

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU COMMUNITY BOARD MEETING NO. MKC23-4
HELD IN THE MAKETU COMMUNITY CENTRE, WILSON ROAD, MAKETU
ON TUESDAY, 13 JUNE 2023 AT 7.00PM**

1 PRESENT

Chairperson L Rae, Deputy R Corbett, Member T Hopping, Cr R Crawford and Deputy Mayor J Scrimgeour.

2 IN ATTENDANCE

R Davie (General Manager Strategy and Community), C McLean (Senior Transportation Engineer) and C Irvin (Senior Governance Advisor).

KARAKIA

The Chairperson opened the meeting with a karakia.

3 APOLOGIES

APOLOGY

RESOLUTION MKC23-4.1

Moved: Cr R Crawford

Seconded: Member T Hopping

That the apology for absence from Member D Walters be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

NIL

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 18 APRIL 2023

RESOLUTION MKC23-4.2

Moved: Member T Hopping

Seconded: Deputy Mayor J Scrimgeour

1. That the Minutes of the Maketu Community Board Meeting held on 18 April 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS

9.1 MAKETU COMMUNITY BOARD – CHAIRPERSON'S REPORT – JUNE 2023

The Board considered a report dated 13 June 2023 from the Chairperson. The report was taken as read.

Maketu/Te Puke Community Forum (4 April 2023):

- The Chairperson wished to thank Council staff for organising this meeting, and in particular, the Network Drainage Engineer for his engagement at the meeting.

Macrocarpa Tree:

- It was good to have the tree trimmed, with a blessing held beforehand.

Civil Defence:

- The hui for June 2023 had to be postponed and was yet to be rescheduled. However, this was progressing well.

Deputy Mayor Scrimgeour advised that Mayor James Denyer wished to pass on his commendation to the Chairperson for a very good report.

RESOLUTION MKC23-4.3

Moved: Chairperson L Rae

Seconded: Deputy Mayor J Scrimgeour

That the Chairperson's report dated 13 June 2023 titled 'Maketu Community Board Chairperson's Report – June 2023' be received.

CARRIED

9.1.1 PAYMENT OF INVOICE TO TRIM MACROCARPA TREE

RESOLUTION MKC23-4.4

Moved: Member T Hopping

Seconded: Deputy R Corbett

That the Maketu Community Board agree to pay the invoice to trim the Macrocarpa tree (**Attachment 1** of the report), to be paid out of the Board's contingency account.

CARRIED

9.2 MAKETU COMMUNITY BOARD – COUNCILLOR'S REPORT – JUNE 2023

The Board considered a report dated 13 June 2023 from Councillor Crawford, who took the report as read, summarised the main points, and discussed the following items:

- Concern was expressed regarding the actions from the first Maketu/Te Puke Community Forum not being completed. Councillor Crawford advised he was asking for clarification around closing the loop from an Elected Members perspective and staff follow up/responses. This was a new meeting process and as such was a learning curve.
 - The Chairperson advised she felt the Community Forum was a much more connected process than the previous Ward Forum meetings, which allowed for more direct networking with the community.
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RESOLUTION MKC23-4.5

Moved: Cr R Crawford

Seconded: Deputy Mayor J Scrimgeour

That Councillor Crawford's report dated 13 June 2023 titled 'Maketu Community Board – Councillor's Report – June 2023' be received.

CARRIED

9.3 ADOPTION OF MAKETU COMMUNITY BOARD STANDING ORDERS FOR THE 2022-2025 TRIENNIUM

The Board considered a report dated 13 June 2023 from the Senior Governance Advisor. The report was taken as read.

RESOLUTION MKC23-4.6

Moved: Chairperson L Rae

Seconded: Member T Hopping

1. That the Senior Governance Advisor's report dated 13 June 2023 titled 'Adoption of Maketu Community Board Standing Orders for the 2022-2025 Triennium' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That, pursuant to Clause 27 of Schedule 7 of the Local Government Act 2002, the Maketu Community Board adopts the Western Bay of Plenty District Council Community Board Standing Orders for the 2022-2025 triennium as per **Attachment 1** of this report by a vote in support of not less than 75% of members present and voting.

CARRIED

9.4 MAKETU COMMUNITY BOARD – FINANCIAL REPORT APRIL 2023

The Board considered a report dated 13 June 2023 from the Financial Business Advisor. The report was taken as read.

- The Chairperson confirmed that, in terms of the funds committed to the Maketu Surf Lifesaving Club and BBQ, staff were waiting for an archaeological report before being able to continue with these items.
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RESOLUTION MKC23-4.7

Moved: Chairperson L Rae

Seconded: Member T Hopping

That the Financial Business Advisor's report dated 13 June 2023 titled 'Maketu Community Board – Financial Report April 2023' be received.

