

Mā tō tātou takiwā  
**For our District**

## Maketu Community Board

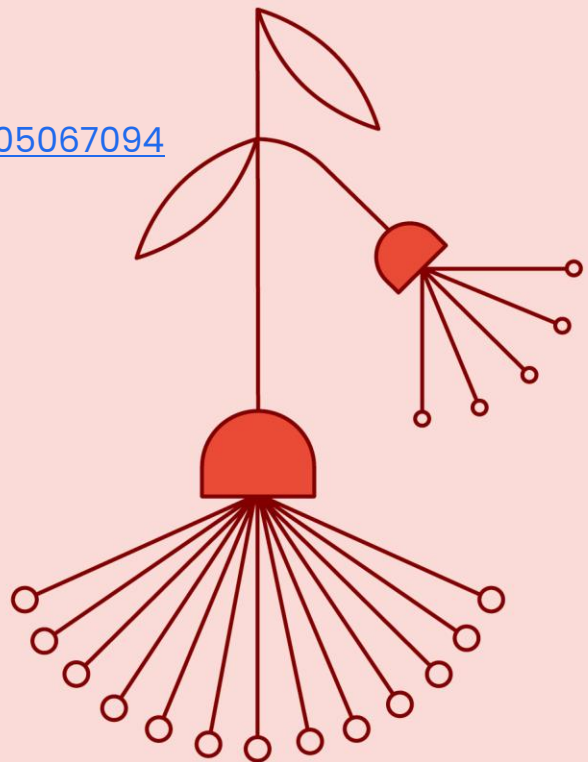
Poari Hapori

MC22-1

Tuesday, 15 February 2022, 7.00pm

Via Zoom

<https://westernbay-govt-nz.zoom.us/j/81805067094>



# Maketu Community Board

## Membership:

<b>Chairperson</b>	Shane Beech
<b>Deputy Chairperson</b>	Laura Rae
<b>Members</b>	William Ra Anaru Stephan Simpson Cr Kevin Marsh Deputy Mayor John Scrimgeour
<b>Quorum</b>	3
<b>Frequency</b>	Eight weekly / Workshops as required

## Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To provide an effective mechanism for community feedback to Council.
- 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 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 the respective communities to promote public participation and communication within respective communities.
- To undertake tasks, powers and functions 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 receive reports from Council appointees on Council matters relevant to the Community Board.
- To have input into Council and its Committees on issues and plans that affect communities within the Community Board area.

Notice is hereby given that a Maketu Community Board Meeting will  
be held in the Maketu Community Centre on:  
Tuesday, 15 February 2022 at 7.00pm

## Order Of Business

<b>1</b>	<b>Present</b> .....	<b>4</b>
<b>2</b>	<b>In Attendance</b> .....	<b>4</b>
<b>3</b>	<b>Apologies</b> .....	<b>4</b>
<b>4</b>	<b>Consideration of Late Items</b> .....	<b>4</b>
<b>5</b>	<b>Declarations of Interest</b> .....	<b>4</b>
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**1 PRESENT****2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 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.

**6 PUBLIC EXCLUDED ITEMS****7 PUBLIC FORUM**

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 five 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.

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 16 NOVEMBER 2021

**File Number:** A4444934

**Author:** Pernille Osborne, Senior Governance Advisor – Community Boards

**Authoriser:** Barbara Whitton, Customer Services and Governance Manager

#### RECOMMENDATION

That the Minutes of the Maketu Community Board Meeting held on 16 November 2021, as circulated with the agenda, be confirmed as a true and accurate record.

#### ATTACHMENTS

1. Minutes of the Maketu Community Board Meeting held on 16 November 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU COMMUNITY BOARD MEETING NO. MC21-5  
HELD VIA ZOOM (AUDIO / VISUAL LINK) UNDER COVID-19 LEVEL 2  
AND LIVESTREAMED ON TUESDAY, 16 NOVEMBER 2021 AT 7.00PM**

**1 PRESENT**

Chairperson S Beech, Member L Rae, Member W Ra Anaru, Member S Simpson, Cr K Marsh and Deputy Mayor J Scrimgeour.

**2 IN ATTENDANCE**

K Perumal (Group Manager Finance and Technology Services), C McLean (Senior Transportation Engineer), J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor).

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

The Chairperson outlined the protocols relating to the public forum section of the meeting as set out in the Standing Orders for the Maketu Community Board. Attending members of the public were invited to take part in the public forum.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION MC21-5.1**

Moved: Member S Simpson

Seconded: Deputy Mayor J Scrimgeour

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

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**CARRIED**

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There was no one in attendance via Zoom who wished to speak in public forum, therefore the Board moved straight back into formal session.

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**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION MC21-5.2**

Moved: Member S Simpson

Seconded: Deputy Mayor J Scrimgeour

That the meeting reconvene in formal session at 7.02pm.

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**CARRIED**

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**8 MINUTES FOR CONFIRMATION**

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**8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 27 JULY 2021**

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**RESOLUTION MC21-5.3**

Moved: Cr K Marsh

Seconded: Member S Simpson

That the Minutes of the Maketu Community Board Meeting held on 27 July 2021, as circulated with the agenda, be confirmed as a true and accurate record.

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**CARRIED**

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Member Rae entered the meeting at 7.03pm.

**9 REPORTS**

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**9.1 MAKETU COMMUNITY BOARD CHAIRPERSON REPORT – NOVEMBER 2021**

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The Board considered a report from the Chairperson, who provided the Board with an overview of his written report.

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#### RESOLUTION MC21-5.4

Moved: Chairperson S Beech

Seconded: Member L Rae

That the Chairperson's report dated 16 November 2021, titled 'Maketu Community Board Chairpersons Report – November 2021', be received.

**CARRIED**

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### 9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT – NOVEMBER 2021

The Board considered a report from Councillor Marsh. The report was taken as read.

The Senior Governance Advisor noted Councillor Marsh's comments regarding amendments to his report, and confirmed she would advise the appropriate staff. Councillor Marsh provided the Board with an additional report outlining his concerns regarding this.

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#### RESOLUTION MC21-5.5

Moved: Cr K Marsh

Seconded: Chairperson S Beech

That the Councillor's report dated 16 November 2021, titled 'Maketu Community Board Councillor's Report – November 2021', be received.

**CARRIED**

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Member Ra Anaru entered the meeting at 7.12pm.

### 9.3 2022/23 ANNUAL OPERATING BUDGET

The Board considered a report from the Financial Business Advisor. The report was taken as read.

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**RESOLUTION MC21-5.6**

Moved: Member S Simpson

Seconded: Member W Ra Anaru

1. That the Financial Business Advisor's report dated 16 November 2021, titled '2022/23 Annual Operating Budget', be received.
2. That it be recommended to the Annual Plan and Long Term Plan Committee that the Maketu Community Board 2022/23 Annual Operating Budget be:

OPERATING COSTS	2022/23	
Contingency	17,000	
Grants	5,000	
Mileage Allowance	1,000	
Security	4,020	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COSTS		

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

**CARRIED**

#### **9.4 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD NOVEMBER 2021**

The Board considered a report from the Deputy Chief Executive. The report was taken as read with further discussion on the below items.

