

Mā tō tātou takiwā  
**For our District**

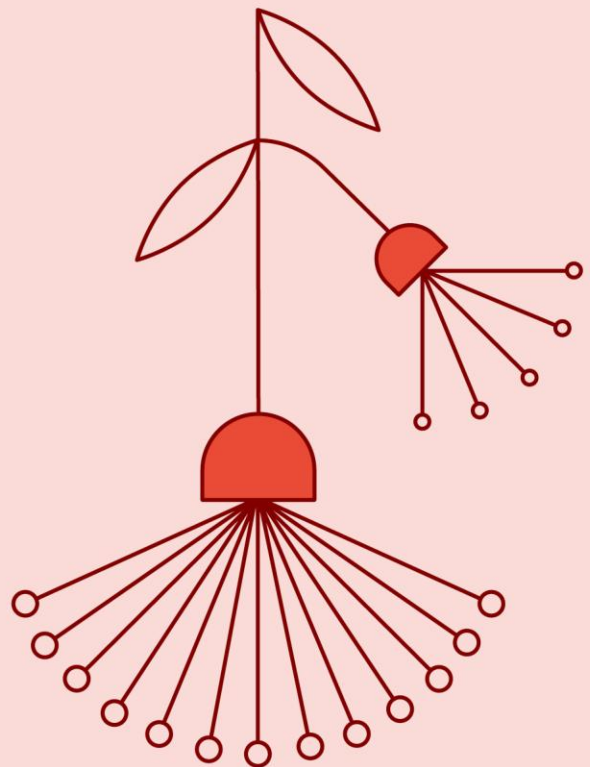
**Te Puke – Eastern Community Board**

Poari ā Hapori o Te Puke – ki te Rawhiti

TECB26-2

Thursday, 9 April 2026, 6.30pm

Te Puke Library, 130 Jellicoe Street, Te Puke



# Te Puke – Eastern Community Board

## Membership:

<b>Chairperson</b>	Dale Snell
<b>Deputy Chairperson</b>	Sally Benning
<b>Members</b>	Manvir Singh Mann Karen Summerhays Marara Williams Councillor Grant Dally Councillor Laura Rae
<b>Quorum</b>	4
<b>Frequency</b>	Eight weekly / Workshops as required

## Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To 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 – Eastern Community Board Meeting will be held in the Te Puke Library, 130 Jellicoe Street, Te Puke  
on:  
Thursday, 9 April 2026 at 6.30pm

## Order Of Business

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**1 PRESENT – NGĀ MEMA KEI KONEI****2 IN ATTENDANCE – I TAE AKE****3 APOLOGIES – NGĀ WHAKAPAHĀ****4 CONSIDERATION OF LATE ITEMS – NGĀ TAKE TŌMURI****5 DECLARATIONS OF INTEREST – NGĀ TUKITUKINGA**

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 TRANSFER TO PUBLIC EXCLUDED ITEMS – TE WHITINGA O TE AO MĀRAMA KI NGĀ TAKE MUNA****7 PUBLIC FORUM – WĀHANGA TŪMATANUI**

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

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

## **8 MINUTES FOR CONFIRMATION – TE WHAKATAU I NGĀ MENETI**

### **8.1 MINUTES OF THE TE PUKE – EASTERN COMMUNITY BOARD MEETING HELD ON 12 FEBRUARY 2026**

**File Number:** A7179915

**Author:** Ella Logan, Governance Advisor

**Authoriser:** Robyn Garrett, Governance Manager

#### **RECOMMENDATION**

1. That the Minutes of the Te Puke - Eastern Community Board Meeting held on 12 February 2026 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 – Eastern Community Board Meeting held on 12 February 2026**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE – EASTERN COMMUNITY BOARD MEETING NO. TECB26-1  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELICOE STREET, TE PUKE  
(BOARDROOM) ON THURSDAY, 12 FEBRUARY 2026 AT 6.30PM**

Councillor D Dinsdale open the hui with a karakia

**1 PRESENT – NGĀ MEMA KEI KONEI**

Chairperson D Snell, Member K Summerhays, Deputy S Benning, Member M Singh Mann, Member M Williams, Cr L Rae and Cr G Dally

**2 IN ATTENDANCE – I TAE AKE**

A Curtis (General Manager Regulatory Services), E Logan (Governance Advisor)

9 Members of the public

Councillor D Dinsdale, Councillor A Sole, Councillor S Beech and Regional Bay of Plenty District Councillor S Scrimgeour

**3 APOLOGIES – NGĀ WHAKAPAHĀ**

Nil

**4 CONSIDERATION OF LATE ITEMS – NGĀ TAKE TŌMURI**

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**RESOLUTION TECB26-1.1**

Moved: Member K Summerhays

Seconded: Member M Williams

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act, the following item be considered as a late item of the open business:

- Te Puke – Eastern Community Board – Councillors Report – February 2026.

