

Mā tō tātou takiwā  
**For our District**

## **Te Puke Community Board**

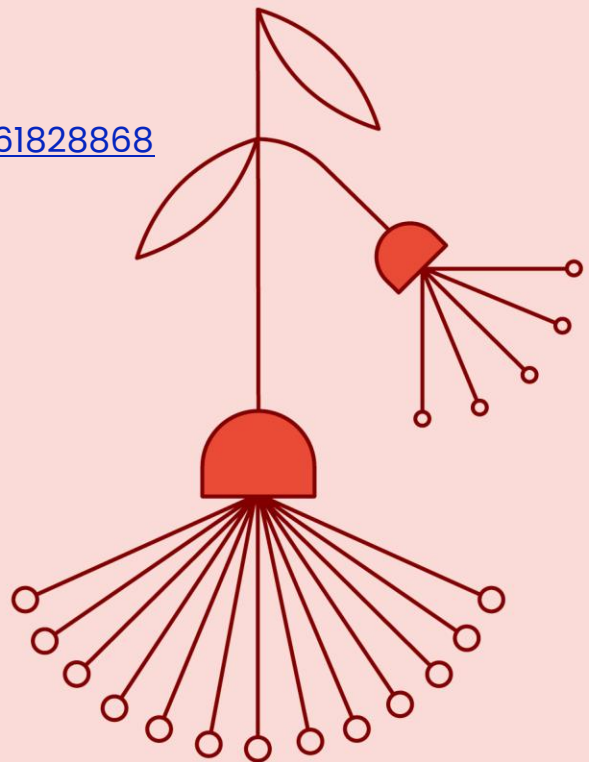
Komiti Taiwhenua

TP22-2

Thursday, 7 April 2022, 7.00pm

Via Zoom

<https://westernbay-govt-nz.zoom.us/j/84161828868>



# Te Puke Community Board

## Membership:

<b>Chairperson</b>	Richard Crawford
<b>Deputy Chairperson</b>	Tupaea Rolleston
<b>Members</b>	Kassie Ellis Dale Snell Cr Grant Dally Cr Monique Gray
<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 Te Puke Community Board Meeting will  
be held via Zoom on:  
Thursday, 7 April 2022 at 7.00pm

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**1 PRESENT****2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

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

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 10 FEBRUARY 2022

**File Number:** A4516477

**Author:** Pernille Osborne, Senior Governance Advisor – Board Secretary

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

#### RECOMMENDATION

That the Minutes of the Te Puke Community Board Meeting held on 10 February 2022, as circulated with the agenda, be confirmed as a true and correct record.

## ATTACHMENTS

### 1. Minutes of the Te Puke Community Board Meeting held on 10 February 2022

MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP22-1  
HELD VIA ZOOM (AUDIO/VISUAL LINK) ONLY  
UNDER COVID-19 PROTECTION FRAMEWORK - RED  
ON THURSDAY, 10 FEBRUARY 2022 AT 7.00PM

**1 PRESENT VIA ZOOM**

Chairperson R Crawford (Chairperson), Member T Rolleston, Member K Ellis, Member D Snell, Cr G Dally and Cr M Gray

**2 IN ATTENDANCE VIA ZOOM**

J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor)

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

Nil

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 18 NOVEMBER 2021

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#### RESOLUTION TP22-1.1

Moved: Member T Rolleston

Seconded: Member K Ellis

That the Minutes of the Te Puke Community Board Meeting held on 18 November 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

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## 9 REPORTS

### 9.1 TE PUKE COMMUNITY BOARD CHAIRPERSONS REPORT – FEBRUARY 2022

The Board considered a report from the Chairperson. The report was taken as read, with the Chairperson providing a brief overview on each item.

In relation to the Te Puke Library and Service Centre Boardroom lighting, the Board asked that all future funding requests from staff, contained at least two quotes from local contractors.

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#### RESOLUTION TP22-1.2

Moved: Cr M Gray

Seconded: Member D Snell

1. That the Chairperson's report dated 10 February 2022, titled 'Te Puke Community Board Chairpersons Report – February 2022', be received.

**CARRIED**

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#### RESOLUTION TP22-1.3

Moved: Chairperson R Crawford

Seconded: Member T Rolleston

2. That the Te Puke Community Board approve \$1,879.91 from the Te Puke Community Board Reserve Account for costs relating to the Te Puke Library and Service Centre Boardroom lighting upgrade.

**CARRIED**

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## 9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT – FEBRUARY 2022

The Board considered a report from Councillor Gray. The report was taken as read. The Board was advised that the Pukehina Community Hall and the Ratepayers Association, were yet to hold their Annual General Meeting.

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### RESOLUTION TP22-1.4

Moved: Member K Ellis

Seconded: Member D Snell

That the Councillor's report dated 10 February 2022, titled 'Te Puke Community Board Councillor's Report – February 2022', be received.

**CARRIED**

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## 9.3 TE PUKE COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2022

The Board considered a report from the Senior Governance Advisor. The report was taken as read, with further discussion around representation of the Community Board on ANZAC Day 2022.

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### RESOLUTION TP22-1.5

Moved: Cr M Gray

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 10 February 2022, titled 'Te Puke Community Board – ANZAC Day Commemoration 2022', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke Community Board provide a wreath for the ANZAC Day Service, to be paid from the Te Puke Community Board Contingency Account (up to the value of \$200).
4. That Chairperson Richard Crawford represents the Te Puke Community Board at the ANZAC Day Service in Te Puke on 25 April 2022.

**CARRIED**

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#### 9.4 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS – FEBRUARY 2022

The Board considered a report from the Senior Governance Advisor. The report was taken as read, with further discussion on each of the below applications.

##### Blue Light Ventures

The Board acknowledged that there was only one quote to produce the Street Smart Handbook, as the copyright to the Street Smart Handbook was owned by Countrywide Media Australia. This meant they were the only ones who could print the brochure.

##### Te Puke Scout Group

The Board acknowledged the importance of addressing the security issues that had taken place in this area, however they would like to invite representatives from the Te Puke Scout Group to an upcoming workshop to provide some further clarification.

The Board agreed to leave this application on the table until the next Community Board meeting.

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#### RESOLUTION TP22-1.6

Moved: Member T Rolleston

Seconded: Cr G Dally

1. That the Senior Governance Advisor's report dated 10 February 2022, titled 'Te Puke Community Board Grant Application – February 2022', be received.

**CARRIED**

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#### RESOLUTION TP22-1.7

Moved: Member K Ellis

Seconded: Member D Snell

2. That the Te Puke Community Board approve the Grant Application from Blue Light Ventures Inc for \$700 for the printing costs of 200 Street Smart Handbooks for Year 13 Te Puke High School students. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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**9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD FEBRUARY 2022**

The Board considered a report from the Deputy Chief Executive. The report was taken as read.

The Board noted that the 'Library Mosaic Replacement' project had been completed.

The Board would like to have a workshop with the Senior Transportation Engineer regarding the proposed projects from the Roding Account.

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**RESOLUTION TP22-1.8**

Moved: Member T Rolleston

Seconded: Member D Snell

That the Deputy Chief Executive's Report, dated 10 February 2022 and titled 'Infrastructure Services Report Te Puke Community Board February 2022', be received.

