

Mā tō tātou takiwā
For our District

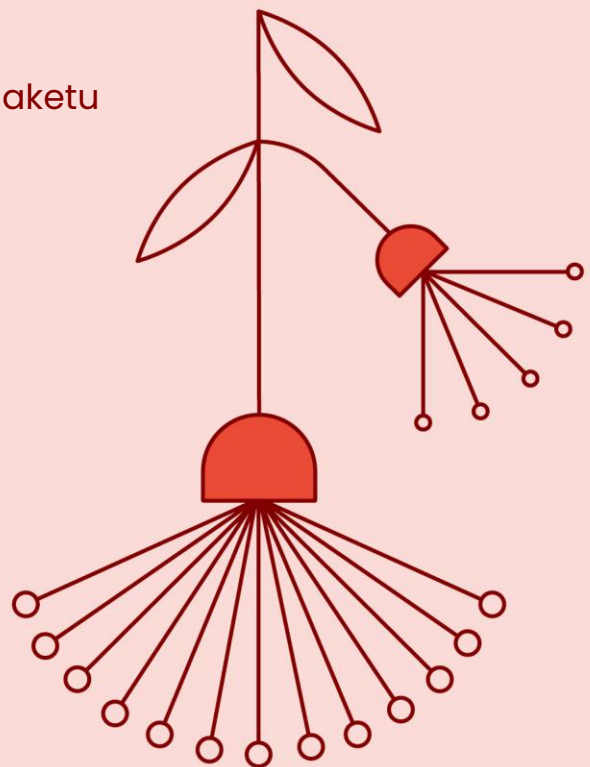
Maketu Community Board

Poari Hapori

MKC23-2

Tuesday, 21 February 2023, 7.00pm

Maketu Community Centre, Wilson Road, Maketu



Maketu Community Board

Membership:

Chairperson	Laura Rae
Deputy Chairperson	Rewi Boy Corbett
Members	Tippany Hopping Donna Walters Cr Richard Crawford Deputy Mayor John Scrimgeour
Quorum	3
Frequency	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 consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to the Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

Delegated Functions:

Subject to compliance with Council strategies, policies, plans and legislation:

- To have input into Council and its Committees on issues, services, plans and policies that affect communities within the Community Board Area.
- To provide an effective mechanism for community feedback to Council.
- To receive reports from Council appointees on Council matters relevant to the Community Board.
- 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.

Notice is hereby given that a Maketu Community Board Meeting will be held in the Maketu Community Centre, Wilson Road, Maketu on:
 Tuesday, 21 February 2023 at 7.00pm

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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 13 DECEMBER 2022

File Number: A5072208

Author: Carolyn Irvin, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

That the Minutes of the Maketu Community Board Meeting held on 13 December 2022 as circulated with the agenda be confirmed as a true and correct record.

ATTACHMENTS

- 1. Minutes of the Maketu Community Board Meeting held on 13 December 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU COMMUNITY BOARD MEETING NO. MKC22-1
HELD IN THE MAKETU COMMUNITY CENTRE, WILSON ROAD, MAKETU
ON TUESDAY, 13 DECEMBER 2022 AT 7.00PM**

1 PRESENT

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

2 IN ATTENDANCE

R Davie (General Manager Strategy and Community), C McLean (Senior Transportation Engineer) and G Golding (Governance Manager)

5 Members of the public, including one member of the press

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 CLESTER ERU – MAKETU ANZAC DAWN COMMITTEE – GRANT APPLICATION

Ms Eru was in attendance to speak to the grant application from the Maketu ANZAC Dawn Committee, being considered by the Board. The following points were noted:

- The Committee came to the Board every year through a grant application for funds towards the ANZAC day breakfast.
- If the grant application was successful, the funds would be used towards the breakfast only.
- The Committee received no other funding assistance for this event.

The Board noted that they supported this grant application, and would make their decision when the report was presented later in the agenda.