**CARRIED**

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**5 DECLARATIONS OF INTEREST – NGĀ TUKITUKINGA**

Chairperson D Snell declared an interest in the agenda item 9.3.

## **6 TRANSFER OF PUBLIC EXCLUDED ITEMS – TE WHITINGA O TE AO MĀRAMA KI NGĀ TAKE MUNA**

Nil

## **7 PUBLIC FORUM – WĀHANGA TŪMATANUI**

### **7.1 ISABELLE VOSSE – SAFETY CONCERNS ON STOCK ROAD**

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Ms Vosse, supported by Ms Holland, Ms Treadgold, and Mr Matthews, was in attendance to discuss safety concerns on Stock Road.

- Ms Vosse had attended the last Te Puke Community Board meeting at the end of the 2022–25 triennium to discuss safety concerns on Stock Road. The Board at the time encouraged her to attend the first meeting of the new Te Puke – Eastern Community Board in the 2025–28 triennium.
- She raised serious concerns regarding ongoing safety issues on Stock Road caused by the on-going criminal activity. Noting that on top of the drug related activity in the area, there had now been reports of children being approached and asked to get into strangers vehicles.
- Ms Vosse had applied for CCTV funding through Council’s CCTV panel, as had the Toy Library and the Playcentre. Unfortunately, all applications had been declined.
- Ms Vosse asked the Board to consider funding the installation of additional CCTV cameras in the area to help deter criminal activity. She also requested that other preventative safety measures be implemented as well.
- Ms Vosse emphasised the importance of taking action, noting that the area is home to several organisations that provide care and support for children.

### **7.2 SUE MATTHEWS – SHADE COVER OVER PUBLIC SEATING AREA**

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Ms Matthews was in attendance to discuss the installation of a shade cover over the public seating area outside Woolworths.

- Ms Matthews proposed that the Board fund a permanent structure over the public seating area outside Woolworths to provide shelter.
- She noted the area was heavily used by local elders in the mornings, including when it was hot or lightly raining, and that a shelter would benefit them.
- Ms Matthews mentioned that local homeless often occupied the shaded stairs near the seating area, making the pathway difficult to use. She stated that a sheltered area would provide them a place to sit while remaining less visible from the main street and maintaining a safe, open environment.
- She recommended a gazebo-style structure, incorporating a kiwifruit slice detail under the gables and suggested including a history board along the side of the structure.

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- She also observed that the adjacent gardens needed a thorough tidy-up and that the area lacked crime prevention through environmental design strategies.

### **7.3 KASSIE ELLIS – VARIOUS TOPICS**

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Ms Ellis was in attendance to discuss the below topics:

#### Citizens RSA Te Puke ANZAC Committee Grant Application

- Ms Ellis encouraged the Board to support Te Puke ANZAC Committee Grant Application.
- She noted that the event was significant and important for the community.

#### Community Response Equipment

- Ms Ellis encouraged the Board to discuss purchasing more Community Response Equipment, such as walkie talkies, to strengthen the community response to natural disasters.
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### **7.4 BRYAN LEACH – VARIOUS TOPICS**

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Mr Leach was in attendance on behalf of the Te Puke Streetscape Group to discuss the installation of a footpath on No.1 Road.

- Mr Leach suggested that the Board should fund a footpath from the bottom of No.1 Road to the town boundary, noting that it was his understanding that this was the only urban road in the town that did not have a footpath to the town boundary.
  - He expected that the footpath would only need to be about 100–150 metres long.
  - Mr Leach noted that the lack of footpath was a massive safety hazard. A lot of Recognised Seasonal Workers were housed on No.1 Road and walked up and down the road. Visibility of them wasn't good, especially in the dark. In his opinion it was an accident waiting to happen.
  - Mr Leach stressed that this should be a high priority for the Board.
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### **7.5 JESS BEECH – PAENGAROA SCHOOL CARPARK**

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Ms Beech was in attendance, on behalf of the Paengaroa School, to discuss the refurbishment of the Paengaroa School Carpark.

