



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

MAKETU COMMUNITY BOARD

Poari Hapori

MC19
Tuesday, 2 April 2019
Maketu Community Centre
7.00pm

Notice of Meeting No MC19 Te Karere

Maketu Community Board Poari Hapori

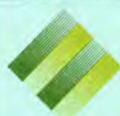
Tuesday, 2 April 2019
Maketu Community Centre
7.00pm

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-Whareki 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. MC19

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.

MC19.1

Minutes of Meeting No. MC18 of the Maketu Community Board held on 19 February 2019

6-12

A copy of the minutes is attached.

Recommendation

THAT the minutes of Meeting No. MC18 of the Maketu Community Board held on 19 February 2019 as circulated with the agenda be received and confirmed as a true and correct record.

MC19.2 **Decision report from recommendation to the Long Term and Annual Plan Committee Draft 2019 – 2020 Annual Operating Budget** 13-14

Attached is a report from the Democracy Advisor dated 13 March 2019.

MC19.3 **Update to Community Board on Upcoming Consultation** 15-16

Attached is a report from the Policy and Planning Manager dated 13 March 2019.

MC19.4 **Chairperson’s Report** 17

Attached is a report from the Chairperson dated 19 March 2019.

MC19.5 **Councillor’s Report** 18-19

Attached is a report from Councillor Scrimgeour dated 13 March 2019.

MC19.6 **Infrastructure Services Report Maketu - April 2019** 20-43

Attached is a report from the Deputy Chief Executive dated 11 March 2019

MC19.7 **Financial Report Maketu – February 2019** 44-46

Attached is a report from the Management Accountant dated 11 March 2019.

MC19.8 **Council, Standing Committee and Community Board Meetings** 47

Attached is a schedule of meetings for the months of April and May 2019

Recommendation

THAT the schedule of meetings for April and May 2019 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. MC18 of the
Maketu Community Board held on 19 February 2019
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

M Dowd (Acting Group Manager Customer Relationships and Information and Technology Services, S Harvey (Roading Engineer East), K Elder (Governance Manager) and A Alty (Democracy Advisor)

Others

Tauranga City representatives: Howard Severinson (Infrastructure Delivery Manager), Jennifer Pearson (Community Engagement Adviser), Monique Lints (Community Liaison Coordinator) One Member of the public

MC18.1 **Presentation - Waiari Water Scheme Project**

Jennifer Pearson, Howard Severinson and Monique Lints were in attendance representing the Tauranga City Council in regard to the Waiāri Water Supply Scheme project. Howard Severinson and Jennifer Pearson spoke to a presentation noting the following updates:

- The construction of the Waiāri site access was continuing
- Consultation with landowners was being undertaken with landowners at No.1 Road.
- The vegetation plan had been consulted on and completed
- Regular e-news updates and community consultation was continuing
- Fact Sheets and the pipeline map were available to the public
- Tenders for the pipeline work had gone out in October and as a result of limited response, a split tender process (for 3 separate contracts) would be undertaken being:
 - 4km of pipeline from water processing plant down No 1 Road and across Landscape Road.
 - Farm land across Te Puke Highway to Poplar lane

– Reservoir to Reservoir – 9km of pipeline to Te Puke Highway from Poplar Lane to Welcome Bay Road and along Welcome Bay Road to the eastern reservoir.

The Reservoir to Reservoir pipeline route was the first contract to be awarded and the work was expected to commence in mid-March 2019 and be completed by June 2020.

The required resource consents were being managed in consultation with the Waiāri Kaitiaki Action Group and included a Mauri monitoring model, vegetation management plan and ecological monitoring. Options to improve access to the Waiāri Stream were being considered.

The Board was advised that there would be no construction work undertaken on No.1 Road during the kiwifruit season. The No.1 Road section of pipeline would be designed to decrease traffic disruption.

The community would be kept informed of the progress of the project at various local community events, by web-site and social media, YouTube, and e-news sites and local newspapers.

The Chairperson extended thanks to the presenters noting that he looked forward to the future updates on the progress of the project.

Resolved: Members Cantlon / McFadyen

THAT the presentation from Tauranga City Council representatives in regard to the Waiāri Water Scheme project be received.

MC18.2

Minutes of Meeting No. MC17 of the Maketu Community Board held on 27 November 2018

The Board considered the minutes of meeting MC17 of the Maketu Community Board held on 27 November 2018 as circulated with the agenda.

Resolved: Councillors Marsh / Scrimgeour

THAT the minutes of Meeting No. MC17 of the Maketu Community Board held on 27 November 2018 as circulated with the agenda be received and confirmed as a true and correct record.

MC18.3

Chairperson's Report

The Board considered a report from the Chairperson dated 4 February 2019 as circulated with the agenda.