7.2 PHILLIP SMITH – ZONING OF LAND OUTSIDE MAKETU COMMUNITY CENTRE

Mr Smith was in attendance to speak to the Board regarding the zoning of the land outside the Maketu Community Centre. The following points were noted:

- He was of the belief that there was inconsistency of zoning around Maketu.
- He would love to be able to sub-divide his section for his whānau in the future however, he was classed as rural.
- He understood this was an issue that would need to be addressed through the District Plan, but was looking for direction as to the best way forward.

The Chairperson encouraged Mr Smith to speak to the Community Forum, noting that the timing of this request sat well with the upcoming review of the District Plan.

A member of the public noted that Maketu had been re-zoned under Paengaroa, which was causing issues for residents receiving packages. The Group Manager Strategy and Community noted that this was a New Zealand Post issue rather than a 'zoning of land' issue, and staff would follow up to get some more information.

7.3 MAX JOHNSON – VARIOUS ITEMS

Mr Johnson was in attendance to speak to the Board on the below items:

- Congratulated the new Maketu Community Board.
- He noted that he had rung into Council regarding the overgrowth on Beach Road, but also wanted to highlight the below in regard to the levels of service within Maketu:
 - He was of the belief that the frequency of mowing had dropped from twice a year to once a year, and questioned why this was.
 - Highlighted the importance of mowing taking place on the temporary road closure behind the locked gate, noting that if there was ever an emergency where this road was required as a bypass, it had to be useable.
 - He believed maintenance on Wilson Road should take place at the entrance of Maketu.
 - He questioned the quality of drains around Maketu.
 - He believed Beach Road should be included in the maintenance program.
- He encouraged the community to come together regarding the cemetery upgrade project.

The Group Manager Strategy and Community noted that there was a change proposed for the process that set speed limits. The Board was advised that instead of bylaws, there would be a speed limit setting plan led out by Bay of Plenty Regional Council in 2023.

The Senior Transportation Engineer advised the Board that, following guidance from Waka Kotahi, Council had classified all roads within the districts network. Speed limits would be applied to roads based on their classification, which was a national approach rather than a local approach.

The Chairperson provided the Board with an update on the cemetery project, noting that all works had been halted to allow for further consultation to take place with local tangata whenua.

7.4 PHILLIP SMITH - BBQ'S IN MAKETU

Mr Smith was of the belief that there was a design fault in the BBQ's purchased and installed by the Board. He believed that these particular BBQ's were very hard to clean and was not user friendly regarding the collection of oil/fat run-off.

The Chairperson noted that this was good feedback, as they were looking at installing the second BBQ.

7.5 WEINA MOKO - RATES

Ms Moko advised the Board that last time Maketu was re-zoned they noticed an increase in their rates. Ms Moko asked that this be something that was considered by the Board during their 'zoning' discussions when considering their submission on the District Plan.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 7 NOVEMBER 2022

The Board considered the minutes from the Maketu Community Board inaugural meeting held 7 November 2022. The Board noted that Deputy Mayor John Scrimgeour and Councillor Crawford should be removed from the 'In attendance' section, due to being noted as an official member.

RESOLUTION MKC22-1.1

Moved: Member T Hopping

Seconded: Deputy Chairperson R Corbett

1. That the Minutes of the Maketu Community Board Meeting held on 7 November 2022, as circulated with the agenda, be confirmed as a true and correct record, with the below amendment:
 - Removal of Deputy Mayor John Scrimgeour and Councillor Crawford from the 'In Attendance' list.

CARRIED

9 REPORTS**9.1 CHAIRPERSONS REPORT – DECEMBER 2022**

The Board considered a report from the Chairperson. The report was taken as read with further discussion on the below topics:

RESOLUTION MKC22-1.2

Moved: Chairperson L Rae

Seconded: Deputy Chairperson R Corbett

2. That the Chairperson's report dated 13 December 2022 titled 'Chairpersons Report – December 2022' be received.

CARRIED

9.1.2 INSTALLATION OF ADDITIONAL BBQ BY SURF CLUB

Following the comments made during public forum, the Board noted that it was important to have a conversation with the Reserves and Facilities Officer (East) to look at additional BBQ options that may be better suited, or how the design could be altered to help address the current issues.

