

Mā tō tātou takiwā  
**For our District**

**Te Puke Community Board**

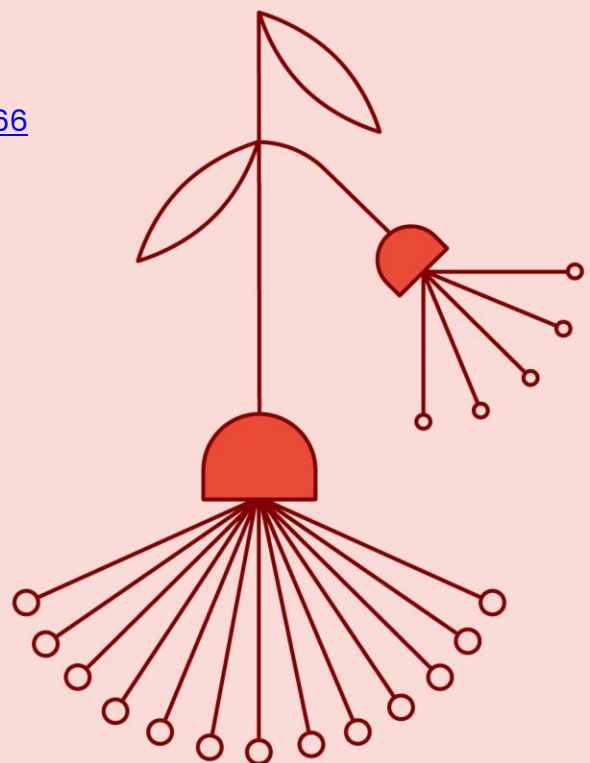
Komiti Taiwhenua

TP21-5

Thursday, 18 November 2021, 7.00pm

via Zoom

<https://westernbay-govt-nz.zoom.us/j/82923743366>



# Te Puke Community Board

## Membership:

<b>Chairperson</b>	Richard Crawford
<b>Deputy Chairperson</b>	Tupaea Rolleston
<b>Members</b>	Kassie Ellis Dale Snell Cr Grant Dally Cr Monique Gray
<b>Quorum</b>	3
<b>Frequency</b>	Eight weekly / Workshops as required

## Role and Purpose of Community Boards:

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

## Delegated Functions:

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

- To maintain an overview of road works, water supply, sewage, stormwater, parks, recreational facilities, community activities and traffic management within the community and make recommendations to Council and its Committees in accordance with their delegated functions.
- To report and make recommendations to Council and its Committees in accordance with their delegated functions on issues facing the respective communities to promote public participation and communication within respective communities.
- To undertake tasks, powers and functions delegated by Council or its Committees in accordance with their delegated functions from time to time.
- To control, expend and monitor funds as allocated by Council.
- To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land, or in accordance with allocations which have been approved through the annual plan process.
- To receive reports from Council appointees on Council matters relevant to the Community Board.
- To have input into Council and its Committees on issues and plans that affect communities within the Community Board area.

Notice is hereby given that a Te Puke Community Board Meeting will  
be held via Zoom on:  
Thursday, 18 November 2021 at 7.00pm

## Order Of Business

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

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

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

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

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

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 29 JULY 2021

**File Number:** A4310951

**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 29 July 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 29 July 2021

MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP21-4  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE  
ON THURSDAY, 29 JULY 2021 AT 7.00PM

## 1 PRESENT

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

## 2 IN ATTENDANCE

K Perumal (Group Manager Finance and Technology Services), C McLean (Senior Transportation Engineer) and P Osborne (Senior Governance Advisor)

13 Members of the public, including Deputy Mayor John Scrimgeour, 1 member of the press and 1 student from Te Puke High School

## 3 APOLOGIES

APOLOGY

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### RESOLUTION TP21-4.1

Moved: Cr M Gray

Seconded: Member D Snell

That the apology for absence from Member Rolleston be accepted.

CARRIED

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## 4 CONSIDERATION OF LATE ITEMS

Nil

## 5 DECLARATIONS OF INTEREST

Nil

## 6 PUBLIC EXCLUDED ITEMS

Nil

## 7 PUBLIC FORUM

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.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION TP21-4.2**

Moved: Cr M Gray

Seconded: Member K Ellis

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

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**CARRIED**

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**Callum Nicholson – Paengaroa Resident**

Mr Nicholson was in attendance to highlight the traffic and road issues on Wilson Road, that had been expressed by local residents.

Mr Nicholson thanked those involved in lowering the speed limit along Wilson Road, however noted that the new speed limit was not being followed by some road users. Local residents felt as though more visible signage, or enforcement, was required.

It was also noted that truck drivers were using Wilson Road as an alternative route, to avoid the weigh station. This was happening at all times of the night, which caused noise and vibration issues for surrounding residents.

Mr Nicholson noted that he believed there was a blind spot when approaching the Wilson Road/McKenzie Road intersection. There was a request for additional signage prior to the bridge, that would warn following traffic of the potential 'hidden queue'. Mr Nicholson was of the belief that the condition of McKenzie Road also needed to be addressed.

Raewyn Butter spoke in support of these issues, requesting feedback on what options could be considered to address these issues moving forward.

**Helen Perry – Security Issues on Stock Road**

Ms Perry was in attendance to speak to the Board on behalf of the Te Puke Playcentre, regarding security issues that the centre was experiencing. Due to the frequency of these events, the Centre had installed their own cameras, as well as hired security, noting that funds were from their own 'pocket'.