**CARRIED**

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**9.6 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2021**

The Board considered a report from the Financial Business Advisor. The report was taken as read, and the Chairperson reiterated that the final CCTV cost was still in need of Board approval, prior to funding.

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**RESOLUTION TP22-1.9**

Moved: Chairperson R Crawford

Seconded: Member T Rolleston

That the Financial Business Advisor's report dated 10 February 2022 and titled 'Te Puke Community Board – Financial Report December 2021', be received.

**CARRIED**

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

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

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**RESOLUTION TP22-1.10**

Moved: Member D Snell

Seconded: Cr M Gray

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

**CARRIED**

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The Meeting closed at 7.45pm.

Confirmed as a true and accurate record at the Te Puke Community Board meeting held on 7 April 2022.

.....  
Chairperson R Crawford

CHAIRPERSON

## 9 REPORTS

### 9.1 TE PUKE COMMUNITY BOARD CHAIRPERSONS REPORT – APRIL 2022

**File Number:** A4515078

**Author:** Richard Crawford, Community Board Chairperson

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

#### RECOMMENDATION

That the Chairperson's report dated 7 April 2022, titled 'Te Puke Community Board Chairpersons Report – April 2022', be received.

#### BACKGROUND

##### COVID-19

As we are all experiencing the full effects of Omicron spreading through our communities with the effects of people off work or schools having to isolate, often whole families isolating. This has put a lot of strain on our community. Businesses are struggling to operate with a lack of staff and hospitality experiencing trading 50% or less turnover. Meetings having to be online and not face to face now makes it hard for connection and socializing. In amongst this it is great to see our community rising to the challenge to support one another.

##### Highlights:

- Emergency meals have been created and distributed throughout our community food banks and health providers, with some Ministry of Social Development (MSD) funding. Organisations like the Daily Charitable Trust were able to produce around 750 family size precooked meals, along with the lunches, in the school's program. Any leftovers are distributed back into the community (approx. 2000 lunches a day).
- Volunteers offering to help where needed filling in for staff who are isolating.
- Volunteers doing grocery shopping and dropping off to those isolating.

##### **Safer Communities**

##### Stock Route

Our Board was able to meet with the community groups on Stock Road (Te Puke Cubs and Scouts / Te Puke Playcentre, and Te Puke Toy Library & Hāpai Whānau. We also

acknowledge the use by other community groups in the area, who have high levels of safety concerns around their buildings and street. We were approached to help fund CCTV camera and graffiti removal / painting of the Scout Den building in our last Community Board meeting via a grant application. The Board is supportive in making this area safer and will be able to assist in a small amount but advised the groups to seek other funding from council or funding agencies. Since our meeting the Toy Library has been able to progress the installation of security lighting and a camera on their own.

The Board will reconsider the grant application that remains on the table, noting that the amount is not to exceed \$1,500.00. The situation will be reassessed in six months to see if further measures are needed once all equipment is in place.

### **Safer Community Forum**

The Board is in the process along with WBOPDC to start Safer Community Forum again after many years not meeting. We feel this is an important forum to have in our community. We are planning to meet with community engagement staff from WBOPDC and other relevant stakeholders to see this progress.

### **Digital Enablement**

Our Board met (by Zoom) with Te Puke Library Manager and Libraries Cultural and Community Advisor to discuss digital enablement needs in our community. The Community Board are very excited to see the same sort of resourcing over the other side of the district progress and benefit our ward and surrounds. It is fantastic to hear AA will be positioned in the library, allowing our library to have the added value the community are looking for into the future.

### **Reserve Management Plan Review**

The Board meet with council staff to workshop the Reserve Management Plan review. We were able to give some feed back on items identified in the review for our community

1. Proposed dog park – The Board felt it needed to be bigger in area, but support the idea of different areas to walk your dog
2. Jubilee Park – There are many community aspirations for this space
  - Feel of the community is to keep it as a green space as much as possible
  - Not to put more infrastructure on the park like the swimming pool or future library /community hub
3. Cycle ways and walkways to link up all our parks and reserves in the urban area

**Future Swimming pool Location**

2025 is not far away so the board is looking forward to the community engagement from WBOPDC on possibilities where the pool is best located and hopefully settle on location and what the design will entail and look like. The board will be active in engaging our community on their aspirations for this pool

**ANZAC Day**

Unfortunately, the ANZAC Parade has once again been cancelled. Our board members are planning to meet on the morning of ANZAC at the War memorial to lay a wreath in memory of all those that sacrificed their lives for our freedom during their military involvement.

**Wastewater Advisory Group (WWAG)**

The Community Board Chairperson has now been added to the Wastewater Advisory Group (WWAG) as part of the committee. We now can have some input to the future of our wastewater management infrastructure.

**Infrastructure / Roading**

The Senior Transportation Engineer was unable to attend our last Board meeting, so we arranged a zoom meeting / workshop on 3 March 2022 with the board members to go over our roading projects. These items will come up in our Infrastructural report.

Note

We did have one Service Request (CCR) submitted to us regarding a piece of road in Manoeka.

Manoeka Road where the center line was not centered in the middle of the road on a bend potentially a major safety issue. Council has responded to correct this but the person in the community has complained that it was six months ago when the CCR was raised and fortunately there has been not serious accidents occur. Regardless the residents of Manoeka Rd appreciate the assistance to correct this.

**EPiC Te Puke**

The EPiC Te Puke group have requested to make a presentation of their new online system to the Community Board. It will be a 5min presentation and will take place during Public Forum.

**9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT – APRIL 2022****File Number: A4517313****Author: Grant Dally, Councillor****Authoriser: John Holyoake, Chief Executive Officer****RECOMMENDATION**

That the Councillor's report dated 7 April 2022, titled 'Te Puke Community Board Councillor's Report – April 2022', be received.

**BACKGROUND****COVID-19 Omicron**

The viral escalation of Omicron in February 2022 led to all our Council meetings being held on Zoom or MS Teams. Council staff are now very proficient at running these meetings and most elected members have mastered the protocols to ensure effective communication and good conduct.

A bonus of all this is livestreaming and recording of public meetings and then being uploaded to Council's YouTube channel. So, if you ever wondered what happens in our meetings you can now get the whole, unedited story as it unfolded... Just click on this link to find out:

<https://www.youtube.com/user/wbopdc>

We have lost one Community Board and two Maketu–Te Puke Ward Forum meetings due to COVID-19. At time of writing, no date has yet been set for our next Ward Forum. This is disappointing, as Kaimai & Katikati–Waihī Beach resumed their Ward Forums early in March 2022.

**Draft Te Puke–Maketu Reserve Management Plan Submission Period**

This document, which is supposed to be reviewed every nine years, has been updated based on current information and feedback/submissions received during the pre-engagement period.

The two-month 'Draft RMP' submission period closes on 24 April 2022. I urge anyone with an interest in the future development of our local reserves to look through the document and put in a submission with any suggestions or support you may have. Here is the link:

<https://haveyoursay.westernbay.govt.nz/rmp>

**Policy Committee – 10 March 2022**

The **Local Alcohol Policy (LAP)** was adopted and will become provisional for one month, during which time it may be appealed. If there are no appeals, the policy will become operational.

Notable changes in the LAP are:

- Off-license hours: **Final sales time** reduced from 10.00pm to **9.00pm**.
- **A limit has been placed on the number of bottle stores in the Te Puke/Maketu ward area only.** The limit is the current number of stores. Sale or relocation of existing premises is allowed, subject to location criteria being met.