**RESOLUTION MC21-5.7**

Moved: Chairperson S Beech

Seconded: Member W Ra Anaru

That the Deputy Chief Executive's Report, dated 16 November 2021 and titled 'Infrastructure Services Report Maketu Community Board November 2021', be received.

**CARRIED**

#### **9.4.1 TRANSPORTATION – ROAD IMPROVEMENTS LED LIGHTING**

The Board noted that the LED lights had not yet been installed outside the Maketu Surf Club, and requested that this was done as soon as possible.

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#### **9.4.2 MAKETU CYCLEWAY**

The Board requested a more detailed update, including a rationale, regarding the delays of Stage 2 of the cycleway.

The Board asked what the Levels of Service for Stage 1 of the cycleway were, noting that there was overgrown grass, weeds and loose gravel currently inhibiting the cycleway path. It was noted that a Service Request (CCR) had been raised however, the issue was yet to be addressed. The Senior Transportation Engineer advised that he would follow this up.

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#### **9.4.3 EMERGENCY MANAGEMENT**

The Board sought clarification on the recently appointed role of the Emergency Planner position within the Hauora, querying if they would be working with, or alongside, the Community Board.

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#### **9.4.4 SURF CLUB CAR PARK ROCK REVETMENT**

The Board expressed their frustration over the timeline of this item, noting that a resolution at an Operations and Monitoring Committee meeting held in February 2019 was passed to proceed to a hearing with Regional Council. The Board would like to know what the approved funding amount was in 2019 to undertake this process

The Board also requested that a Service Request (CCR) was raised to address the required sandbag repairs and temporary steps, as they saw it as a Health and Safety issue and would like it addressed prior to Christmas.

A CCR for the sandbag repairs had been raised prior to the meeting. (CCR334118)

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#### **9.4.5 SPENCER AVENUE RESERVE LEVELLING**

The Board requested more information regarding potential additions to the Reserve once the work had been completed. They noted that any good 'clean fill' from projects around Maketu would be ear-marked to be dumped in the Spencer Avenue Reserve area.

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#### **9.4.6 ON-SITE MEETING REQUESTS**

The Board expressed frustration relating to a few on-going projects they were trying to progress, and asked for an on-site meeting with Reserves and Facilities staff to discuss the below projects:

- Surf Club Car Park Rock Revetment; and
- Spencer Avenue Reserve Levelling

The Senior Transportation Engineer advised that he would touch base with the Chairperson to organise a walk around with the Board in the coming week, following an update request on the water swale on Church Road / Wilson Road (North).

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#### **9.4.7 MAKETU COMMUNITY CENTRE REFURBISHMENT**

The Chairperson gave the Board an update on the progress of this project, noting that the Board could look at adding extra decking around the Community Centre in the New Year.

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#### **9.4.8 RESERVE MANAGEMENT PLAN (RMP)**

The Board would like an update on when the Reserve Management Plan would be completed and what they were able to progress with Reserve Projects in the meantime.

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### **9.5 MAKETU COMMUNITY BOARD FINANCIAL REPORT – SEPTEMBER 2021**

The Board considered a report from the Financial Business Advisor. The report was taken as read, noting the below query.

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**RESOLUTION MC21-5.8**

Moved: Cr K Marsh

Seconded: Member L Rae

That the Financial Business Advisor's report dated 16 November 2021 and titled 'Maketu Community Board Financial Report – September 2021', be received.

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**CARRIED****9.5.1 ENTRANCE SIGNS TO MAKETU**

The Board sought clarification as to whether all payments to WTF – Print had been captured in the report. The Senior Governance Advisor would follow this up.

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**9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

The Board considered a report from the Senior Governance Advisor – Community Boards. The report was taken as read.

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**RESOLUTION MC21-5.9**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member W Ra Anaru

That the draft schedule of meetings for November 2021, December 2021, January 2022 and February 2022, be received.

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**CARRIED****9.6.1 NEW BRANDING**

The Board was advised that the former Western Bay of Plenty District Council logo was still appearing on the agenda, as all templates were still in the process of being updated. It was understood that the logo on clothing could still be used, however this query would be followed up and fed back to the Board if incorrect.

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**The Meeting closed at 7.42pm.**

**The minutes of this meeting were confirmed at the Maketu Community Board held on 15 February 2022.**

.....  
Chairperson S Beech

**CHAIRPERSON**

UNCONFIRMED

## 9 REPORTS

### 9.1 MAKETU COMMUNITY BOARD CHAIRPERSONS REPORT – FEBRUARY 2022

**File Number:** A4469570

**Author:** Shane Beech, Community Board Chairperson

**Authoriser:** John Holyoake, Chief Executive Officer

#### RECOMMENDATION

That the Chairperson's report dated 15 February 2022, titled 'Maketu Community Board Chairpersons Report – February 2022', be received.

#### BACKGROUND

##### Summer Season

The weather has been good so far, meaning Maketu has been the hot spot for friends and family to meet up and enjoy what magic Maketu has to offer. With the large influx of visitors over the holiday period Maketu has handled the increase well.

##### BBQ's

Great to see our assets used to their full potential, with the smells of great cooking drifting across our reserves, everything being cooked from our local kaimoana to some sausages pulled out of the freezer.

##### Community Centre

What a fantastic job the Maketu Rotary has been doing. The refurbishment of the building is getting close to completion. David Campbell and his crew have done an amazing job in transforming the building into a user-friendly and practical multi-use building

##### Cycleway

The new cycleway is being well patronised with many families' using it daily, however maintenance is slipping, and large amounts of vegetation is growing across the path reducing it to a narrow lane and no passing.

**Graffiti / Vandalism**

Sadly, we are now starting to see more graffiti and vandalism in our lovely village (the entrance signs, fire station, and private vehicles)

**Spencer Ave Park Reserve**

Great to hear that the resource consent has been approved so now we can start bringing in and levelling off clean fill to start getting this reserve looking good. It is great timing with the parks and reserves management plan happening at the moment.

**Surf club Carpark**

A very productive onsite meeting took place to identify immediate maintenance work that could be done to make this area safer and provide better access to the beach.

**Vehicle Access to Skate Bowl**

The board has been talking about this for some time now and would like to see a concept plan of better access to the skate bowl.

**Maketu Market**

It was great to see the market start up for the summer, but sadly this was short lived as we moved into the red light setting. This is a well patronised event so hopefully will start up again in the near future.

