

# Mā tō tātou takiwā For our District

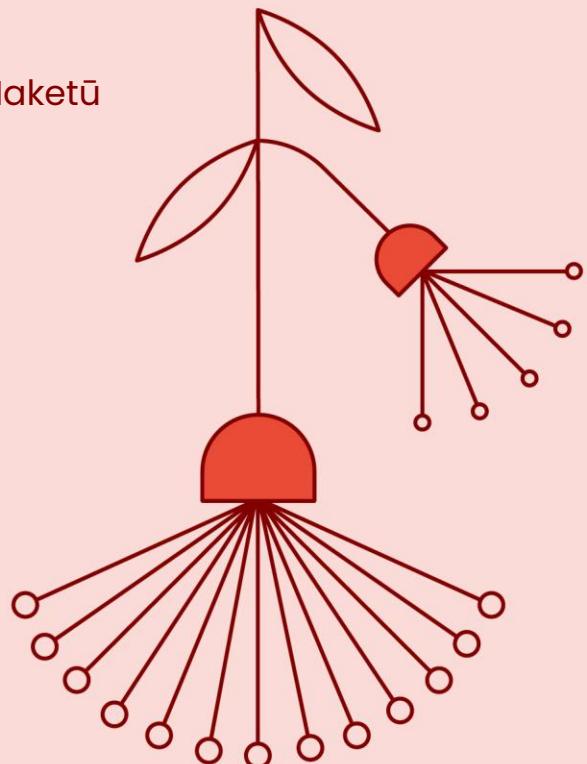
## Maketū Community Board

Poari ā Hapori o Maketū

MKCB26-1

Tuesday, 24 February 2026, 6.30pm

Maketū Community Centre, Wilson Road, Maketū



# Maketū Community Board

## Membership:

<b>Chairperson</b>	Sue Elliott
<b>Deputy Chairperson</b>	Aleisha Waterhouse
<b>Members</b>	Weina Moko Cecil Thomas Councillor Shane Beech
<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 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 Maketū Community Board will be held in the Maketū Community Centre, Wilson Road, Maketū on:  
Tuesday, 24 February 2026 at 6.30pm

## Order Of Business

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- 1 PRESENT – NGĀ MEMA KEI KONEI**
- 2 IN ATTENDANCE – I TAE AKE**
- 3 APOLOGIES – NGĀ WHAKAPAHĀ**
- 4 CONSIDERATION OF LATE ITEMS – NGĀ TAKE TŌMURI**
- 5 DECLARATIONS OF INTEREST – NGĀ TUKITUKINGA**

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 TRANSFER OF PUBLIC EXCLUDED ITEMS – TE WHITINGA O TE AO MĀRAMA KI NGĀ TAKE MUNA**
- 7 PUBLIC FORUM – WĀHANGA TŪMATANUI**

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 – TE WHAKATAU I NGĀ MENETI**

### **8.1 MINUTES OF THE MAKETŪ COMMUNITY BOARD MEETING HELD ON 5 NOVEMBER 2025**

**File Number:** A7118516

**Author:** Ella Logan, Governance Advisor

**Authoriser:** Robyn Garrett, Governance Manager

#### **RECOMMENDATION**

1. That the Minutes of the Maketū Community Board Meeting held on 5 November 2025 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

#### **ATTACHMENTS**

1. **Minutes of the Maketū Community Board Meeting held on 5 November 2025**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL INAUGURAL MAKETŪ  
COMMUNITY BOARD NO. MKCB25-IN  
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA  
ON WEDNESDAY, 5 NOVEMBER 2025 AT 1.57PM**

**1 PRESENT – NGĀ MEMA KEI KONEI**

Member S Elliot, Member A Waterhouse, Member C Thomas, Member W Moko and Cr S Beech

**2 IN ATTENDANCE – I TAE AKE**

M Taris (Interim Chief Executive Officer), R Garrett (Governance Manager), A Curtis (General Manager Regulatory Services), B Singh (General Manager Infrastructure Services), M Potton (General Manager Corporate Services), E Watton (Acting General Manager Strategy and Community), C Nepia (Strategic Kaupapa Māori Manager), L Balvert (Communication Manager), P Osborne (Senior Governance Advisor), R Leahy (Senior Governance Advisor), E Logan (Governance Advisor) and J Duncan (Governance Coordinator)

**MAYOR AND COUNCILLORS**

Mayor J Denyer, Cr G Dally, Cr D Dinsdale, Cr G Elvin, Cr R Joyce, Cr L Rae and Cr A Sole.

