

# MEETING – AGENDA –

Ngā Take



## TE PUKE COMMUNITY BOARD Komiti Taiwhenua

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**TP21-2**

**Thursday, 8 April 2021**

**Te Puke Library and Service Centre**

**7.00pm**



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

# Te Puke Community Board

## Membership

|                           |   |
|---------------------------|---|
| <b>Chairperson</b>        | Richard Crawford  |
| <b>Deputy Chairperson</b> | Tupaea Rolleston  |
| <b>Members</b>            | Kassie Ellis<br>Dale Snell<br>Cr Grant Dally<br>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  
in the Te Puke Library and Service Centre on:  
Thursday, 8 April 2021 at 7.00pm

## Order Of Business

|          |   |           |
|----------|---|-----------|
| <b>1</b> | <b>Present .....</b>  | <b>4</b>  |
| <b>2</b> | <b>In Attendance .....</b>  | <b>4</b>  |
| <b>3</b> | <b>Apologies .....</b>  | <b>4</b>  |
| <b>4</b> | <b>Consideration of Late Items .....</b>                                      | <b>4</b>  |
| <b>5</b> | <b>Declarations of Interest .....</b>   | <b>4</b>  |
| <b>6</b> | <b>Public Excluded Items .....</b>  | <b>4</b>  |
| <b>7</b> | <b>Public Forum.....</b>  | <b>4</b>  |
| <b>8</b> | <b>Minutes for Confirmation .....</b>   | <b>5</b>  |
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| <b>9</b> | <b>Reports .....</b>  | <b>14</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 11 FEBRUARY 2021**

**File Number:** A4028541

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

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

#### **RECOMMENDATION**

That the Minutes of the Te Puke Community Board Meeting held on 11 February 2021, as circulated with the agenda, be confirmed as a true and accurate record.

## **ATTACHMENTS**

- 1. Minutes of the Te Puke Community Board Meeting held on 11 February 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP21-1  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE  
ON THURSDAY, 11 FEBRUARY 2021 AT 7.00PM**

## **1 PRESENT**

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

## **2 IN ATTENDANCE**

M Taris (Chief Executive Officer), S Harvey (Roading Engineer – East) and P Osborne (Senior Governance Advisor)

7 Members of the public, including 1 member of the press and 2 representatives from Tauranga City Council.

## **3 APOLOGIES**

Nil

## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

The Chairperson reminded members 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.

- Councillor Gray declared an interest in the Waiāri Water Scheme
- Member Ellis declared an interest in item 9.3 in relation to the Grant Application from Tony and Cathy Shaw, Te Puke Memorial Pool Contractors.

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## **7 PUBLIC FORUM**

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

### **PUBLIC FORUM ADJOURN MEETING**

#### **RESOLUTION TP21-1.1**

Moved: Cr M Gray

Seconded: Member K Ellis

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

**CARRIED**

**Helen Potter and Margaret Carey – Te Puke Kiwicoast Lions**

Ms Potter raised concern regarding the homeless sleeping outside of the Te Puke War Memorial Hall, where the Te Puke Kiwicoast Lions hold their meetings twice a month. Ms Potter noted that several of the elder members of the group do not feel safe leaving the hall after the evening meetings. The Board was asked if they are aware of this issue, and if there is anything that could be done about this.

Ms Potter was advised that this is an on-going issue that Council is aware of. Due to the nature of the issue, there is not a lot that Council is able to do, however they will look to have security increased.

**Andy Wichers – No.1 Road Closure**

Mr Wichers was in attendance to speak to the Board on behalf of an informal group of residents from No.1 Road. The affected residents are concerned about the following items:

- The timeframe in which this part of the project will be completed;
- Request for Tauranga City Council (TCC) to re-look at the work taking place 24/7 - consulting directly with the residents who would be affected; and
- Some residents believe that the decision around the 'Stop/Go' option was not properly evaluated.

**Richard Conning – Waiāri Water Supply Scheme - No.1 Road Pipeline Partial Road Closure**

Mr Conning was in attendance to give the Board an update on the No. 1 Road Pipeline Partial Road Closure. The below updates were highlighted:

- One lane closure 22 February 2021 – 22 March 2021;
- Extending working hours to 13 hour days would help reduce the programme by 3 days;
- The noise levels from night works would affect a significant number of residents; and
- 'Stop/Go' would increase road queues, and delays in each direction for locals, and is not supported by the WBOPDC Transportation team.

In order to mitigate effects for residents they are looking at the use of BUPA's car park and assistance for Trevelyans.

Mr Conning noted that Tauranga City Council has got 24/7 security onsite during this piece of work, to mitigate any health and safety issues that may arise.

The presenters responded to questions as follows:

- TCC traffic management experts advised that a two lane 'Stop/Go' system is not appropriate to put in place for the Trevelyans "graveyard" shift workers.
- The project team will maintain communication with Mr Trevelyan.
- It was reiterated that there will be traffic management security 24/7 while the partial road closure is in place.

**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION TP21-1.2**

Moved: Member T Rolleston

Seconded: Member D Snell

That the meeting reconvene in formal session at 7.33pm.

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**CARRIED**

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## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 DECEMBER 2020

The Board considered the minutes from the meeting held 3 December 2020. The minutes were taken as read. Councillor Gray (formally Lints) informed the Board that she has reverted back to her maiden name, which will be captured in the minutes going forward.

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#### RESOLUTION TP21-1.3

Moved: Member T Rolleston

Seconded: Member D Snell

That the Minutes of the Te Puke Community Board Meeting held on 3 December 2020, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

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## 9 REPORTS

### 9.1 CHAIRPERSONS REPORT - TE PUKE COMMUNITY BOARD - FEBRUARY 2021

The Board considered a report from the Chairperson. The report was taken as read with the Chairperson highlighting 9.1.5 regarding the 2021 Community Board conference. It was noted that an amendment to the resolution was required to highlight who would be attending the conference.

**Moved:**

1. That the Chairperson's report dated 11 February 2021 titled 'Chairpersons Report – Te Puke Community Board – February 2021', be received.
2. That the Te Puke Community Board approve funding of up to \$2,000 from the Te Puke Community Board Conference Account, for the travel, accommodation and registration costs relating to the 2021 Community Board Conference, to be held 22 – 24 April 2021

**Moved Amendment:**

1. That the Chairperson's report dated 11 February 2021 titled 'Chairpersons Report – Te Puke Community Board – February 2021', be received.
2. That the Te Puke Community Board approve funding of up to \$2,000 from the Te Puke Community Board Conference Account, for the travel, accommodation and registration costs relating to the 2021 Community Board Conference, for Chairperson Richard Crawford, to be held in Gore 22 – 24 April 2021

The amendment was put and carried.

The amendment as follows became the SUBSTANTIVE MOTION and was put and carried.

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**RESOLUTION TP21-1.4**

Moved: Cr G Dally

Seconded: Member K Ellis

1. That the Chairperson's report dated 11 February 2021 titled 'Chairpersons Report – Te Puke Community Board – February 2021', be received.

**CARRIED**

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**RESOLUTION TP21-1.5**

Moved: Cr M Gray

Seconded: Cr G Dally

2. That the Te Puke Community Board approve funding of up to \$2,000 from the Te Puke Community Board Conference Account, for the travel, accommodation and registration costs relating to the 2021 Community Board Conference, for Chairperson Richard Crawford, to be held in Gore 22 – 24 April 2021.

**CARRIED**

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**9.2 COUNCILLOR'S REPORT - TE PUKE COMMUNITY BOARD - FEBRUARY 2021**

The Board considered a report from Councillor Dally. The report was taken as read with Councillor Dally highlighting the Long Term Plan (LTP) consultation period coming up.

