



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

MAKETU COMMUNITY BOARD

Poari Hapori

MC17
Tuesday, 27 November 2018
Maketu Community Centre
7.00pm

Notice of Meeting No MC17 Te Karere

Maketu Community Board Poari Hapori

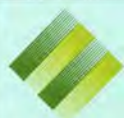
Tuesday, 27 November 2018
Maketu Community Centre
7.00pm

Members:

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

Media
Staff

Miriam Taris
Chief Executive Officer
Western Bay of Plenty District Council



*Western Bay of Plenty
District Council*

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

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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. MC17

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.

MC17.1 **Minutes of Meeting No. MC16 of the Maketu Community Board Held on 16 October 2018** 6-16

A copy of the minutes is attached.

Recommendation

THAT the minutes of Meeting No. MC16 of the Maketu Community Board held on 16 October 2018 as circulated with the agenda be received and confirmed as a true and correct record.

MC17.2 **Chairperson's Report** 17

Attached is a report from the Chairperson dated 12 November 2018.

MC17.3	Councillor's Report	18
	Attached is a report from Councillor Marsh dated 15 November 2018.	
MC17.4	Infrastructure Services Report Maketu - November 2018	19-50
	Attached is a report from the Deputy Chief Executive dated 12 November 2018.	
MC17.5	Financial Report Maketu - September 2018	51-53
	Attached is a report from the Management Accountant dated 30 October 2018.	
MC17.6	Council, Standing Committee and Community Board Meetings	54
	Attached is a schedule of meetings for the months of November and December 2018.	
	Recommendation	
	<i>THAT the schedule of meetings for November and December 2018 be received.</i>	

Western Bay of Plenty District Council

**Minutes of Meeting No. MC16 of the
Maketu Community Board held on 16 October 2018
in the Maketu Community Centre
commencing at 7.00pm**

Present

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

In Attendance

G Allis (Deputy Chief Executive Officer), S Harvey (Roading Engineer East/West) and A Alty (Democracy Advisor)

MC16.1 **Minutes of Meeting No. MC15 of the Maketu Community Board Held on 4 September 2018**

The Board considered the minutes of meeting MC15 of the Maketu Community Board held on 4 September 2018 as circulated with the agenda.

Resolved: Councillor Marsh / Member Cantlon

THAT the minutes of Meeting No. MC15 of the Maketu Community Board held on 4 September 2018 as circulated with the agenda be received and confirmed as a true and correct record.

MC16.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 3 October 2018 as circulated with the agenda.

MC16.2.1 **Gum Trees**

The Chairperson advised that an onsite meeting was held between Contractors, Council staff, Te Arawa Trust representatives and Community Board members to discuss the removal of the Arawa Ave gum trees. It was unanimously agreed that the trees were dangerous and causing

concern to the public and road users, with several motor vehicle accidents already occurred and power lines taken down by falling limbs and a lot of traffic users refusing to use that stretch of road. A price was supplied by the contractors to remove the trees, so the Board looked forward to their removal being undertaken in the near future.

The Roading Engineer advised that this item was reported in the Minute Action Sheet Attachment A to the Infrastructure Services Report.

MC16.2.2 **Upgrade CCTV Camera**

The Maketu Community Board Chairman had met with the CCTV camera supplier about relocating the new camera at the village green on the existing light pole and advised that the change was achievable and could be installed at the same quoted price previously adopted by the Board.

MC16.2.3 **Maketu Expos**

There were two successful expos held in Maketu during the last month. A two and a half day expo was held at the local Marae where volunteer groups, paid organisation and business's got to show off what they had to offer. The expo was a huge success with many people visiting the event.

The second expo was held by the local Hauora and a number of organisations and business's showcased what they had to offer our community.

MC16.2.4 **Upgrade intersection Beach/Little Waihi Road**

The Board was looking forward to work starting shortly on the upgrading of the intersection of Beach Road and Little Waihi Road.

The Board was advised that the Infrastructure Services Report included a recommendation for the commitment of funding to facilitate the improvements to the Beach Road/Waihi Beach intersection.

MC16.2.5 **Council Representation**

The Board acknowledged the Council decision to retain the Maketu Community Board. The Chairperson noted that he was extremely pleased with the large amount of submitters from the community showing their faith and support to retain the Maketu Community Board.

MC16.2.6 **TECT Supreme Award**

The Board was advised that at the recent Coastguard Gala Awards the Maketu Coastguard won the Youth Volunteer awards, Rescue of the Year

award and Unit of the Year award, and to top this off they won the TECT Supreme award at the recent district awards night.

On Sunday 30 September 2018 the Maketu Volunteer Coastguard launched their new rescue boat "Kohinui Rescue" to a community crowd of over 300 people with both mayors from Western Bay of Plenty District Council and Rotorua praising their commitment and support to their community.

MC16.2.7

Maketu Memorial Monument

The Chairperson advised that he had had discussion with Te Arawa Lakes Board representatives about Te Arawa Lakes Trust wish to re-furbish, level and preserve the Maketu Memorial monument on Beach Road. The Board would like to assist Te Arawa Lakes Board in achieving this in the near future. A copy of the Maketu Projects booklet page that showed a photograph of the Memorial Monument had been circulated to Board members with the Chairpersons Report for this meeting. The Deputy Chief Executive Officer advised that there may some external funding providers that may be interested in contributing to this community project.

The Board was advised that Member Cantlon had sought and received an initial quote from a geotech company (based in Wellington) to level the base and fill the cracks in the monument. Full consultation with Te Arawa Lakes Trust representatives needed to be undertaken to ascertain what was required along with a breakdown of costs for the repairs and renovation of the memorial.

The Board supported the proposed repair and renovation work to have the memorial monument re-levelled and cleaned in principal.

It was noted that any proposed preservation work should be advised to the Reserves and Facilities Manager who may have specific information and expertise required for the renovation of historical structures.

Resolved: Members Cantlon / MacFadyen

THAT Maketu Community Board authorise Council staff to make an application for external funding to facilitate the repair and renovation of the Maketu Memorial Monument.

