toilets etc.
- Trying to come up with a proposal around the waste management, field disposal areas near water.
- Key issue for public toilets that existing resource consent were issued prior to new consenting standards and the current disposable fields would not meet current resource consent standard.
- Waiōtahe Pipi beds are the template in terms of creating new facilities that work. Nil contamination and being monitored. This is the goal ODC want to show BOPRC that this template will work effectively and environmentally.
- Waiotaha is a raised bed surrounded by carbon trenches that block nitrates permeating through the soil. More functional. Outside of the square box – took 9 months to convince BOPRC. Let's prove it works and then we go 25 years.
- All facilities on the Coast are located next to nature, ie: sea, rivers. BOPRC focus is on this kaupapa protecting fresh water and vulnerable receiving environment.

PUBLIC TOILET PRIORITIES:

TE KAHA

- Toilets at School House Bay (Maraetai) need up grading.

ŌMAIO

- Pushed for space there, will move into the reserve right in the middle. Would require road upgrade. Need to be tar sealed as number of dwellings in close proximity to the road.

WAIHAU BAY

- Complexities as ODC don't own land. Currently toilets sit on privately owned land on a lease agreement. Prefer reserve on the corner.

- There is some hapū concern about the utilisation of the reserve land for toilets. Hapū are wanting dialogue.
- Agreement for the land ends in 2020 where toilets are located. Could do an interim agreement meanwhile until a firm decision on relocation or remain as status quo.
- Owner would like to get financial reward out of agreement ie: they do cleaning etc which in turn will make it the most expensive toilet on the coast. Costs to Council.
- Can not use the model of the Waiotaha pipi beds for Waihou Bay as there is not enough area, ie: would have to get rid of camping area..
- Waihou Bay engage with owners Waihou Bay block for discussions and planning. Environmentally going to be better than any other option.
- Need to tread carefully as there is a reward for them. Need the whole area where the campers are. Unless they want a lease agreement to have the toilet there.
- Can we put toilets on Council Reserve? The reserve up the top of Waihou Bay is there room there for toilets?
- Undersized area. Up there 23 cubes per day but has clause by BOPRC think it's a peak loading, can only handle 2-3 cubes a day. Realistically not big enough. Add to Ambulance area no good too small.
- Reminder the reserve on the corner is part of Treaty Claim.
- Look at option of private owners selling land to ODC for toilets? This will take some time, come to an interim agreement until we find something that is going to be big enough and all aspects agreeable.

ACTION POINT: Coast Community Board members to consider possible private land owners who may have a suitable site for public toilets.

NGĀI TAI IWI

- Consult with Tōrere community over the toilet block. Possible land boundary issue, the current site is not Council land. Necessary to get feedback from community. Then make recommendations to Council from CCB once ground work completed
- Council has engaged with Ngāi Tai previously with committee giving feedback re: tourism, concerns of building on the front and disposable field. Discussion about building a new block and making disposable field bigger.

ACTION POINT: Mike to touch base with Jody/marae committee and scope out this option ie: are they still looking at moving the Ngāi Tai office. Complex issue - move building, space issue, tangihanga. Mike also to talk to Christina re: clubrooms.

FUNDING

- Unsure if there is another funding package coming from Central government.
- Reserve Management Plans still waiting to see if government will fund. Possibly will be subject to additional funding rounds.
- If we only utilise ODC funds there is not enough will need additional funding.

OTHER INFRASTRUCTURE PROJECTS:

- Going to enforce to enforce compliance requirements water – community supply – shared water supply going to ensure compliant if that did happen every community would need to fall under council with numerous upgrades involved in that.
- Water sovereignty – iwi come back and fight it instead of region If own people are looking after the water supply. Taking it out of a big regional type scenario.

- Remove the risk of amalgamated into a bigger model – treaty process could be one way of keeping it local,

ROADS

- Stock/caravan disposable – a lot of the orchards & forestry would have some benefit utilising port a loos not having to drive all the way back into town to dispose waste.
- Waste water? Possibly for Te Kaha similar to water supply its clusters here and there along the Coast makes it expensive for spread out of houses.
- No technical reasons why it couldn't happen – community need to push.

