

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TPC23-6  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELICOE STREET, TE PUKE  
ON THURSDAY, 28 SEPTEMBER 2023 AT 7.00PM**

## **KARAKIA**

Councillor Wichers opened the meeting with a karakia.

## **1 PRESENT**

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

## **2 IN ATTENDANCE**

C Crow (General Manager Infrastructure Services), S Prendergast (Transportation Area Engineer), E Watton (Strategic Policy and Planning Programme Director), A King (Strategic Advisor: Legislative Reform and Special Projects) and G Golding (Governance Manager)

## **OTHERS IN ATTENDANCE**

Mayor J Denyer, and Councillor R Crawford

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION TPC23-6.1**

Moved: Cr A Wichers

Seconded: Member K Summerhays

That the apology for lateness from Member Snell be accepted.

**CARRIED**

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## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

7.02pm Member Snell entered the meeting.

Members were advised that if they had an interest (actual, potential, pecuniary or nonpecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and were advised to withdraw from the meeting table for the item. [As per the Local Authorities (Member's Interest) Act 1968].

- Councillor Dally and Member Snell advised the Board that they had a declaration of interest regarding report 9.3 of the agenda – 'Te Puke Community Board – Grant Application – September 2023' – as they were members of the Te Puke War Memorial Hall Committee.

## 6 PUBLIC EXCLUDED ITEMS

Nil

## 7 PUBLIC FORUM

### 7.1 TUI ATKINSON – LANDSCAPE ROAD

- It was requested that there be some improvements to Landscape Road, being:
    - A pedestrian crossing from the Te Puke Squash Club to the carpark area.
    - A footpath, either on the left hand side of Landscape Road coming off the State Highway, or going through Lawrence Oliver Park. The pathway through the park was believed to be the safest option.
    - Improved carparking for the Te Puke Squash Club.
    - Roadside kerbing and drainage along all of Landscape Road.
    - Trimming of trees along the road, particularly on the corner.
    - Increase frequency of removal of debris from the road.
    - Repainting of the centre lines at the beginning of the road.
    - Installation of a CCTV camera on the light post near the historic bridge at the end of the road.
  - There were also some requests and concerns raised from residents of Landscape Road, including:
    - Rubbish trucks were using residents driveways to turn around, causing potholes on private property. It was believed that widening and kerbing of the road would prevent this.
    - Bollards in front of the Squash Club where the footpath was proposed to be.
    - Renewal of the anti-slip mat on the Historic Bridge.
    - The intersection of Landscape Road, State Highway, and No 1 Road was dangerous, and a roundabout was suggested as a future solution.
  - Residents had raised concern over the limited parking spaces, now that the dog park was being built on Lawrence Oliver Park.
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## 7.2 COUNCILLOR RICHARD CRAWFORD – EMERGENCY MANAGEMENT

- The Orchard Church had been chosen as the new site for the Emergency Management Community Response Team in case of an emergency, and the kit had been relocated to this site.
- The 'Get Ready' website and the Te Puke Civil Defence Community Response Plan was planned to be updated in the near future, and the emergency maps were being updated by Council staff.

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## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 AUGUST 2023

#### RESOLUTION TPC23-6.2

Moved: Member K Summerhays

Seconded: Member D Snell

1. That the Minutes of the Te Puke Community Board Meeting held on 3 August 2023 as circulated with the agenda be confirmed as a true and correct record, with the following amendment:
  - That on page 5 of the Minutes, under item 9.2, the following should read:  
*"Member Summerhays wished it to be noted that she believed the approach to use COLAB for Tō Wāhi resulted predominantly in COLAB's strategic plan being presented."*
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

**CARRIED**

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## CHANGE TO THE ORDER OF BUSINESS

#### RESOLUTION TPC23-6.3

Moved: Cr A Wichers

Seconded: Member D Snell

That in accordance with Sanding Orders, the order of business be changed and that item 9.5: 'Update on the Te Puke Spatial Plan', be dealt with as the next item of business, in order to release the presenters from the meeting.

**CARRIED**

## 9 REPORTS

### 9.1 UPDATE ON THE TE PUKE SPATIAL PLAN

The Board considered a report from the Strategic Advisor: Legislative Reforms and Special Projects. The report was taken as read, with further discussion on the below:

