



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

MAKETU COMMUNITY BOARD

Poari Hapori

MC20
Tuesday, 14 May 2019
Maketu Community Centre
7.00pm

Notice of Meeting No MC20 Te Karere

Maketu Community Board Poari Hapori

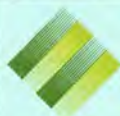
Tuesday, 14 May 2019
Maketu Community Centre
7.00pm

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. MC20

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.

MC20.1

Presentation

Theo Ursum from Emergency Management Bay of Plenty will be in attendance to provide an update on the Emergency management Community Response Team & Plan.

MC20.2

Minutes of Meeting No. MC19 of the Maketu Community Board held on 2 April 2019

6-12

A copy of the minutes is attached.

Recommendation

THAT the minutes of Meeting No. MC19 of the Maketu Community Board held on 2 April 2019 as circulated with the agenda be received and confirmed as a true and correct record.

MC20.3 **Chairperson's Report** 13-19

Attached is a report from the Chairperson dated 30 April 2019.

MC20.4 **Councillor's Report** 20-21

Attached is a report from Councillor Scrimgeour dated 2 May 2019.

MC20.5 **Infrastructure Services Report Maketu – May 2019** 22-41

Attached is a report from the Deputy Chief Executive dated 1 May 2019.

MC20.6 **Financial Report Maketu – March 2019** 42-44

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

MC20.7 **Council, Standing Committee and Community Board Meetings** 45-46

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

Recommendation

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

Western Bay of Plenty District Council

**Minutes of Meeting No. MC19 of the
Maketu Community Board held on 02 April 2019
in the Maketu Community Centre
commencing at 7.00pm**

Present

Members S Beech (Chairperson), G Cantlon (Deputy Chairperson) and W McFadyen and Councillor J Scrimgeour

In Attendance

S Harvey, Roading Engineer (East) and A Alty (Democracy Advisor)

Others

3 members of the public as named in the minutes.
1 member of the press

Apologies

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

Resolved: Members Beech / McFadyen

THAT the apology for absence from Member Clark be accepted.

Public Forum

Resolved: Members Cantlon / McFadyen

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

Feasibility Study for a Future Community Hub at Maketu

Ian Hurlock and Julie Cross spoke to the Board about their interest in securing a community hub for Maketu. Ian Hurlock advised that he was willing to ascertain community interest with a view to leading a feasibility study for a community hub at Maketu noting:

- The concept would have to be community driven.

- For the community by the community.
- Interest in the community and surrounding area would be gauged by public meetings.
- Websites and Facebook etc would be used to ensure people were aware of the proposal.
- From public interest meetings – an engagement team to undertake the feasibility study would be set up.

Ian Hurlock and Julie Cross advised the Board that they were serious in their aspirations and ready to take on the challenge of attaining a community hub for Maketu that was really needed in the community. They were aware of a number of local organisations that needed a community space and it was envisaged that use of a community hub would grow. It was important that a community hub developed now was future proofed to be of equal use when first built and maintained through the years.

The Board advised that \$20,000 had been committed in the 2014 Annual Plan for a Maketu Community Hub Feasibility Study, and land adjacent to the current Maketu Community Centre had been acquired in 2016 but as there had not been a principal 'driver' for the project, the feasibility study had not progressed.

Board members thanked Ian Hurlock and Julie Cross for their address. A Western Bay iof Plenty District Council staff member would make contact with the speakers in order to ensure they were given advice needed to put out to members of the public relating to the development of a future Community Hub at Maketu.

General Interest Item

Denise Ewart was attending her first Community Board meeting out of general interest to 'see how things worked' and advised that she had lived in Maketu all her life and was passionate about the community. Ms Ewart wanted to be informed and think about the future of the overall community.

Ms Ewart noted one of the main concerns at this point in time were the number of Freedom Campers throughout Maketu.

Ms Ewart was advised of the 'Have Your Say' event to be held at the Maketu Community Centre on Wednesday 10 April from 4pm that would include the Freedom Camping Bylaw and proposals relating to changes to freedom camping restrictions at specific sites around the District. Other topics also available for consultation were:

- Proposal to introduce kerbside rubbish and recycling services
- Annual Plan 2019/20
- Schedule of Fees and Charges
- Traffic and Parking Enforcement Bylaw Review
- General Bylaw Review
- Gambling Policies

The Chairperson thanked Ms Ewart for her attendance and encouraged her to attend the 'Have Your Say' event.