LAND TRANSPORT

- Seal extensions – forestry, kiwifruit, various other horticulture that could benefit from the sealed roads. Residents also will benefit. Dust is an issue. In the RLLTP as a draft but realistically NZTA wouldn't fund in hurry.
- Central govt will fund hopefully.

2018 LTTP ANY CHANGES?

- Low volume roads. Business case explain to NZTA that there is going to be a much higher traffic loading.
- Trucks etc.
- Do we identify ones linked to PGF project/developments – potentially 4 years Raukokore block do we put a five year work programme to NZTA we need all these roads funded to enable PGF funding to be successful. Tawaroa Stn kiwifruit 16 ha in the future and rest of the flats as an example.

CLIMATE CHANGE

- Emphasis on funding for climate change. Coast roads slips, floods.
- DOC – undertake some risks on their land that could be exposed to climate change.

RUBBISH DISPOSAL

- Rubbish collection. Hawai/Maraenui communities should we do the same? Satellite collection of rubbish.
- Should we bump it up a level? House to house only for high population like Te Kaha.
- Wouldn't work in Maraenui too many dwellings situated on the SH35.
- Waste Minimisation Act – defines land fill Mikes question.
- Land fill is a challenge – would be difficult but not impossible.
- Look at options.
- Council look for more innovative ways of disposing of our rubbish.
- Kawerau – geothermal.

OTHER SERVICES

- Allen - Demand in housing. Paperwork that comes in it from ODC. Red tape could be chipped away at. Mobile homes? Compliance. How can we make things easier but still compliant? With the new school being build community increases, will need capacity as will have a flow on effect.

PARKS

- Ōmaio, Waihou Bay where we have toilets need more.
- Pontoon put Oruati beach one previous summer worked well.

LIBRARY

- Bevan to follow up. Board totally support mobility of library and digital kaupapa down the Coast.

ACTION POINT: Bevan to word and collate submissions and circulate to Coast Community Board members.

OTHER:

5 year roading plan – Parekura Hei Road.

COAST COMMUNITY BOARD 2020/21 ANNUAL PLAN SUBMISSIONS

The Coast Community Board would like to indicate it's support for the proposed 2020/21 Annual Plan and make the following requests;

Coastal Tourism Infrastructure – The Board understands that the Council has successfully developed a disposal field model at the Pipi Beds, and requests that the Council continues with the roll out of this model across three toilet blocks on the Coast, Te Kaha, Ōmaio, and Waihau Bay, and to continue to seek government co-funding. And also requests that Council with some urgency liaise with the owners of the Waihau Bay block around future use, and consider alternative sites and options. The Board also suggest that Council liaise with MBIE and Minister Jones around utilising Māori Reserve Land for funded toilets.

Seal extensions – The Board requests that Council develop a five year roading upgrade and sealing project plan to enable PGF funded projects to be successful, and to submit to NZTA and MBIE for approval and funding.

Solid Waste and Recycling – The Board requests that Council look at options around increasing the solid waste service levels to parts of the Coast that have no service, and ask that Council look at more innovative ways for disposal of waste at a sub-regional level, including waste to energy options.

Housing Demand – The Board requests that Council look at options to reduce the red tape and paperwork around the consenting process, and in general look at ways to make compliance easier for those that live on the Coast.

Parks and Reserves – The Board would like Council to increase the number of parks and playgrounds on the Coast, and to reinstate the summer pontoons at local beaches and bays for summer.

Mobile Library – The Board requests that Council continue to look at providing this service to the Coast, and supports the proposal for a mobile library and digital services initiatives.

REPORT

Date : 31 May 2020

To : Coast Community Board Meeting, 16 June 2020

From : Chief Financial Officer, Gregory Robertson

Subject : **COAST INITIATIVES FUND**

File ID : A200690

EXECUTIVE SUMMARY

Council will include a brief report on the Coast Initiatives Fund to every Coast Community Board meeting to provide information on the expenditure and balance of the fund.

