



# MEETING — AGENDA —

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Western Bay of Plenty  
District Council

# MAKETU COMMUNITY BOARD

*Poari Hapori*

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**MC21**  
**Tuesday, 25 June 2019**  
**Maketu Community Centre**  
**7.00pm**

# Notice of Meeting No MC21 Te Karere

## Maketu Community Board Poari Hapori

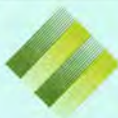
**Tuesday, 25 June 2019**  
**Maketu Community Centre**  
**7.00pm**

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-Whare 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. MC21

Pages

**Present  
In Attendance  
Apologies**

## **Declarations of Interest**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

## **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.*

MC21.1

## **Presentation – Waiari Water Scheme Project**

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

MC21.2	<p><b>Minutes of Meeting No. M20 of the Maketu Community Board held on 14 May 2019</b></p> <p>A copy of the minutes is attached.</p> <p><b>Recommendation</b></p> <p><i>THAT the minutes of Meeting No. MC20 of the Maketu Community Board held on 14 May 2019 as circulated with the agenda be received and confirmed as a true and correct record.</i></p>	6-15
MC21.3	<p><b>Chairperson’s Report</b></p> <p>Attached is a report from the Chairperson dated 11 June 2019.</p>	16-18
MC21.4	<p><b>Councillor’s Report</b></p> <p>Attached is a report from Councillor Marsh dated 10 June 2019.</p>	19-20
MC21.5	<p><b>Community Board Grant Application</b></p> <p>Attached is a report from the Senior Governance Advisor dated 11 June 2019.</p>	21-22
MC21.6	<p><b>Infrastructure Services Report Maketu – June 2019</b></p> <p>Attached is a report from the Deputy Chief Executive dated 3 June 2019.</p>	23-43
MC21.7	<p><b>Financial Report Maketu – April 2019</b></p> <p>Attached is a report from the Management Accountant dated 24 May 2019.</p>	44-46
MC21.8	<p><b>Council, Standing Committee and Community Board Meetings</b></p> <p>Attached is a schedule of meetings for the months of June, July and August 2019.</p> <p><b>Recommendation</b></p> <p><i>THAT the schedule of meetings for June, July and August 2019 be received.</i></p>	47-48

## Western Bay of Plenty District Council

**Minutes of Meeting No. MC20 of the  
Maketu Community Board held on 14 May 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**

G Allis (Deputy Chief Executive Officer), S Harvey (Roading Engineer East) and A Alty (Senior Governance Advisor)

### **Others**

1 member of the public and 2 others as named in the minutes.  
1 members of the press

### **Public Forum**

**Resolved:** Councillor Marsh / Member Clark

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

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Maketu Community Board. The Chairperson invited the attending member of the public to take part in the Public Forum.

### **Rubbish Dumping and General Littering at the Kaituna Sand Spit and Recreation Reserve**

Laurel Rae spoke to the Board about the amount of rubbish and general litter that was constantly being dumped in the vicinity of the Kaituna Sand Spit and Recreation Reserve by the groyne/bar entrance. She advised that on 29 April she along with other people had picked up a substantial amount of rubbish and generally cleaned up the area. On checking the reserve a week later almost the same amount of rubbish was apparent in the area. Most of the dumped rubbish consisted of empty plastic bottles, alcohol bottles, plastic bags, bait bags, gas canisters and general household rubbish.

The rubbish bins in the reserve never seemed to be full and were generally not used. Most of the littering seemed to occur during the night.

Ms Rae asked if a No Littering sign could be put up on a trial basis and if that did not curb the random dumping, it was suggested that a camera be installed to record the offenders activities of offending during the night.

### **Vermin in the Reserve Area at the Kaituna Sand Spit and Recreation Reserve**

The Board was advised that some people were using the picnic tables to clean and gut fish and the tables were left unclean after use. This in turn had attracted an infestation of rats. Ms Rae advised that there had been a cull of feral cats in the area and now there was an increase of rats in the immediate vicinity and the dumping of rubbish had exacerbated the current situation.

The Chairperson advised that random dumping of rubbish was one of the biggest problems in the area. It was envisaged that when the Kaituna re-diversion work was completed, planned landscaping of the area would improve the look of the reserve and this may discourage illegal rubbish dumping. It was important that all incidents of illegal dumping were reported to the Western Bay of Plenty District Council Office.

The concerns raised regarding illegal rubbish dumping and the report of the increase in rats at the Kaituna Sand Spit and Recreation Reserve would be reported through the CCR (Service Request) system and referred to the Reserves and Facilities staff.

**Resolved:** Councillor Scrimgeour / Member Cantlon

*THAT the meeting be re-convened in formal session at 7.08 pm*

### MC20.1 **Presentation**

The Board received the presentation from Theo Ursum from Emergency Management Bay of Plenty regarding an update on the Emergency Management Community Response Team & Plan.