**COMMUNITY BOARDS**

Ōmokoroa – Kaimai Community Board

C Dever, B Rakoia, M Marshall, T Tuhakaraina, T Akuhata and K Wisnesky

Katikati Community Board

J Sayer, A Henry and N Mayo

Maketū Community Board

S Elliot, A Waterhouse, C Thomas and W Moko

Te Puke – Eastern Community Board

D Snell, S Benning, K Summerhays, M Williams and M Singh Mann

Waihī Beach Community Board

W Stevenson, G Kelly, H Guptill and R Goudie

**OTHERS IN ATTENDANCE**

Invited guests and whānau of Elected Members

Media

The Interim Chief Executive Officer assumed the Chair for the Inaugural meeting.

**3 APOLOGIES – NGĀ WHAKAPAHĀ**

Nil

**4 CONSIDERATION OF LATE ITEMS – NGĀ TAKE TŌMURI**

Nil

**5 DECLARATIONS OF INTEREST – NGĀ TUKITUKINGA**

Nil

**6 PUBLIC EXCLUDED ITEMS – NGĀ TAKE TAPU**

Nil

**7 PUBLIC FORUM – WĀHANGA TŪMATANUI**

Nil

**8 REPORTS – NGĀ PŪRONGO**

**8.1 DECLARATIONS BY MAKETŪ COMMUNITY BOARD MEMBERS**

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

The Community Board made and attested their declarations together. Following this they each signed two copies of the declaration which was witnessed by the Interim Chief Executive Officer.

## 8.2 LEGISLATIVE ADVICE FOR INCOMING ELECTED MEMBERS

The Board considered a report from the Governance Manager. The report was taken as read, noting that an overview of the legislative advice had been provided to all Elected Members during the inaugural Council meeting earlier in the day.

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### RESOLUTION MKCB25-IN.1

Moved: Member S Elliot

Seconded: Member A Waterhouse

1. That the Governance Manager's report dated 5 November 2025 titled 'Legislative advice for incoming Elected Members' be received.
2. That Maketū Community Board Members note the requirements to disclose and update any personal or financial interests that may conflict with their role as an Elected Member.

**CARRIED**

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## 8.3 ELECTION OF CHAIRPERSON FOR THE MAKETŪ COMMUNITY BOARD

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

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### RESOLUTION MKCB25-IN.2

Moved: Member S Elliot

Seconded: Cr S Beech

1. That the Governance Manager's report dated 5 November 2025 titled 'Election of Chairperson for the Maketū Community Board' be received.

**CARRIED**

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### RESOLUTION MKCB25-IN.3

Moved: Member W Moko

Seconded: Member C Thomas

2. That in accordance with Clause 25(4), Schedule 7 of the LGA 2002, the Maketū Community Board adopts **System B** for the election of the Chairperson.

**CARRIED**

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The Interim Chief Executive called for nominations for the Chairperson. Due to both Member Sue Elliot and Member Aleisha Waterhouse being nominated, it was put to a vote. The following resolution was put and declared carried on show of hands.

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### RESOLUTION MKCB25-IN.4

Moved: Cr S Beech

Seconded: Member W Moko

3. That the Maketū Community Board elects Sue Elliot as the Chairperson of the Maketū Community Board.

**CARRIED**

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### 8.4 ELECTION OF DEPUTY CHAIRPERSON OF THE MAKETŪ COMMUNITY BOARD

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

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### RESOLUTION MKCB25-IN.5

Moved: Member A Waterhouse

Seconded: Member S Elliot

1. That the Governance Manager's report dated 5 November 2025 titled 'Election of the Deputy Chairperson of the Maketū Community Board' be received.

**CARRIED**

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### RESOLUTION MKCB25-IN.6

Moved: Member A Waterhouse

Seconded: Member S Elliot

2. That in accordance with Clause 25(4), Schedule 7 of the LGA 2002 the Maketū Community Board adopts **System B** for the election of the Deputy Chairperson.

**CARRIED**

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The Interim Chief Executive called for nominations for the Deputy Chairperson. Due to only one nomination being received, for Member Aleisha Waterhouse, the following resolution was put and carried.

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**RESOLUTION MKCB25-IN.7**

Moved: Member C Thomas

Seconded: Member W Moko

3. That the Maketū Community Board elects Aleisha Waterhouse as the Deputy Chairperson of the Maketū Community Board.

**CARRIED**

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**8.5 DATE OF THE FIRST BUSINESS MEETING OF THE MAKETŪ COMMUNITY BOARD 2025-2028 TRIENNIUM**

The Board considered a report from the Governance Manager. The report was taken as read, noting that there would be a comprehensive workshop for the Board prior to Christmas 2025.

