

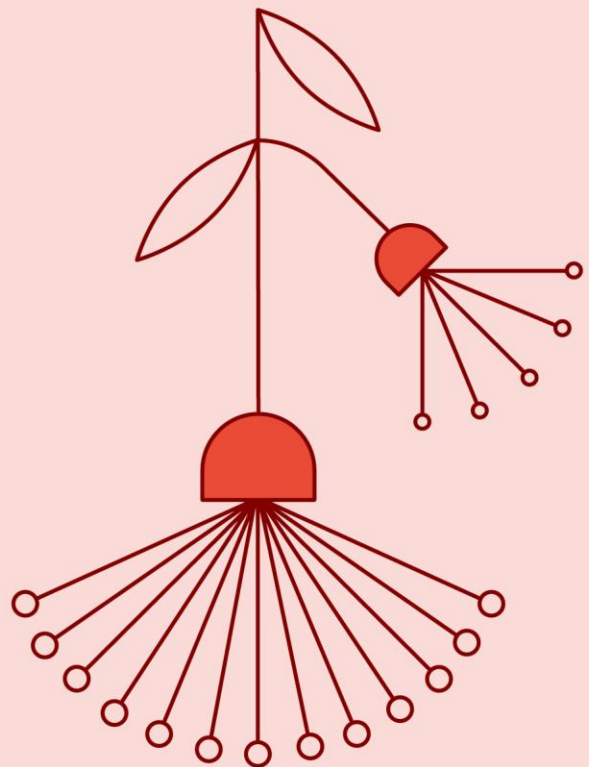
Mā tō tātou takiwā
For our District

Te Puke Community Board

Poari ā Hapori o Te Puke

TPC23-5

Thursday, 3 August 2023, 7.00pm
Te Puke Library and Service Centre,
130 Jellicoe Street, Te Puke



Te Puke Community Board

Membership:

Chairperson	Kassie Ellis
Deputy Chairperson	Anish Paudel
Members	Dale Snell Karen Summerhays Cr Grant Dally Cr Andy Wichers
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 consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to the Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

Delegated Functions:

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

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

Notice is hereby given that a Te Puke Community Board Meeting will be held in the Te Puke Library and Service Centre, 130 Jellicoe Street, Te Puke on: Thursday, 3 August 2023 at 7.00pm

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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 relationship management system as a service request, 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 JUNE 2023

File Number: A5561548

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Te Puke Community Board Meeting held on 8 June 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.

ATTACHMENTS

1. Minutes of the Te Puke Community Board Meeting held on 8 June 2023

**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).

OTHERS IN ATTENDANCE

Maketu Community Board

Cr R Crawford

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.

RESOLUTION TPC23-4.1

Moved: Cr A Wichers

Seconded: Member K Summerhays

1. 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.

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.

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.

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

- 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.
 - That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
 - 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

1. 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

2. 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

1. 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 Summerhays 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 GINKGO 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

3. 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.

.....
Chairperson K Ellis

CHAIRPERSON

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT – AUGUST 2023

File Number: A5613592

Author: Kassie Ellis, Community Board Chairperson

Authoriser: Gary Allis, General Manager Infrastructure Group

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That the Chairperson's report dated 3 August 2023 titled 'Te Puke Community Board – Chairperson's Report – August 2023' be received.
2. That the Board agree that the Te Puke Community Board Chairperson meet with a local contractor to determine a scope for a deep spring clean, in particular along the Te Puke main street, and for the contractor to provide a quote for this service, to be approved by the Board at its next meeting on 28 September 2023.
3. That the Te Puke Community Board attend the Te Puke Business Excellence Awards night on 22 September 2023, at a cost of \$....., to be funded from the Board's conference budget.

Firstly, I would like to acknowledge my fellow board members. We come together with one shared purpose, to serve our community. We each have professional and personal commitments, but we don't lose sight of what's important and that's our community.

1. Strategic Plan

The Te Puke Community Board wishes to implement its own Strategic plan to establish a vision and purpose for its Board members. Governance staff have advised they would be happy to assist the Board with this.

2. Waharoa

The Waharoa is near completion, which will be reinstalled in Jubilee Park in Te Puke.

3. Te Kete Matariki

Te Kete Matariki was a huge success for our community, from headliner act '1814' to 1500 hangi, each cooked to perfection and the kapahaka performances by our local kura groups. This was a fabulous effort by all involved.

4. Te Puke Memorial Pool

The Te Puke Memorial Pool will open Labour weekend. Cathy and Tony Shaw (managers of the pool) are currently advertising for at least four new lifeguards. They have big plans this upcoming season, and we are all looking forward to it.

5. Proposal – The Shade Sail Covering the Stage at Jubilee Park to be Replaced

The Steering Committee for Te Kete Matariki would like to propose a change to the current cover over the stage. They feel it would be more beneficial if it was a hard cover instead, to provide additional protection against the weather elements. A replacement would be like for like. If an upgrade was wanted, this would have to be included as a Long Term Plan project or funded by the Community Board. This will be discussed at the Long Term Plan workshop on Wednesday 2 August.

6. Proposal – The Refurbishment of the Helicopter Pad

Could staff please provide dates and timeframes for when the helicopter pad refurbishment will start, and clarification on what shade Council staff have decided on (not a shade sail). This needs to include restoring lighting back in the heritage walkway.

Staff Comment:

A hard cover shade would bring more complexity and cost to the project. Staff could look at a pergola style shelter to be utilised all year round.

