

## **Western Bay of Plenty District Council**

### **Minutes of Meeting No. MC1 of the Maketu Community Board held on 26 November 2019 in the Maketu Community Centre commencing at 7.00pm**

#### **Present**

Members S Beech (Chairperson), L Rae, W Anaru and S Simpson and Councillors K Marsh and J Scrimgeour

#### **In Attendance**

R Davie (Group Manager Policy and Planning and Regulatory Services), S Harvey (Roading Engineer (East), A Alty (Senior Governance Advisor), L Arrowsmith (Governance Support Administrator)

Mayor Garry Webber, Councillor Monique Lints, Te Puke Community Member Kassie Ellis  
One member of the Press

NZTA Safe Roads Representatives Justin Rae and Dave Nelson

The Chairperson welcomed all to the meeting and extended congratulations to all those who had been successful in the recent elections. He looked forward to working with the Community Board and Council colleagues during the 2019-2022 triennium.

#### **Declarations 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.

Members were advised that if they 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 and are advised to withdraw from the meeting table for the item. (As per the Local Authorities (Members' Interest) Act 1968).

There were no Declarations of Interest declared in relation to this agenda.

## MC1.1

**Presentations**

The Board received a presentation from Justin Rae Community Engagement Manager, and Dave Nelson of Safe Roads on the national programme (Safer Network) relating to the safety upgrade of level crossing on or near the state highway network.

The New Zealand Transport Agency and KiwiRail were working together to deliver a national programme of level crossing safety upgrades on or near the state highway network to reduce the number of deaths and serious injuries at level crossings.

The improvements were part of the Safe Network Programme, delivering safety improvements on high-risk routes across New Zealand.

The level crossing safety upgrades use a range of low cost, proven safety treatments that improve safety for road users and pedestrians. The upgrades included crossings at:

- SH2 Paengaroa
- Pongakawa School Road
- Ohinepanea Road

Board members were pleased to be advised of the impending safety works that would start in February and be completed in 2019.

**Overgrown Vegetation in the Vicinity of the Roundabout on the state highway coming from Whakatane to Te Puke**

Board Members advised that overgrown vegetation just before the roundabout at the State Highway/ TEL junction created a traffic safety hazard in that vision for vehicle drivers was inhibited.

**Limited Visibility at the Junction of Wilson Road North and State Highway 2**

Board Members reported that large trucks were parking on the road shoulder of State Highway 2 before Wilson Road and other vehicles could not use the pull off lane. Local school buses were also affected by the parking that inhibited sight lines on to the highway.

Justin Rae advised that he would report the Community Board concerns raised at the meeting relating to roading matters to the New Zealand Transport Agency.

**Resolved:** Members Rae/ Anaru

*THAT the presentation from Community Engagement Manager, Safe Roads on national programme of level crossing safety upgrades on or near the state highway network.*

MC1.2                    **Minutes of Meeting No. MC-IN of the Maketu Community Board held on 7 November 2019**

The Board considered the minutes of meeting MC-IN of the Maketu Community Board held on 7 November 2019 as circulated with the agenda.

**Resolved:**            Councillor Scrimgeour / Member Simpson

*THAT the minutes of Meeting No. MC-IN of the Maketu Community Board held on 7 November 2019 as circulated with the agenda be received and confirmed as a true and correct record.*

MC1.3                    **Chairperson's Report**

The Board considered a report from the Chairperson dated 26 November 2019 as circulated with the agenda.

MC1.3.1                **Welcome**

The Chairperson reiterated that it was a privilege to be elected and nominated to be Chairperson of the Maketu Community Board for a third triennium. He acknowledged all the people that put their name forward to stand on the Maketu Community Board. He extended commiserations to those who did not get elected. Six people applying to four positions on the Board shows the need for a good and efficient Community Board. "To the three new elected members Laura, Stephan and William, welcome aboard and I look forward to working with you all over the next three years to keep Maketu moving forward in hand with representation through to the Western Bay of Plenty District Council. I welcome back Kevin Marsh and John Scrimgeour as our two elected Councillors assigned to the Maketu Community Board. Together they bring many years of experience and understand the needs and wants of the Maketu residents."

MC1.3.2                **Maketu Fire Brigade Building – Road Markings and Signage**

The local fire chief had advised that the requested signage and no parking road markings had been installed. These measures now gave clear direction for drivers to not park in the immediate vicinity of the fire station entrance area.

MC1.3.3                **Tsunami Signs**

The Board will be pleased to hear that the new Tsunami signs were finished and ready to be installed.

