



# MEETING — AGENDA —

*Ngā Take*

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Western Bay of Plenty  
District Council

# MAKETU COMMUNITY BOARD

*Poari Hapori*

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**MC14**  
**Tuesday, 24 July 2018**  
**Maketu Community Centre**  
**7.00pm**



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

# Notice of Meeting No MC14 Te Karere

## Maketu Community Board Poari Hapori

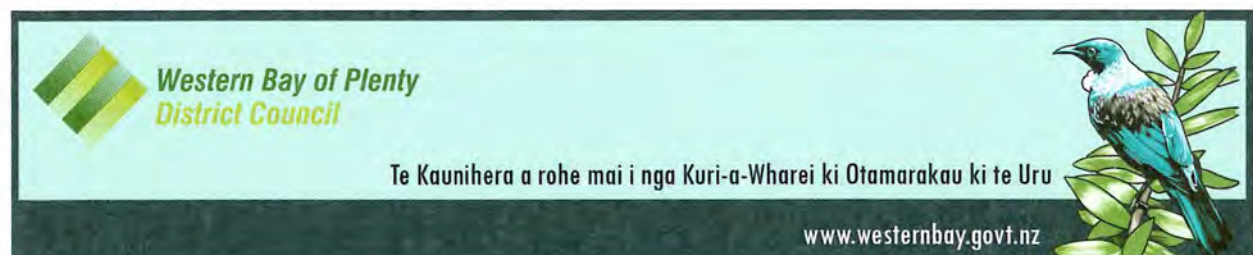
**Tuesday, 24 July 2018**  
**Maketu Community Centre**  
**7.00pm**

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**



# 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. MC14

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.*

MC14.1

## **Presentations:**

MC14.1.1

## **Waiari Water Scheme Project**

7-10

Representatives from Tauranga City Council will be in attendance to give an update presentation to the Board in regard to the Waiari Water Scheme Project.

## **Recommendation**

*THAT the update presentation from Tauranga City Council representative in regard to the Waiari Water Scheme Project be received.*

MC14.1.2	<b>Maketu Stormwater Catchment Management Plan</b>	
	<p>Representatives from Western Bay of Plenty District Council will be in attendance to give an update presentation to the Board in regard to the Stormwater Catchment Management Plan for the eastern areas of the district.</p> <p><b>Recommendation</b></p> <p><i>THAT the update presentation from Western Bay of Plenty District Council staff in regard to the Stormwater Catchment Management Plan for the eastern areas of the district be received.</i></p>	
MC14.2	<b>Minutes of Meeting No. MC13 of the Maketu Community Board held on 12 June 2018</b>	11-19
	<p>A copy of the minutes is attached.</p> <p><b>Recommendation</b></p> <p><i>THAT the minutes of Meeting No. MC13 of the Maketu Community Board held on 12 June 2018 as circulated with the agenda be received and confirmed as a true and correct record.</i></p>	
MC14.3	<b>Representation Review Update</b>	20-22
	<p>Attached is a report from the Customer Relationships Manager dated 4 July 2018.</p> <p>The Customer Relationships Manager will be in attendance and will speak to the report.</p> <p><b>Recommendation</b></p> <p><i>THAT the report from the Customer Relationships Manager dated 4 July 2018 titled Representation review Update be received.</i></p>	
MC14.4	<b>Chairperson's Report</b>	23-28
	<p>Attached is a report from the Chairperson dated 9 July 2018.</p>	
MC14.5	<b>Councillor's Report</b>	29-30
	<p>Attached is a report from Councillor Scrimgeour dated 9 July 2018.</p>	

MC14.6            **Community Grant Applications - July 2018**            31-32

Attached is a report from the Democracy Advisor dated 11 July 2018.

MC14.7            **Infrastructure Services Report Maketu - July 2018**            33-58

Attached is a report from the Deputy Chief Executive dated 26 June 2018.

MC14.8            **Draft Financial Report Maketu - June 2018**            59-61

Attached is a report from the Management Accountant dated 2 July 2018.

MC14.9            **Council, Standing Committee and Community Board Meetings**            62

Attached is a schedule of meetings for the months of August and September 2018

**Recommendation**

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




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**Report To:** Maketu/Te Puke Community Boards

**Meeting Date:** 24/26 July 2018

**Report From:** Howard Severinsen, Manager Infrastructure Delivery, Tauranga City Council

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## **Waiāri Water Supply Scheme Update**

*Ko te wai te ora o ngā mea katoa  
Water is the life giver of all things*

### **Executive Summary**

This report provides WBOPDC Maketu and Te Puke Community boards with an update of the Waiāri Water Supply Scheme. The last update was provided in January 2017.

The access track from Te Matai Road down to the stream was completed in April 2018. Works will begin in September on the bridge over the Waiāri Stream at the abstraction site and the track from No 1 Road. The contract is being carried out by HEB Construction.

Community engagement has occurred with the wider Te Puke and surrounding community to ensure they are kept up to date with the project and have the opportunity to feed into decisions where possible on how best to protect the Waiāri Stream. This engagement will continue for the length of the project.

### **Recommendation**

**Recommend that Maketu Community Board:**

#### **1. Receive the report, Waiāri Water Supply Scheme Update July 2018**

##### **1. Purpose**

The purpose of this report is to update the Maketu and Te Puke Community Boards on the Waiāri Water Supply Scheme project.

##### **2. Background**

The Waiāri Water Supply Scheme will abstract water from Waiāri Stream to supply the growing Western Bay of Plenty population, including new residents in the growth areas along the coastal strip at Papamoa and Te Tumu.

In 2010 a resource consent was granted by BOPRC to Tauranga City Council and Western Bay of Plenty District Council to abstract up to 60,000m<sup>3</sup> from the Waiāri Stream per day. Due to population growth in the Western Bay of Plenty and increased demands for water, the initial build phase of the Waiāri Supply Scheme is now commencing.

Tauranga City proposes to build a water abstraction site, pump and treatment stations and pipelines to Council's Poplar Lane Reservoir. A map is attached to this report.

The water from the Waiāri Stream will go through the treatment plant and then on to two main reservoirs at Papamoa and Welcome Bay. In the first stage the treatment plant will be set up to process up to 15,000m<sup>3</sup> per day.

One quarter of the water available is for WBOPDC needs. The water source will be a back-up supply to the existing groundwater bores in the Te Puke area.

It is expected the project will be complete and plant operational by 2021.

### 3. Waiāri Kaitiaki Advisory Group

The Waiāri Stream is a *awatapu* (sacred river) to *tangata whenua*, a place of significance where they live, source physical and spiritual sustenance and in the past defended themselves at times of warfare.

The project has recognised the intrinsic relationship *tangata whenua* have with the Waiāri by partnering with *Iwi* through the Waiāri Kaitiaki Advisory Group (WKAG). This group includes representatives from WBOPDC, TCC and BOPRC as well as *tangata whenua*.

The purpose of the WKAG is to:

- consider and report back on monitoring requirements undertaken per the consent
- to discuss any other monitoring undertaken
- determine any actions in response to the monitoring results
- advice on matters relevant to *tangata whenua*
- advice on water conservation strategy

Discussions are continuing with *tangata whenua* on education of the *kaitiaki* and *Mauri* of the stream. *Tangata whenua* input would be important to ensure the telling of the history of the Waiāri Stream and educating on how best to protect the stream for the future.

### 4. Protecting the Waiāri Stream

The Strategic Objectives set for the Waiāri Water Supply Scheme include ensuring the project will minimize its impact on the natural and cultural environment.

Tauranga City Council has extensive stream flow and ecological monitoring programmes underway. The next major monitoring programme takes place in February 2019 above and below the proposed water abstraction point and above and below the Te Puke Wastewater Treatment Plant discharge point. Results from the 2017 survey are consistent with those recorded in baseline surveys undertaken in 2010 and 2012. Results from the 2017 survey indicate swift stream flows and well oxygenated water with normal pH levels at all sites indicating good water quality throughout the Waiāri Stream.

The protection of the *mauri* of the stream is also to be undertaken once water is being abstracted. A model of how this will be undertaken is currently being developed.

### 5. Community Engagement – Initial Outcomes



The Community Engagement Advisor has been talking to the wider Te Puke and surrounding community to ensure they are kept up to date with the project and have the opportunity to feed into decisions where possible on how best to protect the Waiāri Stream.