- Ms Beech shared that the Paengaroa School carpark was not fit for purpose and had become a safety concern.
  - There was no safe area to pick up and drop off children, as the carpark was small and close to the road, resulting in several near misses.
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- The school conducted a two-week trial of a pick-up and drop-off zone, which proved successful.
  - Ms Beech noted that, as the carpark was on Council land, the school required Council permission for any changes.
  - She sought support from Council Transportation staff to safely redesign the carpark.
  - She requested funding of an estimated \$6,000–\$10,000 to cover refurbishment, which was expected to involve only paint markings, signage, and a small barrier along a 10-metre stretch.
  - Council staff had conducted a site visit and advised that the refurbishment funding would need to come from the Community Board.
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#### **7.5 BAY OF PLENTY REGIONAL COUNCILLOR JOHN SCRIMGEOUR – BAY OF PLENTY REGIONAL COUNCIL ANNUAL PLAN**

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Bay of Plenty Regional Councillor John Scrimgeour was in attendance to present and promote the Bay of Plenty Regional Council's Annual Plan 2026/27.

- He wanted to highlight that the Regional Council's Annual Plan was upcoming, with the draft proposal expected to be approved towards the end of the month, and encouraged Members to review it and make submissions.
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#### **7.6 CHRIS POINTON – SEVERE WEATHER EVENT IMPACTS ON WELCOME BAY ROAD**

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Mr Pointon was in attendance to discuss the impacts the recent severe weather events had had on his property and neighbouring properties on Welcome Bay Road.

- Mr Pointon lived on a single-lane private driveway shared by 13 houses.
  - During the recent severe weather event, runoff from surrounding hills overwhelmed the drainage system. Mud, silt, and debris were carried down the valley to the point where two drains (which effectively became streams) meet at a culvert under Mr Pointon's access road. From there, a single drain ran approximately 100 metres before reaching the Council's culvert under Welcome Bay Road.
  - The culvert under Welcome Bay Road was overwhelmed. A contractor living on the private road advised that it was at least partially blocked and likely undersized for the volume of rainfall experienced.
  - Floodwaters backed up along the shared driveway, overtopped sections including where the private culvert ran beneath it, and inundated the lower 100 metres of the driveway and the area near Welcome Bay Road.
  - A local contractor worked for two days to unblock the two culverts and remove mud and silt from the drain, depositing the cleared material along the grass verges of the driveway. He also repaired/redesigned the culvert under the private
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road to restore safe access for residents and allow geotechnical engineers and power companies to access the site and reinstate services.

- There was concern that because the driveway was shared and serviced multiple households, the situation may “fall between the cracks” in terms of responsibility and available assistance.
- Mr Pointon encouraged Council to inspect the culvert under Welcome Bay Road to assess whether it had sufficient capacity to cope with future severe weather events.
- Mr Pointon noted that himself and neighbouring residents were intending to apply to the Mayoral Disaster Relief Fund but required clarification on:
  - a. Where silt and debris could be legally disposed of.
  - b. Whether Council had an approved disposal site for flood-related material.
  - c. The likely transport distance that would be required, so they could obtain an accurate quote to support their application.
- Residents were also seeking clarity on responsibility for:
  - a. Funding repairs to the private culvert, given the urgent work required to ensure resident safety.
  - b. Cleaning up and removing the mud, silt, and debris cleared from the culvert and drain.
  - c. Managing debris that originated from upstream properties but was now deposited on the shared driveway owner’s land.
- Residents were seeking advice on who could provide help in these circumstances, noting:
  - a. Insurance did not appear to apply.
  - b. The Natural Hazards Commission criteria did not apply because the damage was approximately 600 metres from Mr Pointon’s house (the assistance threshold was 60 metres).

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## **7.7 ANDY WICHERS – HERITAGE PLAZA PROJECT**

Mr Wichers was in attendance to discuss Stage 2 of the Heritage Plaza Project.