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**RESOLUTION MKCB25-IN.8**

Moved: Chairperson S Elliot

Seconded: Deputy Chairperson A Waterhouse

1. That the Governance Manager's report dated 5 November 2025 titled 'Date of the First Business Meeting of the Maketū Community Board 2025-2028 Triennium' be received.
2. That pursuant to Clause 21(5)(d), Schedule 7 of the Local Government Act 2002, the first business meeting of the Maketū Community Board will be held on Tuesday 24 February 2026 at the Maketū Community Centre commencing at 6.30pm.

**CARRIED**

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**9 INFORMATION FOR RECEIPT – KŌRERO TE WHIWHIA**

Nil

**The Meeting closed at 2.05pm.**

**Confirmed as a true and correct record at the Maketū Community Board meeting held on 24 February 2026.**

.....

Sue Elliot

**CHAIRPERSON**

## 9 REPORTS - NGĀ PŪRONGO

### 9.1 MAKETŪ COMMUNITY BOARD – CHAIRPERSON'S REPORT – FEBRUARY 2026

**File Number:** A7139988

**Author:** Sue Elliott, Community Board Chairperson

**Authoriser:** Miriam Taris, Interim Chief Executive Officer

#### EXECUTIVE SUMMARY

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

#### RECOMMENDATION

1. That the Chairperson's report dated 24 February 2026 titled 'Maketū Community Board – Chairperson's Report – February 2026' be received.

This is the first Chairperson's Report for 2026 for our new Board voted in by our community in November 2025.

- Chairperson Sue Elliott
- Deputy Chairperson Aleisha Waterhouse
- Member Weina Moko
- Member Moki Thomas

We all attended our first Maketū Community Board workshop with Council staff in Maketū on 25 November 2025. We covered a number of subjects but ran out of time to cover all topics on the agenda.

In the interim, members have discussed our thoughts on the Board's budget for the 2026/27 financial year, options to fund the Community Board, the role of a Community Board, Community Board delegations, the Community Roading Allocation policy and provided this feedback to Council staff on 26 January 2026.

There will be a further workshop in March to discuss the 2026/27 Annual Plan.

#### Matters Arising from Previous Minutes

The Board has reviewed the 2025 Maketū Community Board minutes and identified several matters of interest. Staff have endeavoured to respond to as many of these matters as possible ahead of the hui. Any remaining queries will be addressed following the meeting.

### Request for Traffic Mirrors on Maketū Road

A Board Member has been recently approached by this person asking what is happening.

As noted in the 15 April 2025 Projects and Operations report, staff provided a letter to the previous Maketū Community Board Chairperson to send to the resident who had initially raised the proposal. This letter was sent via email on 4 April 2025.

The letter stated that the request for Traffic Mirrors had been declined. The reasons for this were outlined as below:

*Traffic Mirrors might seem like a useful solution, but they are generally not recommended. Unfortunately, they can sometimes create more safety concerns than they address, and they can be difficult and costly to maintain. As a result, they often end up being ineffective.*

Outlined below are a few specific concerns when considering traffic mirrors:

- *Mirrors can sometimes be misleading, making it difficult to accurately judge the speed and distance of oncoming traffic.*
- *They can give a false sense of security.*
- *At night, the reflection of headlights can be distracting, and drivers may become overly focused on the mirror, losing awareness of their immediate surroundings.*
- *Mirrors are often vulnerable to damage from vandalism or accidents, leaving them ineffective.*
- *Issues like sun fade, condensation, or dirt can further reduce their effectiveness.*
- *Glare from sunlight, low-angle sun, or rain can limit visibility.*
- *Non-local motorists often find them confusing.*
- *Additionally, positioning the mirrors in an optimal way can be quite challenging.*

### Hapimana Road Culvert

Members have raised concerns about the on-going issue of a blocked culvert on Hapimana Road.

Staff have advised that although this culvert is not a Council asset, they are working through their legislative options, as Council does have powers available to address obstructions that interfere with stormwater flows on the public road network.

At the same time, the Kaupapa Māori team is engaging directly with the landowner involved, given the land is Māori-owned and the importance of managing this matter with appropriate cultural consideration. This engagement is underway, and staff expect it will help guide the most suitable pathway forward.

Once this initial engagement is complete, staff will confirm the recommended next steps to remediate the situation and ensure the road environment is protected.

#### Spencer Avenue Recreational Area

The Board suggests that soil from Wilson Road North be deposited here. Members have engaged with residents on this idea and have received no negative feedback.

Some residents are worried that the BMX track is intended to be a motorised track and are concerned about potential noise.

Staff have raised a service request on behalf of the Board to request an update on the Spencer Avenue Recreational Area project, and to obtain further information on the BMX track.

#### Te Arawa Monument

The refurbishment of the Te Arawa Monument was identified as a priority project by the previous Maketū Community Board. Council have stated that it will fund the stabilisation of the monument dependent on the project costs.