The Chief Executive Officer advised the Board that the normal process for a Community Board would be to create a submission on the issues important to the Board, as well as commenting on the core consultation topics. It was also noted that the Community Boards can be heard formally, to speak to their submissions. The Board was advised that there is an LTP Consultation engagement day at Jubilee Park in Te Puke on 20 March 2021.

Councillor Dally informed the Board that the Western Bay Museum has secured sponsorship from Seeka that will allow 400 Te Puke/Maketu Ward Primary School students to visit the museum, with no entry charge. The Museum Director is still seeking assistance to reduce transport costs to and from Katikati. The Board was asked about the potential of moving the Denny Hulme exhibition currently showing at the Western Bay Museum to Te Puke, if a suitable space was available. Board members will discuss at their up-coming workshop.

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**RESOLUTION TP21-1.6**

Moved: Member K Ellis

Seconded: Member R Crawford

That the Councillor's report dated 11 February 2021 titled 'Councillor's Report – Te Puke Community Board – February 2021', be received.

**CARRIED**

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### 9.3 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion around how the Board could contribute to part of the requested grants.

#### Te Puke Swimming Club

Councillor Gray queried whether the pool platform, noted in the grant application, would be included in Council's improvements to the Te Puke Memorial Pool. If this is the case, Te Puke Swimming Club would not need funding for this particular item, therefore, the Board decided to fund the registration software to the sum of \$575.00.

#### Tony and Cathy Shaw (Te Puke Memorial Pool Contractors)

Member Ellis declared an interest in this item, withdrew from the meeting and took no part in the discussion or voting thereon. Member Ellis answered questions for points of clarification.

The Board decided to fund two tables to the sum of \$900.00.

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#### RESOLUTION TP21-1.7

Moved: Member R Crawford

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 11 February 2021 titled 'Te Puke Community Board Grant Applications', be received.

**CARRIED**

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#### RESOLUTION TP21-1.8

Moved: Cr M Gray

Seconded: Member K Ellis

2. That the Te Puke Community Board approve the Grant application from Te Puke Swimming Club for \$575.00 towards registration software, to be funded from the Te Puke Community Grants 2020/2021 account, subject to all accountabilities being met.

**CARRIED**

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#### RESOLUTION TP21-1.9

Moved: Member T Rolleston

Seconded: Member D Snell

3. That the Te Puke Community Board approve the Grant application from Tony and Cathy Shaw (Te Puke Memorial Pool Contractors) for \$900.00 towards two outdoor tables, to be funded from the Te Puke Community Grants 2020/2021 account, subject to all accountabilities being met.

**CARRIED**

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#### 9.4 TE PUKE COMMUNITY BOARD - ANZAC DAY COMMEMORATION 2021

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

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##### RESOLUTION TP21-1.10

Moved: Cr M Gray

Seconded: Cr G Dally

1. That the Senior Governance Advisor's report dated 11 February 2021 titled 'Te Puke Community Board – ANZAC Day Commemoration 2021', be received.
2. 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).
3. That Deputy Chairperson Tupaea Rolleston represent the Te Puke Community Board at the ANZAC Day Service at Te Puke on 25 April 2021.

**CARRIED**

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#### 9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD FEBRUARY 2021

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

- The Board was reminded that they have significant funds in hand and have been requested to develop a further priority list for implementation.
- The Board will come up with a suitable date for a walk around with the Roading Engineer (East), allowing at least two hours for the meeting.
- The Board requested an update on the below items:
  - Dudley Vercoe Footpath and Drainage – a preliminary design has been done with a more detailed design happening in the next couple of weeks:
  - Fenton Terrace – This project is not yet on a work programme, as Council is still waiting for a confirmed price from WestLink.
  - Queen and Jellicoe CCTV hardware and installation – waiting for further approval from Radio Spectrum Management (RSM).
  - Bus Stop for Hopper Buses on Cameron Road – The Roading Engineer has spoken to Travel Safe, who will contact the school to get a clear understanding on the safety issues arising.
  - Tactile Pavers – This project is approved, however Downer is checking that they have priced correctly against the current legislation, before the work can commence.

The Board would like to make a resolution against the Minute Action Sheet (MAS) relating to the Speed Bump on Cameron Road. Once the electronic traffic signage is installed they would like to have the speed bump removed, noting that they would review this to see if any issues arise.

There was a discussion around the type of electronic traffic signage the Board was after. It was noted that the Board will review the Speed Indicating Device (SID) near Fairhaven School to see if they would like to take the same approach outside Te Puke Intermediate in the future, however at this time they will trial the 40km/h school sign.

**RESOLUTION TP21-1.11**

Moved: Member T Rolleston  
Seconded: Cr G Dally

1. That the Deputy Chief Executive's Report, dated 11 February 2021 and titled 'Infrastructure Services Report Te Puke Community Board February 2021', be received.

**CARRIED****RESOLUTION TP21-1.12**

Moved: Cr G Dally  
Seconded: Member K Ellis

2. The Te Puke Community Board has requested the removal of the kerb build outs and the speed bump at 135 Cameron Road, after installation of the 40km/h school zone sign at Te Puke Intermediate School, to widen the carriageway around the bend and minimise vibration.

**CARRIED****9.6 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT DECEMBER 2020**

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

**RESOLUTION TP21-1.13**

Moved: Cr M Gray  
Seconded: Member K Ellis

That the Management Accountant's report dated 11 February 2021 and titled 'Te Puke Community Board – Financial Report December 2020', be received.

**CARRIED****9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****RESOLUTION TP21-1.14**

Moved: Cr G Dally  
Seconded: Member R Crawford

That the draft schedule of meetings for February, March and April 2021, be received.

**CARRIED**

**The Meeting closed at 8.31pm.**

**The minutes of this meeting were confirmed at the Te Puke Community Board held on 8 April 2021.**

.....  
Member R Crawford

**CHAIRPERSON**

Unconfirmed

## 9 REPORTS

### 9.1 TE PUKE COMMUNITY BOARD CHAIRPERSON REPORT - APRIL 2021

**File Number:** A4027888

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

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

#### RECOMMENDATION

That the Chairperson's report dated 8 April 2021, titled 'Te Puke Community Board Chairperson Report – April 2021', be received.

#### BACKGROUND

##### 1. Youth Issues

There is a fresh wave of young people hanging around town causing disorderly behaviour like lighting small fires around the downtown area and the graffiti around our buildings and streets. CCTV cameras have been able to capture the culprits and assist police in identifying & apprehending them. There is a need for another 'Alan Cotter' type person to take over the role of dealing with graffiti as soon as it happens. The Board is willing to support this role. Board member Ellis is to do some follow up and research as she has a person already willing to supply a range of paints. We also have been in contact with an anti-graffiti contractor "Graffiti Busters" to see how they can assist in removal of future graffiti.

*Staff Comment:*

*Council's Maintenance Contracts includes provision for the removal of graffiti from Council owned public assets. The best way to report graffiti is to lodge a Service Request (CCR) or use Antenno.*

*A higher priority is given to offensive graffiti, which is targeted for removal within 24 hours of being reported. Some assets have graffiti guard on them to assist with the removal of graffiti. The skate park has a special coating on it that requires a specific process to be used by the contractor so as not to affect the concrete surface during removal.*

*Staff are happy to work in conjunction with 'Graffiti Busters;' to ensure any graffiti removal is coordinated and that paint colours are matched where required.*

*Council does not fund the removal of graffiti from private buildings/structures.*

##### 2. Rubbish Bins

Completion date for the bins being painted and re-installed is April 2021. Councillor Dally recently decorated some of the bins and has done an excellent job. There is also a need to have locks on the bins so they cannot be stolen.