Resolved: Member Beech / Councillor Marsh

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

MC16.3

Councillor's Report

The Board considered a report from Councillor Scrimgeour dated 2 October 2018 as circulated with the agenda.

Annual Report

The Board was advised that the Draft Financial Statements for Year ended 30 June 2018 and the Annual Report 2017/18 had been adopted by Council on 20 September 2018.

It was noted that:

- Council maintained an AA credit rating from Standard Poor.
- Reduced net debt by \$1.95 million to \$98 million had been achieved.
- A 'steady as we grow' approach relating to the provision of essential services and regulations had been adopted.
- From 2015-2018 net debt to revenue had dropped from 169% to 103%.
- Net debt/property had dropped from \$6,070 to \$4,650.

Kiwi Camp Facility Trial

Government Funding had been offered to Council to install a trial Kiwi Camp Facility. Council investigated various sites and confirmed placement at the Waihi Beach Community Centre car park on a trial basis. After the trial period it had been suggested that the facility may be moved to Te Puke during the kiwifruit season to assist in providing facilities for seasonal agricultural workers. While there would be a cost incurred to move the facility, the kiwi camp set-up would fulfil a very much required need.

Roading Repairs

The Board was advised that as a result of recent extreme storm events over the past four years, the cost of unexpected damage repairs had escalated. Much of the damage was at the eastern end of the district and while the costs were borne on a district wide basis it was challenging and concerning if the frequency of extreme weather events continued.

Resolved: Councillor Scrimgeour / Member Beech

THAT the report from Councillor Scrimgeour dated 2 October 2018 be received.

MC16.4

Community Matching Fund - 2018 Successful Recipients

The Board considered a report from the Community Relationship Advisor dated 19 September 2018 as circulated with the agenda.

Resolved: Members Clark/ Cantlon

THAT the report from Community Relationship Advisor dated 19 September 2018 be received.

MC16.5 Community Board Grant Application - October 2018

The Board considered a report from the Democracy Advisor dated 2 October 2018 as circulated with the agenda.

Declaration of Interest

As a member of the Maketu Volunteer Fire Brigade Chairperson Beech declared an interest in this item and took no part in the discussion or voting thereon.

The Board considered an application for funding for the Maketu Volunteer Fire Brigade for the purchase of furniture. The Board noted that the Maketu Volunteer Fire Brigade was a volunteer organisation that was very prominent in the community and their commitment to Maketu and the surrounding area was acknowledged.

Resolved: Councillor Marsh / Member Cantlon

1. *THAT the report from the Democracy Advisor dated 2 October 2018 titled Community Grant Application - October 2018 be received.*
2. *THAT the Maketu Community Board approve the following grant to be funded from the Maketu Community Board Grants 2018/2019 Account subject to all accountabilities being met.*

Maketu Volunteer Fire Brigade \$1,500

MC16.6 Update to Community Boards on Upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw Reviews

The Board considered a memorandum from the Roothing Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018 as circulated with the agenda.

Resolved: Members Beech / Cantlon

THAT the memorandum from the Roothing Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018 be received.

MC16.7 Infrastructure Services Report Maketu - October 2018

The Board considered a report from the Deputy Chief Executive dated 1 October 2018 as circulated with the agenda.

MC16.7.1 **Water Tank Face Lift - Minute Action Sheet Reference MC22 16 3 11**

The Board would continue to liaise with an artist for the installation of a mural on the Maketu Water Tank and report back with a design and costing at a later date.

MC16.7.2 **Kohanga Reo - Minute Action Reference MC15 18 4.3 and MC8 17 2.4**

The Board noted that a further letter had been sent to the Kohanga Reo but this had not yet been acknowledged.

The Board asked that some metal be put down over the pot holes at the reserve entrance next to the Kohanga Reo as soon as possible to give immediate improvement to the driveway.

MC16.7.3 **Outdoor Fitness Equipment - Minute Action Sheet Reference MC8 17 2.6**

The Board endorsed their support of the Maketu Rotary Club to install some outdoor fitness equipment on the Park Road reserve.

MC16.7.4 **Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1 and MC8 17 5.7**

The Board highlighted their frustration in regard to the time it was taking to progress any of the proposed work on the Surf Club Car Park Reserve Rock Revetment. It was extremely disappointing that one person's point of view could delay progress on work that needed to be done with urgency. The rock revetment was dangerous in its current state and there had been a number of reported accidents where people had fallen or tripped as a result of the unsafe rocks in the immediate area. The area was now dangerous and needed remediation as soon as possible.

The Board requested that rock revetment improvements be actioned as soon as possible. The Chairperson agreed to obtain accident reports or a statement on the number of accidents from the Fire Chief and provide them to staff.

MC16.7.5 **Maketu Project Team - Cycleway into Maketu - Minute Action Reference MC8 17 5.3 and MC9 17 4.9**

The Deputy Chief Executive Officer advised that the design review and estimate was underway and would be advised to the Board as soon as it was available. The focus was on the practical design of the cycleway on the wetlands side - taking into account that there was no ability land

purchase and there were constraints with roadside drainage and available width.

MC16.7.6 Improvements to Culvert Capacity - Spencer Avenue - Minute Action Sheet Reference MC12 16 5.2

The Deputy Chief Executive Officer advised that the Bay of Plenty Regional Kaituna Catchment Manager was aware of the catchment assessment that was yet to be undertaken.

MC16.7.7 Upgrade Intersection Beach / Little Waihi Road - Minute Action Reference MC15 18 2.1

The Board was advised that the quote for the upgrade of the intersection of Beach Road and Little Waihi Road of \$33,000 included the \$7,000 committed for the design of the proposed upgrade work. The Board noted concern relating to any archaeological assessments that could be required within the work site. Any archaeological finds would be assessed by the authorised archaeologist.

MC16.7.8 Removal of Gum Trees

The Roothing Engineer advised that rooding staff were working with a tree felling contractor to remove the large gum trees.

The closure of the road during the tree felling work had been advertised to start on 10 December over a five day period to the 15 December from 6.00am to 6.00pm. It was noted that the advertised road closure was for 6 days to allow for any unforeseen contingency. Locals living in the immediate vicinity of the area would have access to their property.

