

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE PUKE COMMUNITY BOARD MEETING NO. TPC23-4
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELlicoe STREET, TE PUKE
ON THURSDAY, 8 JUNE 2023 AT 7.00PM**

1 PRESENT

Chairperson K Ellis, Member D Snell, Member K Summerhays, Cr G Dally and Cr A Wichers.

2 IN ATTENDANCE

R Davies (General Manager Strategy and Community), P Watson (Reserves and Facilities Manager), C McLean (Senior Transportation Engineer) and C Irvin (Senior Governance Advisor).

3 APOLOGIES

Member A Paudel – Leave of Absence

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

- A. Chairperson Ellis and Member Snell both declared non-financial interests in the following items:
- 10:4: Te Puke Community Board Grant Applications June 2023 – Grant Application from Lion Brothers Sports and Cultural Club.
- B. Councillor Dally declared a non-financial interests in the Te Puke Urban Cycleways item.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

A. Don Paterson – The Use of Glyphosate for Spraying in Te Puke

- Mr Paterson was in attendance to ask the Te Puke Community Board to ask Council to look for alternative substances for spraying instead of using Glyphosate.
- Glyphosate was a highly toxic substance that had been banned in over thirty countries.

- The chemical made its way into streams, adversely affecting animals and the environment.
- It was felt that this toxic substance did not have to be used and that there were plenty of alternative options.

B. Tracey Wallace-Hutchins – Accessibility in the Community

- Ms Wallace-Hutchins was working with Poutiri Charitable Trust to achieve more disability accessibility in the community and looking at how the needs of these communities could be better met.
- Most people had experienced some form of physical barrier out in the community, whether directly or indirectly. One in four members of the community had accessibility needs.
- There were not only physical barriers, but unseen barriers such as a sight and/or hearing impairment. A 'Hidden Disabilities' card had been created to wear as a tag to improve awareness around this.
- Bay of Plenty Regional Council's 'Bee' card had been taken up very well by disabled members of the community.
- The Hāpai Access Card was a communication tool with various symbols representing different disabilities and/or challenges. It was an internationally recognised card and system, and provided an opportunity for businesses to engage more with people with accessibility needs.
- There had been some engagement with disability groups in the community, which was something that would like to be pursued further.

8 PRESENTATIONS

8.1 TRANSPORT CHOICES – TE PUKE URBAN CYCLEWAYS

The Committee considered a report dated 8 June from the Cycleways Manager, who spoke to a PowerPoint presentation summarising the following points:

Transport Choices – Te Puke Urban Cycleways

- Background
- Walking and Cycling Action Plan: Te Puke Urban Cycleway/Walkway Connection Strategy
- Land Use
- Option Examples (separated cycleway)
- Key Design Considerations
- Communication and Engagement:
 - Stage One – Stakeholder Pre-Engagement; and
 - Stage Two – Community Wide Consultation

Next Steps

Staff responded to questions as follows:

- At this stage, staff did not have all the answers in terms of medium-density rules and parking, and the impact of these issues. However, this needed to be integrated into the Spatial Plan processes that were yet to be worked through.
 - It would be necessary to talk to all business owners along the proposed cycleway roads about the impact and implications of the proposed cycleways.
 - In terms of a shared pathway, the preferred options were those that had the best user safety. Shared paths worked well when they were wide enough and were in a slow speed environment. However, speedy cyclists could pose a danger to pedestrians.
 - At this stage, the most important thing was to engage with people and not to arrive at any concept design conclusions before any community engagement had been completed. The project had extremely tight timeframes, so this was a balancing act.
 - This was a massive opportunity for Te Puke where \$2.4M was being funded for this project. The funding had to be spent by June 2024. If the community did not end up using this funding, it would be allocated to another place in the country.
 - This fund had nothing to do with Council budgets. It was important that the community understood that roading infrastructure was completely separate from this cycleway funding.
 - Within the time frames given, Waka Kotahi had locked Te Puke into routes A1 and A2. Depending on the outcome of the engagement process, Waka Kotahi may be open to a hybrid version of the proposed routes.
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RESOLUTION TPC23-4.1

Moved: Cr A Wichers

Seconded: Member K Summerhays

That the Cycleways Manager presentation dated 8 June 2023 titled 'Transport Choices - Te Puke Urban Cycleways' be received.

CARRIED

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 13 APRIL 2023

RESOLUTION TPC23-4.2

Moved: Cr A Wichers

Seconded: Cr G Dally

1. That the Minutes of the Te Puke Community Board Meeting held on 13 April 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.
3. That the following amendments be made to the Public Forum section of the minutes:
 - Te Puke Gymsport:
 - Te Puke Gym Sport currently paid \$80k per annum in rent.
 - 'It was assumed that the future maintenance and operational costs would be less than the current rent paid on the existing building'.
 - Seumi Allan – Adopt a Street
 - Name correction: Suemi

CARRIED

10 REPORTS

10.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT JUNE 2023

The Committee considered a report dated 8 June from the Chairperson, who took the report as read.