Theo Ursum (Emergency Management Advisor) and Wendy Rapana (Maketu Community Response Team Co-Ordinator) reported on the work undertaken to-date in the development of the Maketu Community Response Plan. The Civil Defence Emergency Management Community Guide outlined what needed to be done for personnel and community preparedness in an emergency situation in a booklet and this would be distributed to all Maketu households in the near future. Information about the booklet and Civil Defence Emergency Management preparedness had been given out at the Maketu markets.

It was important that there was community awareness of self responsibility and community resilience for a seven day period if and when required in an emergency situation. The community knew their own people, their vulnerabilities, accessibility and topography of the immediate area. The availability of resources and the Community Response Plan framework provided information specific to the Maketu community. Two Memorandum of Understanding agreements were being developed for the

premises that had been identified for use in the community in an emergency situation.

The updated Tsunami signage was due to be installed at Maketu in the near future.

The community connection with the local volunteer Fire Brigade, Maketu Coastguard and Maketu Surf Lifesaving Club was vital, and while these groups had been involved in civil defence operations for many years, there needed to be clear communication and understanding of the requirements in place for the community and the Maketu Community Response Plan would outline this.

The Chairperson thanked the attendees for their presentation.

**Resolved:** Member Beech / Councillor Marsh

*THAT the presentation from Theo Ursum regarding an update on the Emergency Management Community Response Team & Plan be received.*

MC20.2

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

The Board considered the minutes of meeting MC19 of the Maketu Community Board held on 2 April 2019 as circulated with the agenda.

**Resolved:** Members Cantlon/ McFadyen

*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**

The Board considered a report from the Chairperson dated 30 April 2019 as circulated with the agenda.

MC20.3.1

**Cycleway into Maketu**

The Chairperson advised that it was pleasing to see the draft plan for the new cycle way into Maketu. The community was pleased that the Council had considered their input regarding the placement of the new cycleway. The Chairperson had had some good conversations with the local cycle groups and some residents who had given their input on the new cycleway. The Board would further discuss the plans at the next workshop.



### MC20.3.2 **Y.E.S Program**

The third Y.E.S (Youth in Emergency Services) program had been completed with the emergency services and recruits from the Maketu area were involved in the program. It was great to see the growth in confidence of the participating young people as they progressed through the program, ending with their graduation at the local Marae. Clester Eru and local community emergency services were sincerely thanked for their huge voluntary input in this programme.

### MC20.3.3 **Community Hub Feasibility Study**

The Board acknowledged the two local residents for committing themselves to undertake a feasibility study with the community looking at the options for a community hub in Maketu. They were two very enthusiastic and competent people and had done great job in fulfilling the process that was required to progress the feasibility study.

In the 2014 Annual Plan the Board allocated \$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 was recorded as Committed Reserves Expenditure within the Community Board Financial Report – March 2019.

It was pointed out that the first step for this study was the registration of the group as an incorporated society. The Community Board funding was then to be released for the feasibility study. The incorporated society was expected to work as per the projected timelines. The project was led by the society and Council would work with them to achieve the projected outcomes.

The proposed strategy for the feasibility study was outlined as follows:

<i>April 2019</i>	<i>May 2019</i>	<i>June 2019</i>	<i>July 2019</i>	<i>August 2019</i>
<i>Organisation</i>				
<i>Create Maketu Community Building Incorporated Society</i>				
<i>Contact Community Development Officer and possible stakeholders</i>				
<i>Create background information Leaflet/information for public</i>				
	<i>Develop Information Streams:</i> <ul style="list-style-type: none"> <li>• <i>Website</i></li> <li>• <i>Facebook Page</i></li> <li>• <i>Maketu Newsletter</i></li> </ul>			
	<b>INFORM</b>			

		<i>Public participation Process – using information streams</i>		
		<b>INVOLVE/COLLABORATE</b>		
		<i>Seek involvement from stakeholders</i> <i>Gain lists of key attributes</i> <ul style="list-style-type: none"> <li>• <i>Hold community meetings</i></li> <li>• <i>Provide information through community newsletters</i></li> <li>• <i>Use idea boards to allow for comments to be made outside of formal forums</i></li> <li>• <i>Community Questionnaire</i></li> </ul>		
		<i>Develop ideas created through involvement process to create draft plans</i> <ul style="list-style-type: none"> <li>• <i>Make draft plans available for comment</i></li> <li>• <i>Review feedback</i></li> <li>• <i>Consult with the local Council re proposed plan to check the feasibility.</i></li> </ul>		
				<i>Decision/Plans Created</i> <ul style="list-style-type: none"> <li>• <i>Information feedback to community stating reasons for decisions</i></li> <li>• <i>The process undertaken to get to this point.</i></li> </ul>

#### MC20.3.4 **Freedom Campers**

As the kiwifruit season was now underway there was an influx of seasonal/freedom campers taking over the carpark reserves. This was huge bugbear to many of the residents as they witnessed incidents of bad behaviour, littering, lighting fires, leaving beer bottles on the beach, showering outside and not using the public toilets.