The Chairperson would work with Community Groups regarding cutting some of the wood as a fund raiser. Staff would liaise with the land owner/occupier as to whether community groups could undertake this on the land otherwise a quantity of wood could be trucked to an accessible spot (Spencer Avenue) as a fund raising exercise for a community group. It was noted that health and safety requirements would need to be adhered to by any community groups cutting up the wood for community use. There was not going to be unrestricted public access to the wood.

MC16.7.9 Suggested Jetty/Pole Installation at Bell Road Boat Ramp

At the last Maketu Community Board meeting it was suggested that installation of a basic jetty at the end of Bell Road would assist boaties whop were now using this boat ramp/access.

The Board was advised that there was no funding available for a jetty.

It was suggested that some posts be installed on the river bank to enable boaties to tie/anchor their boats when embarking and disembarking at the Bell Road boat access.

The Deputy Chief Executive Office advised that he would investigate options that may be available to achieve this.

MC16.7.10 **Re-Instatement of Boating Channel**

The Board expressed concern that the Maketu boat channel need to be maintained in the interim and in the long term. They requested that the reinstatement of the boating channel be progressed through discussion with the Bay of Plenty Regional Council. The channel was now having significantly more boating use due to the closure of the Ford Road ramp and the build up of sand was a constraint and a safety hazard.

Resolved: Member Cantlon / Councillor Marsh

1. *THAT the Deputy Chief Executive Officer's Report dated 1 October 2018 and titled Infrastructure Services Report Maketu October 2018 be received.*
2. *THAT the Board approves the construction of Beach Road intersection kerb and channel at the estimated cost of \$33,000 funded from the Maketu Community Roading account subject to it being completed before 20 December 2018.*

MC16.8 **Financial Report Maketu - August 2018**

The Board considered a report from the Management Accountant dated 18 September 2018 as circulated with the agenda.

Resolved: Members MacFadyen / Clark

THAT the Management Accountant's report dated 18 September 2018 and titled "Financial Report Maketu - August 2018" be received.

MC16.9 **Draft Annual Budget - October 2018**

The Board considered a report from the Democracy Advisor dated 19 September 2018 as circulated with the agenda.

Resolved: Members Beech / McFadyen

1. *THAT the report from the Democracy Advisor dated 19 September 2018 and titled Draft 2019/2020 Annual Operating Budget be received.*

2. *THAT it be recommended to the Long Term and Annual Plan Committee that the Maketu Community Board Draft 2019/2020 Annual Operating Budget be:*

Operating Costs	2020	
Contingency	17,000	
Grants	5,000	
Mileage Allowance	1,000	
Security	4,020	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Department Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COST		

3. *THAT this report relates to issues which are not considered significant in terms of Council's Policy on Significance.*

MC16.10

Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of October, November and December 2018 as circulated with the agenda.

Resolved: Members Cantlon / Beech

THAT the schedule of meetings for October, November and December 2018 be received.

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

Resolved: Members Beech / Councillor Scrimgeour

THAT the public be excluded from the following part of this meeting namely:

- *Minutes of Maketu Community Board Meeting MC15 (Closed)*

The general subject to each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<i>General subject of each matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>Minutes of Closed Minutes MC15 – 4 September 2018</i>	<i>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</i>	<i>For reasons previously stated on the relevant minutes.</i>

Items to be Discussed with the Public Excluded

Present

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

In Attendance

G Allis (Deputy Chief Executive), S Harvey (Roading Engineer East/West) and A Alty (Democracy Advisor)

MC16.11 **Minutes of Meeting MC15 of the Maketu Community Board (Closed) Held on 4 September 2018**

The Board considered the minutes of meeting MC15 of the Maketu Community Board held on 4 September 2018 as circulated with the agenda.

Resolved: Members Cantlon / Clark

THAT the Minutes from meeting no. MC15 of the Te Puke Community Board (Closed) held on 4 September 2018 as circulated with the agenda be confirmed as a true and correct record.

The meeting concluded at 8.43pm.

Confirmed as a true and correct record.

S Beech
Chairperson
Maketu Community Board

Date

MC16

Western Bay of Plenty District Council

Maketu Community Board

Chairperson's Report – November 2018

Reflections of 2018

With this being the last official report for the year I'd like to end on a positive note.

A lot of hard work has been achieved over the last 12 months by our Community Board and I thank them for that. Our little village is gearing themselves up for a busy summer and holiday period.

The parks and reserves are looking in good shape with well-kept grounds and playground equipment. The murals are starting to take place and the recent one on the village green toilets certainly looks good. With the Maketu twilight markets starting shortly the village green is going to be the 'go to' place to visit.

Additional new Picnic Tables

The green area by the Community Centre is looking good with the new fence and bollards up, we just need some picnic tables and that will become another great asset to utilise.

In liaison with the Reserves and Facilities staff, the Board would like to request that two wooden picnic tables (with seating) be installed at the Little Waihi Road Recreational space.

The projects we have in place to be completed before Christmas are:

- Removal of the Gum trees
- Upgrade to the Little Waihi Road/Beach Road Intersection

Thanks and Seasons Greetings

We have been getting some really great feedback from the community lately at our workshop meetings which are giving the Board some good ideas on moving our community forward. We still have a lot of projects in the pipeline to be authorised and priced. As I look back that list is getting smaller.

Western Bay of Plenty District Council
Maketu Community Board
Councillors Report – November 2018

Councillor Marsh will provide an update at the meeting on the following topics:

Kaituna / Maketu Estuary Water Flow

Little Waihi Road / Beach Road Kerb and Channel

Gum Tree Removal

Maketu Coastguard

Te Puke High School Senior Prize Giving

Duke and Duchess of Sussex Royal Visit to Rotorua

Christmas wishes

Kevin Marsh
Councillor
Maketu Community Board

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

Purpose and Summary

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

Minute Action Sheets

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

Recommendation

- 1. THAT the Deputy Chief Executive Officer's Report dated 12 November 2018 and titled Infrastructure Services Report Maketu November 2018 be received.***

Approved



Gary Allis
Deputy Chief Executive

1.0 Utilities

1.1 Maketu Stormwater Catchment Areas

Inspections are complete, spraying to commence once auditing has finished.

