



# MEETING — AGENDA —

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Western Bay of Plenty  
District Council

# MAKETU COMMUNITY BOARD

*Poari Hapori*

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**MC22**  
**Tuesday, 6 August 2019**  
**Maketu Community Centre**  
**7.00pm**

# Notice of Meeting No MC22 Te Karere

## Maketu Community Board Poari Hapori

**Tuesday, 6 August 2019**  
**Maketu Community Centre**  
**7.00pm**

Members:

S Beech (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*

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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. MC22

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.*

MC22.1	<p><b>Minutes of Meeting No. MC21 of the Maketu Community Board held on 25 June 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. MC21 of the Maketu Community Board held on 25 June 2019 as circulated with the agenda be received and confirmed as a true and correct record.</i></p>	6-12
MC22.2	<p><b>Notice of Vacant Position on the Community Board</b></p> <p>Attached is a report from the Chief Executive Officer dated 23 July 2019.</p>	13-16
MC22.3	<p><b>Chairperson’s Report</b></p> <p>Attached is a report from the Chairperson dated 23 July 2019.</p>	17-18
MC22.4	<p><b>Councillor’s Report</b></p> <p>Attached is a report from Councillor Scrimgeour dated 22 July 2019.</p>	19
MC22.5	<p><b>Infrastructure Services Report Maketu – August 2019</b></p> <p>Attached is a report from the Deputy Chief Executive dated 15 July 2019.</p>	20-43
MC22.6	<p><b>Draft Financial Report Maketu – June 2019</b></p> <p>Attached is a report from the Management Accountant dated 12 July 2019.</p>	44-46
MC22.7	<p><b>Council, Standing Committee and Community Board Meetings</b></p> <p>Attached is a schedule of meetings for the months of July, August and September 2019.</p> <p><b>Recommendation</b></p> <p><i>THAT the schedule of meetings for July, August and September 2019 be received.</i></p>	47

## Western Bay of Plenty District Council

**Minutes of Meeting No. MC21 of the  
Maketu Community Board held on 25 June 2019  
in the Maketu Community Centre  
commencing at 7.00pm**

### **Present**

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

### **In Attendance**

R Davie (Group Manager Policy Planning and Regulatory Services) and A Alty (Senior Governance Advisor)

### **Others**

Jennifer Pearson, Howard Severinson and Monique Lints were in attendance representing the Tauranga City Council in regard to the Waiari Water Supply Scheme project

### **Apologies**

An apology for absence was received from Member Cantlon.

**Resolved:** Councillor Marsh / Member McFadyen

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

### **Declaration of Interest**

Members were 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.

It was clarified that if members had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item.

There were no declarations of interest received for any items on the agenda.

### MC21.1 **Presentation - Waiari Water Scheme Project**

The Board received a presentation from Jennifer Pearson, Howard Severinson and Monique Lints representing the Tauranga City Council in regard to the Waiari Water Supply Scheme project. They spoke to a presentation noting the following updates:

- Works Timeline
  - Package 1 Membrane Contract
  - Package 2 Access Road
  - Package 3 Balance of WTP Civil Works
  - Package 4 Trunk mains Part A Section 1
  - Package 5 Trunk mains Part A Section 2
  - Package 6 Trunk mains Part B Reservoir to Reservoir
  - Package 7 Software Development and Commissioning
- Pipeline Route
- Works undertaken since February 2019
- Stream bank riparian planting
- Blessing
- Reservoir to Reservoir Construction and Welding
- Traffic Management
- Access Road, Bridge and Intake Contract
- Continuing Engagement
- Consent Conditions
- Ecological Monitoring

**Resolved:** Members McFadyen / Clark

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

### MC21.2 **Minutes of Meeting No. M20 of the Maketu Community Board held on 14 May 2019**

The Board considered the minutes of meeting no.MC20 of the Maketu Community Board held on 14 May 2019 as circulated with the agenda.