Richard Matthews and Donna Garrett from Te Puke Scouts, and Claire McCracken from the Toy Library spoke in support of this issue. As neighbouring buildings, they had also experienced theft and witnessed illegal behaviour.

The three organisations were seeking support and help from Council on this issue, as they were worried about the health and safety of their members and children.

There was clarification that the Playcentre and Toy Library were Council buildings on Council land, however Te Puke Scouts was a New Zealand Scout Building, on Council land.

#### Joanne Reha – The Daily Charitable Trust

Ms Reha was in attendance to advise the Board on an initiative that The Daily Trust was working on in collaboration with Envirohub. The concept is around connecting Tauranga based, Envirohub, with a local street in Te Puke (10 families). This was to help create a culture around utilising the surrounding environment by creating worm farms, composting etc.

#### Colleen Scott – Traffic Issues on No. 2 Road

Ms Scott raised her concerns on the speeding vehicles on No. 2 Road between Fairhaven School and Dudley Vercoe Drive. Ms Scott asked if anything could be done to help slow cars down in this area, also noting that she believed the condition of No. 2 Road could be improved.

Councillor Dally reminded and encouraged members of the public to apply for a Te Puke Community Board grant, where appropriate.

#### PUBLIC FORUM MEETING RECONVENED

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#### RESOLUTION TP21-4.3

Moved: Member K Ellis

Seconded: Member D Snell

That the meeting reconvene in formal session at 7.28pm.

CARRIED

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## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 JUNE 2021

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**RESOLUTION TP21-4.4**

Moved: Member D Snell

Seconded: Member K Ellis

That the Minutes of the Te Puke Community Board Meeting held on 3 June 2021, as circulated with the agenda, be confirmed as a true and accurate record.

CARRIED

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**9 REPORTS****9.1 TE PUKE COMMUNITY BOARD CHAIRPERSONS REPORT - JULY 2021**

The Board considered a report from the Chairperson, who gave a brief overview on each item. The Chairperson provided clarification, that the recommendation to re-approve the town flags was as a result of the invoice exceeding (by \$25.00) the original approved amount.

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**RESOLUTION TP21-4.5**

Moved: Member K Ellis

Seconded: Cr G Dally

1. That the Chairperson's report dated 29 July 2021, titled 'Te Puke Community Board Chairpersons Report – July 2021', be received.

CARRIED

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**RESOLUTION TP21-4.6**

Moved: Cr M Gray

Seconded: Member D Snell

2. That the Te Puke Community Board confirm the designs and approve the payment of \$4,025.00 to OneSource for 50 street flags, from their Street Decoration Account.

CARRIED

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

The Board considered a report from Councillor Gray, who provided the Board with a brief overview on each item.

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Councillor Gray highlighted the hui that took place on Thursday 29 July at Tia Marae. This hui was for Te Ihu o te Waka (Te Arawa ki Tai iwi and hapū) to present their Kawenata to Council.

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#### RESOLUTION TP21-4.7

Moved: Member K Ellis

Seconded: Member D Snell

That the Councillor's report dated 29 July 2021, titled 'Te Puke Community Board Councillor's Report – July 2021', be received.

CARRIED

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#### 9.3 EXPRESSIONS OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN

The Board considered a report from the Reserves and Facilities Manager. The report was taken as read.

Councillor Gray supported the Expression of Interest, however, due to the size of the old Girl Guides Hall, she questioned whether The Te Puke MenzShed had a contingency plan if they were to out grow this building.

The Board felt comfortable that the information provided suggested this was not a shared concern.

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**RESOLUTION TP21-4.8**

Moved: Member K Ellis

Seconded: Member D Snell

1. That the Reserves and Facilities Manager's report dated 15 July 2021, titled 'Expressions of Interest sought for a new lessee of the old Girl Guides Hall on Te Puke Domain', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke Community Board recommends to Council that the Expression of Interest from The Te Puke MenzShed Trust for a new lessee of the old Girl Guides Hall on Te Puke Domain be accepted;

And

That the Te Puke Community Board recommends to Council to exercise the powers conferred on it as the administering body of the reserve by delegation from the Minister of Conservation under the Reserves Act 1977, and grant The Te Puke MenzShed Trust the right to lease up to 5 years, with provision for further rights of renewal, the 154m<sup>2</sup> building situated on Part Section 50 SO 51580 to allow for the operation of a MenzShed.

CARRIED

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**9.4 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD JULY 2021**

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

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

The Board noted they were of the belief that bus stops were required outside Te Puke High School, Te Puke Primary School and Te Puke Intermediate. The Board requested an onsite meeting with the Senior Transportation Engineer to discuss further safety options outside the schools.

**Mosaic Artwork outside the Library and Memorial Hall**

Member Ellis noted that Creative Te Puke forum were open to the original options. The Board agreed to workshop all options before approving any funds, with a focus on the metal grate option.

**Padlocks on Rubbish Bins**

The Board noted that they would make a formal resolution to complete this project, once an estimated cost had been sought.

**Main Street Plant Removal**

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The Board had a discussion about what options could be considered for the replacement of this area, including grass versus low maintenance plants. These options would be discussed further at an upcoming workshop with the Senior Transportation Engineer.

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#### RESOLUTION TP21-4.9

Moved: Member K Ellis

Seconded: Member R Crawford

That the Deputy Chief Executive's Report, dated 29 July 2021 and titled 'Infrastructure Services Report Te Puke Community Board July 2021', be received.

