

# MEETING – AGENDA –

Ngā Take



## MAKETU COMMUNITY BOARD Poari Hapori

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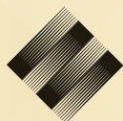
**MC21-5**

**Tuesday, 16 November 2021**

**via Zoom**

**7.00pm**

**<https://westernbay-govt-nz.zoom.us/j/89729763184>**



***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 via Zoom on:  
Tuesday, 16 November 2021 at 7.00pm

## Order Of Business

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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 27 JULY 2021**

**File Number:** A4310949

**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 27 July 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 27 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU COMMUNITY BOARD MEETING NO. MC21-4  
HELD IN THE MAKETU COMMUNITY CENTRE  
ON TUESDAY, 27 JULY 2021 AT 7.00PM**

**1 PRESENT**

Member S Beech (Chairperson), 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), C McLean (Senior Transportation Engineer) and P Osborne (Senior Governance Advisor)

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

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

**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION MC21-4.1**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member L Rae

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

**CARRIED**

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**Aroha Maxwell – LED Lighting**

Ms Maxwell was in attendance to speak to the Board on the below items regarding the new LED Lighting:

- Holiday homeowners in the community were concerned that the new street lights were too dull, and therefore made it difficult for people to spot potential burglars.
- The duller lighting meant that it was not as safe for children walking home in the darker months, noting that many cars sped along Williams Crescent.
- It was noted that there was surface water and loose rocks on Williams Crescent and Town Point Road. A Service Request (CCR) would be raised for this issue.

A member of the public noted that they found that the lights were bright, however they were directional rather than providing more of a 'flood lighting' effect.

The Board noted that, through their own investigation, they believed more lights should be installed around Maketu.

**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION MC21-4.2**

Moved: Member S Simpson

Seconded: Member W Ra Anaru

That the meeting reconvene in formal session at 7.07pm.

**CARRIED**

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**8 MINUTES FOR CONFIRMATION****8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 1 JUNE 2021**

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**RESOLUTION MC21-4.3**

Moved: Cr K Marsh

Seconded: Member S Simpson

That the Minutes of the Maketu Community Board Meeting held on 1 June 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

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**9 REPORTS****9.1 MAKETU COMMUNITY BOARD CHAIRPERSONS REPORT – JULY 2021**

The Board considered a report from the Chairperson, who provided the Board with a brief overview of the report.

The Chairperson acknowledged the resignation of the Western Bay of Plenty District Council (WBOPDC) Roading Engineer (East), noting that the Senior Transportation Engineer was in attendance until a replacement was sought.

The Board noted the below items:

- The Church Road barrier had been repaired; and
- The water fountain was being re-located.

The Board noted that they would monitor the rubbish bin currently placed next to the public toilet at the Maketu Sports Ground. There was concern that, due to it being next to the road, people would dump household rubbish in that bin. The Board would monitor this to see if it needed to be addressed at a later date.

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**RESOLUTION MC21-4.4**

Moved: Member S Beech

Seconded: Cr K Marsh

That the Chairperson's report dated 27 July 2021, titled 'Maketu Community Board Chairpersons Report – July 2021', be received.

**CARRIED**

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**9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT – JULY 2021**

The Board considered a report from Deputy Mayor Scrimgeour, who provided the Board with an update on each of the below items.

Long Term Plan (LTP) Adoption

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The LTP was adopted by Council at the meeting held 27 June 2021. There would be a rates increase of 11.5% in the first year, with a cap of 4% for the following years.

The request from Maketu School, in regards to a funding contribution for the playground upgrade, was approved. Council would fund half of the project cost, on the condition that the school could fund the other half of the required funds.

#### Maketu-Te Puke Reserve Management Plan

The Board was involved in the bus tour, and discussions with Council's Senior Recreation Planner, during a Maketu workshop.

#### Otaiparia Reserve

The name change, from 83 Ford Road, and a concept plan to develop the coastal site, was formally adopted by the Policy Committee on 27 July 2021.

#### Three Waters Reform

The below updates were provided, following the Local Government New Zealand (LGNZ) Conference:

- It was noted that some Mayors and Councils were questioning the proposal to transfer water assets to a public entity;
- The Honourable Nanaia Mahuta noted that the review had identified the scale of the issue;
- The Board was advised that the Government was proposing that the debt associated with the assets would also be transferred over to the new public entity; and
- The proposal was that the current 67 Territorial Authorities would reduce down to four entities. This would be an amalgamation of Councils within the area, specifically for this purpose. It was noted that the proposal identified the Bay of Plenty, Waikato, Coromandel and Taranaki Regions as 'Zone 2'.

The Group Manager Policy Planning and Regulatory Services entered the meeting at 7.19pm.

#### Waiāri Katikati Advisory Group – Tauranga City Council (TCC) Consent

The Board was advised that the Committee membership had been altered, and no decisions on the proposals had been made to date.