**Resolved:** Member Clark / Councillor Scrimgeour

*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 with the noted amendment:*

Item MC20.5.5 - 7<sup>th</sup> paragraph amend wording:

- Removing the pedestrian gate..... to read
- **Install** the pedestrian gate to the boundary fence between the sports field and the Kohanga Reo.

### MC21.3 **Chairperson's Report**

The Board considered a report from the Chairperson dated 11 June 2019 as circulated with the agenda.

#### MC21.3.1 **Water Supply Pipeline along Wilson Road North**

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

The Board wanted to know 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 had provided a response advising that the pipeline was the main water trunk line for all customers in the Eastern Supply Zone to:

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

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

Unfortunately the main was 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 was not installed to the same standards expected 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 advised to:

- 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 had implemented a staged renewal programme, to replace sections of the main over a number of years. The focus would be 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 would be replacing another 2km, from SH2 up Wilson Rd North, the section with the most breaks to date.

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

The Community Board would like clarification on the cost of the repairs and replacement for each 2km section along Wilson Road and also asked if other pipeline repairs had been required to the same extent to areas outside Wilson Road.

#### MC21.3.2 **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) had advised that the options discussed and agreed would be incorporated into the final design for the cycleway.

#### MC21.3.3 **Spencer Avenue Reserve - Walkway Access**

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

#### MC21.3.4 **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 Coastal Marine Structures conditions inspections which would include the Maketu sand bags. The Board was advised that the inspection at Maketu was expected to be undertaken on Thursday 4 July 2019.

### MC21.3.5 **Kaituna River Rediversion Project**

There had been a public meeting update relating to the Kaituna River Rediversion project on Wednesday 12 June 2019. It was pleasing to see the progress of the rediversion work and people using the new access points to the Kaituna Cut.

**Resolved:** Member Beech / Councillor Marsh

*THAT the Maketu Community Board Chairperson's Report dated 11 June 2019 be received.*

### MC21.4 **Councillor's Report**

The Board considered a report from Councillor Marsh dated 10 June 2019 as circulated with the agenda. Councillor Marsh spoke to the following items:

- Maketu Cycleway
- Kaituna Rediversion Project
- Community Hub Feasibility Study
- Kaituna Rubbish Dumping
- Maketu Community Response Plan
- Maketu Matariki Ball
- Maketu Community Board

**Resolved:** Councillor Marsh / Member Beech

*THAT the report from Councillor Marsh dated 10 June 2019 be received.*

### MC21.5 **Community Board Grant Application**

The Board considered a report from the Senior Governance Advisor dated 11 June 2019 as circulated with the agenda.

The Board received a Community Board Grant Application from Maketu EduCare seeking funding of \$1,500 for the purchase of numerous technology items and for the construction of a pataka/kai cupboard.

After discussion the Board agreed their support for the allocation of grant funding for the construction of a kai cupboard.

**Resolved:** Member Clark / Councillor Scrimgeour

1. *THAT the report from the Senior Governance Advisor dated 11 June 2019 titled Community Grant Application June 2019 be received.*
2. *THAT the Maketu Community Board approve the following grant to be funded from the Maketu Community Board Grants 2018/2019*

*Account subject to all accountabilities being met.*

*EduCare        \$500.00*

**MC21.6        Infrastructure Services Report Maketu - June 2019**

The Board considered a report from the Deputy Chief Executive dated 3 June 2019 as circulated with the agenda.

**MC21.6.1       Maketu Community Response Team & Plan - Minute Action Reference MC19 19 6.1**

The Board was advised that member McFadyen had almost completed the final draft of the Maketu Community Response Plan.

**MC21.6.2       Tsunami Signage - Minute Action Reference MC18 19 3.6**

The Board was advised that one of the Tsunami warning signs had been installed. It was proposed that the second Tsunami warning sign be installed on the fence by the Kohanga Reo on the main entrance road into Maketu.

The Board requested that signage depicting a large wave with a directional arrow be installed at appropriate points throughout Maketu.