The **Draft Alcohol Control Bylaw 2022** was recommended to Council for adoption at the 6 April 2022 Council meeting. If adopted by Council, it will come into force on 6 May 2022.

There is one notable change in the draft Alcohol Control Bylaw:

- **The Alcohol Control Area has been expanded to cover urban Te Puke and a bit more (refer map below).**

Te Puke did not have an Alcohol Control Area (ACA) prior to the 2016 Bylaw review, when a tight ACA was established around the CBD only.

The town wide Katikati and Waihi Beach Alcohol Control Areas were established in 2009.

This Bylaw imposes a permanent alcohol ban in public places within the alcohol control area. The following actions are prohibited at all times in these places:

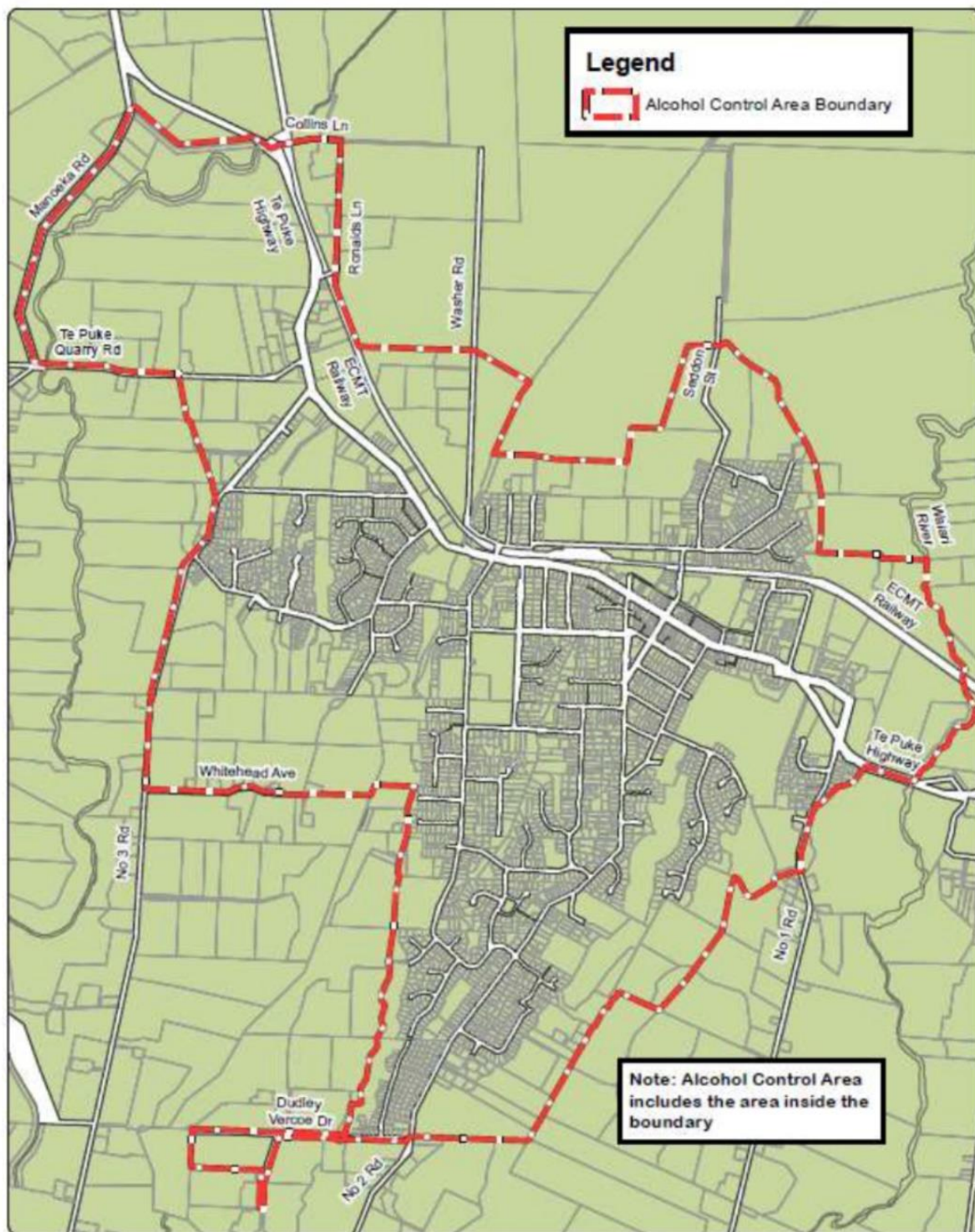
- The consumption of alcohol in the Alcohol Control Area (ACA);
- The bringing of alcohol into an ACA;
- The possession of alcohol in an ACA; and
- The presence or consumption of alcohol in vehicles within any ACA is also prohibited.

Note: Exemptions may apply for special events or circumstances.

Police reports to inform the LAP and Bylaw Review identified a high level of alcohol-related crime, particularly in the Te Puke area. Concern was raised about alcohol availability in Te Puke. It was also noted that alcohol use/abuse can contribute to road accidents, domestic violence, financial hardship, and detrimental health impacts.



## Map C – Te Puke



Produced using ArcMap by the Western Bay of Plenty District Council GIS Team.  
 Crown copyright reserved. LINZ digital license no. HN/252200/03 & TD053522.  
 Location of services is indicative only. Council accepts no liability for any error.  
 Archaeological data supplied by NZ Archaeological Assoc/Dept. of Conservation.

Email: [gis@westernbay.govt.nz](mailto:gis@westernbay.govt.nz) Scale A4 - 1:22,000  
 Date: 26/10/2021  
 Operator: mib  
 Map: E:\Shapefiles\2016\Alcohol Control Areas\Alcohol Control Area - Te Puke - Updated



**ALCOHOL CONTROL AREA  
TE PUKE**



**Annual Plan 2022–23 Consultation Document**

On March 8 2022, the Annual Plan Committee adopted the Consultation Document for the purpose of consultation from 21 March to 21 April 2022.

A rates increase of 3.96% is proposed which is marginally less than the Long Term Plan (LTP) forecast of 3.98%.

The only change that we are considering is around the Pukehina Development Rate. This rate was established 21 years ago to help fund a new sewerage reticulation scheme in Pukehina. However, with uncertainty around the 3 Waters Reform, the community asked Council to review it. Council agreed to consult on whether to continue with the rate, pause the rate, or re-purpose it for wider community-good projects like new cycleway/walkways, playground upgrades, etc.

**Facilities in the Community Fund 2022–23**

This bi-annual fund totals \$100,000 however \$26,000 was committed to Maketu School through the LTP 2021–31 process. Therefore \$74,000 is available for distribution.

Funding is available to community organisations, to assist with the capital development of recreational facilities that are available for public use on land NOT owned by Council.

The fund will be let at the same time as the annual **Community Matching Fund (\$140,000)**.

The application period will be 18 April – 27 May 2022. Recommendation decisions to Council on 11 August 2022.

**District Plan Review Project (2021 – 2024)**

The District Plan touches on many aspects of how people can use their land and, in some respects, shapes our Western Bay way of life. It includes everything from earthworks to open spaces. It must be reviewed every 10 years and takes several years to complete.

