



# MEETING — AGENDA —

*Ngā Take*

[www.westernbay.govt.nz](http://www.westernbay.govt.nz)



Western Bay of Plenty  
District Council

# MAKETU COMMUNITY BOARD

*Poari Hapori*

---

**MC12**  
**Tuesday, 1 May 2018**  
**Maketu Community Centre**  
**7.00pm**

# Notice of Meeting No MC12 Te Karere

## Maketu Community Board Poari Hapori

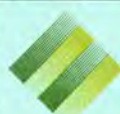
**Tuesday, 1 May 2018**  
**Maketu Community Centre**  
**7.00pm**

Members:

S Beech (Chairperson)  
G Cantlon (Deputy Chairperson)  
R Clark  
W McFadyen  
Councillor K Marsh  
Councillor J Scrimgeour

Media  
Staff

Miriam Taris  
**Chief Executive Officer**  
**Western Bay of Plenty District Council**



*Western Bay of Plenty*  
*District Council*

Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru

[www.westernbay.govt.nz](http://www.westernbay.govt.nz)



# Maketu Community Board

## Mangai Te Kaunihera

### 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 maintain an overview of road works, water supply, sewage, stormwater, parks, recreational facilities, community activities and traffic management within the community and make recommendations to Council and its Committees in accordance with their delegated functions
- To report and make recommendations to Council and its Committees in accordance with their delegated functions on issues facing respective communities to promote public participation and communication within respective communities
- To undertake tasks, powers and functions as may be delegated by Council or its Committees in accordance with their delegated functions from time to time
- 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

Or

In accordance with allocations which have been approved through the annual plan process:

- To have input into Council and its Committees on issues and plans affecting the respective communities
- To provide an effective mechanism for community feedback to Council
- To receive reports from Council appointees on Council matters relevant to the Community Boards

# Agenda for Meeting No. MC12

Pages

**Present  
In Attendance  
Apologies**

## **Public Forum (If Required)**

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 three minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

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

## **Recommendation**

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

MC12.1      **Minutes of Meeting No. MC11 of the Maketu Community Board Held on 20 March 2018**      6-14

A copy of the minutes is attached.

## **Recommendation**

*THAT the minutes of Meeting No. MC11 of the Maketu Community Board held on 20 March 2018 as circulated with the agenda be received and confirmed as a true and correct record.*

MC12.2      **Chairperson's Report**      15-16

Attached is a report from the Chairperson dated 17 April 2018.

MC12.3	<p><b>Councillor’s Report</b></p> <p>Attached is a report from Councillor Scrimgeour dated 17 April 2018.</p>	17
MC12.4	<p><b>Community Board Grant Application - May 2018</b></p> <p>Attached is a report from the Democracy Advisor dated 17 April 2018.</p>	18-19
MC12.5	<p><b>Infrastructure Services Report Maketu - May 2018</b></p> <p>Attached is a report from the Deputy Chief Executive dated 14 April 2018.</p>	20-39
MC12.6	<p><b>Financial Report Maketu - February 2018</b></p> <p>Attached is a report from the Management Accountant dated 3 April 2018.</p>	40-42
MC12.7	<p><b>Council, Standing Committee and Community Board Meetings</b></p> <p>Attached is a schedule of meetings for the months of May and June 2018.</p> <p><b>Recommendation</b></p> <p><i>THAT the schedule of meetings for May and June 2018 be received.</i></p>	43

## Western Bay of Plenty District Council

**Minutes of Meeting No. MC11 of the  
Maketu Community Board held on 20 March 2018  
in the Maketu Community Centre  
commencing at 7.00pm**

### **Present**

Members S Beech (Chairperson), G Cantlon (Deputy Chairperson), R Clark, and W McFadyen and Councillors K Marsh and J Scrimgeour

### **In Attendance**

R Davie (Group Manager Policy Planning and Regulatory Services), P Watson (Reserves and Facilities Manager), His Worship the Mayor Garry Webber and A Alty (Democracy Advisor)

### **Others**

One member of the public and Pim De Monchy (Kaituna Catchments Manager Bay of Plenty Regional Council)

### **Public Forum**

**Resolved:** Councillor Marsh / Member McFadyen

*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 Maketu Community Board. He then invited Don Paterson to speak to the Board.

Mr Paterson had circulated a letter and petition seeking support of the Maketu Community Board in his request to the Bay of Plenty Regional Council to reintroduce Kaituna River flow through the Maketu Estuary in the manner described in his letter to the Kaituna Catchments Manager of the Bay of Plenty Regional Council.

Under Maketu Community Board Standing Orders (16.1 – 16.2), the Chairperson advised that the letter and petition would not be received and supported by the Board as the information had not been received by the chief executive at least five working days before the date of the meeting, was disrespectful, and contained offensive language and malicious statements.

The attending Kaituna Catchments Manager of the Bay of Plenty Regional Council advised that the Bay of Plenty Regional Council had also received the letter and accompanying petition and stated that they would not be changing the proposed Kaituna River Re-diversion and Ongatoro/Maketu Estuary Enhancement Project.

Pim De Monchy advised that the proposal to significantly increase the volume of water (particularly fresh water) flowing from the Kaituna River into Ongatoro/Maketu Estuary by 2018 in a way that maximised the ecological and cultural benefits (particularly wetlands and kaimoana) while limiting the economic cost and adverse environmental effects to acceptable levels.

The proposed re-diversion would maximise the flow into the Ongatoro/Maketu estuary while keeping Te Tumu cut open for flood protection and boating access. The re-diversion would significantly change the existing landscape, particularly to low-lying land north of Ford's Cut. It would also re-create at least 20 hectares of wetland habitat, partially restoring the landscape to what it looked like before 1956.

All land acquisition and detailed designs for the project had been completed, tender processes for the main re-diversion construction works were underway with construction scheduled to start late summer/autumn 2018 when the Regional Council approved the tender.

The Maketu Community Board Chairperson thanked Mr De Monchy for his summary and acknowledged the passion that Mr Paterson carried for the Maketu Wetland and Kaituna River.

**Resolved:** Members McFadyen / Clark

*THAT the meeting be re-convened in formal session at 7.20pm.*

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.

#### MC11.1 **Presentation - Kaituna River Re-Diversion**

The Board considered a presentation from Pim De Monchy, the Kaituna Catchments Manager from the Bay of Plenty Regional Council who attended to give an update to the Board on the proposed Kaituna River re-diversion and measures considered in relation to future flood events and management of the Maketu Road culvert.

##### **Proposed Kaituna River Re-diversion**

- Mr de Monchy responded to the petition tabled by Mr Paterson, but the Board elected not to receive the petition.
- The Kaituna Re-diversion now had the required resource consents, designations and archaeological authorities to proceed. Regional Council had purchased 45 hectares of land for the project. Enabling works to date had included shifting powerlines and water pipes, and

early works had included the construction of a timber footbridge, the removal of two causeways blocking 13 hectares of estuary to tidal flows, and the creation and planting of a coastal chenier ridge on Papahikahawai Island.

- A two stage tendering process for the main construction works had now been completed, and a preferred tenderer selected. Regional Council will consider how to proceed with the project at a meeting on 29 March.
- Once underway, construction was expected to take 27 months, and there would be ongoing collaboration and involvement with both tangata whenua and the wider local community.