**MC21.6.3       Kohanga Reo - Minute Action reference MC18 19 7.3 and MC20 19 5.5**

The Board was advised that the fencing and installation of a gate had been undertaken, but there was still some completion and tidy up work to be done by the contractor.

**MC21.6.4       Request for 'Fire Station' Directional Sign**

The Board was advised that the Maketu Volunteer Fire Brigade Chief had requested that directional signage be installed on both the north and south approaches to the Maketu Fire Station on Wilson Road. The fire station was set back from the road and was not readily seen. It was important that motorists were made aware of the fire station particularly when fire service vehicles were exiting the station in response to emergency call-outs.

It was advised that on 16<sup>th</sup> April Mr Gourlay contacted Council and a Service Request was instigated for the requested signage. On 23 April Mr Gourlay was advised that as the distance of the fire station was greater than 65m from the intersection it did not meet the requirement of the NZ

Transport Agency Manual of Traffic signs and markings (MOTSAM) – Section 6 permanent signs, the signage would not be installed.

The Board requested that the Roading Engineer (East) contact Mr Gourlay and explain the MOTSAM requirement and discuss any other options for the signage that may be considered.

The Board supported the installation of requested warning signage.

**Resolved:** Member McFadyen / Councillor Scrimgeour

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

MC21.7 **Financial Report Maketu - April 2019**

The Board considered a report from the Management Accountant dated 24 May 2019 as circulated with the agenda.

**Resolved:** Member Beech / Councillor Scrimgeour

*THAT the Management Accountant's report dated 24 May 2019 and titled Financial Report Maketu - April 2019 be received.*

MC21.8 **Council, Standing Committee and Community Board Meetings**

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

**Resolved:** Members Clark / McFadyen

*THAT the schedule of meetings for June, July and August 2019 be received.*

The meeting concluded at 8.10 pm.

Confirmed as a true and correct record.

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S Beech  
Chairperson  
Maketu Community Board

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Date

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## Western Bay of Plenty District Council

### Maketu Community Board

## Notice of Vacant Position on the Community Board

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### Purpose and Summary

Maketu Community Board Deputy Chairperson Gus Cantlon passed away on 22 July 2019 after a short illness.

As the vacancy resulting from the death of the Deputy Chairperson has occurred within 12 months of the next triennial election, the Chief Executive Officer is required to formally notify the Maketu Community Board of the vacancy.

The pre-election period commenced on 12 July 2019 and the next local body election is scheduled to be held on 12 October 2019.

The last meeting of the Maketu Community Board during the 2016 – 2019 triennium is scheduled to be held on Tuesday 6 August 2019.

It is recommended that the Board resolve to not fill the vacancy and allow an election to proceed via the forthcoming local body elections.

### Recommendation

- 1. THAT the report of the Chief Executive dated 23 July 2019 and titled Notice of Vacant Position on the Community Board be received.***
- 2. THAT pursuant to Section 117 Local Electoral Act 2001 the Maketu Community Board resolves to not fill the vacancy that has arisen due to the passing of Deputy Chairperson, Gus Cantlon.***



Miriam Taris  
Chief Executive Officer

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## 1. Background

Advice of the death of Maketu Community Board Member/Deputy Chairperson Gus Cantlon on 22 July 2019 has been received.

Members will need to decide whether or not to fill the vacancy, and if that vacancy is to be filled, the process that should be applied.

As a by-election is not required, an option to leave the position vacant until the next local body election which is to be held on 12 October 2019 is available.

In accordance with S117 Local Electoral Act 2001 the Board must decide:

(a) To fill the vacancy by appointment (by a qualified elector)

Or

(b) To leave the vacancy unfilled.

The vacancy will not affect the Board requirements for a quorum.