Community Plan

The General Manager Strategy and Community provided the following points:

- 'Tō Wāhi' was a complete engagement platform and the first phase of the community lead conversation which was led by CoLAB. This was primarily around identifying immediate priorities that would be useful for Long Term Plan (LTP) purposes.
- The Spatial Plan was a bigger and more involved community process than the initial Tō Wāhi events (to be held before 30 June 2023). There would be room for the community planning process within this, however the Spatial Plan (which was a bigger conversation around growth) would be led by Council. The intention was that it would be community-led as opposed to being led by Elected Members.
- To be truly community-led, there was a desire for CoLAB (a network of community stakeholders) to be the organisation that picked up the mantle of the first phase of identifying key priorities and engaging on these with the wider Te Puke community. If the community felt that CoLAB was not on point, they would make that known.

Inorganic Rubbish Collection

- The Chairperson advised she wished to organize a rubbish collection for Te Puke in spring, in collaboration with EPIC Te Puke's main street clean up, using big rubbish bins placed around the community where people could bring their old appliances (amongst other things).
 - It was suggested and agreed that the Board workshop this matter and invite Council's Operations Manager to provide input.
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RESOLUTION TPC23-4.3

Moved: Member D Snell

Seconded: Member K Summerhays

That the Chairperson's report dated 8 June 2023 titled 'Te Puke Community Board Chairperson's Report – June 2023' be received.

CARRIED

10.1.1 INSTALLATION OF WIFI IN JUBILEE PARK

The Chairperson advised that EastPack had agreed to fund the operational costs of the Wi-Fi in Jubilee Park for three years (ending 2026). The Board was extremely appreciative of this generous offer.

RESOLUTION TPC23-4.4

Moved: Member K Summerhays

Seconded: Member D Snell

1. That the Te Puke Community Board approves the installation of public Wi-Fi in Jubilee Park at an estimated cost of \$3,000, funded from the contingency account.
2. That the Te Puke Community Board thanks EastPack for the commitment to three years of funding to meet the operational costs of the Wi-Fi in Jubilee Park, ending 2026.
3. That the Te Puke Community Board makes a submission to the Draft Long Term Plan for Council to fund the public Wi-Fi in Jubilee Park on an ongoing basis.

CARRIED

10.1.2 ALTERNATIVE OPTIONS TO GLYPHOSATE FOR SPRAYING IN TE PUKE

The Te Puke Community Board would like to explore alternative options to Glyphosate for spraying in Te Puke.

Reserves and Facilities Manager advised that:

- Council did not do any spraying around playgrounds (amongst other areas). Every single spray job was registered on the Western Bay of Plenty District Council website and signage was put up at spray sites.
 - Staff would investigate bringing back some alternative options for the Board to consider.
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RESOLUTION TPC23-4.5

Moved: Member D Snell

Seconded: Chairperson K Ellis

That Council staff explore alternative options for spraying in Te Puke before the new spraying contract begins.

CARRIED

10.1.3 BUS SHELTERS ON MANOEKA ROAD

Staff advised that, if the MenzShed was engaged to do the bus shelter refurbishments, they would provide the Board with information in relation to any health and safety implications of the MenzShed being involved.

RESOLUTION TPC23-4.6

Moved: Cr A Wichers

Seconded: Member D Snell

That the Te Puke Community Board approach the MenzShed regarding them carrying out the refurbishment of the bus shelter on Manoeka Road, that the cost for this refurbishment comes out of the Te Puke Community Board's roading budget, and that staff advise the community board in relation to any health and safety implications as a result of the Menzshed undertaking this work.

CARRIED

10.2 TE PUKE COMMUNITY BOARD - COUNCILLOR'S REPORT - JUNE 2023

The Committee considered a report dated 8 June 2023 from Councillor Wichers, who took the report as read.

Annual Plan Submission

The General Manager Strategy and Community provided the following points:

- Every submitter to the Annual Plan would be provided with a document that outlined the key decisions made and the reasons why.
 - At this stage, it was likely that this document would be out sometime after 30 August 2023.
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RESOLUTION TPC23-4.7

Moved: Chairperson K Ellis

Seconded: Member D Snell

That Councillor Wichers' report dated 8 June 2023 titled 'Te Puke Community Board Councillor's Report – June 2023' be received.

CARRIED

10.3 ADOPTION OF TE PUKE COMMUNITY BOARD STANDING ORDERS FOR THE 2023-2025 TRIENNIUM

The Committee considered a report dated 8 June 2023 from the Senior Governance Advisor. The report was taken as read.

RESOLUTION TPC23-4.8

Moved: Member K Summerhays

Seconded: Cr A Wichers

1. That the Senior Governance Advisor's report dated 8 June 2023 titled 'Adoption of Te Puke Community Board Standing Orders for the 2022-2025 Triennium' 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, pursuant to Clause 27 of Schedule 7 of the Local Government Act 2002, the Te Puke Community Board adopts the Western Bay of Plenty District Council Community Board Standing Orders for the 2022-2025 triennium as per **Attachment 1** of this report by a vote in support of not less than 75% of members present and voting.