There is significant change required to our District Plan. Change that has become apparent at a local level through population and development pressure, Smartgrowth direction, Regional Policy Statements and changes mandated by Central Government nationwide. This includes new/amended National Policy Statements and of course the big one, RMA Reform.

The District Plan (2012) is available to view as an ePlan with interactive mapping here:

<https://eplan.westernbay.govt.nz/eplan/>

**Housing Intensification Review – ‘Housing, Place Management and Localism’**

Of particular interest to the Te Puke community will be new housing provisions within the recent ‘Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021’. Within our District, only Te Puke and Ōmokoroa are captured by this new legislation (based on current and planned population).

Council will be conducting extensive consultation in Te Puke beginning late March 2022 with stakeholder groups and then wider community consultation through April 2022.

**Future for Local Government Review**

A working group was established in early 2021 to review the system of Local Government.

Key shifts envisaged from the findings will be:

- Strengthened local democracy;
- Stronger focus on wellbeing;
- Authentic relationship with hapū/iwi/Māori;
- Genuine partnership between Central Government and Local Government; and
- More equitable funding.

Draft findings and recommendations to the Minister for Local Government are due late 2022. Formal consultation will follow with a Final Report due April 2023.

**TECT Park Plan Review**

TECT Park has developed nicely over its first 10 years, with an excellent plan in place for the day-to-day management of the park. It has won local and international awards and has many happy user groups improving their patch year on year.

The review will be jointly undertaken with Tauranga City Council (TCC) and produce a high-level document to set the direction for the next decade with a wider strategic perspective.

It will encompass future aspirations of current user groups; determine what the wider public want to use the park for (including events, development of more recreation features, etc.); and explore further opportunities through input from regional organisations such as Bay of Plenty (BOP) Film, Priority One, Tourism BOP, etc.

Te Puke’s proximity to the park must have benefits and synergies that haven’t yet been explored, developed, and promoted. There are opportunities here! Perhaps the TPCB, EPIC Te Puke, Te Puke EDG and the Te Puke Times consider possibilities...

**Three Waters Reform**

This now-mandated proposal from Central Government has proved very divisive. Our Council debated whether to join the ‘Communities 4 Local Democracy’ coalition at our

December 2021 meeting. Council was divided 6-all and the Mayor exercised his casting vote to reject the motion.

Mayor Webber was appointed to the Governance Working Group set up to recommend changes to the initial proposal with regard to improving the governance structure, local prioritisation, protecting ownership of the assets against privatization, and making it more palatable to Councils and ratepayers. This working group has now reported back to Minister Mahuta with recommendations, and we await next steps.

The Rural Supplies Technical Working Group is a work in progress and outcomes will be of much interest to many of our ratepayers.

With a shift in recent political polls, the Government seems to be re-evaluating their agenda. So, watch this space...

### **Community Groups**

Members of Te Ara Kahikatea Pathway Society have established a new entity called Te Puke Trails Trust which aims to speed development of new cycle trails by raising funds from philanthropic sources. Funds will primarily be used to boost specific Council cycleway projects and hopefully move the construction timeline forward.

The Graeme Dingle Foundation's youth mentoring program, Project K, is set to roll out big-time in Te Puke this year with an increase to 36 new students from Te Puke High School, each being paired with an adult mentor. The program is tried and true with many success stories under its belt. Co-ordinator, Leah Nesbit, already has many community projects lined up for the kids, including large-scale beautification art, building and garden maintenance, as well as fun activities like skydiving.

### 9.3 ENABLING HOUSING IN TE PUKE

**File Number:** A4514978

**Author:** Jodie Rickard, Senior Policy Analyst

**Authoriser:** Phillip Martelli, Resource Management Manager

#### EXECUTIVE SUMMARY

1. The purpose of this report is to provide information to the Te Puke Community Board on the Resource Management (Enabling Housing and Other Matters) Amendment Act, and what it means for Te Puke.

#### RECOMMENDATION

1. That the Senior Policy Analyst's report dated 21 March 2022, titled Enabling Housing in Te Puke, be received.
2. That the Te Puke Community Board are invited to provide feedback on the engagement approach outlined for this work.

#### BACKGROUND

2. In December 2021 the Resource Management (Enabling Housing and other matters) Amendment Act (here on referred to as the RMAA) passed into law.
3. The purpose of the RMAA is to make it easier for dwellings to be built in existing residential areas of towns and cities. These changes affect Te Puke because it's a town with a population that will soon be more than 10,000 people.
4. The RMAA requires Council to prepare changes to its District Plan to enable more housing to be built. These changes need to be notified by 20 August 2022. Some of the changes will have immediate legal effect (that is, they will apply from 20 August 2022), even though a plan change process will still be followed.
5. Te Puke is in a good position to grow. The RMAA creates an opportunity to think differently about the types of housing that are built to meet more of the town's housing needs.

#### THE KEY CHANGES

6. The RMAA requires Council to include Medium Density Residential Standards (known as MDRS) into its District Plan.

7. The MDRS enables three dwellings, up to three storeys in height, to be developed as a permitted activity, as long as all the standards set out in the MDRS are met. A permitted activity means no resource consent is required.
8. The standards set out in the MDRS relate to site coverage, boundary set backs, height in relation to boundary, requirements for outdoor living spaces (per unit) and outlook space (per unit), windows facing the street and landscaped areas. A development must meet all the standards to be permitted.
9. The subdivision of a site (i.e. to give each dwellings its own title, whether freehold or unit title) still requires a resource consent from council. If all the standards are met the subdivision will be a controlled activity. This means Council can't refuse to give consent. But again, all the standards must be met for this to be the case.
10. The RMAA also requires Council to consider where and how it will enable density *for more than* three dwellings of up to three storeys. Council will do an assessment of this and include any changes as part of the notified plan change. Note that any changes made here will not have immediate legal effect.

### COMMUNITY ENGAGEMENT

11. These changes are significant for Te Puke. Council is keen to seek community views on the changes, and other matters / ideas the community thinks are important as these changes take place.
12. It's important that Council is clear the changes will be made and it will be easier to develop on existing residential land in Te Puke. There is no option not to make the changes. However, there are things Council can do to ensure Te Puke retains the things that are important to the town.
13. The following engagement will be undertaken in April 2022:
  - (a) Website – a Have Your Say site will be live and structured to support the community to give their feedback (provisional date for the website to go live is 11 April 2022).
  - (b) Flyer for mailing to all residents of Te Puke. The flyer will set out the changes that are coming and how they could affect individuals and the town overall.
  - (c) Community drop-in sessions – at the end of April two community drop-in sessions will be held, giving people the opportunity for face to face engagement.
  - (d) Workshops with Te Puke Housing Network – an initial workshop was held with the network on Thursday 24 March. A follow up workshop is scheduled for June 2022.
  - (e) Engagement with Tangata Whenua – Council is running specific engagement with Tangata Whenua to understand more about Māori housing aspirations,

what opportunities they think the RMAA provides and what issues / concerns they may have with the changes the RMAA may bring.

- (f) Engagement with developers – Council will also hold targeted engagement with local housing developers to understand their views of the RMAA.
- 
- 14. Following the April engagement phase, Council will come back to the community in June 2022 with more detail about the proposed changes and how feedback received so far will be addressed.
  - 15. The plan change to give effect to the RMAA will be notified by 20 August 2022. The plan change will follow the formal consultation process set out in the RMAA, including the process for submissions and hearings.
  - 16. The Te Puke Community Board are invited to give feedback on the engagement approach outlined here.