Under the Western Bay of Plenty District Council Standing Orders for the Maketu Community Board the relevant Standing Order is as follows:

### 10. Quorum

10.1 The quorum for a meeting of the council is:

- (a) Half of the members physically present, where the number of members (including vacancies) is even: and
- (b) A majority of the members physically present, where the number of members (including vacancies) is odd.

There are 5 members remaining on the Maketu Community Board.

The quorum for the Board is 3.

## 2. Statutory Compliance

### Legislation and Legal Issues

Act/Legal Issue	Relevant Detail
Local Electoral Act 2001	<p>Filling of Extraordinary Vacancies</p> <p><b>Section 117 Extraordinary vacancy in local authority or community board</b></p> <p>If a vacancy occurs in the office of a member of a local authority or in the office of an elected member of a community board 12 months or less than 12 months before the next triennial general election, the Chief Executive Officer of the local authority concerned must notify the local authority or community board of the vacancy immediately. (S117 (2))</p> <p>On receiving notice under subsection (2), the local authority must, at its next meeting (other than an extraordinary meeting) or, if that is not practicable, at its next subsequent [meeting (other than an extraordinary meeting)] determine by resolution –</p> <ul style="list-style-type: none"> <li>(a) That the vacancy will be filled by the appointment by the local authority or community board of a person named in the resolution who is qualified to be elected as a member, or</li> <li>(b) That the vacancy is not to be filled. (S117 (3))</li> </ul>

### Relevant Plans and Policy Assessment

Current Council Plan/Policy/Bylaw	Relevant Detail
Statutory requirement	As outlined above.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail
Nil	A by-election is not required if the Board resolves not to fill the vacancy and no additional funding expenditure would be incurred.

**3. Consultation and Communication**

<b>Interested/Affected Parties</b>	<b>Completed/Planned Consultation/Communication</b>	<b>Notes</b>
Maketu Community Board	The community must be advised by public notice of the Maketu Community Board resolution to leave the position vacant (s119 Local Electoral Act).	
Tangata Whenua	By Public Notice in the local newspaper, Te Puke Times By notice on the Council Website.	
General Public	By Public Notice in the local newspaper, Te Puke Times By notice on the Council Website	



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## Western Bay of Plenty District Council

### Maketu Community Board

## Chairperson's Report – August 2019

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### Gus Cantlon

With the saddest of heart, I acknowledge the passing of Gus. He has been a member on the Maketu Community Board for the last two trienniums and served both as Deputy Chairperson. I have thoroughly enjoyed working alongside him over the last two terms, he has been the perfect right hand man and Deputy Chairperson, his knowledge and experience has been impeccable, I acknowledge the way he has stood up to Council, contractors and staff asking the tough questions, and making them accountable. I look back at the last 6 plus years of what he has been involved with and it does look pretty impressive. The BBQs, footpaths, play grounds, gym equipment, sea wall, reserves, signage, murals, lighting, CBD area, and cycle way just to mention a few and I know there's a lot in the pipe line that he has had a lot to do with. I know the people of Maketu and surrounding district appreciate the hard work he has put in over many years. I will certainly miss his companionship and his input to the Maketu community.

### Maketu Cycleway

We look forward to seeing the final drift of the new cycle way into Maketu. It was a good show and tell at a recent Community Board workshop where many residents where able to pass their views on.

### Community Hub Feasibility

The two local residents canvassing for the feasibility study for a Community Hub are well underway with their time table and now going out to the community. They are holding publics meetings and having a lot of one on one with local organisations to gauge the future for a community hub.

### Freedom Campers

As the main kiwifruit season has come and gone we have not seen the big influx of seasonal freedom campers taking over our carpark reserves as had happened in previous seasons. This was a huge bugbear to many of our residents as they witness the consequences of bad behaviour and rubbish left behind. I encourage any unsightly or illegal activity to be reported to the Western Bay of Plenty District

Council as soon as possible in order to have any problems attended to in a timely manner.

### **Kaituna Rediversion**

At the last public Kaituna Rediversion meeting it was pleasing to hear that the project was still ahead of time. With the floodgates now fitted and some water passing through, this will surely be good for our estuary. The new division channel has been opened up and the boat ramp is near finishing.

