

# MEETING – AGENDA –

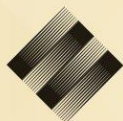
Ngā Take



## MAKETU COMMUNITY BOARD Poari Hapori

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**MC21-3**  
**Tuesday, 1 June 2021**  
**Maketu Community Centre**  
**7.00pm**



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

# 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.
1. 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, 1 June 2021 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>
<b>6</b>	<b>Public Excluded Items .....</b>	<b>4</b>
<b>7</b>	<b>Public Forum.....</b>	<b>4</b>
<b>8</b>	<b>Minutes for Confirmation .....</b>	<b>5</b>
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<b>9</b>	<b>Reports .....</b>	<b>13</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 6 APRIL 2021**

**File Number:** A4045427

**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 6 April 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 6 April 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU COMMUNITY BOARD MEETING NO. MC21-2  
HELD IN THE MAKETU COMMUNITY CENTRE  
ON TUESDAY, 6 APRIL 2021 AT 7.00PM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

R Davie (Group Manager Policy Planning and Regulatory Services), S Harvey (Roading Engineer – East) and P Osborne (Senior Governance Advisor)

5 members of the public

**3 APOLOGIES**

**APOLOGY**

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**RESOLUTION MC21-2.1**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member L Rae

That the apology for lateness from Cr Marsh be accepted.

**CARRIED**

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**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 MC21-2.2**

Moved: Member S Simpson

Seconded: Member L Rae

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

**CARRIED**

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**Weina Moko – Arawa Avenue Viewing Area Project**

Ms Moko was in attendance to seek clarification on the area upon which the Board is proposing to situate a viewing area. Ms Moko expressed concern that the land being proposed to be used is tuku whenua o Ngati Pukenga. An injunction was placed on the whenua until any further consultation was undertaken, with paperwork received by the Chairperson, Deputy Chairperson and Senior Governance Advisor.

The Chairperson provided clarification that the proposed lookout area is only a widening of the carriageway, and is on full road Reserve. It was made clear that the Board had no intention of using non-Council land. Ms Moko asked that, as neighbouring whenua, they are consulted with before any further work is undertaken, to which the Board agreed.

**Shontell Peawini – Maketu Health and Social Services Grant Application**

Ms Peawini was in attendance to speak in support of the grant application submitted to the Board on behalf of Maketu Health and Social Services, noting the below points;

- There will be catering for 170 guests, who will share a four course meal and live entertainment.
- The event is a celebration of Matariki.
- This year the event will focus on raising funds to support the following:
  - The purchase of new seating for the Programme Room, which hosts 10 programmes on a weekly basis; and
  - The purchase of a new Cargo Van to support the transportation of kai and equipment.

The Board thanked Ms Peawini for attending to speak in support of the grant application, and the Chairperson advised Ms Peawini that the Maketu Community Board normally look at all grant applications prior to the June meeting, which is the last meeting of the financial year.

**Harold Morris – Various Items on behalf of Maketu Kura**

Mr Morris, as a Board member of Maketu Kura, submitted two grant applications to the Board.

Application 1: Maketu School replacement of existing synthetic Grass with New Synthetic Grass Turf on the tennis courts; and

Application 2: Maketu School upgrade playground equipment, surface, sandpit area and enhancement of play areas.

Due to the size of the grants being requested Mr Morris was advised that he should submit his requests to the Long Term Plan (LTP). In regards to the Maketu School Playground upgrade, the Deputy Chairperson noted that this may be something that qualified for the Community Matching Fund, as it was noted that they had received \$50,000.00 through the School Improvement Fund.

Mr Morris noted that they wished to hand over the Maketu School swimming pool to the Maketu Community Board. Mr Morris was advised that the Community Board was not an entity, however it was noted that this is something that could be given back to the community.

There was some clarification regarding the ANZAC Commemoration Service 2021, noting that the Board approved funds to the Maketu ANZAC Committee, to contribute to food costs on 25 April 2021.

At 7:21 pm, Cr K Marsh entered the meeting.

### **Pia Bennett – Community Board Code of Conduct**

Ms Bennett was in attendance to speak on behalf of her mother, Raewyn Bennett, in regards to the communication between the Community Board and Raewyn Bennett on Social Media. She was of the belief that a Community Board member had acted out of Code of Conduct.

The Chairperson apologised, noting that this behaviour was not supported by the Community Board.

### **PUBLIC FORUM MEETING RECONVENED**

#### **RESOLUTION MC21-2.3**

Moved: Member S Simpson

Seconded: Member W Ra Anaru

That the meeting reconvene in formal session at 7.32pm.

**CARRIED**

7.32pm the meeting adjourned.

7.37pm the meeting reconvened.

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 9 FEBRUARY 2021**

#### **RESOLUTION MC21-2.4**

Moved: Member S Simpson

Seconded: Member W Ra Anaru

That the Minutes of the Maketu Community Board Meeting held on 9 February 2021, as circulated with the agenda, be confirmed as a true and accurate record, noting the below amendment;

- That the Maketu Community Board approve up to \$500 from the Maketu Community Board Grants Account to be paid to the Maketu ANZAC Committee, to contribute towards food costs on 25 April 2021.

**CARRIED**

## 9 REPORTS

### 9.1 MAKETU COMMUNITY BOARD CHAIRPERSONS REPORT - APRIL 2021

The Board considered a report from the Chairperson. The report was taken as read, with further discussion/update on the below items:

- Clarified that the Te Puke parking warden does not patrol Maketu. The Group Manager Policy, Planning and Regulatory Services provided further information to the levels of service for parking wardens around the District.
- The Workforce Development and Cultural Advisor had a korero with Te Kohanga Reo to understand the historical context behind the agreement between themselves and the Maketu Community Board. The Board had a discussion around what they wanted to achieve moving forward, with the proposed load of metal.

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#### RESOLUTION MC21-2.5

Moved: Member S Beech

Seconded: Cr K Marsh

1. That the Chairperson's report dated 6 April 2021, titled 'Maketu Community Board Chairpersons Report – April 2021', be received.

**CARRIED**

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#### RESOLUTION MC21-2.6

Moved: Member S Beech

Seconded: Cr K Marsh

2. That the Maketu Community Board approve a further \$2,000 from the Maketu Community Board Reserve Account towards entrance signs into Maketu, noting that this is in addition to the original approved amount of \$5,000 (resolution MC14.3.6).