Resolved: Councillor Scrimgeour / Member McFadyen

THAT the meeting be re-convened in formal session at 7.18 pm

MC19.1 Minutes of Meeting No. MC18 of the Maketu Community Board held on 19 February 2019

The Board considered the minutes of meeting MC18 of the Maketu Community Board held on 19 February 2019 as circulated with the agenda.

Resolved: Members Cantlon / McFadyen

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

The Board considered a report from the Democracy Advisor dated 13 March 2019 as circulated with the agenda.

Resolved: Members Cantlon / McFadyen

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.

MC19.3 Update to Community Board on Upcoming Consultation

The Board considered a report from the Policy and Planning Manager dated 13 March 2019 as circulated with the agenda.

Resolved: Councillor Scrimgeour / Member McFadyen

THAT the Policy and Planning Manager's report dated 13 March 2019 be received.

MC19.4 Chairperson's Report

The Board considered a report from the Chairperson dated 19 March 2019 as circulated with the agenda.

Resolved: Member Beech / Councillor Scrimgeour

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

MC19.5 Councillor's Report

The Board considered a report from Councillor Scrimgeour dated 13 March 2019 as circulated with the agenda.

Councillor Scrimgeour advised the Board on the following items:

Maketu Surf Club Car Park Erosion Protection

Councillor Scrimgeour advised the Board of the recommendation that had been adopted at the Operations and Monitoring Committee Meeting held on 12 February 2019 in relation to progressing the work required to remedy the Maketu Surf Club Car Park Erosion. The Committee resolved "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".

Promotion of Increased Rates Rebate Threshold

The Board was advised that the local authorities had submitted a remit to central government to change the current rate rebate threshold of [up to] \$630.00 per household to reflect the current household income. The lobbied change may result in a rate rebate threshold increase of [up to] \$918.00 reflecting an average household income of approximately \$38,000.

Resolved: Councillor Scrimgeour / Member Beech

THAT the report of Councillor Scrimgeour dated 13 March 2019 be received.

MC19.6 Infrastructure Services Report Maketu - April 2019

The Board considered a report from the Deputy Chief Executive dated 4 March 2019 as circulated with the agenda.

MC19.6.1 Emergency Management Community Response Team & Plan

Board members advised that the ground work for a Community Response Plan for Maketu had been done. Board members expressed frustration that extra or new information had been requested and changes of personnel within the Bay of Plenty Emergency Management had resulted in confusion relating to the final Maketu Community Response Plan.

The Roding Engineer (East) advised that he would liaise with the Emergency Management Advisor to clarify the current position with the community plan.

MC19.6.2 Water Supply Pipeline along Wilson Road North

The Board asked for information regarding repair work on the water pipeline along Wilson Road North that seemed to have to be undertaken on a regular basis. In June 2018 a member of the public asked if Maketu ratepayers paying for the constant maintenance of the pipeline along Wilson Road North that should be lasting for more than twenty years after first being installed but was frequently failing.

The Board would like to understand the reason for the frequent repairs and asked if the whole water line should be replaced.

It was also noted that as a result of the frequent pipeline repairs, the road seal was having to be dug up and the current patch remediation of the seal was not lasting and did not appear to be up to the required standard.

MC19.6.3 Spencer Avenue Reserve Levelling - Minute Action Reference MC1916 3.2

The Board was disappointed to see that resource consent was now required from the Bay of Plenty Regional Council after earlier being informed that only Western Bay of Plenty District Council consent was required for approved soil quantities up to 5m³ to be placed on the Spencer Avenue reserve.

The Board advised that the Spencer Avenue Reserve was an important future reserve for Maketu and it needed to be brought to a useable standard. There had been numerous inquiries from contractors who wanted to off-load suitable clean soil over the area, but under the current consent requirements this could not happen.

The Roding Engineer (East) advised that he would liaise with the Bay of Plenty Regional Council Land Management Officer to clarify the consent requirements.

MC19.6.4 Maketu Project Team - Cycleway into Maketu - Minute Action Reference MC8 17 5.2.

The Roding Engineer (East) provided a set of plans for the proposed cycleway into Maketu. The plans were still in draft form with various options for the planned route still to be considered. Updated plans would be available for the next Community Board meeting, and these would be made available for the Chairperson to present to interested parties at the following Community Board workshop to be held on Tuesday 4 June 2019.

MC19.6.5 Improvement to Culvert Capacity - Spencer Avenue - Minute Action Reference MC12 18.5.2

Board members had met with the Roothing Engineer (East) on site and identified aspects of concerns regarding the need to increase the capacity to remove accumulated stormwater from the Spencer Avenue area.