#### Wastewater Alternative Discharge Options and Kaitiaki Group – WBOPDC Discharge Consent

A Kaitiaki Group had been established, and was going through an 'education process' to understand what had been done.

**RESOLUTION MC21-4.5**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member S Beech

That the Councillor's report dated 27 July 2021, titled 'Maketu Community Board Councillor's Report – July 2021', be received.

**CARRIED**

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**9.3 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD JULY 2021**

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

**Maketu Cycleway**

The Board sought clarification around the prioritisation for the funding of Stage 2. It was noted that Waka Kotahi (NZTA) had not confirmed how much funding Council would receive in the 2021/2022 financial year, however this should be confirmed by late August 2021. The Board was also informed that there were a number a cycleway projects around the District, so these would have to be prioritised.

**Surf Club Carpark Reserve Rock Revetment**

The Board noted that, at the previous Community Board meeting, they had requested to have an on-site meeting with Council staff to discuss the two proposed options. The Board requested that this happen as soon as possible, due to the health and safety concerns around this area.

**Spencer Avenue Reserve Levelling**

The Board was advised that this report would be made available to them by the end of June 2021, however they were yet to see this. The Board requested for this to be followed up.

**Need for Stop Signs on Te Awhe Road**

The Board noted that the vegetation clearance works had not been completed, and therefore Council's Minute Action Sheet (MAS) needed to remain open.

**Annual Plan 2020 Requests – Outdoor Gym/Exercise Equipment**

The Board was advised that an onsite meeting with Council staff had occurred to confirm placement of the two new outdoor gym/exercise equipment pieces. The Board was informed that the current equipment pieces were used very well.

**Water Fountain Installation**

The Board noted that, due to the re-location of this water fountain, Council's MAS should remain open until the project had been completed.

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**Annual Plan 2020 Requests – Additional BBQ by the Surf Club**

Member Ra Anaru informed the Board that he had drafted a letter to Te Arawa Lakes to explain the intentions of the Board to install an additional BBQ. The letter would also seek permission to carry out the works.

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**RESOLUTION MC21-4.6**

Moved: Cr K Marsh

Seconded: Member W Ra Anaru

That the Deputy Chief Executive's Report, dated 27 July 2021 and titled 'Infrastructure Services Report Maketu Community Board July 2021', be received.

**CARRIED**

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**9.4 MAKETU COMMUNITY BOARD FINANCIAL REPORT – JUNE 2021**

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

The Board asked for the two 'committed reserves expenditure' resolutions that referenced the 'Entrance Signs into Maketu' project to be merged.

The Board noted that they would like to see Council contribute to the ANZAC Day dawn service in Maketu. The funds had been coming out of the Community Board Grants Account, however the Board agreed that they felt that this was something that the ANZAC Committee should not need to apply for on a yearly basis. The Chairperson was encouraged to write a formal request to Council.

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**RESOLUTION MC21-4.7**

Moved: Member W Ra Anaru

Seconded: Deputy Mayor J Scrimgeour

That the Management Accountant's report dated 27 July 2021 and titled 'Maketu Community Board Financial Report – June 2021', be received.

**CARRIED**

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

The Chairperson reminded the Board that they had been invited to the Te Arawa ki Tai hui taking place at Tia Marae in Rangiuru on Thursday 29 July at 10.00am. Member Simpson noted his apologies for this meeting.

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**RESOLUTION MC21-4.8**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member L Rae

That the draft schedule of meetings for August, September and October 2021, be received.

**CARRIED**

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**The Meeting closed at 7.50pm.**

**The minutes of this meeting were confirmed at the Maketu Community Board Meeting held on 21 September 2021.**

.....  
Member S Beech

**CHAIRPERSON**

## 9 REPORTS

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

**File Number:** A4329913

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

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

#### RECOMMENDATION

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

#### BACKGROUND

In a little close-knit community, COVID-19 Level 4 makes life very interesting.

Maketu has learnt a lot from the 2020 lockdowns and it is very pleasing to see most people complying with the restrictions that have been put in place.

A big thanks to the one and only small dairy in Maketu that always seems to be well stocked and has the entire fresh essential food items readily available.

The local health and social services (Hauora) has kicked in again supplying food parcels and other services to the local people. And it is also good to see and receive food and support from our Te Puke groups as well.

Maketu is full of essential workers and they have done well over this trying time.

As time goes by hopefully restrictions will be lifted and we can return to some form of normal.

The two new 'Welcome to Maketu' signs have now been installed on both entrances to our lovely village.

It's very pleasing to see the process on the revamp of the Maketu Community Centre building. A lot of enthusiastic voluntary work is being undertaken by our local Rotary Club.

The last two pieces of outdoor exercise equipment has now been installed at village green and being well patronised.