**CARRIED**

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#### RESOLUTION MC21-2.7

Moved: Member L Rae

Seconded: Member S Simpson

3. That the Maketu Community Board approve up to \$600 from the Roding Account for a load of metal to be placed at the Te Kohanga Reo.

**CARRIED**

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### 9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021

The Board considered a report from Councillor Scrimgeour, who provided an update on each of the items, as requested.

CEO Recruitment – The process of the CEO recruitment is nearing the end, and Council should be in the position to offer the job to an applicant soon. The Board was informed that the current CEO, Miriam Taris, finishes at Council in July 2021.

Reserve Management Plan – Councillor Scrimgeour noted that, each triennium, one Ward has a Reserve Management Plan review. This triennium was Maketu-Te Puke Ward, with the site visits having occurred on Monday 15 March 2021.

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Kerbside Collection – The Board asked for some background as to why the new Kerbside Collection contract was awarded to EnviroWaste over smaller, more local companies, because there was a fear that these small companies would be put out of business.

The Group Manager Policy, Planning and Regulatory Services gave the Board some background into the rationale for the decision, noting that a significant number of locals are employed by EnviroWaste.

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#### **RESOLUTION MC21-2.8**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member S Beech

That the Councillor's report dated 6 April 2021, titled 'Maketu Community Board Councillor's Report – April 2021', be received.

**CARRIED**

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### **9.3 MAKETU COMMUNITY BOARD GRANT APPLICATION**

The Board considered a grant application from Maketu Health and Social Services, and decided to defer the application until the following meeting, so that any applications in this financial year could be considered together.

Member Simpson spoke in support of the application presented, highlighting the work that Maketu Health and Social Services undertook, especially during the COVID-19 lockdown. The Board also noted that, to date, the Maketu Health and Social Services has not received a grant from the Maketu Community Board.

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#### **RESOLUTION MC21-2.9**

Moved: Cr K Marsh

Seconded: Member W Ra Anaru

1. That the Senior Governance Advisor's report dated 6 April 2021, titled 'Maketu Community Board Grant Application', be received.
2. That the Maketu Community Board deferred the Grant application from Maketu Health and Social Services till the next Maketu Community Board meeting to be held 1 June 2021.

**CARRIED**

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

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

#### **Rauporoa Road Kerb and Channel**

The Board would like to go ahead with this project, noting that they will have an onsite meeting with neighbouring whenua representatives.

#### **Transportation – Road Improvements LED Lighting**

The Roading Engineer (East) gave some clarification around why some LEDs have been replaced to date and some have not, noting that they have not been missed and will get replaced in due

course. There was also some discussion around the difference in light that is produced by the new LEDs.

### **Maketu Road Cycleway**

The Board would like to be invited to the consultation between Council and local residents in regards to Stage 2 of the Cycleway.

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

The Board expressed concern over the continuing health and safety issues arising due to this issue still not being resolved.

The Group Manager Policy, Planning and Regulatory Services gave the Board some background information relating to the history of this issue, providing the Board with some rationale behind the advice given to the Board to date.

The Board was advised that they can let this issue proceed to a Commissioner Hearing.

The Community Board would like to see both the Council's design plan, and Jim Dahrn's design plan, and agreed that the Community Board will discuss this issue at their upcoming workshop to determine a direction forward.

### **Spencer Avenue Reserve Levelling**

The Community Board requested a meeting with appropriate staff to discuss the Tonkin and Taylor report in order to be brought up to date, and discuss a way forward. The Group Manager Policy, Planning and Regulatory Services provided clarification around the new report being sought, advising the Board that this is due to the request for further information, noting that she will seek further clarification from the Reserves and Facilities Officer East.

### **Stop Signs on Te Awhe Road and Beach Road**

It was noted that this Minute Action Sheet (MAS) should not be closed off yet, as it is still in progress.

### **Bollards on Sports Ground**

The update on this MAS is incorrect, and should not contain Board members names. It was noted that the Roading Engineer (East) has been reassigned this MAS moving forward and that the MAS will be amended to remove the Deputy Chairperson's name.

### **Maketu Sports Field (Roadway to Skate Park)**

The Board acknowledged the comment made in regards to referring this project to the Long Term Plan (LTP) for funding, noting that this was spoken to by the Deputy Chairperson and Member Simpson at the formal 'Have Your Say' workshop in Council Chambers. The Chairperson also advised the Board that they could offer to part fund this project, to help speed up the timeline.

**RESOLUTION MC21-2.10**

Moved: Member S Simpson

Seconded: Member L Rae

1. That the Deputy Chief Executive's Report, dated 6 April 2021 and titled 'Infrastructure Services Report Maketu Community Board April 2021', be received.
2. That the Maketu Community Board approve \$12,000 from the Maketu Community Board Roothing Account for the Arawa Avenue Viewing Area project.
3. That the Maketu Community Board approve \$40,000 from the Maketu Community Board Roothing Account for the Rauporoa Road Kerb and Channel.

**CARRIED**

**9.5 MAKETU COMMUNITY BOARD FINANCIAL REPORT - FEBRUARY 2021**

The Board considered a report from the Management Accountant. The report was taken as read.

**RESOLUTION MC21-2.11**

Moved: Member S Simpson

Seconded: Deputy Mayor J Scrimgeour

That the Management Accountant's report dated 6 April 2021 and titled 'Maketu Community Board Financial Report – February 2021', be received.

**CARRIED**

**9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****RESOLUTION MC21-2.12**

Moved: Member S Simpson

Seconded: Cr K Marsh

That the draft schedule of meetings for April, May and June 2021, be received.

**CARRIED**

**The Meeting closed at 9.07pm.**

**The minutes of this meeting were confirmed at the Maketu Community Board held on 1 June 2021.**

.....  
Member S Beech  
**CHAIRPERSON**



## 9 REPORTS

### 9.1 MAKETU COMMUNITY BOARD CHAIRPERSONS REPORT - JUNE 2021

**File Number:** A4063123

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

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

#### RECOMMENDATION

1. That the Chairperson's report dated 1 June 2021, titled 'Maketu Community Board Chairpersons Report – June 2021', be received.
2. 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.