The Roothing Engineer (East) advised that he would liaise with the Bay of Plenty Regional Council Land Management Officer regarding improvements to the culvert capacity on Spencer Avenue.

MC19.6.6 Tsunami Signage - Minute Action Reference MC18 19 3.6

The Board was advised by the Roothing Engineer (East) that the Tsunami signage would be installed during April/May 2019.

MC19.6.7 Kohanga Reo - Minute Action Reference MC 1819 7.3

The Board was advised that as the Maketu area was not a monitored parking area any complaints about illegal parking should be registered through the Council (CCR) service request system. This would be followed up by Council's compliance officers, and would be scheduled with other service requests in the immediate area with a response timeframe of up to 14 days.

The Board was disappointed to receive this advice noting that in their view the illegal parking that was occurring outside the Kohanga Reo was dangerous. There was concern for the health and safety of children getting in and out of cars that were parked close to the main road into Maketu. Members of the public often had to walk on the roadway to get around the car parked at the Kohanga Reo, so there was a risk to pedestrians and drivers alike.

With the proposed cycleway currently under design, consideration should be given as to how the entrance area into Maketu may be affected and it was imperative that the parking issues at the Kohanga Reo were resolved as soon as possible.

The Roothing Engineer (East) advised that he would talk to staff who had previously given advice and worked on this issue to try and negotiate a way forward in resolving the dangerous parking in the immediate vicinity of the Kohanga Reo.

Resolved: Members Cantlon / McFadyen

THAT the Deputy Chief Executive Officer's Report dated 11 March 2019 and titled Infrastructure Services Report Maketu April 2019 be received.

MC19.7 Financial Report Maketu - February 2019

The Board considered a report from the Management Accountant dated 11 March 2019 as circulated with the agenda.

Resolved: Members Cantlon / McFadyen

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

MC19.8 Council, Standing Committee and Community Board Meetings

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

Resolved: Member Beech / Councillor Scrimgeour

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

The meeting concluded at 8.27 pm

Confirmed as a true and correct record.

S Beech
Chairperson
Maketu Community Board

Date

MC19

Western Bay of Plenty District Council

Maketu Community Board

Chairperson's Report – May 2019

1. Cycle way

It's pleasing to finally see the draft plan for the new cycle way into Maketu. I'm sure the community will be very pleased that the Council has listened to where they believe the new cycle way should be placed. I have had some good conversations with the cycle groups and some residents who have given me their thoughts on the new path.

2. Y.E.S Program

This is the third Y.E.S (youth in emergency services) program that has been run in Maketu with the emergency services and recruits from the Maketu area getting involved with this program. It is great to see the confidence grow in our young people as they progress through the program and ending with their graduation at the local Marae. Well done to Clester and the emergency services for their huge voluntary input.

3. Community Hub Feasibility Study

Good on the two local residents for coming forward and offering to commit themselves to undertake a feasibility study with the community looking at the options for a community hub in Maketu. They are two very enthusiastic and competent people and I'm sure will do a great job in fulfilling this feasibility study. I will be putting forward a recommendation to release funding to assist with this happening and going out to the community. I have attached information put together by Julie and Ian to communicate the ideas and gain community support and direction relating to the proposed strategy. **(Attachment A)**

In the 2014 Annual Plan the Board committed \$20,000 (MC14.3.5) for a Maketu Community Hub Feasibility Study, and land adjacent to the current Maketu Community Centre had been acquired in 2016 with the future development of a Community Hub in mind. This is shown within the Committed Reserves Expenditure within the Community Board Financial Report – March 2019

4. Freedom Campers

As the kiwifruit season is now upon us we are starting to see the influx of seasonal/freedom camping taking over our carpark reserves. This is a huge bugbear to many of our residents as they witness the bad behaviour left behind, lighting fires, leaving beer bottles on the beach, showering outside and not using the public toilets, just to mention a few things that the community is witnessing. I encourage any unsightly or illegal activity to be reported to the WBOPD Council as soon as possible as these need to be dealt with.

5. ANZAC Commemorations

What a great ANZAC Commemoration held recently at Maketu, with hundreds of people turning up to pay tribute to the ANZACS. A well run dawn service and nothing beats watching the sun rise over the Maketu estuary.