- Mr Wichers explained that he had committed to being involved in the engagement around the artistic works for stage 2 of the Heritage Plaza project, but as he was no longer a Board member, he wished to hand these responsibilities back to the Board and staff.
  - At the end of the 2022–25 triennium he had tried to arrange a meeting between Council’s Project Engineer Transportation, Waitaha, and Tapuika, but scheduling conflicts prevented it.
  - He had not yet received the design for the artistic works from Waitaha and Tapuika.
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- It had been recommended that the artistic works represented Maunga and Awa rather than people.
  - He remained happy to be involved in carrying out the physical works of the art when the design was complete.
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## **8 MINUTES FOR CONFIRMATION – TE WHAKATAU I NGĀ MENETI**

### **8.1 MINUTES OF THE TE PUKE – EASTERN COMMUNITY BOARD MEETING HELD ON 5 NOVEMBER 2025**

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#### **RESOLUTION TECB26-1.2**

Moved: Member K Summerhays

Seconded: Member M Williams

1. That the Minutes of the Te Puke – Eastern Community Board Meeting held on 5 November 2025 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.

**CARRIED**

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## **9 REPORTS – NGĀ PŪRONGO**

### **9.1 TE PUKE – EASTERN COMMUNITY BOARD – CHAIRPERSONS REPORT – FEBRUARY 2026**

The Board considered a report dated 12 February 2026 from the Chairperson, who congratulated Member Karen Summerhays for her achievements in the Community Development Space and provided an overview the key points of her report. Further discussion was had on the items listed below.

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#### **RESOLUTION TECB26-1.3**

Moved: Member K Summerhays

Seconded: Member M Williams

1. That the Chairperson’s report dated 12 February 2026 titled ‘Te Puke – Eastern Community Board – February 2026’ be received.

**CARRIED**

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**RESOLUTION TECB26-1.4**

Moved: Deputy S Benning

Seconded: Member M Williams

That the Te Puke – Eastern Community Board requests a workshop with Transportation staff to discuss the safety issues that are being caused by the vegetation on Jellicoe Street.

**CARRIED**

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**9.1.1 INSTALLATION OF SHADE COVER**

The Board queried how to progress the installation of a shade cover at Ben Keys Playground.

Staff advised that, as requested at the end of the 2022–25 triennium, cost estimates would be presented at a future workshop, with a formal decision to be made subject to the Board's direction.

Board members suggested seeking community input on preferred locations for shade covers, bus shelters, and similar projects, enabling the Board to prioritise sites rather than progressing projects on an ad hoc basis.

Staff advised that this approach could be incorporated into the Community Board's Action Plan, and the Board noted that the intent would be included.

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**9.1.2 WELCOME BAY ROAD**

Board members strongly advocated for Council to address damage to residents' properties and surrounding areas on Welcome Bay Road resulting from the severe weather events of 21 and 22 January. They noted the need for immediate action and the urgent appointment of navigators.

Staff advised that Council's Emergency Operations Centre (EOC) remained in the recovery phase, with staff working tirelessly to support vulnerable residents.

It was noted that unless service requests were logged the recovery team would be unaware of outstanding issues; prioritisation was based on highest risk and urgency.

Staff would enquire whether the EOC had planned to employ navigators to support vulnerable residents.

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**9.1.3 REMOVAL OF VEGETATION OF JELlicOE STREET**

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The Board requested that safety issues caused by vegetation on Jellicoe Street be discussed at a future workshop, noting that the project scope and associated costs would need to be determined before progressing.

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**9.2 TE PUKE – EASTERN COMMUNITY BOARD – COUNCILLORS REPORT – FEBRUARY 2026**

The Board considered a report dated 12 February 2026 from Councillor Dally, who provided an overview of his report and verbal updates on the items below.

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**RESOLUTION TECB26-1.5**

Moved: Member K Summerhays

Seconded: Cr L Rae

That Councillor Dally's report dated 12 February 2026 titled "Te Puke – Eastern Community Board – Councillor's Report – February 2026" be received.

**CARRIED**

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**9.2.1 ANNUAL PLAN 2026/27**

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Council had been discussing the Annual Plan and was close to confirming its direction.

Members were informed that Council staff would attend the Board's upcoming workshop to discuss the Annual Plan prior to community engagement commencing on 20 March 2026.

Pre-engagement for the Long-Term Plan was also commence alongside the Annual Plan process.

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**9.2.2 DRAFT TE PUKE SPATIAL PLAN**

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The Draft Te Puke Spatial Plan would be going out for community engagement from 26 February – 1 April.

Staff would forward the engagement questions on to the Board prior to the start of this engagement.

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**9.2.3 CITY AND REGIONAL DEALS**

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Western Bay of Plenty District Council and Tauranga City Council had been shortlisted by Central Government for a City and Regional Deal. There were no further updates available at the time of the hui.

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**9.2.4 LOCAL WATERS DONE WELL**

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Local Waters Done Well was progressing positively, working through the joint working group with Tauranga City Council and Tangata Whenua and was beginning to make critical decisions regarding the structure moving forward.