The Te Puke Community Board request for locks to be installed on the bins on the main street.

*Staff Comment:*

*The bins belong to Council and are managed under our WestLink contract. The Roading Engineer (East) will look into the possibility of having locks installed on the bins.*

### 3. Te Puke Memorial Pool

It has been a successful season under the new management. The Board is pleased there is new accessibility access features to the pool being put in soon and other improvements to the pool area planned for the near future.

### 4. Main Street

The Board agreed that all long grasses should be removed where it is hindering road traffic vision, especially at the Southern end roundabout up to Palmer Place. Other areas affected are around Jellicoe Street and Atuaroa Avenue intersection. Members of the public and surrounding businesses have requested something to be done about the grass bushes blocking vision.

The Board request that all long grasses that are affecting vision of drivers at intersections and pedestrian crossings on the main street areas (Jellicoe Street) be removed, and replaced with low plantings or short grass, including the intersection at Jellicoe Street and Atuaroa Avenue.

*Staff Comment:*

*The vegetation and planting was part of a large scale revocation project with regular Community Board and Public Consultation to control pedestrian movement and achieve slower driving in the town centre.*

### 5. Frida Woison

Chairperson Crawford and Councillor Dally met with Frieda Woison who has been a constant hard-working advocate for our town regarding CCR around roading / storm water drains etc. She has passed on some of her on-going requests to Council, which have not be worked on or completed yet. She has recently left the area, but wanted our Board to follow up on her requests. Grant has the minutes from the meeting and emails given to Council over the years. The Board has thanked her for all she has done behind the scenes for our town and wish her all the best in the future.

### 6. CCTV Cameras

CCTV cameras have now been installed on the Queens Street and Jocelyn Street intersection, which was approved by the Community Board. This completes the CCTV installation program our Board set out to accomplish.

### 7. Landscape Road

Residents in Landscape Road are observing constant social mis-behaviour going on at the bottom of Landscape Road, which has now become a security issue. There has been a request for a CCTV camera to be installed, or some form of deterrent. We received an email from one resident wanting something done – we will pass the email onto Council staff.

*Staff Comment:*

*A new CCTV camera could be considered in accordance with Council's proposed CCTV Policy, which is subject to review and adoption as a part of the 2021/2031 Long Term Plan (LTP) review.*

**8. Toy Library/Hāpai Mama Storage Shed**

Staff are working with the Hāpai Mama Trust on the installation of a storage shed that the Trust would like to install in or around the Toy Library lease site.

**9. Tsunami Warning**

On the day of the Tsunami warning our town had people from the low-lying beach areas evacuate to our town, causing lots of traffic problems and lots of stressed people looking for refuge. We activated our community emergency response team to be ready for any response we needed to make. Fortunately, it did not eventuate in an emergency response, however it was a good trial run to see what would happen and how we would cope in a real emergency. The Community Emergency Response Team are due to meet to review its Management and Response Plan.

**10. The Western Bay Fun Day Community Series**

The Board was happy with how Council's 'Community Fun Day' at Jubilee Park Te Puke on Saturday 20 March 2021 went. It was well attended and good to see the community that did turn up, engage with Council staff and elected members. Well done Council.

Some feedback was that there were still a lot of people in our town and Ward that did not know that this event was happening and that submissions to the LTP are open until 9 April 2021.

The Board also received an email from a local food and drink retailer who made a complaint regarding why Te Puke local business' were not given an option to be the food providers for this event, and requested that in future, there would be some form of communication going out asking for 'requests of interest'.



**9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021****File Number:** A4028502**Author:** Monique Gray, Councillor**Authoriser:** Miriam Taris, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 8 April 2021, titled 'Te Puke Community Board Councillor's Report – April 2021', be received.

**BACKGROUND****1. Chamber News**

Here is a summary of what we have been discussing and doing:

- Water Reform - Workshop coming up with stakeholders, National initiative
- CEO recruitment - Applications for current CEO position have closed. Applicants were reduced to a short list, which has since been interviewed. A recommendation list will follow and final interviews will commence.
- Long Term Plan (LTP) consultation - Family fun days across all three wards have commenced and Te Puke was a massive success. Congratulations to the staff for producing a fantastic model to use for future engagements.
- Resource Management Act - Changes are being made to the current Resource Management Act.
- Reserve Management Plan - On Monday 15 March 2021, we accompanied staff and elected members on a bus tour of our reserves across the ward and discussed future plans and ideas. This will be developed further by Council's Policy team.

**2. Tangata Whenua Matters**

- Makahae Wastewater system is being upgraded due to the funding from the Three Waters Grant that Council received. Alongside this a Three Water assessment of all of the Marae are going to be completed.

**3. Community Groups and Meetings**

- Rangiuru Corrections Facility petition was received at the Te Puke – Maketu Ward Forum on 16 March 2021.
- No.1 Road has been re-opened, with the expected road closure of four weeks, reduced to 12 days.
- Chairperson Crawford and Councillor Gray attended a meet and greet with the Te Puke Economic Development Group and Tourism Bay of Plenty.
- Pongakawa Heritage Trust have relocated a house near Pongakawa School with potential to develop a museum or similar facility.

- Wai Kokopu Project is underway with community-led action to replenish the whenua and health of Waihi Estuary (Te Waihi) [www.wai-kokopu.org.nz](http://www.wai-kokopu.org.nz)

#### **4. Word on the Street**

- There is current consent submissions open by Bay of Plenty Regional Council for addiction foods.
- Te Puke is saddened to loose our wonderful community volunteer Freda Woisin. Ms Woisin has been at the forefront of environmental clean ups, CCR's and keeping on top of all those finer details in the community. She will be sadly missed as she relocates to Taranaki.
- Pukehina Autorama event was a great success.
- Congratulations to CoLAB on their nomination for a TECT award, and well done to Oropi School for being the overall winner.
- It has been good to see Jubilee Park being used for many different events and recreation – recently we hosted the Circus in town.
- Congratulations to Te Puke Primary School for another annual 'Great Kiwifruit festival'. For those who have not attended – Kiwifruit race down the hill.
- Empowerment have recently gone through re-branding and is now called 'The Hub'.
- Recently Councillor Gray followed up on the preservation of the Te Hira Archway. The Reserves and Facilities Officer (East) was able to get an evaluation done and the recommendation from the specialist at Bay of Plenty Memorials is to leave it as it is.

#### **5. Coming Up**

- Water Reform Workshop
- Kerbside Collection Service rollout
- End of Seddon Street Rehabilitation
- Long Term Plan (LTP) for Bay of Plenty Regional Council is open
- Te Puke Business Awards are open now
- Last community market for the season will be held 17 April 2021

### 9.3 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS

**File Number:** A4026104

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

**Authoriser:** Jan Pedersen, Group Manager People And Customer Services

#### EXECUTIVE SUMMARY

1. The Te Puke Community Board is required to make a decision regarding an application for Community Board Grant Funding. Two applications have been received.
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 8 April 2021, titled 'Te Puke Community Board Grant Applications', be received.
2. That the Te Puke Community Board approve/not approve the Grant application from Marukukere Marae Committee on behalf of Te Paamu / Tia Marae for ... to be funded from the Te Puke Community Board Grants 2020/2021 account, subject to all accountabilities being met.
3. That the Te Puke Community Board approve / not approve the Grant application from Youth Encounter Ministries Trust for \$.... to be funded from the Te Puke Community Grants 2020/2021 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 2020/2021 financial year. The balance as of 8 April 2021 is \$2354.20.
4. **Marukukere Marae Committee on behalf of Te Paamu / Tia Marae** has submitted an application for funding of \$3,764.50 for the installation of air conditioner / heat pump into their meeting house at Te Paamu Marae.
5. **Youth Encounter Ministries** has submitted an application for funding of \$950.00 for sponsorship of one marginalised youth to attend one of the residential camps.