So far in these discussions, the following actions have been identified as important by community, iwi and businesses in the area:

- Stream bank protection. This is likely to include fencing and riparian planting. Stream bank protection will encourage less erosion and nutrients going into the stream and also provide shade which will assist with managing the stream temperature. Any potential riparian management would include tangata whenua leadership.
- A cycle path beside No 1 Road has been identified by stakeholders and WBOPDC. TCC have had a constraints paper prepared by GHD to identify the best route and any constraints to the cycleway construction. Further work with WBOPDC staff is continuing to assess the possibility of the cycleway being built at the time of the pipeline construction.
- A safe swimming spot at the Waiāri Stream and safe pedestrian/cycle access across bridge over Waiāri Stream were identified earlier by some members of the community as an important issue. This has been put on hold for the time being.

## 6. Ongoing Community Engagement

As works progress community engagement will be increased to ensure those affected by the works are well informed and disturbance is minimized where possible. A fact sheet and FAQs sheet were produced in October 2017 and have been circulated around the community. Further fact sheets are now being completed and will be available at the Community board meeting.

Recent communications include:-

- Project blessing – March 2018
- SmartGrowth tour included a stop at Waiāri Stream - March 2018
- HIF announcement by Minister Phil Twyford at the Waiāri Stream - 11 July

Other communication tools planned include:

- Business Expo with Te Puke EDG – July 25
- Community Expo – August 4
- Filming the river from the source to the sea to be used in YouTube clips and other formats
- Direct communication with affected landowners on the route
- Community meetings
- Te Puke Times Columns

## 7. Works Programme

The access track from Te Matai Road down to the stream was completed in April 2018. Works will begin in September on the bridge over the Waiāri Stream at the abstraction site and the track from No 1 Road. The contract is being carried out by HEB Construction,

The pipeline route is being finalized and this will be completed as soon as possible. An application for a resource consent will be made to BOPRC shortly and tenders will open in August. It is expected that works will commence in early summer. Engagement with iwi and hapu on the pipeline route is currently underway.

**Howard Severinsen**  
**Manager Infrastructure Delivery**  
**Tauranga City Council**

## Western Bay of Plenty District Council

**Minutes of Meeting No. MC13 of the  
Maketu Community Board held on 12 June 2018  
in the Maketu Community Centre  
commencing at 7.00pm**

### **Present**

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

### **In Attendance**

E Holtsbaum (Group Manager Technology, Customer and Community Services), P Watson (Reserves and Facilities Manager) and A Alty (Democracy Advisor)

### **Others**

Eight members of the public and one member of the press.

### **Apologies**

An apology for absence was received from Member Clark. It was noted that Member W McFadyen was on leave of absence.

**Resolved:** Members Cantlon / Councillor Scrimgeour

*THAT the apology for absence from Member Clark be accepted.*

### **Public Forum**

**Resolved:** Councillors Marsh / Scrimgeour

*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 attending members of the public to take part in the Public Forum.

### **Maketu Coastguard**

Julie Cross representing the Maketu Coastguard spoke to the Board in support of a Community Board Grant Application requesting funding for the purchase of uniforms for Maketu Coastguard volunteers. Ms Cross outlined the training and duties of the volunteer coastguard members and stated that to be able to provide uniforms to the coastguard members would enhance the sense of unity and pride the volunteers had in undertaking their duties and their commitment to the community.

### **Levels of Service**

Max Johnston spoke of his concern about the lack of maintenance throughout the Maketu area that he had observed over a number of years. In his opinion the levels of service had dropped and it was apparent that maintenance work was not being undertaken correctly or undertaken at all.

As a past Board member he noted that there used to be a dedicated townsman with specific responsibility to the Maketu area and this ensured that maintenance and required levels of service were kept up. Mr Johnson noted specific problems being:

- Town Point Road to Rauporoa Road – stormwater traverses down the road and misses the stormwater drain.
- Flood points at the bottom of Town Point Road (outside No 2 Town Point Road) and Wilson Road needed to be looked at.
- Wilson Road kerb and channelling – widening of Wilson Road North was undertaken some years ago but this stopped at 70km Road sign. The section of the road from outside section 528 to Maketu School Road needed to be widened and kerb and channelling installed for an approximate length of 155 metres.

### **Replacement of Watermain Pipes along Wilson Road from Paeangaroa to Maketu**

Mr Johnston raised concern that he had heard that the watermain along Wilson Road had not been installed properly and that was why the pipework had frequently blown out in recent years. He asked if the watermain (that should have lasted for more than the twenty years it had been installed) was to be replaced, would the Maketu community have to pay for work.

### **Maketu Sewerage System**

Mr Johnston asked why were there properties in Maketu still operating a septic tank system. He noted that he was aware that one of the property owners pumped their septic tank waste directly into the stormwater drain.

The Reserves and Facilities Manager advised that the properties not connected to the Maketu sewerage system were currently subject to legal proceedings and no further comment relating to this item could be made at this time.

### **Locked Gate On Unformed Section of Spencer Avenue**

A request to enable pushchair access through to the unformed section of Spencer Avenue was put forward. The Board noted that it was important for the gates to be kept in place to stop motor bike access to the area. The request would be referred to the Reserves and Facilities Manager to consider.

### **Maketu and Little Waihi Wastewater System**

Rachel Dargaville spoke to the Board outlining concerns relating to the increase in cost of the Maketu Wastewater Scheme to ratepayers noting the following:

- Before the scheme was installed Maketu residents had lobbied for a stand-alone affordable sewerage system.
- Reference to a report from Independent Commissioner Russell De Luca (16 August 2010) as part of Section 13 Conclusions and Overall Broad Judgement Under RMA (Part 2) referred 13.8 "In light of the foregoing, and in the context of its powers and responsibilities under other legislation, including in particular the Local Government Act 2002, there remains a clear duty on the part of the District Council to find additional ways to make the project more affordable to the community its is designed to serve."
- The annual rate charge was initially \$642.00 + gst (effective from July 2012) to an annual cost now of \$907.43.
- Members of the community were under the impression that the annual charge of \$642 + gst = \$7421.00 was a fixed charged.
- What happened to \$1m subsidy
- Maketu had received substantial Ministry of Health subsidy funding for the scheme and because of the local low economic status of the area – Council had a responsibility relating to our sewerage rate and if we were being charged the same as all ratepayers across the district why was that?

The attending Group Manager clarified the following:

- The \$1m contingency was used as part of the capital building cost of the scheme and not left over or used in other avenues.
- The Uniform Annual Charge (UAC) in 2011 was \$642.00.
- The UAC for the 2017/18 year is \$907.43 and this would continue at the same rate in the Draft Long Term Plan for 2018/19.
- In the 2014/15 Annual Plan Council adopted to move to a single charge for the District's wastewater schemes and a single charge for the Western Bay's three water schemes. This was to take place over three years.

Clarification was provided around the term 'fixed cost' and 'variable cost' as:

- Fixed cost – account for the financial items associated with constructing the wastewater scheme (servicing of loan payments, interest payments, overheads).
- Variable cost – accounts for the operational costs of running day to day activities of the infrastructure and treatment plant (ie maintenance, parts, chemicals).

Fixed and variable costs were based on total costs of capital and operational expenditure for one year (12 months) of operation.

Mr Johnston noted that the Maketu Wastewater Scheme was an expensive scheme to run and the community chose the scheme, with the wastewater treatment placed on high

ground at Arawa Avenue so that there would be no sewerage infiltration into the surrounding waters and wetlands.

Problems with the grinder pumps had been reported and it was important that households were responsible in managing what was disposed down the wastewater system. The grinder pumps were made for toilet and grey water waste only – not for other disposable products.

The Chairperson thanked Mrs Dargaville and Mr Johnston for their address to the Board.

### **Drainage Clearance and Levels of Service**

Residents from Town Point Road spoke to the Board about the substandard levels of service by contractors they had observed in the area. Mowing was generally rough and weeds and grass clippings were left to block up drainage grills.

It was noted that the Town Point Road was much tidier since the new footpath had been put in.