**Verbal update**

- Cemetery development/ pest control
- Repairs and maintenance to Maketu boat ramp
- Zoning and activity use around rural and urban land
- New BBQ at monument area
- Tenders for tree pruning and vegetation clean up

**9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT – FEBRUARY 2022****File Number: A4469599****Author: John Scrimgeour, Deputy Mayor****Authoriser: John Holyoake, Chief Executive Officer****RECOMMENDATION**

That the Councillor's report dated 15 February 2022, titled 'Maketu Community Board Councillor's Report – February 2022', be received.

**BACKGROUND**

Life has gone on over summer pretty well on the whole but Red-Light COVID-19 restrictions look set to have significant impacts including face to face meetings in the short to medium term.

**Verbal update:**

- Three Waters Reform update
- Review of Local Government
- District Plan Review
- Annual Plan
- Te Puke Wastewater Alternative Options



**9.3 MAKETU COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2022****File Number: A4461751****Author: Pernille Osborne, Senior Governance Advisor – Community Boards****Authoriser: Barbara Whitton, Customer Services and Governance Manager****EXECUTIVE SUMMARY**

The Maketu Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service in Maketu on ANZAC Day, Monday 25 April 2022.

**RECOMMENDATION**

1. That the Senior Governance Advisor's report dated 15 February 2022, titled 'Maketu community Board – ANZAC Day Commemoration 2022', 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 the Maketu Community Board provide / do not provide a wreath for the ANZAC Day Service, to be paid from the Maketu Community Board Contingency Account (up to the value of \$200).
4. That ..... represents the Maketu Community Board at the ANZAC Day Service in Maketu on 25 April 2022.

**BACKGROUND**

Community Boards participate in ANZAC Day Services in their respective areas. Community Board Chairpersons are requested to liaise with their appointed Board Councillors to co-ordinate the representation at services across the Western Bay of Plenty District Council region on Monday 25 April 2022.

**SIGNIFICANCE AND ENGAGEMENT**

1. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

2. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
3. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it does not meet the threshold of the significance policy.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

<b>Interested/Affected Parties</b>	<b>Completed/Planned Engagement/Consultation/Communication</b>
Maketu Returned Services Association	Governance Services will inform the Maketu Returned Services Association of the Maketu Community Board representatives attending the Maketu ANZAC Services to be held on 25 April 2022.
General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.

### ISSUES AND OPTIONS ASSESSMENT

<b>Option A</b> <b>To fund an ANZAC Wreath</b>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul> <b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<p>Each Community Board has funded the cost of an ANZAC Day Wreath in previous years. The cost of a wreath is considered to be minor and provides economic, social and cultural support to the community for this event. The wreath will be prepared by a local florist. There would be no environmental impact.</p>
<b>Option B</b> <b>To not fund an ANZAC Wreath</b>	

<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul> <p><b>Costs (including present and future costs, direct, indirect and contingent costs).</b></p>	<p>The Community Board may choose to not fund an ANZAC Day Wreath. This would not provide the same level of economic, social and cultural support to the community for this event. There would be no environmental impact.</p>
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### STATUTORY COMPLIANCE

The Board has delegation to allocate funding from their Corporate Budget – Contingency Account.

### FUNDING/BUDGET IMPLICATIONS

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Up to \$200.00 allocated from the Board Contingency Account.	The funding of up to \$200.00 for a wreath to be laid by Maketu Community Board Representatives on ANZAC Day 2022.

## 9.4 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD FEBRUARY 2022

**File Number:** A4461548

**Author:** Tracy Harris, Executive Assistant

**Authoriser:** Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services

### EXECUTIVE SUMMARY

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

#### RECOMMENDATION

1. That the Deputy Chief Executive's Report, dated 15 February 2022 and titled 'Infrastructure Services Report Maketu Community Board February 2022', be received.

### ROADING

#### Transportation – Maketu Community Roading

*Description:* Develop and implement the community roading plan approved by the Maketu Community Board.

Maketu Community Board Roading Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Maketu Community Board \$	Status
<b>Current Account:</b>				
<b>Forecasted Current Account Opening Balance 1 July 2021</b>			2860	
Interest 2021/22			933	
Allocation for 2021/22			67,226	
<b>Subtotal</b>			<b>96,419</b>	
<b>Approved Projects</b>				
Arawa Avenue viewing area	12,000		12,000	
<b>Subtotal</b>			<b>84,419</b>	
<b>Proposed Projects</b>				
Nil				
<b>Subtotal</b>				
<b>Forecasted Current Account Closing Balance 30 June 2022</b>			<b>84,419</b>	

**Transportation – Road Improvements LED Lighting**

*Description:* Council owns and operates 2,500 streetlights on local roads. Close to 100 of these are LED. Installation of LED lights reduces power consumption by 60%. Cost reduction is on the energy charges as line charges are a fixed fee. Waka Kotahi is offering an 85% subsidy to invest in the street light conversion, conditional upon it being completed by June 2021. Council has decided to participate in this.

*What's Happened:*

Works to install LED luminaires in the west and east sections of the District is complete.

*What's Next:*

Upgrading of decorative lighting, mainly recent subdivisions, is still delayed by material supply issues and is likely to commence early 2022.

Specific lighting design, which is required for "V" category lighting on high volume roads, such as Te Puke Highway and Ōmokoroa Road, will be considered once the installation of decorative lighting is complete.

**Maketu Cycleway**

*Description:* Construct a 2.5m wide cycleway between Kaituna Road and the Maketu Township

*What's Happened:*

Stage 1 (Rural Section) of the cycleway is complete.

*What's Next:*

Stage 2: The Urban section is still currently in the design phase. Public consultation will occur with residents in due time. Timing is subject to prioritisation of funding.

Consenting issues have been addressed and WestLink have been asked to finalise the design. WestLink currently awaiting information relating to culver extension from BoPRC.

**ASSET & CAPITAL****Tukotahi Marae–Wastewater Treatment System upgrade**

*Description:* Construct a new on-site wastewater Treatment facility for 83 Ford Road (Tukotahi Marae). The Maketu Coastguard staff will utilise this facility.

*What's Happened:*

The contractor has dug up the existing OSET system and constructed a new disposal field. Resource consent application has been submitted to the Regional Council for discharge consent.

*What's Next:*

Once the new system has arrived, and the Council has obtained the Discharge Consent, we will transfer the existing connections to the new OSET system.

**UTILITIES****Eastern Solid Waste**

*Description:* Waste management that meets the needs of the community and protects the environment for present and future generations.