The Chairperson advised that any unsightly or illegal activity should be reported to the Western Bay of Plenty District Council as soon as possible.

#### MC20.3.5 **ANZAC Commemorations**

The 2019 Anzac Day commemoration service at Maketu was attended by hundreds of people who gathered at the Maketu Memorial and the

Whakaue Marae to pay tribute to the Anzacs and all service personnel. The dawn service was well organised and enhanced by the sun rise over the Maketu estuary.

MC20.3.6 **Kaituna River Rediversion**

The landscape was changing on Ford Road and contractors were well into the project of realigning the Kaituna River to enable more fresh water into the Maketu estuary.

MC20.3.7 **Significant Council Processes - Community Engagement**

**(a) Community Matching Fund - 2019**

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications opened 29 April and would close on 29 May 2019.

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

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

**Resolved:** Member Beech / Councillor Marsh

*THAT the Maketu Community Board Chairperson's Report dated 30 April 2019 be received.*

MC20.4 **Councillor's Report**

The Board considered a report from Councillor Scrimgeour dated 2 May 2019 as circulated with the agenda.

**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 be in pseudo-random order (as done in previous elections). The key dates relating to the forthcoming election were noted:

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

### **Kaituna Rediversion**

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

Concerns had been expressed about the water quality in the Little Waihi Estuary. The Bay of Plenty Regional Council Kaituna Catchment Manager had advised that it was expected that that the water quality within the Maketu Estuary and the wetland would improve with increased water flow into the immediate area.

The water quality of the Little Waihi Estuary was also a concern and the Kaituna Catchment Manager had advised that there was work being undertaken to monitor and improve this water area.

### **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 had now been made permanent.

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

On 8 April 2018 the Local Government Commission announced its decision relating to the representation arrangements for the Western Bay of Plenty District Council that would apply for the 2019 local authority elections. The Commission had 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, would apply for the October elections.

**Resolved:** Councillor Scrimgeour / Member Beech

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

MC20.5

### **Infrastructure Services Report Maketu - May 2019**

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

MC20.5.1

### **Maketu Road Proposal Cycle Trail**

The Board was pleased to know that the survey work for the cycleway had been completed. The Roding Engineer (East) had to review the design with Westlink and discuss pricing and project commencement dates.

The Roding Engineer (East) advised that he would attend the next Maketu Community Board Workshop scheduled for Tuesday 4 June 2019 to

ensure that specific points of concern raised by interested community members and groups were noted for consideration in the final design of the cycleway.

The Chairperson expressed concern regarding the road crossover point that needed to be closer to Spencer Avenue – it was noted that having the crossover point closer to the entrance Pou was too close to the 100 km/h speed zone and was dangerous as vehicles tended to pick up speed and visibility was not good at this point on the roadway.

It was signalled that there had been a suggestion of developing the cycleway through the closed off section of Spencer Avenue as there was already a walkway through the area. The locked gate across the closed off section of the land would need to be opened permanently.

**MC20.5.2      Maketu Road Culvert**

It was expected that the consents for the work on the Spencer Avenue culvert improvements would be undertaken in conjunction with the cycleway development.

**MC20.5.3      Spencer Avenue Reserve Levelling - Minute Action Reference MC1916 3.2**

The Board was advised that Resource Consent was required for this reserve as it was now deemed to be a flood plain area. The original requirements for the reserve ascertained that no consent had been required from the Bay of Plenty Regional Council, but one had been required from the Western Bay of Plenty District Council for soil quantities greater than 5m<sup>3</sup>.

The Board noted that a subdivision directly across the road was being pre-loaded with soil and there was another property that had a large quantity of sand being deposited on it, seemingly without any consent restrictions.

**MC20.5.4      Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1 and MC8 17 5.7**

The Board was advised that the signage had been erected advising the need for caution when accessing the beach from the Surf Club Car Park.

The Chairperson reported that some of the sand bags were ripped and requested that an on-site meeting at the Maketu Surf Club be scheduled with Council's Reserves and Facilities Asset Manager to view and ascertain the maintenance work required.

