

MEETING – AGENDA –

Ngā Take



TE PUKE COMMUNITY BOARD Komiti Taiwhenua

TP21-3

Thursday, 3 June 2021

Te Puke Library and Service Centre

7.00pm



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

Te Puke Community Board

Membership

Chairperson	Richard Crawford
Deputy Chairperson	Tupaea Rolleston
Members	Kassie Ellis Dale Snell Cr Grant Dally Cr Monique Gray
Quorum	3
Frequency	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, 3 June 2021 at 7.00pm

Order Of Business

1	Present	4
2	In Attendance	4
3	Apologies	4
4	Consideration of Late Items	4
5	Declarations of Interest	4
6	Public Excluded Items	4
7	Public Forum.....	4
8	Minutes for Confirmation	5
	8.1 Minutes of the Te Puke Community Board Meeting held on 8 April 2021	5
9	Reports	13
	9.1 Te Puke Community Board Chairpersons Report - June 2021	13
	9.2 Te Puke Community Board Councillor Report - June 2021	15
	9.3 Infrastructure Services Report Te Puke Community Board June 2021	17
	9.4 Te Puke Community Board - Financial Report April 2021	25
	9.5 Council, Standing Committees and Community Board Meetings	28

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 8 APRIL 2021

File Number: A4045428

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 8 April 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 8 April 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE PUKE COMMUNITY BOARD MEETING NO. TP21-2
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE
ON THURSDAY, 8 APRIL 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

J Pedersen (Group Manager People and Customer Services), S Harvey (Roading Engineer East) and P Osborne (Senior Governance Advisor)

4 members of public, including 1 Media and Councillor Denyer.

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

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

PUBLIC FORUM ADJOURN MEETING

RESOLUTION TP21-2.1

Moved: Member D Snell

Seconded: Member R Crawford

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

CARRIED

Anthony Nel – Graffiti Busters Limited Owner

Mr Nel was in attendance to speak to the Board about his company Graffiti Busters, informing the Board of the services that Graffiti Busters provided. The below points were highlighted:

- Graffiti Busters currently has contracts with two different Councils, that use them for both the removal of graffiti and the painting of their public toilet blocks.

- Graffiti Busters is aware that there is currently a graffiti contractor within the Te Puke area, however noted that they would love to 'get on board' and work alongside Council.
- Graffiti Busters remove any abusive and/or offensive graffiti within two hours, and anything else within 24 hours.
- They have been working with the Beautification Trust in putting together a proposal and presentation to schools, to educate youth around the ramifications of graffiti, if you are caught doing it, and the difference between graffiti and street art.

The Board asked about youth initiatives to help prevent graffiti, to which Mr Nel noted that better lighting and CCTV cameras make a noticeable difference, but that there were mixed reviews in relation to a graffiti designated wall.

Mr Nel left his business cards for the Board and attending staff.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION TP21-2.2

Moved: Member T Rolleston

Seconded: Member D Snell

That the meeting reconvene in formal session at 7.15pm.

CARRIED

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 11 FEBRUARY 2021

RESOLUTION TP21-2.3

Moved: Cr M Gray

Seconded: Member K Ellis

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.

CARRIED

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD CHAIRPERSON REPORT - APRIL 2021

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

Main Street

The Roading Engineer (East) informed the Board that he had met onsite with WestLink to discuss maintenance of the long grasses, and requested that they were kept at a shorter length. The Board were reminded that WestLink, as the maintenance manager, assessed each issue as it arose.

The Board expressed frustration over the duration in which the removal of the tall oriental grasses on Palmer Place was taking. The Roading Engineer (East) reminded the Board that it is a slow

process, but WestLink is aware of the Board and Communities concerns, and are working on cutting these shorter before they are completely removed.

The Community Board requested that the Roading Engineer (East) convey to WestLink that the removal of the plants on Palmer Place is the top priority for the Board.

Te Puke Memorial Pool Season

Councillor Gray acknowledged the successful season that the Te Puke Memorial Pool has had, asking for Member Ellis to pass on the Boards congratulations.