*What's Happened:*

Kerbside Collection tonnage continues to grow

<b>WBOP Kerbside Collection Tonnes</b>								
Month		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Total
Refuse		229.32	402.23	376.00	330.41	355.20	388	<b>2,081</b>
Glass		86.30	47.67	135.13	94.46	127.50	147	<b>639</b>
Food Waste		37.50	32.68	53.60	57.72	58.50	58	<b>298</b>
Recyclables		113.42	62.18	0.00	120.42	143.16	170	<b>609</b>
Total tonnage		<b>466.54</b>	<b>544.76</b>	<b>564.73</b>	<b>603.01</b>	<b>684.36</b>	<b>764</b>	<b>3,627</b>
<b>Recycling Breakdown</b>								
Month		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Total
Paper	55%	62.49	34.26	0.00	66.35	78.88	93.71	<b>336</b>
Cardboard	25%	28.01	15.36	0.00	29.74	35.36	42.01	<b>150</b>
Aluminium	1%	1.36	0.75	0.00	1.45	1.72	2.04	<b>7</b>
Tin	3%	3.63	1.99	0.00	3.85	4.58	5.44	<b>19</b>
Plastics Type 1	2%	2.27	1.24	0.00	2.41	2.86	3.40	<b>12</b>
Plastics Type 2	4%	4.31	2.36	0.00	4.58	5.44	6.46	<b>23</b>

*What's Next:*

Kerbside Rubbish and Recycling Service Policy 2022 is being prepared for the Policy Committee Workshop on 8 February. This Policy will provide guidance for the extension of the service throughout the District.

**EMERGENCY MANAGEMENT**

The Community Resilience Advisor continues to keep the Maketu Community updated with Emergency Response information. There are plans to reach out to the Community early in the New Year to build relationships with the Maketu community and provide guidance if required.

## ATTACHMENTS

1. **MAS Maketu Community Board Feb 2022 PDF2** 

	<b>Division:</b> Infrastructure Services Group	
	<b>Committee:</b> Maketu Community Board	
<b>Action Sheets Report</b>		<b>Updated: January 2021</b>

Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 17 October 2017</b>	<b>Scott Parker</b>	<b>Reports</b>	<b>Surf Club Car Park Reserve Rock Revetment – MAS Reference MC20 16 2.1</b>

**January 2022:**

During a phone conversation on 25 January 2022, the Board Chairman indicated that the Board do not agree with the options presented in the Jim Dahm report due to losing some car-parks. The Board prefers that the original design proposed for the resource consent application proceed – through a consent hearing process if necessary. As a result of this conversation, staff met with Maketu Community Board Chairman and a local contractor on site Thursday 27 January 2022 to inspect & discuss remedial actions. The agreed outcomes include undertaking some repair works and replacement of the sandbags steps. Additional wooden steps, similar to the steps that are currently on site, will also be installed to assist with access from the carpark down to the beach area.

Specifications/drawings are now being prepared for the contractor to price and staff have prioritised this project for completion within the remaining financial year. The community, BOPRC and Tangata whenua will be advised prior to commencement of works, which can be undertaken without triggering the need for a new resource consent.

**November 2021:**

There has not been any change to this item as staff have not been in contact with affected parties.

**September 2021:**

There has not been any change to this item as staff have not been in contact with affected parties but will try again post lockdown.

**July 2021:**

Staff have not been able to resolve a meeting date and participants attending with Ngati Pikiao. Consequently, the project has stalled. Staff will continue to try to set a meeting date to enable the project to progress.

**June: 2021:**

There has been no specific change to this MAS. Slow progress is being made for a site meeting to take place.

**March 2021:**

Staff are planning for a new site meeting with Tangata Whenua and other Maketu representatives, a date is yet to be confirmed.



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**January 2021:**

There has been little change since the previous update. Staff are yet to meet with Tangata Whenua. The new steps providing safer access down to the beach are being well used.

**November 2020:**

Staff are yet to meet with Tangata whenua to discuss the erosion mitigation design peer review options contained in Dr Jim Dahm's report. It is important to reach consensus on the preferred design to avoid a more prolonged resource consent application hearings process with BOPRC.

Some design changes are expected assuming that consensus is reached. Staff have included sufficient budget within the draft LTP to meet cost expectations associated with construction works.

Beach sand "push-up" can be undertaken without resource consent and will be undertaken once discussions with Tangata whenua have taken place.

**Sept 2020:**

To facilitate repairs and improvements, a site meeting with Tangata Whenua and the Maketu Community Board will be arranged as soon as possible. Dr Jim Dahm's report has been favourably received by Ngati Pikiao, which proposes some alternative coastal erosion response design options. It was noted in the minutes from MC20-4 18 August 2020 that "The Board opposed the second option from the Coastal management specialist, as they did not believe that cutting into the existing carpark was appropriate when this is already noticeably too small.

**19 August 2019:**

Site Condition inspection confirms issue with sandbag steps. A temporary solution includes undertaking a sand-push-up to partially cover the lower sections, subject to BOP Regional Council approval and agreement from Tangata Whenua, which is dependent on the outcome of a peer review by Coastal scientist Dr Jim Dahm. A Permanent Solution update a site meeting was held 24 July with Raewyn and Pia Bennett to discuss the resource consent application.

Council agreed to place the Resource Consent application on hold until after a peer review of the design and potential design modifications by Dr Jim Dahm.

**July 2020:** Dr Jim Dahm's report was received during the Covid-19 Lockdown and will be reviewed in discussion with Tangata Whenua to resolve the issue and reported to the Performance and Monitoring Committee.

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Options are likely to range from regular beach sand nourishment (the regular re-grading of the beach sand profile to maintain an erosion mitigating barrier between the sea and the carpark), to a modified stepped wall design partly into the existing carpark rather than extending any distance onto the beach.

**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.

**1 March 2019:**

At its meeting held on 28 February 2019, the Operations & Monitoring Committee resolved to proceed to a hearing with the Regional Council. Staff have advised the Regional Council of this decision. A hearing date has yet to be set.

**31 Jan 2019:**

Bay of Plenty Regional Council have sought a limited notification process on this Resource Consent Application with specific iwi/hapu. Three responses have been received, one in support of the proposal and two against. The submitters have requested a hearing. On this basis, a report will be presented to the Operations & Monitoring Committee outlining the process and potential costs that Council would incur should the matter go to another hearing and potentially the Environment Court.

The Board will be advised of the outcome.

**12 Nov 2018:** There has been little change since the previous update. Staff are waiting for a response from BoPRC regarding a suggested way forward with the Resource Consent application.

**1 Oct 2018:**

Staff continue to work with the Regional Council on the issue of Limited Notification. WBOPDC will need to consider whether if it continues to a hearing stage, following the Limited Notification process, as a hearing process would be costly and has the potential to go to the Environmental Court.

**17 August 2018:**

There has been no significant change. The Regional Council is assessing navigation issues given the expected increase in boat usage at Park Road Boat Ramp.

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**6 July 2018:**

Council is still working through the requirement for limited notification with BOPRC.

**25 May 2018:**

The Regional Council has sent the application to a Christchurch based consultant for processing. The Consultant has recommended that the Consent be processed as a Limited Notification Consent as there have been objections from several local hapu representatives. Council's consultant is meeting with BoPRC to challenge the need for a Limited Notification.