Keep Safe.

#### Maketu Health and Social Services

**Attachment 1** is the receipt for the funds granted by the Maketu Community Board to Maketu Health and Social Services in June 2021.

## ATTACHMENTS

### 1. Attachment 1 – Receipt from Maketu Health and Social Services Charitable Trust





# RECEIPT

Western Bay of Plenty District Council

**Payment Date**  
25 Jun 2021

**Sent Date**  
14 Sep 2021

**GST Number:**  
078-578-289

Maketu Health & Social Services  
3 Little Waihi Road  
C/- New Zealand Post  
Maketu 3189  
P: 07 533 2551  
F: 07 533 2541  
E: [finance@maketuhauora.org.nz](mailto:finance@maketuhauora.org.nz)

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Total NZD paid	1,500.00
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Invoice Date	Reference	Payment Reference	Invoice Total	Amount Paid	Still Owing
11 Jun 2021	INV-1096	Payment	1,500.00	1,500.00	0.00
			<b>Total NZD</b>	<b>1,500.00</b>	<b>0.00</b>



**9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT – NOVEMBER 2021****File Number: A4386550****Author: Kevin Marsh, Councillor****Authoriser: John Holyoake, Chief Executive Officer****RECOMMENDATION**

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

**BACKGROUND**

COVID-19 restrictions have certainly shut down many freedoms over the past few months, making normal activities and meetings difficult.

**Service under Pressure**

However, it is encouraging to read and hear of organisations meeting the challenges that this virus presents. I am very happy to read of the work of Maketu Health and Social Services in partnership with Poutiri Trust, providing advice and accurate information to residents of Maketu, support and availability for COVID-19 testing and vaccines, as well as providing other support to those in need.

Also deserving of acknowledgment is Facebook page, 'Pride of Maketu', which is a powerful tool for keeping residents in the loop regarding important information, as well as items for sharing, freedom camping rules, furniture and plants for sale or gifting, and locating the odd dog, horse or even pig. Good on you, Laura.

Continuing to serve Maketu Community outstandingly during these tough times are our stalwart organisations of Maketu Fire and Rescue, and Maketu Coastguard, whose members provide lifesaving actions on a regular basis. We were sorry the annual Fire Honours Night was cancelled due to COVID-19, but pleased that members celebrated with an inhouse dinner with partners. Thank you and congratulations to all, for long and outstanding service.

Coastguard members were also unable to attend the annual national conference, where outstanding actions were recognised, but I.T. made it possible to link the Award ceremony nationally. Andrea and I were delighted to enjoy this with Coastguard members on the splendid new deck of Seaside Café on a recent Sunday. (Not sure I should also pay tribute to the outstanding bounty of the sea, as well as the pizzas from the new pizza oven.) Thanks to you all for your brave and selfless service. It is hoped that

formal documentation will be completed shortly enabling development plans for 83 Ford Road to be undertaken, with other organisations to be included in the use of facilities.

Also worthy of mention is the work of Maketu Ōngātoro Wetland Society, with their next function 'Breakfast with the Gulls', followed by their AGM.

Forgive me if I have left out other valuable service organisations, as I know there are many. You are all appreciated. Thank you.

### **Long Term Plan**

Council has signed off on the Long-Term Plan, after extensive consultation with our communities, and the consideration of feedback totalling 44,206 submissions.

Topics of interest to Maketu and surrounds include the following:

1. Approved the contribution of \$26,000 towards upgrade of hardcourts at Maketu School, funded from **Facilities in the Community Fund** – subject to an ongoing public access agreement between the school and Council, and the school raising the balance of the funding needed. Maketu had requested a funding contribution towards the hard courts with synthetic grass surface, as well as funding for a new playground to replace the old one. The hard courts are the only ones available in Maketu and have been used by the community over the years. Further discussion is needed with Maketu Community on the best location for a new playground.
2. Approved \$35,000 per year, up from \$27,430 to Maketu Ōngātoro Wetland Society. The Society delivers a successful environmental education programme to schools in the eastern part of our District. This extension of funding will enable Rangioru School to join the programme.

### **Maketu-Te Puke Ward Forum**

I was disappointed that the planned Ward Forum for this month was cancelled due to COVID-19. These forums have provided valuable information, as well as the opportunity to make representation to Council on issues of interest and importance. Myself and Deputy Mayor John, are always available to hear from you, individually or as organisations, and we will take any issues to Council for discussion. Public Forums are also available prior to Council meetings.

### **Three Waters – Storm Water, Waste Water and Drinking Water:**

This topic has occupied Councils throughout New Zealand for many months, with Councils being asked to provide feedback on Government's Three Waters Reform draft proposal to transfer from 67 councils to four publicly owned entities from July 2024. The great majority of Councils provided feedback which largely related to governance arrangements. While expecting Government to provide the opportunity for Councils to opt-in or out of the national programme, Government instead mandated it to be compulsory to join the government programme.