It would be befitting to have this project finished before we have the Whakaue centenary celebrations. Te Arawa Lakes Trust (TALT) have given their approval for the project.

This moment holds a special place for the Te Arawa Waka. During the year we have bus loads of children from outlying areas visiting the site and listening to the kōrero around its history.

Staff have advised that Council has contracted an archaeologist/Heritage Specialist who has carried out an analysis of the monument's current state and the potential steps forward. Currently Council's intention is to progress with structure and foundation investigations. The results from these investigations will inform an engineering solution.

#### Storm Water Drains

Members have raised concern regarding the stormwater drains, noting that they seem to have not been cleared in months, which could lead to the drains being blocked in heavy rain.

Staff have raised a service request on behalf of the Board requesting for the drains to be cleared and for a storm water map.

#### Update Maketū Wastewater Plant

Members are wanting to know the following:

- When is Council planning on installing level sensors in the existing grinder pumps?
- When is the upgrade of the failing grinder pumps scheduled?
- When is the replacement of the water irrigation field planned?

Staff have raised a service request on behalf of the Board requesting this information.

#### Mowing

Staff have raised a service request on behalf of the Board to request the mowing dates for the year, and to request confirmation of whether street sweeping outside of the Hauora and Pie shop occurs.

Staff have also shared an interactive map of the rural and urban mowing boundary areas within Maketū.

#### Playgrounds

Members want an update on the Flying Fox that is to be installed at the Kiohio Playground as per the Long-Term Plan 2024–2034.

Staff have logged a service request on behalf of the Board to request an update on this project.

At the end of the 2022–25 triennium, the previous Maketū Community Board approved, in principle, a budget allocation of up to \$50,000 from the Reserves Account for the installation of additional playground equipment at Ngaparaoa Drive. This resolution included a request for staff to present design options for expanding the playground equipment.

Staff will present these design options at a future workshop and discuss next steps with the Board, including potential community engagement.

#### Roaming Dogs

Members are interested to understand whether Maketū’s dog roaming issue improved over the holiday period, and if so, what strategies were found to be useful.

Staff have raised a service request on behalf of the Board requesting this information.

#### Compost Bin Installation at Wharekahu Urupā

Staff have raised a service request on behalf of the Board to request an update on the installation of a compost bin at the Wharekahu Urupā.

#### Maketū Skatepark

During the previous triennium, the Maketū Community Board had raised concerns about drainage issues at the skatepark. Staff advised that the skatepark’s soak holes have previously been made deeper.

Members had also discussed a potential refurbishment of the skatepark; however, had noted that it was not a high priority.

Current Board members are concerned about cars driving up to the rink and are concerned that the bollard lock may be broken. Staff have raised a service request on behalf of the Board to investigate this issue.

#### Request for Bins

A request has been made to source bins specifically for the moth vines. These have been placed around the community in the past. The community have been encouraged to collect the vines and dispose of them in the red bins. Bins specifically for the vines will free up space in individual household red bins.

#### Mapping of Cultural Sites

Members have queried whether funds have been allocated from Council to Ngāti Whakaue to map their own cultural sites. Staff have advised that, to their knowledge, this has not occurred.

#### Te Puke Promotional Targeted Rate

Board members have discussed their desire to have the portion of Te Puke Promotional Targeted that is funded by Maketū ratepayers (\$9.27) allocated to the Information Centre in Maketū to promote benefits for our community rather than the funds being diverted to Te Puke.

Staff have advised that this targeted rate is in place to pay for the service delivery contracts for Te Puke EDG and EPIC Te Puke, therefore, the use of the funds can not be reallocated.

A breakdown of the targeted rate is shown below:

Te Puke Ratepayers: \$18.46

Maketū Ratepayers: \$9.27

Te Puke Commercial and Industrial Zoned: \$279.81

#### **Project Updates**

The following projects have been included in the Projects and Operations report:

- Wilson Road North Footpath Extension
- Otumakoro Street Culvert Upgrade

#### **Other Matters**

The following matters have been raised by Board members but require further conversations with staff:

- Bledisloe Park – additional metal applied to road
- Update of Park Road Nourishment

## Community Centre

The Board received a report from Tania Rewi (Maketū Community Centre Custodian) regarding the Maketū Community Centre and support the following recommendations:

- We agree that the code should continue to be updated.
- At this stage, we do not support the installation of CCTV cameras. We would prefer to first assess the effectiveness of the proposed code changes.
- We support the introduction of a monthly deep clean. Please advise whether there is an existing council-approved cleaning service that could be used. If not, the cleaning fee could be negotiated with the council for Tania to undertake this work.
- We support the implementation of an online booking system alongside the existing cash payment option:
- Online bookings would be paid upfront, with no refund provided if the booking is cancelled without notice.