7. Te Puke Street Clean Up

Recently, a member of our community raised concerns regarding Te Puke's main street, citing dirty shop windows, rubbish lying everywhere and Jellicoe Street being a mess overall. Council's Compliance Team replied to the service request and mentioned that they would also pass this on to the Community Board. Due to this not been the first time this issue has come up we need to discuss this in more detail to see if we are able to be part of the solution.

I would also like to discuss if, as part of our new waste management scheme, a soft plastic depo for the community could be introduced. Staff have done some research into this and when a supermarket is keen on getting a bin they tend to go through their head office as there are membership fee and other fees associated with collection.

8. The Sikh Parade

To be hosted on Saturday, 23 September 2023.

9. The Te Puke Business Excellence Awards

The Te Puke Community Board would like to attend the Te Puke Business Excellence Awards night on 22 September 2023. This would be of benefit to the Board to spend the night networking with local businesses and the community.

9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT – AUGUST 2023**File Number:** A5572391**Author:** Grant Dally, Councillor**Authoriser:** Gary Allis, General Manager Infrastructure Group

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

RECOMMENDATION

That Councillor Dally's report dated 3 August 2023 titled 'Te Puke Community Board – Councillor's Report – August 2023' be received.

1. Annual Plan 2023–2024

At the Annual Plan and Long Term Plan Committee held on 14 June 2023, Councilors considered submissions received and the multiple options provided in relation to the rates increase and use of the General Rate Reserve to reduce the final figure. As a result, the Committee recommended to Council that the average rates increase across the District for the Annual Plan 2023/24 be set at 7.04%. This has been achieved by using \$1,662,472 of the General Rate Reserve to fund several specified projects, rather than by increasing rates further.

Approval and adoption of Council's Annual Plan 2023/24 should have been completed before 30 June 2023. However, a couple of issues meant that we had to postpone the adoption by Council until 30 August to resolve these. The specific matters were:

- a. Rating valuations are usually carried out on all New Zealand properties every three years to help local councils set rates for the following three-year period. The latest revised rating valuations are effective as of 1 September 2022. These values are therefore necessary to set rates for this year's Annual Plan 2023/24.

The Valuer-General raised concerns about some of the property valuations and requested the following actions:

- Complete further review of aerial imagery to capture additional plantings.
- Review the land use and resource consent list from the Bay of Plenty Regional Council for earthworks associated with contouring for horticulture and irrigation storage dams.

- Review added value of kiwifruit plantings, both green and gold, in well located areas and orchards what are good quality and well located.

The issue was resolved, and the updated 3-yearly property valuations were released by letter to property owners from 28 June 2023. More information can be found here:

[Property Revaluation 2023/2024 - Western Bay of Plenty District Council](#)

- b. Prior to the Annual Plan 2023/24, Council staff had identified inconsistencies in our developer Financial Contributions calculation methodology models, which are now over 20 years old, and were undertaking a full review.

Through the Annual Plan 2023/24 process, submissions were also received questioning this. It was decided to complete this review and update the proposed indicative financial contributions (FINCOs) 2023/24 that were consulted through the AP process in March and April this year.

As a result, further consultation was required for the proposed changes to the FINCOs charges. The key ones being:

- A decrease of between 4% and 19% for Waihi Beach, Katikati, Te Puke, Maketu/Little Waihi, and rural areas – with Te Puke benefitting the most.
- An increase of 21.2% in FINCOs for Ōmokoroa.

Councilors heard verbal submissions to the revised FINCOs on 20 July 2023.

2. Mandatory Fluoridation of Council Water Supplies

Council has been directed by the Ministry of Health to fluoridate two of our drinking water supplies. This has significant cost implications. The issue is whether to continue to progress implementation of this directive, or not.

Of note at the above AP Committee meeting we had to consider this issue so we could allocate project budgets to begin design work. Also, we received 12 AP submissions opposed to mandatory fluoridation.

After some discussion at the Annual Plan Long Term Plan Committee meeting held on 14 June 2023, the following recommendations were put and carried:

- a. That Western Bay of Plenty District Council (WBOPDC) seeks an exemption from the requirements to add fluoride to the Athenree and Wharawhara drinking water supply, and prepares a submission to the Ministry of Health (MoH) as such.
- b. That the MoH be invited to speak to Council regarding requirements to add fluoride to drinking water.

- c. That Council progress with the funding application in relation to the water fluoridation process with the MoH.

At our Council meeting on 20 July 2023, we had four Anti-Fluoridation speakers in public forum, supported by a delegation of about 60 people.

The presentations can be viewed here: [Council meetings - YouTube](#)

MoH have indicated they will assist with installation costs, assuming we proceed with the mandate.

3. Council Submission to Government Legislation

Elected Members workshopped our final submission to the Affordable Waters Reform Water Services Entities (further) Amendment Bill on 4 July 2023. Summary of the changes in the amended Bill:

- 10 Water Services Entities (WSE's), instead of four, closely based on existing regions.
- Representation of all councils on the regional representative groups.
- Establishment period for WSE's extended to 1 July 2024 to 1 July 2026.
- Ability for Community Priority Statements from water body interested parties to be acknowledged by the WSE.
- A locally led merger process to enable WSE to merge if they decide to.
- A Water Services Entities Funding Agency, with provision for Crown financial support.
- Shared Services arrangements, for voluntary or ministerial-mandated adoption.

4. Specified Development Project – Western Corridor – Kainga Ora-Led Process

Kāinga Ora is assessing the Tauranga Western Corridor as a potential Specified Development Project under the Urban Development Act 2020 (UDA). This is the area generally described as extending westwards from Tauriko Business Estate, along State Highway 29, with the Wairoa River to the north and State Highway 36 to the south.

