

Mā tō tātou takiwā  
**For our District**

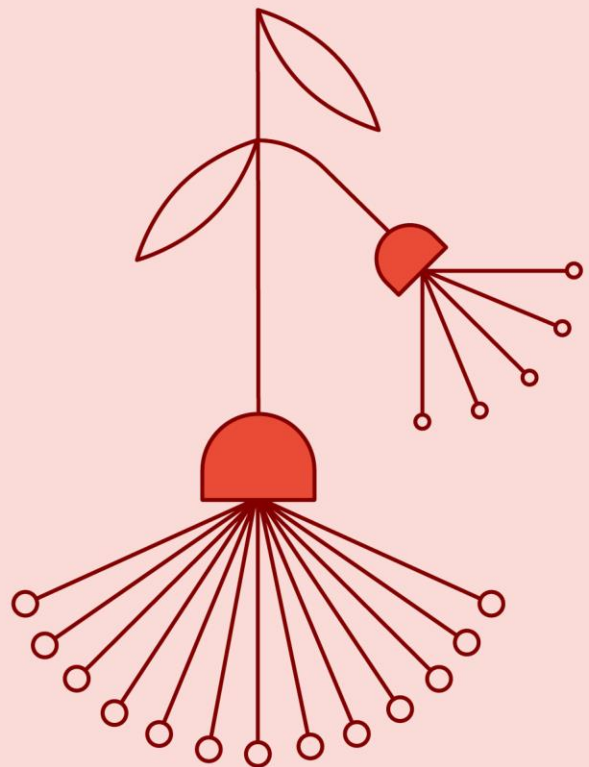
## **Te Puke Community Board**

Poari ā Hapori o Te Puke

TPC23-3

Thursday, 13 April 2023, 7.00pm

Te Puke Library and Service Centre,  
130 Jellicoe Street, Te Puke



# Te Puke Community Board

## Membership:

<b>Chairperson</b>	Kassie Ellis
<b>Deputy Chairperson</b>	Anish Paudel
<b>Members</b>	Dale Snell Karen Summerhays Cr Grant Dally Cr Andy Wichers
<b>Quorum</b>	3
<b>Frequency</b>	Eight weekly / Workshops as required

## Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to the Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

## Delegated Functions:

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

- To have input into Council and its Committees on issues, services, plans and policies that affect communities within the Community Board Area.
- To provide an effective mechanism for community feedback to Council.
- To receive reports from Council appointees on Council matters relevant to the Community Board.
- To control, expend and monitor funds as allocated by Council.
- To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land.

Notice is hereby given that a Te Puke Community Board Meeting will be held in the Te Puke Library and Service Centre, 130 Jellicoe Street, Te Puke on: Thursday, 13 April 2023 at 7.00pm

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>4</b>
<b>2</b>	<b>In Attendance.....</b>	<b>4</b>
<b>3</b>	<b>Apologies .....</b>	<b>4</b>
<b>4</b>	<b>Consideration of Late Items.....</b>	<b>4</b>
<b>5</b>	<b>Declarations of Interest .....</b>	<b>4</b>
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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 16 FEBRUARY 2023**

**File Number:** A5213466

**Author:** Carolyn Irvin, Senior Governance Advisor

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Te Puke Community Board Meeting held on 16 February 2023 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 16 February 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TPC23-2  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELlicoe STREET, TE PUKE  
ON THURSDAY, 16 FEBRUARY 2023 AT 7.00PM**

## **1 PRESENT**

Chairperson K Ellis, Deputy A Paudel, Member D Snell, Cr G Dally and Cr A Wichers

## **2 IN ATTENDANCE**

G Allis (Deputy CEO/General Manager Infrastructure Group), C McLean (Senior Transportation Engineer), C Irvin (Senior Governance Advisor)

## **OTHERS IN ATTENDANCE**

Maketu Community Board

L Rae

One member of the press

## **3 APOLOGIES**

### **APOLOGY**

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### **RESOLUTION TPC23-2.1**

Moved: Member D Snell

Seconded: Cr A Wichers

That the apology for absence from Cr Summerhayes be accepted.

**CARRIED**

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## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

Nil

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## 7 PUBLIC FORUM

### A. Julie Sach – Tuatoko Mai Sexual Harm Support Services Trust

- Tuatoko Mai Sexual Harm Support Services Trust had been working in the 'sexual harm' space for a long time but now had a clear vision of wanting to work in the prevention space. It also worked very closely with Shakti.
- Target groups were refugee and migrant communities. It was known that sexual harm was happening in these communities but that no one reached out for help.
- Dr Val Cheah, a forensic doctor (who was unable to attend tonight) had been working with Tuatoko Mai Sexual Harm Support Services to build a strategy on how to approach these communities and what the workshops should look like in terms of health and well-being, with a sexual harm aspect being subtly built in.
- The services was looking for funding for the cost of venue hire, catering and flyers.