#### 9.4 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS – APRIL 2022

**File Number:** A4487251

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

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

##### EXECUTIVE SUMMARY

1. The Te Puke Community Board is required to make a decision regarding an application for Community Board Grant Funding. One application has been received, and one application remains on the table from the previous Board meeting.
2. The applications and supporting information relating to the Community Board Grants have been forwarded to members, separate to this agenda.

##### RECOMMENDATION

1. That the Senior Governance Advisor's report dated 7 April 2022, titled 'Te Puke Community Board Grant Application – April 2022', be received.
2. That the Te Puke Community Board approve/not approve the Grant Application from the Te Puke Scout Group for \$... for the costs relating to the installation of security cameras and repainting of the building. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.
3. That the Te Puke Community Board approve/not approve the Grant Application from Youth Encounter Ministries for \$... for the funding towards enabling delivery of regular 'connect' events. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

##### BACKGROUND

3. The Te Puke Community Board has funding of \$11,000 available for disbursement to community organisations for the 2021/2022 financial year. The balance as of 7 April 2022 is \$8,800.
4. **Te Puke Scout Group** has submitted an application for funding of \$5,000 for costs relating to the installation of security cameras and repainting of the building.
5. **Youth Encounter Ministries** has submitted an application for funding of \$1,000 to contribute towards enabling the delivery of regular 'connect' events.



**ENGAGEMENT, CONSULTATION AND COMMUNICATION**

<b>Interested/Affected Parties</b>	<b>Completed/Planned Engagement/Consultation/Communication</b>
Te Puke Scout Group	The applicant will be advised of the outcome of their respective Grant Application.  Representatives from the Te Puke Scout Group were invited and attended a Community Board workshop to provide clarification sought at the February 2022 meeting.
Youth Encounter Ministries	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 distribution of grant funding before the end of the financial year.</p> <table><tr><td>Annual Budget</td><td>\$11,000.00</td></tr><tr><td>Current Balance</td><td>\$8,800.00</td></tr></table>	Annual Budget	\$11,000.00	Current Balance	\$8,800.00
Annual Budget	\$11,000.00				
Current Balance	\$8,800.00				

## 9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD APRIL 2022

File Number: A4492653

Author: Tracy Harris, Executive Assistant

Authoriser: Gary Allis, Deputy Chief Executive &amp; 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 10 February 2022, and titled 'Infrastructure Services Report Te Puke Community Board February 2022', be received.

**ROADING****Transportation – Te Puke Community Roothing**

*Description:* Funding for the development and implementation of the Community Roothing Plan approved by Te Puke Community Board.

Te Puke Community Board Roothing Current Account	Project Cost	Paid in 2021	Te Puke Community Board \$	Status
<b>Current Account:</b>				
<b>Current Account Opening Balance 1 July 2021</b>			\$484,742	
Interest 2021/22			\$15,996	
Allocation for 2021/22			\$289,802	
<b>Subtotal</b>			<b>\$790,540</b>	
<b>Approved Projects</b>				
Station Road Footpath	\$110,000	\$102,493	\$7,507	Complete Finalising costs
Stock Road Footpath	\$21,000	\$21,096	-	Complete
TP20-5.6 22-10-20 Queen and Jellicoe CCTV hardware and installation	\$7,952	\$7,952	-	Complete
Tactile pedestrian marking at Jellicoe St crossings	\$27,600	-	\$27,600	Complete
TP20-5.14 22-10-20 Boucher Ave / Fenton Terrace Walkway	\$7,000	-	\$7,000	Complete Finalising costs
Dudley Vercoe Footpath and Drainage	\$120,000	\$104,208	\$15,792	Complete
		<b>Paid in 2022</b>		

Cameron Rd Speed Bump removal and Te Puke Intermediate School Safety Improvements including a Bus Stop outside Te Puke High School.		\$11,259	\$80,000	Speed bump removed . Further safety improvements under consideration
Main Street Median Island Plant Reinstatement		\$1,301	\$5,026	Complete
<b>Subtotal</b>	<b>\$293,552.00</b>	<b>\$247,514</b>	<b>\$142,924</b>	
<b>Proposed Projects</b>	<b>Priority</b>			
Library Mosaic Replacement	1		\$4,588	Complete
Te Puke Quarry Road Footpath and Bridge (Stage 1 cnr Jellicoe to Eastpack packhouse)	2		\$300,000	First phase design complete. WestLink asked to provide quote for construction.
Better Street Lighting - cnr Quarry Road and Jellicoe Street	2		-	WestLink asked to provide quote for construction.
Commerce Lane Pedestrian Safety	3		\$20,000	WestLink asked to provide quote for design of traffic calming scheme
Jellicoe Street – Industrial Service Lane	4		\$120,000	Concept footpath layout under development
King Street Pedestrian Improvements	4		\$50,000	Concept footpath layout under development
Cycleway Footpath Extensions to improve connectivity	-		\$100,000	ROC to be provided to CB for each potential connection
Redesign of Queen and Jocelyn Street Roundabout	-	-	-	No further action required
Beattie Ave Road Crossing	-	-	-	No further action required
Raymond Avenue	-	-	-	No further action required
<b>Subtotal</b>			<b>\$594,588</b>	
<b>Forecasted Current Account Closing Balance 30 June 2022</b>			<b>\$53,028</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 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:*

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

*What's Next:*

There has been no change to this item since the previous update due to the delay of material supply for the upgrading of decorative lighting, mainly recent subdivisions, still being an issue 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.

The majority of outstanding materials have been delivered. WestLink are currently:

- manufacturing fittings that allow new LED luminaires to be fitted to existing columns, and
- developing a programme for the remaining installations which is anticipated to commence early April.

**Bus Stop for Hopper Buses on Cameron Road**

*Description:* The principal of Te Puke High School asked the Board if the bus stop on Cameron Road by the High School could be clearly marked on the road.

*What's Happened:*

It is believed there is a safety issue with the number of students from Papamoa being dropped off by the bus and the increase in traffic along Cameron Road. This has been conveyed to Travel Safe. The Roading Engineer (East) has discussed this issue with Travel Safe who have contacted the school to further discuss.

*What's Next:*

Staff are liaising with WestLink who will advise staff when the bus stops will be marked.

Note, the application of markings has been delayed due to the COVID-19 Pandemic.

The bus stop markings will be applied before the end of March.

**Safety Improvements on Cameron Road**

*Description:* With the Board resolving to remove the Speed Bump outside Te Puke Intermediate School on Cameron Road, it has been identified that there would need to be safety improvements made to this stretch of road.

*What's Happened:*

The Speed Bump has been removed. The Senior Transportation Engineer has provided the Board with a scoping/design plan of safety improvement options.

*What's Next:*

The Board are yet to review and agree on the improvements that they would like to make.

Recommend that WestLink be requested to provide an OOS to design a pedestrian crossing on Cameron Road adjacent to Te Puke Intermediate School.

**ASSET & CAPITAL****Wastewater – Te Puke Renewals and Capital Upgrades**

*Description:* Asset renewals and capital upgrades for the Te Puke Wastewater Treatment Plant and water reticulation network.

*What's Happened:*

**Te Puke WWTP Upgrade:** Mott MacDonald is busy with the design of the upgrade for the WWTP. They have completed the process design modelling.