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**9.2.5 RECRUITMENT OF CHIEF EXECUTIVE OFFICER**

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A CEO Recruitment Committee had been established, made up of Councillors who were progressing the recruitment process.

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**9.2.6 JANUARY STORM – CIVIL DEFENCE EMERGENCY STATUS**

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A 'Pathways to Recovery' hui was being held on Monday 16 February 2026 at Summerhill. The hui would bring together key agencies involved in the response and recovery, including Council recovery leads, welfare and psychosocial support services, Bay of Plenty Regional Council, roading and infrastructure teams, NZ Police, and other partner agencies.

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**9.3 TE PUKE – EASTERN COMMUNITY BOARD – GRANT APPLICATIONS – FEBRUARY 2026**

The Board considered a report date 12 February 2026 from the Governance Advisor. The report was taken as read, and each application considered individually.

Chairperson D Shell declared a conflict of interest in the Te Puke Citizens RSA Te Puke ANZAC Committee Grant Application and withdrew from the meeting, Deputy Chairperson S Benning assumed the role of Chair for the discussion and decision on this agenda item.

The Te Puke Pony Club application which requested funds for fortnightly mowing of the club grounds was not approved as it did not align with the Boards strategic direction.

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**RESOLUTION TECB26-1.6**

Moved: Cr L Rae

Seconded: Member M Singh Mann

1. That the Governance Advisor's report dated 12 February 2026 titled 'Te Puke – Eastern Community Board – Grant Applications – February 2026' be received.

**CARRIED**

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**RESOLUTION TECB26-1.7**

Moved: Member K Summerhays

Seconded: Member M Williams

2. That the Te Puke – Eastern Community Board **does not approve** the grant application from the Te Puke Pony Club for the fortnightly mowing of the club grounds.

**CARRIED**

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**RESOLUTION TECB26-1.8**

Moved: Cr L Rae

Seconded: Member M Williams

3. That the Te Puke – Eastern Community Board **approves** the grant application from the Te Puke Pony Club for \$534.10 plus GST, if any, to cover the costs of upgrading the locks on the Club's sheds and gates to ensure the security of the club. This grant will be funded from the Te Puke – Eastern Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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**RESOLUTION TECB26-1.9**

Moved: Member M Williams

Seconded: Cr L Rae

4. That the Te Puke – Eastern Community Board **approves** the grant application from the Te Puke Citizens RSA Te Puke ANZAC Committee for \$1,500, to contribute to the costs of catering and other operating expenses for ANZAC Day. This grant will be funded from the Te Puke – Eastern Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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#### **9.4 TE PUKE – EASTERN COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – FEBRUARY 2026**

The Board considered a report from the Governance Advisor dated 12 February 2026. Members noted that, although a funding contribution had been provided to the Waiari Restoration Project, the project remained ongoing. The below topics were discussed further.

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##### **RESOLUTION TECB26-1.10**

Moved: Deputy S Benning

Seconded: Member K Summerhays

1. That the Governance Advisor's report dated 12 February titled 'Te Puke – Eastern Community Board – Projects and Operations Report –February 2026' be received.

**CARRIED**

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##### **RESOLUTION TECB26-1.11**

Moved: Cr L Rae

Seconded: Member K Summerhays

2. That the Te Puke–Eastern Community Board recommends to staff the installation of two metal ashtrays on Jellicoe Street – one located outside the Cava Bar and one located outside the Stadium Bar.

**CARRIED**

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#### **9.4.1 FREE WI-FI AT JUBILEE PARK**

As stated in the original resolution, the Board would need to make a submission to the Long-Term Plan 2027/37 requesting that Council take over the on-going operational costs of the free Wi-Fi at Jubilee Park.

Staff would look into keeping record of matters the Board had committed to including in future Long-Term Plan (LTP) submissions.

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#### **9.4.2 HERITAGE PLAZA**

Members raised concerns about the large number of cigarette butts being left on the ground in and around the Heritage Plaza.

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It was noted that the issue had been raised with staff, who were investigating the feasibility of installing ashtrays in the area.

### 9.4.3 HISTORY BOARDS

The Board requested that staff get in contact with the company that had been asked to produce the Crete Tree Memorial and Historic Stock Road history boards and request a project update.

Members noted that the original image for the Historic Stock Road history board had been updated to a different image and that this would need to be communicated to the designer.