Our infrastructure is in a good state, reflecting the major investments we have made in the past, so we are understandably concerned about how these assets will be managed

in the future. There are many questions as to how this will work, and a process of consultation will follow.

However, *'there is many a slip between cup and lip,'* so hopefully, common sense may prevail.

I believe this is my last opportunity prior to Christmas, to extend greetings to all Maketu residents. I trust that we all remain well, that we continue to take care of each other and our neighbours, and that 2022 brings hope and freedom.

My warmest wishes to you all,

Kevin Marsh

### 9.3 2022/23 ANNUAL OPERATING BUDGET

**File Number:** A4385745

**Author:** Allan Carey, Financial Business Advisor

**Authoriser:** Sarah Bedford, Financial Controller

#### EXECUTIVE SUMMARY

The Community Board is required to review its Annual Plan and make a recommendation on what the Board considered its operational budget should be for the upcoming financial year.

The Board is aware that the Annual Plan will be subject to Council review and consultation.

The Board should give consideration to their work programmes going forward and commitment of any Reserve funding for future projects.

#### RECOMMENDATION

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

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

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

## BACKGROUND

Under the role and purpose of Community Boards, subject to compliance with Council strategies, policies, plans and legislation, the Community Board has the delegated function to:

- Control, expend and monitor funds as allocated by Council.

The salary component of all Community Boards has been determined by the Remuneration Authority and the Board has no control over this figure. Under the new process used by the Remuneration Authority the increment will be assessed annually.

The Maketu Community Board Budget for 2020/21, as adopted in the Long Term Plan (LTP) is shown below:

OPERATING COSTS	2020/21 Actual	2020/21 Budget
Conference	0	0
Connections	0	0
Contingency	4,424	17,000
Grants	5,000	5,000
Milage Allowance	0	1,000
Security	4,547	4,020
Street Decorations	0	0
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COSTS		

## STATUTORY COMPLIANCE

The Local Government Act 2002 required that Community Boards prepare an annual submission to Council for expenditure within their community.

## FUNDING/BUDGET IMPLICATIONS

Budget Information	Funding	Relevant Detail
Council		The Maketu Community Board does not have the delegated authority to make funding allocations outside of the adopted budget. The Community Board may make recommendations to Council.

**CONSULTATION AND COMMUNICATION**

<b>Interested/Affected Parties</b>	<b>Completed/Planned Consultation/Communication</b>	<b>Notes</b>
General Public	The public may comment on the Board's budget during the Annual Plan/Long Term Plan consultation process.	

## 9.4 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD NOVEMBER 2021

**File Number:** A3942719

**Author:** Tracy Harris, Executive Assistant

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

### EXECUTIVE SUMMARY

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

#### RECOMMENDATION

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

### ROADING

#### Transportation – Maketu Community Roading

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

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

**Transportation – Road Improvements LED Lighting**

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

*What's Happened:*

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

*What's Next:*

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

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

**Maketu Cycleway**

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

*What's Happened:*

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

*What's Next:*

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

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

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

*What's Happened:*

The new Council-led Kerbside Rubbish and Recycling Service commenced on 1 July 2021. A Pay As You Throw (PAYT) user-pays tag system applies for rubbish collection. Collection of red lid rubbish bins will be available each week. Bins need to be put out at 7am on collection day with a PAYT tag correctly attached through both the red handle and black lug.



Kerbside collections continue under Covid-19 Alert level 2 for general refuse and mixed recycling, glass and food scraps.

Council's service centres are selling PAYT tags for rubbish collections. PAYT tags are sold for \$3-95 each.

The community recycle centres and greenwaste drop-off are open to the public with Covid alert Level 2 requirements in place. These include scanning with the Covid tracer APP or signing in, the wearing of masks and physical distancing of 2 meters adhered to.

#### *What's Next:*

Review of the Waste Management and Minimisation Bylaw.

The Western Bay of Plenty District Council started consultation on Tuesday, 26 October 2021 on the Waste Management and Minimisation Bylaw. Consultation on the Bylaw will close on Friday 26 November 2021 at 4pm.

A website which outlines the background information on the Bylaw, what we are proposing and allows you to give your feedback has been set up. The website can be found here: <https://haveyoursay.westernbay.govt.nz/waste-bylaw>

Council's Waste Management and Minimisation Bylaw covers matters relating to waste management and minimisation in the District. Its key purpose is to promote waste management and minimisation objectives and support the implementation of Council's Waste Management and Minimisation Plan, particularly where Council does not have direct control of the waste stream.

## **EMERGENCY MANAGEMENT**

The Maketu Hauora continues to provide good local leadership and support to the community, especially during this current COVID-19 resurgence.