**Wastewater Reticulation Network:** PDP Consulting Engineers have been appointed to undertake the design for the upgrade of the incoming wastewater main to the Te Puke WWTP. They are currently busy with optioneering to find the best solution for the upgrade.

*What's Next:*

**Te Puke WWTP Upgrade:** Mott Macdonald are busy preparing the Basis of Design Report. It is expected that the design will take Mott MacDonald 8 months to complete, after which tenders will be called for construction. The target date for commissioning of the new plant has now been rescheduled for June 2024.

**Wastewater Reticulation Network:** PDP will proceed with the design of the upgrade once the best option has been confirmed. The contract period is 6 months.

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

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

*What's Happened:*

Kerbside Collection tonnage continues to grow. Plans are being put in place to help navigate through the COVID-19 Omicron outbreak.

Neither the food scraps bin or glass crate will be collected from the following dates after several of Western Bay of Plenty District Council's Kerbside Collective drivers either contracted the virus or are close contacts and are following Ministry of Health advice to self-isolate.

*What's Next:*

Investigations are underway to further add new properties throughout the District.

**Changes to kerbside collections – no collections of**

- Food scraps from Thursday 3 March for a number of weeks
- Glass crate from Monday 7 March for a number of weeks

WBOP Kerbside Collection Tonnes								
Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	YTD Total
<b>Refuse</b>	229.32	402.23	376.00	330.41	355.20	392.46	400.06	2,486
<b>Glass</b>	86.30	47.67	135.13	94.46	127.50	147.44	234.56	873
<b>Food waste</b>	37.50	32.68	53.60	57.72	58.50	58.06	64.87	363
<b>Recyclables</b>	113.42	62.18	0.00	120.42	143.16	177.26	154.68	771
<b>Total tonnage</b>	466.54	544.76	564.73	603.01	684.36	775.22	854.17	4,493
Recycling Breakdown								
Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	YTD Total
<b>Paper</b>	62.49	34.26	0.00	66.35	78.88	97.67	151.08	491
<b>Cardboard</b>	28.01	15.36	0.00	29.74	35.36	43.78	67.72	220
<b>Aluminium</b>	1.36	0.75	0.00	1.45	1.72	2.13	3.29	11
<b>Tin</b>	3.63	1.99	0.00	3.85	4.58	5.67	8.77	29
<b>Plastics Type 1</b>	2.27	1.24	0.00	2.41	2.86	402.10	621.96	1,033
<b>Plastics Type 2</b>	4.31	2.36	0.00	4.58	5.44	6.74	8.41	32

**RESERVES****Reserves – Pools Te Puke Aquatic Centre**

*Description:* Implement the pool facility health & safety improvements.

*What's Happened:*

- The pool plant system upgrade has been completed, operational and performing very well.
- The pool covers reels have been modified for manual or motorised pool cover handling have been installed.
- New low dive board has been installed and is proving to be very popular.
- A higher performing heat exchanger (for heating pool water) has arrived in country and arrangements are now being made for its installation.

*What's Next:*

- Undertake repairs to the disability chairlift.
- Complete the heat exchanger replacement and service the geothermal bore system.

**Te Puke Genealogy Group – Request for Information Sign Board – Te Puke and Old Te Puke Cemeteries**

*Description:* The Te Puke Genealogy Group requested that Council organise a design and price for Information Sign Boards to be installed at both the Te Puke and Old Te Puke Cemeteries.

The idea was to install the Information Sign Boards underneath a weatherproof structure, on top of a concrete pad.

The double-sided Boards would measure approximately 1.2m<sup>2</sup> in size and would include plot numbers and the designated area detail (e.g., Service's and Children's rows), where applicable. Additional historical information can be added, that may be of interest to the community. The plot number detail would originate from Council's Cemeteries Database.

*What's Happened:*

One of the sign shelter structures has been constructed (by the MenzShed) for the Old cemetery and will be installed within the next few weeks. The structure for the new cemetery (Dudley Vercoe) is partly made and a location identified for its installation.

*What's Next:*

Complete sign structure installations and sign content for installation at both sites.

**Stock Road / Jubilee Park Footpath**

*Description:* The Board have requested a footpath from Stock Road to Jubilee Park.

*What's Happened:*

The route between the existing new path and the park has been confirmed and a contractor engaged to complete the path. Timing is unclear at this stage.

*What's Next:*

Complete path construction.

**ENGINEERING / SPECIAL PROJECTS****Te Puke Highways – Pah Road Slip Reinstatement**

*Description:* Update on Te Puke Highways – Pah Road Slip Reinstatement to Community Boards and Operations & Monitoring Committee.

*What's Happened:*

Work is underway to strengthen a small section of the Kaituna riverbank alongside Te Puke Highway. Waka Kotahi NZ Transport Agency has awarded this contract to Waiotahi Contractors and is working in partnership with mana whenua, Tapuika, and the Western Bay of Plenty District Council to create a safer, more resilient road and stabilise the riverbank opposite Tuhourangi Marae.

As part of the work, forty two meters of retaining wall will be constructed along the river's edge near the Te Puke Highway and Pah Road intersection, using a combination of sheet piles and soil anchors.

The area will be reinforced to minimise the impact of ongoing erosion and to help preserve a significant habitat for indigenous fish in the Kaituna River. Upon completion of the works, the area will be revegetated in association with mana whenua.

Temporary concrete barriers have been installed to protect construction workers from live traffic, prior to construction getting underway.

A small section of Te Puke Highway outside Tuhourangi Marae is being temporarily widened and traffic will be relocated there for the duration of the works. A 30km/h temporary speed limit will be in place for the safety of both motorists and road workers. Road users are advised to drive with caution through the project site, reduce speed and follow directions provided.

All works are scheduled to be complete by late summer (2022).

Waka Kotahi and Western Bay of Plenty District Council thanks the residents and road users for their patience.

*What's Next:*

Continue with the construction of the retaining wall until it is finished in late summer 2022.

## EMERGENCY MANAGEMENT

*What's Happened:*

- Started monthly drop in sessions at Te Puke Library to be available to the community to discuss personal and household preparedness to further build community resilience.
- Met with community member from Rangioru with the aim of establishing a CRT in Rangioru, talked about establishing a community led centre in Rangioru and helped support the progress
- Attended Mana Kai Mana Ora group meeting to hear about Food Security Plan for Western Bay of Plenty.
- Maintained communication with weather update prior to Cyclone Cody and sent out communications in regard to COVID-19 preparedness updates.

## ATTACHMENTS

1. **MAS Te Puke Community Board March 2022 PDF** 



<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board <b>Officer:</b>	<b>Printed:</b> March 2021
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Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3 December 2020</b>	<b>Calum McLean</b>	<b>New Item</b>	<b>HERITAGE WALKING CROSSING – COMMERCE LANE / JUBILEE PARK</b>
The Board has requested a review of the Heritage walking crossing, to see if there is a possibility of turning this into a designated pedestrian crossing.			
<b>March 2022:</b> There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.			
<b>January 2022:</b> Recommend that WestLink be asked to provide a price proposal to develop a design for traffic calming on Commerce Lane.			
<b>November 2021:</b> The Project has been delayed by the suspension of Community Board Meetings.			
<b>September 2021:</b> Staff will present a proposal for street calming at the next Community Board Meeting.			
<b>July 2021:</b> There has been no progress on this action due to the resignation of the Roding Engineer (East). Staff are in the process of familiarising themselves with current projects and will provide an update at the next meeting.			
<b>May 2021:</b> The Board have requested that the Heritage Crossing be changed into a Zebra Crossing. It was explained to the Board that isolated activities do not result in lower average speeds or overall road safety improvements. The Board have asked for road safety ideas and staff advise that changing the Heritage Walkway to a pedestrian crossing would not be a simple process. There will be public consultation as part of the review and \$20,000 for alternative options.			