MC18.3.1 Sewerage System Grinder Pumps/Equipment

The Board was advised that there was not a shortage of spare grinder pumps for the Maketu Sewerage system. There was the ability to service or replace pumps on site as/when required. There was an expectation that the pumps would last for 10-15 years and the interchangeable parts had a life expectancy dependent on what had been flushed down the toilet.

MC18.3.2 Itinerant Campers / Freedom Camping

The Chairperson highlighted anti-social behaviours and there were considerable concerns regarding itinerant campers that the local community had been faced with.

The Board was advised that the Freedom Camping Bylaw would be reviewed this year and there would be an opportunity to have input into the review process.

MC18.3.3 Notice of Rahui - Okurei Point Maketu

The Board was saddened to hear of a landslip that had resulted in the displacement of an urupa on Okurei Point.

MC18.3.4 Speed Limit Review

The Board noted that with the development and completion of the planned cycleway along Maketu Road, the speed limit along the specific crossover points on the road would need to be looked at in the interest of safety for motorists and cycle and walkway users.

The Board was advised that Western Bay of Plenty District Council had put a hold on the review of speed limits on local roads, pending direction from the New Zealand Transport Agency on its state highways.

MC18.3.5 Name Change to Stopped Portion of Te Tumu Road to Cruickshank Lane

The Board advised that the signage for Cruickshank Lane had not yet been erected. The new name for the stopped portion of Te Tumu Road (arising from the construction of the Tauranga Eastern Link) had been put forward following a Board meeting in March 2017 and adopted by the Regulatory Hearings Committee meeting held on 19 April 2017. The Board requested that the signage for Cruickshank Lane be erected as soon as possible.

MC18.3.6 Tsunami Signage

The Roading Engineer (East) advised the Board that he had been assured that the Tsunami signs directing people to the highest point in Maketu in the event of a Tsunami warning would be erected in the near future.

Resolved: Members Beech / McFadyen

THAT the Chairperson's Report to the Maketu Community Board for February 2019 be received.

MC18.4 **Councillor's Report**

The Board considered a report from Councillor Scrimgeour dated 7 February 2019 as circulated with the agenda.

Have Your Say Event for Annual Plan/Long Term Plan

The Board was advised that the view of the community on various Annual Plan/ Long Term Plan topics would be sought as part of the Have Your Say community consultation process that would be undertaken during March and April 2019.

The Have Your Say consultation meeting would be held at the Maketu Community Centre from 4pm to 7pm on Wednesday 10 April 2019.

Resolved: Councillors Scrimgeour / Marsh

THAT the report from Councillor Scrimgeour dated 7 February 2019 be received.

MC18.5 **Anzac Commemoration 2019**

The Board considered a report from the Democracy Advisor dated 16 January 2019 as circulated with the agenda.

Resolved: Members Cantlon / Clark

1. *THAT the Democracy Support Officer's report dated 16 January 2019 and titled Anzac Day Commemoration 2019 be received.*
2. *THAT the Maketu Community Board provide a wreath for the ANZAC Day Service, to be paid from the Maketu Community Board Contingency Account (up to the value of \$200).*
3. *THAT Maketu Community Board members Cantlon and McFadyen represent the Maketu Community Board at the ANZAC Day Service at Maketu on 25 April 2019.*

MC18.6 **Community Board Grant Application - February 2019**

The Board considered a report from the Democracy Advisor dated 31 January 2019 as circulated with the agenda.

The Board received a Community Board Grant Application from the Maketu Anzac Committee for funding assistance for the 2019 Anzac Day commemorations.

Resolved: Councillor Marsh / Member Cantlon

1. *THAT the report from the Democracy Advisor dated 31 January 2019 titled Community Grant Application February 2019 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 Anzac Committee \$500.00

MC18.7 Infrastructure Services Report Maketu - February 2019

The Board considered a report from the Deputy Chief Executive dated 1 February 2019 as circulated with the agenda.

MC18.7.1 Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1

The Board noted that three responses had been received, one in support of the proposal and two against. The submitters had requested a hearing. On this basis a report was to be presented to the Operations and Monitoring Committee outlining the process and potential costs that Council would incur should this matter go to another hearing and potentially the Environment Court.

The Board expressed their frustration in the time that had been taken up with the same people objecting to any advancement and improvement to the area. Repairs to the Surf Club Car Park needed to be undertaken with urgency as there were some hazardous areas of the rock revetment structure that presented specific health and safety risks.

MC18.7.2 Water Tank Face Lift - Minute Action Reference MC22 16 3.11

The Chairperson advised that he would continue to seek design and cost options from local artists.

MC18.7.3 Kohanga Reo - Minute Action Reference MC8 17 2.4

The Board was advised that there had been no acknowledgement of the letter sent to the Kohanga Reo in November 2018. The Board was advised that some metal had been put down over the pot holes at the reserve entrance next to the Kohanga Reo in October 2018.