6. Kaituna Rediversion

The landscape is certainly changing on Ford road (for the better) as we see the contractors well into the project of re aliening the Kaituna river to give more fresh water into the Maketu estuary. I certainly look forward to the finished project

7. Significant Council Processes – Community Engagement

(a) Community Matching Fund – 2019

The Community Matching Fund is available to Western Bay Community Groups. The 2019 Community Matching Fund applications open 29 April and close 29 May 2019.

Council makes up to \$140,000 available for community and environmental projects that make a positive difference in the District.

The matching fund initiative was established to support projects led by not-for-profit community groups working for the benefit of their communities.

Council recognises that these groups contribute numerous resources to projects and seeks to "match" the dollar value of this community effort with a grant.

Funding is made of two components – a General fund for social, recreational and cultural initiatives and an Environmental fund for projects associated with the natural environment.

The General fund has a pool of \$100,000.

The Environmental fund has a pool of \$40,000. Applications may have components that could be allocated to both funds. The maximum amount that

can be applied for is the full \$140,000, although the full amount has never been granted. Grants between \$2000 to \$10,000 are more common.

Grants will be "matched" on a 50/50 basis. Council's half is a cash grant. The community group contribution can be made up of any combination of volunteer labour, donated professional services, funds raised through other means and/or donations of materials.

<https://www.westernbay.govt.nz/our-council/grants-and-funding/Pages/default.aspx>

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members are reminded that they are welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by **Friday 31 May 2019**.

Recommendation

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

Shane Beech
Chairperson
Maketu Community Board

A Centre for Maketu

**Our proposed strategy to communicate our ideas
and gain Community Support and direction**

What we need to find out

- What services the community already has available?
- Who provides these services and where?
- What activities are being provided in the community?
- Who provides these activities and where?
- What needs are not being met?
- Why are these needs not being met?
- Does the community, hapū or iwi already have any goals or plans that may relate to our idea?

Ideas on who to contact for information on the above questions (stakeholders)

- Ben Wilson (Community Engagement Officer)
- Clester Eru (Community Development and Projects Officer)
- Local Iwi
- Health Service
- Emergency Services (Fire/Coastguard/St Johns/Surf Club)
- Community Groups (Rotary/Wetland Society etc).
- Education (Maketu Primary School)

Our Key Goals for Participation

Public Participation is underpinned by the following values:

1. The belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. The promise that the public's contribution will influence the decision.
3. To promote sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. To seek out and facilitate the involvement of those potentially affected by or interested in the decisions.
5. To seek ideas from participants in how they could participate.
6. Providing participants with the information they need to participate in a meaningful way.
7. Communicating to participants how their input affected the decisions made and the final outcome.

STAGES OF THE PROJECT

ORGANISATION

To create a Charitable Trust/Incorporated Society to manage the project. This will allow funds to be sourced at a later stage and provides an accountability process throughout the project. It will also be essential for the future of the development to be managed.

INFORM

Summarise findings from the above consultation process, in an easily readable format (leaflet). Giving the background information and the position to date ie:

Summary information on:

- The history of Maketu and where this idea came from (2014 Community Board)
- What buildings are currently located in Maketu (for general community use)
- What community services are undertaken in Maketu at present
- What services are not being undertaken in Maketu, that we are aware of
- What are the needs of the community / organisations within Maketu

INVOLVE

Seek involvement from stakeholder groups outlined in section 1.

Canvas skills/experience held within the community and members that would be beneficial to the project ie:

Builders/councillors/accountants etc.

Proposal for a Maketu Community Centre Building



*A building for all, which
allows for the past
and plans for the future
Cultural and diverse
accessible by all*

COLLABORATION

To work with local groups and the community to develop ideas this could be through:

Community Meetings/Workshops
 Drop – In Sessions
 Ideas Boards/Forums
 Feasibility questionnaires

There will be the requirement for several community collaboration sessions.

1. The initial concept discussion groups looking at what is available now
2. The culmination of the above group ideas into a feasible concept idea
3. The presentation of the proposed Community Centre, highlighting the reasons behind the decisions made. Giving credit for input given by all members.