#### ENGAGEMENT, CONSULTATION AND COMMUNICATION

| Interested/Affected Parties                                  | Completed/Planned Engagement/Consultation/Communication                             |
|--|---|
| Marukukere Marae Committee on behalf of Te Paamu / Tia Marae | The applicant will be advised of the outcome of their respective Grant application. |

|                            |   |
|----------------------------|---|
| Youth Encounter Ministries | 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 be consider applications for the distribution of the funding, before the end of the financial year.</p> <p>Annual Budget    \$11,000.00</p> <p>Current Balance   \$2,354.20</p> |

## 9.4 TE PUKE COMMUNITY ROADING PROGRAMME 2021

**File Number:** A4009775

**Author:** Stuart Harvey, Roding Engineer (East)

**Authoriser:** Gary Allis, Deputy Chief Executive

### EXECUTIVE SUMMARY

The Te Puke Community Board is required to make decisions on which road projects are to be constructed using the Community Board Roding account and the order of priority.

### RECOMMENDATION

1. That the Roding Engineer's (East) report, dated 8 April 2021 and titled 'Te Puke Community Roding Programme 2021' be received.
2. That the Te Puke Community Board approve the Community Roding Programme and order of priority of the projects listed.

|    | Proposed Projects  | \$      | Priority |
|----|--|---------|----------|
| 1. | Te Puke Quarry Road Footpath & Bridge                            | 300,000 |          |
| 2. | King Street Vet Clinic / Jellicoe Street Industrial Service Lane | 120,000 |          |
| 3. | King Street Pedestrian Footpath                                  | 50,000  |          |
| 4. | Commerce Lane Pedestrian Safety                                  | 200,000 |          |
| 5. | Te Puke Intermediate School Safety Improvements                  | 80,000  |          |
| 6. | Cycleway Footpath Extensions to Improve Connectivity             | 100,000 |          |
| 7. | Better Street Lighting – Corner of Quarry Road & Jellicoe Street |         |          |
| 8. | Redesign of Queen & Jocelyn Street Roundabout                    |         |          |
| 9. | Beattie Avenue Road Crossing                                     |         |          |

### PROJECT DETAILS

The report identifies the projects and the order of costs. The estimates will be refined in the design phase if projects are approved. The total indicative cost will utilise the current budget plus the 2021/22 budget and part of the 2022/23 budget. Any projects approved by the Board will be designed as a collaborative approach with the Board members and the relevant residents.

#### Te Puke Quarry Road Footpath and Bridge



*Footpath to be constructed on LHS of Te Puke Quarry Road.*

The Board have expressed interest in funding a footpath running from Jellicoe Street to EastPack and extending that footpath along Te Puke Quarry Road to create a link to Manoeka Road.

The speed limit on this road is 80km/h and therefore the footpath must be set back away from the carriageway or the Board could consider pedestrian fencing for separation of pedestrians and traffic.

It is recommended that a footbridge also be considered here to minimise the risk of pedestrians walking on the single lane vehicle bridge.

|                              |                      |
|------------------------------|----------------------|
| Estimated footpath cost:     | \$200,000            |
| Estimated bridge cost:       | \$60,000 - \$100,000 |
| <b>Total estimated cost:</b> | <b>\$300,000</b>     |

### King Street Vet Clinic / Jellicoe Street Industrial Service Lane



*Footpath and fencing to be constructed on top of stonewall.*

The Board have expressed an interest in creating a link between the Vet Clinic and Jellicoe Street on the north side of the road.

The project will involve a small retaining wall to ensure the footpath is level as it rises up to the industrial slip lane and the removal of all bushes and shrubs along the route, along with pruning and crown lifting of some nearby trees.

Due to the footpath being constructed directly on top of a stonewall, a fence will need to be constructed to protect pedestrians from the risk of falling.

**Estimated cost is \$120,000.**

### King Street Footpath



*King Street footpath blocked by business parking*



If supported by the Board, this footpath project could be continued up King Street. Currently, parking for industrial businesses blocks the footpath along King Street. By creating new angled parking for businesses, the space for a pedestrian footpath will be created along King Street.

**Estimated cost is \$50,000.**

### **Commerce Lane Road Safety Improvements**



*Drivers not following 30km/ speed limit on Commerce Lane*

The Board have raised concerns regarding pedestrian safety on Commerce Lane, especially at the Heritage Walkway. A change to the look and feel of Commerce Lane could support the 30km/h speed limit and improve pedestrian safety. A detailed design process and public consultation will be required to achieve an effective outcome.

**Estimated cost - \$200,000 - \$400,000.**

### **Te Puke Intermediate School Safety Improvements**



*Speed Bump - Te Puke Intermediate School*

The Board have requested the removal of a speed hump on Cameron Road near the school and replace this with new options for managing speed and improving road safety outside the school. A variety of concepts could be considered to achieve this.

**Estimated cost is \$50,000 - \$80,000.**

**Cycleway Footpath Extensions to Improve Connectivity**

The Te Kaikatea Society has identified that there are a number of links in the Te Puke walking and cycling network that could be improved to increase connectivity and use. The specific opportunities will be developed with the society.

**Better Street Lighting – Corner of Quarry Road & Jellicoe Street**

The Board would like a review of street lighting at Te Puke Quarry roundabout.

**Redesign of Queen & Jocelyn Street Roundabout**

This is a long term option to the Te Puke Bypass.

**Beattie Avenue Road Crossing**

The Board would like to create a kerb crossing and central island at Beattie Avenue.

**SIGNIFICANCE AND ENGAGEMENT**

In terms of the Significance and Engagement Policy this decision is considered to be of Low significance because the funding of these projects is at the Board's discretion.

**ENGAGEMENT, CONSULTATION AND COMMUNICATION**

| Interested/Affected Parties | Completed/Planned Engagement/Consultation/Communication   |
|-----------------------------|---|
| General Public              | The public will be allowed to comment on the Te Puke Community Board's proposals, for works on Commerce Lane. |

**ISSUES AND OPTIONS ASSESSMENT**

| Option A   |  |  |          |
|--|--|--|----------|
| That the Te Puke Community Board approve the Community Roding Programme and the order of priority of projects listed.  |  |  |          |
|  | Proposed Projects  | \$   | Priority |
| 1.   | Te Puke Quarry Road Footpath & Bridge                            | 300,000  |          |
| 2.   | King Street Vet Clinic / Jellicoe Street Industrial Service Lane | 120,000  |          |
| 3.   | King Street Pedestrian Footpath                                  | 50,000   |          |
| 4.   | Commerce Lane Pedestrian Safety                                  | 200,000  |          |
| 5.   | Te Puke Intermediate School Safety Improvements                  | 80,000   |          |
| 6.   | Cycleway Footpath Extensions to Improve Connectivity             | 100,000  |          |
| 7.   | Better Street Lighting – Corner of Quarry Road & Jellicoe Street | ?  |          |
| 8.   | Redesign of Queen & Jocelyn Street Roundabout                    | ?  |          |
| 9.   | Beattie Avenue Road Crossing                                     | ?  |          |
| <b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>Economic</li> <li>Social</li> <li>Cultural</li> <li>Environmental</li> </ul> |  | <ul style="list-style-type: none"> <li>Each project will need to be funded from the Roding Account.</li> <li>The projects will improve pedestrian and road safety in Te Puke.</li> </ul> |          |
| <b>Costs (including present and future costs, direct, indirect and contingent costs).</b>  |  | <ul style="list-style-type: none"> <li>Initial consultation costs.</li> <li>Long term maintenance costs.</li> </ul>  |          |



| <b>Option B</b>  |   |
|--|---|
| That the Te Puke Community Board does not approve the Community Roding Programme.  |   |
| <b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul> | <ul style="list-style-type: none"> <li>• The Board will retain the funds within the Roding Account.</li> <li>• There will be no change to pedestrian and road safety in Te Puke.</li> </ul> |

## STATUTORY COMPLIANCE

This report meets Council's:

- Legislative requirements/legal requirements
- Current council plans/policies/bylaws
- Regional/national policies/plans.