CARRIED

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#### 9.5 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT JUNE 2021

The Board considered a report from the Management Accountant. The report was taken as read with further discussion as below.

The Group Manager Finance and Technology Services noted that the 'Public Safety' budget was well over budget.

The Board was provided with some clarification around the new CCTV Policy, adopted through the Long Term Plan (LTP).

The Board requested the below:

- A breakdown of the costs that went into the 'Public Safety' budget line;
- Clarification as to why the Committed Reserves Expenditure included projects that had already been completed; and
- Clarification around the Jubilee Park Skate Park development philanthropic funding.

The Board was encouraged to re-visit any unspent committed funds once a project was complete, in order to identify if the funds could be released back into the Reserve Account.

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#### RESOLUTION TP21-4.10

Moved: Cr M Gray

Seconded: Member D Snell

That the Management Accountant's report dated 29 July 2021 and titled 'Te Puke Community Board – Financial Report June 2021', be received.

CARRIED

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

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**RESOLUTION TP21-4.11**

Moved: Cr G Dally

Seconded: Member R Crawford

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

CARRIED

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The Meeting closed at 8.00pm.

The minutes of this meeting were confirmed at the Te Puke Community Board held on 23 September 2021.

.....  
Member R Crawford  
CHAIRPERSON

## 9 REPORTS

### 9.1 COUNCIL DECISION ON TE PUKE COMMUNITY BOARD RECOMMENDATION – EXPRESSIONS OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN

**File Number:** A4310992

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

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

#### EXECUTIVE SUMMARY

At the Council Meeting (C21-10) held on 12 August 2021, Council considered a report relating to the Expressions of Interest sought for a new lessee of the Old Girl Guides Hall on Te Puke Domain.

#### RECOMMENDATION

That the Senior Governance Advisor's report dated 18 November 2021, titled 'Council Decision on Te Puke Community Board recommendation – Expressions of Interest sought for a new lessee of the Old Girl Guides Hall on Te Puke Domain', be received.

#### BACKGROUND

1. The following is the decision from Council based on the recommendations put forward by the Te Puke Community Board.

#### REMIT FROM COUNCIL

##### C21-10 Council Meeting 12 August 2021

### 11.1 RECOMMENDATORY REPORT FROM TE PUKE COMMUNITY BOARD - EXPRESSION OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN

The Committee considered a report dated 12 August 2021 from the Senior Governance Advisor – Community Boards. The report was taken as read.

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#### RESOLUTION C21-10.16

Moved: Cr G Dally

Seconded: Cr M Gray

1. That the Expression of Interest from The Te Puke MenzShed Trust for a new lessee of the old Girl Guides Hall on Te Puke Domain be accepted;  
And
2. That Council exercise the powers conferred on it as the administering body of the Te Puke Domain Reserve by delegation from the Minister of Conservation under the Reserves Act 1977, and grant The Te Puke MenzShed Trust the right to lease up to 5 years, with provision for further rights of renewal, the 154m<sup>2</sup> building situated on Part Section 50 SO 51580, to allow for the operation of a MenzShed.

**CARRIED**

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**9.2 TE PUKE COMMUNITY BOARD CHAIRPERSON'S REPORT – NOVEMBER 2021****File Number: A4389503****Author: Richard Crawford, Community Board Chairperson****Authoriser: John Holyoake, Chief Executive Officer****RECOMMENDATION**

That the Chairperson's report dated 18 November 2021, titled 'Te Puke Community Board Chairperson's Report – November 2021', be received.

**BACKGROUND****Community Response Team – Lockdown**

As all our Community Board are on the Community Response team, we have been actively running zoom meetings (four meetings) with our community essential workers and groups - specifically in the food welfare and community connection. There has been a good attendance from a wider group of people than last lock down reaching as far as Pukehina, Maketu and Paengaroa. The new members appreciated the invitation to attend and were willing to contribute.

It has been great to see Poutiri Trust and Ngā Kākano Trust providing COVID-19 testing and vaccination pop up centers in our area. Again, we are proud how our town has come together in time of need and will continually do so. We acknowledge the work of the Daily Charitable Trust and The Hub, for their part in supplying much needed community meals and food parcels along with other contributions from the wider community

It has been good to see the lines of communication between the Emergency Management team and Community Response teams have improved

As these lock downs are becoming our new normal the Community Response team will be playing a vital role in helping to bring together our community to meet the needs as required.

**Community Board Workshops**

Our Board has had four workshops since our last board meeting.

Three public engagement meetings around our community project, 'Story boards', to tell our history of the Te Puke area. These story boards are to be displayed around various sites in the town area. The Community Board's goal is to fund at least seven of these boards. We are in the process of working on design and colors, as well as working with local historians, Iwi and Kahui Ako O Te Puke.

Due to Level 2 restrictions, the Board was unable to meet in person. For this reason, the Board decided to trial running a Community Board workshop online via Zoom. We advertised it on social media platforms as well as the local newspaper, inviting the community to take part in the workshop. It was a success and included many curious people who would not normally come and take part in the Public Forum of a Community Board meeting. Many presented their concerns and requests to the Board, which we recorded to pass on to relevant Council staff members.

Below are the key points from this workshop.

1. Community Board Chairperson, Richard Crawford, and Councillor Dally met with members of the Sikh community, along with Council's Community Engagement team, regarding the upcoming Sikh Street parade. There was a discussion about the possibility of the Community Board supporting this parade by having specific street flags made and put up around the time of the parade.