DRAFT - Timeline for Public Consultation Process

April 2019	May 2019	June 2019	July 2019	August 2019
ORGANISATION Create Maketu Community Building Incorporated Society				
Contact Community Development Officer and possible Stakeholders				
Create background information leaflet/information for public				
	Develop Information Streams: <ul style="list-style-type: none"> • Website • Facebook pg • Maketu newsletter 			
	INFORM Public Participation Process – using information streams			
		INVOLVE/COLLABORATE Seek involvement from stakeholders Gain lists of key attributes <ul style="list-style-type: none"> • Hold Community Meetings • Provide information through community newsletters • Use Idea Boards to allow for comments to be made outside of formal forums • Community questionnaire 		
			Develop Ideas created through involvement process to create draft plans <ul style="list-style-type: none"> • Make draft plans available for comment • Review following feedback • Consult with local council re proposed plans to see if feasible 	
				Decisions/Plans Created <ul style="list-style-type: none"> • Information feedback to community stating reasons for decisions • The process we have been through to get to this point

Western Bay of Plenty District Council

Maketu Community Board

Councillor's Report – May 2019

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

- **2019 Triennial Elections**

At the Council meeting held on 18 April 2019 Council adopted that for the 2019 triennial elections nominees names listed on voting papers in pseudo-random order (as done in previous elections).

- Nominations open on 19 July and close on 16 August 2019
- Voting papers will be distributed from 20 September 2019
- Voting closes at noon on 12 October 2019

- **Kaituna Rediversion**

At a recent update from the Bay of Plenty Regional Council it was noted that construction was running about 6 months ahead of schedule.

Concerns had been expressed about the water quality in the Waihi Estuary.

- **Te Puke Recycling Centre**

The trial of the extended opening hours of 8am to 5pm on Tuesday's and Thursdays at the Te Puke Recycling Centre had proven to be worthwhile and made permanent.

- **Representation Arrangements for Western Bay of Plenty District Council**

On 8 April 2018 the Local Government Commission announced its decision that largely existing representation arrangements for Western Bay of Plenty District Council will apply for the 2019 local authority elections.

The Commission has endorsed the decision of Western Bay of Plenty District Council that the existing arrangements of 11 councillors elected from three wards, with one boundary alteration, will apply for the October elections.

The decision means that for the 2019 local authority elections, Western Bay of Plenty District councillors will continue be elected as follows:

Ward	Councillors
Katikati-Waihi Beach	3
Kaimai	4
Maketu-Te Puke	4

In a change from arrangements proposed by the Council, the Commission has determined that the Omokoroa Community Board will be retained with its existing area and membership. The Commission endorsed the council's proposal to retain the four other community boards – Katikati, Waihi Beach, Maketu and Te Puke.

Recommendation

THAT the Councillor's Report dated 2 May 2019 and titled Maketu Community Board Councillor's Report – May 2019 be received.

John Scrimgeour
Councillor
Maketu Community Board

Western Bay of Plenty District Council
Maketu Community Board
Infrastructure Services Report Maketu May 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 1 May 2019 and titled Infrastructure Services Report Maketu May 2019 be received.***

Approved



Gary Allis
Deputy Chief Executive

1.0 Utilities

1.1 Maketu Stormwater Catchment Areas

Inspection report received very late, maintenance to start this month.

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 Te Puke Wastewater Treatment Plant Resource Consent Renewal

The application to renew the Discharge Consent for the Te Puke Wastewater Treatment Plant has been lodged with the Bay of Plenty Regional Council. The application seeks a 35-year term. Submissions on the Consent application closed prior to Christmas. Sixty seven submissions were received on the application with the majority of the submissions in opposition to the application. Hearings have been set for the 15th – 18th April 2019.

The draft Consent conditions submitted with the Consent requires Council to look at alternative options for the long term discharge of the treated wastewater from the Te Puke Wastewater Treatment Plant. A working group has been formed, which includes Tangata Whenua, Councillors and Community Board representatives.

The group has been working to narrow down suitable sites for different disposal options including wetlands, pasture, forestry and reserve land. They have reduced the lists based on a set of criteria to a short list for each option. These will now be used for a high level engineering feasibility assessment. The engineering feasibility is underway.

1.4 Home Worm Composting Workshops

Dates for upcoming workshops for 2019 have been set. The information is available on Council's website at: <http://www.westernbay.govt.nz/our-services/rubbish-recycling-waste/Pages/Worm-Composting>

All bookings are now made through www.eventfinda.co.nz

1.5 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)

No 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.

2.2 Surf Club Carpark Rock Revetment

The consultation on this project has concluded without sign off from all effected parties. The Operations & Monitoring Committee has approved the additional cost required to take it to Resource Consent Hearing.

3.0 Strategic Property

Nothing new to report this month.