MC20.5.5 **Kohanga Reo - Minute Action Reference MC18 19 7.3**

The Minutes of the Maketu Community Board Meeting MC8 held on 17 October 2017 reported the following:

*"The Chairperson advised that he and Councillor Marsh and Council staff had met with representatives of the Kohanga Reo on Wednesday 27 September 2017 and discussed issues relating to parking outside the Kohanga Reo.*

*It had been agreed that an entrance gate to the premise be relocated and an overhead shelter from the designated car park area to the Kohanga Reo entrance also be constructed. At the meeting, it had been indicated that the Community Board would financially assist the Kohanga Reo to achieve improved parking arrangements.*

*The required work would be coordinated in liaison between Council Reserves and Facilities staff and members of the Kohanga Reo.*

*It was resolved that the Maketu Community Board provide funding from the Maketu Community Board Contingency Account to the Maketu Kohanga Reo for materials required to achieve improvements to parking and access for the Kohanga Reo as agreed at the meeting held on 27 September 2017."*

The Board received advice from the Reserves and Facilities Officer (East) that outlined a quote to complete fencing at the Kohanga Reo.

The quote was for:

- Realigning the Maketu Road paling fence to remove the parking bay
- Adjusting the vehicle entry gates in this section to enable service vehicle access
- Removing the pedestrian gate to the boundary fence between the sports field and the Kohanga Reo

The Board received the quote and asked that the Roading Engineer (East) liaise with the Reserves and Facilities Officer (East) and members of the Kohanga Reo to ensure coordination of the agreed works.

**Resolved:** Councillors Scrimgeour / Marsh

*THAT the Maketu Community Board approve funding up to \$5,000 allocated from the Maketu Community Board Reserve Account to undertake the approved fencing work as outlined in the provided quote from the Reserves and Facilities Officer (East).*

**Resolved:** Members Cantlon / McFadyen

*THAT the Deputy Chief Executive Officer's Report dated 1 May 2019 and titled Infrastructure Services Report Maketu May 2019 be received.*

**MC20.6 Financial Report Maketu - March 2019**

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

**Resolved:** Member Cantlon / Councillor Marsh

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

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

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

**Resolved:** Members Beech / Cantlon.

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

The meeting concluded at 8.21 pm

Confirmed as a true and correct record.

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

\_\_\_\_\_  
Date

MC20

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## Western Bay of Plenty District Council

### Maketu Community Board

#### Chairperson's Report – June 2019

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##### 1. Water Supply Pipeline along Wilson Road North

At the Maketu Community Board held on 2 April 2019 (MC19) the item below was minuted:

"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."

Staff comment:

A response from the Western Bay of Plenty Utilities Water Engineering staff regarding the 300mm PVC Trunk Main – Wilson Rd North and SH2 to Maketu Rd is outlined below:

This is the main water trunk line for all customers in the Eastern Supply Zone. It's purpose is to;

- Fill the Maketu Reservoir from Pongakawa Water treatment Plant, or from Te Puke's Water Treatment Plant
- It also back-feeds into Te Matai Rd from Maketu Reservoir, if required for operational resilience

This trunk main is approximately 18.5Km long and was installed in 1994. The estimated cost to replace the entire water main is in excess of \$7.5m.

Unfortunately the main is failing periodically along some lengths of the pipeline and not delivering the expected level of service to customers.

The failures of the pipe can be attributed to sub-standard construction techniques used at the time of construction 25 years ago.



It wasn't installed to the same standards we expect these days, as defined in our current development code of practice.

Inspections of failed pipes show;

- Poor bedding material was used, and
- Joints over-pushed, past their 'witness' marks, causing stress on the collars.

To manage these problems affordably and minimise the impact to customers in the greater area of Maketu, Pukehina, Pongakawa and Paengaroa, staff:

- Manage pressures and flows in the system to reduce the likelihood of repeat breaks.
- Map the history and location of breaks along the main, and have implemented a staged renewals programme, to replace sections of the main over a number of years. The focus is to target those sections of mains with the highest number of breaks.

Two sections of the main (2 km) were replaced over the past few years. This year Council will be replacing another 2km, from SH2 up Wilson Rd North, the section with the most breaks to date.

More sections of the main will be identified for replacement and will be included in the budgets for the next Long Term Plan 2021 -2031.

## **2. Maketu Cycleway**

The Roding Engineer (East) attended the Maketu Community Board workshop held on 4 June and discussed options relating to the proposed Maketu Cycleway. This was a very positive meeting and concerns raised at the last meeting about the specific crossing points were clarified.

The Roding Engineer (East) has advised that the options discussed and agreed would be incorporated into the final design for the cycleway.

## **3. Spencer Avenue Reserve – Walkway Access**

The Roding Engineer (East) has advised that he would look at options to facilitate open access for walkers across the Spencer Avenue Reserve.

## **4. Surf Club Car Park Reserve Rock Revetment**

At the last Board meeting concerns were reported about the state of the sand bags at the Maketu Surf Club car park reserve area. The Chairperson advised that there had been a number of trip incidents in the immediate vicinity. The Reserves and Facilities Officer (East) was aware of the current state of the sand bags.

The Chairperson had been advised that consultants and staff were about to begin the annual Coast Marine Structures conditions inspections which will include the Maketu sand bags.