**16 April 2018:**

Bay of Plenty Regional Council are processing the Resource Consent. There have been no requests for further information.

**10 April 2018:**

No change from previous report. RC application is under processing action by BOPRC. During site consultation, an inspection was carried out to determine whether any urgent works are required, and no specific deterioration or new hazards were observed.

**13 March 2018:**

Tangata whenua consultation for the revised resource consent application has been held on site. Feedback from Ngati Whakaue was positive and feedback from Ngati Pikiau was not. The responses have since been forwarded to BOPRC for consideration and processing of the RC application.

**5 Feb 2018:**

Council's consultant and staff have been working with local hapu on various issues they have raised. Once a position is reached, the revised application will be re-submitted to the Regional Council.

**16 Jan 2018:**

A revised "Assessment of Environmental Effects" report has been drafted, which excludes the originally proposed channel dredging. Before this revised application is lodged, a Hui is being organised to present the revised application and conclude feedback. A date for the Hui is likely to be late February 2018. It is noted that the recent storm surge event of 5 January 2018 has lowered the beach level in this location, further exposing the car park foundation; however, there is no increase of risk to the structure at this stage.

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**6 Dec 2017:**

Noted that the preference by the Board is to remove the proposed boat ramp channel dredging from the Resource Consent application. The draft Resource Consent application will be edited accordingly, and a meeting will be arranged to meet with Tangata Whenua early in 2018 to discuss the application

**14 Nov 2017:**

Staff are reviewing the site to ensure any hazards are mitigated. The channel dredging component of the consent application is to be removed at this point in time.

**27 Oct 2017:**

There has been no change from the previous update in September as there has been no further consultation with Tangata Whenua. The Board may wish to comment on the current status as per the previous update.

**11 Sept 2017:**

Resource Consent is processing is currently on hold due to objections to the proposed channel dredging associated with beach nourishment and improving navigable access from the boat ramp at Park Road. Further consultation is required to understand the concerns from Tangata Whenua. Other options to consider include:

1. Removing the channel dredging component from the Resource Consent application so that it may be considered as a separate matter in the future.

OR

2. Withdrawal of the application in its entirety.

This means that planned future remedial reconstruction to the Surf Club car park seal wall will not occur and nature will determine the future of the asset.

**9 August 2017:**

No change from the previous report as we are waiting for the Resource Consent application to be processed.

**28 July 2017:**

No change from last month's update because consent application has been lodged.

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**3 July 2017:**

The Board has acknowledged (remit MC517 6.3) that other projects have been taking priority over this one and that project risk from time delay is low. Note that this consent application is also seeking approval for future minor dredging of sand adjacent the Park Rd Boat ramp for the purposes of both improving navigable access to the ramp and as a sand resource for beach nourishment in front of the Surf Club carpark revetment.

**22 May 2017:**

No change from last month's update. The Resource Consent application process is under action by the consultant, noting that other projects have been taking priority over this one. Project risk from time delay is low.

**April 2017:**

Detailed design plans and resource consent application for the erosion protection concrete steps, are being prepared by the consultant and will be submitted to BOPRC in due course. The current focus is on upgrading the Omokoroa and Opueroa Boat Ramp for the new larger barge / ferry, which is due in June/July 2017.

**9 February 2017:**

Detailed design plans and resource consent application for erosion protection concrete steps are being prepared by the consultant and will be submitted to BOPRC in due course.

**12 January 2017:**

A revised concept design draft for the preferred concrete steps option was distributed to stakeholders (Community Board, Tangata whenua, Surf Club) for feedback by 16 December. The only feedback received was from Ngati Pikiao Hapu. Detailed design and a resource consent application is now being prepared for submission to the BOP Regional Council. Construction timing dependent on the consent process, construction pricing and budget.

**8 December 2016:**

The revised Maketu Surf Club carpark seawall design based on the preferred option has been distributed to all stakeholders for feedback before detailed design and resource consent application process is undertaken.

**17 November 2016:**

A revised concept design draft for the preferred concrete steps option has now been completed and will be distributed to stakeholders (Community Board, Tangata whenua, Surf Club) for feedback. Feedback and a price estimate will inform the final design which will then be priced, and construction works scheduled from there, subject to consenting processes.

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**14 October 2016:**

Preferred concrete design and pricing underway, which will be presented to the Board and Tangata whenua when available.

**14 September 2016:**

The preferred concrete steps option has been referred to the consultant for detailed design and construction price estimation. The Board, Tanagta whenua and community will be provided a copy of the detailed design to confirm as soon as it becomes available.

**12 August 2016:**

Assessment report was presented to Tangata whenua with the preferred option identified to extend the concrete steps down below beach level. The Community have recently agreed with this so on that basis, staff will now proceed with detailed design, pricing and consenting processes. Timing of works will depend on consenting process and cost. Construction is unlikely to occur before Christmas.

**13 July 2016:**

Erosion assessment report is being present to the Maketu Community on the 14 July. Feedback from this meeting will inform the preferred option/resource consent and detailed design. Implementation of preferred option is subject to consent process.

**15 June 2016:**

Maketu Surf Club car-park erosion options assessment report has been sent out to MCB and Tangata whenua for comment. A date is yet to be set for a community meeting to discuss and conclude preferred option.

**23 May 2016:**

Maketu Surf Club car-park erosion options assessment report draft has been reviewed by staff. The final report will be forwarded to the Community Board and Tangata whenua then prepared for presentation to the Maketu community at a date yet to be advised.

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Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 5 April 2016</b>	<b>Sue Hammond</b>	<b>Reports</b>	<b>Spencer Avenue Reserve Levelling</b>
<p>THAT the Maketu Community Board commits to funds from the Maketu Community Board Reserves Account to undertake levelling work on two sites of the Spencer Avenue Reserve, subject to an acceptable quote for the work being provided and noting that three quotes would be obtained and provided to the Maketu Community Board for their consideration.</p> <p><b>January 2022:</b> Staff have now made arrangements with a local contractor to spread the clean fill piles on site. The arrangement will include the provision for the contractor to monitor the clean fill site and level any piles in accordance with the resource consent as and when required.</p> <p><b>November 2021:</b> Staff can confirm the Resource Consent has been granted. Levelling will be an on-going process.</p> <p><b>September 2021:</b> Staff are still waiting for Resource Consent – lockdown has also delayed the process.</p> <p><b>July 2021:</b> Staff are still waiting for the Council Planner's consideration on the drainage consultants report and resource consent.</p> <p><b>May 2021:</b> The report from the drainage consultant has been reviewed and sent to Council's planning officer for consent consideration.</p> <p><b>March 2021:</b> A meeting was held between the consultant, the Reserves Officer and Tonkin &amp; Taylor to discuss the changes to the Engineer's report. This will impact conditions in the Resource Consent. Staff are waiting for the new report from Tonkin &amp; Taylor.</p> <p><b>January 2021:</b> The Resource Consent application is still being processed. Discussion has taken place between a Reserves Consultant and WBOPDC's consents planner to finalise details that were sought in the section 92 – request for further information / clarification.</p>			

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**November 2020:**

The Resource Consent has been submitted and staff are currently waiting for feedback from the Duty Planner.