#### Options

- Create some street flags that have multiple purpose around ethnic groups parades and festivals which would come out of the Community Board Street Decoration Account; and/or
  - Help with volunteering in assisting in the parade / events management
2. We are also organising our Community Board to have a workshop at the Sikh Temple later this year. This is part of our commitment as a Board to engage with our whole community.
  3. The Community Board has set out to do a series of public postings to highlight areas that the Board have achieved in since being elected in November 2019. Each Board Member will be taking turns at writing a weekly post. The idea is to promote the positive projects that we are doing for our community.
  4. The Community Board has received many letters and petitions objecting the Government's Three Waters Reform draft proposal. The Te Puke Community Board is disappointed that there will not be any public consultation.

### **Future Te Puke Community Board meetings**

Under COVID-19 Level 2 restrictions all Community Board meetings will be held via Zoom, except for Board members who will be able to meet face to face. We believe this could be a good on-going option for the future.

### **Public events**

Also, as a result of the COVID-19 restrictions, some of our major local events have been postponed or cancelled for the year. These events include:

- Sikh Parade
- Epic - Treat Trail (replaced by an online competition)
- Christmas street parade
- Christmas in the park
- Fairhaven School gala / fireworks display

### **Te Puke Memorial Pool**

The pool opening for the season is due in the second week of November 2021. It is great to see new fencing and a diving board installed, along with other improvements. The pool is already in high demand for bookings due to the pool in Pongakawa having issues. The Surf Lifesaving Club also requires training venues for their members, along with two other colleges outside the area making bookings for the season.

### **Youth**

CoLab have been working on a report looking into the needs of youth in the Maketu / Te Puke rohe. The report was presented at a Hui held in Te Puke and attend by 33 attendees, representing those working in the youth sector. The purpose was to see what was currently happening and



identify the gaps. This is a work in progress with the hope that we see more initiatives around youth established in our area.

### **Padlocks on Rubbish Bins**

At the Community Board meeting held 29 July 2019, the Board noted that they would make a formal resolution to complete this project once an estimated cost had been sought. The Board have now decided that they no longer require locks on the main street rubbish bins.

### **CCTV Cameras Submissions**

The Board has been contacted by the CCTV Application Review working party regarding our submission for a CCTV camera at the Welcome Bay roundabout. The Board was asked if they were prepared to pay 50% of the budgeted cost of \$18,000.00 for 1 ANPR and PTZ camera.

The Board questions the budgeted cost as being accurate based on past experiences of having CCTV cameras installed in other areas of our town.

The Board is prepared to pay up to 50% of the supply and installation of the actual cost of one ANPR and PTZ camera at the Welcome Bay roundabout, if the Boards submission was successful.

### 9.3 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT – NOVEMBER 2021

**File Number:** A4389714

**Author:** Grant Dally, Councillor

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

#### RECOMMENDATION

That the Councillor's report dated 18 November 2021, titled 'Te Puke Community Board Councillor's Report – November 2021', be received.

#### BACKGROUND

##### COVID-19

After a period of normality following last year's COVID-19 lockdown, we were thrust back to the future into Level 4 again on 17 August 2021. Council resumed conducting business via Zoom, with non-essential staff workers able to work from home. Fortunately, we dropped back down to Level 2 relatively quickly, which, even with restrictions is a far cry from what the people of Auckland and Waikato are having to endure. Although we did lose a round of Community Board and Ward Forum meetings during this period.

Te Puke's Community Response Group was reactivated via Zoom calls to ensure our community's welfare needs were being addressed and support was available. Noted at this time was a heightened level of anxiety from at-risk people compared to the first lockdown. Although the response was led by Ministry of Social Development (MSD) who were better prepared and coordinated this time.

Credit must also be given to local heroes: Poutiri Trust, Ngā Kākano, Maketu Hauora, The Hub, The Daily Trust and many others for the great work they do in difficult times.

While we remain in Level 2, it's been decided to operate community meetings in a hybrid manner with elected members present in a room but staff and public able to zoom in to participate in the meetings. Although Council meetings are operating near-normal albeit with masking, sanitizing and distancing safety protocols in place and restrictions on public attendance.

##### Livestreaming of Council and Council Committee Meetings

Our Council meeting on 23 September 2021 was a very significant meeting because we were signing off on our feedback to the Government's 3 Waters Reform Direction. The level of interest, along with COVID-19 restrictions led to installing livestreaming capability, and this became Council's first regular livestreamed meeting with subsequent uploading to YouTube for ongoing access.

Following the Council meeting we also had Regulatory Hearings and District Plan Committee Meetings, which were also livestreamed and recorded. This is now standard procedure.

##### 3 Waters Reform

This Government-initiated reform has become a very controversial issue both locally and nationally. Councillor's workshopped many aspects of the proposed reform and a very detailed response to the Government's request for information and feedback was prepared, including many concerns as outlined below, which had to be in by 30 September 2021.

Prior to this deadline, Councillors received many hundreds of emails from residents and ratepayers very explicitly telling us that they did not agree with the Government's draft proposal.

Unfortunately, the Government, via the Minister of Local Government announced on 27 October 2021 that it will proceed with the 3 Waters Reform on a national basis. This means the reform is mandatory for all councils with no chance of opting out.

The Government has at least recognised the significant concerns raised by most councils and will form a working group to refine the model to specifically work through accountability, governance, local voice, representation and water asset control and ownership. Protection against future privatisation of the industry, integrated planning and treatment of private rural supplies will also need to be addressed.