The Board reiterated their frustration that the agreed improvements to remedy the illegal parking had not happened.

MC18.7.4 **Cycleway into Maketu - Minute Action Reference MC8 17 2.4**

The Board was advised that the design for the cycleway was progressing and should be available for comment by the end of February, early March 2019.

MC18.7.5 **Improvements to Culvert Capacity - Spencer Avenue - Minute Action Reference MC12 18 5.2**

The Board was advised that tender prices were to be received in February 2019 based on a similar outlet pipe to the existing structure with a floodgate arrangement at the end of the pipe.

The Chairperson noted that local residents were adamant that the new pipe was to improve the management of stormwater and only one of the stormwater pipes should have a fish friendly gate.

MC18.7.6 **Re-Instatement of Boating Channel - Minute Action**

The Board had earlier expressed their concern that the Maketu boat channel needed to be maintained in the immediate and long term. The channel needed to be accessible for all boating vessels and was 'silting up' due not being flushed out as a result of the Kaituna re-diversion work.

The Board requested that the Bay of Plenty Regional Council undertake reinstatement work in the channel before the completion of the Kaituna re-diversion work.

MC18.7.7 **Suggested Jetty/Pole Installation at Bell Road Boat Ramp - Minute Action Reference MC16 18 7.9**

The Board was advised that the Reserves and Facilities team were organising land based mooring posts to be installed by the Bell Road boat access.

MC18.7.8 **Beach Road Update**

The Roding Engineer (East) advised that the design work for the proposed kerb and channel work had been completed. In order to minimise costs, an Archaeological Authority application would be lodged for the Beach Road work in conjunction with the Maketu Cycleway, Arawa Avenue footpath, Williams Crescent Lookout Point and Rauporoa Road kerb and channel pending projects. The Beach Road work was expected to start in May 2019.

It was clarified that the Heritage New Zealand Act 2014 made it unlawful for any person to modify or destroy, or cause to be modified or destroyed, the whole or any part of an archaeological site without the prior authority of Heritage New Zealand. Authority from Heritage New Zealand must be obtained before any work began and Council had a responsibility to uphold this requirement.

This was required regardless of whether the land on which the site was located was designated, or the activity was permitted under the District or Regional Plan or a resource or building consent had been granted. The Act provides for substantial penalties for unauthorised destruction or modification.

Resolved: Members McFadyen / Clark

THAT the Deputy Chief Executive's report dated 1 February 2019 and titled Infrastructure Services Report Maketu – February 2019 be received.

MC18.8 **Financial Report Maketu - December 2018**

The Board considered a report from the Management Accountant dated 18 January 2019 as circulated with the agenda.

Resolved: Member Beech / Councillor Scrimgeour

THAT the Management Accountant's report dated 18 January 2019 and titled Financial Report Maketu – December 2018 be received.

MC18.9 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of February and March 2019 as circulated with the agenda.

Resolved: Councillor Marsh / Member Cantlon.

THAT the schedule of meetings for February and March 2019 be received.

The meeting concluded at 8.23 pm

Confirmed as a true and correct record.

S Beech
Chairperson
Maketu Community Board

Date

MC18

Western Bay of Plenty District Council

Maketu Community Board

Decision Report from Recommendation to the Long Term and Annual Plan Committee Draft 2019 - 2020 Annual Operating Budget

Executive Summary

The following is a decision adopted by the Long Term and Annual Plan Committee based on the recommendation from the Maketu Community Board.

The report is provided for information purposes only.

Remit from the Long Term and Annual Plan Committee - 12 March 2019

LTAP7.4 **Recommendatory Report from the Maketu Community Board -
Draft 2019/2020 Annual Operating Budget**

The Long Term and Annual Plan Committee considered a report from the Democracy Advisor dated 29 October 2018 as circulated with the agenda.

Resolved: Thwaites / Scrimgeour

1. *THAT the Long Term and Annual Plan Committee adopt the Maketu Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Long Term Plan 2018/28*

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

Date
Subject

13 March 2019
Decision Report from Recommendation to the Long Term and Annual Plan Committee
Draft 2019 - 2020 Annual Operating Budget

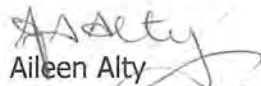
Open Session

<i>Operating Costs</i>	<i>2020</i>	
TOTAL OPERATING COST		

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

Recommendation

THAT the report of the Democracy Advisor dated 13 March 2019 titled Decision Report from Recommendation to the Long Term and Annual Plan Committee Draft 2019 - 2020 Annual Operating Budget be received.


Aileen Alty
Democracy Advisor



Memorandum

To:	Community Board Chairs and Members
Copy:	Elected Members, Management Team, Aileen Alty
From:	Emily Watton
Date:	13/03/2019
Subject	Update to Community Boards on upcoming consultation

Council has adopted a range of planning, bylaw and policy projects that will be released for consultation from 18 March to 18 April 2019. These are summarised below.