#### BACKGROUND

As winter is slowly creeping down upon us, the days are getting shorter, the temperature is falling and the heaters are starting to come out. However, this does not appear to have slowed people down in Maketu. The monthly market days are still thriving and it still appears that many people are flocking to the seaside village to get their full of seafood, sand and surf.

The official opening ceremony of the new shared cycle way into Maketu was well attended to by contractors, council staff and dignitaries. This is a special moment for the people of Maketu, as a lot of work and time has been spent in getting this project through. The job has been to a very high standard and I have received lots of positive feedback. We look forward to stage two happening in the very near future.

The new kerb and channelling has started on the intersection of Williams Crescent. This too has been a long time coming, but it is good to see the process begin. The new pull off look out area opposite is another project we are able to achieve at the same time. This is going to be a fantastic area for people to enjoy the huge panoramic view Maketu has to offer.

The 'Have Your Say' day at 83 Ford Road was well patronised. It was great to see council staff and councillors there to promote the proposed draft concept plan of the area, which received many comments and views from the community. The local Coastguard and Waka Ama Club also attended. I look forward to all the submissions coming through and Council acting quickly to commence this project.

The Kaituna Groyne is undergoing a major refit and will be out of action for fisherman for the next three months, as new sheet piling, concrete surface and handrails go in place. The end result should look amazing.

I have been in consultation with many “boaties” lately about the Maketu boat ramp and their concern of the silting up around that area, making launching and retrieving their vessels increasingly difficult. I hope to talk to Eastern Bay of Plenty District Council (EBOPDC) shortly about the changes made and the impact it is having in this area.

The Long Term Plan (LTP) submissions have been submitted to Council by the Community Board, so we are looking forward to favourable outcomes in the near future.

### **Refurbishment of the Maketu Community Building**

Maketu Rotary has recently approached me about a project they are proposing to introduce to the Community Board. This is a wonderful project, of which they will be giving time, money and effort into revamping the existing Maketu Community building. Many groups and organisations in Maketu use this building extensively. The idea is to remove some of the internal walls, the bathroom and toilet area to increase the open space available for all those that use the premises for meetings, gathering etc. I certainly support and believe this is a very worthwhile project, of which the whole community can benefit. **(Attachments 1-3)**

*Recommendation:*

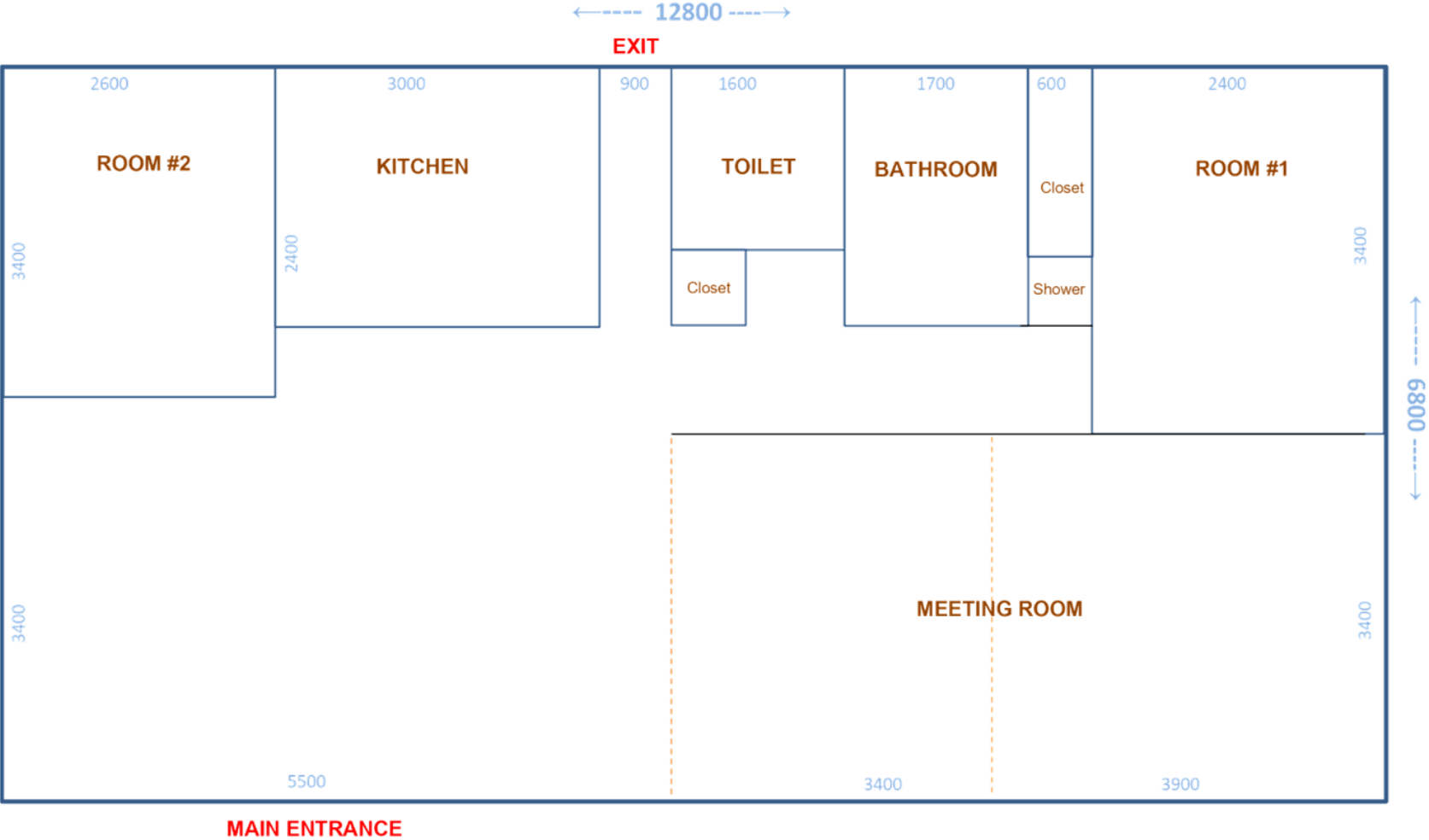
*The Maketu Community Board agree to fund up to \$50,000 from the Maketu Community Board Reserve Account, as a contribution to the refurbishment of the Maketu Community Building, subject to the below.*

- *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.*

There will be a mail out of an invitation to interested parties in regards to joining the steering committee for the proposed new HUB.