9.1.3 APPOINTMENT TO OUTSIDE BODIES

The Chairperson provided the Board with an explanation as to why there was no report presented to the Board regarding a Community Board representative on outside bodies. It was noted that previously a member has been appointed to the Maketu Project team however, the Chairperson asked for this to be dealt with at a future meeting, as there

were no current projects, and it would allow the new Community Board members to settle into their roles first.

9.1.4 MAKETU COMMUNITY PLAN

The Board asked if this was something that was due for review. The Chairperson noted that the last review of the Maketu Community Plan was undertaken in 2014, so was due shortly.

9.2 COUNCILLOR'S REPORT - DECEMBER 2022

The Board considered a report from Deputy Mayor Scrimgeour. The report was taken as read, noting that SmartGrowth was a working group of Western Bay of Plenty District Council, Tauranga City Council, Bay of Plenty Regional Council and iwi representatives, with occasional input from health boards and/or ministers of the Crown. It allowed a combined plan for the wider district rather than working in isolation.

RESOLUTION MKC22-1.3

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr R Crawford

3. That the Councillor's report dated 13 December 2022 titled 'Councillor's Report - December 2022' be received.

CARRIED

9.3 GRANT APPLICATION - DECEMBER 2022

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

RESOLUTION MKC22-1.4

Moved: Deputy Chairperson R Corbett

Seconded: Member T Hopping

1. That the Senior Governance Advisor's report dated 13 December 2022, titled 'Grant Application – December 2022', be received.

CARRIED

RESOLUTION MKC22-1.5

Moved: Member D Walters

Seconded: Deputy Mayor J Scrimgeour

2. That the Maketu Community Board approve the grant application from the Maketu ANZAC Dawn Committee for \$700 towards the costs relating to the breakfast held following the ANZAC parade, service and commemoration. This grant will be funded from the Maketu Community Board Grants Account, subject to all accountabilities being met.

CARRIED

9.4 CHRISTMAS AND NEW YEAR RUBBISH COLLECTION

The Board considered a report from the Resource Recovery and Waste Team Leader. The report was taken as read.

RESOLUTION MKC22-1.6

Moved: Member T Hopping

Seconded: Deputy Chairperson R Corbett

4. That the Resource Recovery and Waste Team Leader's report dated 13 December 2022 titled 'Christmas and New Year Rubbish Collection', be received.

CARRIED

9.5 INFRASTRUCTURE GROUP REPORT MAKETU COMMUNITY BOARD DECEMBER 2022

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

RESOLUTION MKC22-1.7

Moved: Deputy Mayor J Scrimgeour

Seconded: Member D Walters

That the Deputy Chief Executive's Report, dated 13 December 2022 and titled 'Infrastructure Group Report Maketu Community Board December 2022', be received.

CARRIED

9.5.1 MAKETU BOAT RAMP

The Chairperson noted that the Board had received the latest update from staff regarding the Maketu Boat Ramp project. The Board was advised that the Chairperson had informed community members that this project would be taking longer than initially expected.

9.5.2 MAKETU CEMETERY UPGRADE

The Board requested for the following information relating to the Maketu Cemetery project:

- An overview of the plan;
- A completion timeframe; and
- Any variations to address cultural sensitivity.

The Board highlighted the importance of the Board being kept in the loop on projects and project delays, in order to be able to respond to questions from community members.

The Board understood that iwi were involved from an archaeological perspective, but not from a design perspective.

The Board also requested for a community workshop on the cemetery upgrade project.

9.6 2023/2024 ANNUAL OPERATING BUDGET

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion around how to redistribute the current security budget, as Community Boards no longer needed to fund the on-going CCTV costs. The Board decided to move the \$4,020 from the security budget to the contingency budget.