PURPOSE

To provide a report on actual expenditure and the balance of the Coast Initiatives Fund.

BACKGROUND

Council has provided funds in the Annual Plan for coastal initiatives over a number of years. Regular reports will be made to the Coast Community Board meeting to enable decision-making on any new projects to be funded from the Coast Initiatives Fund.

CRITERIA

The Coast Community Board has adopted the following **criteria in assessing funding** for projects:

1. Marae facility development and upgrades excluding projects, or components of projects, that can attract funding from other funding sources.
2. Community facilities and sports fields.
3. Pride and beautification projects within the community.
4. Community events.
5. Coastal access excluding private access.

6. Infrastructure projects specific to coastal communities that may be outside of Council immediate priorities or that may add value to existing initiatives.
7. Education and training for organisations, or members of organisations, resulting in ongoing benefit or increased opportunities to the coast community.
8. Each application would be considered by the Board on a case by case basis.
9. If approved funding is not utilised within two years from the date of approval the applicant must reapply for funding consideration
10. Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.
11. Grant applications will only be considered from organisations and not (an) individual(s).
12. Applications will only be accepted from those organisations that are established within the Coast Community Board ward. If such organisation proposes to provide assistance funding from a CIF grant then the reasons shall be outlined in the application.
13. In preparing to assess applications to the CIF the Community Board Members shall at all times give due consideration to:
 - (a) the **Coast Community Board Standing Orders** on the matter of financial conflicts of interest:

19.7 Financial conflicts of interests

Every member present at a meeting must declare any direct or indirect financial interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.

No member may vote on, or take part in, a discussion about any matter in which they have a direct or indirect financial interest unless an exception set out in s.6 LAMIA applies to them, or the Auditor-General has granted them an exemption or declaration under s.6.

Members with a financial interest should physically withdraw themselves from the table unless the meeting is in public excluded in which case they should leave the room.

Neither the Chairperson nor the meeting may rule on whether a member has a financial interest in the matter being discussed. The minutes must record any declarations of financial interests and the member's abstention from any discussion and voting on the matter.

AND (b) The Ōpōtiki District Council **Code of Conduct** in regard to Conflicts of Interest:

8. Conflicts of Interest

Elected members will maintain a clear separation between their personal interests and their duties as elected members in order to ensure that they are free from bias (whether real or perceived). Members therefore must familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 (LAMIA).

Members will not participate in any council discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. This rule also applies where the member's spouse contracts with the authority or has a pecuniary interest.

Members shall make a declaration of interest as soon as practicable after becoming aware of any such interests.

If a member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the chief executive *immediately*. Members may also contact the Office of the Auditor General for guidance as to whether they have a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote.

Please note: Failure to observe the requirements of the LAMIA could potentially invalidate the decision made, or the action taken, by the council. Failure to observe these requirements could also leave the elected member open to prosecution (see Appendix A). In the event of a conviction, elected members can be ousted from office.

14. To meet the Council's **transparency and accountability requirements:**

- (i) Grant money shall only be paid on submission of an invoice with bank account and GST number (if GST registered) details on the organisation's invoice.
- (ii) Where applicable (e.g. where items are purchased) receipts and/or written quotes shall be provided to Council.

Coast Community Board Reserve	
Opening Balance 1 July 2019	128,834
Balance from Activity Statement as at 31 May 2020	16,315
	<hr/>
Closing Reserve Balance 31 May 2020	<u>145,149</u>
Estimated interest on balance	3,082
Estimated closing reserve balance 31 May 2020	<u><u>148,232</u></u>