### B. Cr Richard Crawford

- Cr Crawford thanked the Board members who had helped with the emergency management centre during the weather event. He felt it was important to look at the future of the response team, reconnect with some people and on board more people.
- He reiterated the importance of the Te Puke Community Board and the Maketu Community Board working together and that they were very closely connected.
- He suggested a meeting be arranged going forward to discuss what the future of the response team looked like.

The Chairperson thanked Cr Crawford for his attendance tonight and agreed to arrange a meeting to discuss the response team going forward.

### C. Cr Alan Sole

- Cr Sole expressed it was great to meet the Te Puke Community Board and acknowledged the work it had done in the past and was continuing to do in the present.
- He advised he was putting his name forward to be on the Community Boards Executive Council.

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 15 DECEMBER 2022

#### RESOLUTION TPC23-2.2

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Moved: Cr A Wichers

Seconded: Deputy A Paudel

1. That the Minutes of the Te Puke Community Board Meeting held on 15 December 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**

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## 9 REPORTS

### 9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON’S REPORT – FEBRUARY 2023

The Board considered a report from the Chairperson who took the report as read.

#### Town Centre Rate – Graffiti Removal

The Deputy CEO/GM Infrastructure spoke to this item noting the following:

- There were two different ‘Town Centre Rates’ across the district – one was a community rate set individually by communities and the other had been in place for seventeen years and funded from \$10 per property from an annual general charge.
- If the Te Puke Community Board wanted to do something about removing the graffiti around the town centre it was suggested that they put a ‘line item’ in the community board long term cost plan centre and call it ‘graffiti removal’. This was for a specific purpose for Te Puke that was important to the community.

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### RESOLUTION TPC23-2.3

#### PART 1

Moved: Cr A Wichers

Seconded: Deputy A Paudel

1. That the Chairperson’s report dated 16 February 2023 titled ‘Te Puke Community Board Chairperson’s Report – February 2023’ be received.
2. That the Te Puke Community Board approve the funding for the installation of power for a second Christmas tree at the Te Puke west entrance at an estimated cost of \$15,000 to be funded from their Street Decoration account.
3. That the Te Puke Community Board approve the funding for the installation of two kitset bus shelters at an estimated cost of \$20,000 to be funded from their roading account.

**CARRIED**

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**9.1 CONTINUED: TE PUKE COMMUNITY BOARD – CHAIRPERSON’S REPORT – FEBRUARY 2023**

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**RESOLUTION TPC23-2.4**

PART 2

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the following resolutions put and carried at the 15 December 2022 Te Puke Community Board meeting be revoked.

**RESOLUTION TPC22-1.6***Moved: Member D Snell**Seconded: Deputy A Paudel*

*That the Te Puke Community Board seeks funding of \$50,000 for the development of a community plan, in parallel with the Council led Te Puke spatial plan, through the Annual Plan process.*

**CARRIED**

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**9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR’S REPORT – FEBRUARY 2023**

The Board considered a report from Cr Wichers. The report was taken as read.

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**RESOLUTION TPC23-2.7**

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the Councillor’s report dated 16 February 2023 titled ‘Te Puke Community Board Councillor’s Report – February 2023’ be received.

**CARRIED**

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**9.3 TE PUKE COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023**

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

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**RESOLUTION TPC23-2.8**

Moved: Member D Snell

Seconded: Cr A Wichers

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1. That the Senior Governance Advisor's report dated 16 February 2023, titled 'Te Puke Community Board – ANZAC Day Commemoration 2023', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke Community Board approve up to \$200 to provide a wreath for the ANZAC Day Service, to be paid from the Te Puke Community Board Contingency Account.
4. That Chairperson Kassie Ellis represents the Te Puke Community Board at the ANZAC Day Service in Te Puke on 25 April 2023.

**CARRIED**

#### **9.4 TE PUKE COMMUNITY BOARD – GRANT APPLICATION – FEBRUARY 2023**

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

##### **RESOLUTION TPC23-2.9**

Moved: Deputy A Paudel

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 16 February 2023 titled 'Te Puke Community Board Grant Application – February 2023' be received.
2. That the Te Puke Community Board approve the grant application from Tautoko Mai Sexual Harm Support Services Trust for \$500 to contribute towards costs associated with running three 'Health and Well-Being' workshops for ethnic communities in Te Puke and commit to facilitating potential venue hire for their workshops within the Te Puke rohe. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

#### **9.5 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2022**

The Board considered a report from the Financial Business Advisor. The report was taken as read.

##### **RESOLUTION TPC23-2.10**

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

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The Financial Business Advisor's report dated 16 February 2023 titled 'Te Puke Community Board – Financial Report December 2022' be received.

**CARRIED**

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## **9.6 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD FEBRUARY 2023**

The Board considered a report from the Executive Assistant Infrastructure Group. The report was taken as read.

### Stock Road:

The Deputy CEO/GM Infrastructure spoke to this item noting the following:

- In terms of the roading account and the \$100k allocated for cycleways – \$45k was allocated to Stock Road.

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### **RESOLUTION TPC23-2.11**

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the Deputy Chief Executive's Report dated 16 February 2023 titled 'Infrastructure Group Report Te Puke Community Board February 2023' be received.