MC1.3.4                **Community Hub Feasibility**

The two independent people conducting the feasibility study say they have completed 90% of the community consultation. They were compiling all the input received from the many community groups, organisations, business and public meetings. A presentation to a future Community Board meeting would summarise the findings and outcomes. This has been quite a complex undertaking and the Board looked forward to the submission of the report.

#### MC1.3.5 **Surf Club Building**

The lessee of the Maketu Surf Club building have advised that they could not understand why their power bills had been so high. After further investigation it appears that they have been paying for all the power consumption including public toilets, lighting, the sewage grinding pumps and the carpark street lighting. They requested a separate power meter to be installed, and sought reimbursement for the cost of power not directly consumed by the Surf Club (and Coastguard).

Staff advised that there were a number of options available to resolve this matter.

1. The lessee installs a separate check meter at the switchboard. The check meter will identify the power consumption of the lessee versus the power used for community assets eg toilet lights, grinder pump. Council can then pay it's share of the monthly invoice. NB: Council can assist with the cost of installing a check meter.
2. That a review of the last 12 months of power costs for the building is undertaken to work out an average monthly cost, following which an agreed annual lump sum payment could be made to the Surf Club as a contribution towards power consumption.
3. That the annual TECT cheque dividends remains with the Maketu Surf Club as a means of funding their activities.

The Chairperson advised that he would meet with members of the Maketu Surf Club (and Coastguard), discuss the suggested options and report back to the Reserves and Facilities Manager and the Board.

#### MC1.3.6 **Delegations**

At a recent workshop, job delegations were allocated to all Board Members associated with utilities, assets, and organisations. This hopefully will encourage better communication to and from the Community Board back to the Maketu residents.

#### MC1.3.7 **Communication**

The new Board has made it quite clear that good accurate communication needs to be in place and there has to be better interaction between organisations and tangata whenua in the future.

**MC1.3.8 Purchase of a Western Bay of Plenty District Council Tear drop Flag**

The Board expressed an interest in securing a Western Bay of Plenty District Council tear drop flag to use when Maketu Community Board Members were attending community events (such as the Maketu Community Market Days). The flag would signal to members of the public the presence of Community Board Members (at local events) who would make themselves available to hear community concerns, feedback and provide advice where possible.

**Resolved:** Councillor Marsh / Member Simpson

*THAT a Western Bay of Plenty District Council branded tear drop flag and stand be purchased for use by the Maketu Community Board Members at local events, funded from the Maketu Community Board Contingency Account.*

**MC1.3.9 Boating Channel**

Board Members were advised that more complaints about the Maketu boat ramp and channel that was now unusable had been received.

Staff had advised that Council had previously applied for a resource consent for the dredging of the channel as a part of the Maketu Surf Club Carpark erosion protection project. The dredging of the channel was objected to by several of the local hapu and with the Community Board's agreement, was subsequently withdrawn from the resource consent process to enable a focus on the surf club carpark erosion protection project.

Boating access to the sea from Maketu would also to be considered in the context of the new two-lane all tide boat ramp that had been constructed at Ford road. It was anticipated that the new boat ramp would become the preferred launching site for mid to larger trailer boats.

Board members stressed that the main Maketu boating channel was being clogged by debris from the sea wall and needed to be cleared with urgency.

Board Members Beech and Simpson would meet with Ngati Pikiwai and local iwi representatives to talk through concerns relating to the clearing of the channel.

**MC1.3.10 Letter of Thanks from Maketu EduCare Trust**

A letter of thanks for the recent grant funding allocation from the Maketu EduCare Trust was received.

**MC1.3.11 Management of the Maketu Community Centre Bookings**

During the 2016-19 triennium Wendy McFadyen managed the bookings and day-to-day running of the Maketu Community Centre.

Wendy did a great job, ensuring the community centre was clean and tidy at all times and the Chairperson extended thanks to her on behalf of the Board. The booking system now in place was working well and the Chairperson advised that he had asked Wendy to continue in this role and she has agreed to do this.

The bookings had been steadily increasing, and the Maketu Community Centre was becoming more of a focal point as the community grew.

**Resolved:** Member Beech / Councillor Marsh

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

**MC1.4 Councillor's Report**

The Board received a verbal report from Councillors Marsh and Scrimgeour.

Councillor Scrimgeour commended those who had put their names forward for election and congratulated those who had been successful. It was very pleasing to welcome the returning and new elected members to Council and to the Community Board.

The first business meeting of Council will be held on Thursday 5 December and the first Annual Plan Workshop and Committee meetings would be held in December 2019. It was important that the Board give consideration to their annual plan considerations.