### **Rubbish on Maketu Road**

Janelle Brown advised the Board that she had collected a large amount of roadside rubbish along Maketu Road during the weekend of 9/10 June 2018. She had rung Council and asked for the large bag(s) of collected roadside rubbish to be picked up from her property. She expressed her concern about the constant and large amounts of rubbish along the roadside, saying, in her opinion the level of service provided by Council contractors to collect the roadside rubbish was not often enough. She also stated that she had been able to identify, through a marked letter a name and address that was associated with the discarded rubbish and this information had been forwarded to Council.

Other members of the public present at the meeting voiced similar concerns and instances where they had picked up roadside rubbish and found identifiable documentation and items. The Chairperson reiterated that it was a disgrace, and particularly disheartening for residents who had pride in their community that the random discarding of rubbish was a huge problem for Maketu with rubbish constantly strewn along Maketu Road.

Members of the public were advised to contact the Council and report instances of rubbish dumping.

The Chairperson thanked members of the public for their attendance and participation at the meeting.

**Resolved:** Member Cantlon / Councillor Marsh

*THAT the meeting be re-convened in formal session at 7.50pm.*

MC13.1            **Minutes of Meeting No. MC12 of the Maketu Community Board Held On 1 May 2018**

The Board considered the minutes of meeting MC12 of the Maketu Community Board held on 1 May 2018 as circulated with the agenda.

**Resolved:**        Councillors Scrimgeour / Marsh

*THAT the minutes of Meeting No. MC12 of the Maketu Community Board held on 1 May 2018 as circulated with the agenda be received and confirmed as a true and correct record.*

MC13.2            **Chairperson's Report**

The Board considered a report from the Chairperson dated 30 May 2018 as circulated with the agenda.

MC13.2.1        **Kaituna River Re-Diversion**

The Chairperson noted that the blessing for the Kaituna River Re-Diversion Project had been held on the morning of 12 June 2018 and it was good to see the work finally starting.

MC13.2.2        **Closing of the Kaituna Boat Ramp for the period of the Kaituna Re-Diversion Project**

The Board has been advised that staff would report back regarding concerns raised relating to the impact of the increased use of the Maketu Boat ramps over the next two years while the Kaituna boat ramp was closed. It was imperative that the Maketu Coastguard were able to launch their rescue boats from the Maketu Boat Ramp and freely negotiate the channel.

Staff would raise the matter of the requirement to keep the channel clear with the Bay of Plenty Regional Council staff and report back in due course.

MC13.2.3        **Freedom Campers**

Board members spoke of incidents that they were aware of where campers were overstaying, and generally abusing the local reserve areas and facilities. Genuine freedom campers were usually aware of the regulations that applied to the district, but there were increasing numbers of campers who were 'freeloading' and had no knowledge or regard for the Freedom Camping Policy.

The Reserves and Facilities Manager advised that there were increasing incidents relating to freedom camping associated with the fruit picking season and Council monitoring contractors were responding to complaints and informing campers of the rules that apply for freedom camping in the undertaking of their monitoring duties.

It was important that any incidents of illegal camping were reported so they could be followed up with the Council's enforcement officers.

MC13.2.4 **Options Relating to Payment of Maketu Beach Road Seawall Loan**

The Board was advised that the current balance of the Maketu Beach Seawall loan was \$92,000. Repayments to the loan amounted to approximately \$27,000 per year with the loan due to be fully repaid by 2021.

The Board would give further consideration to this item at a future workshop when the 2018/19 financial balances for the Board's Roding and Reserve accounts were advised.

MC13.3 **Councillor's Report**

The Board considered a report from Councillor Marsh dated 31 May 2018 as circulated with the agenda.

MC13.3.1 **Kohanga Reo**

It was noted that cars were continuing to be parked on the footpath/berm area outside the Kohanga Reo.

MC13.3.2 **Maketu Project Team - Cycleways into Maketu**

Councillor Marsh reported that he had met with the private land owners relating to land required for the future cycleway into Maketu. He advised that the landowners were not prepared to sell any land relating to the presented plan for the proposed Maketu cycleway.

The plan presented to the landowner showed a three metre width of land identified for possible purchase. It was suggested that there may be other options that could be considered for the cycleway that did not involve the purchase of any private land.

A further meeting with the landowners, Councillor Marsh and the Deputy Chief Executive Officer would be arranged to discuss other options for the proposed cycleway.



**Resolved:** Councillor Marsh / Member Beech

*THAT the report from Councillor Marsh dated 31 May 2018 be received.*

MC13.4

**Community Board Grant Application - June 2018**

The Board received a report from the Democracy Advisor dated 29 May 2018 as circulated with the agenda.

The Maketu Coastguard had submitted a Community Grant Application for funding assistance for uniforms for volunteer coastguard crew members.

**Declaration of Interest**

Chairperson Beech declared an interest in this item, as a member of the Maketu Coastguard and took no part in the discussion or voting thereon.

Community Board members acknowledged the work of the Maketu Coastguard and the dedication of the volunteer crew members.

**Resolved:** Councillor Marsh / Member Cantlon

1. *THAT the report from the Democracy Advisor dated 29 May 2018 titled Community Grant Application - June 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 Coastguard ..... \$1,423.84*

MC13.5

**Infrastructure Services Report Maketu - June 2018**

The Board considered a report from the Deputy Chief Executive dated 10 May 2018 as circulated with the agenda.

MC13.5.1

**Car Parking on Reserve Land**

Board members asked if reserve land could be opened up to accommodate trailer boat and car parking that would be required due to increasing use of the Maketu Boat Ramp during the Kaituna River Re-Diversion works.

The Reserves and Facilities Manager advised that this could be accommodated and he would liaise with the Board to advise future arrangements for this.

MC13.5.2 **Kohanga Reo - MAS Reference MC8 17 2.4**

It was extremely disappointing that no progress had been made in relation to improving the parking and access for the Kohanga Reo as agreed at the meeting held on 27 September 2017.

The Reserves and Facilities Manager will talk through the present situation with the Chief Executive Officer and the Group Manager Planning and Regulatory Services and report back to the Board.

MC13.5.3 **Removal of Gum Trees - MAS Reference MC6 17 4.5.5**

The Reserves and Facilities Manager advised that he was still negotiating the logistics of removing the large gum trees on the corner of Bledisloe Park Avenue and Arawa Avenue.

Board members asked that priority be given to removing three large trees that were considered particularly dangerous and overhanging the road. This work needs to be undertaken as soon as possible. Negotiation with Te Arawa lakes Trust representatives to remove the remaining trees would continue.

MC13.5.4 **Surf Club Car Park Reserve Road Revetment - MAS Reference MC20 16.2.1**

The Board was advised that the Bay of Plenty Regional Council had sent the Resource Consent application to a Christchurch based consultant for processing.

The Reserves and Facilities Manager would provide an update report on this matter as further information was provided.

MC13.5.5 **Improvement to Culvert Capacity - Spencer Avenue - Maketu Road - MAS Reference MC12 18 5.2**

The Board requested that the Utilities Manager liaise with Pim De Monchy the Kaituna Catchment Manager Bay of Plenty Regional Council in relation to the installation of extra culvert capacity for the culvert under Maketu Road through to Spencer Avenue. Mr De Monchy had indicated at an earlier presentation to the Board (MC11 20 March 2018) that the Bay of Plenty Regional Council may offer a contribution for the extra culvert installation and Western Bay of Plenty District Council staff should bring a proposal to him for consideration.

MC13.5.6 **Placement of Drinking Foundations on Maketu Reserves**

At the Maketu Community Board Meeting MC12 1 May 2018 the Board approved funding of 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.

The Reserves and Facilities Manager advised that the purchase and arrangements for the installation of the drinking fountains was underway.

**Resolved:** Councillor Scrimgeour / Member Cantlon

*THAT the Deputy Chief Executive report dated 10 May 2018 and titled Infrastructure Services Report Maketu - June 2018 be received.*

MC13.6 **Financial Report Maketu - April 2018**

The Board considered a report from the Management Accountant dated 15 May 2018 as circulated with the agenda.

**Resolved:** Member Beech / Councillor Marsh

*THAT the Management Accountant's report dated 15 May 2018 and titled Financial Report Maketu - April 2018 be received.*

MC13.7 **Council, Standing Committee and Community Board Meetings**

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

**Resolved:** Member Cantlon / Councillor Scrimgeour.

*THAT the schedule of meetings for months of June and July 2018 be received.*

The meeting concluded at 8.38pm.