**CARRIED**

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**The Meeting closed at 8:20pm.**

**Confirmed as a true and correct record at the Te Puke Community Board meeting held on 13 April 2023.**

.....  
Chairperson K Ellis

**CHAIRPERSON**

## 9 REPORTS

### 9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT – APRIL 2023

**File Number:** A5212321

**Author:** Kassie Ellis, Community Board Chairperson

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

#### EXECUTIVE SUMMARY

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

#### RECOMMENDATION

That the Chairperson's report dated 13 April 2023 titled 'Te Puke Community Board Chairperson's Report – April 2023' be received.

#### BACKGROUND

My report outlines items of business that require further clarification. However, also identifies key issues that need to be actioned promptly to benefit our community, which as a community board I believe we can achieve through due diligence and communication.

#### ITEMS

##### 1. Te Puke Community Board – Recommendation for our Community Plan

At a recent workshop the Board discussed and provided advice to staff regarding the development of a Te Puke Community Plan. The main points of advice provided were that the process needs to be community led and that Mana Whenua be invited to participate in the process so their aspirations can be incorporated. The Community Plan is a separate process from the Council's Spatial Planning work but both plans need to inform each other. The Community Board would like to be represented in any group set up to develop the Community Plan. The process would work best with an external facilitator which could be engaged using the funds set aside for a Te Puke Community Plan in FY 23/24.

##### 2. Action Required for the Level of Service within Te Puke

Our community has raised concerns about the level of service that has been provided in Te Puke. There is a concern about the responsiveness to service requests (whether by the Antenno app or otherwise). The common concerns are:

- Potholes and cracks on the roads that have not been repaired for months, causing damage to vehicles and safety hazards for pedestrians and cyclists.
- Storm water drainage systems that have not been cleared or maintained, resulting in flooding and erosion during heavy rains.
- Road signs and markings that have been faded or damaged, creating confusion and risk for drivers and road users.

Staff Comment:

*Council staff propose a site walk-through of key assets and services with the Community Board, relevant staff and contractors. This has been booked for the month of April 2023.*

**3. Proposition to Reseal the Netball Courts on the Corner of Queen Street and Cameron Road**

I have been approached by members of the Te Puke Netball Centre to see if the board could progress the resealing of the current netball courts on the corner of Queen Street and Cameron Road. In order to progress this as a project, the Te Puke Netball Centre will need to make a submission to the Long Term Plan process which there will be public consultation on later in the year.

**4. Proposal for the Installation of Wi-Fi in Jubilee Park Te Puke**

The board want to see Wi Fi available for the public in Jubilee Park for the foreseeable future as this will add value for all park users. Please see quote from RexNetworks Limited (**Attachment 1**).

**5. Proposal for Speed Measures to be Implemented on Manoeka Road**

As previously discussed, the community have requested speed calming measures to be introduced because the new 50km speed reduction hasn't had a significant impact in Manoeka. We would like to request signs, and rumble strips to deter and enforce the speed limit of 50 km/h on this road.

Staff Comment:

*Council staff will review and come back to the Board.*

**6. The removal of Speed bumps at the intersections of Boucher Avenue and Cameron Road & Boucher Avenue and Hookey Drive in Te Puke**

The previous community board actioned the removal of the speed bump outside the Te Puke Intermediate on Cameron Road. Furthermore, due to the current deterioration and damage caused from heavy vehicles could we advance the removal of the current two speed bumps as specified above.

Staff Comment:

*Council staff will review and come back to the board.*

**ATTACHMENTS**

**1. Jubilee Park – Estimate**  

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**9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT – APRIL 2023****File Number:** A5212347**Author:** Grant Dally, Councillor**Authoriser:** Gary Allis, Deputy Chief Executive & General Manager Infrastructure Group**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That the Councillor's report dated 13 April 2023 titled 'Te Puke Community Board Councillor's Report – April 2023' be received.

**ITEMS****1. Annual Plan 2023–2024**

The draft Annual Plan Consultation Document was adopted for the purposes of consultation by Council on 28 March 2023.

The Annual Plan is Council's updated plan for the coming financial year (1 July 2023 – 30 June 2024), setting out the work scheduled to be done over this next year. The proposed Annual Plan 2023/2024 average rates increase is 7.41%. This has been achieved by using \$1.6m of the General Rate Reserve (GRR). Without the use of the GRR the average rate increase would be 9.07%.

This is higher than the 3.91% signaled in the Long Term Plan 2021/2031 and also breaches Council's Financial Strategy which states 'We will limit the average rates increase across the district to 4% pa for years 2022/2023 onwards. This includes inflation and excludes growth'.

Unfortunately, the current worldwide inflation problem and interest rate increases aimed at curbing this inflation are having a significant impact on Council's budgets. We are also acutely aware of the resulting 'Cost of Living Crisis' which we are all now living through.

After considerable angst and differing views put forward by Elected Members, working through the issues and options available to us to try and limit the proposed increase, this is where we have landed for now. We very much welcome submissions (and suggestions for change) to the draft Consultation Document which is open from 30 March to 30 April 2023.