## FUNDING/BUDGET IMPLICATIONS

| <b>Budget Funding Information</b> | <b>Relevant Detail</b>  |
|-----------------------------------|---|
| Community Board Roding Account    | The Te Puke Community Board has authority to approve projects to be funded from the Roding Account. |

**9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD APRIL 2021****File Number:** A3942753**Author:** Gary Allis, Deputy Chief Executive**Authoriser:** Miriam Taris, Chief Executive Officer**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

1. That the Deputy Chief Executive's Report, dated 8 April 2021 and titled 'Infrastructure Services Report Te Puke Community Board April 2021' be received.

**ROADING****Transportation - Road Improvements LED Lighting**

*Description:* Council owns and operates 2500 streetlights on local roads. Close to 100 of these are LED. Installation of LED lights reduces power consumption by 60%. Cost reduction is on the energy charges as line charges are a fixed fee. NZTA is offering an 85% subsidy to invest in the street light conversion, conditional upon it being completed by June 2021. Council has decided to participate in this.

*What's Happened*

The LED lighting conversion commenced in Omokoroa in August 2020, with work progressing to Katikati and Waihi Beach.

WestLink has commenced the installation of the replacement LED lighting attached to the standard streetlight poles or on outreach arms attached to power poles.

The work involves removing the old luminaires and replacing them with the new LED units. It is anticipated that some existing pole replacements will be required due to their age and condition.

*What's Next*

WestLink expect to have much of the LED (excluding decorative lighting) upgrading in Te Puke, Maketu and Paengaroa completed by end of June 2021.

**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 that 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.

*What's Next*

The Roading Engineer (East) has discussed this issue with Travel Safe and they will be contacting the school to further discuss.

**Transportation - Te Puke Community Roothing**

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

| <b>Te Puke Community Board Roothing Current Account</b>             | <b>Project Cost \$</b> | <b>NZTA Funding MIP LC/LR \$</b> | <b>Te Puke Community Board \$</b> | <b>Status</b>               |
|---|------------------------|----------------------------------|-----------------------------------|-----------------------------|
| <b>Current Account:</b>   |                        |                                  |                                   |                             |
| <b>Current Account Opening Balance 1 July 2020</b>                  |                        |                                  | 416,161                           |                             |
| Interest 2020/21  |                        |                                  | 13,359                            |                             |
| Allocation for 2020/21  |                        |                                  | 289,802                           |                             |
| <b>Subtotal</b>   |                        |                                  | <b>719,322</b>                    |                             |
| <b>Approved Projects</b>  |                        |                                  |                                   |                             |
| Station Road Footpath   | 110,000                |                                  | 110,000                           | Complete                    |
| Stock Road Footpath   | 21,000                 |                                  | 21,000                            | Complete                    |
| TP20-5.6 22-10-20 Queen and Jellicoe CCTV hardware and installation | 7,952                  |                                  | 7,952                             | Complete                    |
| Tactile pedestrian marking at Jellicoe Street crossings             | TBC                    |                                  | TBC                               | Under review                |
| TP20-5.14 22-10-20 Boucher Avenue / Fenton Terrace Walkway          | 6,500                  |                                  | 6,500                             | Construction April/ May '21 |
| Dudley Vercoe Footpath and Drainage                                 | 120,000                |                                  | 120,000                           | In progress                 |
| <b>Subtotal</b>   |                        |                                  | <b>265,452</b>                    |                             |
| <b>Proposed Projects</b>  |                        |                                  |                                   |                             |
| Te Puke Quarry Road Footpath  | 300,000                |                                  | TBC                               | Under review                |
| Jellicoe Street – Industrial Service Lane                           | 120,000                |                                  | TBC                               | Under review                |
| King Street Pedestrian Improvements                                 | 50,000                 |                                  | TBC                               | Under review                |
| Te Puke Intermediate School / Speed Bump                            | 80,000                 |                                  | TBC                               | Under review                |
| Commerce Lane Pedestrian Safety                                     | 200,000                |                                  | TBC                               | Under review                |
| Cycleway Footpath Extensions to improve connectivity                | 100,000                |                                  |                                   |                             |
| Better Street lighting - cnr Quarry Road and Jellicoe Street        | TBC                    |                                  | TBC                               | Under review                |
| Redesign of Queen and Jocelyn St Roundabout                         | TBC                    |                                  | TBC                               | Under review                |
| Beattie Avenue Road Crossing  | TBC                    |                                  | TBC                               | Under review                |
| <b>Subtotal</b>   | <b>850,000</b>         |                                  |                                   |                             |
| <b>Forecasted Current Account Closing Balance 30 June 2021</b>      |                        |                                  | <b>(396,130)</b>                  |                             |

The Board has significant funds and is requested to develop a further priority list for implementation. Projects could include:

- Extension of the walking and cycling network
- Funding towards the Te Puke RBP route
- Kerb and channel and footpaths
- Removal and replacement of speed humps

## 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: A Request for Proposals (RFP) has been sent to selected consultants to ensure that the right professional team is taken on board for the design of the upgrade.

#### *What's Next*

Te Puke WWTP upgrade: A consultant will be selected for design in April. Following appointment of the consultant design work will begin.

## UTILITIES

### KiwiRail Bridge 91 ECMT Replacement - Access to the Site

*Description:* Regular Update for KiwiRail Bridge 91 ECMT Replacement - Access to the Site to Community Boards and the Operations & Monitoring Committee.

#### *What's Happened*

The works have been completed with only minor tidy up works to be finished. The pathway has reopened again.

### Solid Waste - Kerbside Waste Services

*Description:* To implement three options for the management of kerbside collection services. They are kerbside collection, commercial services, and rural recycling drop off points.

#### *What's Happened*

The introduction of the Kerbside Rubbish and Recycling service with the implementation plan being rolled out. Residents with questions or comments on the proposed kerbside services that starts on 1 July 2021 are encouraged to visit Council's Kerbside Collective website that can be found here <https://kerbsidecollective.co.nz/>

### Eastern Solid Waste

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

#### *What's Happened:*

The fortnightly rural recycling trial is continuing at BP Pongakawa on SH2 until 19 June 2021. With the introduction of the kerbside rubbish and recycling service on 1 July 2021, Pukehina and Maketu will be receiving kerbside recycling services.

#### *What's Next:*

The Te Puke Recycle centre will remain open with current open days and hours. Residents with excess glass, cardboard would still be able to use the Te Puke Recycle centre. The centre is also available to any residents in the district that do not qualify for the Council-led kerbside services. The establishment of unmanned rural recycling stations are still being investigated.