Project	What it's about
Proposal to introduce kerbside rubbish and recycling services	Council has been investigating its approach to rubbish and recycling over the last couple of years. The proposal will introduce the Council-contracted delivery of kerbside rubbish and recycling services to approximately 80 percent of the District, commencing in 2021.
Annual Plan 2019/20	Key topics for the Annual Plan include Council's approach to debt management, and changes to a number of targeted rates. A proposed policy enables optional early payment for capital costs of specific infrastructure projects.
Schedule of Fees and Charges	The proposed fees and charges for Council services in 2019/20 will be open for feedback.
Traffic and Parking Enforcement Bylaw review	A review of the parking restrictions, primarily in our main town centres
Trading in Public Places Bylaw review	A review of the rules and conditions that apply to mobile traders (such as coffee carts, roadside fruit and vegetable sellers, ice cream trucks etc.)
General Bylaw review	A review of the rules and requirements in relation to Animals (excluding dogs), Council's cemeteries, Nuisances, and Public Places.
Freedom Camping Bylaw	Proposals relating to changes to freedom camping restrictions at specific sites around the District.
Gambling policies	Council's Class 4 venues and TAB venues policies will be open for consultation. The policies propose a more restrictive approach than the operative policy.

Council has produced a Consultation Document, which provides the basis for conversation with our communities. This covers the kerbside waste proposal and the Annual Plan matters. See haveyoursay.westernbay.govt.nz for more information, including the consultation document. This site also has further information about the other projects that are out for consultation.

Submissions can be made online (through the above link), posted to Council or at the libraries and service centres across the District. Interested people can also request documentation to be posted to them.

During the consultation period, there will be seven place-based 'have your say' events run in the district. The following dates, times and venues are now confirmed:

- Omokoroa Settlers Hall – Sat 23 March – 9am-12pm
- Oropi Hall – Wed 27 March – 6.30pm-8pm
- Waihi Beach RSA – Sat 30 March – 9am-12pm
- Te Puna Quarry Park Gallery – Wed 3 April – 4pm-7pm
- Te Puke Memorial Hall – Sat 6 April – 9am-12pm
- Maketu Community Centre – Wed 10 April – 4pm-7pm
- Katikati Community Hub - Patuki Manawa – Sat 13 April – 9am-12pm

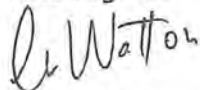
These events will act as both a drop in day (information sharing) and an opportunity to 'have your say' for the community. They replace formal hearings. Ward Councillors and Community Board members are encouraged to attend the events in their area, and may attend any other events as they wish.

Events will include a registration area and stations for the respective topics. Further information will be displayed and staff will be present to take notes on any discussion between the community and Councillors/Community Board Chairs about the proposals. This verbal feedback will also be considered through Council's decision making process about the proposals.

Community Boards may make a written submission during the consultation period, covering one or more of the projects being consulted on. **If Community Boards wish to make a verbal presentation, they are invited to do this at the event in Council Chambers on 15 or 16 April. Community Board Chairs can request a 15 minute timeslot by emailing haveyoursay@westernbay.govt.nz by 5 April 2019.**

There will also be a range of online and print media to promote the consultation period and upcoming events.

Kind regards



Emily Watton

Policy and Planning Manager

Western Bay of Plenty District Council

Maketu Community Board

Chairperson's Report – April 2019

The following items are included in the Infrastructure Services Report and any verbal updates required will be given at the meeting:

- Water Tank Face Lift
- Spencer Avenue Reserve Levelling
- Outdoor Fitness Equipment
- Surf Club Car Park Reserve Rock Revetment
- Maketu Project Team – Cycleway into Maketu
- Improvement to Culvert Capacity – Spencer Avenue
- Closing of Kaituna Boat Ramp for the Period of the Kaituna Re-Diversion Project
- Suggested Jetty/Pole Installation at Bell Road Boat Ramp
- Maketu Memorial Monument
- Name Change to Stopped Portion of Te Tumu Road to Cruickshank Lane
- Tsunami Signage
- Kohanga Reo

Annual Plan / Long Term Plan – Have Your Say

The Have Your Say community consultation event will be held at Maketu on Wednesday 10 April 2019 at the Maketu Community Centre from 4pm to 7pm.

Recommendation

THAT the Chairperson's Report to the Maketu Community Board for April 2019 be received.