#### **Measures considered in relation to future flood events**

- Condition 26 of the resource consents for the project require the Regional Council to prepare an Operations and Maintenance Manual (OMM) in consultation with the BOPRC Rivers and Drainage Manager and the Western Bay of Plenty District Council Utilities Manager. The objectives of the OMM, among other things, shall be: "26.4(c) To specify how the diversion control structure is to be controlled to ensure the project does not increase the flood levels in Maketū Township above those that existed prior to the project."
- Mr de Monchy explained that most of the flood hazard to the properties in the lower part of Maketū comes from the level of the sea during king tides and storm surges, as shown by the event on 5/6 January 2018 which was not accompanied by significant rainfall or river flooding. Those sea levels were high enough to reach RL 2.11m in Maketū, overtopping Maketū Rd which lies at RL 1.7m. According to local accounts and Regional Council records, the water levels reached on 5/6 January were last seen during the Wahine storm of 1968.
- Council had invested in a sophisticated flood modelling package including live data inputs on estuary and river levels, landed and forecast rainfall, and predicted tide and sea conditions. These inputs were managed by the Flood Duty Officer using a comprehensive Flood Warning Manual.

#### **Management of the Culverts**

- Mr de Monchy explained that the 12 box culverts linking the Kaituna River to the estuary would be operable remotely by the Flood Duty Officer. They would open and close on every tidal cycle to enable the re-diversion, as well as during very large flood events to comply with condition 26.4(c).
- Regional Council was also trying to improve flap-gated culverts around the lower Kaituna and Waihi Estuary catchments to ensure compliance with the Freshwater Fisheries Regulations 1983, which state that no structure shall prevent the passage of indigenous fish. To date, fish-friendly attachments have been fitted to the culverts under Maketū Rd at Spencer Ave (Otumakoro Stream), and at both ends of the Whakapoukorero wetland (un-named drain and Waitipuia Stream). These operate by using a cantilever and a counter-weight to hold the gate open for about 60 minutes on the incoming tide to allow fish



passage, but also had the benefit of reducing resistance for outgoing flows and thus increasing outflow capacity.

- As detailed in an engineer's assessment of the Otumakoro Stream structure several years ago, the main issue with flooding due to stormwater ponding at Spencer Ave was the lack of capacity through the culvert under the road (described by Chairman Beech as the plughole of Maketū). The fish-friendly attachment were not to blame.
- Councillor Marsh asked if Regional Council would still contribute to the installation of extra culvert capacity at this location, and Mr de Monchy responded that they would. He asked Western Bay of Plenty staff to bring a proposal to him for consideration.

The Board should include a request to upgrade this culvert in their final Long Term Plan submission.

**Resolved:** Councillor Marsh / Member Clark

*THAT the presentation from the Kaituna Catchments Manager for the Bay of Plenty Regional Council be received.*

#### MC11.2

#### **Minutes of Meeting No. MC10 of the Maketu Community Board held on 7 February 2018**

The Board considered the minutes of meeting MC10 of the Maketu Community Board held on 7 February 2018 as circulated with the agenda.

**Resolved:** Councillor Marsh / Member Cantlon

*THAT the minutes of Meeting No. MC10 of the Maketu Community Board held on 7 February 2018 as circulated with the agenda be received and confirmed as a true and correct record.*

#### MC11.3

#### **Chairperson's Report**

The Board considered a report from the Chairperson dated 7 March 2018 as circulated with the agenda.

#### **Long Term Plan**

The Chairperson advised that the Board had discuss items for their Long Term Plan summary.

#### **Maketu Cycleway**

Board members and members of the public had met with Council staff on Friday 16 March 2018. The outcome of this meeting was reported further in the Infrastructure Service Report (Item MC11.6).

### **Contractors**

The Reserves and Facilities Manager advised that contractors had been advised to ensure all Western Bay District Council sites and reserves used in association with the forthcoming Anzac Day commemorations on 25 April 2018 were up to the required standard.

**Resolved:** Members Beech / Cantlon

*THAT the Maketu Community Board Chairperson's Report dated 7 March 2018 be received.*

MC11.4

### **Councillor's Report**

The Board considered a report from Councillor Marsh dated 7 March 2018 as circulated with the agenda.

**Resolved:** Councillor Marsh / Member Beech

*THAT the report from Councillor Marsh dated 7 March 2018 be received.*

MC11.5

### **Community Board Grant Application - March 2018**

The Board considered a report from the Democracy Advisor dated 6 March 2018 as circulated with the agenda.

An application from the Maketu Anzac Committee was received. The Board acknowledged the work of the small group of people who worked hard to ensure that the Anzac Day commemoration service at Mateku was successful and memorable for all those who attended.

**Resolved:** Member Cantlon / Marsh

1. *THAT the report from the Democracy Advisor dated 6 March 2018 titled Community Grant Application March 2018 be received.*
2. *THAT the Maketu Community Board approve the following grant to be funded from the Maketu Community Board Grants 2017/2018 Account subject to all accountabilities being met.*

*Maketu Anzac Committee                      \$750.00*

MC11.5.1

### **Future Funding for Anzac Day Commemoration Services**

Comment was made that consideration for the funding of Anzac Day commemoration services in the future needed to be discussed by Council. It was felt that Anzac Day commemoration services were a civic event and should be funded by Council. The cost to specific Returned Services

Association Clubs and other hosting agencies/committees was hard to bear - particularly for those in smaller towns, and the need to rely on minimal grant funding year after year (from a Community Board Grant) was very stressful for the organisers of those respective annual Anzac services.

The Board was aware that Council organised and met the cost of the traffic management services required for the Anzac Day events, and provided wreaths for all participating services throughout the Western Bay but agreed that costs incurred by organising groups needed to be given further consideration.

The Board was advised that this was an item that should be included in their final Long Term Plan submission.

#### MC11.6 **Infrastructure Services Report Maketu - March 2018**

The Board considered a report from the Deputy Chief Executive dated 21 February 2018 as circulated with the agenda.

The Reserves and Facilities Manager spoke to the following items within the Infrastructure Services report.

##### MC11.6.1 **Future Car Parking Arrangements - MAS Reference MC116 6.2**

The Board was advised that the construction of the carpark at the Hauora site was nearing completion and the lease arrangement with the local Te Arawa Lakes Trust confirmed as per the original consent condition for car parking. The Project Manager for the Hauora was now able to apply for a Code of Compliance Certificate for the building.

If the Board wished to see a car park area developed on the corner site opposite the Hauora on Wilson Road by the roundabout they should include this in their final Long Term Plan submission.

##### MC11.6.2 **Spencer Avenue Reserve Levelling - MAS Reference MC1916 3.2**

The Board should include a request for allocation of funding for the progressive filling and levelling of the Spencer Avenue Reserve in their final Long Term Plan submission.

##### MC11.6.3 **Kerb and Channel Williams Crescent - MAS Reference MC717 6.21**

The Board was advised that they needed to include funding for Kerb and Channelling of Williams Crescent in their final Long Term Plan Submission.

**MC11.6.4 Kohanga Reo - MAS Reference MC817 2.4**

The Board was advised that in order to achieve the agreed improvements to parking and access for the Kohanga Reo, this item had been referred to the Chairperson of the Kohanga Reo.