1.2 Comprehensive Stormwater Consents - Eastern Zone

The Catchment Management Plan for the Eastern Catchment is currently out for consultation. The Eastern Zone includes the urban areas of Maketu, Te Puke, Pukehina and Paengaroa. The Catchment Management Plan will form the basis for the Comprehensive Stormwater Consent Application.

Council has received good feedback to date.

1.3 Home Worm Composting Workshops

Dates for the next workshops are available on Council's 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

The Worm Workshop was held on 10 November in Omokoroa.

1.4 Te Puke Recycling Centre Extended Opening Hour Trial

The Te Puke Recycle Centre will be closed on Tuesday, 25 December 2018 - Christmas Day and on Tuesday, 1 January 2019, New Years Day. The centre will reopen on the Thursday, 27 December and Thursday, 3 January 2019. Normal business hours apply on all other days that the centre is open to the public.

1.5 Christmas & New Year Rubbish Collection

Christmas and New Year fall on a Tuesday this year. There will be no private rubbish or recycling collected from the kerbside on Tuesday, 25 December 2018 or Tuesday, 1 January 2019.

Waste Management (Environmental Green Bins) has advised that the collection for the affected areas will be on the Saturdays prior to Christmas Day and New Year's Day. Collection will be on Saturday, 22 December (for Christmas Day) and Saturday 29 December (for New Year's Day). The areas affected are: Upper Papamoa, Maketu, Paengaroa, and rural Welcome Bay. All other areas in the District's rubbish will be collected on the usual collection day.

2.0 Reserves

2.1 Dotterel Point Reserve Capital Development (Pukehina)

No change from previous report - The septic tank effluent discharge beyond consented limits continues, but usually only during the weekends. The minor improvements implemented will be monitored to observe only change in discharge volumes.

Monitoring of the system will remain ongoing and likely to remain this way until the Surf Club begin construction of their new facilities, the timing of which 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

Resource Consent has finally been granted by the BOPRC for the reinstatement of the Pah Road Slip. Opus is now preparing the tender documents and inviting tenders for the construction work. NZTA has undertaken to manage the tendering process and the awarding of the Contract. Once the Contract has been awarded, NZTA and Opus will project manage this project. The physical construction work is respected to commence in February 2019 and completed by June 2019.

5.0 Emergency Management

5.1 Exercise Shakeout

New Zealand ShakeOut, our national earthquake drill and tsunami hīkoi, took place on Thursday 18 October 2018 at 9:30am. ShakeOut is held across the world to remind people of the right action to take during an earthquake, Drop, Cover and Hold - and to practise a tsunami hīkoi (evacuation) if in a coastal area. We had a total of just under 64,000 people take part in the Bay of Plenty, which was higher than the national average (23% v 19%).

5.2 Ex Ranginui

On 17 November 2018, WBOP Council staff will undertake a practical response exercise as part of building their capability to manage responses. This exercise is a learning opportunity facilitated by EMBOP, centred on the scenario of severe weather, flooding and landslides. It will take place in the Western Zone Emergency Operations Centre (EOC) Chambers, and will involve all EOC staff. The aims of the exercise are for EOC staff to use EMBOP's recent developed Checklist Compendium to become familiar, practiced and confident with their roles, and with the key EOC processes involved in the development of their function team's outputs. All Community Response Teams have been invited to have representatives observe in the exercise. Maketū.

EMBOP has met with Maketū Community Champions who are progressing the Community Response Plan. A public meeting has been tentatively planned for mid-November 2018.

5.3 Maketū

EMBOP has met with Maketū Community Champions who are progressing the Community Response Plan. A public meeting has been tentatively planned for mid-November 2018

5.4 Te Puke

The Te Puke Community Response Plan is in its final update stage. The Community Response Team is currently identifying a local event to promote the team.

6.0 Roothing

6.1 Maketu Road Proposed Cycle Trail

Staff and Councillor Marsh met the landowner to discuss options to construct the cycleway partly over private property. This was unsuccessful.

The cycleway alignment will be designed and estimated based on three options:

- a) Wetlands side Maketu to Kaituna Road
- b) Estuary side Maketu to Kaituna Road (previously designed and estimated)
- c) Wetland side from Maketu to a crossing point with good visibility then coastal side to Kaituna Road.

Staff are waiting for the options, design and updated estimate from WestLink.

6.2 Beach Road Intersection Kerb & Channel

WestLink have advised this work will be completed prior to Christmas.

6.3 Community Roothing Account

Current Account	Costs (\$)	Status
Current Account Opening Balance 1 July 2018	\$100,933	
Allocation for 2018/19	\$66,360	
Subtotal	\$167,293	
Committed Projects for 2017/18		
Beach Road K & C Survey and Design	\$7,000	Complete
Beach Road K & C Construction	\$33,000	Approved by Community Board, construction programmed for pre-Christmas
Debt Funding for year	\$26,688	
Subtotal	\$66,688	
Proposed Projects for 2018/19		
Arawa Avenue Footpath	\$ TBA	Price estimate to be provided - WestLink
Williams Crescent Lookout Point	\$ TBA	Price estimate to be provided - WestLink
Rauporoa Road K & C	\$ TBA	Price estimate to be provided - WestLink

Community Board Report

MAKETU COMMUNITY BOARD 9/08/2016

Remit Title	Water Tank Face Lift
Remit Number	MC2216 3.11
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Chairperson advised that he would contact a local graffiti artist, and liaise with the Community Engagement Team to see if some designs could be applied to Council's water tank, subject to funding being made available for the work to be undertaken.
Actions	<p>12 Nov 2018: The water tank mural option continues to be on hold.</p> <p>1 Oct 2018: The Board has agreed to proceed with a mural on the Park Road Toilet. The water tank mural option is on hold.</p> <p>20 August 20148: Staff have received a proposal from a local graffiti artist. A copy of the proposal will be sent to Board members prior to the meeting.</p> <p>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.</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>

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

1/12/16- No change

17/11/16 - No change.