### **Bells Road Boat Ramp**

The Community Board has asked for some tie off bollards to be mounted to the large rocks at the Bell Road Boat Ramp. This will allow easier tying off of boats when launching and retrieving.

### **End off the triennium**

As this is my last official Chairpersons Report to the Maketu Community Board for the 2016-2019 triennium, I must give thanks to our hard working Community Board members, Councillors, staff, managers and of course Aileen who all do a great job for our community. With the local body elections just around the corner I do encourage anyone that is contemplating being a Community Board member to put their name forward and keep magic Maketu **magic**.

### **Recommendation**

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

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

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## Western Bay of Plenty District Council

### Maketu Community Board

### Councillors Report – August 2019

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Councillor Scrimgeour will give a verbal update on the following topics:

- Dwelling consents and subdivisions
- Rates rebate scheme
- LGNZ conference, inference that Government will legislate to ensure Council compliance with consent requirements
- Local Government Commission - Boundary adjustment
- Rangiuru Business Park
- UFTI Elections

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

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## Western Bay of Plenty District Council

### Maketu Community Board

## Infrastructure Services Report Maketu August 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 15 July 2019 and titled Infrastructure Services Report Maketu August 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. No appeals have been received.

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, which is underway.

### 1.3 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 was notified and submissions close on 10 July 2019:

### 1.4 Maketu Stormwater Catchment Areas

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

Kerbside Rubbish & Recycling Collection

Council has, on 26 June 2019 made a final decision for the following:

- to continue with the procurement of contracted kerbside services for the district for:
  - pay-per-pick-up scheme for rubbish;
  - targeted-rate funded glass collection;
  - targeted-rate funded recycling collection;
  - targeted-rate funded food scraps collection ( urban areas only).
- To work through kerbside service design elements, raised by submitters, with industry as part of the procurement process
- To not investigate a Council contracted kerbside garden waste service.
- To trial a rural recycling drop-off point over the next two years, in the Eastern area of the district.
- To explore the establishment of a community-led reuse facility with interested parties.

- To increase the opening hours of Athenree Community Recycle centre to cover long-weekends. The intention is to secure contract(s) by July 2020 for services to become operational in July 2021.

## 2.0 Reserves

### 2.1 Dotterel Point Reserve Capital Development (Pukehina)

There has been little change since the previous report. The monitoring of the upgraded septic tank system will remain ongoing and likely to remain this way until the Surf Club begin construction of their new facilities, the timing of which is subject to their funding being secured.

### 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. Staff have a greed to a pre-hearing with the submitters - date to be confirmed but likely 23 July. The outcome of the pre-hearing will determine whether a hearing is required and/or the hearing focus. 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 Committee Meeting on 28 February 2019. The 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 Committee at a future meeting.

In the meantime, the 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 Operations & Monitoring Committee meeting on 22 May 2019. The Committee has requested that staff undertake a safety assessment and costs for reinstating the two additional carparks and for Council's consideration. This was presented to the Operations & Monitoring Committee on 4 July 2019 for discussion. The Operations & Monitoring Committee agreed to remove part of the garden and reinstate one carpark and relocate one mobility carpark.

#### **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, NZTA has not confirmed the timing for commencement of this project. This project will be delayed and 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 funding for completing this project.

### **5.0 Emergency Management**

#### **5.1 Maketū**

The Draft Community Guide is ready for distribution.

The Community Response plan is currently checked by Emergency Management Bay of Plenty. Discussion with the team will follow this, once the team leader is back.

#### **5.2 Te Puke**

The Community Response Team conducted a desktop exercise with the support of Emergency Management Bay of Plenty. With the findings of this exercise, the team is reviewing its communication strategy and contact list of community organisations.