RESOLUTION MKC22-1.8

Moved: Deputy Chairperson R Corbett

Seconded: Member T Hopping

1. That the Senior Governance Advisor report dated 13 December 2022 titled '2023/2024 Annual Operating Budget' 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 it be recommended to the Annual Plan/Long Term Plan Committee that the Maketu Community Board 2023/2024 Annual Operating Budget should be:

OPERATING COSTS	2023/2024	
Contingency	\$21,020	
Grants	\$5,000	
Mileage Allowance	\$1,000	
Miscellaneous	\$3,000	
Salaries	Determined by Remuneration Authority	
Inter Departmental Charges	Determined by Overhead Cost Allocation	
TOTAL OPERATING COSTS		

CARRIED

The Meeting closed at 8.41pm.

Confirmed as a true and correct record at the Maketu Community Board meeting held on 21 February 2022.

.....
Chairperson L Rae

CHAIRPERSON

9 REPORTS

9.1 MAKETU COMMUNITY BOARD – CHAIRPERSON’S REPORT – FEBRUARY 2023

File Number: A5059061

Author: Laura Rae, Community Board Chairperson

Authoriser: Rachael Davie, General Manager Strategy and Community

EXECUTIVE SUMMARY

The purpose of this report is for the Maketu Community Board’s Chairperson to provide the Board with information and updates on events and matters within the community.

RECOMMENDATION

That the Chairperson’s report dated 21 February 2023 titled ‘Maketu Community Board Chairperson’s Report – February 2023’ be received.

Greetings

Kia ora tataau, nau mai ki tēnei hui o te poari o Maketu.

Hello and welcome everyone too our second Board meeting for the 2022 –2025 triennium and the beginning of a new year, Happy New Year whanau. I trust everyone has had a well-deserved break over the holiday period and is ready to hit the ground running.

Weather

Firstly, I’d like to acknowledge the weather we have been experiencing lately. It has been a very disappointing summer so far to say the least with record rain fall data and increasing weather events, not to mention the increased force of them. In light of this, we would like to extend our condolences to our neighbouring rohe Te Puke, as they were hit hard by these unprecedented amounts of rain that caused flooding, slips, displaced livestock and even the loss of an entire bridge, cutting off residents almost entirely. Our hearts are with you all through this time and we hope it isn’t a long-drawn-out process for some of these essential community assets to get back to being just as they were before these weather events. Here’s hoping we get a break from all this rain from now until the end of summer. Thankfully, most of the damage sustained by Maketu was the large slip that occurred in Little Waihi along the cliff edges just a few metres from the motor camp heading towards New Dicks Beach. This destroyed the walking track that locals had put in. The necessary people were contacted immediately (e.g. Bay of Plenty Regional Council pollutions team) , the harbour master and tangata whenua to begin carrying out their processes. To date, no feedback from either of these parties has been received. In the meantime, please keep clear of this site as it is not deemed safe and more could come down at any point.

Rugby Posts

The board would like to acknowledge that we are still waiting for our rugby posts to go up and recommend that we don't wait for the water table to go down as advised given the location of the sports field that isn't likely any time soon. Therefore, can we look at other ways of getting these erected as soon as possible please. We would also like to see the roadway altered as mentioned to parks and reserves so that our roadway can be opened and used. Finally, the skatepark drainage issue conclusion needs also to be resolved so that the facility may be used again.

Storm Water and Lawn Maintenance Services

Lately we have received multiple complaints about our level of service we currently receive here in Maketu, especially in regard to the maintenance of storm water drains and the lawns. We understand that the weather has been of concern, however, we feel our contract has slipped back before this occurred. Maketu residents pay rates and are entitled to the same level of services as other areas in the Western Bay. We would be very grateful if a site meeting could be arranged with the contractor and also relevant Council staff.