15/10/16 - No Change

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

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

12 Nov 2018: An on-site meeting was held with Tonkin and Taylor. Staff are now waiting for a letter of engagement as planned. It was confirmed this will be sent by mid-late November 2018.

1 Oct 2018: Ongoing discussion with Tonkin and Taylor to ascertain the impact of the recent installation of the culverts by Regional Council from Maketu Road on the hydrology of the Reserve for the Resource Consent. Also finalizing agreement with Tonkin and Taylor.

20 August 2018: Staff have been in contact with Tonkin and Taylor who have advised that they are still compiling the report.

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 form the Engineer for the Resource Consent.

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

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

15 January 2018: No change

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

25 Sept 2017: It has been ascertained that no consent is required through the Regional Council. However, one is required from WBoPDC for quantities greater than 5m³. 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

12 Nov 2018: A letter has been sent to the Kohanga Reo. The parking issues continue to be monitored.

1 Oct 2018: No significant change to last month's update. The parking issues continue to be monitored.

17 August 2018: The parking issues continue to be monitored.

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 **5 Nov 2018: No significant change. Rotary Club to approach staff once funding is in place.**

1 Oct 2018: Council has agreed to provide a \$5,000 grant from the matching fund.

The Rotary Club will need to raise the balance of the required funds before installing the equipment.

17 August 2018: The Rotary Club have made an application to Council's matching fund. The outcome of the application will be provided at the meeting.

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

Remit Number MC817 5.7

Owner RFAM

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 **12 Nov 2018: There has been little change since the previous update. Staff are waiting for a response from BoPRC regarding a suggested way forward with the Resource Consent application.**

1 Oct 2018: Staff continue to work with the Regional Council on the issue of Limited Notification. WBOPDC will need to consider whether or not if it continues to a hearing stage, following the Limited Notification process, as a hearing process would be costly and has the potential to go to the Environmental Court.

17 August 2018: There has been no significant change. The Regional Council is assessing navigation issues given the expected increase in boat usage at Park Road Boat Ramp.

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 Whakaue 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 is processing is currently on hold due to objections to the proposed channel dredging associated with beach nourishment and improving navigable access from the boat ramp at Park Road.

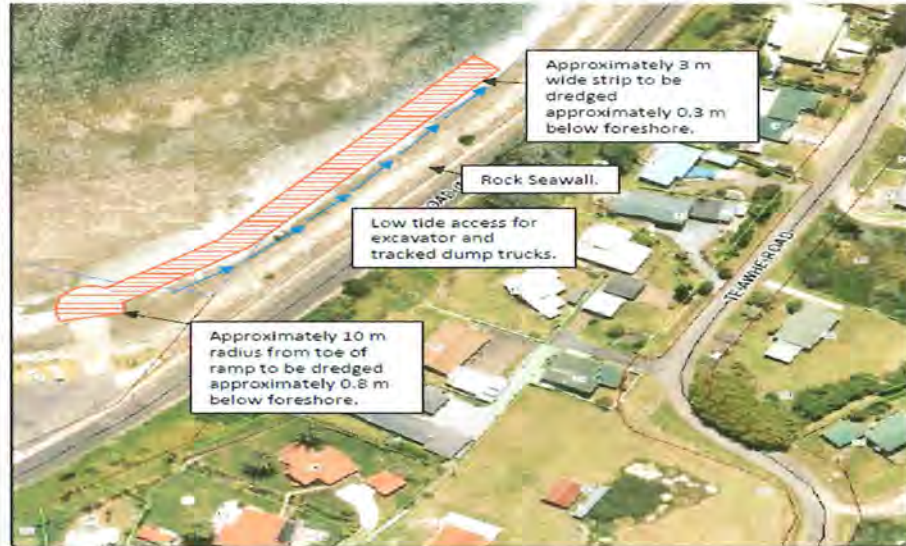
Further consultation is required to understand the concerns from Tangata Whenua. Other options to consider include:

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

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

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

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

5 Nov 2018: An additional survey has been undertaken to assist the design.

2 Oct 2018: The design review and estimate is underway and will be advise to the Board once complete.

20 August 2018: Staff and Councillor Marsh met the landowner on 10 August to discuss options to construct the cycleway partly over private property. This was unsuccessful.

The cycleway alignment will be designed and estimated based on three options:

- a) Wetlands side Maketu to Kaituna Road
- b) Estuary side Maketu to Kaituna Road (previously designed and estimated)
- c) Wetland side from Maketu to a crossing point with good visibility then coastal side to Kaituna Road.

The options and estimate will be reported back to the Board when completed.

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 UM

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 Waitipuia Stream). These operate by using a cantilever and a counter-weight to hold the gate open for about 60 minutes on the incoming tide to allow fish passage, but also had the benefit of reducing resistance for outgoing flows and thus increasing outflow capacity.

As detailed in an engineer's assessment of the Otumakoro Stream structure several years ago, the main issue with flooding due to stormwater ponding at Spencer Ave was the lack of capacity through the culvert under the road (described by Chairman Beech as the plughole of 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

12 Nov 2018: This MAS has been closed as it is reported in MAS MC1518 4.6.

2 Oct 2018: The pipe consenting is under discussion with BoPRC.

20 August 2018: The assessment of the parallel pipe has not yet been received.

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 **Placement of Drinking Fountains on Maketu Reserves**

Remit Number MC1318 5.6

Owner RFO2

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 **12 Nov 2018: The Contractor has been appointed to install drinking fountains. The date of the install is yet to be confirmed.**

1 Oct 2018: Te Arawa Lakes Trust representative has provided verbal approval to install one of the drinking fountains on their land adjacent to the surf club building.

Arrangements have been made for the installation prior to November 2018.

17 August 2018: The drinking fountains have been ordered and should be available soon for installation before summer.

The Chairperson is liaising with Te Arawa Lakes Trust to seek permission to place one of the fountains on their land next to the surf club.