Confirmed as a true and correct record.

\_\_\_\_\_  
S Beech  
Chairperson  
Maketu Community Board

\_\_\_\_\_  
Date

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## Western Bay of Plenty District Council

### Maketu Community Board

### Representation Review Update

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#### Purpose and Summary

This report has been prepared in order to ensure all Community Board members are fully aware of the results of the Council's representation review that have formed Council's Initial Proposal that will be publically notified and go out for public consultation from 24 July to 24 August 2018.

#### Recommendation

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



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Barbara Whitton  
**Customer Relationships  
Manager**

## 1. Background

Council began the Representation Review process in May 2017 working through the three decision-making phases; Electoral system, Māori representation and Representation arrangements, of the review over ten workshops. Staff presented an overview of the review process to a combined Community Boards workshop held on 10 August 2017. The aim of the overview provided to board members was to ensure a shared understanding of the process itself and to clarify council's legal obligations.

## 2. Progress – key milestones to date

<b>August 2017</b>	Council passed a resolution to remain with First Past The Post (FPP) electoral system
<b>November 2017</b>	Council passed a resolution to establish Māori wards
<b>February 2018</b>	More than five percent of electors (voters) demanded a poll to decide the final outcome on Māori wards
<b>March – April 2018</b>	Informal public engagement asking people to identify their 'communities of interest' and comment on our current representation arrangements
<b>May 2018</b>	The result of the poll is that Māori wards would not be established for the Western Bay for at least the 2019 and 2022 elections
<b>July 2018</b>	Council passed a resolution to adopt the initial proposal for the 2019 and 2022 local elections: <ul style="list-style-type: none"> <li>– Retaining 11 councillors elected from three wards, plus the Mayor elected District-wide.</li> <li>– Replacing our five community boards with three community committees, aligned to the three ward boundaries.</li> <li>– Making a slight boundary adjustment that involves the boundary between the Katikati-Waihi Beach and Kaimai wards.</li> </ul>

## 3. The future for local community representation

Council believes that a change to local representation is necessary in order to be more relevant to all of our local communities, to be more flexible in representation to support changing community needs and to enable a broader membership from community leaders and their networks across the whole District.

Our District's communities have changed since 1989 when the district's Community Boards were first formed. The District has grown, particularly in recent times, and the rural/urban mix has altered, with better transport corridors driving an increase in 'lifestyle' properties. Our community boards currently represent just 58 percent of our District's resident electors.

Western Bay citizens are more mobile and they move between communities while they 'live, work and play'. Many people now choose to live in one community and commute to work in another.

The way Council works has also changed over this time, with councillors and staff spending more time engaging and working directly in our communities. Relationships between communities and their local representatives are more direct than they were 30 years ago and are no longer restricted to formal local structures and processes.

Technology allows our citizens to engage directly with Council on issues that affect them, whether it is to report a concern, to submit through a consultation process or to just 'have your say' informally. Community feedback told us that many wish to use technology to have a more direct relationship with elected members.

Our Council has strong relationships with local communities, their leaders and networks and these relationships inform Council discussion and decision making both formally and informally. Community feedback on local representation told us that for many their sense of community and local representation does not fit the current Community Board operating model.

Council is proposing to replace Community Boards with three community committees aligned to the three ward boundaries to ensure local representation across the entire district.

### **What are community committees?**

A community committee is a committee of Council, but members are not elected under the Electoral Act. Committee membership will include the elected ward councillors and representatives from the community appointed by a Council process from candidates nominated by the community.

Three ward-based community committees would allow residents and ratepayers to have a greater voice in determining the needs of their community and assist Council in its responsibilities to the community and the district. The committees would have a key role to partner with community groups and citizens to act as a liaison point with Council.

Each community committee would have terms of reference that covers their:

- Membership – membership would include the ward councillors and appointed representatives from the community
- Tenure – generally three years to match election cycle
- Delegations
- Meeting schedules
- Voting arrangements
- Work programme.

Each community committee's annual work programme would identify projects and priorities, and be collaboratively developed by the committee and Council through Council's annual plan and long term plan processes. The work programme will be aligned to a community plan where this exists.

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## Western Bay of Plenty District Council

### Maketu Community Board

## Chairperson's Report – July 2018

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#### 1. Kaituna River Re-Diversion Blessing

It was great to attend the blessing of the new Kaituna River re-diversion project along with many locals and staff. It was a very special day for the Wilkinson family to witness Aroha turn the first sod of soil to mark the start of the project.

#### 2. Level of Service – Drainage Maintenance

The extremely wet weather of late is causing our storm water drains to work over time. I have fielded a few calls from locals complaining about blocked drains causing flooding. I encourage the public to contact council if they are at all concerned with blocked drains or drains not working properly, as WestLink has a responsibility to maintain and make sure our storm water system is working properly.

Staff Comment:

From an operational perspective the drainage system appears to be operating well. Reference to the blocked drains is assumed to be with the catch pit grates being blocked. The Community Board Chair has direct contact with the Utilities Network drainage supervisor regarding any issues on a monthly basis.

#### 3. Irresponsible – Illegal Rubbish Dumping

Again we are still hearing terrible stories of low life's dumping and leaving their rubbish around our roads. I would like to personally thank the kind people that are giving up their time and resources to keep our roads looking tidy and encourage people to phone in if they see this unsightly behaviour happening. Members of the public should phone **0800 926 732** to lodge a service request.

Staff Comment:

Council have been following up on evidence provided of alleged dumpers. If personal items or documentation that could serve as evidence, are provided or found in dumped rubbish Council will write to the alleged offender informing them that dumping is an offence under the Litter Act and can result in an infringement notice for \$300.00 or, on conviction, a fine of up to \$5,000.00 for a private individual.

We also inform them that Council's contractor cleared up the dumping and they are to reimburse Council the cost of \$150-00. If payment is received within the 21 days no further action is taken.

If no payment is received or contact is made with Council within the given period the matter can be referred to our legal department which may result in a prosecution action being taken in the Tauranga District Court. Most of the times our actions leads us to a dead end as people no longer reside at the address found in the bags. It is a very frustrating issue for Council and those who report illegal dumping.

The Roading Engineer (East/West) has advised that he had spoken to West Link about a generic traffic management plan to cover volunteer workers within the legal road.

Western Bay of Plenty District Council can provide Hi-Vis vests, gloves and bags for the Community Board to hand out to volunteers if required. However, volunteers will need to communicate with West Link on locations and times of work and a health and safety briefing will be required for any volunteer collections undertaken.

**4. Closing of the Kaituna Boat Ramp for the period of the Kaituna River Re-Diversion Project**  
**-Car Parking on Reserve Land**

Negotiations are in place with Council regarding the closing of the Kaituna boat ramp for two years. Parking, retrieving and launching boats and a safe navigable channel are all being discussed.

Staff Comment:

The Reserves and Facilities Manager has advised that in relation to car parking on reserve land it is recommended that a wait and see approach be taken to see if there is sufficient demand for extra car parks as a result of the boat ramp closure. This item is reported under Minute Action Reference MC13 18 5.1

**-Boat Channel Access**

In reference to the requirement to keep the channel clear – a copy of the Western Bay of Plenty District Council application that included dredging has been provided to Bay of Plenty Regional Council staff. This item is reported under Minute Action Reference MC13 18 2.2 2 in the Infrastructure Services Report July 2018.

**5. Placement of Drinking Fountains on Maketu Reserves**

In May 2018 the Board approved funding for the placement of two drinking fountains – one to be placed by the public barbeque on Park Road and the other on the wing of the Maketu Surf Club building.

Staff Comment:



At a site meeting with the Reserves and Facilities Officer (East) and the Chairperson it was ascertained that the placement of a drinking fountain on the surf club wing wall as proposed was not appropriate. The Chairperson will further discuss the placement of a second fountain at an alternative location on Te Arawa Lakes Trust land adjoining the surf club reserve. The Chairman will report back to back to staff and the Board with the outcome of his discussions.

## 6. Water Testing

Council is undertaking some water testing around Maketu and identify why three properties are experiencing some form of water contamination. We look forward to hearing back what the results are and what is happening to rectify it.