Community Board Initiative Activity Statement as at 31 May 2020		
		\$
Revenue Received	Community Development Grant 2019-20	50,000
Less Funding Activities		
Tihirau Victory club JAB - end of year trip		4,000
Pahaoa Marae Committee - Te Rurku Mokopapa wananga		4,000
Te Kura O Te Whānau A Apanui Primary PTA - ATTENDANCE AT ROTORUA PRIMARY SCHOOLS FESTIVAL		5,000
Whangapararoa School - KAPA HAKA NATIONS FOR KURA TUATAHI		7,685
TE WAKA HOE O POKOHINU - WAKA AMA TRAINING & PROMOTION OF PARTICIPATION		1,500
OTUWHARE MARAE AKL FUNDRAISING GROUP		8,000
TE MATARAU CHARITABLE TRUST		<u>3,500</u>
Total grants / funding allocated		33,685
Balance Community Board Initiatives activity as at 31 May 2020		<u><u>16,315</u></u>

Community Board Initiative - Future Approved Funding	
Technology & Research Centre - Pledge (2018/19)	10,000
Te Whānau a Apanui St John Area Committee - 12 February 2019	20,000

SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council’s Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of Significance for the Coast Initiatives Fund report is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the Coast Initiatives Fund report is considered to be low the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled “Coast Initiatives Fund” be received.

Gregory Robertson

CHIEF FINANCIAL OFFICER

St John Te Whanau a Apanui Area Committee
Waihau Bay PDC
OPOTIKI 3199

May 6th 2020

021 1088817

waihau10356@gmail.com

Coast Community Board
Coast Initiatives Fund
P O Box 541
OPOTIKI

To Whom it May Concern

Please find enclosed our second application to your trust for funds to assist with building a new ambulance station here at Waihau Bay.

We thank you again for your approval of our previous application.

As it has taken a very long time to reach the position where we are nearly ready to proceed the cost of the building has increased considerably necessitating more fund raising. The time has been taken up with getting the required funding approved plus having the project approved by St John's various boards.

Then of course we have been affected by the advent of Covid-19 which has hindered progress considerably and limited funding options for the time being.

The role of our area committee here is mainly a fund raising one in regard to the proposed building and we are reliant on the Property team of St John to progress our project through the various stages.

We now have an excellent property manager working with us finalising the drawings and getting the resource and building consent applications under way. We hope to have a building contract signed by the end of the year.

You will see we have had some success with our funding applications.

The building will go alongside the existing FENZ building on Otutehapani Road. The lease was signed with Opotiki District Council some time ago.

The present facilities are extremely inadequate consisting of a very narrow administration area and a garage the ambulance truck can just fit into – there is no sluice area or provision for rest, refreshment or hygiene.

The organisation of setting up a health shuttle between Waihau, Opotiki and Whakatane is going well. Having two carpeted vehicle bays in the building is going to be a great advantage in many ways. The space will be used as a training area, space for First Aid courses and the planned youth groups training. Our volunteer base is very strong and we feel a decent facility will encourage more interest in this great volunteer service.

Thank you for considering our application

Christine Elmiger Secretary



St John





Coast Initiatives Fund

Application Form

Applying for coast community initiatives

Whakamō ngā kaupapa hapori roto

TO SUBMIT YOUR COAST INITIATIVES FUND APPLICATION PLEASE
SEND BY POST, EMAIL OR ONLINE:

Coast Community Board
Coast Initiatives Fund Application
c/o Opoiti District Council

PO Box 24

Opoiti 3160

email:

app@ccb.co.nz or ccboard@opoitiregion.govt.nz

PH 07 215 2000

Applications must be received by the Opoiti District Council
Community Board meeting at which a grant is approved

26 Banks Peninsula Drive, Opoiti

PART 1: APPLICANT DETAILS

Name and contact details

Full name of organisation:

Contact person:

Relationship to organisation:

Street address/PO Box:

Suburb: Town/City:

Postcode: Country:

Email:

Telephone (day):

All correspondence will be sent to the above email or postal address

Name on bank account: GST number:

Bank account number:

If you are successful your grant will be deposited into this account

Application requirements:

1. Deliberations on grant money applications will be conducted by the Coast Community Board and must meet criteria approved by the Board, see part 3 Application Criteria.
2. Applications must be received in a timely fashion to allow a grant decision to be made prior to the anticipated date of expenditure for which funding is requested.
3. Grant applications will only be considered from organisations and not (an) individual(s).
4. Applications will only be accepted from those organisations that are established within the Coast ward. If such an organisation proposes to provide assistance funding from a CIF grant then the reasons shall be outlined in the application.
5. Grant money shall only be paid on submission of an invoice with bank account and GST number (if GST registered) details on the organisation's invoice.