**Sept 2020:**

The decision has been made to submit a resource consent to WBOPDC in its current form this will be submitted by Nautilus Consulting.

**15 July 2019:**

The flood assessments are being reviewed. The resource consent application has been drafted for comments and input from Reserves Manager.

**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 the Regional 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 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.



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**1 October 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 finalising 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.

**15 February 2018:**

Reserves officer East is waiting for input from an Engineer internally so a Resource Consent can be completed. No timeframe has been set.

**16 March 2018:**

Internal resourcing for this project is now not an option. Funding for external consultant engineers is being investigated. 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.

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**October 2017:**

Resource Consent is still pending. A small quantity of clean fill was delivered in the interim

**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.

**July 2017:**

Consultant has advised no Consent required. Work scheduled as weather and resources permit 2017 September It has been ascertained no consent is required through the Regional Council however, one is required for greater quantities than 5 cubic metres. That quantity will be arranged as soil becomes available.

**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.

**12/1/2017:**

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

**08.12.2016:**

Resource Consent is still required.

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**17/11/16:**

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.

**25/10/2016:**

Processing resource consent.

**15.09.2016:**

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

**22.08.2016:**

Colin Amrein Contracting has been asked to commence the levelling asap. No date has been set.

**12/7/16:**

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

**15/6/16**

Still waiting additional quotes.

**23/5/16**

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

**18.04.2016:**

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 Ave.

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Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 1 December 2020</b>	<b>Sue Hammond</b>	<b>Reports</b>	<b>Maketu Community Board Annual Plan 2020 Requests</b>
That the Maketu Community Board approve funding of up to \$30,000 from the Maketu Community Board Reserve Account for the installation of an additional BBQ by the Surf Club.			
<p><b>January 2022:</b> There has been no change since the update in July 2021. The Board are waiting on approval from Te Arawa Lakes.</p> <p><b>November 2021:</b> There is no change from the previous update.</p> <p><b>September 2021:</b> There has been no change since the previous update in July 2021.</p> <p><b>July 2021:</b> The Maketu Board Chairperson has advised that the Board are waiting on approval from Te Arawa Lakes.</p> <p><b>Jan 2021:</b> Added to committed reserve expenditure for December 2020 report.</p>			

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<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
<b>Maketu Community Board 1 June 2021</b>	<b>Dave Macfarlane</b>	<b>Reports</b>	<b>Maketu Community Board Chairpersons Report – June 2021</b>

The Maketu Community Board agree to fund up to \$50,000 from the Maketu Community Board Reserve Account, as a contribution to the refurbishment of the Maketu Community Building, subject to the below:

- That the Maketu Rotary be requested to work with Council's Strategic Property Team, who would manage the project to refurbish the Maketu Community Building and ensure that all the necessary legislative and safety requirements for the project are met.

#### **January 2022:**

The building work is nearing completion. Final items to be done are flooring, new benchtop, and the final inspection, which will be done by mid-February. As a bonus, fibre and an overheard projector has been installed.

#### **November 2021**

Significant progress has been made on the refurbishment. The insulation, lining, and ceilings have replaced for the new layout. The pre-line inspection passed, and a post-line inspection is planned for month-end. Exterior painting is in progress, and fibre is scheduled for installation on 8 December.

#### **September 2021:**

A site meeting has been held with Rotary, architect, builders, building inspector and Strategic Property. The scope of the build has been simplified due to asbestos. Plans have been drawn up and sighted and the title has been supplied for lodging the consent.

A pre-start meeting was planned for Alert Level 2 demo commencement, however, due to the Covid lockdown, delays are expected as the internal demo can only start at Alert Level 2.

The fire station will host meetings and bathroom facilities as services are being disconnected.

#### **July 2021:**

A meeting will be scheduled with the Maketu Rotary Committee during July to discuss the proposed plans and consents.

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Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 1/12/2020</b>	<b>McLean, Calum</b>	<b>New Item</b>	<b>Stephan Simpson - Need for Stop Signs</b>
<p>Mr Simpson appeared as a member of the public to express his concerns around the need for a Stop Sign on the corner of Te Awhe Road and Beach Road. Residents of the Street have also highlighted their concern over a blind spot due to trees and a light pole, questioning the rationale for this one light pole being on the opposite side of the road to all the others.</p> <p><b>January 2022:</b> The intersection has been upgraded to 'Give Way' controlled.</p> <p>WestLink have been instructed to remove all vegetation from the road reserve, that is obscuring sight-lines.</p> <p><b>November 2021:</b> The Board Chair has requested this MAS be reopened due to the work still not being completed. The Board would also like an update on this as they believed that the work was going to get done and charged back to the owner.</p> <p><b>July 2021:</b> The vegetation clearance works are complete. This MAS has now been closed out.</p> <p><b>May 2021:</b> The resident has been contacted and has spoken with the Council Roading Engineer. Vegetation clearance works have been promised to be cleared by the end of May 2021.</p> <p><b>March 2021:</b> The Roading Engineer has spoken with the landowner concerning the vegetation causing visibility issues. The landowner has offered to address the issue.</p> <p><b>February 2021:</b> A road safety Assessment will be carried out by WestLink at this intersection. The recommendations will be provided to the Board at the next Community Board meeting.</p>			

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Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 16/11/2021</b>	<b>McLean, Calum</b>	<b>New Item</b>	<b>Maketu Cycleway</b>
<p>The Board requested a more detailed update, including a rationale, regarding the delays of Stage 2 of the cycleway.</p> <p>The Board asked what the Levels of Service for Stage 1 of the cycleway were, noting that there was overgrown grass, weeds and loose gravel currently inhibiting the cycleway path. It was noted that a Service Request (CCR) had been raised however, the issue was yet to be addressed. The Senior Transportation Engineer advised that he would follow this up.</p>			
<p><b>January 2022:</b></p> <p>WestLink has requested and is waiting on information from BOPRC.</p> <p>Vegetation control will be undertaken on the path by WestLink during their cyclic maintenance visit</p>			
<p><b>November 2021:</b></p> <p>WestLink will undertake vegetation control works on the first stage of the Maketu Cycleway, during December., Design of the second stage of the Maketu Cycleway was placed on-hold in response to consenting issues in respect of modification of existing culverts on the route. These issues have now been resolved therefore WestLink have been instructed to re-commence development of a design.</p>			