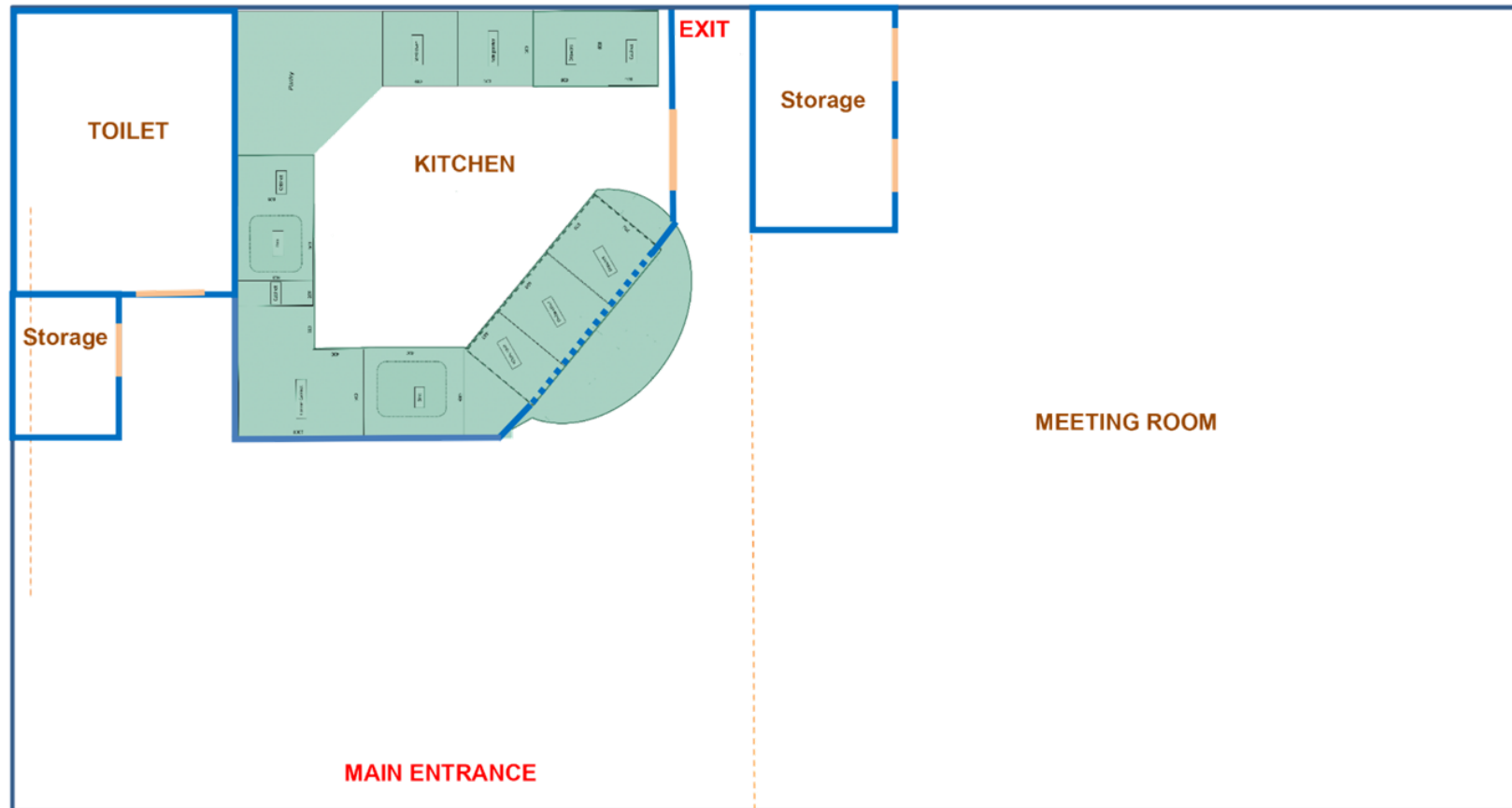
### **ATTACHMENTS**

1. **Community Centre Current Floor Plan** [↓](#) 
2. **Community Centre Proposed Floor Plan** [↓](#) 
3. **Community Centre Proposed Kitchen - Example** [↓](#) 



MAKETU COMMUNITY CENTRE

Current floor plan – May 2021



# **MAKETU COMMUNITY CENTRE**

Proposed floor plan – May 2021



**9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT - JUNE 2021****File Number:** A4065291**Author:** Kevin Marsh, Councillor**Authoriser:** Miriam Taris, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 1 June 2021, titled 'Maketu Community Board Councillor's Report – June 2021', be received.

**BACKGROUND**

For me, and hundreds of others, ANZAC Day at dawn in Maketu is a most uplifting experience, and this year it was supported by a huge number of people, young and older, many of whom travelled a fair distance to be part of the morning.

I was very pleased to see that Te Puke Times, 29 April 2021, gave it top billing on the front page, and recorded some memorable moments of the service, "ANZAC Commemorations at Maketu waterfront". Editor Stuart also remarked on it in his editorial, as his first time attending, and said he would be back, which is definitely what happens in Maketu. Huge appreciation to the Maketu ANZAC Committee, and to the Maketu Gentlemen's Club for hosting a great breakfast.

Attendance was also strong at the open day on Saturday, 1 May at Tukotahi Marae, 83 Ford Road, to hear from the community and their preferences for stakeholder groups use of this area as a base, as well as multi-use open space catering for community events and activities, a scenic picnic spot, and parking for cars and boats, and all residents. There is a proposal for a name change to "Otaiparia Reserve", as Otaiparia is the name historically used in reference to the area by Tangata Whenua. All very positive.

A special screening, by invitation, of 'Frankie Jean and the Morning Star' is planned for Wednesday 26 May at the Maketu Hauora, with locals who were involved as extras, as well as our local star, McKani–Rose Clarke, being present, together with the producer, Tara Riddell, and director and writer. A second screening at 7pm is open to all. A very big night for Maketu.

Another event to be celebrated was the opening of the Maketu Cycleway, which was held on the 7 May 2021. I am particularly pleased that after extensive consultation, it was settled on the appropriate side of Maketu Road, and common-sense prevailed.