CCTV – Police

The Chairperson advised the Board that the Police are using the CCTV cameras to help identify and monitor the current youth issues occurring in Te Puke.

Tsunami Warning

The Chairperson thanked all those who helped the Community Emergency Response Team during the evacuation.

RESOLUTION TP21-2.4

Moved: Member D Snell

Seconded: Member T Rolleston

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

CARRIED

9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021

The Board considered a report from Councillor Gray. The report was taken as read, with further updates on the below items;

CEO Recruitment: The CEO Recruitment decision is imminent and will be released to the public soon.

Corrections Meeting: The Maketu – Te Puke Ward Councillors are meeting with Corrections on 16 March 2021 to discuss the Prisoner Rehabilitation Facility on Rangiuru Road.

Community Events: It was noted that it was nice to see all the community events up and running again after the COVID-19 lockdown.

Wai Kōkōpu: Councillor Gray encouraged everyone to check out the wai-kokopu.org.nz website in regards to the work that they are currently doing around the catchment.

RESOLUTION TP21-2.5

Moved: Member T Rolleston

Seconded: Member R Crawford

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

CARRIED

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 the below discussion.

Marukukere Marae Committee on behalf of Te Paamu / Tia Marae

The Board wondered if there were subsidies that the Marae could apply for, noting that they do sit outside of the Te Puke Ward. The Matauranga Māori Marae Ora Fund through the Community Matters Government website was highlighted as something that may be worth exploring.

The Board recommended that the Marukukere Marae Committee seek funding through avenues specifically set up to help with similar requests, noting that if they are unsuccessful, the Board would encourage them to reapply for a Te Puke Community Board grant.

Youth Encounter Ministries

The Board noted that they approved a grant for Youth Encounter Ministries in June 2020, the last financial year. The Board noted that Youth Encounter Ministries also sit outside of the Te Puke Ward, however they are helping youth from within the Te Puke Ward, which is why the Board supported a similar request previously.

RESOLUTION TP21-2.6

Moved: Cr G Dally

Seconded: Member D Snell

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 do not approve the Grant application from Marukukere Marae Committee on behalf of Te Paamu / Tia Marae.
3. That the Te Puke Community Board approve the Grant application from Youth Encounter Ministries Trust for \$950.00 to be funded from the Te Puke Community Grants 2020/2021 account, subject to all accountabilities being met, including;
 - That the recipient comes from the Te Puke Ward; and
 - That the recipient presents their experience back to the Community Board following the conclusion of the programme.

CARRIED

9.4 TE PUKE COMMUNITY ROADING PROGRAMME 2021

The Board considered a report from the Roding Engineer (East), and was provided with a brief outline and estimated cost rationale on each of the proposed projects.

The Board completed a walk around, with the Roding Engineer (East), prior to the Community Board meeting, to identify and understand some of the proposed projects.

The Board noted that the *King Street Vet Clinic / Jellicoe Street Industrial Service Lane* with *King Street Footpath* are projects that they would merge together.

Cycleway Footpath Extensions to Improve Connectivity

There was a discussion amongst the Board regarding public consultation on the identified links in the Te Puke walking and cycling network. The Board supported the work the Society is doing, however agreed that they would like to see public consultation undertaken prior to committing any Te Puke Community Board funds to the project.

It was noted that there was a spelling error at the top of page 24 of the agenda, that should read:

The Te Kahikatea 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.

Redesign of Queen & Jocelyn Street Roundabout

It was agreed that the Board would hold off on the full redesign project, because when the Te Puke Bypass goes ahead, these roundabouts will be captured as part of the Bypass work.

The Board, however, noted that there were bricks on these roundabouts that needed to be reinstated. The funds to carry out this work would come out of the Roding Engineer's Maintenance Budget.

Beatty Avenue Road Crossing

This project was identified as part of the walk around with the Roding Engineer (East).

The Roding Engineer (East) was asked to supply the Board with estimated costs for extending the footpath, and the estimated cost for leaving it where it currently drops off and adding a crossing to the other side.

The Board has left this project on the table, as they believed there was not enough information provided, at this stage.