We are aware of our community's call for public consultation and the Mayor has indicated that we will use all means left to express community views to the working group and Government's Select Committee.

### **Te Puke/Maketu Reserve Management Plan Review**

The first phase of engagement is complete and Council staff are now preparing a draft Te Puke Maketu Reserve Management Plan, based on feedback received, to go out for further public consultation.

### **Community Matching Fund 2021**

Allocation decisions from the Community Matching Fund Working Party were received by Council on 12 August 2021.

The \$140,000 fund was over-subscribed with 52 applications totaling \$507,111. Seven of the 52 were for the \$40,000 Environmental Fund.

The breakdown of applications was: Katikati-Waihi Beach Ward (13), Kaimai Ward (9), Te Puke-Maketu (22), Whole of District (8).

Recipients in our ward were:

#### Environmental Fund

Kotukutuku Gully Care Group, MOWS, Te Maru o Kaituna River Authority and Wai Kokopu.

#### General Fund

Friends of Te Puke Memorial Pool, Graeme Dingle Foundation, Pukehina Residents & Ratepayers Association, Pukehina Community Trust, Te Puke Branch NZ Genealogists Society, Te Puke Gymsport, Te Puke Knit and Natter Group, Te Puke MenzShed Trust, Te Puke War Memorial Hall Society and Te Ranga School/Public Hall.

### **Policy Committee**

#### 6 July 2021

Council's new **CCTV Management Plan** was adopted at this meeting. Following this, a CCTV Working Party was established on 31 August 2021 with delegated authority to advertise for applications to install new cameras, evaluate them and allocate the annual funding approved in the Long Term Plan (LTP). A Councillor from each of our three Wards was appointed to the working party along with Council's Strategic Property Manager and a Police representative. Councillor Monique Gray is the Te Puke-Maketu Ward representative. Applications received in the submission period between 27 September 2021 and 15 October 2021 are currently being assessed, and decisions should be made before the end of the year.

### 7 September 2021

The Committee adopted its **Elder Housing Operational Policy** at this meeting. This policy is an outcome of an Resource Management Act (RMA) s17A review of Council's elder housing activity (initiated about 4 years ago) and subsequent LTP consultation which supported Council's decision to continue operating elder housing as a Council activity. Council's stock of elder housing properties will be retained, upgraded, and developed in a self-supporting manner. This new policy gives guidance on rent setting and eligibility criteria for tenants.

Approval was given to commence a Review of the WBOP Operative District Plan.

### 19 October 2021

#### **Notification of Private Plan Change - Washer Rd Business Park, Te Puke (Rural to Industrial)**

Industrial-zoned land in Te Puke is in short supply, so creation of this additional 7Ha Washer Rd Business Park will have significant benefits to the surrounding area and District.

The Policy Committee adopted the **Draft Waste Management and Minimisation Bylaw 2021** for public consultation between 26 October 2021 and 26 November 2021. The bylaw gives effect to Council's vision of "Minimising Waste to Landfill". The review of this bylaw is being undertaken to support the new Council-led Kerbside Waste Collection services, promoting safe practices. It is also timely to introduce a framework for construction, demolition, event and multi-unit developments' waste. More effective enforcement measures have also been implemented.

The **Draft Local Alcohol Policy (LAP)** and **Draft Alcohol Control Bylaw** were also adopted for public consultation between 5 November 2021 and 6 December 2021.

In reviewing the LAP, it was decided to move away from alignment with Tauranga City Council's policy. Notable changes in the draft LAP are:

- a) Reducing off license maximum hours to 7.00am – 9.00pm (prev. 10.00pm); and
- b) Introducing a new clause to prevent establishment of any further bottle stores in the Te Puke – Maketu Ward. The review process has highlighted other processes, outside the LAP, that could be used to further reduce alcohol harm in our communities. Some of which Council staff have already been using.

Police reports to inform the review identified a high level of alcohol-related crime, particularly in the Te Puke area (although Te Puke has more CCTV cameras than other parts of the District). Concern was raised about alcohol availability in Te Puke. It was also noted that alcohol use/abuse can contribute to road accidents, domestic violence, financial hardship, and detrimental health impacts.

The only change in the **Draft Alcohol Control Bylaw** is to expand the current Alcohol Control Area (tight around CBD) in Te Puke to cover the entire urban area of Te Puke. This will bring it in line with the Katikati and Waihi Beach Alcohol Control Areas which were established in 2009. Te Puke did not have an Alcohol Control Area prior to the 2016 Bylaw review.

#### **District Plan Review**

We had our first workshop on 21 October 2021 to begin the important work of reviewing our District Plan, which became operative on 16 June 2012. The District Plan is one of Council's most important documents as it needs to consider many resource management issues and topics across the District's natural and built environments; provides direction for growth; must be future proof for the next 10 years; and must align with sub-regional, regional and national planning instruments. Not easy with the significant amount of new Government legislation that has been put in place or proposed recently.

Some of the topics to be considered are: Climate change, natural hazards, energy, infrastructure, transport, modal shift, historical heritage and cultural values, natural environment values, ecosystems, earthworks, housing, typologies, settlement patterns, subdivision, industry and business, rural use and development, mixed use, reverse sensitivity, noise, light, town centres, structure plans, community infrastructure and wellbeing to name a few...

This review will take several years to complete and will require extensive public consultation.