Shane Beech
Chairperson
Maketu Community Board

Western Bay of Plenty District Council

Maketu Community Board

Councillor's Report – April 2019

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

- Draft Annual Plan and Have Your Say Consultation Event
 - The Maketu Have Your Say Consultation Event will be held at Maketu on Wednesday 10 April 2019 from 4pm to 7pm at the Maketu Community Centre

The consultation topics will include:

- Proposal to introduce kerbside rubbish and recycling services
 - Annual Plan 2019/2020
 - Schedule of Fees and Charges
 - Traffic and Parking Enforcement Bylaw Review
 - General Bylaw Review
 - Freedom Camping Bylaw
 - Gambling Policies
- Maketu Surf Club Car Park Erosion Protection

Copied below for your information is a section of the minutes from the Operations and Monitoring Committee Meeting held on 28 February 2019 relating to the Maketu Surf Club Car Park Erosion Protection.

OP17.5 **Maketu Surf Club Car Park Erosion Protection**

The Operations and Monitoring Committee considered a report from the Reserves and Facilities Projects and Asset Manager dated 12 February 2019 as circulated with the agenda.

The Reserves and Facilities Manager spoke to the report that sought direction on whether to invest financially into a hearing process.

In discussion the following points were noted:

- The Bay of Plenty Regional Council had agreed to place the Resource Consent Hearing on hold until Council provided direction on whether it wished to proceed with or withdraw the application to repair the Maketu Surf Club Car Park steps.
- Councillors from the eastern end of the Western Bay of Plenty District advised that the consent process had been held up over a long period

of time by a small number of local representatives. The situation needed to be resolved and the steps needed to be repaired as soon as possible.

- The surf club car park steps were a community asset and there was a strong feeling within the Maketu community that the steps in their current state were an eyesore and a health and safety and needed to be repaired as soon as possible.

Resolved: Marsh/Scrimgeour

1. *THAT the Reserves and Facilities Projects & Assets Manager report dated 12 February 2019 and titled Maketu Surf Club Car Park Erosion Protection be received.*
 2. *THAT regarding the resource consent application for an erosion protection structure at the Maketu Surf Club car-park, Council as the applicant, proceeds to a Regional Council hearing with costs estimated at up to \$50,000 allocated from the Structures Coastal Renewal budget, but should the decision be appealed to the Environment Court that staff will refer this back to Council for direction.*
 3. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
- Promotion of Increased Rates Rebate Threshold

John Scrimgeour
Councillor
Maketu Community Board

Western Bay of Plenty District Council

Maketu Community Board

Infrastructure Services Report Maketu April 2019

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 11 March 2019 and titled Infrastructure Services Report Maketu April 2019 be received.***

Approved



Gary Allis
Deputy Chief Executive

1.0 Utilities

1.1 Maketu Stormwater Catchment Areas

Inspections were carried out in January with spraying and mechanical clearing to follow in March and April 2019.

1.2 Comprehensive Stormwater Consents - Eastern Zone

The Catchment Management Plan for the Eastern Catchment was lodged with the Bay of Plenty Regional Council prior to Christmas. The Eastern Zone includes the urban areas of Maketu, Te Puke, Pukehina and Paengaroa. The plan will form the basis for the Comprehensive Stormwater Consent Application. Consultation with the community was held on the Catchment Management Plan prior to it being lodged. Positive feedback was received. This application is currently being processed by the Bay of Plenty Regional Council.

1.3 Home Worm Composting Workshops

Dates for 2019 are being planned with the trainers and will be available on Council's website once confirmed 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

1.4 Te Puke Recycling Centre Extended Opening Hour Trial

The Te Puke Recycling Centre extended its opening hours during September 2018 for a three month trial. The extended hours were continued in December. There is proven support for extended opening hours and ratification for the increased level of service will be sought from Council's Operations and Monitoring Committee in April 2019.

2.0 Reserves

2.1 Dotterel Point Reserve Capital Development (Pukehina)

There has been little change since the previous report. The monitoring of the upgraded septic tank 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 Projects

4.1 Te Puke Highways – Pah Road Slip Reinstatement

While the Resource Consent has been granted by Bay of Plenty Regional Council for the reinstatement of the Pah Road slip, New Zealand Transport Agency has not confirmed the timing for commencement of this project. It is likely that this project will be delayed and constructed in the next four years when funding is available.

5.0 Emergency Management

5.1 Community Response Team & Plan

A community response plan covers how the community plans to self-activate and respond in the initial stages of a large scale emergency. If robust processes and systems are working well then the civil defence response will support what is already underway, not override the community response.

The plan is developed by community champions and/or representatives of stakeholder organisations such as local schools, businesses, Neighbourhood Support, Lions, Resident Associations and so on. Ownership of the plan remains with the community, represented by the stakeholder group.

5.2 Maketu

The Community response team is working on updating their community response plan and they are also looking for some new people to join their team as some people left the team.

We are waiting to hear back from the team about their progress.

5.3 Te Puke

The Community Response team has an update to date community response plan in place. Team is keen to do a desktop exercise soon, planning stage at the moment.

Also working with the team to increase the public awareness of the team and the promotion of personal preparedness for an emergency.