## 2. Council Submissions to Government Legislation

Elected Members workshopped submissions on the following legislation reviews in February and March:

- Sale and Supply of Alcohol (Community Participation) Bill (8 February).
- Resource Management Act Reform (RMA to be replaced by 3 new Acts)
  - Natural and Built Environment Bill (NBEA) (13 February);
  - Spatial Planning Bill (SPA) (13 February); and
  - Climate Change Adaptation Act (CAA) (new Bill expected in 2023).
- 3 Waters Reform (Water Services Legislation Bill & Water Services Economic Efficiency and Consumer Protection Bill) (6 March).
- Future for Local Government Review (FFLG) (15 February).

Note: FFLG is an advisory piece of work that has not been progressed to legislation stage yet.

Note: Council also submitted to Waka Kotahi on the Interim State Highway Speed Management Plan (to replace current Council Bylaw) on 12 December 2022. This plan has since been put on hold by new Prime Minister Chris Hipkins.

## 3. National Policy Statement (NPS) for Highly Productive Land (HPL) - Commencement date 17 October 2022

With NPS-HPL now in place, new restrictions apply to rezoning plan changes, subdivision, and land use proposals on land that meets the 'transitional definition' of HPL. This is based on 2 aspects:

- a. Has Land Use Capability (LUC) Class 1, 2 or 3. (We have no Class 1 land & LUC 2 & 3 make up 36.9% of our district's total land area); and
- b. If it is zoned General Rural or Rural Production (equivalent to the Rural zone in our DP).

Note: Rural zoned land accounts for 72.55% of our district's total area.

Bay of Plenty Regional Council must map highly productive land in the district and update the Regional Policy Statement (RPS) before 17 October 2025. Western Bay of Plenty District Council must update objectives, policies, and rules in our District Plan to give effect to NPS-HPL no later than 2 years after maps are made operative in the RPS.

## 4. Town Centre Development Fund Allocation

Elected Members considered the future of the Town Centre Development Rate or Fund (TCDR) at the Projects and Monitoring Committee on 22 February. The TCDR

has been in place since 2007. It is a district-wide \$10 per property rate included in the UAGC. The 2023 budget amount is \$226,160.

The fund was established to give each of our major towns a significant boost to enable town centre development over a 4-year period. Te Puke was first cab off the rank (2007–2010); then Waihi Beach (2011–2014); Katikati (2015–2018); Omokoroa (2019–2022).

So, 2023 marked the end of the original cycle and a decision was to be made to either repeat the original cycle, beginning with Te Puke again, or adopt a new methodology of allocating the fund.

This resulted in considerable debate and no consensus was reached. The issue has been left on the table and will be revisited at a future date. I would be interested in anyone's views on this subject to help inform my direction for future deliberations.

## **5. LGNZ Zone 2 Meeting – 17 March 2023**

The Mayor and several Elected Members attended the first two meetings at Cambridge. It is a great opportunity to meet and network with other Mayors, Elected Members and CEOs from other councils in LGNZ Zone 2. At the latest meeting we had presentations from:

- AON Insurance representatives who gave some great insights into the current risk environment and some examples of different risk management strategies and solutions to help in our governance role. Timely in light of recent weather events.
- LGNZ Council members, including President Stuart Crosby, gave an update on their current work program and issues in the sector.
- Newly appointed 3 Waters Entity B CEO Vaughan Payne outlined his background and aspirations for the new entity.
- Hon. Kieran McAnulty Minister for Emergency Management, Minister of Local Government, Minister for Rural Communities and Minister for Racing, zoomed in and gave us an update on Cyclone response in Hawkes Bay/Gisborne, etc. He then took impromptu questions from the room, which went down well.

## **6. Weather Events and Te Puke Road Slips and Stream Slash and Silt**

We are all aware of the toll the last two weather events (including Cyclone Gabrielle) had on the Hawkes Bay and Gisborne areas. Western Bay got off pretty lightly by comparison, however Te Puke did suffer significant issues with extreme stormwater flows through the stream and drain network in town. The amount of slash and silt that was swept down, especially in the Raparapahoe and Ohineangaanga streams was almost unbelievable if we hadn't seen it with our own eyes.

Obviously, the destruction of the No.4 Road bridge was calamitous for the community that relies on it. However, the destruction to several kiwifruit and avocado orchards, lifestyle properties (and even grassed farmland killed off by lingering flood waters) in the flood zone was also very devastating to the affected owners. The clean-up job is horrendous and will take some time to achieve.

In the aftermath we have to examine the causes, consider how and whether future events can be mitigated, and rethink the suitability for certain activities and occupations in these flood-prone areas. Not an easy problem to deal with.

As well as the flooding there were quite a few significant road under slips and over slips on No.3 Road, Rocky Cutting Road and Te Puke Quarry Road. These were possibly the worst affected roads in our area. We know from similar past slips, lasting repairs will take many years and probably several million dollars to put right.