### Community Groups

It is unfortunate that many annual community events have had to be postponed this year under Alert Level 2 restrictions. Epic Te Puke Treat Trail, Fairhaven Fireworks Gala, Made in Te Puke Christmas in the Park, Seeka Te Puke Christmas Parade, Te Puke Community Markets, Te Puke Sikh Parade, and no doubt many others. Some inventiveness has been employed to make an event COVID-friendly, e.g. Te Puke Christmas Parade now rebranded to 'Te Puke A Christmas Town' with businesses, clubs and residents being encouraged to decorate and enter their buildings or houses on 4 December 2021 instead for judging and prizegiving.

### Panepane/Purakau Deed of Transfer Signing

On Saturday November 6 WBOPDC Councillors and senior staff members travelled to Matakana Island via ferry from Omokoroa.

The purpose of the visit was to witness the ceremonial signing of the Deed of Transfer for Panepane Point/Purakau from Council to a trust representing the 5 Hapū of the Island. This is the next step to give effect to Council's unanimous resolution made on October 29, 2020 to return the land to Mana Whenua. Creation of an 8Ha Council reserve to ensure ongoing public access is also proceeding.

This was an historic occasion for our Council and the people of Matakana and Rangiwaea Islands. Dr Hauata Palmer, Kaumatua of the 5 Hapū Trust, told us that we were very privileged, as very few people had witnessed a full, traditional Powhiri as we were welcomed onto Opureora Marae.



And finally... Do your jolly best to have a very Merry Christmas everyone!

#### 9.4 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS

**File Number:** A4317950

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

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

#### EXECUTIVE SUMMARY

1. The Te Puke Community Board is required to make a decision regarding an application for Community Board Grant Funding. 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 18 November 2021, titled 'Te Puke Community Board Grant Applications', be received.
2. That the Te Puke Community Board approve/not approve the Grant application from EPIC Te Puke for ... to be funded from the Te Puke Community Board Grants account, subject to all accountabilities being met.
3. That the Te Puke Community Board approve/not approve the Grant application from Manaaki Mushrooms for ... to be funded from the Te Puke Community Board Grants account, subject to all accountabilities being met.

#### BACKGROUND

3. The Te Puke Community Board has funding of \$11,000 available for disbursement to community organisations for the 2021/2022 financial year. The balance as of 23 September 2021 is \$11,000.
4. **EPiC Te Puke** has submitted an application for funding of \$500 for the repaint and repair of the Santa sleigh and reindeer used in the annual Te Puke Christmas Parade.
5. **Manaaki Mushrooms** has submitted an application for funding of \$1,000 for the course fees of the workshops run by Manaaki Mushrooms to help teach locals how to grow native, edible fungi at home on low-cost resources.

#### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
EPIC Te Puke	The applicant will be advised of the outcome of their respective Grant application.
Manaaki Mushrooms	The applicant will be advised of the outcome of their respective Grant application.

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Community Board Grant Funds	The Community Board will consider applications, for the distribution of grant funding before the end of the financial year.  Annual Budget \$11,000.00  Current Balance \$11,000.00

## 9.5 2022/23 ANNUAL OPERATING BUDGET

**File Number:** A4386717

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

**Authoriser:** Sarah Bedford, Financial Controller

### EXECUTIVE SUMMARY

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

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

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

### RECOMMENDATION

1. That the Financial Business Advisor's report dated 18 November 2021, titled '2022-23 Annual Operating Budget', be received.
2. That it be recommended to the Annual Plan and Long Term Plan Committee that the Te Puke Community Board 2022/23 Annual Operating Budget be:

OPERATING COSTS	2022/23	
Contingency	5,000	
Grants	11,000	
Milage Allowance	2,000	
Public Safety	7,560	
Street Decorations	10,000	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
<b>TOTAL OPERATING COSTS</b>		

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

### BACKGROUND

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

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

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



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

<b>OPERATING COSTS</b>	<b>2020/21 Actual</b>	<b>2020/21 Budget</b>
Contingency	612	5,000
Grants	9,596	11,000
Conference	2,025	2,000
Public Safety	16,481	7,560
Street Decorations	0	10,000
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
<b>TOTAL OPERATING COSTS</b>		

### STATUTORY COMPLIANCE

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

### FUNDING/BUDGET IMPLICATIONS

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Council	The Te Puke Community Board does not have the delegated authority to make funding allocations outside of the adopted budget. The Community Board may make recommendations to Council.

### CONSULTATION AND COMMUNICATION

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

**9.6 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD NOVEMBER 2021****File Number: A3942761****Author: Tracy Harris, Executive Assistant****Authoriser: Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services****EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

1. That the Deputy Chief Executive's Report, dated 18 November 2021 and titled Infrastructure Services Report Te Puke Community Board November 2021 be received.
2. The Te Puke Community Board approve up to \$5,000 from the Te Puke Community Board Rooding Account for the removal and replacement of mosaics with gold pavers outside the Library and Memorial Hall, in order to match what is existing.
3. The Te Puke Community Board approve for the padlocks not to be installed on the main street rubbish bins, and that an education and enforcement approach is taken.
4. The Te Puke Community Board supports the Te Puke and Old Te Puke Cemeteries Information Sign Boards project and approve up to \$5,000 from the Te Puke Community Board Reserve Account, for two Information Sign Boards to be built and installed at the Te Puke and Old Te Puke Cemeteries.

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

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

*What's Happened:*

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

*What's Next:*

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

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

**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 Rooding Engineer (East) has discussed this issue with Travel Safe who have contacted the school to further discuss.