4.0 Projects

4.1 Review of Te Puke Main Street

The Te Puke Main Street upgrade was reviewed after 12 months of operation and a report dealing with the parking, vegetation, plaza and traffic was presented to the Operations and Monitoring (O&M) Committee Meeting on 28 February 2019. The O&M committee received the recommendations of the report however, agreed to refer the report to the Te Puke Community Board for their comment and for further consideration by the O&M Committee at a future meeting. In the meantime, the O&M Committee agreed to replace the vegetation at several intersections to improve visibility and safety for motorists and pedestrians. The staff are currently reviewing the roadside plantings with the Te Puke Community Board representatives with the view to replace the plantings in autumn.

4.2 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 the project. It is likely that this project will be delayed and now constructed in the next four years when funding is available by NZTA.

5.0 Emergency Management

5.1 Maketu Community Response Team & Plan

The Community Response Team is finalising their plan. A lesson was facilitated for students in Maketū on the YES Programme; focus on awareness of CD and increasing personal preparedness.

Presentation provided to 30 people of the Maketū community (rotary) about personal preparedness; the Community Response Team was also promoted.

5.2 Te Puke Community Response Team & Plan

The Community Response Plan has been finalised. The Community Response Team are now looking into practising/ exercising their plan through a desk top exercise. Presentation provided in support of Fonterra to farmers in Te Puke about local hazards & personal preparedness.

Students from Te Puke High School attended the CDYAP – raising awareness of CD and increasing personal preparedness in schools and the community.

6.0 Rooding

6.1 Maketu Road Proposed Cycle Trail

All survey work is now complete. Detailed design and Archaeological Authority are underway by WestLink. The Rooding Engineer will be reviewing the designs with WestLink and discussing pricing, and project commencement dates.

6.2 Community Rooding 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 2018/19		
Beach Road Kerb and Channel	\$ 33,000	Awaiting archaeological consent approval – in conjunction with Cycleway
Arawa Avenue Footpath	\$ 135,000	Awaiting archaeological consent approval
Rauporoa Road K & C	\$ 25,000	Awaiting archaeological consent approval
Williams Crescent Lookout Point	\$ TBA	Price estimate to be provided - WestLink
Subtotal	\$ 193,000	
Debt Funding for year	\$ 26,695	
Forecasted Current Account - Closing Balance – 30 June 2019 (Deficit)	- \$ 52,402	

6.3 Maketu Road Culvert Adjacent to Spencer Avenue

The culvert upgrading options are being reviewed along with discussion with BoPRC regarding culvert capacity.

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>15 April 2019: No significant change to report.</p> <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>

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

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

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

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

1/12/16- No change

17/11/16 - No change.

15/10/16 - No Change

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

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	<p>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</p> <p>Resolved: Members Beech / Cantlon</p> <p>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.</p>
Actions	<p>23 April 2019: The Consent process is underway. The Board will be updated as the Consent process progresses.</p> <p>11 March 2019: Once the Agreement has been received and signed, the Resource Consent application will be prepared and lodged with Council.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>20 August 2018: Staff have been in contact with Tonkin and Taylor who have advised that they are still compiling the report.</p> <p>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.</p> <p>25 May 2018: Tonkin & Taylor have been engaged to undertake the assessment of effects for the area shown as floodable on the District Plan.</p> <p>17 April 2018: Reserves and Facilities Officer East has requested a quote form the Engineer for the Resource Consent.</p>

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 4/09/2018

Remit Title	Improvement to Culvert Capacity - Spencer Avenue - Minute Action Reference MC12 18 5.2
Remit Number	MC1518 4.6
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>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.</p> <p>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.</p> <p>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.</p>
Actions	<p>23 April 2019: Works are now dependent on getting approval to proceed prior to comprehensive Stormwater consent being granted.</p> <ul style="list-style-type: none"> • 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. <p>11 March 2019:</p> <ul style="list-style-type: none"> • 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. <p>Regards to MAS MC1819 7.5 <i>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.</i></p> <p>Noted. Bay of Plenty Regional Council are responsible for making this recommendation.</p> <p>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.</p> <p>29 Oct 2018: The Utilities Manager has met with BoPRC Pim de Monchy.</p>

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 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	<p>12 April 2019: There has been no change since the previous update in March. The Board have not indicated if any discussions with Te Arawa Lakes Trust has occurred.</p> <p>1 March 2019: There has been no significant change since the previous update on the Board's discussions with Te Arawa Lakes Trust.</p> <p>22 Jan 2019: There has been no change since the last update. The Board are to discuss requirements directly with Te Arawa Lakes Trust.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>