**MC11.6.5 Beach Road - MAS Reference MC617 4.4.4**

Following a site visit at Beach Road and discussion of the required works with the Roding Engineer (East/West) and Board Members Beech and Cantlon, it was felt that the estimated cost approved at the last Board Meeting (MC10) (between \$5,000 - \$7,000), which included site visits, concept designs for consultation, topographical survey, construction plan and schedule of quantities for the improvements works requested on the corner of Beach Road and Wilson Road intersection at Maketu was exorbitant in relation to what was required.

**MC11.6.6 Removal of Gum Trees - MAS Reference MC617 4.5.5**

The Reserves and Facilities Manager advised that he had been in regular contact with a representative of the Te Arawa Lake Trust and arrangements to fell the trees were progressing well.

**MC11.6.7 Surf Club Car Park Reserve Rock Revetment - MAS Reference MC2016 2.1**

The Reserves and Facilities Manager advised that extensive consultation with various local hapu had taken place and all responses had been passed to the Bay of Plenty Regional Council for their consideration when processing the consent and their reply to the consent application was awaited.

**MC11.6.8 Maketu Project Coordinator - MAS Reference MC917 2.1**

The Board should include a request for allocation of funding for a Maketu Projects Coordinator in their final Long Term Plan submission.

**MC11.6.9 Maketu Projects Team - Cycleway into Maketu - MAS Reference MC817 5.3**

Board Members and members of the public met with staff on site on Friday 16 March and discussed options relating to the route for the proposed cycleway into Maketu.

The Reserves and Facilities Manager advised that it had been agreed that the cycleway route would travel along the eastern side (wetland side – right-hand side) of the roadway into Maketu.

The Chairperson commented that the site meeting was very positive and the decision to locate the proposed cycleway into Maketu on the right-hand side of the roadway into Maketu had been unanimously supported.

MC11.6.10      **Service Provider and Contractor Performance - MAS Reference MC1018 3.4**

The Reserves and Facilities Manager advised that he had met with service providers and reiterated the required level of service for the provision of contracted services.

MC11.6.11      **Lawlessness - MAS Reference MC1018 3.6**

The Chairperson advised that the letter to New Zealand Police Enforcement was ready to pass on the Democracy Advisor for process and posting.

**Resolved:**      Councillor Marsh / Member Beech

*THAT the Deputy Chief Executive Officer's Report dated 21 February 2018 and titled Infrastructure Services Report Maketu March 2018 be received.*

MC11.7          **Financial Report Maketu - January 2018**

The Board considered a report from the Management Accountant dated 22 February 2018 as circulated with the agenda.

**Resolved:**      Members McFadyen / Cantlon

*THAT the Management Accountant's report dated 22 February 2018 and titled "Financial Report Maketu - January 2018" be received.*

MC11.8          **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of March, April and May 2018 as circulated with the agenda.

**Resolved:**      Councillor Scrimgeour / Member Cantlon

*THAT the schedule of meetings for March, April and May 2018 be received.*

The meeting concluded at 8.15pm.

Confirmed as a true and correct record.

---

S Beech  
Chairperson  
Maketu Community Board

---

Date

MC11

---

## Western Bay of Plenty District Council

### Maketu Community Board

#### Chairperson's Report – May 2018

---

##### 1. Letter to Tauranga Police Area Commander

The Board has sent a letter to the New Zealand Police Area Commander at the Tauranga Central Police Station requesting increased general policing at Maketu.

##### 2. Placement of Drinking Fountains on Maketu Reserves

The Board would like to have two drinking fountains installed on the Park Road reserve in the vicinity of the public barbeque and on the outside wing wall of the Maketu Surf Club building. The installation of the drinking fountains would be undertaken in liaison with the Reserves and Facilities team.

##### **Recommendation:**

***THAT the Maketu Community Board approve funding up to \$2,500 allocated from the Maketu Community Board Reserve Fund for the purchase and installation of two drinking fountains to be located by the public barbeque on Park Road and on the wing wall of the Maketu Surf Club building.***

##### 3. Meeting with Westlink

A recent meeting with Council and Westlink staff identified and highlighted specific roading and maintenance issues around Maketu.

##### 4. Property Improvements at No.7 Little Waihi Road

It is great to see the bollards and new fencing completed at No.7 Little Waihi Road which makes the area look clean and tidy.

## 5. Maketu Flooding

As reported in the Councillors Report, there has been a meeting with Western Bay of Plenty District Council and Bay of Plenty Regional Council staff to look at possible solutions to mitigate future flooding.

## 6. Significant Council Processes – Community Engagement

### Community Matching Fund

It's coming up to Community Matching Fund time again. Council has \$100,000 to assist community groups achieve their goals. This year the fund is open from 12 June - 12 July. Decisions will be made by 30 August 2018 and all successful applicants will be notified within two weeks of this date through their nominated contact person. As in previous years, \$40,000 of this fund is tagged for environmental projects.

A media release will advertise the fund a month before the opening date. Application forms and guidelines will be on Council's website and hard copies will be available from Council service centres at the same time.

Each application should be completed in line with the fund guidelines which are on the website. For more information contact Catherine McKerras on 5718008.

*Council's Community Team encourages Community Boards to promote this fund, when talking to your communities as it is set up specifically for them and their groups. We have found "word of mouth" to be the most effective way of advertising so please let your networks know. Also, please note, Community Board Grants Policy (CPM 04.09.00) states that: "Groups will only be eligible for Community Board Grants if they have not received any other Council grant in that financial year." As we did last year, a list of successful applicants will be forwarded onto Community Boards after applicants have been advised, to assist you in meeting the requirements of this policy.*

## Recommendation

***THAT the Chairperson's Report to the Maketu Community Board for May 2018 be received.***

Shane Beech  
**Chairperson**  
**Maketu Community Board**



## **Western Bay of Plenty District Council**

### **Maketu Community Board**

#### **Councillors Report – May 2018**

---

##### **Maketu Flooding**

Along with Chairman Shane Beech and Western Bay of Plenty District Council staff and Western Bay of Plenty Regional Council representatives, I met with concerned residents in the Whakapoukorero Stream/Spencer Avenue area. They expressed their views about the management of floodgates and roads during the early January storm.

##### **ANZAC Day Commemoration Service at Maketu**

Planning is proceeding for the above event and I am sure will be just as successful as in the past.

##### **Long Term Plan 2018 – 2028**

The draft Long Term Plan is currently open for submissions and meetings around the district have been held to allow people to question and express their views.

##### **Representation Review**

Residents have also had the opportunity to share their views about future make up of Council and Community Boards. The results of this feedback is currently being collated for Councillors consideration. This will help in forming a recommendation to go to the Local Government Commission.

John Scrimgeour  
**Councillor**  
**Maketu Community Board**

**Western Bay of Plenty District Council**  
**Maketu Community Board**  
**Community Board Grant Application – May 2018**

**Purpose and Summary**

The Maketu Community Board is required to make a decision regarding applications for Community Board Grant Funding.

**Funding Implications for Maketu Community Board**

Grants will be funded from the Maketu Community Board Grants Account.

**Delegated Authority of Maketu Community Board**

The Community Board has delegated authority.