The Board Chairperson would be advised when the inspection was likely to take place.

#### **5. Kaituna River Rediversion Project**

There would be a public update meeting on the Kaituna River Rediversion project held on Wednesday 12 June 2019. Board Members would provide a verbal update from this meeting.

## **Recommendation**

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

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

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## Western Bay of Plenty District Council

### Maketu Community Board

### Councillors Report – June 2019

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#### 1. Maketu Cycleway

Good to see that common sense has prevailed, and that staff have listened to the will of the people, with the Cycleway now planned to go on the right hand side, from Kaituna Road to the Whakaue Marae. Maybe some e-bikes will be needed for some of us.

#### 2. Kaituna Rediversion Project

It is so pleasing to see that the Kaituna Rediversion work is 6 months ahead of schedule. There has been excellent communication and progress reports from Bay of Plenty Regional Council. It is also great to see Aroha Wilkinson's story about the beginnings of the long process to bring a greater flow of water back through the estuary and their subsequent fight right to Parliament to achieve this. Sad that Aroha is the last remaining member of that family group, but I am sure she, and their family will be justly proud of their efforts.

#### 3. Community Hub Feasibility Study

This will be a very worthwhile piece of work, as I am sure there are many residents who are unaware of the number of groups working for the good of Maketu and residents. I believe the proposed community hub will provide a cohesive and worthwhile outcome.

#### 4. Kaituna Rubbish Dumping

Along with everyone else I was horrified to read of the huge dumping of rubbish, and commend those people who made such an effort to retrieve it before the rubbish and pollution was able to be spread wider. I add my voice to those seeking swift and strong action from Bay of Plenty Regional Council staff. This follows on from the previous dumping on the Kaituna land spit reported earlier to the Board. It astounds me that while so many work hard to maintain our environment in a clean and enjoyable state, others think they have the right to undo all that good work.

**5. Maketu Community Response Plan**

Maketu and local community residents have much to be thankful for in case of emergency, with the Memorandum of Understanding being worked on with input from our local Maketu Fire and Emergency, Coastguard, and Surf-lifesaving, all of whom are vital for safety of residents, property and our environment. We are very well served.

**6. Maketu Matariki Ball**

Andrea and I are looking forward to attending this Black Tie event held for the benefit of the Maketu Rangitahi on Saturday 29th June. Time will tell whether the knee stands up or we remain onlookers, but I am sure it will be a great night.

**7. Maketu Community Board**

As I believe this will be my last Councillor's Report for Maketu Community Board for this triennium, I would like to take this opportunity to say a very big thank you to Shane, Gus, Wendy and Rachael for your contribution to Maketu over the past three years. It has been my privilege to work with you, and alongside John, to ensure that Maketu continues to thrive and develop in the way that residents and ratepayers desire.

I also would like to pay tribute to our wonderful Aileen Alty, whose support and contribution to the smooth running of Maketu Community Board is above words. Thank you Aileen.

Kevin Marsh  
**Councillor**  
**Maketu Community Board**

**Western Bay of Plenty District Council**

**Maketu Community Board**

**Community Board Grant Application – June 2019**

**Purpose and Summary**

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

**Funding Implications for Maketu Community Board**

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

**Delegated Authority of Maketu Community Board**

The Community Board has delegated authority.

**Recommendation**

- |  |
|--|
| <p><b>1. THAT the report from the Democracy Advisor dated 11 June 2019 titled Community Grant Application June 2019 be received.</b></p> <p><b>2. THAT the Maketu Community Board approve /not approve the following grant to be funded from the Maketu Community Board Grants 2018/2019 Account subject to all accountabilities being met.</b></p> <p>..... \$.....</p> |
|--|

  
Aileen Alty  
Senior Governance Advisor

## 1. Background

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

ONE application has been received for the Board's consideration at their meeting to be held on 25 June 2019.

- **Maketu Educare** has applied for funding assistance for the purchase of technology items and building of a pataka/kai cupboard. The grant application and supporting information has been forwarded to Board members separate to this agenda.

## 2. Statutory Compliance

The Maketu Community Board has delegated authority pursuant to the LGA 2002 to make decisions on the subject matter in this report.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail
Community Board Grant Funds	The Community Board will consider applications for the distribution of the balance of funding before the end of the current financial year.
Maketu Community Board Grant Fund	Annual Budget      \$5,000.00 Balance <b><u>\$1,300.00</u></b>

## 3. Consultation and Communication

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

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## Western Bay of Plenty District Council

### Maketu Community Board

## Infrastructure Services Report Maketu June 2019

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### Purpose and Summary

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

### Minute Action Sheets

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

### Recommendation

- 1. THAT the Deputy Chief Executive Officer's Report dated 3 June 2019 and titled Infrastructure Services Report Maketu June 2019 be received.***

Approved



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Gary Allis  
Deputy Chief Executive

## 1.0 Utilities

### 1.1 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.aspx>

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

### 1.2 Te Puke Wastewater Treatment Plant Resource Consent Renewal

The Resource Consent for the Te Puke WWTP was granted on the 17 May for a 35 year term. The consent is currently in an appeal period with all appeals to be submitted by 7 June.