## RESERVES

### Reserves - Pools Te Puke Aquatic Centre

*Description:* Undertake painting as well as the replacement and upgrade of equipment

#### *What's Happened*

The swimming season is coming to an end, following which the pool will be shut down for the winter period. Discussions have been held recently with the 'Friends of the Pool' group on the improvements to the heat exchange and pool covers which will be jointly funded by Council and a

TECT grant obtained by the group. These improvements will be completed over the winter shutdown period.

*What's Next*

Staff will undertake a debrief of the 2020/21 swimming season with the contractor. The proposed improvements to the heat exchanger and the pool covers with the 'Friends of the Pool' group will be implemented over the winter shutdown period.

Subject to Council approving funding through the 2021/31 Long Term Plan, staff will be preparing a work program for the proposed investment of \$300k for repairs and improvements to keep the pool operational until a new facility is built.

## 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*

NZTA has awarded a contract for the reinstatement of Pah Road slip work. However, the project has been delayed due to the relocation of underground Chorus services and is now not expected to start prior to October 2021.

*What's Next*

The project is expected to recommence in October and completed by June 2022.

## ATTACHMENTS

1. **MAS Te Puke Community Board March 2021 PDF** [↓](#) 

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

Date From:  
Date To:

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Action Sheets Report

| Meeting   | Officer/Director | Section | Subject  |
|---|------------------|---------|--|
| Te Puke Community Board 8/08/2019   | Webb, Julie      | Reports | Te Puke Genealogy Group - Request for Information Sign Board |
| <p><b>March 2020:</b><br/>Staff will continue with organising a construction design and researching with the cemetery name.</p> <p><b>January 2021:</b><br/>Staff have confirmed a design style for the Information Sign Board. Construction design is to be drawn up and quoted. Staff are investigating the history behind the naming of the Old Te Puke Cemetery name, to determine if the cemetery can be renamed.,</p> <p><b>November 2020:</b><br/>Staff have been in contact with the Te Puke Genealogy Group and are currently investigating the history behind the naming of the Old Te Puke Cemetery, to be determine if the cemetery can be renamed. Investigating construction costs and design options for an Information Sign Board/Interpretation Panel.</p> <p><b>July 2020:</b><br/>Staff are in the process of contacting the Te Puke Genealogy Group to discuss the establishment of an interpretation panel.</p> <p><b>June 2020:</b><br/>Now that we have moved down through the Covid-19 alert levels staff will follow up with the Genealogy Group.</p> <p><b>April 2020:</b><br/>Staff to follow up with Genealogy Group on progress.</p> |                  |         |  |

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#### Action Sheets Report

| Meeting   | Officer/Director      | Section         | Subject  |
|---|-----------------------|-----------------|--|
| <b>Te Puke Community Board 22/10/2020</b>   | <b>Harvey, Stuart</b> | <b>New Item</b> | <b>Visibility issues at Palmer Place – Pedestrian Crossing</b> |
| <p>The Board noted that there had been several Contact Centre Requests (CCRs) around visibility issue due to overgrown vegetation by the pedestrian crossing on Palmer Place. In order to help clarify the details, the Board was advised that future CCRs should include as much detail as possible, including photos where appropriate.</p> <p>The Area Engineer and WestLink will be looking at the Palmer Place crossing.</p> <p>The Board would like the Transportation Manager to follow up with WestLink regarding the request for Member Ellis and Councillor Dally to have a walk through of Te Puke main street to discuss future landscaping.</p> <p><b>March 2021</b><br/> <b>All vegetation that created visibility issues has now been removed at the crossing. This MAS has now been closed out.</b></p> <p><b>January 2021:</b><br/>         WestLink have undertaken the pre-Christmas vegetation maintenance along Jellicoe Street including the Palmer Place pedestrian crossing. The roading engineer will review in vegetation in February.</p> <p><b>November 2020:</b><br/>         WestLink have been tasked with the pre-Christmas prune of Palmer Place crossing and surrounding gardens.</p> |                       |                 |  |

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#### Action Sheets Report

| Meeting  | Officer/Director      | Section         | Subject   |
|--|-----------------------|-----------------|---|
| <b>Te Puke Community Board 3/12/2020</b>   | <b>Harvey, Stuart</b> | <b>New Item</b> | <b>Sheryl Gibney, Peter Dell and Huge Gibney – Speed Bump on Cameron Road</b> |
| <p>Ms Gibney advised the Board of the on-going issues relating to the speed bump on Cameron Road, including her communication with Council. Ms Gibney expressed concern regarding the duration of this issue and the lack of feedback and correspondence to the effected community members.</p> <p>Mr Dell spoke in support of Ms Gibney's concerns, giving the Board some examples of the effect the speed bump has had on the surrounding houses. Mr Dell believes that the vibrations caused by trucks passing over the speed bump is the biggest contributing factor for the issues effecting his house.</p> <p>It is believed that the speed bump was installed for the safety of kids during school hours, however it was noted that traffic during these times is so busy that it would be impossible to speed.</p> <p>Mr Gibney added to the discussion, informing the Board that initially two speed bumps had been installed, but the other was removed due to the same issues occurring to the surrounding houses.</p> <p>Mr and Ms Gibney currently reside at 135 Cameron Road, and Mr Dell currently resides at 136 Cameron Road.</p> <p>The Board advised the concerned residents that they would ensure Council staff would provide them with some feedback.</p> <p><b>March 2021</b><br/>         The Community Board Roding Programme includes a road safety improvement plan, which could be carried out at this area to support the removal of the speed hump.</p> <p><b>January 2021:</b><br/>         Staff have received roading design options from WestLink and will review with the Board to clarify risks and benefits of removing the speed hump.</p> |                       |                 |   |



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[Action Sheets Report](#)

| Meeting  | Officer/Director      | Section         | Subject                                    |
|--|-----------------------|-----------------|--|
| <b>Te Puke Community Board 3/12/2020</b>   | <b>Harvey, Stuart</b> | <b>New Item</b> | <b>Boucher Avenue – Digital Speed Sign</b> |
| Member Rolleston had received confirmation from the Tauranga Transport Operations Centre Manager at Tauranga City Council (TCC) that re-programming the digital speed sign is possible. Contact details have been passed onto the Deputy Chief Executive to follow up. |                       |                 |  |
| <b>March 2021</b><br>This has been reviewed by staff and at this time it has been decided that the signs will remain for school zone purposes only. This MAS has now been closed out.  |                       |                 |  |
| <b>January 2021:</b><br>Staff have requested that WestLink install an SID (Speed Indicating Device) near Fairhaven School on Boucher Avenue to begin collecting evidence of vehicle speeds.  |                       |                 |  |

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Action Sheets Report

| Meeting   | Officer/Director      | Section         | Subject                          |
|---|-----------------------|-----------------|----------------------------------|
| <b>Te Puke Community Board 3/12/2020</b>  | <b>Harvey, Stuart</b> | <b>New Item</b> | <b>CAR PARKS – OXFORD STREET</b> |
| <p>The Board has requested, previously through the Roding Engineer (East), to have the Taxi stand car park outside Mitre10 and the motorcycle park outside Life Pharmacy be altered and marked as normal carparks.</p> <p>The Board has asked for an update on the status of this request.</p> <p><b>March 2021:</b><br/>This has been explained to the Board that the road markings are extremely difficult to remove, as the paint has plastic polymer component to it, so this will not be achievable at this time. This MAS has been closed out.</p> <p><b>January 2021:</b><br/>The white lining changes will be reviewed by staff and WestLink and carried out if possible.</p> |                       |                 |                                  |