### **6.0 Roding**

#### **6.1 Maketu Road Culvert Adjacent to Spencer Avenue**

Bay of Plenty Regional Council (BoPRC) Resource Consent is required before any works are carried out. The stormwater Consent process is currently under full notification by BoPRC, which will take several months to finalise.

#### **6.2 Maketu Road Proposed Cycle Trail**

The Community Workshop provided some good information and all design work is now complete.

The Archaeological Authority is underway by WestLink.

Council will be seeking prices from contractors in the next few months.

6.3 Roothing Account

Maketu Community Board Current Account	Project Costs (\$)	NZTA Funding MIP LC/LR \$	Maketu Community Board \$	Status
Current Account Opening Balance 1 July 2019	\$ 167,293			
Allocation for 2019/20	\$ 66,360			
<b>Subtotal</b>	<b>\$ 233,653</b>			
<b>Committed Projects for 2018/19/20</b>				
Beach Road Kerb and Channel	\$ 33,000			Awaiting archaeological consent approval
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>Roothing Account Balance Total</b>	<b>\$ 13,958</b>			



# Community Board Report

## MAKETU COMMUNITY BOARD 9/08/2016

Remit Title	<b>Water Tank Face Lift</b>
Remit Number	MC2216 3.11
Owner	RFM
Status	COMPLETE
Complete Date	9 July 2019
Confidential	
Resolution	The Chairperson advised that he would contact a local graffiti artist, and liaise with the Community Engagement Team to see if some designs could be applied to Council's water tank, subject to funding being made available for the work to be undertaken.
Actions	<p><b>9 July 2019: This MAS has been signed off as complete. A new MAS can be generated by the next Community Board if required.</b></p> <p>23 May 2019: There is no significant change to this MAS.</p> <p>15 April 2019: No significant change to MAS.</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>

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 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

**15 July 2019: The flood assessments is being reviewed.**

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>15 July 2019: The Bay of Plenty Regional Council Stormwater Consent has been publicly notified. All residents within the District will be asked to comment prior to a design being made by Regional Council.</b></p> <p>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.</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>

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

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

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

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

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

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

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

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

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

**MAKETU COMMUNITY BOARD 8/10/2018**

Remit Title	<b>Maketu Memorial Monument</b>
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><b>3 July 2019: There has been little change since the previous update in May. Staff do not know if the Board has discussed with Te Arawa Lakes Trust.</b></p> <p>24 May 2019: There has been no change since the previous update in May 2019.</p> <p>The Board have not indicated if any discussions with Te Arawa Lakes Trust has occurred.</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>9 July 2019: A pre-hearing meeting is being organised to work through the issues.</b></p> <p>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.</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 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 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 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

**15 July 2019: The Roding Engineer attended the Maketu Community Board Workshop to provide plans for community and Community Board comments.**

**Feedback was discussed and taken into consideration.**

**The Cycleway plans are now complete and the Roding Engineer will be discussing the project funding with the Deputy Chief Executive Officer.**

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

**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	COMPLETE
Complete Date	3 July 2019
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>3 July 2019: Maketu Coastal Marine Structures inspections have been scheduled for July 2019. The Board Chair will be invited to attend a site meeting at that time to discuss repair options with the Coastal Consultant Engineer.</b></p> <p><b>This MAS has been closed as it will be reported in MAS MC2119 3.4 from hereon.</b></p> <p>24 May 2019: Consultants and staff are about to begin the Annual Coastal Marine Structures condition inspections, which will include these sand bags.</p> <p>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.</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>15 July 2019: The work is almost completed. There is still some additional works required to complete.</b>  30 May 2019: The Reserves & Facilities Officer East can confirm this job will commence during early June. The contractor will co-ordinate the timing with the Kohanga Reo Manager.