In addition, we recommend adding a refundable cleaning bond to the hire fee. This bond would be refunded if the venue is left clean and tidy. If the venue is left in an unsatisfactory condition, the bond would be retained to cover cleaning costs.

**9.2 MAKETŪ COMMUNITY BOARD – COUNCILLORS REPORT – FEBRUARY 2026**

**File Number:** A7111860

**Author:** Shane Beech, Councillor

**Authoriser:** Miriam Taris, Interim Chief Executive Officer

**EXECUTIVE SUMMARY**

1. The purpose of this report is for Councillor Beech to provide the Board with updates on the items listed below.

**RECOMMENDATION**

1. That Councillor Beech's report dated 24 February 2026 titled "Maketū Community Board – Councillor's Report – February 2026" be received.

I would like to begin by welcoming our four new Board Members. Each brings fresh energy and a unique set of skills, and I'm confident they will work collaboratively for the benefit of the Maketū community. Their contributions will help drive the meaningful progress in the years ahead.

**State of Local Emergency**

The recent storm event caused significant devastation across our wider region, resulting in a state of local emergency being declared. Our thoughts are with the families who have lost loved ones.

Maketū came through the event relatively well compared with many neighbouring areas. Although we experienced fallen trees, power outages, some flooding and minor land slips, our community once again showed its resilience.

**Loss of Local Iconic Building**

It was disappointing to see a motor vehicle accident cause irreparable damage to one of our iconic buildings, the old butcher shop. Its loss will be felt by many who value Maketū's history and character.

**Local Waters Done Well**

The Local Waters Done Well discussions are now well underway. This is one of the most important decisions of the triennium, and it is essential that we approach it with care and thoroughness. We are currently in the due-diligence phase, with five councillors from Tauranga City Council (TCC) and five from the Western Bay of Plenty District Council involved. The final decision is scheduled to return to Council on 2 April 2026.

### **Appointment of New Chief Executive Officer**

Another key responsibility ahead for Council is the appointment of a New Chief Executive Officer (CEO). Our Interim CEO, Miriam Taris, is doing an excellent job in the role while the recruitment process continues.

### **Newly Established Ward-Based Community Boards**

The new ward-based Community Boards are now established, and it will be interesting to follow their progress as they begin their work and shape their identity.

### **9.3 MAKETŪ COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – FEBRUARY 2026**

**File Number:** A7103110

**Author:** Ella Logan, Governance Advisor

**Authoriser:** Miriam Taris, Interim Chief Executive Officer

#### **EXECUTIVE SUMMARY**

The purpose of this report is to provide the Maketū Community Board with an overview of the Community Board infrastructure Projects currently being undertaken in the Maketū area as well as to provide an overview of engagement and operational matters from across the Council that relate to the Maketū Community Board.

#### **RECOMMENDATION**

1. That the Governance Advisor's report dated 24 February 2026 titled 'Maketū Community Board – Projects and Operations Report – February 2026' be received.

#### **YOUR PLACE | TŌ WĀHI**

For more information regarding Council projects in Maketū, including updates on the Wilson Road North Rehabilitation, please visit Councils 'Your Place Tō Wāhi' [website](#).

## MAKETŪ COMMUNITY BOARD COMPLETED PROJECTS – 2022–25 TRIENIUM

RESERVE ACCOUNT		
Meeting	Project	Funds Committed
8 August 2023 and 3 October 2023	The Community Board funded the installation of a bus shelter on Arawa Avenue	\$10,820
13 June 2023	Following concerns about safety, the Community Board funded the installation of Handrails at the Maketū Cemetery (Wharekahu).	\$26,000
3 October 2023	The Community Board funded to upgrade the Beach Road carpark bike rack.	\$5,500
20 February 2024	The Community Board funded the design and installation of a Book Sharing Shelter in the village.	\$15,000

CONTINGENCY ACCOUNT		
Meeting	Project	Funds Committed
13 June 2023	The Community Board covered the costs to trim down the macrocarpa tree on Te Awhe Road.	\$4,017.18
8 August 2023	The Community Board purchased a Maketū Community Board tear drop flag.	\$600

## PROJECT UPDATES – ROADING

WILSON ROAD NORTH FOOTPATH EXTENSION		
Project Description	Staff Comment/Update	Progress Level
Installation of a footpath extension along Wilson Road North	<p><b>Latest Update:</b></p> <p>The Wilson Road North Rehabilitation project has begun and is expected to take six months to complete. The footpath extension will be completed within this project.</p> <p>Updates on the project's progression will be shared on Council's Your Place Tō wāhi <a href="#">website</a>.</p>	In progress.