**Resolved:** Councillor Scrimgeour / Member Beech

*THAT the verbal report from Councillor Scrimgeour be received.*

**MC1.5 Appointment of Maketu Community Board Members on Outside Bodies**

The Board considered a report from the Senior Governance Advisor dated 8 November 2019 as circulated with the agenda.

**Resolved:** Members Simpson / Rae

1. *THAT the Senior Governance Advisor's report dated 8 November 2019 and titled "Appointment of Maketu Community Board Members on Outside Bodies" be received.*
2. *THAT Maketu Community Board members be appointed to outside bodies as follows:*
  - *Eastern (Te Puke) Safer Committee      Member William Anaru*
  - *Maketu Project Team                      Member Laura Rae  
and Councillor Kevin Marsh*

MC1.6

**Local Government New Zealand – Call for Nominations for the Elections of the New Zealand Community Boards' Executive Committee (NZCBEC)**

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

The Board registered their support of the nomination put forward by Te Puke Community Board Member Kassie Ellis.

**Resolved:** Councillor Marsh / Member Rae

*THAT the report from the Senior Governance Advisor dated 11 November 2019 regarding Local Government NZ – Zone 2 representation be received.*

MC1.7

**Infrastructure Services Report - Maketu**

The Board considered a report from the Deputy Chief Executive dated 12 November 2019 as circulated with the agenda.

The Transportation Manager spoke to items within the Infrastructure Service Report, highlighting the following items:

MC1.7.1

**Plastic Free July - What Has Happened Since July 2019**

Plastic Free July was a global challenge to give up single use plastic for the month of July. The challenge had been running in New Zealand for several years with different councils and community groups supporting it locally but this year for the first time WasteMINZ coordinated councils and community groups to run a national Plastic Free July campaign.

With markets for plastics 3-7 disappearing it was more important than ever before to be promoting the message of reduction not just recycling. In addition, with the government's plastic bag ban that came into effect on 1

July 2019 but only covering shopping bags and the collapse of the soft plastics recycling scheme, this was a key opportunity to promote the *#choosetorefuse* message for other types of bags such as produce bags; and encourage buying items not packaged in soft plastic.

#### MC1.7.2

##### **Kerbside Rubbish & Recycling Collection - What has Happened Since July 2019**

Council had considered the 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 was to now secure the contract(s) by July 2020 for services to become operational in July 2021. The key opening hours and rubbish and recycling collections in respective areas of the District.

The summer hours will be updated on Council's website – under holiday hours for recycle centres and rubbish collection in the coming weeks.

Otherwise, all other recycle centres – Katikati, Omokoroa Greenwaste and Te Puke – will operate under usual opening hours which can be found at <https://www.westernbay.govt.nz/property-rates-and-building/rubbish-and-recycling/community-recycling-and-greenwaste-centres>

Note, all centres, including Omokoroa Greenwaste drop-off will be closed on Wednesday, 25 December (Christmas Day) and Wednesday, 1 January 2020 (New Year's Day).

Rubbish pick up will occur as per normal but there will be no kerbside collections on Wednesday, 25 December and Wednesday, 1 January.

Further collection information can be found on the Waste Management Ltd website at

<https://www.wastemanagement.co.nz/my-region/tauranga>

#### MC1.7.3

##### **Stormwater Network Upgrade**

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 and positive feedback was received.

Eastern Comprehensive Stormwater Consent Application - Application lodged in December 2018. Two submissions have been received. Staff were currently working with submitters to resolve the issues raised.

#### MC1.7.4

##### **Spencer Avenue Reserve – Walkway Access (Pedestrian Gates)**

The Roding Engineer (East) circulated a number of designs for an off-set gate advising that the gate would have to be custom-built. The Roding Engineer (East) will choose the most suitable design and advise the cost to the Board.

At the Community Board Meeting held on 6 August 2019 (Reference MC22) the Board resolved to *"allocate up to \$5,000 for the design and construction of an 'off-set' gate and in liaison with the Reserves and Facilities Manager be advised of a plan and cost as soon as practicable."*

#### MC1.7.5

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

As reported to the previous Maketu Community Board, there have been several objections from local hapu about the proposed erosion protection works in front of the Surf Club Carpark. Council agreed to proceed to a formal Resource Consent hearing with the Regional Council. Council's lawyers advised that an attempt at mediation with the two objectors should be undertaken before attending a formal hearing process. On this basis, a site meeting was held between the two objectors and staff to listen to their concerns. There were a number of issues raised, some of which have been clarified. It was agreed to have an independent coastal expert review the design of the proposed erosion protection structure. The process for the review was currently underway and should be completed in the New Year.