## 7. No.4 Road Bailey Bridge

Council and Westlink staff can be rightly proud of the achievement of installing a temporary replacement Bailey Bridge on No.4 Road. It wasn't a straightforward job with stability issues at each end requiring new foundation piles. The temporary access route up No. 5 Road and back to Manoeka Road was upgraded quickly with permissions from private landowners forthcoming with much appreciation from everyone. A great example of community activation, cooperation and patience. Thank you to everyone involved!



## 8. Community-Led Resource Recovery Centres

Council approved delivery of community-led resource recovery centre initiatives in Te Puke and Katikati/Athenree at the Strategy and Policy Committee meeting on 7 March 2023.

Te Puke will be progressed on a Community and Council hybrid approach whereby Council continues to operate the current activities and the community operates reuse retail activities on the same site. Exact details are to be progressed through conversations with community groups.

## **9. Waiari Water Supply Scheme Official Opening 22 March 2023**

After years of construction disruption, including major damage to No.1 Road, it was great to finally attend the opening ceremony at the treatment plant on 22 March at 376 No.1 Road. A tour of the facility demonstrated what a modern, state-of-the-art water treatment and supply system looks like with a price tag of \$197m all up. It takes much foresight and planning to future-proof our communities and water supply is the most essential commodity of all our basic needs. WBOPDC will have access to 25% of the water allocation when the need arises, hopefully many years down the track.



## **10. Pukehina Ratepayers and Residents Association (PRRA)**

Deputy Mayor John Scrimgeour and I attended the AGM of the PRRA on Saturday, 25 March at Pongakawa Hall. This subscription membership-based organization does a great job representing and advocating on behalf of their community. They look to local Elected Members for support at Council level and we act as conduits between them and staff, much like supporting our Community Boards. Their issues

are much like everyone else's in the district and they deserve to be heard and taken seriously.

## **11. Community Forum – Te Puke–Maketu Ward – 4 April 2023**

Lastly, I look forward to attending our very first Ward-based Community Forum to be held at Paengaroa Hall on 4 April at 7pm. This is the first of a new informal style of community engagement established by Mayor Denyer. Richard Crawford and Andy Wichers are the convenors of our forum.

I attended the Kaimai and then Katikati/Waihi Beach Forums recently, they were both very successful and all the attendees had ample opportunity to raise their issues and get their points across with a casual round-circle seating arrangement. There were opportunities for Elected Members and staff to respond to some of the points raised, which was appreciated by all. I encourage attendance especially by residents in our rural areas who aren't served by a Community Board.

If issues need to be progressed further to Council, we can bring them via the Community Committee of which Margaret Murray-Benge is Chair and I am Deputy Chair.

**9.3 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – APRIL 2023****File Number:** A5212358**Author:** Carolyn Irvin, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**EXECUTIVE SUMMARY**

The purpose of this report is to enable the Te Puke Community Board to make a decision regarding the application for Community Board Grant Funding as applied for by Epic Te Puke and Youth Encounter Ministries Trust.

**RECOMMENDATION**

1. That the Senior Governance Advisor's report dated 13 April 2023 titled 'Te Puke Community Board Grant Applications – April 2023' be received.
2. That the Te Puke Community Board approve the grant application from Epic Te Puke for \$..... to contribute towards costs associated with the development of a community calendar inside of TePukeOnline.nz. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

OR

3. That the Te Puke Community Board do not approve the grant application from Epic Te Puke.
4. That the Te Puke Community Board approve the grant application from Youth Encounter Ministries Trust for \$..... to contribute towards costs towards their 'Connect' programme that provides community building events. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

OR

5. That the Te Puke Community Board do not approve the grant application from Youth Encounter Ministries Trust.

**BACKGROUND**

1. The Te Puke Community Board has funding of \$11,000 available for disbursement to community organisations for the 2022/2023 financial year. The balance as of 13 April 2023 is \$9,398.

2. **Epic Te Puke** has submitted an application for funding of \$2,000 for costs associated with the development of a community calendar inside of TePukeOnline.nz.
3. **Youth Encounter Ministries Trust** has submitted an application for funding of \$2,000 for costs towards costs towards their 'Connect' programme that provides community building events.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Epic Te Puke	The applicant will be advised of the outcome of their respective Grant Application.
Youth Encounter Ministries Trust	The applicant will be advised of the outcome of their respective Grant Application.

### FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Community Board Grant Funds	<p>The Community Board will consider applications for distribution of grant funding before the end of the financial year.</p> <p>Annual Budget      \$11,000</p> <p>Current Balance      \$9,398</p>