RESOLUTION TP21-2.7

Moved: Cr G Dally

Seconded: Member T Rolleston

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
2.	King Street Vet Clinic / Jellicoe Street Industrial Service Lane	120,000	4
3.	King Street Pedestrian Footpath	50,000	4
4.	Commerce Lane Pedestrian Safety	20,000 (max spend)	3
5.	Te Puke Intermediate School Safety Improvements	80,000	1
6.	Cycleway Footpath Extensions to Improve Connectivity	100,000	-
7.	Better Street Lighting – Corner of Quarry Road & Jellicoe Street		2
8.	Redesign of Queen & Jocelyn Street Roundabout		-
9.	Beatty Avenue Road Crossing		-

CARRIED

9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD APRIL 2021

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

Bus Stop for Hopper Buses on Cameron Road

The Road Engineering (East) will continue to progress this, as it was clarified by the School that they are simply after bus stop markings on the road.

Rubbish Dumping outside the Opshop

The Deputy Chairperson noted that he thought it would be useful to have a sign that reminded people not to leave their rubbish outside the Opshop, and to note that CCTV cameras are operating. The Road Engineering (East) will look into this request.

Car Parks – Oxford Street

The Road Engineering (East) clarified that the staff comment attached to the Minute Action Sheet (MAS) was in relation to the Taxi Stand Car Park outside Mitre 10.

In regards to the Motorcycle Park outside Life Pharmacy, WestLink has declined this request. The rationale provided was that Council was consulted with during the initial planned works and the impact of the loss of car parks due to creating a Motorcycle Carpark and Disabled Carpark, noting that Council agreed on the works progressing. The MAS response will be updated to capture the second part of this request.

RESOLUTION TP21-2.8

Moved: Member T Rolleston

Seconded: Member D Snell

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

CARRIED

9.6 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT FEBRUARY 2021

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

The Board asked the Senior Governance Advisor to follow up with the budget line 'Security' name change request from the meeting held 3 December 2020.

RESOLUTION TP21-2.9

Moved: Cr M Gray

Seconded: Member D Snell

That the Management Accountant's report dated 8 April 2021 and titled 'Te Puke Community Board – Financial Report February 2021', be received.

CARRIED

9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

RESOLUTION TP21-2.10

Moved: Member T Rolleston

Seconded: Member D Snell

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

CARRIED

The Meeting closed at 8.48pm.

The minutes of this meeting were confirmed at the Te Puke Community Board held on 3 June 2021.

.....
Member R Crawford
CHAIRPERSON

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD CHAIRPERSONS REPORT - JUNE 2021

File Number: A4069962

Author: Richard Crawford, Community Board Member

Authoriser: Miriam Taris, Chief Executive Officer

RECOMMENDATION

That the Chairperson's report dated 3 June 2021, titled 'Te Puke Community Board Chairpersons Report – June 2021', be received.

BACKGROUND

Youth issues

We are still having major problems with young people performing graffiti on our buildings and signs around town. Our Board has been engaging Graffiti Busters to help see the graffiti removed in a timely matter and come up with a town strategy to deal with ongoing graffiti.

The Board would like to see some form of fund set up to help contribute to removal of graffiti and submit that Council extend some of the service contract to a company like Graffiti Busters to remove graffiti from Council property. Local people are also willing to help with both the funding and removal of graffiti as it happens. We propose this as a partnership between council, local business and property owners.

Another initiative would be to educate youth around graffiti, as well as designating a place where graffiti could be expressed in a positive way.

Lunches in Schools Programme

The 'Lunches in Schools' programme is now into its third term providing around 2,000 lunches a day to ten schools in our district. 'The Daily Charitable Trust', who recently open its new commercial kitchen in Te Puke, is delivering this programme. Only six of the schools are under the Ministry of Education 'Lunches in Schools' contract and the other four schools are being supported by local funding.

There has been some negative media reporting on this programme, but in our area, the response has been positive, with a good take up the lunches and many thankful parents and kids.

The Daily has been able employ up to 34 staff in their organisation, providing employment to local people. The Community Board recognises the significant contribution of the Daily Charitable Trust to our community and are supportive of all they do.