Staff Comment:

Utilities Operational staff have undertaken testing at 3 property locations in Little Waihi Road, a meeting was held with these residents including Community Board Chair to discuss the results and provide the information.

A number of determinates were tested with the main tests directed at Iron Manganese.

The results did indicate a slightly elevated level of Iron from the 5 micron filter compared to the other results, which were below the Guidelines values as per the Drinking Water Standards for New Zealand.

From the 22 micron filter and through lab testing it was observed Iron Bacteria to be present, a bacteria which has aesthetic properties and which is not harmful to human health. This was all discussed with those in attendance with laboratory results provided.

Other Actions Underway:

- Provide and install inline filters at three properties in Little Waihi road and the community hall
- Water testing of Maketu Pies with the installation of water filters
- Further investigation of the reticulation system around Maketu to identify any galvanise piping (which can be a source of iron bacteria)
- Internal inspection of the Maketu reservoir
- Inspection of the filter media at the Pongakawa water treatment plant
- Investigation of the filter media at the Pongakawa water treatment plant.

## 7. Representation Review

The community is being asked by the Community Board to make their views clear on the upcoming review on community boards.

## **8. Water Tank Face Lift and other Points of Interest for placement of Graffiti Art - Minute Action Reference MC22 16 3.11**

Meetings are taking place with a professional graffiti artist about painting on several canvases around Maketu. The water reservoir, toilet block at the village green and the information centre are just a few that we are considering to undertake in the near future.

Staff Comment:

Any discussions around painting of the concrete water tank should be consulted with the Utilities Manager as there are a number of options around funding and the type of art that will need to be considered and agreed to. The Utilities Manager is happy to discuss further with the Community Board.

## **9. Workshop Discussion Items**

At the Boards most recent workshop, members asked that information relating to design work, pricing, timeframes can be reported back on the following items:

### **9.1 Replace Culvert under Maketu Road**

(As detailed in an engineer's assessment of the Otumakoro Stream structure several years ago, the main issue with flooding due to storm water ponding at Spencer Ave was the lack of capacity through the culvert under the road.)

Staff Comment:

This item is referred to under Minute Action Reference MC12 18 5.2 2 in the Infrastructure Services Report July 2018 and is under discussion with the Catchment Manager of the Bay of Plenty Regional Council.

### **9.2 Maketu Seawall Maintenance**

The sea wall requires regular maintenance and replacing of the decaying rocks.

Staff Comment:

The requirements for the maintenance work are being scoped out following which a priced proposal will be sought from Westlink.

### **9.3 New footpath on Spencer Ave to Cemetery**

This is a extensively used by pedestrians normally from the Marae to the cemetery for foot and vehicle traffic, it makes sense to have an all-weather safe footpath.

Staff Comment:

An assessment of the feasibility of achieving a footpath between Wilson Road North and the Cemetery will need to be initiated. The length of footpath required is approximately 320 metres long. The Board would need to determine their footpath priorities that are funded from the Community Roading Account and add the request for a footpath along Spencer Ave to the cemetery to the programme

#### 9.4 **Kerb and Channelling on Williams Crescent**

This would reduce flooding to several properties and stabilise the road verge.

The Board was advised at their meeting MC10 February 2018 that the Roding Engineer (East/West) was happy to meet with Board members on site to discuss exactly what was required to improve the current state of the roadway at Williams Crescent.

Staff have recently been out to view this area and understand the storm water issues. A design proposal and cost estimate will be discussed with West Link and provided to the Community Board for approval.

#### 9.5 **New car parks on Wilson Road North/Maketu Road**

Future car parking development options on the corner of Wilson Road and Maketu Road need to be given consideration.

Staff Comment:

The Roding Engineer (East/West) can meet on site if required to scope out the suggested carpark development options. The development of car parking in this area would be subject to funding being available.

#### 9.6 **Build a safe lookout area at intersection Williams Crescent and Awara Avenue**

This area has one of the best elevated views of the Western Bay of Plenty with unlimited sea views all the way past the Coromandel Peninsula and out to sea. This is a popular stopping point for cyclists and tourists, which could be made a lot safer with the construction of a pull off area and safe lookout view point.

Staff Comment

The Roding Engineer (East/West) will arrange to meet with the Chairman to discuss this suggestion further and identify the scope of works.

#### 9.7 **Dredging of Boat Channel**

Safe launching and retrieving of boats. A useable boat channel for the Coastguard/Surf club.

Staff Comment:

This item is addressed under Minute Action Reference MC13 18 2.2 in the Infrastructure Services Report July 2018.

#### 9.8 **New footpath on Awara Avenue**

There is a large request by many residents to install a footpath along Awara Ave joining up to the existing one at the western end.

**Staff Comment:**

At the Board meeting held on 7 February 2018 (MC10) the Board advised that they would further discuss this at a workshop and determine their priorities that were to be funded from the Community Roading Account and add the request for a footpath along Arawa Avenue in the priority order they agreed to.

The footpath would traverse from No.82 to No.4 Arawa Avenue travelling north continuing on from the existing footpath.

An offer of service has been requested from West Link for a design proposal and cost estimate.

**9.9 Town Point Road Top level**

The road siding area from number 80 to 105 Town Point Road needs to be included in the regular (mowing) maintenance programme.

**Staff Comment:**

The Roading Engineer (East/West) will arrange to meet with the Chairman to discuss the level of service of maintenance required for the siding embankment area.

**9.10 Wilson Road Kerb and Channelling**

At the last Community Board meeting held on 12 June 2018 (MC13) it was brought to the Board's attention that some years ago the widening of Wilson Road had been undertaken but had stopped at the 70 kmph road sign. The section of the road from outside section 528 Wilson Road to Maketu School Road needs to be widened and kerb and channel installed for an approximate length of 155 metres.

**Staff Comment:**

Generally, widening a road tends to make drivers speed up due to an increased sense of space. I will discuss this with West Link and provide design and cost estimates to the Community Board.

**Recommendation**

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

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

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## Western Bay of Plenty District Council

### Maketu Community Board

## Councillors Report – July 2018

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Councillor Scrimgeour will provide a verbal update on the following items:

1. **Representation Review Proposal and Consultation**
2. **Te Puke Wastewater Consent Renewal**
3. **Update on Seal Extensions**
4. **Long Term Plan**

The Long Term Plan was adopted by Council on 28 June 2018 and thanks are extended to all those who took part in the process. Below is a copy of the 28 June 2018 media statement relating to the adoption of the Long Term Plan.

#### **Council adopts Long Term Plan 2018 - 2028 "Steady as we grow"**

"Western Bay of Plenty District Council has today adopted its Long Term Plan (LTP) 2018 – 2028.

The plan sets an average rates increase of 2.7 percent for existing ratepayers across the ten years of the LTP (of which inflation accounts for 2.3 percent). The increase for the 2018/19 year is 3.6 percent (of which inflation accounts for 2.0 percent).

Council aims to keep average rate increases below four percent for the 10-year period (excluding growth in population). This will be achieved by continuing to take a prudent approach to managing its operational and capital work programmes, to ensure the services its communities expect are provided for in a way that balances the affordability of delivering them.

The Long Term Plan was developed following comprehensive community engagement with Western Bay residents, with Council taking a 'steady as we grow' approach. Mayor Garry Webber says the message ratepayers gave was for Council to plan appropriately for growth, while making sure rates remain affordable and debt is reduced. Council asked for feedback on four key proposals: walkway and

cycleway investment; Western Bay Museum funding; arts and culture investment; and the approach to debt management. Taking into account all the feedback received through the consultation process, Council made the following decisions:

**Walkway and cycleway investment** – implement a stepped increase in funding over the next three years to enable faster development, which includes \$350,000 in year one, \$400,000 in year two, and \$450,000 in years three to ten.

**Western Bay Museum funding** – provide \$70,000 annually in support through District-wide rates for the next ten years.

**Arts and Culture investment** – enable implementation of the sub-regional Arts and Culture Strategy by increasing Creative Bay of Plenty's funding by \$50,000 for the ten years, and grant The Incubator Creative Hub \$10,000 in year one, \$15,000 in year two, and \$20,000 in year three of the LTP.

**Debt management approach** – reduce ratepayers' contribution to interest and debt repayments to \$1m for 2018/19, recognising the positive financial impacts of growth, and review this decision annually.