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

MAKETU COMMUNITY BOARD 4/09/2018

Remit Title **Upgrade Intersection Beach / Little Waihi Road**

Remit Number MC1518 2.1

Owner RE1

Status COMPLETE

Complete Date 8 November 2018

Confidential

Resolution The Board had received a price from Westlink to do the upgrade of the intersection of Beach Road and Little Waihi Road. The first quote for the Beach Road Kerb and Channel construction work had been priced at \$33,000 and the Board wished to see two further quotes for the required work.

The Roading Engineer had advised at a recent site meeting he would make inquiries regarding the requested extra quotes.

The Roading Engineer had advised that he would provide a report on the design/costings and timing for the requested work for the next meeting.

The Board reiterated that they wished to see this work completed by Christmas.

Actions **8 Nov 2018: Works have been accepted by the Community Board. WestLink will proceed and attempt to complete prior to Christmas.**

1 Oct 2018: Staff have made informal enquiries regarding alternative quotes. Other contractor not available to tender for work at this stage. Recommend to the Board to accept the WestLink price.

MAKETU COMMUNITY BOARD 4/09/2018

Remit Title	Kaituna Re-Diversion Works
Remit Number	MC1518 2.5
Owner	GM1
Status	COMPLETE
Complete Date	5 November 2018
Confidential	
Resolution	A. Impact of Heavy Traffic

The Chairperson advised that a number of concerns had been raised relating to heavy trucks using local roadways while working on the Kaituna Re-Diversion project being undertaken by the Bay of Plenty Regional Council. Concerns had been voiced about the speed of the trucks, damage to the roads, incidents of pot holes caused by the frequency of heavy traffic using the roadways in association with the re-diversion work.

The Board would like an assurance that the local roadways would be monitored and maintained as required during the course of the works and brought back to the required standard by the Bay of Plenty Regional Council at the conclusion of the re-diversion work.

The Chief Executive Officer advised that the Deputy Chief Executive Officer had had discussions relating to the heavy vehicles on the roadways during the Kaituna Re-Diversion work. Discussions were ongoing and the designation of the affected roads was to be clarified.

B. Bell Road - Suggestion to Install a Jetty

It was suggested that the installation of a basic jetty at the end of Bell Road would assist boaties who were now using this boat ramp/access. The Maketu Boat ramp was not suitable for bigger boats and this would be a welcome alternative during the Kaituna Re-Diversion works.

The Reserves and Facilities Manager advised that he would advise the Kaituna Catchment Manager, Bay of Plenty Regional Council of this suggestion.

Actions**5 Nov 2018:**

- A.** This is being addressed through the RMA designation, WestLink Contract and discussions with BoPRC. The bridge deck replacement has been programmed.
- B.** Closed – replaced by MAS 1618 7.9.

2 Oct 2018:

- A. Heavy Traffic**
This issue is being addressed through the project designation and discussions between Council, BoPRC, contractors and WestLink.
- B.** The Kaituna Catchment Manager, BoPRC is considering extending the car parking area at the end of Bell Road to enable more capacity.

With regards to the suggestion of a jetty, there is no specific funding set aside and it is not BoPRC core business. During to the funeral and regulatory constraints it is unlikely that a new jetty will be completed prior to the completion of the Kaituna Diversion project.

MAKETU COMMUNITY BOARD 4/09/2018

Remit Title **Water Tank Face Life - Minute Action Sheet Reference MC22 16 3.11**
 Remit Number MC1518 4.2
 Owner RF02
 Status COMPLETE
 Complete Date 12 November 2018

Confidential

Resolution The Board had been presented with some mural designs for the Park Road Toilet Block, the Maketu Information Centre and the water tanks. The Board had resolved to commit funding for a mural on the Park Road Toilet Block and this would be facilitated in liaison with the Reserves and Facilities Officer (East) and the Chairperson to have the mural painted as soon as possible.

Development of a mural for the water tanks would be considered at a later date. Board members noted that the equipment shed in front of the water tank should also be considered as a future canvas for a mural.

Actions **12 Nov 2018: The mural is complete. Feedback from the community and Board Chair has been positive.**

1 Oct 2018: Staff in conjunction with the Chair are progressing the new mural on Park Road toilets.

MAKETU COMMUNITY BOARD 4/09/2018

Remit Title **Kohanga Reo Parking Issues - Minute Action Sheet Reference MC8 17 2.4**
 Remit Number MC1518 4.3
 Owner RFM
 Status COMPLETE
 Complete Date 12 November 2018

Confidential

Resolution The Reserves and Facilities Manager advised that the parking issues continued to be monitored.

The Board made reference to the agreement reached in September 2017 with Kohanga Reo representatives to achieve improvements to parking access for the Kohanga Reo. At the meeting on 27 September 2017 (Maketu Community Board Minutes Reference MC8.2.4) referred "It had been agreed that an entrance gate to the premise be relocated and an overhead shelter from the designated car park area to the Kohanga Reo entrance be constructed. At the meeting, it had been indicated that the Community Board would financially assist the Kohanga Reo to achieve improved parking arrangements and access."

Improvements to the parking area had not yet been put in place as liaison with Kohanga Reo representatives had been difficult to achieve.

The Board advised that there were large pot holes at the entrance area to the reserve and the area also needed to be metalled. Members stressed that children were being put at risk having to walk on the road due to the dangerous parking of vehicles on the footpath outside the Kohanga Reo. The Board would like to see some movement to try and resolve this ongoing issue as soon as possible.

The Reserves and Facilities Manager advised that a formal letter would be sent to the Kohanga Reo summarising the previous meeting agreement (as per Minute Reference MC8.2.4) advising that the Board was willing to progress the agreed actions, with a request for a formal response from the Kohanga Reo representatives to reaffirm that the Kohanga Reo were willing to undertake the agreed actions as discussed on 27 September 2017.