With good clear communications out to the community, the Hauora is providing guidance about Alert Level 4 Lockdown conditions and requirements, as well as being prepared to support local welfare needs.

The Hauora is currently undertaking a welfare needs assessment survey, across the wider eastern Districts (Maketu, Pukehina, Paengaroa, Pongakawa etc.) to identify and prioritise welfare requirements in our communities.

The recent appointment of an Emergency Planner position, within the Hauora, greatly enhances community resilience, and responsiveness, specifically in an emergency event. Advice and guidance is available from WBOPDC Emergency Management and Emergency Management BOP to support the local efforts of the Maketu Hauora and Emergency Planner.

## **ATTACHMENTS**

### **1. MAS Maketu Community Board Nov 2021 PDF**

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

Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 17 October 2017</b>	<b>Scott Parker</b>	<b>Reports</b>	<b>Surf Club Car Park Reserve Rock Revetment – MAS Reference MC20 16 2.1</b>
<p><b>November 2021:</b> There has not been any change to this item as staff have not been in contact with affected parties.</p> <p><b>September 2021:</b> There has not been any change to this item as staff have not been in contact with affected parties but will try again post lockdown.</p> <p><b>July 2021:</b> Staff have not been able to resolve a meeting date and participants attending with Ngati Pikiao. Consequently, the project has stalled. Staff will continue to try to set a meeting date to enable the project to progress.</p> <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 planning 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>			

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

**Action Sheets Report****Updated: November 2021**

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

**Sept 2020:**

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

**19 August 2019:**

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

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

**July 2020:** Dr Jim Dahm's report was received during the Covid-19 Lockdown and will be reviewed in discussion with Tangata Whenua to resolve the issue and reported to the Performance and Monitoring Committee. Options are likely to range from regular beach sand nourishment (the regular re-grading of the beach sand profile to maintain an erosion mitigating barrier between the sea and the carpark), to a modified stepped wall design partly into the existing carpark rather than extending any distance onto the beach.

**30 May 2019:**

Staff are currently working with Council's Lawyers on preparing a case for the hearing. Part of the strategy will consider a pre-hearing meeting with the opponents to the proposal.

**1 March 2019:**

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

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

**Action Sheets Report****Updated: November 2021****31 Jan 2019:**

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

The Board will be advised of the outcome.

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

**1 Oct 2018:**

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

**17 August 2018:**

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

**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.

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

**Action Sheets Report****Updated: November 2021****10 April 2018:**

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

**13 March 2018:**

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

**5 Feb 2018:**

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

**16 Jan 2018:**

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

**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.

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

**Action Sheets Report****Updated: November 2021****11 Sept 2017:**

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

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

OR

2. Withdrawal of the application in its entirety.

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

**9 August 2017:**

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

**28 July 2017:**

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

**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.

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

**Action Sheets Report****Updated: November 2021****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 to the consultant for detailed design and construction price estimation. The Board, Tangata whenua and community will be provided a copy of the detailed design to confirm as soon as it becomes available.

**12 August 2016:**

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

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

**Action Sheets Report****Updated: November 2021****13 July 2016:**

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

**15 June 2016:**

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

**23 May 2016:**

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



<div> <div>Division:</div> <div>Committee:</div> </div> <div> Infrastructure Services Group Maketu Community Board </div>			
Action Sheets Report		Updated: November 2021	
Meeting	Officer/Director	Section	Subject
Maketu Community Board 5 April 2016	Sue Hammond	Reports	Spencer Avenue Reserve Levelling
<p>THAT the Maketu Community Board commits to funds from the Maketu Community Board Reserves Account to undertake levelling work on two sites of the Spencer Avenue Reserve, subject to an acceptable quote for the work being provided and noting that three quotes would be obtained and provided to the Maketu Community Board for their consideration.</p>			
<p><b>November 2021:</b> Staff can confirm the Resource Consent has been granted. Levelling will be an on-going process.</p>			
<p><b>September 2021:</b> Staff are still waiting for Resource Consent – lockdown has also delayed the process.</p>			
<p><b>July 2021:</b> Staff are still waiting for the Council Planner's consideration on the drainage consultants report and resource consent.</p>			
<p><b>May 2021:</b> The report from the drainage consultant has been reviewed and sent to Council's planning officer for consent consideration.</p>			
<p><b>March 2021:</b> A meeting was held between the consultant, the Reserves Officer and Tonkin &amp; Taylor to discuss the changes to the Engineer's report. This will impact conditions in the Resource Consent. Staff are waiting for the new report from Tonkin &amp; Taylor.</p>			
<p><b>January 2021:</b> The Resource Consent application is still being processed. Discussion has taken place between a Reserves Consultant and WBOPDC's consents planner to finalise details that were sought in the section 92 – request for further information / clarification.</p>			
<p><b>November 2020:</b> The Resource Consent has been submitted and staff are currently waiting for feedback from the Duty Planner.</p>			

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

**Action Sheets Report****Updated: November 2021****Sept 2020:**

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

**15 July 2019:**

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

**23 April 2019:**

The Consent process is underway. The Board will be updated as the Consent process progresses.