As the project area covers both Tauranga City and WBOPDC, we have both been updated regularly (along with BOPRC and SmartGrowth members) by Kainga Ora and Waka Kotahi. More information can be found via this link: –

[Specified Development Projects : Kāinga Ora – Homes and Communities \(kaingaora.govt.nz\)](#)

If the proposed Eastern Town 'Te Kainga' proceeds, it may require a similar process.

5. Tō Wāhi – Your Place Long Term Plan Engagement

The 'Tō Wāhi' series of community engagement events were generally very successful, and a significant amount of feedback was received about issues that matter to our various communities across the district. A summary of the feedback received during the engagement period 30 May – 30 June 2023, and high-level analysis has been completed.

This information was received by the Annual Plan and Long Term Plan Committee on 25 July 2023. The feedback was presented via 'Tō Wahi Your Place – What we learnt' (Attachment 1) and 'Tō Wahi Your Place – Summary Overview' (Attachment 2) in the agenda of the meeting. These can be viewed here:

[Agenda of Annual Plan and Long Term Plan Committee Meeting – Tuesday, 25 July 2023 \(infocouncil.biz\)](https://infocouncil.biz/Agenda%20of%20Annual%20Plan%20and%20Long%20Term%20Plan%20Committee%20Meeting%20-%20Tuesday%2C%2025%20July%202023)

6. No.4 Road Replacement Bridge

Te Puke-Maketu Ward Elected Members had a site meeting on 2 June 2023 with Council and WSP staff at the Bailey bridge to discuss the next steps in the new bridge project. The replacement is likely to be built beside the Bailey Bridge with a 'like-for-like', single span structure as it still appears to be the most suitable site, and this will minimize disruption and hopefully reduce the need for the difficult detour for residents and contractors.

7. No.1 Road Rehabilitation

The deterioration of No.1 Road has been accelerated by so much wet weather this year. The lower section of the road is at the end of its serviceable life and requires urgent renewal and widening. Our roading team heard residents' concerns at a site meeting on 15 June 2023 and acknowledged the need for urgent action.

The worst section of the road is scheduled to have this work begin in the forthcoming construction season before the end of the year when the weather improves, and hopefully can be completed before the 2024 kiwifruit harvest.

A staged approach has been proposed that addresses immediate issues but keeps future options open for a cycleway/walkway to the major employers up the road and a possible road link to Cannell Farm Drive.

Council's project plans for both No.1 Road and No.4 Road bridge replacement will be presented at the Projects and Monitoring Committee meeting on 8 August 2023.

8. CCTV Fund

Applications are now open for Western Bay of Plenty District Council's CCTV Fund, with \$50,000 available. The fund is designed to prevent crime and deter anti-social behaviour by adding to the growing network of CCTV (closed circuit television) cameras around the district. While Te Puke is already well served by CCTV due to past TPCB advocacy, there are still opportunities to improve our network and applications should be considered. Any suggestions welcomed.

See westernbay.govt.nz/cctvfund for application forms and more information. Applications close at 5pm, Thursday 10 August 2023.

9. Community Forums – Te Puke–Maketu Ward

We have now had two very well-attended Community Forums in Paengaroa on 4 April and Te Puke on 22 May. Issues raised had recurring themes such as levels of service maintenance on roads and reserves, speeding and signage in built-up areas, especially Wilson Road South, Paengaroa and No.1 Road, Te Puke.

The issues and concerns raised are referred to the Community Committee for further action. Many of these have been addressed by Council Service Requests and more substantive issues have been referred to other committees (e.g., Projects and Monitoring Committee). Workshops have been held to consider some of the challenges Council and our contractors have been up against, especially with extreme weather events.

The Service Request communications process has been continually improved through both the Antenno App and traditional methods of Email and Telephone Operators. Elected Members stressed the need to continue improving the feedback loop to customers with report back on course of action and completion of work. Use of the Antenno Phone App is considered the most efficient means to report issues to Council and contractors.

The next Te Puke–Maketu Ward Community Forum will be held on 21 August 2023 at 7pm in the Pongakawa Hall.

10. Te Puke Sports Club, Atuaroa Avenue – Increased Parking

The four Te Puke–Maketu Ward Elected Members met with Te Puke Sports representatives Rick Hannay and John Lewis on 1 June 2023 to discuss options for additional parking for events at the club. Now that the Club has their new grandstand, the possibility of hosting Bay of Plenty Steamers games has been proposed. Some options were discussed (on Council Road and Recreation Reserve land) and they will bring their request to all Elected Members and staff at the next Projects and Monitoring meeting on 8 August 2023.

11. Local Government New Zealand Conference & AGM 26 – 28 July 2023

- LGNZ conference will be held in Christchurch this year. Long-serving President Stuart Crosby is standing down, so a new President will be elected. Stuart has presided over a period of intense change with much new legislation coming through from central Government that directly impacts on Council operations and budgets. He has come under fire at times for LGNZ's positioning, particularly

in the 3 Waters space, however I'd like to thank him for being open, accessible, and always happy to stop and explain his (and LGNZ) reasoning on matters.

Some good candidates have put their names forward and we have heard from all of them either in person or via email. Mayor James Denyer will vote for his preferred candidate. Councils pay a subscription fee for LGNZ membership and it's not unreasonable to expect a high level of support, advocacy and lobbying with Central Government on our behalf, whenever substantial legislative changes are proposed.

- 11 Remits proposed by different Councils are up for adoption at the conference. Our Elected Members discussed these and provided guidance for Mayor James Denyer to vote on behalf of WBOPDC.