The Newly Formed Pool of Water at the bottom of the Kotukutuku Gully

The board would like to recommend that Council investigates what more it could do to help clear the newly formed pool of water at the bottom of the Kotukutuku gully. Whilst we understand it is coming through from Maori Trust land onto privately owned Maori land, we still feel that the three main stormwater road runoff pipes feed into the natural stream in the gully, adding significantly to the amount of water trying to pass through an unmanaged culvert under the roadway of Hapimana Road. This has now created a health and safety hazard/concern because it is blocked up with a lot of water which then flows down Little Waihi Road. This is a 70k zone and it is concerning that there is such a strong flow along the road.

SEWAGE LEAK

On 16 December 2022 we had a six hour power outage and during this time residents reported (with evidence) that waste water holding tanks at the beginning of the Kiokio walkway were leaking raw sewage, which in turn was flowing down the road and into the new lake at the bottom of the Kotukutuku gully. This is yet another health and safety hazard/concern for dog walkers and children (with possible air borne pathogens).

Rocks at Monument Reserve

It has come to our attention that there are approximately 15 rocks on the reserve near the beach access way which are now concealed when the grass is as long as it is. This is potentially dangerous to anyone running down the hill who would not see them. The Board would like to know if they are there for any particular reason, and if they can be removed. Alternatively, if they cannot be removed, the area needs to be kept highly visible at all times by keeping the grass short or placing some sort of barrier around them.

Open Drains Along Town Point Road

The Board would like to recommend that council explores options to plant out our open stormwater drain along Town Point Road with native vegetation. This is to improve not only the flow and quality of discharge, but as an all-round environmental factor, so that the drains don't need to be regularly heavily sprayed. The board feels that spending a little more money now may save more in the future if adequate planting is done now.

Contracts and Agreements

The Board would also like to receive a copy of:

- The lease agreement of the Maketu sports ground so we able to review our level of existing maintenance that is required.
- A copy of the Maketu service contract in general of all council services (e.g., how often are the lawns meant to be mowed, how often is the sweeper truck suppose to come through, the long reach mower, the beam sprayer, the stormwater drain sprayers).
- An overview of council community assets particularly for new members.

9.2 MAKETU COMMUNITY BOARD – COUNCILLOR'S REPORT – FEBRUARY 2023**File Number:** A5059137**Author:** Richard Crawford, Councillor**Authoriser:** Rachael Davie, General Manager Strategy and Community**EXECUTIVE SUMMARY**

The purpose of this report is for the Maketu Community Board's Councillor to provide the Board with updates on the items listed below.

RECOMMENDATION

That the Councillor's report dated 21 February 2023 titled 'Maketu Community Board – Councillor's Report – February 2023' be received.

ITEMS

Happy New Year to everyone. What a hectic summer we have been having with major weather events around the region which has kept our Council staff busy as they help with emergency management. However, Maketu did not get hit as hard as our neighbours Te Puke, who have some major hurdles to deal with such as the loss of the No. 4 Road bridge and some major flooding damage down a number of their streams and rivers and many landslides and flooded lowlands. There were also many upside slips and down side slips to some of the roads. To top it off, Kiwi Rail had one of its trains come off the tracks which has caused a delay in trains passing through until tracks are repaired.

As we enter into this new year, as Cr Scrimgeour mentioned in his last report, we as a council have major reforms to work through such as Three Waters, the Resource Management Act, and the Local Government reform, as well as finalising the district plan. Hopefully, as a community, we will do our part to submit any submissions required to help direct the future for us all.

In the last triennium I was the Te Puke Community Board Chairperson so understand how community boards are run. One objective we had was to try and work closely with Maketu so I hope this time around we can try and work closely with Te Puke Community board as I see this as a strength as Te Puke is a service town to all of the eastern area of Western Bay District Council.

Lawn mowing of late has not been good and this is also happening in Te Puke. Both Cr Scrimgeour and I have observed and heard from the community and will advocate to council staff on this matter.

In closing, I look forward to working with the Maketu Community Board over the next 2.5 years.