- Council agreed to prepare a Te Puke Spatial Plan in March 2023.
- Staff had been working on a draft project plan and how the governance of the Te Puke Spatial Plan Committee would work.
- The intention of the sub-committee was to provide governance and ownership for the process, as well as direction and support. The sub-committee would also build partnerships to help achieve outcomes that would be identified through the process.
- The Maketu-Te Puke Ward Councillors, Te Puke Community Board, and two iwi representatives had been nominated as members of the sub-committee.
- The first step of the sub-committee was to hold an initial meeting to discuss the project, including the draft communications and engagement strategy.
- There had been initial engagement through the Tō Wāhi – Your Place events.
- The frequency of meetings of the sub-committee were as required, and would depend on the work requirements throughout the process.
- A spatial plan was a blueprint for the future of an area, and took into consideration the community's wishes for their area. The most important part of the Spatial Plan was the Implementation Plan.
- This was the first Spatial Plan of its kind undertaken by Council.
- The SmartGrowth Strategy was based on the Urban Form and Transport Initiative (UFTI), which showed the regions settlement patterns, however, it did not envisage much growth in Te Puke. This strategy was reviewed every 3-6 years.
- The Te Puke Spatial Plan would be submitted to SmartGrowth once completed, to be included in the SmartGrowth Strategy.
- The boundary of the plan was yet to be determined.
- Structure plans could be included as part of the implementation plan, rather than as a separate plan.
- Staff had met with Bay of Plenty Regional Council (BOPRC), and were keen to be involved with Council on the project at a staff level.

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### RESOLUTION TPC23-6.4

Moved: Member K Summerhays

Seconded: Cr G Dally

That the Strategic Advisor: Legislative Reform and Special Projects report dated 28 September 2023, titled 'Update on the Te Puke Spatial Plan', be received.

**CARRIED**

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### 9.1.1 NEW LEGISLATION OVERVIEW – TE PUKE SPATIAL PLAN

It was requested that staff provide an overview of the new legislation at the next Te Puke Community Board meeting, to provide the Board with what was expected of the Te Puke Spatial Plan and the boundaries it had.

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### 9.2 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT

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

#### Transport Choices:

- The feedback received for the Te Puke Transport Choices was largely against the proposal. Council was waiting to find out the final funding position from Waka Kotahi (NZTA).
- There was significant concern over the loss of carparking.
- Waka Kotahi had extended the funding deadline by 12 months, and was planning to present to the Projects and Monitoring Committee workshop in October 2023.
- Staff were investigating how much of the consultation feedback could be addressed, before going back out for consultation.
- It was thought that this would be a “if you build it, they will come” project.

#### Tree Policy:

- Council was developing a Street Tree Policy, and it was suggested by the Chairperson that tree issues should not involve the Community Board.
- There was currently no clear decision process for the removal of trees.
- From a roading perspective, safety and visibility concerns would only be considered when removing trees, as well as any issues for the stormwater system.
- It was suggested that the Board be involved to the extent of objecting to any planned removals, rather than providing approval.
- Community Boards had no delegations for tree removal decisions.

#### Bench Seats:

- It was clarified that there were 20 seats to be refurbished, not 16.
- The high costs for transportation of the seats involved safety aspects, such as pedestrian traffic management.
- A second quote had been received for the removal and transportation of 20 seats, for \$6,500.00 ([Tabled Item 1 – Second Quote for Removal/Transportation of Seats](#)).
- It was suggested that the chairs be sanded and stained, rather than painted.

Commerce Lane Safety Report and Proposal:

- This project was currently on hold until the extra funding was approved by the Community Board.
- A cost estimate was included as part of the design process.
- The Board requested an estimate figure on the overall cost of the project.
- Funding of \$9,000 had already been spent on the project for a Safe Systems Audit, and further funding was required to cover the extra costs and progress the plans for public consultation.
- The current balance of the Te Puke Community Board Rooding Account was approximately \$470,000, as at 30 June 2023.
- The Board would consider the requirement for a public consultation once the plans had been completed and provided to the Board.

Heritage Plaza Helicopter Pad Shelter:

- The funding for the shelter may need to be sourced outside of the Board's rooding budget.
- Board members were meeting with staff and the Managing Director of Te Puke Economic Development Group (Te Puke EDG) on 29 September 2023 to discuss the shelter.
- It was suggested that this topic would be better discussed at a Community Board workshop.

**RESOLUTION TPC23-6.5**

Moved: Member D Snell

Seconded: Cr A Wichers

1. That the Chairperson's report dated 28 September 2023 titled 'Te Puke Community Board - Chairperson's Report - September 2023' be received.

**CARRIED****RESOLUTION TPC23-6.6**

Moved: Member K Summerhays

Seconded: Member D Snell

2. That the Te Puke Community Board approve up to \$9,000.00 (excluding GST) from the Te Puke Community Board rooding budget, for the refurbishment of 20 bench seats along the main street of Te Puke, to be carried out by the MenzShed, and the removal and installation of these seats (as per the quote from the Transportation Area Engineer dated 27 September 2023).

**CARRIED****RESOLUTION TPC23-6.7**

Moved: Member K Summerhays

Seconded: Chairperson K Ellis

3. That the Te Puke Community Board approve additional funding of \$7,000 (excluding GST) that is required to progress the plans for public consultation relating to the Commerce Lane safety proposal upgrades, to be funded from the Te Puke Community Board Roading Account.