**Recommendation**

- |  |
|--|
| <p><b>1. THAT the report from the Democracy Advisor dated 17 April 2018 titled Community Grant Application May 2018 be received.</b></p> <p><b>2. THAT the Maketu Community Board approve /not approve the following grant to be funded from the Maketu Community Board Grants 2017/2018 Account subject to all accountabilities being met.</b></p> <p>..... \$.....</p> |
|--|

  
Aileen Alty  
Democracy Advisor

## 1. Background

The Maketu Community Board has funding of \$5,000 for disbursement to community organisations for the 2017/18 financial year. At the last meeting of the Community Board \$750.00 was allocated to the Maketu ANZAC Committee from the Community Board Grant Funding.

ONE application been received for the Board's consideration at their meeting to be held on 20 March 2018.

- **Maketu Historic Research Unit** has applied for funding assistance for the construction of a display cabinet for Taonga from local donated collections.

## 2. Statutory Compliance

Under the Local Government Act 2002 – Schedule 7 – Delegated Authority to Boards – the Maketu Community Board has delegated authority.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail						
Community Board Grant Funds	The Community Board will consider applications for the distribution of the balance of funding before the end of the current financial year.						
Maketu Community Board Grant Fund	<table> <tr> <td>Annual Budget</td> <td>\$5,000.00</td> </tr> <tr> <td>Maketu Anzac Committee</td> <td>750.00</td> </tr> <tr> <td>Balance</td> <td><b><u>\$4,250.00</u></b></td> </tr> </table>	Annual Budget	\$5,000.00	Maketu Anzac Committee	750.00	Balance	<b><u>\$4,250.00</u></b>
Annual Budget	\$5,000.00						
Maketu Anzac Committee	750.00						
Balance	<b><u>\$4,250.00</u></b>						

## 3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Maketu Historic Research Unit	The applicant will be advised of the outcome of the grant application.	

---

**Western Bay of Plenty District Council****Maketu Community Board****Infrastructure Services Report Maketu  
May 2018**

---

**Purpose and Summary**

This report provides specific information on infrastructure activities of interest to the Board.

**Minute Action Sheets**

The current Board Minute Action Sheets are attached to this report. The resolution to receive this report includes receipt of the Minute Action Sheets. **Attachment A**

**Recommendation**

- 1. THAT the Deputy Chief Executive Officer's Report dated 14 April 2018 and titled Infrastructure Services Report Maketu May 2018 be received.**

Approved



---

Gary Allis  
**Deputy Chief Executive**

## 1.0 Utilities

### 1.1 Maketu Stormwater Catchment Areas

New maintenance round commenced in January 2018. The Inspection of all drains is complete, spraying to begin when suitable weather arrived (wind 5kph or less as per BOPRC guidelines).

### 1.2 Home Worm Composting Workshops

New dates for 2018 are now available on the website at:

<http://www.westernbay.govt.nz/our-services/rubbish-recycling-waste/Pages/Worm-Composting.aspx>

All bookings are now made through [www.eventfinda.co.nz](http://www.eventfinda.co.nz)

## 2.0 Reserves

### 2.1 Dotterel Point Reserve Capital Development (Pukehina)

The system is operational and the data logging in place is helping to ascertain the extent of any further system capacity improvements, given the frequency of discharge beyond the consented limit. This issue is being consulted with BOPRC to confirm solution. Based on the data received, it has been determined that motor-home owners are not contributing to the higher than expected effluent discharge volumes.

## 3.0 Strategic Property

Nothing new to report this month.

## 4.0 Development Engineering and Projects

### 4.1 Te Puke Highways - Town Centre Upgrade

This project is complete. The site inspection has been carried out and the project handed over to WestLink on 27 March 2018.

The hard furniture for the Plaza precinct has been partially installed. Waiting on manufacture of the two remaining pieces.

### 4.2 Te Puke Highways - Waitangi - Kea Crossing & Footpath

The Kea crossing and a short section of footpath outside the school expected to be completed by WestLink by end of April 2018.

### 4.3 Te Puke Highways – Pah Road Slip Reinstatement

Still awaiting approval of the Resource Consent from BOPRC. Once the Consent is approved, construction will commence.

## 5.0 Emergency Management

### 5.1 Pukehina

The Pukehina Community Response Plan is under review by the community for final comment.

### 5.2 Training

CDEM inductions have been run for Western Bay of Plenty District Council staff.

### 5.3 Exercise Ruapehu – Volcanic Ash Fall

39 staff from Western Bay of Plenty District Council took part in the exercise.

### 5.4 WBOPDC Lunchtime talk: NZ's Volcano and Earthquake Problem

EMBOP staff organised for GNS volcanologist Brad Scott to present on geological hazards in the Bay of Plenty to 35 Western Bay of Plenty District Council staff in the Council Chambers on 5 March.

### 5.5 Cyclone Hola

As with ex-tropical Cyclone Gita, the wider EMBOP team undertook pre-event planning for the arrival of Tropical Cyclone Hola. While there was a strong wind warning and heavy rain watch in place for the Bay of Plenty, there were no significant impacts

## 6.0 Roothing

### 6.1 Community Roothing Maketu – Town Point Road Footpath

The Town Point Road Footpath Project is complete.

### 6.2 Maketu Road Proposed Cycle Trail

A meeting was held with local residents, Community Board members, Council staff, WestLink and local cycle clubs on 16 March 2018. The meeting provided valuable information from local residents regarding proposed cycleway location and following on from this WestLink to reassess detailed design, cost review and possible land acquisition.

### 6.3 Community Roothing Account

Current Account Opening Balance 1 July 2017	\$60,289
Allocation for 2017/18	\$67,340
<b>Sub total</b>	<b>\$127,629</b>
<b>Less:</b>	
Debt funding for year	\$26,688
Projected Current Account 30 June 2018 Balance	\$100,941
<u>Note:</u>	
Loan Balance as at 30 June 2017 \$92,502	
The loan will be repaid June 2021	

The Board could undertake a planning exercise to determine priorities for the community roading budget e.g. kerb & channel and footpaths.

Current projects that could be funded from the Community Roding Fund include:

- Williams Crescent and Rauporoa Road
- Beach Road – Wilson Road intersection

# Community Board Report

## MAKETU COMMUNITY BOARD 9/08/2016

Remit Title **Water Tank Face Lift**

Remit Number MC2216 3.11

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution

The Chairperson advised that he would contact a local graffiti artist, and liaise with the Community Engagement Team to see if some designs could be applied to Council's water tank, subject to funding being made available for the work to be undertaken.

Actions

**16 April 2018: The Chairperson will provide a progress update at the Community Board meeting in May 2018.**

5 March 2018: The Chairperson will provide a progress update at the Community Board meeting in February 2018.

15 January 2018: The Chairperson will provide a progress update at the Community Board meeting in February 2018.

26 Oct 2017: The Chairperson will provide a progress update at the Community Board meeting in November.

13 Sept 2017: The Chairperson will provide a progress update at the Community Board meeting in October.

22 August 2017: The Chairperson will provide a progress update at the Community Board meeting in September.

7 July 2017: The Chairperson will provide a progress update at the Community Board meeting in July.

22 May 2017: The Chairperson will provide a progress update at the Community Board meeting in June.

13 April 2017: The Chairperson will provide a progress update at the Community Board meeting in May.

27 February 2017: The Chairperson will provide a progress update at the Community Board Meeting in March.

13 January 2017 – No change. Chairperson to contact local graffiti artist. Utilities Manager has been advised about the proposal to paint the council owned water tank.