CARRIED

10.4 TE PUKE COMMUNITY BOARD - GRANT APPLICATIONS - APRIL 2023

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

RESOLUTION TPC23-4.9

Moved: Member K Summerhays

Seconded: Chairperson K Ellis

That the Senior Governance Advisor's report dated 8 June 2023 titled 'Te Puke Community Board Grant Applications – June 2023' be received.

CARRIED

10.4.1 TE PUKE GYMSPORT GRANT APPLICATION

RESOLUTION TPC23-4.10

Moved: Chairperson K Ellis

Seconded: Cr G Dally

That the Te Puke Community Board approve the grant application from Te Puke Gymsport for \$3,000 to contribute towards costs associated with supporting phase one of the construction of the Bay of Plenty Movement HQ, design and build consent phase. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

CARRIED

10.4.2 LION BROTHERS SPORTS AND CULTURAL CLUB GRANT APPLICATION

RESOLUTION TPC23-4.11

Moved: Member K Summerhays

Seconded: Cr A Wichers

That the Te Puke Community Board does not approve the grant application from Lion Brothers Sports and Cultural Club.

CARRIED

10.5 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT APRIL 2023

The Committee considered a report dated 8 June 2023 from the Financial Business Advisor. The report was taken as read.

RESOLUTION TPC23-4.12

Moved: Member K Summerhays

Seconded: Cr G Dally

The Financial Business Advisor's report dated 8 June 2023 titled 'Te Puke Community Board – Financial Report April 2023' be received.

CARRIED

10.6 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD JUNE 2023

The Committee considered a report dated 8 June 2023 from the Executive Assistant Infrastructure. The report was taken as read.

Removal of Trees:

The Senior Transportation Engineer advised that:

- As a general rule of thumb, Council was not liable for lack of maintenance in road reserves.
- The owner of a property who had a tree intruding over their property was entitled to trim it to the boundary.
- The costs for tree removals came out of Council's operational budget.
- It was preferable not to replace any tree that was removed from a street because trees were generally a maintenance liability on streets.

Member Summerhayes wished it to be noted that the community was losing trees on Harris Street, Te Puke, where there was already a lack of trees.

Infrastructure Report:

The Senior Transportation Engineer advised that there was a mistake in the Infrastructure Report, which he would correct and email to the Board by way of an update.

RESOLUTION TPC23-4.13

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

That the Deputy Chief Executive's Report dated 8 June 2023 titled 'Infrastructure Group Report Te Puke Community Board June 2023' be received.

CARRIED

10.6.1 REMOVAL OF THE GINKO TREE

RESOLUTION TPC23-4.14

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

That the Te Puke Community Board approve the removal of a Ginkgo tree, located on the grass berm of the road corridor near 19 Bayview Street, Te Puke. This request was made from the adjacent landowner, who expressed concerns about property damage, safety issues, and the unpleasantness caused by the fruit falling and rotting on private property, the footpath and berm areas.

There is no expectation for the Board to fund this felling in whole or in part.

CARRIED

10.6.2 FELLING OF THE NATIVE TOTARA TREE

RESOLUTION TPC23-4.15

Moved: Cr G Dally

Seconded: Cr A Wichers

That the Te Puke Community Board approve the felling of a Native Totara Tree situated within the grass berm of the road corridor at 13 Beatty avenue, Te Puke. The adjacent landowner has made this request, expressing concerns about property damage and the difficulty of constructing a new fence due to root ball heave that is affecting ground levels.

There is no expectation for the board to fund this felling in whole or in part.

CARRIED

Member Summerhayes abstained from voting on this matter and requested that this be recorded.

10.6.3 FELLING OF THE BANKSIA TREE

RESOLUTION TPC23-4.16

Moved: Member D Snell

Seconded: Cr A Wichers

That Te Puke Community Board approve the felling of a Banksia tree situated within the grass berm of the road corridor at 9 Harris Street, Te Puke. The adjacent landowner has made this request, expressing concerns about property damage, falling branches and difficulty to construct a new fence and paved area within the property due to root ball heave that is affecting ground levels.

There is no expectation for the Board to fund this felling in whole or in part.

CARRIED

10.6.4 TE PUKE STREET TREE POLICY

RESOLUTION TPC23-4.17

Moved: Cr A Wichers

Seconded: Member K Summerhays

That the Te Puke Community Board recommend to Council that it explores a street tree policy.

CARRIED

10.6.5 UPDATES TO INFRASTRUCTURE REPORT 8 JUNE 2023

Updates to Infrastructure 8 June 2023 Report

That the Senior Transportation updates/corrects the error in the 8 June 2023 Infrastructure report and email this to the Te Puke Board members.

10.7 COMMUNITY BOARD OPERATIONAL REPORT

The Committee considered a report dated 8 June from the Governance Support Administrator. The report was taken as read.

RESOLUTION TPC23-4.18

Moved: Chairperson K Ellis

Seconded: Cr A Wichers

That the Governance Support Administrator's report dated 8 June 2023 titled 'Community Board Operational Report' be received.

CARRIED

Councillor Wichers provided a karakia to close the meeting.

The Meeting closed at 9.22pm.

Confirmed as a true and correct record at the Te Puke Community Board meeting held on 3 August 2023.



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Chairperson K Ellis
CHAIRPERSON