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	<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	<p>15 April 2019: Signage is being erected on site advising of the need for caution when accessing the beach.</p> <p>The consultation on this project has concluded without sign off fro all effected parties. The Operations & Monitoring Committee has approved the additional cost required to take it to Resource Consent Hearing.</p> <p>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.</p> <p>23 Jan 2019: The details to assist with the consent process have not yet been provided.</p> <p>5 Nov 2018: The Chair to provide details of accidents to assist with the consent process.</p>

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	<p>24 April 2019: Staff are liaising with Emergency Management Bay of Plenty (EMBoP). EMBoP's intent is to have the signs installed and completed by end of May 2019.</p> <p>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.</p>

MAKETU COMMUNITY BOARD 2/04/2019

Remit Title	Emergency Management Community Response Team & Plan
Remit Number	MC1919 6.1
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>Board members advised that the ground work for a Community Response Plan for Maketu had been done. Board members expressed frustration that extra or new information had been requested and changes of personnel within the Bay of Plenty Emergency Management had resulted in confusion relating to the final Maketu Community Response Plan.</p> <p>The Roothing Engineer (East) advised that he would liaise with the Emergency Management Advisor to clarify the current position with the community plan.</p>
Actions	23 April 2019: The Emergency Management advisor has been requested to attend the next meeting of the Board.

MAKETU COMMUNITY BOARD 2/04/2019

Remit Title	Spencer Avenue Reserve Levelling - Minute Action Reference MC1916 3.2
Remit Number	MC1919 6.3
Owner	RFO2
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board was disappointed to see that resource consent was now required from the Bay of Plenty Regional Council after earlier being informed that only Western Bay of Plenty District Council consent was required for approved soil quantities up to 5m³ to be placed on the Spencer Avenue reserve.</p> <p>The Board advised that the Spencer Avenue Reserve was an important future reserve for Maketu and it needed to be brought to a useable standard. There had been numerous inquiries from contractors who wanted to off-load suitable clean soil over the area, but under the current consent requirements this could not happen.</p> <p>The Roding Engineer (East) advised that he would liaise with the Bay of Plenty Regional Council Land Management Officer to clarify the consent requirements.</p>
Actions	<p>23 April 2019: The Board's comments have been noted.</p> <p>This MAS has been closed out as it is reported in MAS MC1916 3.2.</p>

MAKETU COMMUNITY BOARD 2/04/2019

Remit Title	Maketu Project Team - Cycleway into Maketu - Minute Action Reference MC8 17 5.2.
Remit Number	MC1919 6.4
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Roading Engineer (East) provided a set of plans for the proposed cycleway into Maketu. The plans were still in draft form with various options for the planned route still to be considered. Updated plans would be available for the next Community Board meeting, and these would be made available for the Chairperson to present to interested parties at the following Community Board workshop to be held on Tuesday 4 June 2019.
Actions	23 April 2019: The updated plans as noted above will be made available to the Board Chair after the 4 June 2019 Workshop. The presentation will be joint by staff and the Board Chair as this fulfills the commitment given at the previous Community Meeting.

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	COMPLETE
Complete Date	23 April 2019
Confidential	
Resolution	<p>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.</p> <p>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.</p> <p>The Chairperson noted the following points:</p> <ul style="list-style-type: none"> • 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. <p>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.</p> <p>The Board Chairperson summarised road accident numbers reported over the past seven years along Maketu Road.</p> <p>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.</p> <p>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.</p>
Actions	<p>23 April 2019: This MAS has been closed out as it is reported in MAS MC8 – 17 5.2.</p> <p>5 March 2019: The detailed design is not yet complete.</p> <p>24 Jan 2019: WestLink design progressing well. Detailed design should be available for community to comment by end of February – to mid March.</p> <p>5 Nov 2018: An additional survey has been undertaken to assist the design.</p> <p>2 Oct 2018: The design review and estimate is underway and will be advise to the Board once complete.</p>

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 2/04/2019

Remit Title	Improvement to Culvert Capacity - Spencer Avenue - Minute Action Reference MC12 18.5.2
Remit Number	MC1919 6.5
Owner	RE1
Status	COMPLETE
Complete Date	
Confidential	
Resolution	<p>Board members had met with the Roding Engineer (East) on site and identified aspects of concerns regarding the need to increase the capacity to remove accumulated stormwater from the Spencer Avenue area.</p> <p>The Roding Engineer (East) advised that he would liaise with the Bay of Plenty Regional Council Land Management Officer regarding improvements to the culvert capacity on Spencer Avenue.</p>
Actions	23 April 2019: This MAS has been closed and is reported in MAS MC1518 4.6.