CoLab

This community led development group is continually growing momentum in the social sector, including; food resilience, housing needs, cohesion and connectivity, cultural inclusiveness and engagement. The community is supportive of this group and see it is vital for the health and wellbeing of our community. We support council maintaining a relationship with CoLab going forward.

EPiC Te Puke

The Community Board members recently met with EPiC group along with Mark Boyle from The Te Puke Economic Development Group (EDGE) to discuss future events and promotions in our town. We know that EPiC is up for contract review and as a Board we want to give our support to EPiC as a vital group contributing to our town.

Girl Guide Building

The Board has been approached by the MenzShed in regards to taking over the old girl guide building on Cameron Road. The Board is aware that there are other groups that maybe interested in this space and we look forward to Council opening a register for those interested in this building.

Staff Comment:

The request for Expressions of Interest will be advertised in early June and close on Friday 25 June 2021. Evaluation of proposals received will be undertaken in late June/early July before reporting back to the Performance and Monitoring Committee for a decision.

Town Project

The Community Board have decided to pursue the project of creating Story Boards around town, to exhibit our history. We are in the process of consulting with groups, including Tangata Whenua, to join us in co-design.

The Board intends to work on this project going forward, as it will help us celebrate our town and area, by capturing the stories for future generations and visitors.

9.2 TE PUKE COMMUNITY BOARD COUNCILLOR REPORT - JUNE 2021**File Number:** A4069966**Author:** Grant Dally, Councillor**Authoriser:** Miriam Taris, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 3 June 2021, titled 'Te Puke Community Board Councillor Report – June 2021', be received.

BACKGROUND**Long Term Plan (LTP) 2021-2031**

We have almost concluded our LTP hīkoi. It has been a relatively long "COVID-19 affected" process which we began early 2020. This is my second LTP as a Councillor. Each time Council has tried to be innovative in its approach to try and connect with more/different people.

We heard from the ratepayer associations, community organisations, economic/social agencies and highly engaged individuals keeping us honest. It was also heartening to hear from people representing completely new demographics at our three Community Fun Days in Te Puke, Te Puna and Waihi Beach. The format utilised a reward system for feedback on our six key consultation issues.

It was great to see so many young growing families, and capture their enthusiasm for some of our proposals, which they will benefit from long after many of our current Councillors have departed.

While we certainly hear the calls to limit rates rises, inevitably this results in growth-related problems (like housing stress, traffic congestion and falling behind with provision of new and maintenance of existing infrastructure) being exacerbated, which then become more difficult and expensive to remedy for future generations. Our Council has faced up to these issues and is attempting to maintain a vigilant, proactive approach to these issues, as outlined in our LTP Consultation Document, while remain as prudent as possible.

Calls from the community through submissions for extra projects, initiatives or greater levels of service have been accommodated where possible if reasonable and demonstrating good community support.

Unfortunately, year one does break our traditional policy of keeping our rates rises below a self-imposed cap of 4% as signaled in the consultation document. Overall, the average for the 10 years is looking like landing at about 4% and for years 2-10 closer to 3% (including inflation (LGCI) with forecast average 2.9% pa by BERL).

Council's Kerbside Rubbish and Recycling Service will begin on 1 July 2021 and this alone accounts for about 4% of the year one total rates rise. Although the effect on individual properties varies as not everyone in the District can access the service, (so they do not pay the "Kerbside" charge).

New Chief Executive Officer (CEO) appointed

Council welcomes new CEO John Holyoake to the role after previously working for the Department of Corrections, Housing New Zealand, Serco New Zealand and currently the Tamaki Regeneration Company (tasked with redeveloping Auckland's large holding of state houses in Glen Innes, Point England and Panmure for better land optimisation and social outcomes).

The skillset, experience and contacts with central government people and agencies John comes with will be very useful as Council continues to navigate the changes coming to our sector at pace from the government in the form of 3 Waters and local government reform.

Outgoing CEO Miriam Taris leaves us after 13 years with Council - 7 years as CEO. She has been a great asset over that time and Council is in very good health in no small part because of her leadership. The Western Bay of Plenty District Council is considered an exemplar within local government, regarding operational and management practices. At a local level, Te Puke Community Board has enjoyed a cordial, constructive relationship with Miriam and I am sure we all wish her well on the next chapter of her journey.