All residents of Maketu, Pukehina and the wider Pongakawa communities will be pleased to hear of the establishment of the Wai Kōkopu Governance Group, chaired by Andre Hickson. This community driven group connects, informs, and lobbies agencies, organisations, industry and landowners towards achieving the reductions required to meet catchment water quality targets. The group is supported by appropriate hau kāinga/local representation at governance and operational levels with relevant guidance from the primary sector groups, local authorities and community care groups. The public launch of Wai-Kōkopu is planned for early July.

## Other Council Deliberations:

1. Long Term Plan (LTP) – Council have completed the task of receiving, and hearing the many submissions received. The LTP will be adopted on 30 June 2021, before the end of the financial year.
2. Community Matching Fund – This fund is open to applications from 19 April to 28 May 2021. The amount of \$140,000 is available to provide public benefit matching cash already raised by applicants, whether in the form of existing cash or in-kind donations such as volunteer hours. A panel will decide on these applications with recommendations coming to the August Council meeting.

Finally, Andrea and I are looking forward to attending the glittering occasion that is the Matariki Ball. A reminder to make your ticket purchase early, as it has been a sold-out event, and one we would hate to miss.



### 9.3 MAKETU COMMUNITY BOARD GRANT APPLICATIONS

**File Number:** A4050121

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

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

#### EXECUTIVE SUMMARY

1. The Maketu Community Board is required to make a decision regarding an application for Community Board Grant funding. Three applications have been received.
2. The applications and supporting information relating to the Community Board Grants has been forwarded to members, separate to this agenda.

#### RECOMMENDATION

1. That the Senior Governance Advisor's report dated 1 June 2021, titled 'Maketu Community Board Grant Applications', be received.
2. That the Maketu Community Board approve / not approve the Grant application from Maketu Health and Social Services for \$... to be funded from the Maketu Community Grants 2020/2021 account, subject to all accountabilities being met.
3. The Maketu Community Board approve / not approve the Grant application from Maketu Coastguard for \$... to be funded from the Maketu Community Grants 2020/2021 account, subject to all accountabilities being met.
4. The Maketu Community Board approve / not approve the Grant application from Maketu Volunteer Fire Brigade for \$... to be funded from the Maketu Community Grants 2020/2021 account, subject to all accountabilities being met.

#### BACKGROUND

3. The Maketu Community Board has funding for \$5,000 available for disbursement to community organisations for the 2020/2021 financial year. The balance as of 1 June 2021 is \$3,500.
4. **Maketu Health and Social Services** has submitted an application for funding for \$2,000 for setup, decoration and meal costs relating to the annual Maketu Matariki Ball.
5. **Maketu Coastguard** has submitted an application for funding for \$1,000 for funding of new uniforms and wet weather jackets for use by the volunteers.
6. **Maketu Volunteer Fire Brigade** has submitted an application for funding for \$1,000 for the replacement of helmet torches.

#### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Maketu Health and Social Services	The applicant will be advised of the outcome of their respective Grant application.



Maketu Coastguard	The applicant will be advised of the outcome of their respective Grant application.
Maketu Volunteer Fire Brigade	The applicant will be advised of the outcome of their respective Grant application.

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Community Board Grant Funds	<p>The Community Board will consider applications for the distribution of the funding, before the end of the financial year.</p> <p>Annual Budget    \$5,000</p> <p>Current Balance   \$3,500</p>

**9.4 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD JUNE 2021****File Number:** A3942687**Author:** Gary Allis, Deputy Chief Executive**Authoriser:** Miriam Taris, Chief Executive Officer**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That the Deputy Chief Executive's Report dated 1 June 2021, and titled Infrastructure Services Report Maketu Community Board June 2021, be received.

**ROADING****Transportation - Maketu Community Roading**

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

<b>Maketu Community Board Roading Current Account</b>	<b>Project Cost \$</b>	<b>NZTA Funding MIP LC/LR \$</b>	<b>Maketu Community Board \$</b>	<b>Status</b>
<b>Current Account:</b>				
<b>Current Account Opening Balance 1 July 2020</b>			94,401	
Interest 2020/21			5,124	
Allocation for 2020/21			67,226	
<b>Subtotal</b>			<b>166,751</b>	
<b>Approved Projects</b>				
Beach Road Kerb & Channel Construction	50,000		50,000	Complete
Arawa Avenue Footpath	105,000		4,383	Complete
Rauporoa Road Kerb & Channel	40,000		40,000	In progress
Debt Funding for year 2020/21	26,696		26,696	
2 x Entranceway aprons on Little Waihi Road	4,000			Complete
Arawa Avenue viewing area	12,000		12,000	
<b>Subtotal</b>			<b>133,079</b>	
<b>Proposed Projects</b>				
Nil				
<b>Subtotal</b>				
<b>Forecasted Current Account Closing Balance 30 June 2021</b>			<b>33,672</b>	

*What's Happened:*

WestLink have completed the design and submitted pricing to Council for the Rauporoa Road works and the Cyclist viewing area. Prices have been approved by Council.

*What's Next:*

Works on Rauporoa Road works and the Cyclist viewing area will commence in the next few weeks.

**Transportation - Road Improvements LED Lighting**

*Description:* Council owns and operates 2500 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 are 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:*

LED luminaires are being installed in the west and east sections of the district. Works will continue until June 2021.

*What's Next:*

Specific lighting design, which is required for V category lighting on high volume roads such as Te Puke Highway and Omokoroa Road, will be reviewed next. Upgrading of decorative lighting will occur progressively.

**Maketu Cycleway**

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

*What's Happened:*

Stage 1: The Rural section of the works are now complete. An official opening was hosted by Deputy Mayor John Scrimgeour and the Maketu Community Board on Friday, 7 May 2021.

*What's Next:*

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

**UTILITIES****District Solid Waste**

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

*What's Happened:*

Recycling centres are operating well. Generally other activities within Solid Waste running to plan. No issues to report.

Continuation of illegal rubbish being dumped in the District.

*What's Next:*

Monitoring of recycle centre volumes once the Kerbside Collection Service commences.  
<https://kerbsidecollective.co.nz/>

**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:*

A new Council led Kerbside Rubbish and Recycling Service is being introduced for 80% of the District with collection day changes for some areas in the District. A Pay as you throw (PAYT) user-pays tag system will apply for rubbish collection. Collection of red lid rubbish bins will be available each week; bins need to be put out with an attached PAYT tag.