**CARRIED**

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#### **RESOLUTION TPC23-6.8**

Moved: Chairperson K Ellis

Seconded: Cr A Wichers

4. That the Te Puke Community Board rescind the \$500.00 committed expenditure for the Te Puke Excellence Awards Night, from the Board's Conference Budget, as the Board will no longer be attending the event.

**CARRIED**

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### **9.3 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT**

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

- The form of consultation for the Speed Management Plan had been discussed at a Council workshop, and a formal decision would be made at the Council meeting scheduled 3 October 2023.
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#### **RESOLUTION TPC23-6.9**

Moved: Member D Snell

Seconded: Cr G Dally

That Councillor Wichers' report dated 28 September 2023 titled 'Te Puke Community Board – Councillor's Report' be received.

**CARRIED**

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### **9.4 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – SEPTEMBER 2023**

The Board considered a report from the Senior Governance Advisor. The report was taken as read, with further discussion on the below:

Fairhaven School Fireworks Gala:

- The Board had not received the 2022 financial information from Fairhaven School.
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- The Friends of Fairhaven School ran the gala, and undertook the fundraising and allocation of funds. Therefore, the Board noted that the School's financial information was irrelevant to this particular event.
- The event had not met the eligibility criteria for the Tauranga Western Bay Community Event Fund, as it was a fundraising event.
- The event would involve around 5000-6000 people and had significant public impact.

#### Te Puke War Memorial Hall:

Cr Dally and Member Snell declared in interest in this item and took no part in the discussion or voting thereon.

- It was believed that trestle tables were not always the best quality and were easily damaged.
- The Board believed that the Hall Committee needed to ensure that the tables purchased were of good quality, and noted this would be raised at a Hall Committee meeting.

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#### **RESOLUTION TPC23-6.10**

Moved: Member K Summerhays

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 28 September 2023 titled 'Te Puke Community Board Grant Applications – September 2023' be received.

**CARRIED**

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#### **RESOLUTION TPC23-6.11**

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

2. That the Te Puke Community Board approve the grant application from Te Puke Scout Group for \$1,000.00, to contribute towards an invoice for anti graffiti paint for the Scout Den. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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#### **RESOLUTION TPC23-6.12**

Moved: Chairperson K Ellis

Seconded: Cr G Dally

3. That the Te Puke Community Board approve the grant application from Fairhaven School for \$2,000.00, to contribute towards funding the running of the



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Fairhaven School Fireworks Gala. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met

**CARRIED**

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#### **RESOLUTION TPC23-6.13**

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

4. That the Te Puke Community Board approve the grant application from Te Puke War Memorial Hall Society Inc for \$1,000.00, to contribute towards the purchase of new trestle tables for the hall. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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#### **9.5 OPERATIONAL REPORT - SEPTEMBER 2023**

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

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#### **RESOLUTION TPC23-6.14**

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

That the Governance Advisor's report dated 28 September 2023 titled 'Operational Report – September 2023' be received.

**CARRIED**

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#### **9.6 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD SEPTEMBER 2023**

The Board considered a report from the Executive Assistant Infrastructure Group. The report was taken as read, with discussions as below.

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#### **RESOLUTION TPC23-6.15**

Moved: Cr A Wichers

Seconded: Member D Snell

That the Executive Assistant Infrastructure Group's report dated 28 September 2023 titled 'Infrastructure Group Report Te Puke Community Board September 2023' be received.

**CARRIED**

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**9.6.1 COMMUNITY RESOURCE RECOVERY CENTRE – TE PUKE RECYCLING CENTRE.**

It was requested that staff collate and provide information to the Te Puke Community Board on the current and future progress of the Community Resource Recovery Centre. A presentation could be made to the Board if requested.

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**9.6.2 QUEEN PALMS (QUEEN STREET) ROAD FRONTAGE**

It was raised that the road frontage for the Queen Palms development, on Queen Street, had not yet been grassed, and it was requested that staff investigate this.

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**9.6.3 LAWRENCE OLIVER PARK DOG EXERCISE AREA**

The Dog Park project was significantly over budget, however, Council had added some additional features, and the Board noted it was a job well done.

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**9.6.4 BELL ROAD BOAT RAMP**

- The Te Maru o Kaituna River Authority were undertaking a study on developing the Bell Road Boat Ramp as a waka landing area and recreation site. The illegal dumping and boy racers in this area needed to be dealt with to allow this to take place.
  - Council currently had a working group for this area, and there was an application in the process for the installation of CCTV cameras. There was also a concept plan for bollards to be installed on the grass area, as well as speed bumps, to prevent boy racers.
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**The Meeting closed at 9.25pm.**

**Confirmed as a true and correct record at the Te Puke Community Board meeting held on 23 November 2023.**

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Chairperson K Ellis  
**CHAIRPERSON**