Te Puke/Maketu Reserve Management Plan Review

We look forward to hearing from the community on how they would like their local reserves developed. It is a great opportunity to put forward ideas that can be incorporated in the respective reserve plans, and then costed and budgeted for implementation in the LTP.

Western Bay of Plenty District Council wins Supreme Award at the 2021 LGFA Taituara Local Government Excellence Awards

The Mayor, Councillors and staff at Council were honored to be awarded the Excellence in Council/Community Relations as well as the Supreme Award for the return of Panepane/Pūrākau to the five Hapū of Matakana and Rangiwaia Islands. Judges commended all partners for working together to right an historical wrong that fell outside the Treaty settlement process.

Te Puke Housing Developments

It is great to see all the new housing developments taking shape around Te Puke. We have had presentations at Council from property developers outlining their plans for both large scale subdivisions that will add about 370 new homes (currently in earthworks stage), as well as a small development with a social focus aimed at elder tenants. We are aware of other developments in the pipeline that could potentially double this number.

Council has made provision for roading and stormwater infrastructure projects in the LTP to cater for this growth.

Current Youth and Graffiti Problems

Council has had to post a security guard at the Te Puke Library Service Centre over the school holidays because of unruly behaviour by a small group of teenagers and irate customers, which has left our staff fearing for their safety at times.

The graffiti vandalism that has been occurring around the Town Centre and spreading out on roadside signs and fences (even the Cricket and Netball clubrooms have been extensively tagged) is an ongoing concern. Hopefully a solution can be found to both put a stop to the behaviour and remove/paint over the physical graffiti in a timely manner. Congratulations to the Te Puke Community Board for championing this.

CCTV

Council received strong support for the CCTV proposal in the LTP consultation document.

We have been finalising a new policy that will see a gradual increase in CCTV across the District, that will cover the increased operational costs in a prudent, manageable and sustainable manner.

9.3 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD JUNE 2021**File Number:** A3942755**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 3 June 2021 and titled Infrastructure Services Report Te Puke Community Board June 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 have 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:

Specific lighting design, which is required for V category lighting on high volume roads such as Te Puke Highway and Omokoroa Road, will be reviewed next. Upgrading of decorative lighting, mainly recent subdivisions, will occur progressively in the second half of 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 there is a safety issue with the number of students from Papamoa being dropped off by the bus and the increase in traffic along Cameron Road. This has been conveyed to Travel Safe. The Roading Engineer (East) has discussed this issue with Travel Safe who have contacted the school to further discuss.

What's Next

The bus stop markings will be painted by WestLink in May / June 2021.

Transportation - Te Puke Community Rooding

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

Te Puke Community Board Rooding Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Te Puke Community Board \$	Status
Current Account:				
Current Account Opening Balance 1 July 2020			416,161	
Interest 2020/21			13,359	
Allocation for 2020/21			289,802	
Subtotal			719,322	
Approved Projects				
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	27600		27600	Works to start June 2021
TP20-5.14 22-10-20 Boucher Avenue / Fenton Terrace Walkway	7000		7000	Complete
Dudley Vercoe Footpath and Drainage	120,000		120,000	Works to start May 2021
Subtotal			293,552	
Proposed Projects				
		Priority		
Te Puke Quarry Road Footpath & Bridge	To be discussed with CB	2	300,000	Board Approved
Jellicoe Street – Industrial Service Lane	120,000	4	120,000	Board Approved
King Street Pedestrian Improvements	50,000	4	50,000	Board Approved
Te Puke Intermediate School / Speed Bump	80,000	1	80,000	Board Approved
Commerce Lane Pedestrian Safety	20000	3	20,000	Board Approved
Cycleway Footpath Extensions to improve connectivity	100,000	-		Under Review
Better Street lighting - cnr Quarry Road and Jellicoe Street	TBC	2		Board Approved
Redesign of Queen and Jocelyn St Roundabout	TBC	-		Under Review
Beattie Avenue Road Crossing	TBC	-		Board Approved
Subtotal	370,000		570,000	
Forecasted Current Account Closing Balance 30 June 2021			(144,230)	

The Board has allocated its current funds and is requested to develop a further priority list for implementation with the 2021/22 funds.