*What's Next:*

Collection day changes will apply to parts of the Western Bay when Council's new kerbside rubbish and recycling service begins on 1 July 2021.

Katikati and Aongatete and Maketu, Paengaroa, Pongakawa and Pukehina will see changes in their collection days from 1 July 2021 in efforts to streamline Western Bay of Plenty District Council's new kerbside collection service, being delivered to 17,000 eligible households across the District. The rest of the District's collection days remain mostly the same with some minor changes.

Council's new collection day schedule sees part of Te Puke, Maketu, Paengaroa, Pongakawa and Pukehina move to a Friday collection. If unsure of a collection day for the new service, residents can find their collection day printed on the side of their red lid rubbish bin or yellow lid recycling bin once delivered.

PAYT tags will be available for purchase at Council's service centres and selected outlets from 1 June 2021. For more information visit [www.kerbsidecollective.co.nz](http://www.kerbsidecollective.co.nz)

**ATTACHMENTS**

1. **MAS Maketu Community Board June Word 2021**  

Division: Infrastructure Services Group  
 Committee: Maketu Community Board  
 Officer:

Date From:  
 Date To:

Printed: 15 January 2021

### Action Sheets Report

Meeting	Officer/Director	Section	Subject
Maketu Community Board 24/07/2018	Harvey, Stuart	Reports	Build a Safe Lookout Area at Intersection Williams Crescent and Arawa Avenue

#### June 2021:

Works have commenced and will be completed by week ending Friday, 15 May 2021.

#### March 2021:

Staff have received prices from WestLink and will be presented to the Board at the 6 April meeting for approval.

#### January 2021:

The parking area is planned to be constructed in association with the Rauporoa Avenue Kerb and Channel project utilising the surplus earthworks material.

#### November 2020:

Staff recommend that the installation of this proposed parking area be provided with other Community Board works while crews are in the area, specifically Rauporoa Road kerb and channel installations.

#### Sept 2020:

The Board noted that the intersection area of Williams Crescent and Arawa Avenue had one of the best elevated points of the Western Bay of Plenty with unlimited sea views all the way past the Coromandel Peninsula and out to sea. This was a popular stopping point for cyclists and tourists, and could be made a lot safer with the construction of a designated pull off area and safe lookout viewpoint.

The Roading Engineer (East/West) advised that he would arrange to meet with the Chairperson to discuss this suggestion further and identify the scope of works. Staff will discuss this item with the Board Chair and further advise the outcome.

Division: Infrastructure Services Group  
 Committee: Maketu Community Board  
 Officer:

Date From:  
 Date To:

Printed: 15 January 2021

### Action Sheets Report

Meeting	Officer/Director	Section	Subject
Maketu Community Board 17/10/2017	Parker, Scott	Reports	Surf Club Car Park Reserve Rock Revetment - MAS Reference MC20 16 2.1
<p><b>June: 2021:</b>          There has been no specific change to this MAS. Slow progress is being made for a site meeting to take place.</p> <p><b>March 2021:</b>          Staff are making arrangements for a new site meeting with Tangata Whenua and other Maketu representatives, a date is yet to be confirmed.</p> <p><b>January 2021:</b>          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.</p> <p><b>November 2020:</b>          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.</p> <p>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.</p> <p>Beach sand "push-up" can be undertaken without resource consent and will be undertaken once discussions with Tangata whenua have taken place.</p> <p><b>Sept 2020:</b>          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.</p> <p><b>19 August 2019:</b>          Site Condition inspection confirms issue with sand bag 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.</p> <p><b>July 2020:</b> 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. 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.</p>			

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### Action Sheets Report

#### 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 or not 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.

#### 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.

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### Action Sheets Report

#### 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.

#### 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 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.
2. OR 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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#### Action Sheets Report

##### 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 Opuereroa 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.

##### 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 back 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.

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**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 14th 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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Printed: 15 January 2021

### Action Sheets Report

Meeting	Officer/Director	Section	Subject
Maketu Community Board 5/04/2016	Hammond, Sue	Reports	Spencer Avenue Reserve Levelling
<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> <p><b>November 2020:</b>          The Resource Consent has been submitted and staff are currently waiting for feedback from the Duty Planner.</p> <p><b>Sept 2020:</b>          The decision has been made to submit a resource consent to WBOPDC in its current form this will be submitted by Nautilus Consulting.</p> <p><b>15 July 2019:</b>          The flood assessments is being reviewed. The resource consent application has been drafted for comments and input from Reserves Manager.</p> <p><b>23 April 2019:</b>          The Consent process is underway. The Board will be updated as the Consent process progresses.</p> <p><b>11 March 2019:</b>          Once the Agreement has been received and signed, the Resource Consent application will be prepared and lodged with the Regional Council.</p> <p><b>31 Jan 2019:</b>          Staff have followed up with the consultant on their offer of, service letter. A verbal update will be provided at the Board meeting.</p> <p><b>28 Nov 2018:</b>          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 &amp; Taylor has been sent.</p> <p><b>12 Nov 2018:</b>          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.</p>			

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#### Action Sheets Report

**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.

**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 form 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.

**October 2017:**

Resource Consent is still pending. A small quantity of cleanfill 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 5m3. That quantity will be arranged as soil becomes available.

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#### Action Sheets Report

**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.

**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.

**Division:** Infrastructure Services Group  
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**Action Sheets Report**

**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.



Division: Infrastructure Services Group  
 Committee: Maketu Community Board  
 Officer:

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Printed: 15 January 2021

### Action Sheets Report

Meeting	Officer/Director	Section	Subject
Maketu Community Board 20/10/2020	Harvey, Stuart	New Item	Rauporoa Kerb and Channel

The Board was advised that the cost for the kerb and channel was well above the allocated amount. The engineering requirements of the site may require further review. The Board requested an update on this matter.

#### June 2021:

This MAS has been resolved between the Board Chairperson and the Council Roding Engineer.

Works are currently underway. This MAS has been closed out.

#### March 2021:

The Roding Engineer and WestLink have carried out a site visit. The design has been finalised and estimated costs have been provided to the Board (see Roding Account in the Infrastructure Services Report).