9.3 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – AUGUST 2023**File Number:** A5562261**Author:** Carolyn Irvin, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**EXECUTIVE SUMMARY**

The purpose of this report is to enable the Te Puke Community Board to make a decision regarding the application for Community Board Grant Funding as applied for by Te Puke Fenton Terrace Neighbourhood Support Group.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 3 August 2023 titled 'Te Puke Community Board Grant Applications – August 2023' be received.
2. That the Te Puke Community Board approve the grant application from Te Puke Fenton Terrace Neighbourhood Support Group for \$2,990.00, to contribute towards costs associated with Phase 1 and Phase 2 of graffiti eradication in the area. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

OR

That the Te Puke Community Board do not approve the grant application from Te Puke Fenton Terrace Neighbourhood Support Group.

BACKGROUND

The Te Puke Community Board has funding of \$11,000 available for disbursement to community organisations for the 2023/2024 financial year. The balance as of 3 August 2023 is \$11,000.

Te Puke Fenton Terrace Neighbourhood Support Group has submitted an application for \$2,990 to contribute towards costs associated with Phase 1 and Phase 2 of graffiti eradication in the area. The Neighbourhood Support Group has 66 members, and work towards making the area and safer and better place to live.

Phase 1 of the project involves treating the walkway for mould, water blasting the walls, and applying a coat of grey paint, which will help in removing graffiti that appears.

Phase 2 involves painting a mural, depicting amongst other things, kiwifruit vines, native and non-native birds and fauna.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Te Puke Fenton Terrace Neighbourhood Support Group	The applicant will be advised of the outcome of their respective Grant Application.

FUNDING/BUDGET IMPLICATIONS

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

9.4 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT JUNE 2023**File Number:** A5576492**Author:** Ezelle Thiart, Financial Business Advisor**Authoriser:** Allan Carey, Finance Business Partner Lead**EXECUTIVE SUMMARY**

This report provides the Community Board with two-monthly monitoring of its operational budget. Attached are the financial statements for the period ended 30 June 2023 (**Attachment 1**).

Total operational costs are under budget year to date.

RECOMMENDATION

The Financial Business Advisor's report dated 3 August 2023 titled 'Te Puke Community Board – Financial Report June 2023' be received.

GRANT PAYMENTS MADE TO DATE:

Resolution	Description	\$
TPC22-1.5	Te Puke Citizens Club Incorporated	850
TPC22-1.6	Blue Light Ventures Incorporated	560
TPC23-2.9	Tautoko Mai Sexual Harm Support Services Ltd	500
TPC23-3.2	Youth Encounter Ministries Trust	1,000
TPC23-3.2	Te Puke Events and Promotions Group Inc.	2,000
TPC23-4.10	Te Puke Gymsport	3,000
	2022/23 Total grants paid to date	7,910

Committed – Operational expenditure:

Resolution	Description	\$
TP22-4.8	Allocate up to \$5,500 from the Street Decoration account for street flag designs and installation.	5,500
TPC23-2.4	Approve the funding for the installation of power for a second Christmas tree at the Te Puke west entrance at an estimated cost of \$15,000 to be funded from their Street Decoration account	15,000
TPC23-4.4	Approves the installation of public Wi-Fi in Jubilee Park at an estimated cost of \$3,000, funded from the contingency account.	3,000
	2022/23 Total operational commitments	23,500

2022/23 Reserve analysis:



Resolution	Description	\$ (Payments made)
	2022/23 Opening balance	99,602
TP22-5.11	Te Puke and Old Te Puke Cemeteries Information Sign Boards project	(762)
TP22-4.7	50% of the quoted cost, being \$5,776.01, toward the restoration of the Waharoa on Jubilee Park, with the suggestion that WBOPDC contribute the other 50% out of a Council operational budget.	(2,888)
	2022/23 Closing Reserve balance before commitments	95,952

Remaining commitments from Te Puke Community Board Reserve Account

Resolution	Description	\$ (Remaining funds)
	2022/23 Closing balance before committed expenditure	95,952
TP22-4.5	Approve up to \$30,000 to be paid from Te Puke Community Board Reserve Account for costs relating to the Te Puke Story Boards Project.	(30,000)

TP22-4.6	Approve up to \$20,000 to be paid from the Te Puke Community Board Reserve Account for costs relating to the new dog park at Laurence Oliver Park, Te Puke.	(20,000)
	2022/23 Closing balance after the committed expenditure	45,952

ATTACHMENTS

1. Te Puke Community Board – Financial Report June 2023  

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 30 June 2023						
Te Puke Community Board						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Additional Levels of Service	0	0	0	☑	0	0
Contingency - [see breakdown below]	216	5,136	4,920	☑	5,136	7,391
Grants	7,910	11,304	3,394	☑	11,304	10,135
Mileage Allowance	345	2,052	1,707	☑	2,052	0
Salaries	27,694	27,936	242	☑	27,936	28,041
Public Safety	1,472	7,776	6,304	☑	7,776	7,891
Street Decoration	0	8,736	8,736	☑	10,236	4,025
Inter Department Charges	48,504	48,504	0	☑	48,504	47,184
Total Operating Costs	86,142	111,444	25,302	☑	112,992	104,667
Total Direct Costs	86,142	111,444	25,302	☑	112,992	104,667
Total Costs	86,142	111,444	25,302	☑	112,992	104,667
Income						
Rate Income	122,228	112,992	9,236	☑	112,992	121,124
Total Direct Income	122,228	112,992	9,236	☑	112,992	122,624
Net Cost of Service	36,086	1,548	34,538	☑	0	17,956
<u>Contingency - breakdown</u>						
TP22-4.9 Venue hireage cost	42			☑ Favourable Variance		
TPC23-2.9 Wreath for the ANZAC Day Service	174			⊗ Unfavourable Variance		
Year to date contingency costs	216					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	99,602					
TP22 - 5.11 Te Puke and Old Te Puke Cemeteries Information Sign Boards project	(762)					
TP22-4.7 Restoring and repainting Waharoa - Jubilee Park	(2,888)					
(Decrease) Increase in year	(3,650)					
Closing Balance - Surplus (Deficit)	95,952					