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.

Mott MacDonald has been appointed for the design of the Wastewater Treatment Plant on 3 May 2021.

What's Next

Te Puke WWTP upgrade: It is expected that the design will take Mott MacDonald 8 months to complete, after which tenders will be called for construction. The target date for commissioning of the new plant is January 2024.

UTILITIES

Eastern Solid Waste

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

What's Happened:

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

What's Next:

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

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

Council's new collection day schedule sees part of Te Puke, Maketu, Paengaroa, Pongakawa and Pukehina move to a Friday collection.

If residents are unsure of a collection day for the new service, they can find their collection day printed on the side of their red lid rubbish bin or yellow lid recycling bin once delivered.

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

RESERVES

Reserves - Pools Te Puke Aquatic Centre

Description: Implement the pool facility health & safety improvements.

What's Happened:

The 2020/21 summer season has finished and the pool is closed. A consultant has been engaged to implement a range of plant improvement items to address health & safety concerns such as:

- The lack of disability ablutions (a portacom style building will be installed to provide disability ablutions);

- Non-compliant onsite chemical storage (building improvements made to address code compliance);
- Underground plant room – this is a hazardous environment;
- Substandard water quality and treatment (new filtration and sanitation plant to be installed above ground to remove the underground hazards and water quality risks).

Note, all of the new plant facilities installed are 95% recoverable for use elsewhere when the old pool is eventually decommissioned.

What's Next

Staff will continue to work with Friends of the Te Puke Memorial Pool to implement pool heating and pool cover improvements. During the off-season, contractors will install all of the recommended plant / health & safety improvements ready for the 2021/22 summer swim season.

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 June 2021 PDF** [↓](#) 

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

Date From:
 Date To:

Printed: 2 March 2021 12:36 PM

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>May 2021: Staff are still in the process of organisation a construction design.</p> <p>March 2020: Staff will continue with organising a construction design and researching with the cemetery name.</p> <p>January 2021: 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>November 2020: 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>July 2020: Staff are in the process of contacting the Te Puke Genealogy Group to discuss the establishment of an interpretation panel.</p> <p>June 2020: Now that we have moved down through the Covid-19 alert levels staff will follow up with the Genealogy Group.</p> <p>April 2020: Staff to follow up with Genealogy Group on progress.</p>			

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

Date From:
 Date To:

Printed: 2 March 2021 12:36 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3/12/2020	Harvey, Stuart	New Item	Sheryl Gibney, Peter Dell and Hugu Gibney – Speed Bump on Cameron Road
<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>May 2021: Continual feedback has been provided to Mr Dell and Mrs Gibney about track vibration.</p> <p>The Roding Engineer and WestLink are meeting with Te Puke Intermediate School to discuss safety options.</p> <p>The speed bump will be removed in conjunction with the installation of electronic school signs.</p>			
<p>March 2021: 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>January 2021: Staff have received roding design options from WestLink and will review with the Board to clarify risks and benefits of removing the speed hump.</p>			

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

Date From:
Date To:

Printed: 2 March 2021 12:36 PM

Action Sheets Report

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3/12/2020	Harvey, Stuart	New Item	HERITAGE WALKING CROSSING – COMMERCE LANE / JUBILEE PARK
<p>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.</p>			
<p>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.</p>			
<p>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.</p>			
<p>January 2021: The Heritage Crossing should be discussed with staff (Roding Engineer) to understand special expectations, before any changes are made.</p>			

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

Date From:
 Date To:

Printed: 2 March 2021 12:36 PM

Action Sheets Report

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/04/2021	Harvey, Stuart	Reports	Te Puke Community Rooding Programme 2021

RESOLUTION TP21-2.7

That the Te Puke Community Board approve the Community Rooding Programme and order of priority of the projects listed.