OTUMAKORO STREAM CULVERT UPGRADE PROJECT		
Project Description	Staff Comment/Update	Progress Level
Upgrade of the Otumakoro Stream Culvert	<p><b>Latest Update:</b></p> <p>The project design has been completed, and staff are in the final stages of obtaining a Resource Consent application. However, the updated cost estimate has come in significantly over budget. Transport staff are investigating funding options; however, lack of funding may delay the projects delivery.</p>	In progress.

**PROJECT UPDATES – RESERVES**

<b>MAKETŪ CEMETERY</b>		
<b>Project Description</b>	<b>Staff Comment/Update</b>	<b>Progress Level</b>
Maketū Cemetery/Urupā concerns.	Updates on this project are now provided through Council's Your Place Tō wāhi <a href="#">website</a> .	In progress

<b>MAKETŪ INFORMATION CENTRE MURAL</b>		
<b>Project Description</b>	<b>Staff Comment/Update</b>	<b>Progress Level</b>
A local artist to paint a mural on the side of the information centre.	The local mural artist is in the process of completing the mural.	In progress.

## SERVICE REQUESTS

This section is to provide an overview of Service Requests for the Maketū Community Board area since the last meeting.

There has been one of each of the following subtypes of Service Requests raised and **completed**.

<ul style="list-style-type: none"> <li>• Building Act Compliance - Swimming Pool Enquiries</li> <li>• Compliance &amp; Enforcement - Abandoned Vehicle</li> <li>• Consents Administration - General enquiry/call-back</li> <li>• Kaupapa Maori - Maori land enquiries</li> <li>• Local Road - Local Rds-NON-URGENT tree requests - Request for trimming or removal of fallen tree/branch</li> <li>• Roads Network Management - Local Rds-NON-URGENT tree requests - Request for removal</li> <li>• Wastewater - Sewage overflow/spill on ground/dump station</li> <li>• Water - Emergency Shutdown</li> <li>• Water - Water (Utilities Team) - Call Back Request</li> </ul>	<ul style="list-style-type: none"> <li>• Building Admin - CCC enquiries</li> <li>• Building Inspectors - General enquiry/Call back</li> <li>• Customer Service Planning - Pre Application</li> <li>• Environmental Planning - General enquiry</li> <li>• Kerbside Collective - Lost/Stolen Bin</li> <li>• Policy &amp; Planning - General Enquiry</li> <li>• Reserves &amp; Facilities - Bollards</li> <li>• Reserves &amp; Facilities - General enquiry/Call-back</li> <li>• Solid Waste - Urban Litter Bins</li> <li>• Stormwater - Urban Stormwater General/Request for Information</li> <li>• Wastewater - Wastewater Reinstatement after works</li> <li>• Water - Water pressure too high or low</li> </ul>
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There has been one of each of the following subtypes of Service Requests raised, which are **under investigation**.

- Building Act Compliance - General enquiry
- Compliance & Enforcement - KERBSIDE - DWELLING QUERY
- Governance Services - General enquiry from the public
- Health - Premises Hygiene
- Reserves & Facilities - Litter/Litter Bins or dumping in Reserve
- Reserves & Facilities - Mowing and Vegetation/Gardens(NOT Trees)

- Reserves & Facilities – Reserve Buildings/Roads/Tracks/Furniture

The table below shows Services Request's that are higher in numbers and have a mix of statuses.

<b>Service Request Subtype</b>	<b>Notes</b>	<b>Completed</b>	<b>Under Investigation/Scheduled for Completion</b>
Animal Services – Dog Roaming	Reports from Maketū Road	2	0
Building Compliance	Reports from Town Point and Ngaroma Lane	1	1
Building Warrant of Fitness Enquiries	Reports from Little Waihi Road	2	0
Compliance & Enforcement General	Enquiries from across the Maketū Community	1	2
Customer Service Planning – General	Enquiries from across the Maketū Community	4	0
Kaupapa Maori – General	Reports from Little Waihi Road and Wilson Road North	2	0
Kerbside Collective – Damaged Bin	Replace/Repair reports from Town Point Road	4	0
Kerbside General Enquiry	Enquiries from across the Maketū Community	3	1
Local Roads – General	Enquiries from Maketū Road, Williams Crescent and Wilson Road North	6	2
Local Roads – Barriers and Rails	Replacement/Maintenance Asset Requests from Little Waihi Road and Te Awhe Road	0	2
Road Surface Defects – SEALED LOCAL RD	Reports from across the Maketū Community	3	0
Local Roads – Slip/Flood/Crash/Spill on Local Road--All URGENT!RING!	Reports from across the Maketū Community – Multiple from Wilson Road North and Little Waihi Road	13	0