6.0 Roothing

6.1 Maketu Road Proposed Cycle Trail

All survey work is now complete. Detailed design and Archaeological Authority are underway by WestLink. Completed design drawings should be complete by late March/early April.

6.2 Beach Road Intersection Kerb & Channel

This project is currently on hold.

The design work is complete. To minimise costs, Archaeological Authority application will be carried out in conjunction with Maketu Cycleway. Estimated project during May 2019.

6.3 Community Roading 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 Kerb & Channel Construction	\$33,000	<ul style="list-style-type: none"> Project start date postponed. Archaeological Authority to be carried out in conjunction with Maketu Cycleway.
Debt Funding for year	\$26,695	
Subtotal	\$59,695	
Proposed Projects for 2018/19		
Arawa Avenue Footpath	\$ 135,000	Maketu to confirm approval
Williams Crescent Lookout Point	\$ TBA	Price estimate to be provided - WestLink
Rauporoa Road K & C	\$ 25,000	Maketu to confirm approval
Sub Total	\$ TBC	
Forecasted Current Account Closing Balance 30 June 2019 (Deficit)	\$107,598	

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>7 March 2019: The water tank mural option remains on hold.</p> <p>31 Jan 2019: The Park Road Toilet mural has been completed.</p> <p>The water tank mural option remains on hold.</p> <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 2018: 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>
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13 April 2017: The Chairperson will provide a progress update at the Community Board meeting in May.

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

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

1/12/16- No change

17/11/16 - No change.

15/10/16 - No Change

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

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

11 March 2019: Once the Agreement has been received and signed, the Resource Consent application will be prepared and lodged with the Regional Council.

31 Jan 2019: Staff have followed up with the consultant on their offer of service letter. A verbal update will be provided at the Board meeting.

28 Nov 2018: There has been no change since the previous update, as per comments below the letter of engagement is yet to be received and a follow up email to Tonkin & Taylor has been sent.

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 **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 **7 March 2019: There has been no significant change to this MAS. The Rotary Club will approach staff as soon as funding has been put in place.**

31 Jan 2019: There has been no significant change to this MAS. The Rotary Club will approach staff as soon as funding has been put in place.

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	COMPLETE
Complete Date	
Confidential	
Resolution	<p>The Board was advised that the required Resource Consent was currently on hold due to objections to the proposed channel dredging associated with nourishment and improving navigable access from the boat ramp at Park Road.</p> <p>Further consideration was required to understand the concerns from Tangata Whenua.</p> <p>The Board requested that the option to remove the channel dredging component from the Resource Consent application so that it (future channel dredging) may be considered as a separate matter in the future.</p> <p>It was also noted that repairs and safety improvements to the rock revetment needed to be undertaken as soon as possible as there were now some hazardous areas of the structure that presented specific health and safety risk issues.</p>
Actions	<p>1 March 2019: At its meeting held on 28 February 2019, the Operations & Monitoring Committee resolved to proceed to a hearing with the Regional Council.</p> <p>Staff have advised the Regional Council of this decision. A hearing date has yet to be set.</p> <p>31 Jan 2019: Bay of Plenty Regional Council have sought a limited notification process on this Resource Consent Application with specific iwi/hapu.</p> <p>Three responses have been received, one in support of the proposal and two against. The submitters have requested a hearing. On this basis, a report will be presented to the Operations & Monitoring Committee outlining the process and potential costs that Council would incur should the matter go to another hearing and potentially the Environment Court. The Board will be advised of the outcome.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>6 July 2018: Council is still working through the requirement for limited notification with BOPRC.</p> <p>25 May 2018: The Regional Council has sent the application to a Christchurch based consultant for processing.</p> <p>The Consultant has recommended that the Consent be processed as a Limited Notification Consent as there have been objections from several local hapu representatives.</p>

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

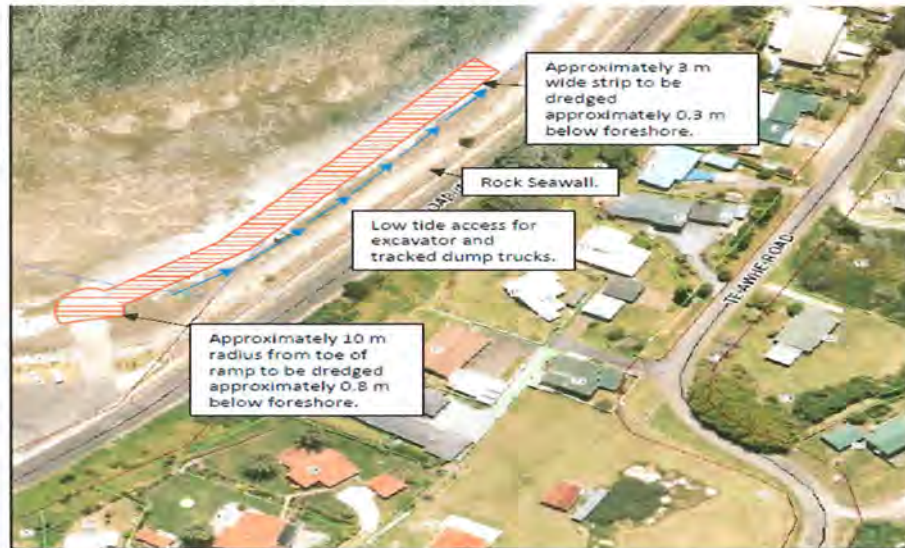
OR

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 below.