In the 2018/2019 financial year \$61.66m in total rates is budgeted to be collected - an increase of \$280,000 on the initial estimate for the first year of this Long Term Plan.

Total rates of \$61.66m are made up of District rates (\$38.18m); community board rates (\$430,000); water treatment and supply (\$6.30m); wastewater (\$10.36m); stormwater (\$4.21m) and other targeted rates (\$2.18m). Council's net debt was \$140m in 2013. It was currently below \$100m and was forecast to reduce to \$75m by 2028. Net debt per property was \$6,937 in 2013, and was projected to reduce to \$2,896 per property by 2028.

Mayor Webber stated: "We know that in the coming years we will need to be continually proactive in planning for the development and growth of our District. We are firmly committed to the 'steady as we grow' philosophy. We believe this Long Term Plan strikes the right balance between looking ahead and planning for change, while balancing rates increases and prudently reducing Council's debt."

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

**Western Bay of Plenty District Council**

**Maketu Community Board**

**Community Board Grant Applications – July 2018**

**Purpose and Summary**

The Maketu Community Board is required to make a decision regarding applications for Community Board Grant Funding. The application and supporting information for a Community Board Grant has been forwarded to members separate to this agenda.

**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**

1. ***THAT the report from the Democracy Advisor dated 11 July 2018 titled Community Grant Applications – July 2018 be received.***
  2. ***THAT the Maketu Community Board approve /not approve the following grants to be funded from the Maketu Community Board Grants 2017/2018 Account subject to all accountabilities being met.***
- |       |         |
|-------|---------|
| ..... | \$..... |
| ..... | \$..... |

  
Aileen Alty  
Democracy Advisor

## 1. Background

The Maketu Community Board has funding of \$5,000 for disbursement to community organisations for the 2018/19 financial year.

TWO applications have been received for the Board's consideration at their meeting to be held on 26 July 2018.

- **Maketu Community Development** has applied for funding assistance to develop plans the Maketu Community have in place and to facilitate any new ideas for growth, participation and general well being of the Maketu Community.
- **St Thomas Anglican Church Maketu** has applied for funding assistance to assist with costs associated with the 150<sup>th</sup> Anniversary celebration of the establishment of St Thomas Church at Maketu.

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## 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.
	Annual Budget \$5,000.00

## 3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Maketu Community Development	The applicants will be advised of the outcome of the grant application.	
St Thomas Anglican Church Maketu		



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## Western Bay of Plenty District Council

### Maketu Community Board

## Infrastructure Services Report Maketu July 2018

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### 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 26 June 2018 and titled Infrastructure Services Report Maketu July 2018 be received.*

Approved



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Gary Allis  
Deputy Chief Executive

## 1.0 Utilities

### 1.1 Maketu Stormwater Catchment Areas

### 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)

### 1.3 Licensing Waste Collectors - Waste Management and Minimisation Bylaw 2013

Letters have been sent to known waste collectors to apply and pay to operate as a licenced waste collector in the District as per the requirements of the Waste Management and Minimisation Bylaw 2013.

A Public Notice to Licence appeared in the District newspapers during May 2018.

Information to this effect was also placed on Council's website on 16 May 2018.

Application to become a licensed collector have now closed and Council is currently working through these applications.

## 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 before any system modifications/improvements are implemented. If any improvements are confirmed, they will be implemented before Christmas 2018.

Monitoring of the system remains ongoing and is likely to remain this way until the Surf Club begin construction of their new facilities. The timing of the new facilities is subject to their funding being secured.

## 3.0 Strategic Property

Nothing new to report this month.

## 4.0 Development Engineering and Projects

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

This project will now be constructed in next financial year due to delays in obtaining the Resource Consent from Bay of Plenty Regional Council and the associated design changes.

This is currently being discussed between NZTA and Opus who are making the design changes to meet Regional Council's Resource Consent requirements.

## 5.0 Emergency Management

### 5.1 Update

Nothing of significance to report this month. Emergency Management are in the process of compiling their Annual Report and will include an annual summary in the next reports.

## 6.0 Rooding

### 6.1 Maketu Road Proposed Cycle Trail

Progress on the proposed cycle trail remains on hold awaiting land purchase negotiations with Te Arawa Trust and Councillor Marsh.

### 6.2 Beach Road Intersection Kerb & Channel

WestLink have completed the design and cost estimate of \$33-35k. This includes archaeological authority and kerb and channel works. Works could proceed within the next three to four months.

### 6.3 Community Rooding Account

<b>Current Account:</b>	<b>\$</b>	<b>Status</b>
Current Account Opening Balance 1 July 2018	\$100,933	
Allocation for 2018/19	\$66,360	
<b>Subtotal</b>	<b>\$167,293</b>	
<b>Less:</b>		
Debt funding for year	\$26,688	
Beach Road Kerb & Channel Survey /Design	\$7,000	
<b>Projected Current Account 30 June 2019 Balance</b>	<b>\$133,605</b>	
<b>Note:</b>		
Loan Balance as at 30 June 2018 \$71,357		
The loan will be repaid June 2021		
Current projects that could be funded from the Community Rooding Fund include:		
Williams Crescent and Rauporoa Road	\$TBA	
Beach Road – Wilson Road intersection	\$TBA	

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

# Community Board Report

## MAKETU COMMUNITY BOARD 9/08/2016

Remit Title	<b>Water Tank Face Lift</b>
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	<p><b>6 July 2018: Staff and the Chairperson are working with a local graffiti artist in a proposal. The Utilities Manager will be consulted once the proposal is received.</b></p> <p>25 May 2018: The Chairperson will provide a progress update at the Community Board meeting in June 2018.</p> <p>16 April 2018: The Chairperson will provide a progress update at the Community Board meeting in May 2018.</p> <p>5 March 2018: The Chairperson will provide a progress update at the Community Board meeting in February 2018.</p> <p>15 January 2018: The Chairperson will provide a progress update at the Community Board meeting in February 2018.</p> <p>26 Oct 2017: The Chairperson will provide a progress update at the Community Board meeting in November.</p> <p>13 Sept 2017: The Chairperson will provide a progress update at the Community Board meeting in October.</p> <p>22 August 2017: The Chairperson will provide a progress update at the Community Board meeting in September.</p> <p>7 July 2017: The Chairperson will provide a progress update at the Community Board meeting in July.</p> <p>22 May 2017: The Chairperson will provide a progress update at the Community Board meeting in June.</p> <p>13 April 2017: The Chairperson will provide a progress update at the Community Board meeting in May.</p> <p>27 February 2017: The Chairperson will provide a progress update at the Community Board Meeting in March.</p> <p>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.</p> <p>1/12/16- No change</p> <p>17/11/16 - No change.</p> <p>15/10/16 - No Change</p>

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

**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

**6 July 2018: On going correspondence with Tonkin and Taylor. Recent work completed by the Regional Council included battering back the drain within the Reserve and planting which will impact the processing of the Consent. Tonkin and Taylor have been informed.**

25 May 2018: Tonkin & Taylor have been engaged to undertake the assessment of effects for the area shown as floodable on the District Plan.

17 April 2018: Reserves and Facilities Officer East has requested a quote from 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 17/10/2017**

Remit Title                    **Kohanga Reo**  
 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.

*"MAS Reference MC817 2.4 The Board expressed their frustration in regard to the lack of action relating to the agreement reached in September 2017 with Kohanga Reo representatives to achieve improvements to parking access for the Kohanga Reo. The Board had been advised that in order to achieve the agreed improvements the matter had been referred to the Chairperson of the Kohanga Reo but at this time no progress had been made.*

*The Reserves and Facilities Manager would consult with the Workforce Development and Cultural Advisor and organise a meeting with Kohanga Reo representatives."*

Actions

**6 July 2018: The Reserves & Facilities Manager visited Kohanga Reo on 6 July 2018 to discuss progress of the Kohanga Reo's actions resulting from the 27 September 2017 meeting.**

**MC1318 5.2 The Reserves and Facilities Manager will talk through the present situation with the Chief Executive Officer and the Group Manager Planning and Regulatory Services and report back to the Board.**

**A verbal update will be provided at the Community Board meeting.**

25 May 2018: A meeting is being organized with Kohanga Reo. MAS MC817 2.4 has also been incorporated into this MAS.

16 April 2018: A verbal update on progress will be provide at the May Community Board Meeting.

5 March 2018: Staff are still liaising with the Kohanga Reo on progressing the proposed improvements.

17 January 2018: Staff continue to liaise with the Kohanga Reo on progressing the proposed improvements.

13 Nov 2017: Funding to be confirmed once the quotes for the work have been received.



**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                        **6 July 2018: There has been no further development since last month's update.**

25 May 2018: There has been no further development since last month's update.

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

**26 June 2018: The site meeting has been organised with WestLink.**

25 May 2018: A site meeting is being co-ordinated to discuss the logistics of removing the trees.

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 **Surf Club Car Park Reserve Rock Revetment - MAS Reference MC20 16 2.1**

Remit Number MC817 5.7

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board was advised that the required Resource Consent was currently on hold due to objections to the proposed channel dredging associated with nourishment and improving navigable access from the boat ramp at Park Road.