Local Roads – Vegetation (not trees)/mowing	Reports from Little Waihi Road and Bledisloe Park Avenue	1	2
Wastewater – Grinder Pump/Septic Tank issue	Reports from across the Maketū Community – Multiple from Williams Crescent and Little Waihi Road	20	18
Water – All water leaks	Reports from across the Maketū Community	2	2
Water – General/Request for information	Requests from Arawa Avenue	2	0

### **MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS (NOT MINUTE ACTION SHEETS)**

This section relates to any matters arising from prior Community Board meeting where a Minute Action Sheet was not raised.

Nil

### **COMPLETED/OUTSTANDING MINUTE ACTION SHEETS (NOT INFRASTRUCTURE RELATED)**

This section relates to any Minute Action Sheets that are currently outstanding, as well as completed Minute Action Sheets since the last Community Board meeting.

NIL

**9.4 MAKETŪ COMMUNITY BOARD – FINANCIAL REPORT – DECEMBER 2025****File Number:** A7123058**Author:** Paula Clode, Finance Partner**Authoriser:** Sarah Bedford, Finance Manager**EXECUTIVE SUMMARY**

This report provides the Community Board with a two-monthly monitoring of its operational budget. Attached is the financial statement for the period ended December 2025 (**Attachment 1**).

Total operational costs are under budget by \$10,713 for the year-to-date 31 December 2025.

Balances, current year to date transactions and committed spend on accounts are summarised in the table below.

	<b>Community Board Reserve</b>	<b>Community Roading</b>	<b>Town Centre Development</b>
Opening Balance	186,549	248,094	85,247
Current year	(66,678)	45,880	-
Committed spend	(63,043)	(163,170)	-
Balance after Committed	<b>56,828</b>	<b>130,804</b>	<b>85,247</b>

**RECOMMENDATION**

1. That the Finance Partner's report dated 24 February 2026 titled 'Maketū Community Board – Financial Report – December 2025' be received.

## FINANCIAL REPORT BREAKDOWN OF OPERATIONAL SPEND

The following two accounts are a detailed breakdown from the Financial Statement – December 2025 (**Attachment 1**).

### 1. COMMUNITY BOARD GRANTS

Community Boards consider grant applications from eligible groups within their area throughout the year. Budget for the year is \$5,330. The following table outlines the grants that has been paid this year, committed spend and remainder of budget for the year.

Meeting Date	Description	Spent YTD
	No transactions year to date	-
	<b>2025/26 Total grants paid to date</b>	-
	Nothing further committed	-
	<b>Grants – Operational Budget uncommitted</b>	<b>5,330</b>

### 2. CONTINGENCY

The following table shows any operational expenditure approved to come from the Contingency budget. Total budget for the year is \$25,605. The following table outlines anything that has been paid this year, committed spend and remainder of budget for the year.

Meeting Date	Description	Spent YTD
13 Nov 2025	Badge King – Name badges	62
	<b>2025/26 Total contingency paid to date</b>	<b>62</b>
	Nothing further committed	-
	<b>Contingency – Operational Budget uncommitted</b>	<b>25,546</b>

## 2025/26 MAKETŪ COMMUNITY BOARD RESERVE ANALYSIS

The following table shows projects funded directly from the Community Board Reserve Account, including both projects that have been completed and those that are still in progress.

<b>Maketū Community Board Reserve</b>		<b>\$</b>		
2025/26 Opening balance		186,549		
<b>Less Current Year spend</b>				
Installation of BBQ Surf Club (MKC20-6.7 and MKC25-4.1)		(31,638)		
Handrails at Maketū Cemetery (MKC23-4.9)		(9,825)		
Bus shelter Arawa Avenue (MKC23-5.4 and MKC23-6.5)		(10,470)		
Beach Road carpark (MKC23-6.4)		(4,788)		
Maketū Information Centre mural (MKC24-1.4)		(4,000)		
Book Sharing Shelter (MKC24-1.3)		(5,957)		
<b>Available balance as at 31 December 2025</b>		<b>119,871</b>		
<b>Less Committed</b>				
Meeting Date	Project	Status	Spent	Remaining Funds
20 Feb 2025 (MKC24-1.4)	Approve up to \$8,000 for costs relating to the Maketū Information Centre mural.	In Progress	(4,000)	(4,000)
20 Feb 2025 (MKC24-1.3)	Approve up to \$15,000 from the Community Board Reserves Account for costs relating to the Book Sharing Shelter.	In Progress	(5,957)	(9,043)
17 June 2025 (MKC25-3.5)	Approve an additional \$50,000 toward the project "Culvert Upgrade on Spencer Ave', now referred to as Otumakoro Stream Culvert Upgrade, from the Maketū Community Board Reserve account.	Not started	-	(50,000)
<b>2025/26 Closing balance after committed expenditure</b>			<b>56,828</b>	

## 2025/26 MAKETŪ COMMUNITY BOARD ROADING ALLOCATION:

The following table shows a detailed breakdown of the Community Board Roading Account including both completed and in progress projects funded from the Community Board Roading Allocation.