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<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
<b>Maketu Community Board 16/11/2021</b>	<b>Parker, Scott</b>	<b>New Item</b>	<b>On-site Meeting requests</b>
<p>The Board expressed frustration relating to a few on-going projects they were trying to progress, and asked for an on-site meeting with Reserves and Facilities staff to discuss the below project:</p> <ul style="list-style-type: none"><li>• Surf Club Car Park Rock Revetment</li></ul>			
<p><b>January 2022:</b> This MAS is being closed off due to the update being reported through previous MAS titled <b>Surf Club Car Park Reserve Rock Revetment – MAS Reference MC20 16 2.1.</b></p>			



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<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>
<b>Maketu Community Board 16/11/2021</b>	<b>Hammond, Sue</b>	<b>New Item</b>
<b>Subject</b>		
<b>On-site Meeting requests</b>		
The Board expressed frustration relating to a few on-going projects they were trying to progress, and asked for an on-site meeting with Reserves and Facilities staff to discuss the below project:		
<ul style="list-style-type: none"><li>• Spencer Avenue Reserve Levelling</li></ul>		
<b>January 2022:</b>		
This MAS is being closed off due to the update being reported through previous MAS titled <b>Spencer Avenue Reserve Levelling</b>		

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<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
<b>Maketu Community Board 16/11/2021</b>	<b>Hammond, Sue</b>	<b>New Item</b>	<b>Spencer Avenue Reserve Levelling</b>
The Board requested more information regarding potential additions to the Reserve once the work had been completed. They noted that any good 'clean fill' from projects around Maketu would be ear-marked to be dumped in the Spencer Avenue Reserve area.			
<b>January 2022:</b> This is included in the Reserve Management Plan and will be open to the public for comments on reserve use once completed.			

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Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 1/12/2020</b>	<b>McLean, Calum</b>	<b>New Item</b>	<b>Stephan Simpson - Need for Stop Signs</b>
Mr Simpson appeared as a member of the public to express his concerns around the need for a Stop Sign on the corner of Te Awhe Road and Beach Road. Residents of the Street have also highlighted their concern over a blind spot due to trees and a light pole, questioning the rationale for this one light pole being on the opposite side of the road to all the others.			
<b>January 2022:</b> This MAS has been closed out as it is reported in MAS titled " <b>Stephan Simpson - Need for Stop Signs</b> ".			

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Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 16/11/2021</b>	<b>Parker, Scott</b>	<b>New Item</b>	<b>Surf Club Car Park Reserve Revetment</b>
<p>The Board expressed their frustration over the timeline of this item, noting that a resolution at an Operations and Monitoring Committee meeting held in February 2019 was passed to proceed to a hearing with Regional Council. The Board would like to know what the approved funding amount was in 2019 to undertake this process.</p> <p>The Board also requested that a Service Request (CCR) was raised to address the required sandbag repairs and temporary steps, as they saw it as a Health and Safety issue and would like it addressed prior to Christmas.</p> <p>A CCR for the sandbag repairs had been raised prior to the meeting. (CCR334118)</p>			
<p><b>January 2022:</b></p> <p>An update has been provided in the previous MAS titled <b>Surf Club Car Park Reserve Rock Revetment – MAS Reference MC20 16 2.1.</b></p> <p>In regard to the funding query, please find the resolution from the Operations and Monitoring Committee Meeting held 12 February 2019 below:  “THAT regarding the resource consent application for an erosion protection structure at the Maketu Surf Club car-park, Council as the applicant, proceeds to a Regional Council hearing with costs estimated at up to \$50,000 allocated from the Structures Coastal Renewal budget, but should the decision be appealed to the Environment Court that staff will refer this back to Council for direction”.</p>			

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<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
<b>Maketu Community Board 16/11/2021</b>	<b>McLean, Calum</b>	<b>New Item</b>	<b>Transportation – Road Improvements LED Lighting</b>
The Board noted that the LED lights had not yet been installed outside the Maketu Surf Club and requested that this was done as soon as possible.			
<b>January 2022:</b> All streetlights within the vicinity of Maketu Surf Club have been upgraded with LED luminaires.  This MAS has been closed out as no further action is required.			

**9.5 MAKETU COMMUNITY BOARD FINANCIAL REPORT – DECEMBER 2021****File Number: A4461279****Author: Allan Carey, Financial Business Advisor****Authoriser: Sarah Bedford, Financial Controller****EXECUTIVE SUMMARY**

This report is a financial report for the financial year to date 31 December 2021.

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

Attached are the financial statements for the year ended 31 December 2021 (**Attachment 1**).

Total operational costs are currently tracking under budget for the year.

**Grant payments made to date:**

Resolution	Description	\$
	No transactions to date	
	<b>2021/22 Total grants paid to date</b>	<b>0</b>

**Committed – Operational expenditure**

Account	Description	\$
	No commitments	
	<b>2021/22 Outstanding operational commitments</b>	<b>0</b>

**2021/22 Reserve analysis:**

Resolution	Description	\$
	2021/22 Opening balance	167,910
MC14.3.6	Up to \$5,000 for entrance signs into Maketu WTF Print – Entrance Signs	(1,051)
MC21-2.6	Further \$2,000 towards entrance signs into Maketu. WTF Print – Entrance Signs	(1,649)
MC20-6.8	Up to \$5,000 for the installation of a water fountain to be placed on the sports field by the Skate Park.	(3,038)

	Bivouac Landscapes & Armstrong Plumbing – Water Fountain Maketu Sports Ground	
MC20-6.9	Up to \$20,000 for the purchase and installation of two additional pieces of outdoor gym/exercise equipment to be located at Park Road Reserve.  HotShot Sports Equip – Fitness Equipment Park Rd Reserve	(10,015)
	<b>2021/22 Closing balance before committed expenditure</b>	<b>152,157</b>

**Committed – Reserves expenditure**

Resolution	Description	\$
	Opening balance before commitments	152,157
MC22.5.3	Up to \$5,000 for an 'off-set' gate for the entrance to the Spencer Avenue Reserve	(5,000)
MC20-6.7	Up to \$30,000 for the installation of an additional BBQ by the Surf Club.	(30,000)
MC20-6.9	Up to \$20,000 for the purchase and installation of two additional pieces of outdoor gym/exercise equipment to be located at Park Road Reserve. (Note: Payment to HotShot Sports Equip for \$10,015 September 2021)	(9,985)
MC21-3.6	Up to \$50,000 as contribution to the refurbishment of the Maketu Community Building.	(50,000)
	<b>2021/22 Closing balance after committed expenditure</b>	<b>57,172</b>

**RECOMMENDATION**

That the Financial Business Advisor's report dated 15 February 2022 and titled 'Maketu Community Board Financial Report – December 2021', be received.