MAKETU COMMUNITY BOARD 2/04/2019

Remit Title	Kohanga Reo - Minute Action Reference MC 1819 7.3
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Remit Number	MC1919 6.7
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Owner	RE1
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Status	COMPLETE
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Complete Date	23 April 2019
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Confidential	
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Resolution	<p>The Board was advised that as the Maketu area was not a monitored parking area any complaints about illegal parking should be registered through the Council (CCR) service request system. This would be followed up by Council's compliance officers, and would be scheduled with other service requests in the immediate area with a response timeframe of up to 14 days.</p>
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The Board was disappointed to receive this advice noting that in their view the illegal parking that was occurring outside the Kohanga Reo was dangerous. There was concern for the health and safety of children getting in and out of cars that were parked close to the main road into Maketu. Members of the public often had to walk on the roadway to get around the car parked at the Kohanga Reo, so there was a risk to pedestrians and drivers alike.

With the proposed cycleway currently under design, consideration should be given as to how the entrance area into Maketu may be affected and it was imperative that the parking issues at the Kohanga Reo were resolved as soon as possible.

The Roding Engineer (East) advised that he would talk to staff who had previously given advice and worked on this issue to try and negotiate a way forward in resolving the dangerous parking in the immediate vicinity of the Kohanga Reo.

Actions	23 April 2019: The Board has been advised of the process. They should lodge a CCR if they see cars parked over the footpath.
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Western Bay of Plenty District Council
Maketu Community Board
Financial Report Maketu – March 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 31 March 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

Date
Subject

11 April 2019
Financial Report Maketu – March 2019

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)
2018/19 Closing balance	\$127,009

Recommendation

THAT the Management Accountant's report dated 11 April 2019 and titled "Financial Report Maketu – March 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 31 March 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	11,900	11,900	☑	17,000	3,332
Grants	3,500	3,950	450	☑	5,000	3,565
Mileage Allowance	0	700	700	☑	1,000	61
Salaries	9,897	12,849	2,952	☑	16,644	14,074
Security	7,840	2,833	(5,007)	⊗	4,020	1,007
Inter Department Charges	22,416	25,221	2,805	☑	33,627	33,624
Total Operating Costs	43,653	57,453	13,800	☑	77,291	55,663
Interest Expense	0	0	0	☑	0	(8,965)
Total Direct Costs	43,653	57,453	13,800	☑	77,291	46,698
Total Costs	43,653	57,453	13,800	☑	77,291	46,698
Income						
Rate Income	55,674	57,969	(2,295)	⊗	77,291	76,145
Total Direct Income	55,674	57,969	(2,295)	⊗	77,291	76,145
Net Cost of Service	12,021	516	11,505	☑	0	29,447
<u>Contingency - breakdown</u>						
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**

MAY 2019			
Meeting	Date	Time	Venue
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	2 May	10.00am	Chambers
Waihi Beach Community Board	6 May	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	7 May	7.00pm	Omokoroa Community Church
Regulatory Hearings Committee Reconvene Meeting RH17	8 May	10.30am	Athenree Room
Katikati Community Board	8 May	7.00pm	The Centre. Pātuki Manawa
Community Committee	9 May	9.30am / 10.00am	Te Puke War memorial Hall
Maketu Community Board	14 May	7.00pm	Maketu Community Centre
Te Puke Community Board	16 May	7.00pm	Te Puke Library and Service Centre
Policy Committee	20May	9.30am	Chambers
Joint Road Safety Committee	21 May	10.00am	Chambers
Operations and Monitoring Committee	22 May Wednesday	9.30am	Chambers
Long Term and Annual Plan Committee	28 May	9.30am	Chambers
Regional Transport Committee	31 May	TBC	TBC
JUNE 2019			
Meeting	Date	Time	Venue
Council	6 June	9.30am	Chambers
Queen's Birthday - 10 June			
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	12 June	1.00pm	Chambers
Waihi Beach Community Board	17 June	6.30pm	Waihi Beach Community Board
Independent Commissioner Hearing	18 June	9.30am	Chambers
Omokoroa Community Board	18 June	7.00pm	Omokoroa Community Church
Katikati Community Board	19 June	7.00pm	The Centre. Pātuki Manawa

Community Committee	20 June	9.30am / 10.00am	TBC
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	25 June	10.00am	Chambers
Maketu Community Board	25 June	7.00pm	Maketu Community Centre
Council - Adopt Annual Plan	26 June	9.30am	Chambers
Policy Committee	27 June	9.30am	Chambers
Te Puke Community Board	27 June	7.00pm	Te Puke Library and Service Centre