**What's Next:**

Staff are liaising with WestLink who will advise staff when the bus stops will be marked, however, the application of markings has been delayed by COVID19 Alert Level 4.

Bus bays will be marked during school summer holidays.

**Safety Improvements on Cameron Road**

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

**What's Happened:**

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

**What's Next**

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

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

Cameron Rd Speed Bump removal and Te Puke Intermediate School Safety Improvements including a Bus Stop outside Te Puke High School.		\$11,259	\$80,000	Speed bump removed
Main Street Median Island Plant Reinstatement		\$1,301	\$5,026	Work started
<b>Subtotal</b>	<b>\$293,552.00</b>	<b>\$247,514</b>	<b>\$142,924</b>	
<b>Proposed Projects</b>	<b>Priority</b>			
Library Mosaic Replacement	1		\$4,588	Board Approved
Te Puke Quarry Road Footpath and Bridge (Stage 1 cnr Jellicoe to Eastpack packhouse)	2		\$300,000	Board Approved
Better Street Lighting - cnr Quarry Road and Jellicoe Street	2		-	Board Approved
Commerce Lane Pedestrian Safety	3		\$20,000	Board Approved
Jellicoe Street – Industrial Service Lane	4		\$120,000	Board Approved
King Street Pedestrian Improvements	4		\$50,000	Board Approved
Cycleway Footpath Extensions to improve connectivity	-		\$100,000	Under Review
Redesign of Queen and Jocelyn Street Roundabout	-	-	-	Under Review
Beattie Ave Road Crossing	-	-	-	Under Review
Raymond Avenue	-	-	-	Under Review
<b>Subtotal</b>			<b>\$594,588</b>	
<b>Forecasted Current Account Closing Balance 30 June 2022</b>			<b>\$53,028</b>	

### Mosaic Artwork outside the Library and Memorial Hall

*Description:* The Board have identified a trip hazard outside the Library and Memorial Hall, due to some of the tiles from the mosaic artwork lifting.

#### *What's Happened:*

A stockpile of gold pavers has been located at Te Puke Recycling Centre.

WestLink have provided prices for a variety of repair options.

Option	Estimated Cost
Removal of the tiles and replaced with tar seal	\$3,000
Uplift and reinstate the tiles	\$6,000
Remove the tiles and reinstate the metal grate that was originally was there	\$6,000
Filling the sunken tiles with cement grout to provide a surface level with the surrounding area	\$0
Remove & replace mosaics with gold pavers matching surrounding	\$4,588

#### *What's Next:*

The Board can resolve to fund the repair work from the Te Puke Community Board Rooding Account.

*Recommendation*

*The Te Puke Community Board approve up to \$5,000 from the Te Puke Community Board Roading Account for the removal and replacement of mosaics with gold pavers outside the Library and Memorial Hall, in order to matching what is existing.*

**Padlocks on Rubbish Bins**

*Description:* At the Te Puke Community Board meeting held 8 April 2021 the Board requested for the rubbish bins on the main street to have locks installed. The Roading Engineer (East) was looking into the possibility of having this done.

*What's Happened:*

Due staff resignation, this request has not progressed to date.

*What's Next:*

Council staff will continue to investigate the possibility to have locks installed on the rubbish bins, including any related costs.

Te Puke Locksmiths have quoted approx. \$2,200 for the supply of 30 padlocks (and 10 keys). The Feedback from WestLink follows:

*"WestLink are aware that some businesses have tried to use the bins, however, items are mostly being placed beside the bins in bags. Padlocks may help where items are placed inside the bin, but we are generally seeing more domestic items placed beside bins. Providing enough keys were supplied then this would not hamper operation too much. Not all bins may need padlocks as default either."*

*Recommendation:*

The Te Puke Community Board approves that the padlocks are not installed on the main street rubbish bins and an education and enforcement approach is taken.

**Main Street Plant Removal**

*Description:* The Te Puke Community Board requested to have the long grasses (specifically around Palmer Place) removed due to it affecting the vision of drivers at intersections and pedestrian crossings.

*What's Happened:*

The plants have been removed.

*What's Next:*

Staff are waiting on pricing from WestLink to fill the gap with grass or low maintenance / low height bushes.

WestLink have submitted a price proposal which is being reviewed by Council staff.

Grass reinstatement has been completed on the median island on Jellicoe Street (opposite Palmer Place).

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

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

*What's Happened:*

**Te Puke WWTP Upgrade:** Mott MacDonald is busy with the design of the upgrade for the WWTP. They have done the first round of process design modelling, which prompted further refinement of the expected flows and loads from Rangioru Business Park as it have a major impact on the sizing

and optioneering of the upgrade. Quayside, through their consultant, Harrison Grierson, provided the information and the next round of process modelling has started.

Beca has been appointed to provide peer reviews of the geotechnical and structural designs for the upgrade. Lutra provides the peer review services for the process design component.

**Wastewater Reticulation Network:** Three local consultants are tendering for the design of the upgrade of the incoming main to the Wastewater Treatment Plant. This work is necessary as the incoming main does not have enough capacity for the future flow estimates of Te Puke.

*What's Next:*

**Te Puke WWTP Upgrade:** Optioneering of the biological treatment process is under way. It is expected that the design will take Mott MacDonald 8 months to complete, after which tenders will be called for construction. The target date for commissioning of the new plant has now been rescheduled for April 2024.

**Wastewater Reticulation Network:** The tender closes on 4 November 2021. The expected contract start date is 1 December 2021 and the contract period is 6 months.