9.3 MAKETU COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023

File Number: A5052302

Author: Carolyn Irvin, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

The purpose of this report is for the Te Puke Community Board to make a decision regarding attendance and presentation of a wreath at the ANZAC Service in Maketu on ANZAC Day, Tuesday, 25 April 2023.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 21 February 2023 titled 'Maketu Community Board – ANZAC Day Commemoration 2023' 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 approve up to \$200 to provide a wreath for the ANZAC Day Service, to be paid from the Maketu Community Board Contingency Account.

OR
4. That the Maketu Community Board do not provide a wreath for the ANZAC Day Service.
5. That represents the Maketu Community Board at the ANZAC Day Service in Te Puke on 25 April 2023.

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 Tuesday 25 April 2023.

SIGNIFICANCE AND ENGAGEMENT

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.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of low because it does not meet the threshold of the significance policy.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
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 2023.
General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.

ISSUES AND OPTIONS ASSESSMENT

Option A To fund an ANZAC Wreath	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<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>

Option B To not fund an ANZAC Wreath	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<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>

STATUTORY COMPLIANCE

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

FUNDING/BUDGET IMPLICATIONS

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

9.4 MAKETU COMMUNITY BOARD – GRANT APPLICATION – FEBRUARY 2023

File Number: A5072252

Author: Carolyn Irvin, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

The purpose of this report is to enable the Maketu Community Board to make a decision regarding the application for Community Board Grant Funding as applied for by the Maketu Surf Lifesaving Club.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 21 February 2023 titled 'Maketu Community Board Grant Application – February 2023' be received.
2. That the Maketu Community Board approve the grant application from the Maketu Surf Lifesaving Club Grant Application for \$2,159.90 to contribute towards costs for the purchase of a basket stretcher and junior surf equipment. This grant will be funded from the Maketu Community Board Grants Account, subject to all accountabilities being met.

OR
3. That the Maketu Community Board do not approve the grant application from the Maketu Surf Lifesaving Club.

BACKGROUND

1. The Maketu Community Board has funding of \$5,000 available for disbursement to community organisations for the 2022–2023 financial year. The balance as of 21 February 2023 is \$1,800.
2. **The Maketu Surf Lifesaving Club** has submitted an application for funding of \$2,159.90 for costs associated with purchasing a basket stretcher for first aid response and guard/member training, and to replace junior surf equipment due to wear and tear and increased club membership.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Maketu Surf Lifesaving Club	The applicant will be advised of the outcome of their respective Grant Application.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Community Board Grant Funds	<p>The Community Board will consider applications for distribution of grant funding before the end of the financial year.</p> <p>Annual Budget \$5,000</p> <p>Current Balance \$1,800</p> <p>If the Maketu Community Board approves the Maketu Surf Lifesaving Club grant it will leave a deficit of \$359.90 in the Grants Account. The Finance team have advised that the deficit will be offset from the contingency account at the end of the financial year.</p>

9.5 MAKETU COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2022**File Number:** A5002674**Author:** Ezelle Thiart, Financial Business Advisor**Authoriser:** Azoora Ali, Chief Financial Officer**EXECUTIVE SUMMARY**

This report provides the Community Board with two-monthly monitoring of its operational budget. Attached are the financial statements for the period ended 31 December 2022 (**Attachment 1**).

Total operational costs are under budget YTD.

RECOMMENDATION

That the Financial Business Advisor's report dated 21 February 2023 titled 'Maketu Community Board – Financial Report December 2022' be received.