## ATTACHMENTS

1. **Maketu Community Board Financial Report – December 2021**  



Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 December 2021					
Maketu Community Board					
	Year to Date			Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$	Budget \$	Actual \$
<b>Direct Costs</b>					
Additional Levels of Service	0	0	0	0	0
Contingency - [see breakdown below]	0	8,502	8,502	17,000	4,424
Grants	0	2,502	2,502	5,000	5,000
Mileage Allowance	0	498	498	1,000	0
Salaries	7,228	7,428	200	14,860	14,739
Security	0	2,010	2,010	4,020	4,547
Inter Department Charges	16,812	16,812	0	33,627	33,624
<b>Total Operating Costs</b>	<b>24,040</b>	<b>37,752</b>	<b>13,712</b>	<b>75,507</b>	<b>62,335</b>
Interest Expense	0	0	0	0	0
<b>Depreciation</b>	0	0	0	0	0
<b>Total Direct Costs</b>	<b>24,040</b>	<b>37,752</b>	<b>13,712</b>	<b>75,507</b>	<b>62,335</b>
Costs Allocated	0	0	0	0	0
Costs Recovered	0	0	0	0	0
<b>Total Costs</b>	<b>24,040</b>	<b>37,752</b>	<b>13,712</b>	<b>75,507</b>	<b>62,335</b>
<b>Income</b>					
Financial Contributions	0	0	0	0	0
Interest Received	0	0	0	0	0
Other Income	0	0	0	0	0
Rate Income	34,543	40,254	(5,711)	80,507	72,545
Service Charges	0	0	0	0	0
Subsidies & Grants	0	0	0	0	0
User Fees	0	0	0	0	0
<b>Total Direct Income</b>	<b>34,543</b>	<b>40,254</b>	<b>(5,711)</b>	<b>80,507</b>	<b>72,545</b>
<b>Net Cost of Service</b>	<b>10,503</b>	<b>2,502</b>	<b>8,001</b>	<b>5,000</b>	<b>10,210</b>
<b>Contingency - breakdown</b>					
No costs incurred this year	0				
Year to date contingency costs	0				
<b>Community Board Reserves</b>					
<b>Opening Balance - Surplus (Deficit)</b>	<b>167,910</b>				
MC14.3.6 Up to \$5,000 for entrance signs into Maketu	(1,051)				
MC21-2.6 Further \$2,000 towards entrance signs into Maketu.	(1,649)				
MC20-6.8 Bivouac Landscapes & Armstrong Plumbing - Water Fountain Maketu	(3,038)				
Sports Ground	(10,015)				
MC20-6.9 HotShot Sports Equipment - Fitness Equipment Park Rd Reserve					
<b>(Decrease) Increase in year</b>	<b>(15,753)</b>				
<b>Closing Balance - Surplus (Deficit)</b>	<b>152,157</b>				

☒ Favourable Variance  
☒ Unfavourable Variance

**9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****File Number:** A4459726**Author:** Pernille Osborne, Senior Governance Advisor – Community Boards**Authoriser:** Barbara Whitton, Customer Services and Governance Manager**RECOMMENDATION**

That the schedule of meetings for February, March and April 2022, be received.

**ATTACHMENTS**

- 1. Meeting Dates for Community Board Agendas – February**  

## Western Bay of Plenty District Council Meeting Schedule 2022

External (joint) meetings are highlighted in blue.

FEBRUARY 2022			
Meeting	Date	Time	Venue
Waitangi Day (observed) - 7 February			
Katikati Community Board	2 Feb	7.00pm	Via Zoom
Policy Committee	8 Feb	9.30am	Chambers
Policy Workshop	8 Feb	1.00pm	Chambers
Ōmokoroa Community Board	8 Feb	7.00pm	Via Zoom
Performance and Monitoring Committee	10 Feb	9.30am	Chambers
Te Puke Community Board	10 Feb	7.00pm	Via Zoom
Te Maru o Kaituna River Authority	11 Feb	TBC	TBC
Annual Plan Workshop	15 Feb	9.30am	Chambers
Maketu Community Board	15 Feb	7.00pm	TBC (Details to come on WBOPDC website)
Te Ihu o te Waka o Te Arawa (Te Arawa)	16 Feb	10.00am	Chambers
Regional Transport Committee	18 Feb	TBC	TBC
Waihī Beach Community Board	21 Feb	6.30pm	TBC (Details to come on WBOPDC website)
Citizenship Ceremony	22 Feb	10.00am	Chambers
Te Kāhui Mana Whenua o Tauranga Moana (TKMW)	23 Feb	10.00am	Chambers
Council	24 Feb	9.30am	Chambers
MARCH 2022			
Meeting	Date	Time	Venue
District Plan Committee (if required)	1 Mar	9.30am	Chambers
Katikati-Waihī Beach Ward Forum	1 Mar	7.00pm	TBC
District Plan Committee (if required)	2 Mar	9.30am	Chambers

Annual Plan Committee	8 Mar	9.30am	Chambers
Waiāri Kaitiaki Advisory Group	9 Mar	TBC	TBC
Policy Committee	10 Mar	9.30am	Chambers
Policy Workshop	10 Mar	1.00pm	Chambers
Kaimai Ward Forum	10 Mar	7.00pm	TBC
BOP Mayoral Forum	11 Mar	TBC	TBC
Audit & Risk Committee	15 Mar	9.30am	Chambers
Maketu–Te Puke Ward Forum	15 Mar	7.00pm	TBC
SmartGrowth Leadership Group	16 Mar	TBC	TBC
Public Transport Committee	17 Mar	TBC	TBC
Civil Defence Emergency Management Group	18 Mar	TBC	TBC
District Plan Committee (if required)	22 Mar	9.30am	Chambers
District Plan Committee (if required)	23 Mar	9.30am	Chambers
Performance & Monitoring	24 Mar	9.30am	Chambers
Citizenship Ceremony	29 Mar	10.00am	Chambers
Katikati Community Board	30 Mar	7.00pm	The Centre. Patuki Manawa
<b>APRIL 2022</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Policy Committee	5 Apr	9.30am	Chambers
Policy Workshop	5 Apr	1.00pm	Chambers
Ōmokoroa Community Board	5 Apr	7.00pm	Ōmokoroa Library & Service Centre
Council	6 Apr	9.30am	Chambers
Te Puke Community Board	7 Apr	7.00pm	Te Puke Library & Service Centre
Tauranga Moana Advisory Group	8 Apr	TBC	TBC
Maketu Community Board	12 Apr	7.00pm	Maketu Community Centre
Regulatory Hearings Committee (if required)	13 Apr	9.30am	Chambers

District Plan Committee (if required)	14 Apr	9.30am	Chambers
<b>Good Friday – 15 April</b>			
<b>Easter Monday – 18 April</b>			
Waihi Beach Community Board	19 Apr	6.30pm	Waihi Beach Community Centre
Citizenship Ceremony	20 Apr	10.00am	Chambers
<b>ANZAC Day – 25 April</b>			
Te Kāhui Mana Whenua o Tauranga Moana (TKMW)	27 Apr	10.00am	Chambers

\*Please note that these meetings are subject to change