PART 2: PROJECT DETAILS

Event/ Project name:

Waihau Bay St John Ambulance Station

Brief description of event/project:

To build a new ambulance station

Event/Project location, timing and numbers

Venue and suburb or town:

Date of event:

Date grant

Event/Project details

1. The idea/Te kaupapa: What do you want to do?

To replace the existing facility. This is a small area added to the Waihau FENZ building and never intended to be permanent. It is very inadequate and in addition the fire people require that space

2. The process/Te whakatutuki: How will the project happen?

We have now raised over 80% of the cost and the St John property manager is advancing the project to consent stage after which the job will go to tender then hopefully proceed by the end of the year.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Our Area Committee is a sub committee of opotiki. Our wonderful volunteers are all local, enthusiastic people. Speedy Te Pou is our station manager. Area Committee are myself, Sally Kemp + Robynne Fenton. The property manager is Paul Dye

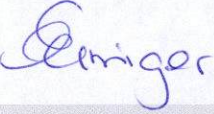
PART 4: DECLARATION

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.
- I/We agree to the application requirements stated in application details on page one.

If this application is successful, I/we agree to:

- complete the project as outlined in this application (or request permission in writing from the Coast Community Board for any significant change to the project)
- utilise funding within two years from the date of approval (failure will require applicant to reapply)
- return a project report within two months after the project is completed (failure may lead to further funding applications being declined)
- return any unspent funds
- where applicable (e.g. where items are purchased) receipts and/or written quotes shall be provided to Council.
- acknowledge Coast Initiative Funding at event openings, presentations or performances
- I understand that the Opotiki District Council is bound by the Local Government Official Information and Meetings Act 1987
- I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
This consent is given in accordance with the Privacy Act 1993

Name	<div style="border: 1px solid black; padding: 2px; min-height: 20px;">Christine Elmiger</div> (Print name of contact person/applicant)	<div style="border: 1px solid black; padding: 2px; min-height: 20px;"></div> (Print name of parent/guardian for applicants under 16 years of age)
Signed:	<div style="border: 1px solid black; padding: 2px; min-height: 40px;">  </div> (Applicant or organisation's contact person)	<div style="border: 1px solid black; padding: 2px; min-height: 40px;"></div> (Parent/guardians signature for applicants under 16 years of age)
Date:	<div style="border: 1px solid black; padding: 2px; min-height: 20px;">07 / 05 / 2020</div>	<div style="border: 1px solid black; padding: 2px; min-height: 20px;"></div>

Opotiki St John Area Committee

PO Box 551

Opotiki

20 February 2020

To Whom it May Concern

The Waihau Bay community are fund raising to build an ambulance station in their community. This station will house the First Response Unit, be a place for volunteers to meet for training sessions and a place for the youth program to be managed.

Having a station at Waihau Bay directly benefits the Opotiki community. Without a purpose built facility at Waihau Bay retention of volunteers will be difficult with the consequence of less volunteers to respond to local incidences. As a result, the Opotiki ambulance will be called to Waihau Bay more often leaving the Opotiki community without an ambulance to respond locally.

When the Opotiki ambulance is called to Waihau Bay the return time to Opotiki station can be up to five hours. With a reliable volunteer base in Waihau Bay, which will be assured if they have a place to train and meet, the amount of time that the Opotiki Ambulance spends responding to callouts in the Waihau Bay area is greatly decreased. This directly and positively impacts the local Opotiki community and increases the likelihood that the Opotiki resource is available to respond in the Opotiki community.

The Opotiki Area Committee strongly support funding applications for the building of the Waihau Bay Ambulance station.