**9.4 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD APRIL 2023****File Number:** A5209104**Author:** Tracy Harris, Executive Assistant, Infrastructure Group**Authoriser:** Gary Allis, Deputy Chief Executive & General Manager Infrastructure Group**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That the Deputy Chief Executive and General Manager Infrastructure Group's Report dated 13 April 2023 titled 'Infrastructure Group Report Te Puke Community Board April 2023' 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		Te Puke Community Board \$	Status
<b>Current Account Opening Balance 1 July 2022</b>		\$711,574	
Interest 2021/22		\$27,039	
Allocation for 2021/22		\$299,076	
<b>Subtotal</b>		<b>\$1,037,689</b>	
<b>Approved Projects</b>			
Te Puke Intermediate School / Speed Bump		\$68,741	Speed bump removed. \$11,259 of \$80,000 budget paid 2022. Further safety improvements on hold pending development of Transport Choices project.
Te Puke Quarry Road Footpath and Bridge (Stage 1 cnr Jellicoe to EastPack packhouse)		\$208,910	Construction is complete.
<b>Subtotal</b>		<b>\$277,651</b>	

Proposed Projects	Priority		
Better Street Lighting – Corner of Quarry Road and Jellicoe Street	1	–	WestLink instructed to install additional streetlight adjacent to pack-house.
Commerce Lane Pedestrian Safety	2	\$20,000	Road Safety Audit to be carried out on concept layout plan
Jellicoe Street – Industrial Service Lane	3	\$120,000	WestLink instructed to construct footpath. Timing to be confirmed.
King Street Pedestrian Improvements	3	\$50,000	WestLink instructed to construct 3.0m shared path on Stock Road.
Cycleway Footpath Extensions to improve connectivity	–	\$100,000	WestLink instructed to install additional streetlight adjacent to pack-house.
Redesign of Queen and Jocelyn Street Roundabout	–	–	No further action required
Beattie Ave Road Crossing	–	–	No further action required
<b>Subtotal</b>		<b>\$290,000</b>	
<b>Forecasted Current Account Closing Balance 30 June 2023</b>		<b>\$470,038</b>	

### 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 provided the Board with a scoping/design plan of safety improvement options.

#### *What's Next:*

*Further safety improvements on hold pending development of Transport Choices project.*

## ASSET AND 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.

#### **Te Puke WWTP Upgrade:**

*Description:* Upgrade of the Te Puke WWTP to meet more stringent limits on nutrients by conditions of consent requires improved treatment processes. Also, the capacity must be increased to meet higher flows due to growth and the Rangioru Business Park development.

*What's Happened:*

The high-cost estimates warranted an Issues and Options Paper and Council decision on the way forward. The IOP presented two options with the first to proceed with the design of a new Plant and the second to maximise utilisation of the existing Plant. Council made the decision to proceed with the design of a new Plant on 22 December 2022. This was notified to the designer who is currently working through the preliminary design implications.

*What's Happened:*

The designer is finalizing the preliminary design including the geotechnical, factual, and interpretive reports looking to secure independent peer review approval before presenting the Preliminary Design for Council sign off.

*What's Next:*

Procurement for Early Contractor Involvement (ECI) is well under way with the contractor onboard late April. The ECI phase will run concurrently with Detailed Design and focus on procurement of long lead items and early ground improvements.

**Wastewater Reticulation Network:**

*Description:* Two projects are included: the design of a new main to the WWTP, and upgrading of the pipeline from Station Road to Stock Road.

*What's Happened:*

- Design of a new main to the WWTP: PDP Consulting Engineers have completed the concept design for the new main to ensure that the inlet works for the upgrade can be designed to accommodate the main in the future.
- Upgrading of the pipeline from Station Road to Stock Road. The design has not commenced yet.

*What's Next:*

- Design of a new main to the WWTP: The design will only proceed in the future once the capacity of the existing main reaches its limit as flows increase due to growth.
- Upgrading of the pipeline from Station Road to Stock Road: The design work is programmed to commence in 2023.

**Muttons Water Treatment Plant UV Upgrade**

*Description:* Council has a treatment plant on No. 1 Road, Te Puke, that supplies Te Puke and the surrounding area with water. This plant is fed by several bores. With the changes in the Drinking Water Compliance Rules, these bores lost their secure bore status. Council therefore had to add another treatment process to reduce the bacteria and virus risk. Council opted to install a UV system that would give the required log credits to achieve compliance and ensure that the water is safe.

*What's Happened:*

Council have procured a containerised UV unit that has been delivered to site and has been commissioned.

The commission testing highlighted that the turbidity is too high for the turbidity meters currently being used. A new meter has been ordered. If the turbidity stays out of range, then further treatment be required.

*What's Next:*

Install new turbidity meter and verify that the turbidity is within the compliance range of the UV unit. Commissioning faults are currently being worked through.

## RESERVES

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

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

*What's Happened:*

Painting of the pools is completed along with minor health and safety improvements. The pool is now operational and open to the public and schools. Council promoted a free swim weekend to thank the community for their patience for the delayed opening as we worked through the pool repaint issues.

*What's Next:*

Complete the relocation of the disability chair lift, install new updated signage which has been deferred to be installed before the next season, given the current season is nearly over.

## OPERATIONS

### **Emergency Management**

*Description:* Support the Te Puke Community to be Resilient in the event of an Emergency.

*What's Happened:*

Maintained communication with relevant emergency information and warnings to the Community Response team.