#### MC1.7.6

##### **Bell Road Boat Ramp**

In reference to Item Bell Road Boat Ramp Tie off point - MC22.3.6, the Board requested that *"...some tie off bollards to be mounted to the large rocks at the Bell Road Boat Ramp. This would allow easier tying off of boats when launching and retrieving"*.

The location of the tie off points and method of fixing was under review

#### MC1.7.7

##### **LED Street Lighting Conversion - What has happened since October 2019**

Western Bay of Plenty District Council (WBOPDC) and WestLink have been in consultation with Tauranga City Council (TCC), PowerCo and Horizons to establish areas where further details will be required and the finished look of converted street lighting.

Further consultation was required with Council to explore decorative street lights prior to any decision by staff being made. The standard "like for

like" replacements begin early 2019 and works are predicted to go for approximately 12-18 months.

**MC1.7.8****Maketu Community Roding**

All projects (listed below) are currently under review by local iwi/hapu for archaeological assessment.

- a. Maketu Cycleway: Road use / shared use pathway between Kaituna road and the town centre.
- b. Rauparoa Kerb & Channel: Stormwater currently scoring sealed edge of the road. Kerb & Channel will correct this issue.
- c. Roding Account
- d. Arawa Avenue Footpath: Residents have requested a footpath on Arawa Avenue between No's 16 and 82.

Roding Account

- e. Beach Road Kerb & Channel: Kerb & Channel to clearly define the corner of Beach Road intersection. The Chairperson advised that he would set up meeting with Te Arawa Land Management.

The Board was advised that good progress had been made following local iwi hapu consultation who had given their blessing for two of the planned projects. Once full agreement had been reached for all the projects and approval of a Heritage NZ Consent, works can begin. Timing of the works was subject to budget allocation.

**MC1.7.9****LED Street Lighting Conversion**

Western Bay of Plenty District Council (WBOPDC) and WestLink have been in consultation with Tauranga City Council (TCC), PowerCo and Horizons to establish areas where further details will be required and the finished look of converted street lighting.

Further consultation is required with Council to explore decorative street lights prior to any decision by staff being made. The standard "like for like" replacements begin early 2019 and works were predicted to go for approximately 12-18 months.

**MC1.7.10****Condition of Supplied Water in Little Waihi**

Board Members asked if there had been any resolution to the surveys undertaken relating to the report 'bad water – black spotting' events that had been reported from a resident in Little Waihi Road.

The Roding Engineer (East) advised that he was aware that a number of filters had been installed but he did not know of any follow-up that was required.

**MC1.7.11****Footpath Break on Beach Road**

Board Members asked the Roding Engineer (East) to ascertain and report on the cause of the footpath break on Beach Road.

**Resolved:** Members Rae / Anaru

*THAT the Deputy Chief Executive report dated 12 November 2019 and titled Infrastructure Services Report Maketu – November 2019 be received.*

## MC1.8

**Financial Report Maketu – September 2019**

The Board considered a report from the Finance Manager dated 20 November 2019 as circulated with the agenda.

The Board would be putting forward specific projects for inclusion in their annual plan, budgeted against available Community Board Funding.

**Resolved:** Members Rae / Anaru

*THAT the Finance Manager's report dated 20 November 2019 and titled Financial Report Maketu – September 2019 be received.*

## MC1.9

**Draft 2020/21 Annual Operating Budget**

The Board considered a report from Senior Governance Advisor dated 12 September 2019 titled Draft 2020/2021 Annual Operating Budget as circulated with the agenda.

**Resolved:** Members Beech / Simpson

1. *THAT the report from the Senior Governance Advisor dated 12 September 2019 and titled Draft 2020/2021 Annual Operating Budget be received.*
2. *THAT it be recommended to the Annual Plan and Long Term Plan Committee that the Maketu Community Board Draft 2020/2021 Annual Operating Budget be:*

<b>Operating Costs</b>	<b>2020/21</b>	
<b>Contingency</b>	17,000	
<b>Grants</b>	5,000	
<b>Mileage Allowance</b>	1,000	
<b>Security</b>	4,020	
<b>Salaries</b>	Determined by Remuneration Authority	
<b>Inter Department Charges</b>	Determined by Overhead Cost Allocation	
<b>TOTAL OPERATING COST</b>		

3. *THAT The report relates to issues which are not considered significant in terms of Council's Policy on Significance.*

## MC1.10

**Council, Standing Committee and Community Board Meetings**

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

**Resolved:** Members Rae / Anaru

*THAT the schedule of meetings for November and December 2019 be received.*

The meeting concluded at 8.17 pm

Confirmed as a true and correct record.

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S Beech  
Chairperson  
Maketu Community Board

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Date

MC1