**MAKETU COMMUNITY BOARD 25/06/2019**

Remit Title **Water Supply Pipeline along Wilson Road North**

Remit Number MC2119 3.1

Owner U1

Status UNDER ACTION

Complete Date

Confidential

Resolution

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

The Board wanted to know 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 had provided a response advising that the pipeline was the main water trunk line for all customers in the Eastern Supply Zone to:

- Fill the Maketu Reservoir from Pongakawa Water treatment Plant, or from Te Puke's ter Treatment Plan
- Back-feed into Te Matai Rd from Maketu Reservoir, if required for operational resilience

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

Unfortunately the main was 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 was not installed to the same standards expected 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 advised to:

- 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 had implemented a staged renewal programme, to replace sections of the main over a number of years. The focus would be 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 would be replacing another 2km, from SH2 up Wilson Rd North, the section with the most breaks to date.

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

The Community Board would like clarification on the cost of the repairs and replacement for each 2km section along Wilson Road and also asked if other pipeline repairs had been required to the same extent to areas outside Wilson Road.

#### Actions

**15 July 2019: Cost of Repairs - there have been at least 22 recorded mains breaks of the 300mm uPVC pipeline on the first 2km along Wilson Road North from SH2 northwards.**

**The total cost of these repairs is approximately \$63,000. (not including 2019).**

**These repairs span over a period of 4 years, but in particular there have been 13 repairs in 2017/2018. There have been several breaks this year, however we don't have all of the details to hand at the moment. This resulted in numerous interruptions to customers supplies and poor levels of service, over this time period.**

**Further analysis is required to identify the costs for the remaining 2 km sections of Wilson Road North.**

**Previous repaired sections - other sections of the same trunk main were repaired;**

- **At the corner of No: 1 Rd Te puke**
- **Near Kenana Road Waitangi**

**These sections were subject to similar rates of failures and were repaired 3 and 4 years ago.**

**MAKETU COMMUNITY BOARD 25/06/2019**

Remit Title **Maketu Cycleway**

Remit Number MC2119 3.2

Owner RE1

Status COMPLETE

Complete Date 15 July 2019

Confidential

Resolution 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) had advised that the options discussed and agreed would be incorporated into the final design for the cycleway.

Actions **15 July 2019: This MAS has been closed out as it is reported in MAS MC2019 5.1.**

**MAKETU COMMUNITY BOARD 25/06/2019**

Remit Title	<b>Spencer Avenue Reserve - Walkway Access</b>
Remit Number	MC2119 3.3
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Roading Engineer (East) had advised that he would look at options to facilitate open access for walkers across the Spencer Avenue Reserve.
Actions	<b>15 July 2019: To be discussed with the Community Board and Reserves &amp; Facilities Manager.</b>



**MAKETU COMMUNITY BOARD 25/06/2019**

Remit Title **Surf Club Car Park Reserve Rock Revetment**

Remit Number MC2119 3.4

Owner RFAM

Status UNDER ACTION

Complete Date

Confidential

Resolution 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 Coastal Marine Structures conditions inspections which would include the Maketu sand bags. The Board was advised that the inspection at Maketu was expected to be undertaken on Thursday 4 July 2019.

Actions **3 July 2019: The result from the site meeting / inspection scheduled for 4 July will be actioned accordingly and the Board will be advised.**

**MAKETU COMMUNITY BOARD 25/06/2019**

Remit Title	<b>Tsunami Signage - Minute Action Reference MC18 19 3.6</b>
Remit Number	MC2119 6.2
Owner	RE1
Status	COMPLETE
Complete Date	15 July 2019
Confidential	
Resolution	<p>The Board was advised that one of the Tsunami warning signs had been installed. It was proposed that the second Tsunami warning sign be installed on the fence by the Kohanga Reo on the main entrance road into Maketu.</p> <p>The Board requested that signage depicting a large wave with a directional arrow be installed at appropriate points throughout Maketu.</p>
Actions	<b>15 July 2019: The Bay of Plenty Regional Council will be supplying a second sign for the Reserves &amp; Facilities Team to install.</b>

**MAKETU COMMUNITY BOARD 25/06/2019**

Remit Title **Request for 'Fire Station' Directional Sign**

Remit Number MC2119 6.4

Owner RE1

Status COMPLETE

Complete Date 15 July 2019

Confidential

Resolution The Board was advised that the Maketu Volunteer Fire Brigade Chief had requested that directional signage be installed on both the north and south approaches to the Maketu Fire Station on Wilson Road. The fire station was set back from the road and was not readily seen. It was important that motorists were made aware of the fire station particularly when fire service vehicles were exiting the station in response to emergency call-outs.