9.5 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD AUGUST 2023**File Number:** A5566830**Author:** Tracy Harris, Executive Assistant, Infrastructure Group**Authoriser:** Gary Allis, General Manager Infrastructure Group**EXECUTIVE SUMMARY**

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

RECOMMENDATION

1. That the General Manager Infrastructure Group's report dated 3 August 2023 titled 'Infrastructure Group Report Te Puke Community Board August 2023' be received.

ROADING**Transportation – Te Puke Community Roothing**

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

Te Puke Community Board Roothing Current Account			Te Puke Community Board \$	Status
Current Balance	Account	Opening	\$711,574	
Interest 2021/22			\$27,039	
Allocation for 2021/22			\$299,076	
Subtotal			\$1,037,689	
Approved Projects				Status
Te Puke Intermediate School / Speed Bump			\$68,741	Speed bump removed. \$11,259 of \$80,000 budget paid 2022. Further safety improvements on hold pending development of Transport Choices project.
Te Puke Quarry Road Footpath and Bridge (Stage 1 – Corner of Jellicoe Street to EastPack packhouse)			\$208,910	Construction is complete.
Subtotal			\$277,651	
Proposed Projects			Priority	Status

Better Street Lighting –Corner of Quarry Road and Jellicoe Street	1	6,450-	Complete Streetlight has been installed
Commerce Lane Pedestrian Safety	2	\$20,000	Ongoing. Road Safety Audit has been undertaken and findings forwarded to designer for comment.
Jellicoe Street – Industrial Service Lane	3	\$120,000	Ongoing. WestLink instructed to construct footpath. Construction to commence late September
King Street Pedestrian Improvements	3	\$50,000	Works included in Jellicoe Street footpath project (above).
Cycleway Footpath Extensions to improve connectivity	-	\$100,000	Ongoing. WestLink instructed to construct 3.0m shared path on Stock Road. Construction timing to be confirmed.
Subtotal		\$296,450	
Forecasted Current Account Closing Balance 30 June 2023		\$470,038	

Safety Improvements on Cameron Road

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

What's Happened:

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

What's Next:

Further safety improvements are on hold pending development of Transport Choices project. An update on the Transport Choices project will be provided by project staff.

ASSET AND CAPITAL

Wastewater – Te Puke Renewals and Capital Upgrades

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

Te Puke WWTP Upgrade:

Description: Upgrade of the Te Puke WWTP to meet more stringent limits on nutrients by conditions of consent requires improved treatment processes.

Also, the capacity must be increased to meet higher flows due to growth and the Rangiuru Business Park development.

What's Happened:

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

What's Next:

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

Wastewater Reticulation Network:

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

What's Happened:

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

What's Next:

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

Muttons Water Treatment Plant UV Upgrade

Description: Council has a treatment plant on No. 1 Road, Te Puke, that supplies Te Puke and the surrounding area with water.

This plant is fed by several bores. With the changes in the Drinking Water Compliance Rules, these bores lost their secure bore status. Council therefore had to add another treatment process to reduce the bacteria and virus risk. Council opted to install a UV system that would give the required log credits to achieve compliance and ensure that the water is safe.

What's Happened:

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

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

What's Next:

Investigations are underway on all bores supplying the Muttons WTP to determine the required upgrades to meet drinking water compliance.

RESERVES

Te Puke Dog Exercise Area – Lawrence Oliver Park

Description: Develop the dog exercise area in Lawrence Oliver Park as per the concept plan.

What's Happened:

As of now, 90% of the fencing has been finished, with only the main entrance and gates remaining to be installed. These will be put in place once all the necessary groundwork and pathways have been completed. The top wire and piping have been installed. The water lines for the drinking fountains have already been installed. The fountains themselves will be installed once the pathway is completed. Trees have been ordered for the designated planting areas, including large specimen trees.

What's Next:



- Placement of seating to be decided
- Install drinking fountains
- Location for mounds to be confirmed
- Smoothing of surface and seeding
- Commence mowing prior opening
- Signage installation

- Trees to be planted inside and outside of fenced area
- Drainage to be installed
- Pricing to be obtained for mounding over tunnels
- Confirm signage requirements
- Planting of grasses

OPERATIONS

Western Solid Waste

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

PAYT Tag

The newly designed PAYT (Pay as you Throw) tag has been introduced.

The tag is performing well in the adverse weather conditions we experienced lately and break off in the designed place and fall into the hopper. A small number of customers are still getting used to attaching the tag correctly. The price increase from \$3.95 to \$4.30 from 1 July 2023 is due to increased transport and disposal cost.

Mobile Recycling Trailers

What Happened:

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

What's Next:

Mobile trailers continue with their regular outing to designated sites using the winter hours.

Recycling & Greenwaste Centres

What's Happened:

The three recycle centres continue to operate with business as usual.