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.

### 1.3 Comprehensive Stormwater Consents - Eastern Zone

There has been no changes since the last update for this project. 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.

### 1.4 Maketu Stormwater Catchment Areas

The open drain spraying is underway with mechanical clearing to follow.

## 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 affected parties.



The Operations & Monitoring Committee has approved the additional cost required to take it to Resource Consent Hearing. A hearing date is expected from 16 September 2019 (to be confirmed).

### **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.

The option to re-install two additional carparks at the Western end of the Te Puke Main Plaza was discussed at the O&M meeting on 22 May 2019. The O&M committee has requested that staff undertake a safety assessment and costs for reinstating the two additional carparks and for Council's consideration.

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

Staff are still waiting on NZTA to formalise the agreement made between WBOPDC and NZTA for a future timeline and obligation for completing this project.

### **5.0 Emergency Management**

#### **5.1 Maketu Community Response Team & Plan**

Presentation to Maketū Rotary (17 April 2019) has resulted in an increase to the Community Response Team. The Maketū Community Guide is almost complete and the team is working on a draft of their Community Response plan.

Community Board meeting was attended on 14 May 2019. Maketū tsunami sign has been printed and installed. A second sign has been ordered.

## **5.2 Te Puke Community Response Team & Plan**

Awaiting Community Response Team identification of opportunity to conduct a desktop exercise to test their updated Community Response Team.

## **6.0 Rooding**

### **6.1 Maketu Road Proposed Cycle Trail**

Initial survey and design work is now complete and plans will be available for viewing at the Maketu CB workshop on 4 June 2019.

Community Board and public feedback is welcomed prior to plans being finalised.

## 6.2 Community Roothing Account

<b>Current Account</b>	<b>Costs (\$)</b>	<b>Status</b>
Current Account Opening Balance 1 July 2018	\$ 100,933	
Allocation for 2018/19	\$ 66,360	
<b>Subtotal</b>	<b>\$ 167,293</b>	
<b>Committed Projects for 2018/19</b>		
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	Awaiting archaeological consent approval
<b>Subtotal</b>	<b>\$ 193,000</b>	
Debt Funding for year	\$ 26,695	
<b>Forecasted Current Account - Closing Balance – 30 June 2019 (Deficit)</b>	<b>- \$ 52,402</b>	

# 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 **23 May 2019: There is no significant change to this MAS.**

15 April 2019: No significant change to MAS.

7 March 2019: The water tank mural option remains on hold.

31 Jan 2019: The Park Road Toilet mural has been completed.

The water tank mural option remains on hold.

12 Nov 2018: The water tank mural option continues to be on hold.

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.

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.

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.

25 May 2018: The Chairperson will provide a progress update at the Community Board meeting in June 2018.

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

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

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

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

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

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

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

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

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

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

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

1/12/16- No change

17/11/16 - No change.

15/10/16 - No Change

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

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

Remit Title	<b>Spencer Avenue Reserve Levelling</b>
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.

The Board was advised that Resource Consent was required for this reserve as it was now deemed to be a flood plain area. The original requirements for the reserve ascertained that no consent had been required from the Bay of Plenty Regional Council, but one had been required from the Western Bay of Plenty District Council for soil quantities greater than 5m<sup>3</sup>.

The Board noted that a subdivision directly across the road was being pre-loaded with soil and there was another property that had a large quantity of sand being deposited on it, seemingly without any consent restrictions.

## Actions

**30 May 2019: The Reserves & Facilities Officer East has received verbal confirmation that the flood assessment has been completed and will be reviewed once it has been received by Council staff.**

23 April 2019: The Consent process is underway. The Board will be updated as the Consent process progresses.

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

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

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

15 January 2018: No change

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

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

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

7 July 2017: No change.

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

10 April 2017: No changes to comments below.

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

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

8 December 2016: Resource Consent is still required

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

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

25 October 2016: Processing resource consent.

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

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

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

15 June 2016 -Still waiting additional quotes.

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

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



## MAKETU COMMUNITY BOARD 4/09/2018

Remit Title	<b>Improvement to Culvert Capacity - Spencer Avenue - Minute Action Reference MC12 18 5.2</b>
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><b>31 May 2019: No progress has been made on the stormwater consent by the Utilities Team. They have arranged to meet with the Regional Council to further discuss the consent notification.</b></p> <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"> <li>• Budget Funding - May require to be included in Annual Plan process. (Dependent on transportation budget availability).</li> <li>• May also require consent in relation to excavation and Heritage NZ.</li> <li>• Road closure notice required as part of Traffic Management Plan.</li> <li>• Timing of works dependent on number of items above.</li> </ul> <p>11 March 2019:</p> <ul style="list-style-type: none"> <li>• Project prices – still awaiting one tender to come back.</li> <li>• Budget Funding - May require to be included in Annual Plan process. (Dependent on transportation budget availability).</li> <li>• May also require consent in relation to excavation and Heritage NZ.</li> <li>• Road closure notice required as part of Traffic Management Plan.</li> <li>• Timing of works dependent on number of items above.</li> </ul> <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>