Actions

12 Nov 2018: This MAS has been closed as it is reported in MAS MC 817 214.

1 Oct 2018: A letter has been sent to the Kohanga Reo.

MAKETU COMMUNITY BOARD 4/09/2018

Remit Title **Removal of Gum Trees - Minute Action Reference MC6 17 4.4.5 and MC8 17 5.18**

Remit Number MC1518 4.4

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Reserves and Facilities Manager advised that negotiations for the removal of the gum trees were being finalised and parties associated with the land and the trees had recently met on site and agreed that the trees should be removed as soon as possible.

Actions The Reserves and Facilities Manager would now implement the required road stopping notice to enable the work to be undertaken in November/December 2018.
9 Nov 2018: Works have been approved and will commence on 10 Dec 2018.

1 Oct 2018: Roading staff are working with the tree felling contractor on the logistics for removing the trees.

There has been some feedback from some locals who believe the trees have some historic significance and question the need to remove all of the trees.

Updates from MAS MC 1318 5.3 below:

20 August 2018: Staff will raise the timing of removing the three trees overhanging the road with WestLink and tree removal contractor and consider prioritising these trees.

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

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.

Updates from MC1318 5.3 below

20 August 2018: Planning for the tree removal is nearing completion. A verbal update will be provided to the Board at the meeting.

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 4/09/2018

Remit Title **Improvement to Culvert Capacity - Spencer Avenue - Minute Action Reference MC12 18 5.2**

Remit Number MC1518 4.6

Owner UM

Status UNDER ACTION

Complete Date

Confidential

Resolution

The Board was advised that the parallel pipe with fish friendly flaps was being assessed before approaches were made to the Bay of Plenty Regional Council with a proposal for consideration of funding options.

The Board was clear that they wanted to see the increased capacity to remove accumulated stormwater (- meaning increased culvert capacity -) specifically for the management of Spencer Avenue stormwater and flood protection agreed and installed as soon as possible.

The Reserves and Facilities Manager advised that the Kaituna Catchment Manager was waiting for further input from the Western Bay of Plenty Utilities Manager with progress on this matter reported back to the Board.

Actions

29 Oct 2018: The Utilities Manager has met with BoPRC Pim de Monchy.

Discussion held with BoPRC Pim de Monchy in late October with agreement reached to install a second culvert pipe with a floodgate.

Tender prices are being sought for works. The expected timeframe for completion is Jan-Feb 2019.

The works to be part of a comprehensive stormwater consent process.

Funding of \$30k from BoPRC and the balance funded by WBoPDC.

The design is underway and is being managed in-house, staff are managing the works.

1 Oct 2018: Staff have arranged a meeting with Bay of Plenty Regional Council to progress an option for a second culvert pipe of similar size to the existing culvert with a flood gate. A detailed plan and costing will be prepared for consideration and arrangement of funding.

MAKETU COMMUNITY BOARD 4/09/2018

Remit Title	Closing of the Kaituna Boat Ramp for the Period of the Kaituna Re-Diversion Project - Minute Action Reference MC13 18 2.2
Remit Number	MC1518 4.7
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Board noted that while the Bay of Plenty Regional Council had upgraded navigational aides in anticipation of the increased boat usage at the Maketu Boat Ramp, these were totally independent to the dredging of the channel which the Board wished to be undertaken.
Actions	12 Nov 2018: The Regional Council have been provided with a copy of the WBOPDC original application for dredging the channel for their consideration. Given the issues that WBOPDC encountered with the dredging of the channel, it is highly unlikely that Regional Council will be pursuing dredging of the channel. 1 Oct 2018: An update on the Regional Council's response to the request for channel dredging will be provided at the Board meeting.

MAKETU COMMUNITY BOARD 8/10/2018

Remit Title **Maketu Memorial Monument**

Remit Number MC1618 2.7

Owner RFAM

Status UNDER ACTION

Complete Date

Confidential

Resolution THAT Maketu Community Board authorise Council staff to make an application for external funding to facilitate the repair and renovation of the Maketu Memorial Monument.

Actions **12 Nov 2018: This topic was discussed with Democracy to get a better understanding of the background to this MAS. Agreed that RFAM would meet with MCB Chairman during the CEO meeting on 12 November 2018 to discuss requirements. Note - in order for any funding application to be made, a detailed repair specification for the monument and cost estimate will need to be supplied. This project should be best left to the MCB Project Team which are better placed to work jointly with Te Arawa Lakes Trust.**

At the meeting held with the Board Chair and CEO on 12 November 2018, it was agreed to defer any further staff involvement until conversations have been held with Te Arawa Lakes Trust Board (who own the land and the monument) to clarify project and co-ordination responsibilities.

In the interim, Maketu Community Board will provide Te Arawa Lakes Trust Board with all information and any quotes it receives to assist their project.

The Reserves & Facilities Asset Manager explained that before any funding applications can be made by the Board, the Board need to be clear about what Te Arawa Lakes Trust Board's expectations are with the Maketu Community Board's offer of assistance.

MAKETU COMMUNITY BOARD 8/10/2018

Remit Title **Re-Instatement of Boating Channel**

Remit Number MC1618 7.10

Owner GM1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board expressed concern that the Maketu boat channel need to be maintained in the interim and in the long term. They requested that the reinstatement of the boating channel be progressed through discussion with the Bay of Plenty Regional Council. The channel was now having significantly more boating use due to the closure of the Ford Road ramp and the build up of sand was a constraint and a safety hazard.

Actions **5 Nov 2018: To be discussed further with BoPRC. However, previous discussions indicate that this would wait until the diversion is in place.**

MAKETU COMMUNITY BOARD 8/10/2018

Remit Title **Kohanga Reo - Minute Action Reference MC15 18 4.3 and MC8 17 2.4**

Remit Number MC1618 7.2

Owner RFM

Status COMPLETE

Complete Date 5 November 2018

Confidential

Resolution The Board noted that a further letter had been sent to the Kohanga Reo but this had not yet been acknowledged.

The Board asked that some metal be put down over the pot holes at the reserve entrance next to the Kohanga Reo as soon as possible to give immediate improvement to the driveway.