Further consideration was required to understand the concerns from Tangata Whenua.

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.

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.

Actions **6 July 2018: Council is still working through the requirement for limited notification with BOPRC.**

25 May 2018: The Regional Council has sent the application to a Christchurch based consultant for processing.

The Consultant has recommended that the Consent be processed as a Limited Notification Consent as there have been objections from several local hapu representatives.

Council's consultant is meeting with BoPRC to challenge the need for a Limited Notification.

16 April 2018: Bay of Plenty Regional Council are processing the Resource Consent. There have been no requests for further information.

13 March 2018: Tangata whenua consultation for the revised resource consent application has been held on site. Feedback from Ngati Whakauae was positive and feedback from Ngati Pikiarau was not. The responses have since been forwarded to BOPRC for consideration and processing of the RC application.

5 Feb 2018: Council's consultant and staff have been working with local hapu on various issues they have raised.

Once a position is reached, the revised application will be re-submitted to the Regional Council.

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.

A date for the Hui is likely to be late February.

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.

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.

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.

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.

11 Sept 2017: Resource Consent 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.

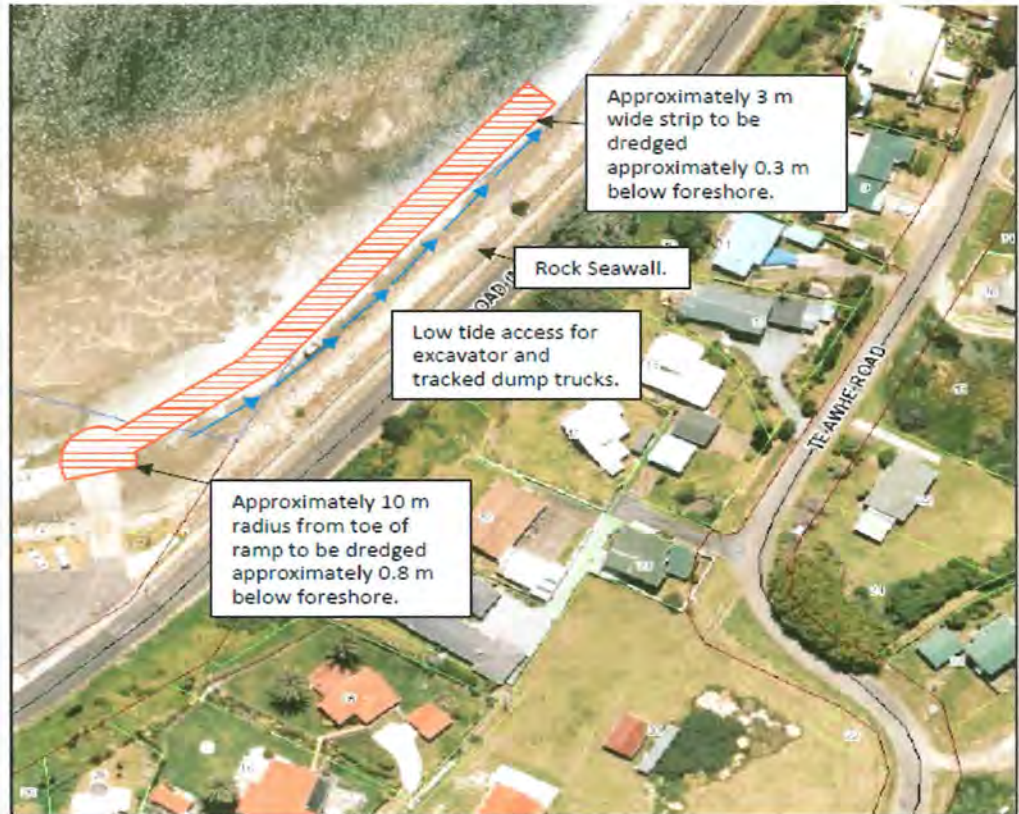
Further consultation is required to understand the concerns from Tangata Whenua. Other options to consider include:

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 overleaf:



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 Pikiāo 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

**26 June 2018: A meeting is being arranged with Councillor Marsh, staff and the landowner.**

16 May 2018: The plan for the private land requirement has been provided to Councillor Marsh, who will contact the owner.

9 April 2018: Board Members, 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 1/05/2018**

Remit Title **Improvements to Culvert Capacity - Spencer Avenue**

Remit Number MC1218 5.2

Owner GM1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Chairperson referred to the presentation from Pim De Monchy (Kaituna Catchment Manager, Bay of Plenty Regional Council) and item reported to at the last meeting Maketu Community Board meeting (MC11 20 March 2018) in regard to the management of culverts - as outlined below:

#### 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 Maketu Rd at Spencer Ave (Otumakoro Stream), and at both ends of the Whakapoukorero wetland (un-named drain and Waitipua 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 Maketu). The fish-friendly attachments 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 advised that they had included a request to upgrade this culvert in their final Long Term Plan submission.

The Board was advised that staff would liaise with Pim De Monchy (Kaituna Catchment Manager, Bay of Plenty Regional Council) in regard to future requirements to increase the culvert capacity specifically for the management of Spencer Avenue stormwater and flood protection measures.

Actions

**26 June 2018: Discussed with Pim de Monchy the option of a parallel pipe with the flap being assessed.**

25 May 2018: This is under review with BoPRC.

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title	<b>Closing of the Kaituna Boat Ramp for the period of the Kaituna Re-Diversion Project</b>
Remit Number	MC1318 2.2
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board has been advised that staff would report back regarding concerns raised relating to the impact of the increased use of the Maketu Boat ramps over the next two years while the Kaituna boat ramp was closed. It was imperative that the Maketu Coastguard were able to launch their rescue boats from the Maketu Boat Ramp and freely negotiate the channel.</p> <p>Staff would raise the matter of the requirement to keep the channel clear with the Bay of Plenty Regional Council staff and report back in due course.</p>
Actions	<b>6 July 2018: A copy of WBOPDC's application that included dredging has been provided to BOPRC staff for review.</b>

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title                    **Freedom Campers**

Remit Number                MC1318 2.3

Owner                         RFM

Status                         COMPLETE

Complete Date              6 July 2018

Confidential

Resolution                    Board members spoke of incidents that they were aware of where campers were overstaying, and generally abusing the local reserve areas and facilities. Genuine freedom campers were usually aware of the regulations that applied to the district, but there were increasing numbers of campers who were 'freeloading' and had no knowledge or regard for the Freedom Camping Policy.

The Reserves and Facilities Manager advised that there were increasing incidents relating to freedom camping associated with the fruit picking season and Council monitoring contractors were responding to complaints and informing campers of the rules that apply for freedom camping in the undertaking of their monitoring duties.

It was important that any incidents of illegal camping were reported so they could be followed up with the Council's enforcement officers.

Actions                        **6 July 2018: The public should lodge a service request if illegal freedom camping persists.**

**Staff have met with Council's after hours security contractor and co-ordinated an approach to freedom camping hot-spot areas, where illegal freedom camping may be occurring.**

**The service request system provides useful data for analysis and identification of hot-spot areas that can then be targeted by the after hours security contractor.**

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title                    **Maketu Project Team - Cycleways into Maketu**  
Remit Number                MC1318 3.2  
Owner                         GM1  
Status                         COMPLETE  
Complete Date                26 June 2018

Confidential

Resolution                    Councillor Marsh reported that he had met with the private land owners relating to land required for the future cycleway into Maketu. He advised that the landowners were not prepared to sell any land relating to the presented plan for the proposed Maketu cycleway.