#### January 2021:

The proposed Kerb and Channel will require associated stormwater drainage. The resulting rough order cost is well above the original Kerb and Channel estimate – i.e. now \$115,000 to 150,000.

Council's Utilities Manager has confirmed that the existing stormwater pipework on Town Point Road has sufficient capacity to accept Rauporoa Avenue and Upper Williams Crescent stormwater up to larger storm events.

#### November 2020:

Rauporoa Avenue Kerb and Channel design yet to be completed, once this has been done, staff will provide an update to the Board.

The resulting stormwater requirements are being evaluated.

Division: Infrastructure Services Group  
Committee: Maketu Community Board  
Officer:

Date From:  
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Printed: 15 January 2021

Action Sheets Report

Meeting	Officer/Director	Section	Subject
Maketu Community Board 1/12/2020	Harvey, Stuart	New Item	Stephan Simpson - Need for Stop Signs
<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>May 2021:</b> The resident has been contacted and has spoken with the Council Roding Engineer. Vegetation clearance works have been promised to be cleared by the end of May 2021.</p>			
<p><b>March 2021:</b> The Roding Engineer has spoken with the landowner concerning the vegetation causing visibility issues. The landowner has offered to address the issue.</p>			
<p><b>January 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>			



<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Maketu Community Board <b>Officer:</b>	<b>Date From:</b> <b>Date To:</b> <b>Printed:</b> 15 January 2021
<b>Action Sheets Report</b>	

Meeting	Officer/Director	Section	Subject
Maketu Community Board 1/12/2020	Hammond, Sue	Reports	Chairpersons Report - Maketu Community Board - December 2020 Bollards on Sports Ground

The Board was advised that the next step was to schedule an on-site meeting with the Reserves and Facilities Officer East, in order to come up with a solution to stop cars driving onto the sports ground.

**May 2021:**

The Reserves Officer has organised for the bollards to be installed. This MAS has now been closed out.

**March 2021:**

The Reserves Officer has had no success arranging a meeting with Laura Rae. A site inspection showed that bollards could resolve the problem and this will be arranged.

**January 2021:**

Staff have discussed with Laura Rae and agreed to meet on site. A time and date is yet to be set.

<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	Infrastructure Services Group Maketu Community Board	<b>Date From:</b> <b>Date To:</b>  <b>Printed:</b> 15 January 2021
<b>Action Sheets Report</b>		

Meeting	Officer/Director	Section	Subject
Maketu Community Board 9/02/2021	Hammond, Sue	New Item	Maketu Sports Field (Roadway to Skate Park)
The Board would like to have a site visit at the Maketu Sports Field with the Reserves and Facilities Officer East, in regards to a potential roadway to the Skate Park.			
<b>June 2021:</b> This MAS has been referred to the Long Term Plan and has been closed out.			
<b>March 2021:</b> Due to the cost of this project, this will be referred to the LTP for funding.			

Division: Infrastructure Services Group  
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**Action Sheets Report****Printed:** 15 January 2021

Meeting	Officer/Director	Section	Subject
Maketu Community Board 6/04/2021	Harvey, Stuart	Reports	Maketu Community Board Chairpersons Report - April 2021

**RESOLUTION MC21-2.7**

Moved: Member L Rae  
Seconded: Member S Simpson

3. That the Maketu Community Board approve up to \$600 from the Roding Account for a load of metal to be placed at the Te Kohanga Reo.

**June 2021:**  
This MAS has been closed out and noted by staff.

Division: Infrastructure Services Group  
 Committee: Maketu Community Board  
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Date From:  
 Date To:

Printed: 15 January 2021

### Action Sheets Report

Meeting	Officer/Director	Section	Subject
Maketu Community Board 6/04/2021	Harvey, Stuart	Reports	Infrastructure Services Report Maketu Community Board April 2021
<p><b>RESOLUTION MC21-2.10</b></p> <p>Moved: Member S Simpson          Seconded: Member L Rae</p> <p>2. That the Maketu Community Board <b>approve \$12,000 from the Maketu Community Board Roding Account for the Arawa Avenue Viewing Area project.</b></p> <p>3. That the Maketu Community Board <b>approve \$40,000 from the Maketu Community Board Roding Account for the Rauporoa Road Kerb and Channel.</b></p> <p><b>June 2021:</b>  <b>This MAS has been closed out and noted by staff.</b></p>			

**9.5 MAKETU COMMUNITY BOARD FINANCIAL REPORT - APRIL 2021****File Number:** A4066557**Author:** Sarah Bedford, Management Accountant**Authoriser:** Maria Palmer, Acting - Finance Manager**EXECUTIVE SUMMARY**

This report is a financial report for the period ended 30 April 2021.

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

Attached are the financial statements for the period ended 30 April 2021 (**Attachment 1**).

Security is over budget year to date however, this is still within full year budget. Total operational costs are under year to date.

**Grant payments made to date:**

Resolution	Description	\$
MC20-40.7	Funding for Te Kohanga Reo for additional fencing.	1,000
MC21-1.4	Contribute \$500 to the Maketu ANZAC Committee for food costs.	500
	<b>2020/21 Total grants paid to date</b>	<b>1,500</b>

**Committed – Operational expenditure**

Resolution	Account	Description	\$
21-1.4	Contingency	Provide a wreath for the ANZAC Day Service up to the value of \$200.	200
	<b>2020/21 Outstanding operational commitments</b>		<b>200</b>

**2020/21 Reserve analysis:**

Resolution	Description	\$
	2019/20 Opening balance	175,082
MC20-3.5	Payment of \$15,000 for the feasibility study of the Maketu Community Hub.	(15,000)
	<b>2020/21 Closing balance</b>	<b>160,082</b>

**Committed - Reserves expenditure**

Resolution	Description	\$
	Opening balance before commitments	160,082
MC14.3.6	Up to \$5,000 for entrance signs into Maketu	(5,000)
MC22.5.3	Up to \$5,000 for an 'off-set' gate for the entrance to the Spencer Avenue Reserve	(5,000)
MC20-3.6	Up to \$6,331.97 for the relocation of two CCTV camera's	(6,332)
MC20-6.7	Up to \$30,000 for the installation of an additional BBQ by the Surf Club.	(30,000)
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.	(5,000)
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.	(20,000)
MC21-2.6	Further \$2,000 towards entrance signs into Maketu.	(2,000)
	<b>2020/21 Closing balance after committed expenditure</b>	<b>86,750</b>

**RECOMMENDATION**

That the Management Accountant's report dated 1 June 2021 and titled 'Maketu Community Board Financial Report – April 2021', be received.