**Action Sheets Report**

**Division:** Infrastructure Services Group  
**Committee:** Te Puke Community Board  
**Officer:**

**Printed:** March 2021

**March 2021:**

The Community Board Roding Programme includes the option of a Commerce Lane Road Safety Project to be approved by the Board, which would address this issue.

**January 2021:**

The Heritage Crossing should be discussed with staff (Roding Engineer) to understand special expectations, before any changes are made.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board <b>Officer:</b>	<b>Printed:</b> March 2021
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Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3 June 2021</b>	<b>Calum McLean</b>	<b>New Item</b>	<b>Te Puke Quarry Road Footpath &amp; Bridge</b>

The Te Puke Community Board **approve Stage One** (Corner of Jellicoe Street to EastPack Packhouse) of the Te Puke Quarry Road Footpath and Bridge project, noting that the Board would like to see Stage Two (EastPack to Manoeka Road) explored in the future.

**March 2022:**

Geometric design is complete. WestLink have been asked to provide a price proposal for construction of the path.

**January 2022:**

Geometric design of the footpath continues, and consultation has been undertaken with the adjacent property owner.

*Note: WestLink have not been instructed to develop a street light design.*

**November 2021:**

The survey and geometric design of the footpath is underway.

**September 2021:**

**OOS received from WestLink:**

1. Survey and geometric design = \$13,990
2. Lighting design = \$4,625 (to provide compliant levels of luminance)

**July 2021:**

WestLink have been instructed to develop a street light design for stage one. Staff have noted the Board's comments regarding stage 2.

<b>Action Sheets Report</b>		<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board <b>Officer:</b>	<b>Printed:</b> March 2021
Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3 June 2021</b>	<b>Calum McLean</b>	<b>New Item</b>	<b>Speed Bump on Cameron Road</b>
<p>The Board agreed that, despite import delays with the Digital Speed Signs, the Board would like to proceed with the removal of the speed bump prior to the Digital Speed Signs being installed. The current update provided by WestLink was that the signs should be installed late July 2021, noting that this is subject to change due to the delays occurring.</p> <p>The Roading Engineer (East) advised the Board that a pedestrian crossing outside Te Puke Primary School is one of the safety improvements that could be considered in the future.</p>			
<p><b>March 2022:</b></p> <p>There has been no further progress on this action as staff are still waiting for WestLink to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.</p> <p><b>January 2022:</b></p> <p>Recommend that WestLink be asked to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.</p> <p><b>November 2021:</b></p> <p>The Project has been delayed by suspension of the Community Board Meetings.</p> <p><b>September 2021:</b></p> <p>The speed bump has been removed. Staff will submit a proposal for safety improvements at the next Community Board Meeting.</p> <p><b>July 2021:</b></p> <p>The speed bump is programmed for removal week commencing 19 July 2021.</p>			

<b>Action Sheets Report</b>		<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board <b>Officer:</b>	<b>Printed:</b> March 2021
Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 18/11/2021</b>	<b>Cave, Alison</b>	<b>Reports</b>	<b>Te Puke Community Board Chairperson's Report – November 2021</b>
<p>That the Te Puke Community Board support, in principle, to approve up to 50% of the cost for one (1) ANPR and one (1) PTZ camera at the Welcome Bay round-about, from the Te Puke Community Board Reserve account, subject to the outcome of the CCTV submission and final approval of cost.</p>			
<p><b>March 2022:</b> The traffic management plans have been approved and were booked for 2 March 2022, however this has been delayed as Fulton Hogan are currently working on the road. Once they are finished, traffic management will commence.</p>			
<p><b>January 2022:</b> The installation of the cameras (ANPR and PTZ) situated at the Welcome Bay Roundabout has been organised and we are currently waiting on the availability of traffic management to enable the installation to go ahead. Staff anticipate the cameras will be installed early February 2022.</p>			
<p><b>February 2022</b> Traffic Management plans approved. Installation booked for 2 March 2022.</p>			

<b>Action Sheets Report</b>		<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board <b>Officer:</b>	<b>Printed:</b> March 2021
Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 10/02/2022</b>	<b>MacFarlane, Dave</b>	<b>Reports</b>	<b>Te Puke Community Board Chairpersons Report – February 2022</b>
That the Te Puke Community Board approve \$1,879.91 from the Te Puke Community Board Reserve Account for costs relating to the Te Puke Library and Service Centre Boardroom lighting upgrade.  The lighting upgrade has been completed. Amanda has checked it and is happy with the result.			
<b>March 2022:</b> The Board's approval has been noted by staff. This MAS has been closed out.			

## 9.6 TE PUKE COMMUNITY BOARD – FINANCIALS REPORT FEBRUARY 2022

File Number: A4512876

Author: Allan Carey, Financial Business Advisor

Authoriser: Sarah Bedford, Financial Controller

**EXECUTIVE SUMMARY**

- This report provides the Community Board with a two-monthly monitoring of its operational budget. Attached are the financial statements for the period ended 28 February 2022 (**Attachment 1**).

Total operational costs are under budget year to date.

**Grant payments made to date:**

Resolution	Description	\$
TP21-5.6	EPIC – Te Puke	435
TP22-1.7	Blue Light Ventures Inc for printing – received by Te Puke High School	700
	<b>2021/22 Total grants paid to date</b>	<b>1,135</b>

**Committed – Operational expenditure**

Resolution	Description	\$
TP21-5.6	Grant – Manaaki Mushrooms	1,000
TP22-1.5	ANZAC Day Wreath	200
	<b>2021/22 Total operational commitments</b>	<b>1,200</b>

**2020/21 Reserve analysis:**

Resolution	Description	\$
	2021/22 Opening balance	90,439
TP22-1.3	Library and Service Centre Boardroom lighting upgrade	(1,635)
	<b>2021/22 Closing balance as at 28 February 2022</b>	<b>88,804</b>

**Committed – Reserves expenditure**

Resolution	Description	\$
	2021/22 Closing balance before committed expenditure	88,804
TP21-5.4	Approve up to 50% of the cost for one (1) ANPR and one (1) PTZ camera at the Welcome Bay round-about, subject to the outcome of the CCTV submission and final approval of cost.	TBC
TP21-5.11	Te Puke and Old Te Puke Cemeteries Information Sign Boards project up to \$5,000 for two Information Sign Boards to be built and installed at the Te Puke and Old Te Puke Cemeteries.	5,000
TP22-1.3	Te Puke Community Board approve \$1,879.91 from the Te Puke Community Board Reserve Account for costs relating to the Te Puke Library and Service Centre Boardroom lighting upgrade. (Paid \$1634.70 excl gst Feb 22)	246
	<b>2021/22 Closing balance after committed expenditure</b>	<b>83,558</b>

The decision by the Te Puke Board to retain a minimum reserve balance of \$50,000 [TP1.11] now no longer applies [TP8.5.1].