It was advised that on 16th April Mr Gourlay contacted Council and a Service Request was instigated for the requested signage. On 23 April Mr Gourlay was advised that as the distance of the fire station was greater than 65m from the intersection it did not meet the requirement of the NZ Transport Agency Manual of Traffic signs and markings (MOTSAM) - Section 6 permanent signs, the signage would not be installed.

The Board requested that the Roading Engineer (East) contact Mr Gourlay and explain the MOTSAM requirement and discuss any other options for the signage that may be considered.

The Board supported the installation of requested warning signage.

Actions **15 July 2019: The Roading Engineer will arrange for the signs to be installed.**

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## Western Bay of Plenty District Council

### Maketu Community Board

### Draft Financial Report Maketu – June 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 draft financial statements for the period up to 30 June 2019 (**Attachment A**). The financials are currently in a draft state until Audit NZ sign off the accounts. However, there is an expectation that operating costs will not change.

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 12 July 2019 and titled "Draft Financial Report Maketu – June 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 June 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]	2,416	17,000	14,584	☑	17,000	3,332
Grants	3,500	5,000	1,500	☑	5,000	3,565
Mileage Allowance	0	1,000	1,000	☑	1,000	61
Salaries	14,292	16,644	2,352	☑	16,644	14,074
Security	12,247	4,020	(8,227)	⊗	4,020	1,007
Inter Department Charges	33,624	33,627	3	☑	33,627	33,624
<b>Total Operating Costs</b>	<b>66,078</b>	<b>77,291</b>	<b>11,213</b>	☑	<b>77,291</b>	<b>55,663</b>
Interest Expense	0	0	0	☑	0	(8,965)
<b>Total Direct Costs</b>	<b>66,078</b>	<b>77,291</b>	<b>11,213</b>	☑	<b>77,291</b>	<b>46,698</b>
<b>Total Costs</b>	<b>66,078</b>	<b>77,291</b>	<b>11,213</b>	☑	<b>77,291</b>	<b>46,698</b>
<b>Income</b>						
Rate Income	74,232	77,291	(3,059)	⊗	77,291	76,145
<b>Total Direct Income</b>	<b>74,232</b>	<b>77,291</b>	<b>(3,059)</b>	⊗	<b>77,291</b>	<b>76,145</b>
<b>Net Cost of Service</b>	<b>8,154</b>	<b>0</b>	<b>8,154</b>	☑	<b>0</b>	<b>29,447</b>
<b>Contingency - breakdown</b>						
Advertisement for grant applications	116					
Kohanga Reo fence realignment	2,300					
<b>Year to date contingency costs</b>	<b>2,416</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>JULY 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
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 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Community Committee	1 August	9.30am / 10.00am	The Centre Patuki Manawa Katikati
Maketu Community Board	6 August	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	7 August	3.30pm	Chambers
Policy Committee	8 August	9.30am	Chambers
Te Puke Community Board	8 August	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	15 August	9.30am	Chambers
Joint Road Safety Committee	20 August	9.30am	Chambers
Council	29 August	9.30am	Chambers
<b>SEPTEMBER 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Regulatory Hearings Committee (if required)	3 September	9.30am	Chambers
Regulatory Hearings Committee (If required)	4 September	9.30am	Chambers
Council - Adopt Annual Report	19 September	9.30am	Chambers
<b>OCTOBER 2019</b>			
<b>Local Body Elections - 12 October</b>			
<b>Labour Day - 28 October</b>			