WBOPDC Kerbside Tonnes	Jul- 22	Aug- 22	Sep- 22	Oct- 22	Nov- 22	Dec- 22	Jan- 23	Feb- 23	Mar- 23	Apr- 23	May- 23	June- 23	Total Tonnes
Waste Tonnes	359	415	394	386	402	515	496	415	433	395	404	456	5070
Recycle Tonnes	125	135	124	117	158	182	168	145	194	142	146	143	1779
Glass Tonnes	75	97	101	105	103	150	191	144	147	117	112	116	1458
Food Tonnes	32	37	47	31	45	42	53	57	42	37	27	37	487
Total tonnes diverted from landfill – 3724													
Percentage of tonnes diverted from landfill – 42%													

Establishing Community Resource Recovery Centres

What Happened:

The feasibility study into Community-led Resource Recovery for the current recycling centres went to Council on 7 March 2023.

What's Next:

Establishing a partnership with Tapuika Iwi Authority to establish a Community Resource Recovery Centre in Te Puke.

Emergency Management

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

What's Happened:

Psychological First Aid training course was offered to all Community Response Team members.

Community Response Team members have been introduced to the online training portal for further training.

Connection between the high school and the Community Response team has been made as an additional Community Emergency Hub.

What's Next:

Continue supporting the Community Response Team, planning to review Community's Guide to Emergencies for Te Puke in the next few months.

An updated box of resources is being created to support the Community Response Team who may end up operating in a Community Emergency Hub.

ATTACHMENTS

1. Minute Action Sheet – Te Puke Community Board July 2023

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
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Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 December 2020	McLean, Calum	New Item	Heritage Walking Crossing – Commerce Lane / Jubilee Park
Heritage Walking Crossing – Commerce Lane / Jubilee Park			
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>July 2023: A Road Safety Audit has been carried out on the concept design and the findings have been forwarded to WestLink for their response. A copy of the findings will be provided to the Board once the designer has provided their response, and corrective actions have been identified and adopted for implementation.</p> <p>May 2023: Aurecon have been engaged to carry out a Road Safety Audit of the concept layout. This will be undertaken during the last week of May/first week of June.</p> <p>April 2023: Staff will organise a Road Safety Audit of the concept layout.</p> <p>February 2023: The scoping plan has been completed by WestLink and staff are waiting for the Board to review the plan and approve.</p> <p>November 2022: WestLink has completed the scoping plan for the Board's review and approval.</p> <p>July 2022: The Board have approved up to \$5000 from the Te Puke Community Board Roading account for WestLink to produce a concept plan for Commerce Lane traffic calming measures. WestLink have been instructed to proceed with the development of a concept plan.</p> <p>May 2022: There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.</p> <p>March 2022: There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.</p>			

Action Sheets Report

Division: Infrastructure Services Group
Committee: Te Puke Community Board

Printed: July 2023

January 2022:

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

November 2021:

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

September 2021:

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

July 2021:

There has been no progress on this action due to the resignation of the Roding Engineer (East).

Staff are in the process of familiarising themselves with current projects and will provide an update at the next meeting.

May 2021:

The Board have requested that the Heritage Crossing be changed into a Zebra Crossing. It was explained to the Board that isolated activities do not result in lower average speeds or overall road safety improvements. The Board have asked for road safety ideas and staff advise that changing the Heritage Walkway to a pedestrian crossing would not be a simple process. There will be public consultation as part of the review and \$20,000 for alternative options.

March 2021:

The Community Board Roding Programme includes the option of a Commerce Lane Road Safety Project to be approved by the Board, which would address this issue.

January 2021:

The Heritage Crossing should be discussed with staff (Roding Engineer) to understand special expectations before any changes are made.

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
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Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 June 2021	McLean, Calum	New Item	Speed Bump on Cameron Road
<p>Speed Bump on Cameron Road</p> <p>The Board agreed that, despite import delays with the Digital Speed Signs, the Board would like to proceed with the removal of the speed bump prior to the Digital Speed Signs being installed. The current update provided by WestLink was that the signs should be installed late July 2021, noting that this is subject to change due to the delays occurring.</p> <p>The Roading Engineer (East) advised the Board that a pedestrian crossing outside Te Puke Primary School is one of the safety improvements that could be considered in the future.</p> <p>July 2023: Design and construction of the pedestrian crossing has been integrated into the Transport Choices project.</p> <p>May 2023: The Transport Choices concept design presented to the Community Board on Friday 12 May detailed how the proposed pedestrian crossing could be incorporated into the Transport Choices project.</p> <p>April 2023: This project has been placed on hold until the scope of 'Transport Choices' project has been confirmed.</p> <p>February 2023: Staff are waiting for WestLink to provide the price for the scoping plan.</p> <p>November 2022: Staff are waiting for the price from WestLink for the scoping plan that can be used for consultation.</p> <p>July 2022: WestLink have been asked to provide a price proposal to finalise the design of the new pedestrian crossing and implement changes to road markings and traffic signs.</p> <p>May 2022: The design requires minor amendments prior to pricing of physical works.</p>			

Action Sheets Report

Division: Infrastructure Services Group
Committee: Te Puke Community Board

Printed: July 2023

March 2022:

There has been no further progress on this action as staff are still waiting for WestLink to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.

January 2022:

Recommend that WestLink be asked to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.