1/12/16- No change

17/11/16 - No change.

15/10/16 - No Change

14/9 16 - No change, Chairperson to contact local graffiti artist. Utilities Manager has been advised about the proposal to paint the council owned water tank

5



**MAKETU COMMUNITY BOARD 5/04/2016**

Remit Title **Spencer Avenue Reserve Levelling**

Remit Number MC1916 3.2

Owner RFO2

Status UNDER ACTION

Complete Date

Confidential

Resolution

In discussion of the Spencer Avenue Reserve levelling, the Board considered that the proposed cost of up to \$10,000, comprising of \$2,000 for one site and \$8,000 for the other site, was unacceptably high for the work required. Following advice from the Group Manager Customer and Community Services, it was agreed that three further quotes could be obtained for the Board's consideration

Resolved: Members Beech / Cantlon

THAT the Maketu Community Board commits to funds from the Maketu Community Board Reserves Account to undertake levelling work on two sites of the Spencer Avenue Reserve, subject to an acceptable quote for the work being provided, and noting that three quotes would be obtained and provided to the Maketu Community Board for their consideration.

Actions

**17 April 2018: Reserves and Facilities Officer East has requested a quote form the Engineer for the Resource Consent.**

14 Feb 2018: Reserves Officer East is waiting for input from an Engineer internally so a Resource Consent can be completed. No timeframe has been set.

The draft LTP includes funding of \$..... per annum to assist with progressive filling and levelling of the area.

15 January 2018: No change

10 Nov 2017: Resource Consent is required from WBoPDC and will be obtained as and when resources permit.

25 Sept 2017: It has been ascertained that no consent is required through the Regional Council. However, one is required from WBoPDC for quantities greater than 5m<sup>3</sup>. That quantity will be arranged as soil becomes available.

22 August 2017: It was agreed that peat from Papamoa was not a suitable fill for this site. If there were local truckloads of clean fill then they could be deposited in the reserve on the basis that the quality of fill was closely monitored

7 July 2017: No change.

22 May 2017: To be progressed as and when resources permit.

10 April 2017: No changes to comments below.

8 March 2017: No change due to other unexpected staff resources.

12 January 2017: A resource consent application to add fill to the site is being prepared. Construction timing dependent on the resource consent and funding.

8 December 2016: Resource Consent is still required

17 November 2016: Initial levelling is completed and grass sown. The next step involves import of fill to increase the surface height.

The timing of this dependent on Resource Consent application preparation and processing, which is unlikely to be completed until early 2017.

25 October 2016: Processing resource consent.

15 September 2016: Levelling is completed and grass seed sown. Staff are also in the process of obtaining the appropriate consents for additional fill in the future.

22. August 2016: Colin Amrein Contracting has been asked to commence the levelling asap. No date has been set.

12 July 2016 - New quote received (\$5K). Purchased order issued and work will be undertaken when ground conditions are suitable.

15 June 2016 -Still waiting additional quotes.

23 May 2016 - Staff are currently waiting for a second quote for the levelling work before reporting back to the Board.

18 April 2016: The Reserves and Facilities Manager met with the Chair, Shane Beech and Gus Cantlon on 13 April regarding other matters. This was discussed at the meeting. Meeting scheduled with CB Chair to clarify scope of works for Spencer Avenue.

**MAKETU COMMUNITY BOARD 2/05/2017**

Remit Title                    **Future Development at No. 7 Little Waihi Road**

Remit Number                MC417 3.7

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution

The Reserves and Facilities Manager advised that tenders had been advertised for the suggested fencing and bollards to be installed at No.7 Little Waihi Road. To-date two tender prices had been received.

Actions

The Board was advised that the corrugated iron would be moved to the Information Office side of the section and re-erected.

**16 April 2018: The fencing has been completed, however there are some issues relating to the standard of completion that staff are working through with the contractor.**

5 March 2018: The fencing contractor has programmed the work to be completed by the end of March.

15 January 2018: This project is partially completed. Bollards have been installed.

13 Nov 2017: The Reserves and Facilities Officer is finalising the Scope of Works with the fencing contractor.

13 Sept 2017: There has been no change to the previous update. The work is still in progress.

22 August 2017: Staff have reviewed the quotes received and are approving a quote and will initiate the work. Timing will be subject to contractor availability.

The fencing will fully utilise the Community Board allocation of \$15,000.

7 July 2017: Staff to follow up on fencing contractors with the Chairman.

23 May 2017: Further quotes to be sought for fence/bollards, once the local fencer's details have been provided to staff.

**MAKETU COMMUNITY BOARD 17/10/2017**

Remit Title	<b>Kohanga Reo</b>
Remit Number	MC817 2.4
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Maketu Community Board provide funding from the Maketu Community Board Contingency Account to the Maketu Kohanga Reo for materials required to achieve improvements to parking and access for the Kohanga Reo as agreed at the meeting held on 27 September 2017.
Actions	<p><b>16 April 2018: A verbal update on progress will be provide at the May Community Board Meeting.</b></p> <p>5 March 2018: Staff are still liaising with the Kohanga Reo on progressing the proposed improvements.</p> <p>17 January 2018: Staff continue to liaise with the Kohanga Reo on progressing the proposed improvements.</p> <p>13 Nov 2017: Funding to be confirmed once the quotes for the work have been received.</p>

**MAKETU COMMUNITY BOARD 17/10/2017**

Remit Title                    **Outdoor Fitness Equipment**

Remit Number                MC817 2.6

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    The Chairperson advised that he and Councillors Marsh and Scrimgeour had met with a Maketu Rotary representative at the Park Road Reserve and discussed the most suitable site for the future placement of outdoor fitness equipment.

It was reiterated that Maketu Rotary needed to contact the Reserves and Facilities Manager in regard to the preferred siting of the equipment before any placement was confirmed.

Actions                         **16 April 2018: A letter of support has been provided to Rotary who will contact staff once their funding is in place.**

5 March 2018: Staff have been in discussions with the Rotary Club and will provide a letter of support for inclusion in funding applications.

15 January 2018: No Change

13 Nov 2017: Councillor Marsh has confirmed the location of the proposed outdoor fitness equipment. Staff have been advised that the Kaimoana Festival has been cancelled for 2018. On this basis, the funding for the equipment may be delayed.

**MAKETU COMMUNITY BOARD 17/10/2017**

Remit Title                    **Removal of Gum Trees - MAS Reference MC6 17 4.5.5**

Remit Number                MC817 5.18

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    The Chairperson advised that he understood that a local forestry contractor had been given permission to drop the large gum trees onto the Te Arawa Lakes Trust land on the corner of Bledisloe Park Avenue and Arawa Avenue.

Council staff advised that the work to cut down the gum trees would have to be undertaken with the required notifiable work safe and road safety and traffic management plans in place.