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

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

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

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

The only feedback received was from Ngati 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 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 RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution

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.

Actions

7 March 2019: The accident reports have yet to be received by the Chair. The accident reports will assist Council's case during the hearing.

23 Jan 2019: The details to assist with the consent process have not yet been provided.

5 Nov 2018: The Chair to provide details of accidents to assist with the consent process.

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 RE1

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 March 2019: The detailed design is not yet complete.

24 Jan 2019: WestLink design progressing well. Detailed design should be available for community to comment by end of February – to mid March.

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 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

11 March 2019:

- **Project prices – still awaiting one tender to come back.**
- **Budget Funding - May require to be included in Annual Plan process. (Dependent on transportation budget availability).**
- **May also require consent in relation to excavation and Heritage NZ.**
- **Road closure notice required as part of Traffic Management Plan.**
- **Timing of works dependent on number of items above.**

Regards to MAS MC1819 7.5 *The Chairperson noted that local residents were adamant that the new pipe was to improve the management of stormwater and only one of the stormwater pipes should have a fish friendly gate.*

Noted. Bay of Plenty Regional Council are responsible for making this recommendation.

24 Jan 2019: Tender prices to be received in February 2019 based in a similar sized outlet pipe to existing with flood gate arrangement to end of pipe.

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 COMPLETE

Complete Date 7 March 2019

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 **7 March 2019: This MAS has been signed off as complete as the Regional Council are unlikely to undertake dredging given that by the time any Consent was obtained, the Kaituna River Diversion project would have been completed.**

31 Jan 2019: The Regional Council have not confirmed whether or not they are pursuing dredging of the channel. Given the objections to the proposed coastal works in front of the Surf Club carpark, it is unlikely that dredging will be pursued.

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 **Suggested Jetty/Pole Installation at Bell Road Boat Ramp**

Remit Number MC1618 7.9

Owner RFTL

Status COMPLETE

Complete Date 6 March 2019

Confidential

Resolution 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 who 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 Officer advised that he would investigate options that may be available to achieve this.

Actions **6 March 2019: Staff have installed half a dozen substantive tie up posts to allow vessels to moor safely whilst waiting for the ramp to clear.**

The police feedback has been fantastic as the police regularly use the area to do launch exercises and animal training – the posts are used by the police to tie up vessels during this training.

30 Jan 2019: The Reserves & Facilities Team leader has inspected the area in Bell Road. Staff are organising for land based mooring posts to be installed.

23 Oct 2018: The installation of posts or boat tie up points on the river bank is being investigated further.

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 **1 March 2019: There has been no significant change since the previous update on the Board's discussions with Te Arawa Lakes Trust.**

22 Jan 2019: There has been no change since the last update. The Board are to discuss requirements directly with Te Arawa Lakes Trust.

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 19/02/2019

Remit Title	Name Change to Stopped Portion of Te Tumu Road to Cruickshank Lane
Remit Number	MC1819 3.5
Owner	RE1
Status	COMPLETE
Complete Date	6 March 2019
Confidential	
Resolution	The Board advised that the signage for Cruickshank Lane had not yet been erected. The new name for the stopped portion of Te Tumu Road (arising from the construction of the Tauranga Eastern Link) had been put forward following a Board meeting in March 2017 and adopted by the Regulatory Hearings Committee meeting held on 19 April 2017. The Board requested that the signage for Cruickshank Lane be erected as soon as possible.
Actions	6 March 2019: This has now been actioned by WestLink.

MAKETU COMMUNITY BOARD 19/02/2019

Remit Title **Tsunami Signage**

Remit Number MC1819 3.6

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Roothing Engineer (East) advised the Board that he had been assured that the Tsunami signs directing people to the highest point in Maketu in the event of a Tsunami warning would be erected in the near future.

Actions **13 March 2019: The Roothing Engineer (East) has been in contact Emergency Bay of Plenty (EMBoP) and has been advised the signs will be delivered for installation during April/May 2019.**

MAKETU COMMUNITY BOARD 19/02/2019

Remit Title **Kohanga Reo - Minute Action Reference MCS 17 2.4**

Remit Number MC1819 7.3

Owner RFM

Status COMPLETE

Complete Date 11 March 2019

Confidential

Resolution The Board was advised that there had been no acknowledgement of the letter sent to the Kohanga Reo in November 2018. The Board was advised that some metal had been put down over the pot holes at the reserve entrance next to the Kohanga Reo in October 2018.