Actions **5 Nov 2018: The metal has been placed adjacent to the entranceway.**



MAKETU COMMUNITY BOARD 8/10/2018

Remit Title	Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1 and MC8 17 5.7
Remit Number	MC1618 7.4
Owner	GM1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board highlighted their frustration in regard to the time it was taking to progress any of the proposed work on the Surf Club Car Park Reserve Rock Revetment. It was extremely disappointing that one person's point of view could delay progress on work that needed to be done with urgency. The rock revetment was dangerous in its current state and there had been a number of reported accidents where people had fallen or tripped as a result of the unsafe rocks in the immediate area. The area was now dangerous and needed remediation as soon as possible.</p> <p>The Board requested that rock revetment improvements be actioned as soon as possible. The Chairperson agreed to obtain accident reports or a statement on the number of accidents from the Fire Chief and provide them to staff.</p>
Actions	5 Nov 2018: The Chair to provide details of accidents to assist with the consent process.

MAKETU COMMUNITY BOARD 8/10/2018

Remit Title **Removal of Gum Trees**

Remit Number MC1618 7.8

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Roothing Engineer advised that roading staff were working with a tree felling contractor to remove the large gum trees.

The closure of the road during the tree felling work had been advertised to start on 10 December over a five day period to the 15 December from 6.00am to 6.00pm. It was noted that the advertised road closure was for 6 days to allow for any unforeseen contingency. Locals living in the immediate vicinity of the area would have access to their property.

The Chairperson would work with Community Groups regarding cutting some of the wood as a fund raiser. Staff would liaise with the land owner/occupier as to whether community groups could undertake this on the land otherwise a quantity of wood could be trucked to an accessible spot (Spencer Avenue) as a fund raising exercise for a community group. It was noted that health and safety requirements would need to be adhered to by any community groups cutting up the wood for community use. There was not going to be unrestricted public access to the wood.

Actions

8 November 2018: The Roothing Engineer will work with the Community Board on managing the public firewood process.

MAKETU COMMUNITY BOARD 8/10/2018

Remit Title	Suggested Jetty/Pole Installation at Bell Road Boat Ramp
Remit Number	MC1618 7.9
Owner	RFTL
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>At the last Maketu Community Board meeting it was suggested that installation of a basic jetty at the end of Bell Road would assist boaties whop were now using this boat ramp/access.</p> <p>The Board was advised that there was no funding available for a jetty.</p> <p>It was suggested that some posts be installed on the river bank to enable boaties to tie/anchor their boats when embarking and disembarking at the Bell Road boat access.</p> <p>The Deputy Chief Executive Office advised that he would investigate options that may be available to achieve this.</p>
Actions	23 Oct 2018: The installation of posts or boat tie up points on the river bank is being investigated further

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

Purpose and Summary

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

Attached are the financial statements for the period up to 30 September 2018 (**Attachment A**).

Total operational costs are under budget and include contingency expenses, grants, mileage allowance, salaries and inter-department charges.

Security expenses are over budget year to date.

Grant payments made to date:

	\$
Maketu Youth Development Team	500
St Thomas Anglican Church Maketu	1,000
Total grants to date	\$1,500

Committed – Operational expenditure

	\$
Upgrade of CCTV equipment at Maketu	8,675
Maketu Volunteer Fire Brigade grant	1,500
Total outstanding operational commitments	\$10,175

2018/19 reserve analysis:

2018/19 Opening balance	\$158,857
Placement of drinking fountains on Maketu Reserves [MC12.2.2]	\$(1,192)
2018/19 Closing balance	\$157,665

Date
Subject

30 October 2018
Financial Report Maketu – September 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]	\$(1,308)
Graffiti art mural design for Park Rd toilet block [MC15.2.2]	\$(4,349)
2018/19 Closing balance	\$127,008

Recommendation

THAT the Management Accountant's report dated 30 October 2018 and titled "Financial Report Maketu – September 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
Income and Expenditure Statement
For the period ended 30 September 2018**

Maketu Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Contingency - [see breakdown below]	0	1,700	1,700	<input checked="" type="checkbox"/>	17,000	3,332
Grants	1,500	1,850	350	<input checked="" type="checkbox"/>	5,000	3,565
Mileage Allowance	0	100	100	<input checked="" type="checkbox"/>	1,000	61
Salaries	3,304	3,795	491	<input checked="" type="checkbox"/>	16,644	14,074
Security	823	463	(360)	<input type="checkbox"/>	4,020	1,007
Inter Department Charges	0	8,406	8,406	<input checked="" type="checkbox"/>	33,627	33,624
Total Operating Costs	5,628	16,314	10,686	<input checked="" type="checkbox"/>	77,291	55,663
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(8,965)
Total Direct Costs	5,628	16,314	10,686	<input checked="" type="checkbox"/>	77,291	46,698
Total Costs	5,628	16,314	10,686	<input checked="" type="checkbox"/>	77,291	46,698
Income						
Rate Income	18,558	19,323	(765)	<input type="checkbox"/>	77,291	76,145
Total Direct Income	18,558	19,323	(765)	<input type="checkbox"/>	77,291	76,145
Net Cost of Service	12,931	3,009	9,922	<input checked="" type="checkbox"/>	0	29,447
Contingency - breakdown						
Year to date contingency costs	0					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	158,857					
Placement of drinking fountains on Maketu Reserves [MC12.2.2]	(1,192)					
(Decrease) Increase in year	(1,192)					
Closing Balance - Surplus (Deficit)	157,665					

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

NOVEMBER 2018			
Meeting	Date	Time	Venue
Waihi Beach Community Board	19 November	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	20 November	7.00pm	Omokoroa Community Church
Katikati Community Board	21 November	7.00pm	Katikati Library and Service Centre
Rural Committee	27 November	3.30am	Chamber
Maketu Community Board	27 November	7.00pm	Maketu Community Centre
Policy Committee	29 November	9.30am	Chambers
Te Puke Community Board	29 November	7.00pm	Te Puke Library and Service Centre
DECEMBER 2018			
Meeting	Date	Time	Venue
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	5 December	3.00pm	Chambers
Operations and Monitoring Committee	6 December	9.30am	Chambers
Council	13 December	9.30am	Chambers