Proposed Projects		Priority		
Te Puke Quarry Road Footpath & Bridge	To be discussed with CB	2	300,000	Board Approved
Jellicoe Street – Industrial Service Lane	120,000	4	120,000	Board Approved
King Street Pedestrian Improvements	50,000	4	50,000	Board Approved
Te Puke Intermediate School / Speed Bump	80,000	1	80,000	Board Approved
Commerce Lane Pedestrian Safety	20000	3	20,000	Board Approved
Cycleway Footpath Extensions to improve connectivity	100,000	-		Under Review
Better Street lighting - cnr Quarry Road and Jellicoe Street	TBC	2		Board Approved
Redesign of Queen and Jocelyn St Roundabout	TBC	-		Under Review
Beattie Avenue Road Crossing	TBC	1		Board Approved

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

9.4 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT APRIL 2021**File Number: A4074702****Author: Sarah Bedford, Management Accountant****Authoriser: Maria Palmer, Acting - Finance Manager****EXECUTIVE SUMMARY**

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

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

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

Total operational costs are under budget year to date. Grants are over budget year to date however, this is still under the full year budget. Security is over 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
TP21-2.6	Youth Encounter Ministries Trust	950
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
TP21-1.7(2)	Te Puke Swimming Club	575
TP21-1.7(3)	Te Puke Memorial Pool Contractors	900
	2020/21 Total grants paid to date	9,596

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
	2020/21 Total operational commitments		4,200

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)
	2020/21 Closing balance as at 30 April 2021	141,019

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. (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)
	2020/21 Closing balance after committed expenditure	61,920

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 3 June 2021 and titled 'Te Puke Community Board – Financial Report April 2021', be received.

ATTACHMENTS

1. Te Puke Community Board - Financials April 2021 [!\[\]\(33006de4dd11f8c729ca8ca0fde0352f_img.jpg\) !\[\]\(d5f9ffa97ddb414b7e96feb8ad710c8e_img.jpg\)](#)

Western Bay of Plenty District Council						
Income and Expenditure Statement						
For the period ended 30 April 2021						
Te Puke Community Board						
	Year to Date				Full Year	Last Year
	Actual	Budget	Variance		Budget	Actual
	\$	\$	(Unfav)/Fav \$		\$	\$
Direct Costs						
Additional Levels of Service	0	0	0	☑	0	0
Conference Expenses	1,530	1,670	140	☑	2,000	0
Contingency - [see breakdown below]	490	4,170	3,680	☑	5,000	933
Grants	9,596	9,170	(426)	☹	11,000	1,149
Salaries	23,286	23,801	515	☑	28,070	27,547
Security	12,400	6,300	(6,100)	☹	7,560	11,061
Street Decoration	0	8,330	8,330	☑	10,000	3,450
Inter Department Charges	39,320	39,320	0	☑	47,181	47,184
Total Operating Costs	86,621	92,761	6,140	☑	110,811	92,662
Interest Expense	0	0	0	☑	0	0
Depreciation	0	0	0	☑	0	0
Total Direct Costs	86,621	92,761	6,140	☑	110,811	92,662
Costs Allocated	0	0	0	☑	0	0
Costs Recovered	0	0	0	☑	0	0
Total Costs	86,621	92,761	6,140	☑	110,811	92,662
Income						
Financial Contributions	0	0	0	☑	0	0
Interest Received	0	0	0	☑	0	0
Other Income	0	0	0	☑	0	0
Rate Income	93,457	92,761	696	☑	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
Total Direct Income	93,457	92,761	696	☑	110,811	113,593
Net Cost of Service	6,836	0	6,836	☑	0	20,931
Contingency - breakdown						
Te Puke Times public notices x2	116			☑	Favourable Variance	
Te Puke War Memorial Society - hall hireage	56			☹	Unfavourable Variance	
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					
Year to date contingency costs	490					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	146,019					
TP20-4.7 Fund \$5,000 for the installation of a Type 2 Fire alarm at Te Puke cricket club	(5,000)					
(Decrease) Increase in year	(5,000)					
Closing Balance - Surplus (Deficit)	141,019					

9.5 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

File Number: A4069977

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

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

ATTACHMENTS

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

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

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

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