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| Meeting   | Officer/Director      | Section         | Subject   |
|---|-----------------------|-----------------|---|
| <b>Te Puke Community Board 3/12/2020</b>  | <b>Harvey, Stuart</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 2021</b><br>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. |                       |                 |   |
| <b>January 2021:</b><br>The Heritage Crossing should be discussed with staff (Roding Engineer) to understand special expectations, before any changes are made.                   |                       |                 |   |

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| Meeting   | Officer/Director      | Section         | Subject   |
|---|-----------------------|-----------------|---|
| <b>Te Puke Community Board 3/12/2020</b>  | <b>Harvey, Stuart</b> | <b>New Item</b> | <b>ACCESSIBILITY TO BOUCHER AVENUE/FENTON TERRACE</b> |
| The Board has requested an update on the status of this project, as it is still reported as under review.   |                       |                 |   |
| <b>March 2021</b>   |                       |                 |   |
| Pricing has been received from WestLink and works will commence April/May 2021. This MAS has now been closed out.                                     |                       |                 |   |
| <b>January 2021:</b>  |                       |                 |   |
| This project has been passed to WestLink for pricing quotes and a commencement date. Further information will be provided to the Board when received. |                       |                 |   |

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

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Action Sheets Report

| Meeting   | Officer/Director | Section | Subject  |
|---|------------------|---------|--|
| Te Puke Community Board 11/02/2021  | Harvey, Stuart   | Reports | Infrastructure Services Report Te Puke Community Board February 2021 |
| <b>RESOLUTION TP21-1.12</b>   |                  |         |  |
| The Te Puke Community Board has requested the removal of the kerb build outs and the speed bump at 135 Cameron Road, after installation of the 40km/h school zone sign at Te Puke Intermediate School, to widen the carriageway around the bend and minimise vibration. |                  |         |  |
| <b>March 2021:</b>  |                  |         |  |
| This MAS has been covered in the MAS titled 'Sheryl Gibney, Peter Dell and Huge Gibney – Speed Bump on Cameron Road' and therefore has been closed out.   |                  |         |  |

**9.6 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT FEBRUARY 2021****File Number:** A4027863**Author:** Sarah Bedford, Management Accountant**Authoriser:** Maria Palmer, Acting - Finance Manager**EXECUTIVE SUMMARY**

This report is a financial report for the period ended 28 February 2021.

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 2021 (**Attachment 1**).

Total operational costs are under budget year to date across all lines, with the exception of Security however, this is still under the full year budget.

**Grant payments made to date:**

| Resolution | Description                                | \$           |
|------------|--|--------------|
| TP20-4.15  | Te Puke War Memorial Hall Society Inc.     | 1,052        |
| TP20-4.14  | House of Science Tauranga Charitable Trust | 1,000        |
| TP20-4.13  | Made in Te Puke Trust                      | 1,000        |
| TP20-3.21  | Youth Encounter Ministries Trust           | 720          |
| TP20-5.10  | Te Puke Gym Sport                          | 600          |
| TP20-5.11  | Te Kura Kaupapa Maori o te Matai           | 1,783        |
| TP20-5.12  | Hapai Mama                                 | 1,016        |
|            | <b>2020/21 Total grants paid to date</b>   | <b>7,171</b> |

**Committed – Operational expenditure**

| Resolution    | Account                                      | Description  | \$           |
|---------------|--|--|--------------|
| TP20-4.9 (4)  | Street Decoration                            | Allocate up to \$4,000 from the Street Decoration account for street flag designs and installation.                        | 4,000        |
| TP21-1.10 (2) | Contingency                                  | Provide a wreath for the ANZAC Day Service up to the value of \$200.   | 200          |
| TP21-1.5      | Conference                                   | Funding up to \$2,000 for Chairperson Richard Crawford to attend the 2021 Community Board Conference.                      | 2,000        |
| TP21-1.8 (2)  | Grants                                       | Approve Grant application from Te Puke Swimming Club for \$575 towards registration software.                              | 575          |
| TP21-1.9 (3)  | Grants                                       | Approve Grant application from Tony & Cathy Shaw (Te Puke Memorial Pool Contractors) for \$900 towards two outdoor tables. | 900          |
|               | <b>2020/21 Total operational commitments</b> |  | <b>7,675</b> |

**2020/21 Reserve analysis:**

| Resolution | Description  | \$             |
|------------|--|----------------|
|            | 2020/21 Opening balance  | 146,019        |
| TP20-4.7   | Fund \$5,000 for the installation of a Type 2 Fire Alarm at the Te Puke Cricket Club | (5,000)        |
|            | <b>2020/21 Closing balance as at 28 February 2021</b>                                | <b>141,019</b> |

**Committed – Reserves expenditure**

| Resolution | Description  | \$            |
|------------|--|---------------|
|            | 2020/21 Opening balance before committed expenditure   | 141,019       |
| TP6.6.4    | Fund up to \$45,000 required for Jubilee Park Skate Park development.<br>(Note:\$25,901 funded in 2017-18) | (19,099)      |
| C22.5      | Fund up to \$60,000 for Te Puke Sports and Recreation Grandstand project.                                  | (60,000)      |
|            | <b>2020/21 Closing balance after committed expenditure</b>   | <b>61,920</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 Management Accountant's report dated 8 April 2021 and titled 'Te Puke Community Board – Financial Report February 2021', be received.

**ATTACHMENTS**

1. Te Puke Community Board - Financials February 2021 [!\[\]\(dce81645e0100714e86d66fe4d06ecba\_img.jpg\)](#) 

| <b>Western Bay of Plenty District Council</b><br><b>Income and Expenditure Statement</b><br><b>For the period ended 28 February 2021</b> |                |               |                               |   |  |                |
|--|----------------|---------------|-------------------------------|---|--|----------------|
| <b>Te Puke Community Board</b>   |                |               |                               |   |  |                |
|  | Year to Date   |               |                               |   | Full Year  | Last Year      |
|  | Actual<br>\$   | Budget<br>\$  | Variance<br>(Unfav)/Fav<br>\$ |   | Budget<br>\$   | Actual<br>\$   |
| <b>Direct Costs</b>  |                |               |                               |   |  |                |
| Additional Levels of Service   | 0              | 0             | 0                             | ☑ | 0  | 0              |
| Conference Expenses  | 0              | 1,336         | 1,336                         | ☑ | 2,000  | 0              |
| Contingency - [see breakdown below]  | 490            | 3,336         | 2,846                         | ☑ | 5,000  | 933            |
| Grants   | 7,171          | 7,336         | 165                           | ☑ | 11,000   | 1,149          |
| Salaries   | 17,994         | 18,398        | 404                           | ☑ | 28,070   | 27,547         |
| Security   | 9,848          | 5,040         | (4,808)                       | ⊗ | 7,560  | 11,061         |
| Street Decoration  | 0              | 6,664         | 6,664                         | ☑ | 10,000   | 3,450          |
| Inter Department Charges   | 31,456         | 31,456        | 0                             | ☑ | 47,181   | 47,184         |
| <b>Total Operating Costs</b>   | <b>47,093</b>  | <b>73,566</b> | <b>26,473</b>                 | ☑ | <b>110,811</b>   | <b>92,662</b>  |
| Interest Expense   | 0              | 0             | 0                             | ☑ | 0  | 0              |
| <b>Depreciation</b>  | 0              | 0             | 0                             | ☑ | 0  | 0              |
| <b>Total Direct Costs</b>  | <b>47,093</b>  | <b>73,566</b> | <b>26,473</b>                 | ☑ | <b>110,811</b>   | <b>92,662</b>  |
| Costs Allocated  | 0              | 0             | 0                             | ☑ | 0  | 0              |
| Costs Recovered  | 0              | 0             | 0                             | ☑ | 0  | 0              |
| <b>Total Costs</b>   | <b>47,093</b>  | <b>73,566</b> | <b>26,473</b>                 | ☑ | <b>110,811</b>   | <b>92,662</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  | 74,784         | 73,880        | 904                           | ☑ | 110,811  | 113,593        |
| 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>74,784</b>  | <b>73,880</b> | <b>904</b>                    | ☑ | <b>110,811</b>   | <b>113,593</b> |
| <b>Net Cost of Service</b>   | <b>27,691</b>  | <b>314</b>    | <b>27,377</b>                 | ☑ | <b>0</b>   | <b>20,931</b>  |
| <b>Contingency - breakdown</b>   |                |               |                               |   |  |                |
| Te Puke Times public notices x2  | 116            |               |                               | ☑ | <i>Favourable Variance</i><br><i>Unfavourable Variance</i> |                |
| Te Puke War Memorial Society - hall hireage  | 56             |               |                               | ⊗ |  |                |
| Kassie Ellis - reimburse for refreshments  | 16             |               |                               |   |  |                |
| The Search Party Charitable Trust - food from Daily Café   | 39             |               |                               |   |  |                |
| Neonlogic - Te Puke Times public notices x2  | 116            |               |                               |   |  |                |
| Te Puke Florist - flowers for Alan Cotter funeral  | 96             |               |                               |   |  |                |
| Te Puke Florist - flowers for Kassie Ellis   | 52             |               |                               |   |  |                |
| <b>Year to date contingency costs</b>  | <b>490</b>     |               |                               |   |  |                |
| <b>Community Board Reserves</b>  |                |               |                               |   |  |                |
| <b>Opening Balance - Surplus (Deficit)</b>   | <b>146,019</b> |               |                               |   |  |                |
| TP20-4.7 Fund \$5,000 for the installation of a Type 2 Fire alarm at Te Puke cricket club  | (5,000)        |               |                               |   |  |                |
| <b>(Decrease) Increase in year</b>   | <b>(5,000)</b> |               |                               |   |  |                |
| <b>Closing Balance - Surplus (Deficit)</b>   | <b>141,019</b> |               |                               |   |  |                |