## UTILITIES

### Eastern Solid Waste

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

*What's Happened:*

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

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

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

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

*What's Next:*

Review of the Waste Management and Minimisation Bylaw.

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

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

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

## RESERVES

### Reserves - Pools Te Puke Aquatic Centre

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

*What's Happened:*

- Implementation of the plant improvement health & safety items is almost complete, with system commissioning planned later in October. Covid has delayed the swim season opening date to 13 November 2021.
- The perimeter fence has been replaced.
- The pool cover reels have been modified for manual or motorised pool cover handling and is currently being installed.
- A higher performing heat exchanger (for heating pool water) has been ordered.
- The pool operational service delivery contract has been reviewed to incorporate both the service delivery and plant operations contract into one.

*What's Next:*

- Complete system commissioning, pool staff training and open the facility for the summer swim season.
- Undertake repairs to the disability chairlift and reposition adjacent the new disabled ablutions building.

### Te Puke Genealogy Group - Request for Information Sign Board - Te Puke and Old Te Puke Cemeteries

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

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

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

*What's Happened:*

Gaining design and build prices was difficult due to ongoing Covid Alert Level Restrictions and fluctuating cost and supply issues. Only one design and build estimate was received, which was from the Te Puke MenzShed. The total estimated cost to build the structures off site is \$5,000 (\$2,500 each). This includes a small allowance for an increase in the cost of materials, if necessary.

The design of the structures would look like Image 1 in Attachment 1, with a double-sided Information Board sitting inside each structure.

*What's Next:*

Council requests that the Te Puke Community Board supports this project and provides the necessary funding to have these structures built off site, estimated at a total of \$5,000 (\$2,500 each). The MenzShed anticipate having the structures built by March 2022, subject to the availability of supplies.

Council would then arrange for the structures to be installed by the Reserves Maintenance Contractor, as per Image 3 and 4 in Attachment 1, which would include a concrete pad for each structure.

*Recommendation*

*The Te Puke Community Board supports the Te Puke and Old Te Puke Cemeteries Information Sign Boards project and approve up to \$5,000 from the Te Puke Community Board Reserve Account, for two Information Sign Boards to be built and installed at the Te Puke and Old Te Puke Cemetery.*

### **Stock Road / Jubilee Park Footpath**

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

*What's Happened:*

The area in which the Board is seeking to create a footpath falls within Reserve jurisdiction. Reserve staff have identified a preferred route.

*What's Next:*

Reserves Staff to obtain quotes for the preferred route.

## **ENGINEERING / SPECIAL PROJECTS**

### **Te Puke Highways - Pah Road Slip Reinstatement**

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

*What's Happened:*

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

As part of the work, forty two meters of retaining wall will be constructed along the river's edge near the Te Puke Highway and Pah Road intersection, using a combination of sheet piles and soil anchors. The area will be reinforced to minimise the impact of ongoing erosion and to help preserve a significant habitat for indigenous fish in the Kaituna River. Upon completion of the works, the area will be revegetated in association with mana whenua.

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

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

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

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

*What's Next:*

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

## **EMERGENCY MANAGEMENT**

With the departure of Ben Wilson from the role of Community Resilience Advisor and the subsequent appointment of Jo Lynskey, we look forward to strengthening relationships and working with the Te Puke Community Response Team and residents to establish strong resilience within the community in the even of an emergency.

## **ATTACHMENTS**

### **1. Te Puke Cemeteries - Information Sign Boards**



**2. MAS Te Puke Community Board Nov 2021 PDF**  

Te Puke Cemeteries – Information Sign Boards – ATTACHMENT 1

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***Image 1 – Design example only:***























## 9.7 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT SEPTEMBER 2021

File Number: A4386726

Author: Allan Carey, Financial Business Advisor

Authoriser: Sarah Bedford, Financial Controller

**EXECUTIVE SUMMARY**

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

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

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

**Grant payments made to date:**

Resolution	Description	\$
	<i>No grants made in current year</i>	0
	<b>2021/22 Total grants paid to date</b>	<b>0</b>

**Committed – Operational expenditure**

Resolution	Description	\$
	<i>No current year commitments</i>	0
	<b>2020/21 Total operational commitments</b>	<b>0</b>

**2020/21 Reserve analysis:**

Resolution	Description	\$
	2021/22 Opening balance	90,439
	<i>No transactions in current year</i>	0
	<b>2021/22 Closing balance as at 30 September 2021</b>	<b>90,439</b>

**Committed – Reserves expenditure**

Resolution	Description	\$
	2021/22 Opening balance before committed expenditure	90,439
TP6.6.4	Fund up to \$45,000 required for Jubilee Park Skate Park development. (Note: \$25,901 funded in 2017-18)	(19,099)
	<b>2021/22 Closing balance after committed expenditure</b>	<b>71,340</b>

The Jubilee Park Skate Park project has now been completed per the Reserves and Facilities Manager. The remaining Committed funds for this project are \$19,099. These funds are no longer required as a commitment, and therefore the Board can release remaining funds back into their Reserve Account.

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

### RECOMMENDATION

That the Financial Business Advisor's report dated 18 November 2021 and titled 'Te Puke Community Board – Financial Report September 2021', be received.

### ATTACHMENTS

1. **Te Puke Community Board Financials September 2021** [↓](#) 



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

**File Number:** A4311774

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

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

**RECOMMENDATION**

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

**ATTACHMENTS**

1. Meeting Dates for Community Board Agendas - November  