The plan presented to the landowner showed a three metre width of land identified for possible purchase. It was suggested that there may be other options that could be considered for the cycleway that did not involve the purchase of any private land.

A further meeting with the landowners, Councillor Marsh and the Deputy Chief Executive Officer would be arranged to discuss other options for the proposed cycleway.

Actions                        **26 June 2018: This MAS has been closed off as it is reported under MAS MC917 4.9.**

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title                    **Car Parking on Reserve Land**

Remit Number                MC1318 5.1

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    Board members asked if reserve land could be opened up to accommodate trailer boat and car parking that would be required due to increasing use of the Maketu Boat Ramp during the Kaituna River Re-Diversion works.

The Reserves and Facilities Manager advised that this could be accommodated and he would liaise with the Board to advise future arrangements for this.

Actions                        **6 July 2018: The recommended approach is to wait and see if there is sufficient demand as a result of the re-diversion works. It is likely that a local person will need to open and close the area as and when required. Parking would be for boat trailers only.**

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title                    **Kohanga Reo - MAS Reference MC8 17 2.4**

Remit Number                MC1318 5.2

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    It was extremely disappointing that no progress had been made in relation to improving the parking and access for the Kohanga Reo as agreed at the meeting held on 27 September 2017.

The Reserves and Facilities Manager will talk through the present situation with the Chief Executive Officer and the Group Manager Planning and Regulatory Services and report back to the Board.

Actions                        **26 June 2018: This MAS has been closed as it is reported in MAS MC817 2.4.**

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title                    **Removal of Gum Trees - MAS Reference MC6 17 4.5.5**  
Remit Number                MC1318 5.3  
Owner                         RFM  
Status                         UNDER ACTION  
Complete Date

Confidential

Resolution                    The Reserves and Facilities Manager advised that he was still negotiating the logistics of removing the large gum trees on the corner of Bledisloe Park Avenue and Arawa Avenue.

Board members asked that priority be given to removing three large trees that were considered particularly dangerous and overhanging the road. This work needs to be undertaken as soon as possible. Negotiation with Te Arawa lakes Trust representatives to remove the remaining trees would continue.

Actions                        **6 July 2018: Site meeting has been organised with WestLink to look at the staged removal of the trees.**

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title	<b>Surf Club Car Park Reserve Road Revetment - MAS Reference MC20 16.2.1</b>
Remit Number	MC1318 5.4
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board was advised that the Bay of Plenty Regional Council had sent the Resource Consent application to a Christchurch based consultant for processing.</p> <p>The Reserves and Facilities Manager would provide an update report on this matter as further information was provided.</p>
Actions	<b>6 July 2018: This MAS has been closed out as it is reported in MAS MC817 5.7.</b>



**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title	<b>Improvement to Culvert Capacity - Spencer Avenue - Maketu Road - MAS Reference MC12 18 5.2</b>
Remit Number	MC1318 5.5
Owner	UM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Board requested that the Utilities Manager liaise with Pim De Monchy the Kaituna Catchment Manager Bay of Plenty Regional Council in relation to the installation of extra culvert capacity for the culvert under Maketu Road through to Spencer Avenue. Mr De Monchy had indicated at an earlier presentation to the Board (MC11 20 March 2018) that the Bay of Plenty Regional Council may offer a contribution for the extra culvert installation and Western Bay of Plenty District Council staff should bring a proposal to him for consideration.
Actions	<b>26 June 2018: This MAS has been closed as it is reported under MAS 1218 5.2.</b>

**MAKETU COMMUNITY BOARD 12/06/2018**

Remit Title                    **Placement of Drinking Fountains on Maketu Reserves**

Remit Number                MC1318 5.6

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    At the Maketu Community Board Meeting MC12 1 May 2018 the Board approved funding of 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.

The Reserves and Facilities Manager advised that the purchase and arrangements for the installation of the drinking fountains was underway.

Actions                        **6 July 2018: The Chairperson and Reserves & Facilities Officer have been working through requirements to establish the two drinking fountains.**

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**Western Bay of Plenty District Council**

**Maketu Community Board**

**Draft Financial Report Maketu – June 2018**

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### Purpose and Summary

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

Attached are the draft financial statements for the period up to 30 June 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:

	\$
Maketu ANZAC Committee	750
Maketu Historic Research Unit	1,391
Maketu Coastguard	1,424
<b>Total grants to date</b>	<b>\$3,565</b>

### Committed – Operational expenditure

	\$
<b>Total outstanding operational commitments</b>	<b>\$0</b>

### 2017/18 reserve analysis:

2017/18 Opening balance	\$149,410
Maketu Information Centre Courtyard enhancement [MC20.3.2]	\$(5,000)
Upgrade work at No. 7 Little Waihi Road [MC1.6.1]	\$(15,000)
<b>2017/18 Closing balance</b>	<b>\$129,410</b>

Date  
Subject

5 July 2018  
Draft Financial Report Maketu – June 2018


**Open Session**

### Committed reserves expenditure

Maketu Community Hub Feasibility Study [MC14.3.5]	Up to \$(20,000)
Entrance signs into Maketu [MC14.3.6]	Up to \$(5,000)
Placement of drinking fountains on Maketu Reserves [MC12.2.2]	\$(2,500)
<b>2017/18 Closing balance</b>	<b>\$101,910</b>

### Recommendation

***THAT the Management Accountant's report dated 5 July 2018 and titled "Draft Financial Report Maketu – June 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 30 June 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]	3,332	17,000	13,668	☑	17,000	5,276
Grants	3,565	5,000	1,435	☑	5,000	3,277
Mileage Allowance	61	1,000	939	☑	1,000	384
Salaries	14,074	16,159	2,085	☑	16,159	13,264
Security	755	2,000	1,245	☑	2,000	0
Inter Department Charges	33,624	33,627	3	☑	33,627	33,624
<b>Total Operating Costs</b>	<b>55,411</b>	<b>74,786</b>	<b>19,375</b>	☑	<b>74,786</b>	<b>55,825</b>
Interest Expense	0	0	0	☑	0	(9,274)
<b>Total Direct Costs</b>	<b>55,411</b>	<b>74,786</b>	<b>19,375</b>	☑	<b>74,786</b>	<b>46,551</b>
<b>Total Costs</b>	<b>55,411</b>	<b>74,786</b>	<b>19,375</b>	☑	<b>74,786</b>	<b>46,551</b>
<b>Income</b>						
Rate Income	76,145	74,786	1,359	☑	74,786	75,939
<b>Total Direct Income</b>	<b>76,145</b>	<b>74,786</b>	<b>1,359</b>	☑	<b>74,786</b>	<b>75,939</b>
<b>Net Cost of Service</b>	<b>20,734</b>	<b>0</b>	<b>20,734</b>	☑	<b>0</b>	<b>29,388</b>
<b>Contingency - breakdown</b>						
CCTV at Maketu Surf Club	3,037					
Advertisement for grants in Te Puke Times	116					
Wreaths for ANZAC Day [	180					
<b>Year to date contingency costs</b>	<b>3,332</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)					
Upgrade at 7 Little Waihi Road [MC1.6.1]	(15,000)					
<b>(Decrease) Increase in year</b>	<b>(20,000)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>129,410</b>					

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

AUGUST 2018			
Meeting	Date	Time	Venue
Operations and Monitoring Committee	2 August	9.30am	Chambers
Joint Road Safety Committee	8 August	10.00am	Chambers
Council	9 August	9.30am	Chambers
Waihi Beach Community Board	27 August	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	28 August	7.00pm	Omokoroa Community Church
Katikati Community Board	29 August	7.00pm	The new Katikati Library and Service Centre
Community Committee	30 August	9.30am / 10.00am	Chambers
SEPTEMBER 2018			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	4 September	9.30 am	Chambers
Maketu Community Board	4 September	7.00pm	Maketu Community Centre
Regulatory Hearings Committee (If required)	5 September	9.30am	Chambers
Policy Committee	6 September	9.30am	Chambers
Te Puke Community Board	6 September	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	13 September	9.30am	Chambers
Regional Transport Committee	14 September	TBC	TBC
Council	20 September	9.30am	Chambers
Rural Committee	25 September	9.30am	Chambers