<b>Maketū Community Board Roading</b>		<b>\$</b>		
2025/26 Opening balance		248,094		
Plus, Roading rate allocation 2026/27		77,292		
Plus, Interest 2026		4,918		
<b>Available balance as at 31 December 2025</b>		<b>330,304</b>		
<b>Less Current Year spend</b>				
Culvert Upgrade on Spencer Avenue (MKC25-2.3)		(36,330)		
<b>Less Committed</b>				
Meeting Date	Project	Status	Spent	Remaining Committed
15 April 2025 (MKC25-2.3)	Approved up to \$150,000 from the Roading Account for completion - 'Culvert Upgrade on Spencer Avenue' and to ensure access to existing pathway on Spencer Avenue.	In Progress	(36,330)	(113,670)
19 Nov 2024 (MKC24-7.7)	Approved up to \$49,500 from the Roading Account for the installation of a 1.5 metre wide, 250-metre-long footpath extension on Wilson Road North	Not started	-	(49,500)
<b>2025/26 Closing balance after committed expenditure</b>		<b>130,804</b>		

**MAKETŪ TOWN CENTRE DEVELOPMENT:**

The Town Centre Development Fund was collected as a district-wide targeted rate and operated on a four-year rotational basis, with funds spent in a different town centre each cycle. Community Boards recommended how funds were used in their towns. The fund was discontinued as part of the Long-Term Plan 2024–2034. The remaining balance was equally distributed among the district's main town centres, and each Community Board can recommend to Council how their town's portion should be spent.

<b>Maketū Town Centre Development Fund</b>	<b>\$</b>
2025/26 Opening balance	85,247
<b>Less Current Year spend</b>	
No current year transactions	-
<b>Less Committed</b>	
No commitments	-
<b>2025/26 Closing balance after committed expenditure</b>	<b>85,247</b>

**ATTACHMENTS**

1. **Maketū Community Board Financial Statement December 2025** 

<b>Western Bay of Plenty District Council</b> <b>Income and Expenditure Statement</b> <b>For the period ended 31 December 2025</b>						
<b>Maketū Community Board</b>						
	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	<input checked="" type="checkbox"/>	0	0
Contingency	62	12,804	12,742	<input checked="" type="checkbox"/>	25,605	4,317
Grants	-	2,664	2,664	<input checked="" type="checkbox"/>	5,330	7,043
Mileage Allowance	-	534	534	<input checked="" type="checkbox"/>	1,066	-
Community Board Remuneration	8,988	9,715	727	<input checked="" type="checkbox"/>	19,200	15,422
Inter Department Charges	18,426	18,426	-	<input checked="" type="checkbox"/>	36,851	34,569
Operating Costs	27,476	44,143	16,667	<input checked="" type="checkbox"/>	88,052	61,352
<b>Total Operating Costs</b>	<b>27,476</b>	<b>44,143</b>	<b>16,667</b>	<input checked="" type="checkbox"/>	<b>88,052</b>	<b>61,352</b>
<b>Total Direct Costs</b>	<b>27,476</b>	<b>44,143</b>	<b>16,667</b>	<input checked="" type="checkbox"/>	<b>88,052</b>	<b>61,352</b>
<b>Total Costs</b>	<b>27,476</b>	<b>44,143</b>	<b>16,667</b>	<input checked="" type="checkbox"/>	<b>88,052</b>	<b>61,352</b>
<b>Income</b>						
Rate Income	44,031	44,028	3	<input checked="" type="checkbox"/>	88,052	80,762
<b>Total Direct Income</b>	<b>44,031</b>	<b>44,028</b>	<b>3</b>	<input checked="" type="checkbox"/>	<b>88,052</b>	<b>80,762</b>
<b>Net Cost of Service</b>	<b>16,555</b>	<b>(115)</b>	<b>16,670</b>	<input checked="" type="checkbox"/>	<b>-</b>	<b>19,410</b>
					<input checked="" type="checkbox"/> <i>Favourable Variance</i>	
					<input checked="" type="checkbox"/> <i>Unfavourable Variance</i>	

**10 INFORMATION FOR RECEIPT – KŌRERO TE WHIWHIA**