The Reserves and Facilities Manager would contact Mr Walters in the first instance to confirm the Te Arawa Trust Board permissions were in place for a private and independent contractor to fell the trees directly onto Te Arawa Lakes Trust land. Council may offer to put the required traffic management plans in place for the work and it would be made clear that Council would not be engaging the contractor directly to do the work.

The contractor would be required to liaise with Council staff in advising when the work was to be done.

Actions

**16 April 2018: Staff are preparing a methodology for removing the trees, before meeting on site with Trust representatives to seek their input and to ensure all parties agree and understand the proposal for removing the trees.**

**Estimates for the work have yet to be fully determined.**

6 March 2018: Arrangements are being progressed. The intention is to drop the gum trees onto Te Arawa Land with their permission before used as firewood.

15 January 2018: RFM still liaising with Te Arawa Lakes Trust.

14 Nov 2017: Staff are liaising with Te Arawa Lakes Trust to clarify arrangements regarding the felling of trees on to Te Arawa Lakes Trust land.

**MAKETU COMMUNITY BOARD 17/10/2017**

Remit Title	<b>Surf Club Car Park Reserve Rock Revetment - MAS Reference MC20 16 2.1</b>
Remit Number	MC817 5.7
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board was advised that the required Resource Consent was currently on hold due to objections to the proposed channel dredging associated with beach nourishment and improving navigable access from the boat ramp at Park Road.</p> <p>Further consideration was required to understand the concerns from Tangata Whenua.</p> <p>The Board requested that the option to remove the channel dredging component from the Resource Consent application so that it (future channel dredging) may be considered as a separate matter in the future.</p> <p>It was also noted that repairs and safety improvements to the rock revetment needed to be undertaken as soon as possible as there were now some hazardous areas of the structure that presented specific health and safety risk issues.</p>
Actions	<p><b>16 April 2018: Bay of Plenty Regional Council are processing the Resource Consent. There have been no requests for further information.</b></p> <p>13 March 2018: Tangata whenua consultation for the revised resource consent application has been held on site. Feedback from Ngati Whakaue was positive and feedback from Ngati Pikiiau was not. The responses have since been forwarded to BOPRC for consideration and processing of the RC application.</p> <p>5 Feb 2018: Council's consultant and staff have been working with local hapu on various issues they have raised.</p> <p>Once a position is reached, the revised application will be re-submitted to the Regional Council.</p> <p>16 January 2018: A revised "Assessment of Environmental Effects" report has been drafted, which excludes the originally proposed channel dredging. Before this revised application is lodged, a Hui is being organized to present the revised application and conclude feedback.</p> <p>A date for the Hui is likely to be late February.</p> <p>It is noted that the recent storm surge event of 5 January has lowered the beach level in this location, further exposing the car park foundations; however, there is no increase of risk to the structure at this stage.</p> <p>6 Dec 2017: Noted that the preference by the Board is to remove the proposed boat ramp channel dredging from the Resource Consent application. The draft Resource Consent application will be edited accordingly and a meeting will be arranged to meet with Tangata Whenua early in 2018 to discuss the application.</p> <p>14 Nov 2017: Staff are reviewing the site to ensure any hazards are mitigated. The channel dredging component of the consent application is to be removed at this point in time.</p> <p>27 Oct 2017: There has been no change from the previous update in September as there has been no further consultation with Tangata Whenua. The Board may wish to comment on the current status as per the previous update.</p>

11 Sept 2017: Resource Consent is processing is currently on hold due to objections to the proposed channel dredging associated with beach nourishment and improving navigable access from the boat ramp at Park Road.

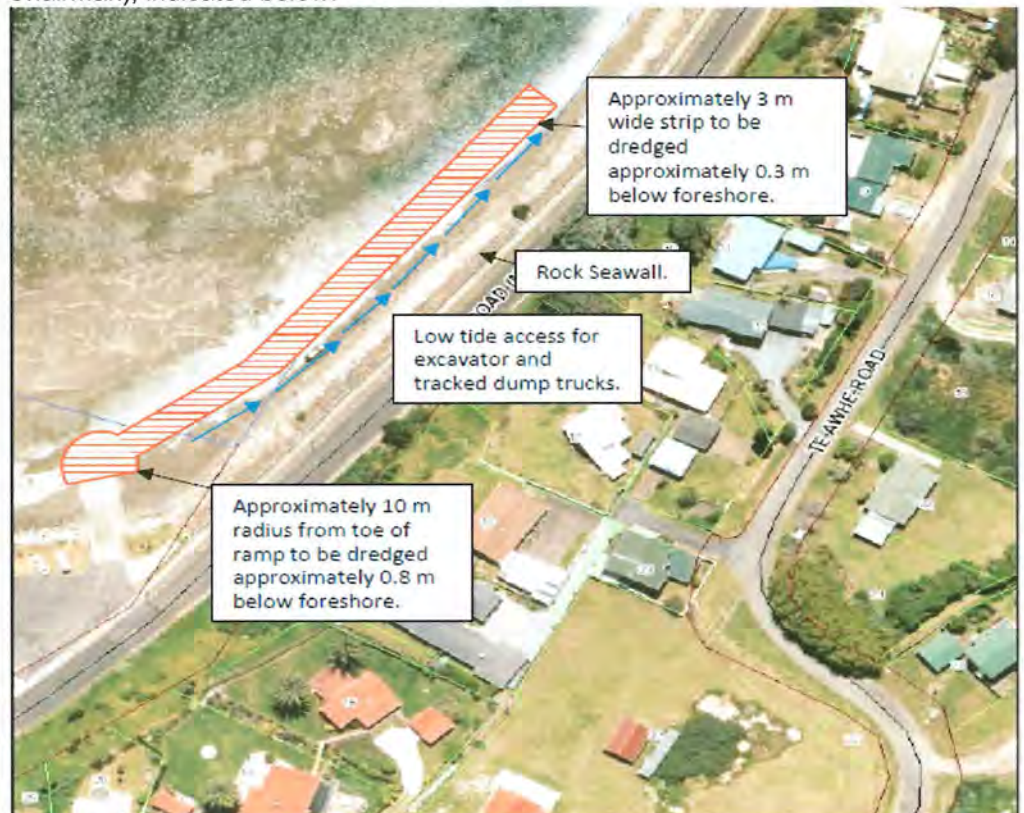
Further consultation is required to understand the concerns from Tangata Whenua. Other options to consider include:

1. Removing the channel dredging component from the Resource Consent application so that it may be considered as a separate matter in the future
- OR
2. Withdrawal of the application in its entirety. This means that planned future remedial reconstruction to the Surf Club car park seal wall will not occur and nature will determine the future of the asset.

9 August 2017: No change from the previous report as we are waiting for the Resource Consent application to be processed.

28 July 2017: No change from the previous update because consent application has been lodged.

3 July 2017: The Board has acknowledged (remit MC517 6.3) that other projects have been taking priority over this one and that project risk from time delay is low. Note that this consent application is also seeking approval for future minor dredging of sand adjacent the Park Rd Boat ramp for the purposes of both improving navigable access to the ramp and as a sand resource for beach nourishment in front of the Surf Club carpark revetment. The area of dredging proposed (which was consulted with the Board Chairman), indicated below:



22 May 2017: No change from last month's update. The Resource Consent application process is under action by the consultant, noting that other projects have been taking priority over this one. Project risk from time delay is low.