November 2021:

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

September 2021:

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

July 2021:

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

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
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Meeting	Officer/Director	Section	Subject
Te Puke Community Board 15/12/2022	Rickard, Jodie	New Item	2023/2024 Annual Operating Budget – Resolution
RESOLUTION TPC22-1.12			
That the Te Puke Community Board wishes to develop a community plan in parallel with the Council led Te Puke spatial plan.			
July 2023: The first round of engagement done as part of the community-led conversations was completed by 30 June 2023. Special interest groups: <ul style="list-style-type: none">- Te Puke Indian community (including translation of survey into Punjabi and responses back into English)- Disability sector- Wider stakeholder focus group- Youth engagement- Elders survey. Next steps are to hold specific workshops on key topics, working with identified connectors.			
May 2023: Staff have met with the Community Board to discuss process and a community-led planning process. The Chairperson will sit on the stakeholder working group that has been set up to manage the process.			

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
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Meeting	Officer/Director	Section	Subject
Te Puke Community Board 13/04/2023	McLean, Calum	New Item	Proposal for Speed Measures to be implemented on Manoeka Road

Proposal for Speed Measures to be Implemented on Manoeka Road

That staff explore options for the setting up of speed radars on Manoeka Road, Te Puke and reports back to the Te Puke Community Board.

July 2023:

This project is on hold pending direction from the Board.

May 2023:

A Speed Indicator Device (SID) may be permanently installed on Manoeka Road for approximately \$10,000.

A SID is an electronic speed warning sign that measures, displays and records a vehicle's speed as they approach the device. SID are used in high-risk areas e.g., within school zones, in high crash areas, and in areas where people regularly exceed the speed limit. The aim is to help change driver's speeding behaviours by displaying driver's speed and creating psychological pressure to slow down. Council has the benefit of statistics from each location and can compare them over time. Data collected includes speed vs time of day trends, crash trend since introducing the sign and a comparison of traffic speed when the sign is installed vs not installed.



Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
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Meeting	Officer/Director	Section	Subject
Te Puke Community Board 13/04/2023	McLean, Calum	New Item	Removal of Speed Bumps at the Intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke

Removal of Speed Bumps at the Intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke

That staff investigate whether the raised thresholds at the intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke could be improved as part of the Transport Choices Project and report back to the Board.

July 2023:

Staff recommend that the ramps of the pedestrian platforms be marked (as per the example below) to make them easier for drivers to identify.



May 2023:

Staff are in the process of investigating this request.

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
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Meeting	Officer/Director	Section	Subject
Te Puke Community Board 13/04/2023	Peter Watson/ Matt Leighton	New Item	Wi-Fi in Jubilee Park

RESOLUTION: TPC23-3.3

That the Te Puke Community Board recommends that the infrastructure for Wi-Fi in Jubilee Park be installed at an estimated cost of \$3,093.24, funded from the Community Board reserve fund, conditional on confirmation of the funding of the operational costs.

July 2023:

This minute action sheet has been provided to the Policy & Planning Manager for consideration in the 2024/34 Long Term Plan process.

May 2023:

The Board has confirmed that the ongoing maintenance cost for Wi-Fi at Jubilee Park will be \$1,300 per annum. If the Board were to pass a resolution to fund the maintenance for three years, Council may consider taking over the maintenance and associated costs after that, noting that Council may need to take further processes into account.

If the Board wishes Council to fund the Wi-Fi on an ongoing basis, it will need to be a topic for the Long Term Plan, as it is a change in Levels of Service and will need to consider the service charges and equipment maintenance and replacement, which is likely to be greater than the \$1,300 per annum for the first three years.

The Board can commit to funding the first three years from its contingency account. The Reserve account is meant to be used on items of a capital nature.

The revised resolution could read:

That the Te Puke Community Board approves the installation and operation of public Wi-Fi in Jubilee Park at an estimated cost of \$1,300 per annum funded from the contingency account.

That the commitment for the funding and the Wi-Fi is for a three year period.

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.

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	McLean, Calum	New Item	Removal of the Ginkgo Tree
RESOLUTION TPC23-4.14 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.			
July 2023: WestLink have been instructed to remove the tree. This MAS has been closed out.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	McLean, Calum	New Item	Alternative Options for Spraying
RESOLUTION TPC23-4.5 That Council staff explore alternative options for spraying in Te Puke before the new spraying contract begins.			
July 2023: Staff have asked WestLink to provide alternative options (including rough order costs for each) and are currently awaiting their response.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	McLean, Calum	New Item	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.			
July 2023: The correct information was emailed to Board members on Thursday 8 June. This MAS has been closed out.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	Matt Leighton	New Item	Te Puke Street Tree Policy
RESOLUTION TPC23-4.17 That the Te Puke Community Board recommend to Council that it explores a street tree policy.			
July 2023: This minute action sheet has been provided to the Policy & Planning Manager for consideration.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 16/02/2023	McLean, Calum	New Item	Installation of Power for a Second Christmas Tree at Te Puke West Entrance
RESOLUTION TPC23-2.4 That the Te Puke Community Board approve the funding for the installation of power for a second Christmas tree at the Te Puke west entrance at an estimated cost of \$15,000 to be funded from their Street Decoration account.			
July 2023 This activity is being managed directly by the Board. This MAS has been closed out.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	McLean, Calum	New Item	Felling of the Banksia Tree
RESOLUTION TPC23-4.16 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.			
July 2023: WestLink have been instructed to remove the tree. This MAS has been closed out.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	McLean, Calum	New Item	Felling of the Native Totara Tree
RESOLUTION TPC23-4.15 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.			
July 2023: WestLink have been instructed to remove the tree. This MAS has been closed out.			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: July 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/06/2023	McLean, Calum	New Item	Bus Shelters on Manoeke Road
RESOLUTION TPC23-4.6 That the Te Puke Community Board approach the MenzShed regarding them carrying out the refurbishment of the bus shelter on Manoeke 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 because of the MenzShed undertaking this work.			
July 2023: A Corridor Access Request must be submitted to WestLink prior to work being undertaken within the road reserve. A temporary Traffic Management Plan will be required. Refer: https://www.westlinkbop.co.nz/forms/ for further information. This MAS has been closed out.			