**11 March 2019:**

Once the Agreement has been received and signed, the Resource Consent application will be prepared and lodged with the Regional Council.

**31 Jan 2019:**

Staff have followed up with the consultant on their offer of, service letter. A verbal update will be provided at the Board meeting.

**28 Nov 2018:**

There has been no change since the previous update, as per comments below the letter of engagement is yet to be received and a follow up email to Tonkin & Taylor has been sent.

**12 Nov 2018:**

An on-site meeting was held with Tonkin and Taylor. Staff are now waiting for a letter of engagement as planned. It was confirmed this will be sent by mid-late November 2018.

**1 Nov 2018:**

An on-site meeting was held with Tonkin and Taylor. Staff are now waiting for a letter of engagement as planned. It was confirmed this will be sent by mid-late November 2018.

**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.

[Infocouncil](#)

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

**Action Sheets Report****Updated: November 2021****20 August 2018:**

Staff have been in contact with Tonkin and Taylor who have advised that they are still compiling the report.

**6 July 2018:**

On-going correspondence with Tonkin and Taylor. Recent work completed by the Regional Council included battering back the drain within the Reserve and planting which will impact the processing of the Consent. Tonkin and Taylor have been informed.

**25 May 2018:**

Tonkin & Taylor have been engaged to undertake the assessment of effects for the area shown as floodable on the District Plan.

**17 April 2018:**

Reserves and Facilities Officer East has requested a quote from the Engineer for the Resource Consent.

**15 February 2018:**

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

**16 March 2018:**

Internal resourcing for this project is now not an option. Funding for external consultant engineers is being investigated. The draft LTP includes funding of \$..... per annum to assist with progressive filling and levelling of the area.

**15 January 2018:**

No change

**10 Nov 2017:**

Resource Consent is required from WBoPDC and will be obtained as and when resources permit.

**October 2017:**

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

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

**Action Sheets Report****Updated: November 2021****25 Sept 2017:**

It has been ascertained that no consent is required through the Regional Council. However, one is required from WBoPDC for quantities greater than 5m<sup>3</sup>. That quantity will be arranged as soil becomes available.

**22 August 2017:**

It was agreed that peat from Papamoa was not a suitable fill for this site. If there were local truckloads of clean fill, then they could be deposited in the reserve on the basis that the quality of fill was closely monitored.

**July 2017:**

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

**22 May 2017:**

To be progressed as and when resources permit.

**10 April 2017:**

No changes to comments below.

**8 March 2017:**

No change due to other unexpected staff resources.

**12/1/2017:**

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

**08.12.2016:**

Resource Consent is still required.

**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.

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

**Action Sheets Report****Updated: November 2021****25/10/2016:**

Processing resource consent.

**15.09.2016:**

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

**22.08.2016:**

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

**12/7/16:**

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

**15/6/16**

Still waiting additional quotes.

**23/5/16**

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

**18.04.2016:**

The Reserves and Facilities Manager met with the Chair, Shane Beech and Gus Cantlon on 13 April regarding other matters. This was discussed at the meeting. Meeting scheduled with CB Chair to clarify scope of works for Spencer Ave.

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

**Action Sheets Report**

**Updated: November 2021**

Meeting	Officer/Director	Section	Subject
<b>Maketu Community Board 1 December 2020</b>	<b>Sue Hammond</b>	<b>Reports</b>	<b>Maketu Community Board Annual Plan 2020 Requests</b>
That the Maketu Community Board approve funding of up to \$20,000 from the Maketu Community Board Reserve Account for the purchase and installation of two additional pieces of outdoor gym/exercise equipment to be located at the Park Road Reserve.			
<b>November 2021:</b> The gym equipment has been installed. <b>This project is now completed.</b>			
<b>September 2021:</b> The type of equipment was approved by the Community Board and subsequently ordered. Delivery is estimated end of September. Concrete pads have been constructed ready for the installation.			
<b>July 2021:</b> This project has not yet been commenced.			
<b>Jan 2021:</b> Added to committed reserve expenditure for December 2020 report.			