Regards



Angela Bryan

Secretary

Opotiki St John Area Committee

Funding Plan for Waihou Bay Ambulance Station

BNZ bank account	24,695	
<u>Approved</u>		
Bay Trust	240,000	
JN Williams Trust	120,000	
Waihou Bay Coastguard	20,000	
Coast Community Board Initiatives Fund	20,000	
Opotiki Community Health Trust	20,000	
Awesome Foursome (local fundraiser)	9,500	
		454,195.00
<u>Pending</u>		
This application	20,000	
Coast Community Board	20,000	
		494,195.00
<u>Applications after Tender only</u>		
Eastern Bay Energy Trust	51,330	
Lion Foundation	42,475	
Southern Trust	40,000	
		628,000

13 February 2020

our ref: J001439

St Johns Waihou Bay
C: / APG Architects
P O Box 286
Hamilton

Attention Mr Harmen Van Weerden

Dear Harmen

Re: New St John Station in Waihou Bay

As requested we have completed an elemental estimate based on the concept design emailed 30 May 2017 and updated estimate on 5 October 2018. We have based this newest estimate on the previous drawings received 1 October 2018, prepared by APG Architects.

As requested by email on 11 December 2019 we have included the following items by either measure or provisional allowance;

- Site Security Fencing
- Security alarm/access system
- ICT – data, antenna and CCTV
- Soft fit out items (chairs, desks, shelving etc)
- Window coverings
- Professional Fees
- Future escalation for next 12 months.

Description	Value
Construction	\$439,032.00
Preliminary & General 8%	\$35,123.00
Margin 7%	\$33,191.00
Professional Fees	\$63,500.00
Contingency 10%	\$57,085.00
Total	\$627,931.00 + GST

A copy of these estimate summaries are attached for your information.

As discussed, the estimates are based on a commercially procured contractor to carry out the work. However, should the local community be able to donate time and materials this cost can be brought back considerably. Which we estimate could be in the vicinity of 20 to 30%.

Please note the following exclusions from our estimate:

- Upgrading Council site services.
- Work to upgrade services if required by legislation.
- Special services, security, CCTV, MATV other than what has been allowed.

Te Whanau-a-Apanui Community Health

6680 State Highway 35,

Te Kaha

RD 3, OPOTIKI 3199

Phone: 073252803

Fax: 073252703

To whom it may concern,

Kei te tautoko te Roopu Hauora o Te Whanau a Apanui (Te Whanau a Apanui Community Health), te whanau kei Waihau Bay mo tetahi teihana hou mo nga waka turoro me te waka patu ahi me nga kaimahi o enei roopu.

As services that promote, provide and support crucial services for the wider community of Te Whanau a Apanui, we are pleased to be able to support fundraising efforts to secure funding towards the construction of new, improved and bigger station accommodation for the housing of machines and staff to meet expanding demands on services.

We take this opportunity to thank these groups for their commitment and continued support of community and of our health service clinicians.

We look forward to working alongside them in the future and along with the wider community, wish them/us well in all fundraising efforts.

Nga mihi mai te Tima Hauora o Te Whanau a Apanui Community Health.

Naku noaiho

Phillipa Callaghan

Practice Manager

Te Whanau a Apanui Community Health

3 December 2018



St John

Here for Life

Dear trustees,

I am writing this letter in support of the project to build a new St John ambulance station in Waihou Bay. St John supports the whole community through its aim to prevent and relieve sickness and injury and act to help enhance the health and well-being of all people in the community.