Grant payments made to date:

Resolution	Description	\$
MC22-4.6	Maketu Volunteer Coastguard	1,500
MC22-4.8	Maketu Community Led Development	1,000
	2022/23 Total grants paid to date	2,500

Committed – Operational expenditure:

Resolution	Description	\$
MKC22-1.5	Grant application from the Maketu ANZAC Dawn Committee for \$700 towards the costs relating to the breakfast held following the ANZAC parade, service and commemoration.	7,00
	2022/23 Total operational commitments	7,00

2022/23 Reserve analysis:

Resolution	Project/Description	\$ (Payments made)
	2022/23 Opening Reserve balance	183,174
MC21-3.6	Up to \$50,000 as contribution to the refurbishment of the Maketu Community Building. (Note: project completed).	(50,000)
MC22-1.3	Up to a further \$8,000 for the completion of the refurbishment of the Maketu Community Building. (Note: Project completed).	(8,000)
	2022/23 Closing Reserve balance before commitments	125,174

Remaining commitments from Maketu Community Board Reserve Account

Resolution	Description	\$ (Remaining Funds)
	Opening balance before commitments	125,174
MC20-6.7	Up to \$30,000 for the installation of an additional BBQ by the Surf Club. (Note: Project received approval and is going ahead).	(30,000)
	2022/23 Closing balance after the committed expenditure	95,174

ATTACHMENTS

- Maketu Community Board – Financial Report December 2022**  

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 \$
Direct Costs						
Additional Levels of Service	0	0	0	☑	0	0
Contingency - [see breakdown below]	0	8,736	8,736	☑	17,472	8,444
Grants	2,500	2,568	68	☑	5,140	5,000
Mileage Allowance	0	516	516	☑	1,032	0
Salaries	7,384	7,392	8	☑	14,784	14,739
Security	239	2,064	1,825	☑	4,128	527
Inter Department Charges	17,286	17,286	0	☑	34,572	33,624
Operating Costs	10,123	38,562	28,439	☑	77,128	62,335
Total Operating Costs	27,409	38,562	11,153	☑	77,128	62,335
Total Direct Costs	27,409	38,562	11,153	☑	77,128	62,335
Total Costs	27,409	38,562	11,153	☑	77,128	62,335
Income						
Rate Income	38,562	38,562	0	☑	77,124	72,545
Total Direct Income	38,562	38,562	0	☑	77,124	72,545
Net Cost of Service	11,153	0	11,153	☑	(4)	10,210
Contingency - breakdown						
No transactions yet						
Year to date contingency costs	0					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	183,174					
MC21-3.6 Up to \$50,000 as contribution to the refurbishment of the Maketu Community Building.	(50,000)					
MC22-1.3 Up to a further \$8,000 for the completion of the refurbishment of the Maketu Community Building.	(8,000)					
(Decrease) Increase in year	(58,000)					
Closing Balance - Surplus (Deficit)	125,174					

✂ **Favourable Variance**
 ⊗ **Unfavourable Variance**

9.6 INFRASTRUCTURE GROUP REPORT MAKETU COMMUNITY BOARD DECEMBER 2022

File Number: A5011425

Author: Tracy Harris, Executive Assistant, Infrastructure Group

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Deputy Chief Executive's report dated 21 February 2023 titled 'Infrastructure Group Report Maketu Community Board February 2023' be received.

ROADING**Transportation – Maketu Community Roothing**

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

Maketu Community Board Roothing Current Account	Maketu Community Board \$	Status
Current Account:		
Current Account Opening Balance 1 July 2022	\$95,377	
Interest 2020/21	\$3,324	
Allocation for 2020/21	\$69,372	
Subtotal	\$168,073	
Approved Projects		
Nil	-	
Subtotal	-	
Proposed Projects		
Nil	-	
Subtotal	-	
Forecasted Current Account Closing Balance 30 June 2023	\$168,073	

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.

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 has been asked to finalise the design.

What's Next:

WestLink Have been instructed to extend the cycle path between the Spencer Avenue intersection and Tapiti Marae. Construction timing will be confirmed in 2023.

**Improvement to Culvert Capacity – Spencer Avenue – Minute Action Reference MC12 18
5.2**

Description: The Board was advised that the parallel pipe with fish friendly flaps was being assessed before approaches were made to the Bay of Plenty Regional Council with a proposal for consideration of funding options.