24 April 2017: Detailed design plans and resource consent application for the erosion protection concrete steps, are being prepared by the consultant and will be submitted to BOPRC in due course. The current focus is on upgrading the Omokoroa and Opuereroa Boat Ramp for the new larger barge / ferry, which is due in June/July 2017.

9 February 2017: Detailed design plans and resource consent application for erosion protection concrete steps are being prepared by the consultant and will be submitted to BOPRC in due course.

12/1/2017: A revised concept design draft for the preferred concrete steps option was distributed to stakeholders (Community Board, Tangata whenua, Surf Club) for feedback by 16 December.

The only feedback received was from Ngati Pikiiao Hapu. Detailed design and a resource consent application is now being prepared for submission to the BOP Regional Council. Construction timing dependent on the consent process, construction pricing and budget.

8/12/2016: The revised Maketu Surf Club carpark seawall design based on the preferred option has been distributed to all stakeholders for feedback before detailed design and resource consent application process is undertaken.

17/11/2016: A revised concept design draft for the preferred concrete steps option has now been completed and will be distributed to stakeholders (Community Board, Tangata whenua, Surf Club) for feedback. Feedback and a price estimate will inform the final design which will then be priced and construction works scheduled from there, subject to consenting processes.

14/10/2016: Preferred concrete design and pricing underway which will be presented to the Board and Tangata whenua when available.

14/9/2016: The preferred concrete steps option has been referred back to the consultant for detailed design and construction price estimation. The Board, Tangata whenua and community will be provided a copy of the detailed design to confirm as soon as it becomes available.

12/8/2016: assessment report was presented to Tangata whenua with the preferred option identified to extend the concrete steps down below beach level. The Community have recently agreed with this so on that basis, staff will now proceed with detailed design, pricing and consenting processes. Timing of works will depend on consenting process and cost. Construction is unlikely to occur before Christmas.

13/7/2016: Erosion assessment report is being present to the Maketu Community on the 14th July. Feedback from this meeting will inform the preferred option/resource consent and detailed design. Implementation of preferred option is subject to consent process.

15/6/2016: Maketu Surf Club car-park erosion options assessment report has been sent out to MCB and Tangata whenua for comment. A date is yet to be set for a community meeting to discuss and conclude preferred option.

23/5/2016: Maketu Surf Club car-park erosion options assessment report draft has been reviewed by staff. The final report will be forwarded to the Community Board and Tangata whenua then prepared for presentation to the Maketu community at a date yet to be advised.

**MAKETU COMMUNITY BOARD 28/11/2017**

Remit Title                    **Maketu Project Team - Cycleway into Maketu - MAS Reference MC8 17 5.3**

Remit Number                MC917 4.9

Owner                         GM1

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    The Board received the Safety Review on the Cycleway into Maketu from the Westlink Senior Transportation and Safety Engineer and noted that Option 1 Alignment along the estuary side of Maketu Road was the preferred option indicated by the Deputy Chief Executive.

The Chairperson and Board members expressed their frustration in regard to the indicated route for the proposed cycleway into Maketu as they felt that none of their input had been given proper consideration.

The Chairperson noted the following points:

- A meeting had been held with residents (along the proposed route) and a Council staff member some 12 months ago and nothing had been heard from Council since
- It was the opinion of the Board that the Safety Review should have been done by an independent contractor not a Westlink staff member.

The Safety Review had been done without a visit to the proposed site.

- The points raised by the community had not been listened to and the recommendation relating to the options were against what the community wanted.

Board Members had spoken to immediate residents along the route, cycling groups who regularly used the roadway, members of the Maketu Projects Team and locals who were clear that they did not want the cycleway to be on the left hand side of the roadway coming into Maketu.

The Board Chairperson summarised road accident numbers reported over the past seven years along Maketu Road.

The Board and the community at large were very much in favour of the cycleway and wanted to see it completed as soon as possible. The Board would like a meeting to be organised with Board members, Council staff and affected residents, local cyclists and the author of the safety assessment report in order to ensure that an informative and consultative process was undertaken in regard to the future route for the Maketu Road cycleway.

The Reserves and Facilities Manager advised that he would provide the Board's feedback to the Deputy Chief Executive with a suggestion that a meeting be held in the new year to review the safety assessment and proposed options.

Actions

**9 April 2018: Board Member, staff and members of the public met on site on 16 March to discuss options relating to the route for the proposed cycleway into Maketu.**

**The Reserves and Facilities Manager advised that it had been agreed to fully cost the cycleway route along the eastern side (wetland side - right-hand side) of the roadway into Maketu.**

The Chairperson noted that the site meeting was very positive and the decision to locate the proposed cycleway into Maketu on the right-hand side of the roadway into Maketu had been unanimously supported.

The revised design and estimate is expected mid-year and will be presented back to a similar community meeting.

26 Feb 2018: A site/tour of the proposed cycleway has been organized to take place on 16 March.

17 Jan 2018: Arrangements are currently being made for a consultation meeting with the Board and locals to review both the route options and the safety report.  
NOTE: This action sheet replaces MC116.6.4

**MAKETU COMMUNITY BOARD 7/02/2018**

Remit Title                    **Service Providers / Contractors**

Remit Number                MC1018 3.4

Owner                         RE1

Status                         COMPLETED

Complete Date              11 April 2018

Confidential

Resolution                    The Chairperson advised that during a recent drive around Maketu with Member Cantlon and Councillor Marsh it was clearly evident that the required levels of service were not being met. The contractors were not performing to the required standard and there had been comments about the untidy state of the township from many people.

Specific points raised referred to the new footpath on Town Point Road that was now covered with weeds that were growing over the footpath and the state of the Maketu Cemetery (with cut grass strewn about after not being mown for six weeks).

The Board was clear that they did not want to know why the contractor did not perform - only that the required levels of services for maintenance was undertaken when and to the standard required because at the moment the standard of work was not good enough or it was not being done at all.

The Board was advised that the Roothing Engineer (East/West) had been out to Maketu with a Westlink representative and seen what was required to bring the maintenance up to standard and a response relating to contractor performance had been requested.

Actions

**11 April 2018: Substantial works have now been carried out by WestLink to improve vegetation standard.**

**Non-compliance issued to WestLink from Council regarding levels of service not being met.**

**Regular inspections will occur to ensure level of service is maintained.**

14 Feb 2018: Council staff have undertaken inspections and have followed up with WestLink re level of service delivery and locations.

The extraordinarily high rainfall over the summer period has been putting pressure on all vegetation control activities across the District.