## 9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

**File Number:** A4028553

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

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

### RECOMMENDATION

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

### ATTACHMENTS

1. Meeting Dates for Community Board Agendas [↓](#) 

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

| <b>APRIL 2021</b>   |             |             |                                     |
|---|-------------|-------------|-------------------------------------|
| <b>Meeting</b>  | <b>Date</b> | <b>Time</b> | <b>Venue</b>                        |
| <b>Good Friday - 2 April, and Easter Monday - 5 April</b> |             |             |                                     |
| Maketu Community Board                                    | 6 April     | 7.00pm      | Maketu Community Centre             |
| Council   | 8 April     | 9.30am      | Chambers                            |
| Te Puke Community Board                                   | 8 April     | 7.00pm      | Te Puke Library and Service Centre  |
| Policy Workshop   | 12 April    | 2.30pm      | Chambers                            |
| Regional Transport Committee (Hearing)                    | 13 April    | 9.30am      | BOPRC Tauranga                      |
| Omokoroa Community Board                                  | 13 April    | 7.00pm      | Omokoroa Library and Service Centre |
| Regional Transport Committee (Hearing)                    | 14 April    | 9.30am      | BOPRC Tauranga                      |
| Regional Transport Committee (Hearing)                    | 15 April    | 9.30am      | BOPRC Tauranga                      |
| Waihi Beach Community Board                               | 19 April    | 6.30pm      | Waihi Beach Community Centre        |
| Citizenship Ceremony                                      | 20 April    | 10.00am     | Chambers                            |
| SmartGrowth Leadership Group                              | 22 April    | 8.30am      | BOPRC Tauranga                      |
| <b>ANZAC Day – 26 April (observed)</b>                    |             |             |                                     |
| Performance and Monitoring Committee                      | 27 April    | 9.30am      | Chambers                            |
| LGNZ Zone Two Meeting                                     | 30 April    | 9.30am      | Hamilton (Venue TBC)                |
| <b>MAY 2021</b>   |             |             |                                     |
| <b>Meeting</b>  | <b>Date</b> | <b>Time</b> | <b>Venue</b>                        |
| Policy Committee  | 5 May       | 9.30am      | Chambers                            |
| Policy Workshop   | 5 May       | 1.00pm      | Chambers                            |
| Extraordinary Council                                     | 5 May       | 3.30pm      | Chambers                            |
| Regional Transport Committee (deliberations)              | 11 May      | 9.30am      | BOPRC Tauranga                      |
| Long Term Plan Committee                                  | 12 May      | 9.30am      | Chambers                            |
| Long Term Plan Workshop                                   | 13 May      | 9.30am      | Chambers                            |
| Long Term Plan Workshop                                   | 14 May      | 9.30am      | Chambers                            |
| Citizenship Ceremony                                      | 18 May      | 10.00am     | Chambers                            |

|                                       |             |             |                                     |
|---------------------------------------|-------------|-------------|-------------------------------------|
| Long Term Plan Workshop               | 19 May      | 9.30am      | Chambers                            |
| Council                               | 20 May      | 9.30am      | Chambers                            |
| Audit and Risk Committee              | 20 May      | 1.30pm      | Chambers                            |
| Te Maru o Kaituna River Authority     | 21 May      | 9.30am      | TBC                                 |
| District Plan Committee (if required) | 25 May      | 9.30am      | Chambers                            |
| District Plan Committee (if required) | 26 May      | 9.30am      | Chambers                            |
| Katikati Community Board              | 26 May      | 7.00pm      | Katikati Library and Service Centre |
| Public Transport Committee            | 27 May      | 9.30am      | BOPRC Tauranga                      |
| Regional Transport Committee          | 28 May      | 9.30am      | BOPRC Tauranga                      |
| Long Term Plan Committee              | 31 May      | 9.30 am     | Chambers                            |
| <b>JUNE 2021</b>                      |             |             |                                     |
| <b>Meeting</b>                        | <b>Date</b> | <b>Time</b> | <b>Venue</b>                        |
| Maketu Community Board                | 1 June      | 7.00pm      | Maketu Community Centre             |
| Te Puke Community Board               | 3 June      | 7.00pm      | Te Puke Library and Service Centre  |
| <b>Queen's Birthday – 7 June</b>      |             |             |                                     |
| Performance and Monitoring Committee  | 8 June      | 9.30am      | Chambers                            |
| Omokoroa Community Board              | 8 June      | 7.00pm      | Omokoroa Library and Service Centre |
| Waiari Kaitiaki Advisory Group        | 9 June      | 9.30am      | TCC                                 |
| Citizenship Ceremony                  | 10 June     | 10.00am     | Chambers                            |
| Tauranga Moana Advisory Group         | 11 June     | 9.30am      | BOPRC Tauranga                      |
| Māori Partnership Forum               | 14 June     | 10.00am     | Chambers                            |
| Waihi Beach Community Board           | 14 June     | 6.30pm      | Waihi Beach Community Centre        |
| Long Term Plan Workshop               | 15 June     | 9.30am      | Chambers                            |
| Policy Committee                      | 16 June     | 9.30am      | Chambers                            |
| Policy Workshop                       | 16 June     | 1.00pm      | Chambers                            |
| District Plan Committee (if required) | 22 June     | 9.30am      | Chambers                            |
| Katikati/Waihi Beach Ward Forum       | 22 June     | 7.00pm      | TBC                                 |
| Council                               | 29 June     | 9.30am      | Chambers                            |