The Orchard Church was activated as a Community Led Centre during the Cyclone Gabrielle response. It was opened by church staff and staffed by members of the Community Response Team in Te Puke. It was great to see how quickly the church could mobilise staff to open the venue and how fast our Community Response Team were able to get there to staff the venue while it was open.

Council staff met with Neighbour Aotearoa to see how we could support any plans for Neighbours month in Te Puke.

*What's Next:*

Continue communication between Council and the Community Response team to deliver preparedness messages to the community.

Looking at training opportunities for the Te Puke Community Response Team to further enable them to assist the community in the event of an emergency.

### Eastern Solid Waste

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

### Kerbside Collective

*What's Happened:*

The Rubbish and Recycling Kerbside Collection contract, introduced on 1 July 2021, is continuing to minimise waste to landfill.

December 2022 was one of the busiest months for kerbside collections. The unseasonal wet summer weather meant tonnages for January and February were lower than had been planned for.

<b>WBOPDC Kerbside Tonnes</b>	<b>Dec 2021</b>	<b>Jan 2022</b>	<b>Feb 2022</b>	<b>Summer 2022</b>		<b>Dec 2022</b>	<b>Jan 2023</b>	<b>Feb 2023</b>	<b>Summer 2023</b>	<b>Difference 2022-23</b>
<b>Waste Tonnes</b>	392	400	467	<b>1259</b>		515	496	415	<b>1426</b>	167
<b>Recycle Tonnes</b>	177	155	142	<b>474</b>		182	168	145	<b>495</b>	21
<b>Glass Tonnes</b>	147	235	129	<b>511</b>		150	191	144	<b>485</b>	-26
<b>Food Tonnes</b>	58	65	63	<b>186</b>		42	53	57	<b>152</b>	-34

*What's Next:*

### PAYT Tag

The newly designed tag has been distributed to the WBOPDC service centres and to date feedback has been positive. Old PAYT tags will continue to be sold through retailers, once old stock is exhausted new tags will be supplied which is expected to occur in April 2023.

### Illegal Dumping

WBOPDC is collaborating with other councils and agencies to create a plan with consistent education and communication messages as well as sharing best practices to reduce the cost of illegal dumping to all stakeholders.

### Mobile Recycling Trailers

*What Happened:*

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

*What's Next:*

We have used the data we have been gathering and from 1 April 2023 there will be slightly reduced hours for the winter months.

These hours will be advertised and published on our website.

### **Establishing Community Resource Recovery Centres**

#### *What Happened:*

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

#### *What's Next:*

The study will be presented to Council in March to receive their direction on the next steps.

### **ATTACHMENTS**

- 1. MAS Te Puke Community Board April 2023**  

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board	<b>Printed:</b> APRIL 2023
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Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3 December 2020</b>	<b>McLean, Calum</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.

**April 2023:**

Staff will organise a Road Safety Audit of the concept layout.

**February 2023:**

The scoping plan has been completed by WestLink and staff are waiting for the Board to review the plan and approve.

**November 2022:**

WestLink has completed the scoping plan for the Board's review and approval.

**July 2022:**

The Board have approved up to \$5000 from the Te Puke Community Board Roading account for WestLink to produce a concept plan for Commerce Lane traffic calming measures. WestLink have been instructed to proceed with the development of a concept plan.

**May 2022:**

There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.

**March 2022:**

There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.

**January 2022:**

Recommend that WestLink be asked to provide a price proposal to develop a design for traffic calming on Commerce Lane.

**November 2021:**

The Project has been delayed by the suspension of Community Board Meetings.

**September 2021:**

Staff will present a proposal for street calming at the next Community Board Meeting.

**Action Sheets Report**

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

**Printed:** APRIL 2023

**July 2021:**

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.

**May 2021:**

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.

**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>Printed:</b> APRIL 2023
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Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3 June 2021</b>	<b>McLean , Calum</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>April 2023:</b> This project has been placed on hold until the scope of 'Transport Choices' project has been confirmed.</p>			
<p><b>February 2023:</b> Staff are waiting for WestLink to provide the price for the scoping plan.</p>			
<p><b>November 2022:</b> Staff are waiting for the price from WestLink for the scoping plan that can be used for consultation.</p>			
<p><b>July 2022:</b> WestLink have been asked to provide a price proposal to finalise the design of the new pedestrian crossing and implement changes to road markings and traffic signs.</p>			
<p><b>May 2022:</b> The design requires minor amendments prior to pricing of physical works.</p>			
<p><b>March 2022:</b> 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> Recommend that WestLink be asked to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.</p>			

**Action Sheets Report**

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

**Printed:** APRIL 2023

**November 2021:**

The Project has been delayed by suspension of the Community Board Meetings.

**September 2021:**

The speed bump has been removed. Staff will submit a proposal for safety improvements at the next Community Board Meeting.