9.6 OPERATIONAL REPORT – AUGUST 2023

File Number: A5572655

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

This report is an operational update from across Council for matters that relate to the Te Puke Community Board area.

RECOMMENDATION

That the Governance Advisor's report dated 3 August 2023 titled 'Operational Report – August 2023' be received.

SERVICE REQUESTS

This section is to provide an overview of Service Requests for the Te Puke Community Board area since the last meeting.

There has been one of each of the following subtypes of Service Requests raised and completed.

- Bylaw Issues – Smell/Smoke/Vermin/Insect
- Cycleways on reserves
- District Plan Compliance
- Cemetery Plot Enquiry
- Water Emergency Shutdown
- Fences/Walls
- Consents General Enquiry
- Liquor License
- Lost/Stolen Bins
- Park and Playground Equipment
- Reserves Public Toilets Hygiene/Paper
- Pumpstation Issue or Blockage
- Roading Surface Defects – Sealed Local Roads
- Local Road – Slip/Flood/Crash/Spill
- Vandalism/Broken Glass on Reserves

There has been one of each of the following subtypes of Service Requests raised and is under investigation.

- Bylaw Issues – Smell/Smoke/Vermin/Insect
- Flooding on Private Land
- Flooding – Open Drain/Culvert
- Water Pressure too high/low

The table below shows Services Request's that are higher in numbers and have a mix of statuses.

Service Request Subtype	Notes	Completed	Under Investigation/Scheduled for Completion
Abandoned Vehicle	Across Te Puke	8	0
Local Road – Cesspit/Grill/Gutters & Rural Drains	Three on Te Puke Quarry Road	2	2
All Water Leaks	Across Te Puke	4	18
Water Leaks – Known Issue	Across Te Puke	2	0
Building Warrant of Fitness Enquiries	Across Te Puke.	3	0
Compliance and Enforcement General	Across Te Puke. Mix of non-compliance with district plan and resource consents.	4	3
Damaged bin – repair/replace	Across Te Puke. 4 on Boucher Avenue	12	1
Local Road – Loose Chips/Detritus	Both on Te Puke Quarry Road	1	1
District Plan Advice	Across Te Puke	2	0
Building Act Compliance – General Activity	Across Te Puke	4	0

Building Administration General Query	Across Te Puke. Various requests for information.	17	0
Duty Planner Enquiry	Across Te Puke.	11	1
Health – General Matters	Across Te Puke. Various reports of health issues.	1	2
Kerbside General Enquiry	Across Te Puke.	6	2
Kerbside Additional Bins	Across Te Puke	3	0
Kerbside – Additional Property	Huriana Crescent and Marata Lane	9	4
Kerbside Assisted Service Request	Two from Aran Place.	3	0
Litter/Litter Bins/Dumping on Reserve	Two from Donovan Park	4	0
Local Road Signs – Damaged/Graffiti	Across Te Puke	0	2
Meter/Toby Issue (not leak)	Across Te Puke. Mix of damaged toby and water use enquiries.	0	5
Kerbside Missed Collection	Across Te Puke	18	1
Natural Hazard Enquiries	Flood/Tsunami Zone Enquiries	2	0
No Water	Commerce Lane, Costello Crescent, and Cutwater Road	3	2
Noise Complaint – Afterhours	Across Te Puke – couple for Harris Street and Hookey Drive	8	0
Noise Complaint – Daytime	Two for same address.	3	0
Old Te Puke Cemetery Enquiry		1	1

Parking Query	Across Te Puke	3	1
PAYT Issue	Concerns with new tags	2	1
Lee St Pensioner Housing	Various queries	3	2
Slater Place Pensioner Housing	Various queries	1	1
Resource Consent Compliance	Various Reports of Issues	5	0
Reserve Abandoned Vehicle	Two reports from Atuaroa Avenue	3	0
Reserves General	Mix of general queries, maintenance queries, and concerns with reserves.	7	3
Roading Network General	Mix of queries – parking, speed limits, general. Across Te Puke – 8 on Te Puke Highway, 3 on Te Puke Quarry Road	13	9
Illegal Dumping/Rubbish/Carcasses	Across Te Puke.	9	2
General Cemetery Enquiry – Plot/Headstone/Interment	Dudley Vercoe Drive	12	0
Trees	Damaged/intruding tree	2	0
Wastewater General	Across Te Puke	2	0
Water General	S92 and Bore Request	2	0

MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS (NOT MINUTE ACTION SHEETS)

Date raised	Issue	Comment
June 2023	Inorganic Rubbish Collection – It was suggested and agreed that the Board workshop this matter and invite Council's Operations Manager to provide input.	Staff propose that the Te Puke Community Board Chairperson meet with a local contractor to determine a scope for a deep spring clean, in particular along the Te Puke main street, and for the contractor to provide a quote for this service at the next Community Board meeting, to be approved by the Board.

COMPLETED/UNCOMPLETED MINUTE ACTION SHEETS (NOT IN INFRASTRUCTURE REPORT)

Date raised	Issue	Comment
June 2023	Te Puke Gymsport Grant Application	Refund payment voucher emailed to Accounts on 23 June 2023. Applicant emailed and informed of successful grant application.
	Adoption of Community Board Standing Orders	Adopted by Community Board. Still in progress.
	Lion Brothers Grant Application	Applicant emailed and informed of unsuccessful grant application.