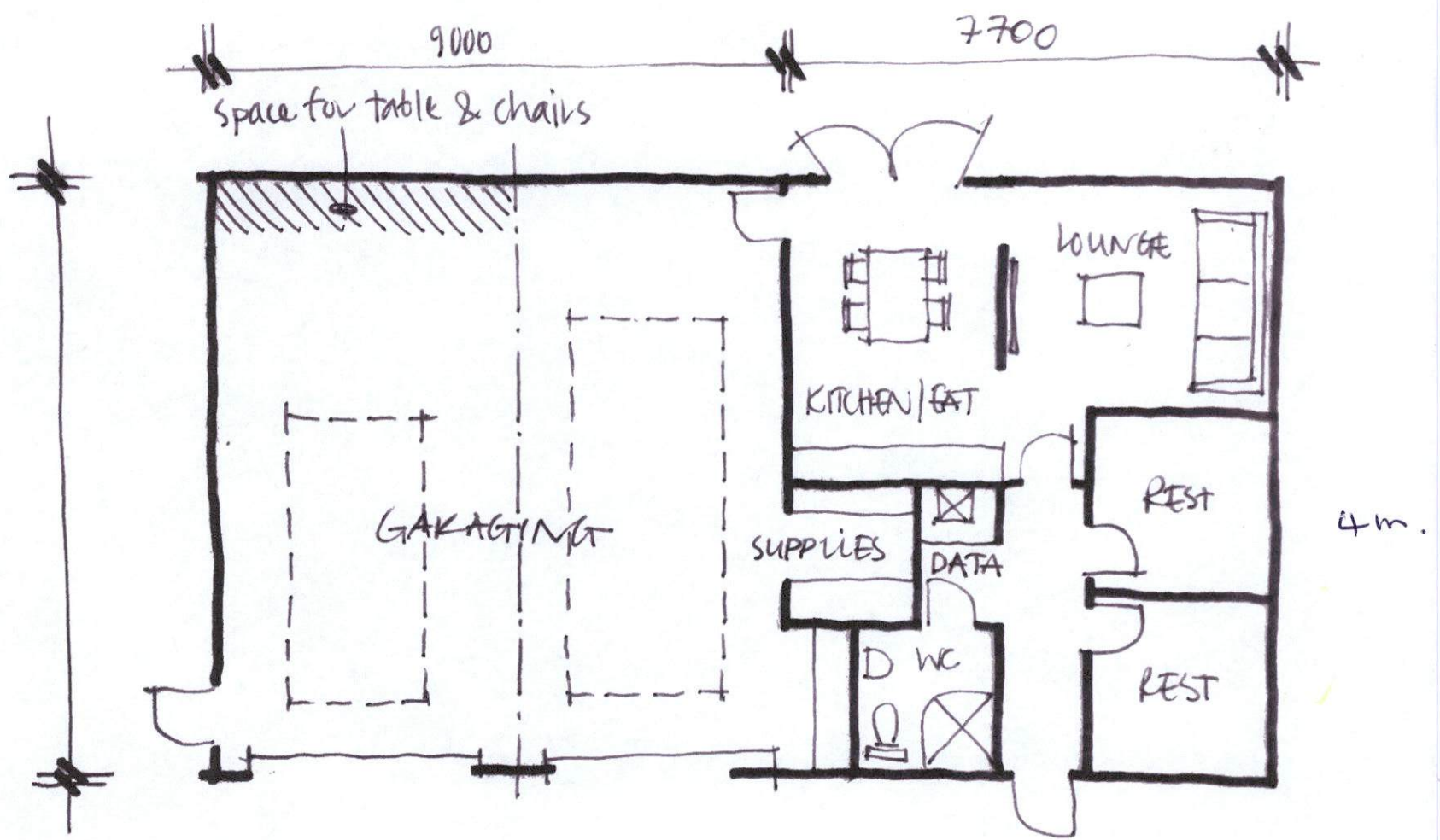
The current ambulance station is no longer fit for purpose, with no facilities to house or train staff. Our ambulance officers currently share facilities with the Fire Service in Waihou Bay, a situation that is no longer sustainable with the increase in staff in the area. To ensure St John can continue to meet the increase in demand for the ambulance service, a new station needs to be built to provide a base for our ambulance officers to work from.

The ambulance service in Waihou Bay is vital to providing emergency care not only in Waihou Bay but also to the wider East Cape. The ambulance based in Waihou Bay is often deployed to Te Kaha and Hicks Bay, providing an essential link to emergency services in the East Cape.

We hope you will look favourably on this exciting new project.

Yours Sincerely

Andrew Boyd
General Manager
St John Central Region



STJ WAHAI BAY: CONCEPT
 2020.04.09 160sqm.