**July 2021:**

The speed bump is programmed for removal week commencing 19 July 2021.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Te Puke Community Board	<b>Printed:</b> APRIL 2023
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Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 28/07/2022</b>	<b>McLean, Calum</b>	<b>New Item</b>	<b>Commerce Lane Bus Shelter Lighting</b>
That the Te Puke Community Board approve up to \$8,000.00, to be paid from the Te Puke Community Board Roading account, for the installation of LED strip-lighting at the bus shelter on Commerce Lane.			
<b>April 2023:</b> The lighting has been installed and is operational. There are a few minor hitches to be addressed.			
<b>February 2023:</b> The LED strip-lighting was delayed due to inclement weather. It is expected to be installed by the end of January after poor weather affected last December's planned works.			
<b>November 2022:</b> LED strip-lighting will be installed during November-December 2022.			
<b>Aug 2022:</b> WestLink instructed to install LED strip lights on Commerce Lane bus shelter.			

**9.5 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT FEBRUARY 2023****File Number:** A5254714**Author:** Ezelle Thiart, Financial Business Advisor**Authoriser:** Sarah Bedford, Financial Controller**EXECUTIVE SUMMARY**

This report provides the Community Board with two-monthly monitoring of its operational budget. Attached are the financial statements for the period ended 28 February 2023 (**Attachment 1**).

Total operational costs are under a budget year to date.

**RECOMMENDATION**

The Financial Business Advisor's report dated 13 April 2023 titled 'Te Puke Community Board – Financial Report February 2023' be received.

**Grant payments made to date:**

Resolution	Description	\$
TPC22-1.5	Te Puke Citizens Club Incorporated	850
TPC22-1.6	Blue Light Venures Incorporated	560
	<b>2022/23 Total grants paid to date</b>	<b>1,410</b>

**Committed – Operational expenditure:**

Resolution	Description	\$
TP22-4.8	Allocate up to \$5,500 from the Street Decoration account for street flag designs and installation.	5,500
	<b>2022/23 Total operational commitments</b>	<b>5,500</b>

**2022/23 Reserve analysis:**

Resolution	Description	\$ (Payments made)
	2022/23 Opening balance	99,602
TP22-5.11	TP22-5.11 Te Puke and Old Te Puke Cemeteries Information Sign Boards project	(762)
	<b>2022/23 Closing Reserve balance before commitments</b>	<b>98,840</b>

**Remaining commitments from Te Puke Community Board Reserve Account**

Resolution	Description	\$ (Remaining funds)
	2022/23 Closing balance before committed expenditure	98,840
TP22-4.5	Approve up to \$30,000 to be paid from Te Puke Community Board Reserve Account for costs relating to the Te Puke Story Boards Project.	(30,000)
TP22-4.6	Approve up to \$20,000 to be paid from the Te Puke Community Board Reserve Account for costs relating to the new dog park at Laurence Oliver Park, Te Puke.	(20,000)
TP22-4.7	Approve up to 50% of the quoted cost, being \$5,776.01, toward the restoration of the Waharoa on Jubilee Park, with the suggestion that WBOPDC contribute the other 50% out of a Council operational budget.	(2,888)
	<b>2022/23 Closing balance after the committed expenditure</b>	<b>45,952</b>

**ATTACHMENTS****1. Te Puke Community Board – Financial Report February 2023**  

<b>Western Bay of Plenty District Council</b> <b>Income and Expenditure Statement</b> <b>For the period ended 28 February 2023</b>						
<b>Te Puke 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]	42	3,424	3,382	☑	5,136	7,391
Grants	1,410	7,536	6,126	☑	11,308	10,135
Mileage Allowance	345	1,368	1,023	☑	2,052	0
Salaries	17,890	18,624	735	☑	27,936	28,041
Public Safety	1,162	5,184	4,022	☑	7,776	7,891
Street Decoration	0	5,824	5,824	☑	10,236	4,025
Inter Department Charges	32,336	32,336	0	☑	48,504	47,184
<b>Total Operating Costs</b>	<b>53,184</b>	<b>74,296</b>	<b>21,112</b>	☑	<b>112,996</b>	<b>104,667</b>
<b>Total Direct Costs</b>	<b>53,184</b>	<b>74,296</b>	<b>21,112</b>	☑	<b>112,996</b>	<b>104,667</b>
<b>Total Costs</b>	<b>53,184</b>	<b>74,296</b>	<b>21,112</b>	☑	<b>112,996</b>	<b>104,667</b>
<b>Income</b>						
Rate Income	81,515	75,328	6,187	☑	112,992	121,124
<b>Total Direct Income</b>	<b>81,515</b>	<b>75,328</b>	<b>6,187</b>	☑	<b>112,992</b>	<b>122,624</b>
<b>Net Cost of Service</b>	<b>28,330</b>	<b>1,032</b>	<b>27,298</b>	☑	<b>(4)</b>	<b>17,956</b>
<u><b>Contingency - breakdown</b></u>						
TP22-4.9 Venue hireage cost	42			☑ Favourable Variance		
<b>Year to date contingency costs</b>	<b>42</b>			⊗ Unfavourable Variance		
<u><b>Community Board Reserves</b></u>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>99,602</b>					
TP22 - 5.11 Te Puke and Old Te Puke Cemeteries Information Sign Boards project	(762)					
<b>(Decrease) Increase in year</b>	<b>(762)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>98,840</b>					