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 8/10/2018

Remit Title	<b>Maketu Memorial Monument</b>
Remit Number	MC1618 2.7
Owner	RFAM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>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.</p>
Actions	<p><b>24 May 2019: There has been no change since the previous update in May 2019.</b></p> <p><b>The Board have not indicated if any discussions with Te Arawa Lakes Trust has occurred.</b></p> <p>12 April 2019: There has been no change since the previous update in March.</p> <p>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 &amp; 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	<b>Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1 and MC8 17 5.7</b>
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><b>30 May 2019: Staff are currently working with Council's Lawyers on preparing a case for the hearing. Part of the strategy will consider a pre-hearing meeting with the opponents to the proposal.</b></p> <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 from all effected parties. The Operations &amp; 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                        COMPLETE

Complete Date             31 May 2019

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                     **31 May 2019: The Tsunami signs took longer than anticipated to produce, but they are now complete.**

**The Reserves Team will be installing the signs in June 2019.**

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.

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 2/04/2019**

Remit Title **Emergency Management Community Response Team & Plan**

Remit Number MC1919 6.1

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

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

Actions **31 May 2019: EMBOP attended the Community Board meeting and provided further information and clarity to the Board.**

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

Remit Number MC1919 6.4

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution 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.

Actions **31 May 2019: This MAS has been closed out as it is reported in MAS2019 5.1**

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 14/05/2019**

Remit Title **Maketu Road Proposal Cycle Trail**

Remit Number MC2019 5.1

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board was pleased to know that the survey work for the cycleway had been completed. The Roothing Engineer (East) had to review the design with Westlink and discuss pricing and project commencement dates.

The Roothing Engineer (East) advised that he would attend the next Maketu Community Board Workshop scheduled for Tuesday 4 June 2019 to ensure that specific points of concern raised by interested community members and groups were noted for consideration in the final design of the cycleway.

The Chairperson expressed concern regarding the road crossover point that needed to be closer to Spencer Avenue - it was noted that having the crossover point closer to the entrance Pou was too close to the 100 km/h speed zone and was dangerous as vehicles tended to pick up speed and visibility was not good at this point on the roadway.

It was signaled that there had been a suggestion of developing the cycleway through the closed off section of Spencer Avenue as there was already a walkway through the area. The locked gate across the closed off section of the land would need to be opened permanently.

Actions

**31 May 31, 2019: The Roothing Engineer will attend the workshop on 4 June 2019.**



**MAKETU COMMUNITY BOARD 14/05/2019**

Remit Title **Spencer Avenue Reserve Levelling - Minute Action Reference MC1916 3.2**  
Remit Number MC2019 5.3  
Owner RFO2  
Status COMPLETE  
Complete Date 30 May 2019

## Confidential

Resolution The Board was advised that Resource Consent was required for this reserve as it was now deemed to be a flood plain area. The original requirements for the reserve ascertained that no consent had been required from the Bay of Plenty Regional Council, but one had been required from the Western Bay of Plenty District Council for soil quantities greater than 5m3.

The Board noted that a subdivision directly across the road was being pre-loaded with soil and there was another property that had a large quantity of sand being deposited on it, seemingly without any consent restrictions.

## Actions

**30 May 2019: The Board's comments have been noted.**

**This MAS has been closed out as it is reported in MAS 1916 3.2.**

**MAKETU COMMUNITY BOARD 14/05/2019**

Remit Title	<b>Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1 and MC8 17 5.7</b>
Remit Number	MC2019 5.4
Owner	RFAM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board was advised that the signage had been erected advising the need for caution when accessing the beach from the Surf Club Car Park.</p> <p>The Chairperson reported that some of the sand bags were ripped and requested that an on-site meeting at the Maketu Surf Club be scheduled with Council's Reserves and Facilities Asset Manager to view and ascertain the maintenance work required.</p>
Actions	<p><b>24 May 2019: Consultants and staff are about to begin the Annual Coastal Marine Structures condition inspections, which will include these sand bags.</b></p> <p><b>Contact will be made with the Board Chairperson to advise when this inspection is likely to take place, so that he can attend if available.</b></p>