The Board reiterated their frustration that the agreed improvements to remedy the illegal parking had not happened.

Actions **11 March 2019: The matter of parking across the footpath has been referred to the Monitoring and Compliance Team to manage. The following relates to Council's current approach to such situations.**

Council parking officers do not patrol areas outside of the business districts in Te Puke and Katikati, accordingly this area is not a monitored parking area. For parking issues outside the business districts, an Officer response would be via a request for a service (CCR) to a complaint. This would be followed up by Council's compliance officers, and would be scheduled with other service requests in the immediate area, this response may be up to 14 days. Compliance options would be assessed.

Western Bay of Plenty District Council
Maketu Community Board
Financial Report Maketu – February 2019

Purpose and Summary

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

Attached are the financial statements for the period up to 28 February 2019 (**Attachment A**).

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

Security is over budget for the year.

Grant payments made to date:

	\$
Maketu Youth Development Team	500
St Thomas Anglican Church Maketu	1,000
Maketu Fire Brigade	1,500
Maketu ANZAC Committee	500
Total grants to date	\$3,500

Committed – Operational expenditure

	\$
Wreath for ANZAC Day Service	200
Total outstanding operational commitments	\$200

2018/19 reserve analysis:


2018/19 Opening balance	\$158,857
Placement of drinking fountains on Maketu Reserves [MC12.2.2]	\$(2,500)
Graffiti art mural design for Park Rd toilet block [MC15.2.2]	\$(4,348)
2018/19 Closing balance	\$152,009

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)
2018/19 Closing balance	\$127,009

Recommendation

THAT the Management Accountant's report dated 11 March 2019 and titled "Financial Report Maketu – February 2019" be received.


 Christie Tromans
Management Accountant

Approved


 David Jensen
Senior Financial Planner

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 28 February 2019**

Maketu Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Contingency - [see breakdown below]	0	10,200	10,200	<input checked="" type="checkbox"/>	17,000	3,332
Grants	3,500	3,600	100	<input checked="" type="checkbox"/>	5,000	3,565
Mileage Allowance	0	600	600	<input checked="" type="checkbox"/>	1,000	61
Salaries	9,347	10,910	1,563	<input checked="" type="checkbox"/>	16,644	14,074
Security	7,840	2,438	(5,402)	<input type="checkbox"/>	4,020	1,007
Inter Department Charges	22,416	22,416	0	<input checked="" type="checkbox"/>	33,627	33,624
Total Operating Costs	43,104	50,164	7,060	<input checked="" type="checkbox"/>	77,291	55,663
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(8,965)
Total Direct Costs	43,104	50,164	7,060	<input checked="" type="checkbox"/>	77,291	46,698
Total Costs	43,104	50,164	7,060	<input checked="" type="checkbox"/>	77,291	46,698
Income						
Rate Income	49,488	51,528	(2,040)	<input type="checkbox"/>	77,291	76,145
Total Direct Income	49,488	51,528	(2,040)	<input type="checkbox"/>	77,291	76,145
Net Cost of Service	6,385	1,364	5,021	<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]	(2,500)					
Graffiti art mural design for Park Rd toilet block [MC15.2.2]	(4,348)					
(Decrease) Increase in year	(6,848)					
Closing Balance - Surplus (Deficit)	152,009					

**Western Bay of Plenty District Council
Formal Meeting Schedule 2019**

APRIL 2019			
Meeting	Date	Time	Venue
Maketu Community Board	2 April	7.00pm	Maketu Community Centre
Policy Committee	4 April	9.30am	Chambers
Te Puke Community Board	4 April	7.00pm	Te Puke Library and Service Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	10 April	TBC	Chambers
Operations and Monitoring Committee	11 April	9.30am	Chambers
Council	18 April	9.30am	Chambers
Regulatory Hearings Committee	18 April	1.00pm	Chambers
Good Friday - 19 April, Easter Monday - 22 April and ANZAC Day - 25 April			
Regulatory Hearings Committee (if required)	30 April	9.30am	Chambers
MAY 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	1 May	9.30am	Chambers
Waihi Beach Community Board	6 May	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	7 May	7.00pm	Omokoroa Community Church
Katikati Community Board	8 May	7.00pm	The Centre. Pātuki Manawa
Community Committee	9 May	9.30am / 10.00am	TBC
Rural Committee	14 May	9.30am	Chambers
Maketu Community Board	14 May	7.00pm	Maketu Community Centre
Policy Committee	20 May	9.30am	Chambers
Joint Road Safety Committee	21 May	10.00am	Chambers
Operations and Monitoring Committee	22 May (Wednesday)	9.30am	Chambers