**MAKETU COMMUNITY BOARD 7/02/2018**

Remit Title	<b>Maintenance of Main Stormwater Drains and Culverts - Maketu Road Culvert - MAS Reference MC917 4.10</b>
Remit Number	MC1018 6.4
Owner	GM1
Status	COMPLETE
Complete Date	9 April 2018
Confidential	
Resolution	<p>The Board was advised that as part of the wider flood management review, Bay of Plenty Regional Council had installed a tide measuring device that provided feedback on the height of tides. This had been tested during the recent storm event of January 2018.</p> <p>The Deputy Chief Executive advised that the Land Management Officer from the Bay of Plenty Regional Council (Pim de Monchy) would be invited to the next Maketu Community Board Meeting on 20 March 2018 to provide an update on the proposed Kaituna River re-diversion and measures considered in relation to future flood events and the management of the Maketu Road culvert.</p>
Actions	<p><b>9 April 2018: Pim de Monchy presented to the 20 March 2018 Board Meeting.</b></p> <p>14 Feb 2018: Pim de Monchy of BOPRC has been invited and accepted the invitation to speak at the March Community Board Meeting.</p>

**MAKETU COMMUNITY BOARD 20/03/2018**

Remit Title	<b>Beach Road - MAS Reference MC617 4.4.4</b>
Remit Number	MC1118 6.5
Owner	RE1
Status	COMPLETED
Complete Date	11/04/2018
Confidential	
Resolution	Following a site visit at Beach Road and discussion of the required works with the Roding Engineer (East/West) and Board Members Beech and Cantlon, it was felt that the estimated cost approved at the last Board Meeting (MC10) (between \$5,000 - \$7,000), which included site visits, concept designs for consultation, topographical survey, construction plan and schedule of quantities for the improvements works requested on the corner of Beach Road and Wilson Road intersection at Maketu was exorbitant in relation to what was required.
Actions	<b>11 April 2018: WestLink informed of Community Board comments.</b>

**MAKETU COMMUNITY BOARD 20/03/2018**

Remit Title	<b>Maketu Projects Team - Cycleway into Maketu - MAS Reference MC817 5.3</b>
Remit Number	MC1118 6.9
Owner	GM1
Status	COMPLETED.
Complete Date	9 April 2018
Confidential	
Resolution	<p>Board Members and members of the public met with staff on site on Friday 16 March and discussed options relating to the route for the proposed cycleway into Maketu.</p> <p>The Reserves and Facilities Manager advised that it had been agreed that the cycleway route would travel along the eastern side (wetland side - right-hand side) of the roadway into Maketu.</p> <p>The Chairperson commented that the site meeting was very positive and the decision to locate the proposed cycleway into Maketu on the right-hand side of the roadway into Maketu had been unanimously supported.</p>
Actions	<b>9 April 2018: Noted. Refer to MAS Reference MC817 5.3.</b>

---

**Western Bay of Plenty District Council**  
**Maketu Community Board**  
**Financial Report Maketu – February 2018**

---

**Purpose and Summary**

This report provides the Community Board with a six-weekly monitoring of its operational budget.

Attached are the financial statements for the period up to 28 February 2018 **(Attachment A)**.

Total operational costs are under budget for the year to date and include contingency expenses, grants, mileage allowance, salaries, security and inter-department charges.

**Grant payments made to date:**

	\$
<b>Total grants to date</b>	<b>\$0</b>

**Committed – Operational expenditure**

	\$
ANZAC Day Commemoration Wreath	200
<b>Total outstanding operational commitments</b>	<b>\$200</b>

**2017/18 reserve analysis:**

2017/18 Opening balance	\$149,410
Maketu Information Centre Courtyard enhancement [MC20.3.2]	\$(5,000)
<b>2017/18 Closing balance</b>	<b>\$144,410</b>



Date  
Subject

3 April 2018  
Financial Report Maketu – February 2018


Open Session

### Committed reserves expenditure


Maketu Community Hub Feasibility Study [MC14.3.5]	Up to \$(20,000)
Upgrade work at No. 7 Little Waihi Road [MC1.6.1]	Up to \$(15,000)
Entrance signs into Maketu [MC14.3.6]	Up to \$(5,000)
<b>2017/18 Closing balance</b>	<b>\$104,410</b>

### Recommendation

***THAT the Management Accountant's report dated 3 April 2018 and titled "Financial Report Maketu – February 2018" be received.***

  
Christie Tromans  
**Management Accountant**

Approved

  
Ian Butler  
**Finance Manager**

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM

**Western Bay of Plenty District Council  
Draft Income and Expenditure Statement  
For the period ended 28 February 2018**

**Maketu Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Contingency - [see breakdown below]	3,037	11,336	8,300	<input checked="" type="checkbox"/>	17,000	5,276
Grants	0	3,336	3,336	<input checked="" type="checkbox"/>	5,000	3,277
Mileage Allowance	61	664	603	<input checked="" type="checkbox"/>	1,000	384
Salaries	9,202	10,592	1,390	<input checked="" type="checkbox"/>	16,159	13,264
Security	0	1,336	1,336	<input checked="" type="checkbox"/>	2,000	0
Inter Department Charges	22,416	22,416	0	<input checked="" type="checkbox"/>	33,627	33,624
<b>Total Operating Costs</b>	<b>34,716</b>	<b>49,680</b>	<b>14,964</b>	<input checked="" type="checkbox"/>	<b>74,786</b>	<b>55,825</b>
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(9,274)
<b>Total Direct Costs</b>	<b>34,716</b>	<b>49,680</b>	<b>14,964</b>	<input checked="" type="checkbox"/>	<b>74,786</b>	<b>46,551</b>
<b>Total Costs</b>	<b>34,716</b>	<b>49,680</b>	<b>14,964</b>	<input checked="" type="checkbox"/>	<b>74,786</b>	<b>46,551</b>
<b>Income</b>						
Rate Income	50,719	49,864	855	<input checked="" type="checkbox"/>	74,786	75,939
<b>Total Direct Income</b>	<b>50,719</b>	<b>49,864</b>	<b>855</b>	<input checked="" type="checkbox"/>	<b>74,786</b>	<b>75,939</b>
<b>Net Cost of Service</b>	<b>16,003</b>	<b>184</b>	<b>15,819</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>29,388</b>
<b>Contingency - breakdown</b>						
CCTV at Maketu Surf Club	3,037					
<b>Year to date contingency costs</b>	<b>3,037</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>149,410</b>					
Maketu Information Centre Courtyard Enhancement [MC20.3.2]	(5,000)					
<b>(Decrease) Increase in year</b>	<b>(5,000)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>144,410</b>					

**Western Bay of Plenty District Council  
Formal Meeting Schedule 2018**

MAY 2018			
Meeting	Date	Time	Venue
Maketu Community Board	1 May	7.00pm	Maketu Community Centre
Policy Committee	2 May	9.30am	Chambers
Katikati Community Board	2 May	7.00pm	Katikati Library and Service Centre
Te Puke Community Board	3 May	7.00pm	Te Puke Library and Service Centre
Joint Road Safety Committee	8 May	10.00am	Chambers
Operations and Monitoring Committee	10 May	9.30am	Chambers
Council	17 May	9.30am	Chambers
JUNE 2018			
Meeting	Date	Time	Venue
<b>Queen's Birthday - 4 June</b>			
Omokoroa Community Board	5 June	7.00pm	Omokoroa Community Church
Community Committee	6 June	9.30am / 10.00am	Chambers
Katikati Community Board	6 June	7.00pm	Katikati Library and Service Centre
Long Term and Annual Plan Committee	7 June	9.30 am	Chambers
Waihi Beach Community Board	11 June	6.30pm	Waihi Beach Community Centre
Maketu Community Board	12 June	7.00pm	Maketu Community Centre
Policy Committee	14 June	9.30am	Chambers
Te Puke Community Board	14 June	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	21 June	9.30am	Chambers
Council - Adopt LTP	28 June	9.30am	Chambers