**MAKETU COMMUNITY BOARD 14/05/2019**

Remit Title	<b>Kohanga Reo - Minute Action Reference MC18 19 7.3</b>
Remit Number	MC2019 5.5
Owner	RFO2
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Maketu Community Board approve funding up to \$5,000 allocated from the Maketu Community Board Reserve Account to undertake the approved fencing work as outlined in the provided quote from the Reserves and Facilities Officer (East).
Actions	<b>30 May 2019: The Reserves &amp; Facilities Officer East can confirm this job will commence during early June. The contractor will co-ordinate the timing with the Kohanga Reo Manager.</b>

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## Western Bay of Plenty District Council

### Maketu Community Board

### Financial Report Maketu – April 2019

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#### Purpose and Summary

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

Attached are the financial statements for the period up to 30 April 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
<b>Total grants to date</b>	<b>\$3,500</b>

#### Committed – Operational expenditure

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

#### 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)
<b>2018/19 Closing balance</b>	<b>\$152,009</b>

**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)
<b>2018/19 Closing balance</b>	<b>\$127,009</b>

**Recommendation**

***THAT the Management Accountant's report dated 24 May 2019 and titled "Financial Report Maketu – April 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 30 April 2019**

**Maketu Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Contingency - [see breakdown below]	0	13,600	13,600	☑	17,000	3,332
Grants	3,500	4,300	800	☑	5,000	3,565
Mileage Allowance	0	800	800	☑	1,000	61
Salaries	11,545	14,114	2,569	☑	16,644	14,074
Security	9,645	3,228	(6,417)	⊗	4,020	1,007
Inter Department Charges	25,221	25,221	0	☑	33,627	33,624
<b>Total Operating Costs</b>	<b>49,911</b>	<b>61,263</b>	<b>11,352</b>	☑	<b>77,291</b>	<b>55,663</b>
Interest Expense	0	0	0	☑	0	(8,965)
<b>Total Direct Costs</b>	<b>49,911</b>	<b>61,263</b>	<b>11,352</b>	☑	<b>77,291</b>	<b>46,698</b>
<b>Total Costs</b>	<b>49,911</b>	<b>61,263</b>	<b>11,352</b>	☑	<b>77,291</b>	<b>46,698</b>
<b>Income</b>						
Rate Income	61,860	64,410	(2,550)	⊗	77,291	76,145
<b>Total Direct Income</b>	<b>61,860</b>	<b>64,410</b>	<b>(2,550)</b>	⊗	<b>77,291</b>	<b>76,145</b>
<b>Net Cost of Service</b>	<b>11,949</b>	<b>3,147</b>	<b>8,802</b>	☑	<b>0</b>	<b>29,447</b>
<u>Contingency - breakdown</u>						
<b>Year to date contingency costs</b>	<b>0</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>158,857</b>					
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)					
<b>(Decrease) Increase in year</b>	<b>(6,848)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>152,009</b>					

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

<b>JUNE 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>Queen's Birthday - 3 June</b>			
Council	6 June	9.30am	Chambers
District Plan Committee (Reconvening DP3 from 1 August 2018)	12 June	9.30am	Chambers
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	12 June	3.15pm	Chambers
Waihi Beach Community Board	17 June	6.30pm	Waihi Beach Community Board
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	Chambers
Regulatory Hearings Committee (Independent Commissioner Hearing)	1 July	9.30am	Chambers
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	25 June	10.00am	Chamber
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
<b>JULY 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Regulatory Hearings Committee (Independent Commissioner Hearing)	1 & 2 July	9.30am	Chambers
Tauranga City Council Transport Committee	2 July	TBC	Tauranga City Council Chambers
Operations and Monitoring Committee	4 July	9.30am	Chambers
SmartGrowth Leadership Group	17 July	9.00am	Bay of Plenty Regional Council
Council	18 July	9.30am	Chambers
Rural Committee	23 July	9.30am	Chambers
District Plan Committee	24 July	9.30am	Chambers

District Plan Committee	25 July	9.30am	Chambers
Waihi Beach Community Board	29 July	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	30 July	7.00pm	Omokoroa Community Church
Katikati Community Board	31 July	7.00pm	The Centre. Pātuki Manawa
<b>AUGUST 2018</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Community Committee	1 August	9.30am / 10.00am	TBC
Maketu Community Board	6 August	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	7 August	TBC	Chambers
Policy Committee	8 August	9.30am	Chambers
Te Puke Community Board	8 August	7.00pm	Te Puke Library and Service Centre
Public Transport Committee	9 August	TBC	TBC
Tauranga City Council Transport Committee	13 August	TBC	Tauranga City Council Chambers
Operations and Monitoring Committee	15 August	9.30am	Chambers
Joint Road Safety Committee	20 August	10.00am	Chambers
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	27 August	10.00am	Chamber
Council	29 August	9.30am	Chambers