**RECOMMENDATION**

That the Financial Business Advisor's report dated 7 April 2022 and titled 'Te Puke Community Board – Financial Report February 2022', be received.

**ATTACHMENTS**

- Te Puke Community Board – Financials Report February 2022** 



Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 28 February 2022						
Te Puke Community Board						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Additional Levels of Service	0	0	0	☑	0	0
Conference Expenses	0	0	0	☑	0	2,025
Contingency - [see breakdown below]	231	3,336	3,105	☑	5,000	612
Grants	1,135	7,336	6,201	☑	11,000	14,596
Mileage Allowance	0	1,336	1,336	☑	2,000	0
Salaries	17,939	18,712	773	☑	28,070	27,841
Public Safety	884	5,040	4,156	☑	7,560	16,481
Street Decoration	4,025	5,664	1,639	☑	10,000	0
Inter Department Charges	31,456	31,456	0	☑	47,181	47,184
<b>Total Operating Costs</b>	<b>55,670</b>	<b>72,880</b>	<b>17,210</b>	☑	<b>110,811</b>	<b>108,738</b>
Interest Expense	0	0	0	☑	0	0
<b>Depreciation</b>	0	0	0	☑	0	0
<b>Total Direct Costs</b>	<b>55,670</b>	<b>72,880</b>	<b>17,210</b>	☑	<b>110,811</b>	<b>108,738</b>
Costs Allocated	0	0	0	☑	0	0
Costs Recovered	0	0	0	☑	0	0
<b>Total Costs</b>	<b>55,670</b>	<b>72,880</b>	<b>17,210</b>	☑	<b>110,811</b>	<b>108,738</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	80,754	81,208	(454)	☒	121,811	112,116
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>80,754</b>	<b>81,208</b>	<b>(454)</b>	☒	<b>121,811</b>	<b>113,158</b>
<b>Net Cost of Service</b>	<b>25,084</b>	<b>8,328</b>	<b>16,756</b>	☑	<b>11,000</b>	<b>4,420</b>
<b>Contingency - breakdown</b>						
Neonlogic - Dr Randell Scholarship Advert (Aug)	116			☑ Favourable Variance		
Neonlogic - Dr Randell Scholarship Advert (Sep)	116			☒ Unfavourable Variance		
<b>Year to date contingency costs</b>	<b>231</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>90,439</b>					
TP22 - 1.3 Library and Service Centre Boardroom lighting upgrade	(1,635)					
<b>(Decrease) Increase in year</b>	<b>(1,635)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>88,804</b>					

9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

**File Number:** A4516528

**Author:** Pernille Osborne, Senior Governance Advisor – Board Secretary

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

**RECOMMENDATION**

That the schedule of meetings for April, May and June 2022, be received.

**ATTACHMENTS**

1. **Meeting Dates for Community Board Agendas – April**  

## Western Bay of Plenty District Council Meeting Schedule 2022

APRIL 2022			
Meeting	Date	Time	Venue
Kaituna Catchment Control Scheme Advisor Group	4 Apr	10.00am	BOPRC Rotorua Office
Policy Committee	5 Apr	9.30am	Chambers or via Zoom
Policy Workshop	5 Apr	1.00pm	Chambers or via Zoom
Ōmokoroa Community Board	5 Apr	7.00pm	Ōmokoroa Library & Service Centre and/or Via Zoom
Council	6 Apr	9.30am	Chambers or via Zoom
Te Puke Community Board	7 Apr	7.00pm	Te Puke Library & Service Centre and/or Via Zoom
District Licensing Committee Hearing	8 Apr	9.30am	Zoom
Maketu Community Board	12 Apr	7.00pm	Maketu Community Centre and/or Via Zoom
Good Friday – 15 April			
Easter Monday – 18 April			
Waihī Beach Community Board	19 Apr	6.30pm	Waihī Beach Community Centre and/or via Zoom
Regulatory Hearings Committee (if required)	20 Apr	9.30am	Chambers or via Zoom
District Plan Committee (if required)	21 Apr	9.30am	Chambers or via Zoom
ANZAC Day – 25 April			
Te Kāhui Mana Whenua o Tauranga Moana	27 Apr	10.00am	Chambers or via Zoom
MAY 2022			
Meeting	Date	Time	Venue
Policy Committee	3 May	9.30am	Chambers or via Zoom

Policy Workshop	3 May	1.00pm	Chambers or via Zoom
Annual Plan/Long Term Plan Committee Workshop	4 May	9.30am	Chambers or via Zoom or via Zoom
Performance and Monitoring Committee	5 May	9.30am	Chambers
Regional/Public Transport Subcommittee Hearings	11 May	9.30am	BOPRC Chambers
Te Ihu o te Waka o Te Arawa	11 May	10.00am	Chambers or via Zoom
Council	12 May	9.30am	Chambers or via Zoom
Regional/Public Transport Subcommittee Hearings	13 May	9.30am	TBC
Waiāri Kaitiaki Advisory Group	18 May	TBC	TCC Chambers
Regional Transport Committee	19 May	9.30am	BOPRC Chambers
Policy Workshop	24 May	9.30am	Chambers or via Zoom
Annual Plan/Long Term Plan Workshop	24 May	1.00pm	Chambers or via Zoom
District Plan Committee (if required)	25 May	9.30am	TBC
Katikati Community Board	25 May	7.00pm	The Centre. Pātuki Manawa, or via Zoom
District Plan Committee (if required)	26 May	9.30am	TBC
Regional/Public Transport Subcommittee Hearings	30 May	9.30am	BOPRC Chambers
Ōmokoroa Community Board	31 May	7.00pm	Ōmokoroa Library & Service Centre and/or Via Zoom
<b>JUNE 2022</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Audit & Risk Committee	2 Jun	9.30am	Chambers or via Zoom
Te Puke Community Board	2 Jun	7.00pm	Te Puke Library & Service Centre and/or Via Zoom
<b>Queen's Birthday – 6 June</b>			
Maketu Community Board	7 Jun	7.00pm	Maketu Community Centre and/or Via Zoom

BOP Mayoral Forum	8 Jun	9.30am	BOPRC Chambers
Annual Plan/Long Term Plan Committee	9 Jun	9.30am	Chambers or via Zoom
Waihi Beach Community Board	13 Jun	6.30pm	Waihi Beach Community Centre and/or via Zoom
SmartGrowth Leadership Group	14 Jun	8.30am	TCC Chambers
Policy Committee	14 Jun	9.30am	Chambers or via Zoom
Policy Workshop	14 Jun	1.00pm	Chambers or via Zoom
Tauranga Moana Advisory Group	17 Jun	9.30am	TCC Chambers
Katikati-Waihi Beach Ward Forum	21 Jun	7.00pm	TBC
Annual Plan/Long Term Plan Committee	22 Jun	9.30am	Chambers or via Zoom
District Plan Committee (if required)	23 Jun	9.30am	TBC
Public Transport Committee	23 Jun	9.30am	BOPRC Chambers
<b>Matariki Day – 24 June</b>			
Council	29 Jun	9.30am	Chambers or via Zoom
Policy Workshop	29 Jun	1.00pm	Chambers or via Zoom
Kaimai Ward Forum	30 Jun	7.00pm	TBC

Please note that these meetings are subject to change