CARRIED

9.5 INFRASTRUCTURE GROUP REPORT MAKETU COMMUNITY BOARD JUNE 2023

The Board considered a report dated 13 June 2023 from the Deputy Chief Executive/Group Manager Infrastructure. The report was taken as read, with the following points noted:

Maketu Cycleway:

- The Chairperson advised she had replied to the email she received from the Cycleways Manager and that the next step would be for this to be taken to the Trust for consideration to use their land.
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WestLink Contracts:

The Senior Transportation Engineer advised the following:

- The WestLink contract was complicated. To receive full payment of their tendered Lump Sum at the end of every month, WestLink had to meet a series of Key Performance Measures (KPMs) and Operational Performance Measures (OPMs). Currently, WestLink was not meeting all OPMs and was therefore being financially penalised.
- The drainage OPMs did not require that drainage assets be 100% clear e.g., some culverts may be 50% blocked, but still meet the relevant OPMs.
- One of the issues for WestLink was sourcing Temporary Traffic Management (TTM) labour. In the Western Bay of Plenty, a large amount of TTM resource was dedicated to major capital work projects, meaning that resource was not always available for maintenance activities.
- Sourcing alternative contractors to undertake road maintenance activities was difficult because most local road contractors had a full workload at present.
- The overriding issue of OPM breaches by WestLink was currently being addressed by Council through the contract extension negotiation process.
- WestLink had done an excellent job keeping communities connected and road users safe during and after the extreme weather events experienced over the past twelve months.

The General Manager Strategy and Community advised the Chairperson that ratepayers could be informed that Council was aware of the WestLink issues around contracts not being fulfilled, and that this was a primary focus for them in their contract extension negotiation process.

Mowing Services:

The General Manager Strategy and Community advised the following:

- The district-wide issue of mowing had been discussed at the Community Committee meeting held on 4 May 2023 and at a subsequent workshop, where mowing contractors attended and presented on the issues that they were facing. The Audit, Risk and Finance Committee was organising a workshop to review Council's procurement policies, to look at where local and social procurement fitted in, and how to navigate the Health and Safety implications that would arise from this.

RESOLUTION MKC23-4.8

Moved: Chairperson L Rae

Seconded: Deputy R Corbett

That the Deputy Chief Executive/Group Manager Infrastructure's report dated 13 June 2023 titled 'Infrastructure Group Report Maketu Community Board June 2023' be received.

CARRIED

9.5.1 NEW RUBBISH BIN TAGS

- The Chairperson advised she had received multiple complaints from the community that the new tags had easily broken and become unusable, resulting in them losing money.
 - The General Manager advised that it had become apparent that something was not quite right with the new tags as the Customer Service team had also received complaints from people across the district. This needed to be investigated.
 - The Chairperson requested that another video demonstration be created to show people how to correctly use the new tags.
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New Rubbish Bin Tags

That Staff investigate the issue with the new rubbish bin tags, which were breaking before being used, and that staff create another demonstration video for the community of how to correctly use the new tags.

9.5.2 ROCK REVETMENT

Rock Revetment

- That staff merge the two Minute Action Sheets (pages 113 and 129) for this item into one single Minute Action Sheet.
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9.5.3 FUNDING FOR THE INSTALLATION OF HANDRAILS AT THE CEMETERY

RESOLUTION MKC23-4.9

Moved: Member T Hopping

Seconded: Deputy Mayor J Scrimgeour

That the Board approves expenditure of up to \$26,000, funded from the Boards Reserve account, for the purpose of installing handrails at the Maketu Cemetery (Wharekahu), provided that a second quote is sought in a timely manner by Council staff, and the Board reserves the right to engage on the final design with the Urupa Task Force.

CARRIED

9.5.4 QUOTE FROM WESTLINK TO TRIM POHUTUKAWA TREES

RESOLUTION MKC23-4.10

Moved: Chairperson L Rae

Seconded: Cr R Crawford

That the quote from WestLink for the trimming of the Pohutukawa trees at the entrance to Maketu be cancelled.

CARRIED

9.5.5 WESTLINK ROADING CONTRACT

Westlink Roading Contract

That staff advise the Board the total spend from roading operational budgets within the Board boundaries for the financial year 2022/2023.

9.5.6 MAKETU ASSET LIST

Maketu Asset List

That Council's infrastructure staff provide a list of Council-owned buildings (above ground infrastructure) to the Maketu Community Board (excluding obvious assets such as playgrounds and BBQs).

9.5.7 WILSON ROAD NORTH

The Senior Transportation Engineer advised:

- Widening Wilson Road North would increase speed along the road. Speed was the number one killer on roads.
 - There would be a speed limit review in 2024. The process for setting speed limits now had to be set using Central Government guidelines.
 - Council was working on improving the quality of Wilson Road North, including finding solutions to the pooling of water that occurred as a result of heavy rainfall.
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Site Visit To Wilson Road North

That staff organise a site visit to Wilson Road North with the Maketu Community Board.

9.6 MAKETU COMMUNITY BOARD OPERATIONAL REPORT

The Board considered a report dated 13 June 2023 from the Governance Support Administrator. The report was taken as read.

RESOLUTION MKC23-4.11

Moved: Member T Hopping

Seconded: Cr R Crawford

That the Governance Support Administrator's report dated 13 June 2023 titled 'Maketu Community Board Operational Report' be received.

CARRIED

The Chairperson closed the meeting with a karakia.

The Meeting closed at 8:39pm.

Confirmed as a true and correct record at the Maketu Community Board meeting held on 8 August 2023.



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Chairperson L Rae

CHAIRPERSON