The Board was clear that they wanted to see the increased capacity to remove accumulated stormwater (meaning increased culvert capacity) specifically for the management of Spencer Avenue stormwater and flood protection agreed and installed as soon as possible.

The Reserves and Facilities Manager advised that the Kaituna Catchment Manager was waiting for further input from the Western Bay of Plenty Utilities Manager with progress on this matter reported back to the Board.

The Board are seeking an update to ensure that this project had not been left unfinished.

What's Happened:

Cone Penetration Testing (CPT) has been carried out to determine the properties of the ground beneath the culvert.

What's Next:

The CPT results are yet to be analysed, and a concept solution developed. Planning requirements will be assessed and agreed with BoPRC.

OPERATIONS**Emergency Management**

Description: Support the Maketu Community to be Resilient in the event of an Emergency.

What's Happened:

- The Community Resilience Advisor continues to keep the Maketu Community updated with warnings and Emergency Response information.

What's Next:

- Continued communication between council and the Community Response team to deliver preparedness and warning messages to the community.
- A review of tsunami maps across the Bay of Plenty region are underway with proposed new maps to be presented to the community in coming months. This will be accompanied by an education plan for the communities in Western Bay of Plenty.
- Looking into ongoing support of the Maketu Community Response Team and working alongside Te Puke Community Response Team.

Solid Waste

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

Kerbside Collective*What's Happened:*

The Rubbish & Recycling Kerbside Collection Contract, introduced on 1 July 2021 is continuing to minimise waste to landfill – refer to the table below for the waste data for 2022:

WBOPDC Kerbside Tonnes	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Total Tonnes
Waste Tonnes	400	467	546	454	421	395	359	415	394	386	402	515	5154
Recycle Tonnes	155	142	98	143	139	141	125	135	124	117	158	182	1659
Glass Tonnes	235	129	30	100	127	126	75	97	101	105	103	150	1378
Food Tonnes	65	63	5	0	25	40	32	37	47	31	45	42	432

What's Next:

Council has been working with EnviroWaste to design a new improved PAYT tag. New PAYT tags will continue to look and work in the same way. The redesign is focussed on addressing a few easy improvements including:

- Alternative material that can withstand UV, rain and wind.
- New easy release design, similar to a luggage tag, that reliably breaks as the bin is emptied .
- Anti-copying watermarks that show up when the PAYT tag has been copied.

The current PAYT tags remains valid and won't be switched out for the new tags. Full media release and communications regarding the tags will made early February 2023.

Mobile Recycling Trailers*What's Happened:*

Two mobile recycling trailers makes its rounds in the rural part of the district on a rostered basis. The trailers visit Omanawa Hall, Te Ranga School and BP Pongakawa. The next outing and what can be recycled can be found [here](#).

What's Next:

Council is gathering data and consulting with regular users to see if the trailer visit frequency and time on site is meeting the needs of the communities using the trailers.

Establishing Community Resource Recovery Centres*What Happened:*

A feasibility study (with community and tangata whenua consultation) is underway to look at the viability of establishing community led resource recovery centres in Athenree, Katikati and Te Puke.

What's Next:

Assess the results from the feasibility report for next steps.

ATTACHMENTS**1. MAS Maketu Community Board February 2023** 

Action Sheets Report	Division: Infrastructure Services Group Committee: Maketu Community Board	Updated: February 2023
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Meeting	Officer/Director	Section	Subject
Maketu Community Board 17 October 2017	Parker, Scott	Reports	Surf Club Car Park Reserve Rock Revetment – MAS Reference MC20 16 2.1

February 2023:

Beach sand nourishment was undertaken just prior to Christmas 2022 as a temporary solution along the front of the car-park and for the damaged sand bags until their replacement. This seems to have held up quite well over the recent storm/rain events. Repairs and improvements to the stormwater outfall infrastructure that is contributing to the undermining and erosion at the café end of the carpark are also required, which will be co-ordinated through Utilities staff.