<div><div>Division:</div>Infrastructure Services Group</div> <div><div>Committee:</div>Maketu Community Board</div>			
Action Sheets Report		Updated: November 2021	
Meeting	Officer/Director	Section	Subject
Maketu Community Board 1 December 2020	Sue Hammond	Reports	Maketu Community Board Annual Plan 2020 Requests
<p>That the Maketu Community Board approve funding of up to \$5,000 from the Maketu Community Board Reserve Account for the installation of a water fountain to be placed on the sports field by the Skate Park.</p>			
<p><b>November 2021:</b> The fountain has been installed. This project is now complete.</p>			
<p><b>September 2021:</b> The water fountain has been relocated.  The final sign off for completion has been delayed due to the COVID lockdown.</p>			
<p><b>July 2021:</b> The water fountain has been installed; however, it has been requested that it be re-located.</p>			
<p><b>Jan 2021:</b> Added to committed reserve expenditure for December 2020 report.</p>			

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

**Action Sheets Report**

**Updated:** November 2021

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



<div> <div>Division:</div> <div>Committee:</div> </div> <div> <div>Infrastructure Services Group</div> <div>Maketu Community Board</div> </div>			
Action Sheets Report		Updated: November 2021	
Meeting	Officer/Director	Section	Subject
Maketu Community Board 1 June 2021	Dave Macfarlane	Reports	Maketu Community Board Chairpersons Report – June 2021
<p>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:</p> <ul style="list-style-type: none"> <li>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.</li> </ul>			
<p><b>November 2021</b></p> <p>Significant progress has been made on the refurbishment. The lining, and ceilings have been stripped out, and new framing is in place for the new layout. The first fix plumbing and electrical is complete, and wall insulation is being fitted. We are currently waiting on a pre-line inspection after 2 lots of additional information were required by the building consents team.</p> <p><b>September 2021:</b></p> <p>A site meeting has been held with Rotary, architect, builders, building inspector and Strategic Property. The scope of the build has been simplified due to asbestos. Plans have been drawn up and sighted and the title has been supplied for lodging the consent.</p> <p>A pre-start meeting was planned for Alert Level 2 demo commencement, however, due to the Covid lockdown, delays are expected as the internal demo can only start at Alert Level 2.</p> <p>The fire station will host meetings and bathroom facilities as services are being disconnected.</p> <p><b>July 2021:</b></p> <p>A meeting will be scheduled with the Maketu Rotary Committee during July to discuss the proposed plans and consents.</p>			

**9.5 MAKETU COMMUNITY BOARD FINANCIAL REPORT – SEPTEMBER 2021****File Number: A4359730****Author: Allan Carey, Financial Business Advisor****Authoriser: Sarah Bedford, Financial Controller****EXECUTIVE SUMMARY**

This report is a financial report for the financial year to date 30 September 2021.

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

Attached are the financial statements for the year ended 30 September 2021 **(Attachment 1)**.

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

**Grant payments made to date:**

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

**Committed – Operational expenditure**

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

**2021/22 Reserve analysis:**

Resolution	Description	\$
	2021/22 Opening balance	167,910
MC14.3.6	Up to \$5,000 for entrance signs into Maketu WTF Print – Entrance Signs	(1,051)
MC21-2.6	Further \$2,000 towards entrance signs into Maketu. WTF Print – Entrance Signs	(1,649)

MC20-6.8	Up to \$5,000 for the installation of a water fountain to be placed on the sports field by the Skate Park.  Bivouac Landscapes & Armstrong Plumbing – Water Fountain Maketu Sports Ground	(3,038)
MC20-6.9	Up to \$20,000 for the purchase and installation of two additional pieces of outdoor gym/exercise equipment to be located at Park Road Reserve.  HotShot Sports Equip – Fitness Equipment Park Rd Reserve	(10,015)
	<b>2021/22 Closing balance before committed expenditure</b>	<b>152,157</b>