**ATTACHMENTS**

1. Maketu Community Board - Financials April 2021 [↓](#) 

<b>Western Bay of Plenty District Council</b> <b>Income and Expenditure Statement</b> <b>For the period ended 30 April 2021</b>						
<b>Maketu 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	✓	0	0
Contingency - [see breakdown below]	715	14,170	13,455	✓	17,000	2,106
Grants	1,500	4,170	2,670	✓	5,000	3,000
Mileage Allowance	0	830	830	✓	1,000	1,236
Salaries	12,328	12,598	270	✓	14,860	14,677
Security	3,498	3,350	(148)	⊗	4,020	4,572
Inter Department Charges	28,020	28,020	0	✓	33,627	33,624
<b>Total Operating Costs</b>	<b>46,060</b>	<b>63,138</b>	<b>17,078</b>	✓	<b>75,507</b>	<b>59,216</b>
Interest Expense	0	0	0	✓	0	0
<b>Depreciation</b>	0	0	0	✓	0	0
<b>Total Direct Costs</b>	<b>46,060</b>	<b>63,138</b>	<b>17,078</b>	✓	<b>75,507</b>	<b>59,216</b>
Costs Allocated	0	0	0	✓	0	0
Costs Recovered	0	0	0	✓	0	0
<b>Total Costs</b>	<b>46,060</b>	<b>63,138</b>	<b>17,078</b>	✓	<b>75,507</b>	<b>59,216</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	60,454	62,930	(2,476)	⊗	75,507	74,639
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>60,454</b>	<b>62,930</b>	<b>(2,476)</b>	⊗	<b>75,507</b>	<b>74,639</b>
<b>Net Cost of Service</b>	<b>14,393</b>	<b>(208)</b>	<b>14,601</b>	✓	<b>0</b>	<b>15,423</b>
<b>Contingency - breakdown</b>						
Purchase of Flowers for Aileen	70					
MC14-3.6 Payment towards entrance signs for Maketu to be funded from Community Board Reserve at year end.	645					
<b>Year to date contingency costs</b>	<b>715</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>175,082</b>					
Feasibility study of the Maketu Community Hub (MC20-3.5)	(15,000)					
<b>(Decrease) Increase in year</b>	<b>(15,000)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>160,082</b>					

✓ **Favourable Variance**  
 ⊗ **Unfavourable Variance**

**9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****File Number:** A4062331**Author:** Pernille Osborne, Senior Governance Advisor - Community Boards**Authoriser:** Barbara Whitton, Customer Services and Governance Manager**RECOMMENDATION**

That the draft schedule of meetings for June, July and August 2021, be received.

**ATTACHMENTS**

1. Council Meeting Schedule for June, July and August 2021 [↓](#) 



**Western Bay of Plenty District Council  
Draft Meeting Schedule 2021**

<b>JUNE 2021</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Maketu Community Board	1 June	7.00pm	Maketu Community Centre
Te Puke Community Board	3 June	7.00pm	Te Puke Library and Service Centre
<b>Queen's Birthday – 7 June</b>			
Performance and Monitoring Committee	8 June	9.30am	Chambers
Omokoroa Community Board	8 June	7.00pm	Omokoroa Library and Service Centre
Waiari Kaitiaki Advisory Group	9 June	9.30am	Makahae (Te Kahika) Marae, 20 Te Kahika Road, Te Puke
Citizenship Ceremony	10 June	10.00am	Chambers
Tauranga Moana Advisory Group	11 June	9.30am	BOPRC Tauranga
Waihi Beach Community Board	14 June	6.30pm	Waihi Beach Community Centre
Long Term Plan Workshop	15 June	9.30am	Chambers
Policy Committee	16 June	9.30am	Chambers
Policy Workshop	16 June	1.00pm	Chambers
District Plan Committee (if required)	22 June	9.30am	Chambers
Katikati/Waihi Beach Ward Forum	22 June	7.00pm	Waihi Beach Community Centre
Council	29 June	9.30am	Chambers
<b>JULY 2021</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Kaimai Ward Forum	1 July	7.00pm	Lower Kaimai Hall
Maketu/Te Puke Ward Forum	5 July	7.00pm	TBC
District Plan Committee (if required)	6 July	9.30am	Chambers
District Plan Committee (if required)	7 July	9.30am	Chambers
Citizenship Ceremony	13 July	10.00am	Chambers

Performance and Monitoring	20 July	9.30am	Chambers
Katikati Community Board	23 July	7.00pm	Katikati Library and Service Centre
SmartGrowth Leadership Group Meeting	26 July	8.30am	BOPRC Tauranga
Policy Committee	27 July	9.30am	Chambers
Policy Workshop	27 July	1.00pm	Chambers
Maketu Community Board	27 July	7.00pm	Maketu Community Centre
Te Puke Community Board	29 July	7.00pm	Te Puke Library and Service Centre
<b>AUGUST 2021</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Omokoroa Community Board	3 August	7.00pm	Omokoroa Library and Service Centre
Regional Transport Committee	6 August	9.30am	TBC
Māori Partnership Forum (TBC)	9 August	10.00am	Chambers
Waihi Beach Community Board	9 August	6.30pm	Waihi Beach Community Centre
Council	12 August	9.30am	Chambers
Audit and Risk Committee	12 August	1.30pm	Chambers
District Plan Committee (if required)	17 August	9.30am	Chambers
Regulatory Hearings Committee (if required)	18 August	9.30am	Chambers
Zone 2	19 August	TBC	TBC
Zone 2	20 August	TBC	TBC
Citizenship Ceremony	24 August	10.00am	Chambers
Public Transport Committee	26 August	9.30am	BOPRC Tauranga
Te Maru o Kaituna River Authority	27 August	9.30am	TBC
Performance and Monitoring Committee	31 August	9.30am	Chambers
Katikati/Waihi Beach Ward Forum	31 August	7.00pm	TBC