### Committed – Reserves expenditure

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

### RECOMMENDATION

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

## ATTACHMENTS

1. **Maketu Financials September 2021**  

<b>Western Bay of Plenty District Council</b> <b>Income and Expenditure Statement</b> <b>For the period ended 30 September 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]	0	4,251	4,251	☑	17,000	4,424
Grants	0	1,251	1,251	☑	5,000	5,000
Mileage Allowance	0	249	249	☑	1,000	0
Salaries	3,247	3,714	467	☑	14,860	14,739
Security	0	1,005	1,005	☑	4,020	4,547
Inter Department Charges	8,406	8,406	0	☑	33,627	33,624
<b>Total Operating Costs</b>	<b>11,653</b>	<b>18,876</b>	<b>7,223</b>	☑	<b>75,507</b>	<b>62,335</b>
Interest Expense	0	0	0	☑	0	0
<b>Depreciation</b>	0	0	0	☑	0	0
<b>Total Direct Costs</b>	<b>11,653</b>	<b>18,876</b>	<b>7,223</b>	☑	<b>75,507</b>	<b>62,335</b>
Costs Allocated	0	0	0	☑	0	0
Costs Recovered	0	0	0	☑	0	0
<b>Total Costs</b>	<b>11,653</b>	<b>18,876</b>	<b>7,223</b>	☑	<b>75,507</b>	<b>62,335</b>
<b>Income</b>						
Financial Contributions	0	0	0	☑	0	0
Interest Received	0	0	0	☑	0	0
Other Income	0	0	0	☑	0	0
Rate Income	23,317	20,127	3,190	☑	80,507	72,545
Service Charges	0	0	0	☑	0	0
Subsidies & Grants	0	0	0	☑	0	0
User Fees	0	0	0	☑	0	0
<b>Total Direct Income</b>	<b>23,317</b>	<b>20,127</b>	<b>3,190</b>	☑	<b>80,507</b>	<b>72,545</b>
<b>Net Cost of Service</b>	<b>11,663</b>	<b>1,251</b>	<b>10,412</b>	☑	<b>5,000</b>	<b>10,210</b>
<b>Contingency - breakdown</b>						
No costs incurred this year	0					
<b>Year to date contingency costs</b>	<b>0</b>			☑ <b>Favourable Variance</b> ⊗ <b>Unfavourable Variance</b>		
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>167,910</b>					
MC14.3.6 Up to \$5,000 for entrance signs into Maketu	(1,051)					
MC21-2.6 Further \$2,000 towards entrance signs into Maketu.	(1,649)					
MC20-6.8 Bivouac Landscapes & Armstrong Plumbing - Water Fountain Maketu	(3,038)					
Sports Ground	(10,015)					
MC20-6.9 HotShot Sports Equipment - Fitness Equipment Park Rd Reserve						
<b>(Decrease) Increase in year</b>	<b>(15,753)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>152,157</b>					

**9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****File Number: A4311771****Author: Pernille Osborne, Senior Governance Advisor – Community Boards****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

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

**ATTACHMENTS**

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

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

NOVEMBER 2021			
Meeting	Date	Time	Venue
Council	4 November	9.30am	Chambers
District Plan Committee	4 November	On conclusion of Council	Chambers
Audit and Risk Committee	4 November	1.30pm	Chambers
Regional Transport Committee	5 November	9.30am	BOPRC Tauranga
Katikati Community Board	10 November	7.00pm	Katikati Library and Service Centre
Citizenship Ceremony (TBC)	16 November	10.00am	Chambers
Maketu Community Board	16 November	7.00pm	Maketu Community Centre
Annual Plan/Long Term Plan Committee Workshop	17 November	9.30am	Chambers
Te Puke Community Board	18 November	7.00pm	Te Puke Library and Service Centre
Te Maru o Kaituna River Authority	19 November	9.30am	TBC
Ōmokoroa Community Board	23 November	7.00	Ōmokoroa Library and Service Centre
Waiāri Kaitiaki Advisory Group	24 September	9.30am	Ngati Moku Marae
Waihi Beach Community Board	29 November	6.30pm	Waihi Beach Community Centre
Public Transport Committee	30 November	9.30am	BOPRC Tauranga
DECEMBER 2021			
Meeting	Date	Time	Venue
SmartGrowth Leadership Group	1 December	8.30am	BOPRC Chambers
Performance and Monitoring Committee	2 December	9.30am	Chambers
Annual Plan/Long Term Plan Committee Workshop	8 December	10.30am	Chambers

Policy Committee	9 December	9.30am	Chambers
Policy Workshop	9 December	1.00pm	Chambers
Tauranga Moana Advisory Group	10 December	9.30am	BOPRC Chambers
Local Alcohol Policy / Alcohol Control Bylaw Hearing	14 December	9.30am	Chambers
Council	16 December	9.30am	Chambers
Civil Defence Emergency Management Group	17 December	TBC	TBC
<b>JANUARY 2022</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>New Years Day (observed) – 3 January</b>			
<b>Day After New Years Day (observed) – 4 January</b>			
<b>Auckland Anniversary Day – 31 January</b>			
<b>FEBRUARY 2022</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>Waitangi Day (observed) – 7 February</b>			
Katikati Community Board	2 Feb	7.00pm	The Centre. Patuki Manawa
Policy Committee	8 Feb	9.30am	Chambers
Policy Workshop	8 Feb	1.00pm	Chambers
Ōmokoroa Community Board	8 Feb	7.00pm	Ōmokoroa Library & Service Centre
Performance and Monitoring Committee	10 Feb	9.30am	Chambers
Te Puke Community Board	10 Feb	7.00pm	Te Puke Library & Service Centre
Annual Plan Workshop	15 Feb	9.30am	Chambers
Maketu Community Board	15 Feb	7.00pm	Maketu Community Centre
Te Ihu o te Waka o Te Arawa (Te Arawa)	16 Feb	10.00am	Chambers
Waihi Beach Community Board	21 Feb	6.30pm	Waihi Beach Community Centre
Citizenship Ceremony	22 Feb	10.00am	Chambers



Te Kāhui Mana Whenua o Tauranga Moana (TKMW)	23 Feb	10.00am	Chambers
Council	24 Feb	9.30am	Chambers

\*Please note that these meetings are subject to change