### 9.4.4 FREEDOM CAMPING

Concerns were raised regarding the two fines that had been issued to freedom campers at Otamarakau for parking in the wrong place.

Staff advised that it was a service level requirement for Council to monitor the freedom camping areas in summer.

Staff would provide the Board with reporting on the freedom camping seasonal monitoring.

## 9.5 TE PUKE – EASTERN COMMUNITY BOARD – FINANCIAL REPORT – DECEMBER 2025

The Board considered a report from the Financial Partner dated 12 February 2026. The report was taken as read.

### RESOLUTION TECB26-1.12

Moved: Member K Summerhays

Seconded: Member M Williams

1. The Finance Partner's report dated 12 February 2026 titled 'Te Puke – Eastern Community Board – Financial Report December 2025', be received.
2. That the Te Puke – Eastern Community Board approve for the remaining committed funds from the below resolutions to be released back into the Roothing Account:

Meeting Date	Project	Account	Spent	Remaining Committed

<p>1 Aug 2024  (TPC24-4.9)</p>	<p>Fairhaven Park Footpath. Approve a budget of \$50,000 from the Roding Account for the design and installation of a footpath through Fairhaven Park.</p>	<p>Roding</p>	<p>(28,634)</p>	<p>(21,366)</p>
<p>20 Feb 2025  (TPC25-1.1)</p>	<p>Bramble Bridge Safety Audit. Approve to spend up to \$10,000 from the Roding Account on the Road Safety Audit of Bramble bridge to determine what actions need to be taken to improve pedestrian safety on the bridge.</p>	<p>Roding</p>	<p>(9,295)</p>	<p>(705)</p>

**CARRIED**

**10 INFORMATION FOR RECEIPT – KŌRERO TE WHIWHIA**

Councillor D Dinsdale closed the hui with a karakia.

**The Meeting closed at 9.23pm.**

**Confirmed as a true and correct record at the Te Puke – Eastern Community Board meeting held on 9 April 2026.**

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Chairperson D Snell

**CHAIRPERSON**

## 9 REPORTS – NGĀ PŪRONGO

### 9.1 TE PUKE – EASTERN COMMUNITY BOARD – CHAIRPERSON'S REPORT – APRIL 2026

**File Number:** A7202901

**Author:** Dale Snell, Community Board Chairperson

**Authoriser:** Alison Curtis, General Manager Regulatory Services

#### EXECUTIVE SUMMARY

The purpose of this report is for the Te Puke – Eastern 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 9 April 2026 titled 'Te Puke – Eastern Community Board – Chairperson's Report – April 2026.'

#### Summitt Meeting EPIC

We attended the Summitt meeting. It was interesting to hear what each organisation was planning for the next quarter.

#### Paengaroa Community Association AGM

Board members attended the Paengaroa Community Association AGM, where we were able to meet the members, introduce ourselves and hear their plans.

The Board is committed to assisting Paengaroa where possible. Sue Mathews has sent us the Paengaroa Community Association Community Development Plan Review 2025–35 (**Attachment 1**) and has formally requested that this review be presented at the next Community Board meeting, for consideration and inclusion in our action plan.

#### Police meeting and CCTV Camera Stock Road

After a meeting with the police on 16 March 2026. Police have identified Stock Road as a frequently used spot for sleeping overnight in cars and undesirable activities such as possible drug dealing. A CTV camera would be advantageous in this area.

#### EPIC Te Puke Town Meeting 18 March 2026

This meeting reflected feedback heard from board members. Please refer to **Attachment 2**.

### Multi Cultural event 6 June

A multi cultural event is planned for June. This will be held over several days and locations, including the Memorial Hall and the Orchard Church. It is in the early planning stages. Deputy Chairperson Sally Benning and I both sit on the planning committee for this event.

### Toy Library Concerns

The Toy Library have concerns that their lease is on a month-to-month basis and has been for over 6 years. This limits them from applying for funding and expanding on their operations and services. The building is in need of repair and maintenance.


I have been asked that the Board support them in helping to secure a longer-term lease. An email has been sent to Council staff for advice moving forward. No reply has been received to date.

### Free Wi-Fi in Jubilee Park

Our donor for the free Wi-Fi would like to stop paying this bill as soon as possible. Previously in 2023 the Te Puke Community Board agreed to include this in our 2026 Long-Term Plan (LTP) submission requesting that Council takes over the operational costs.

As the LTP pre-engagement submissions are due shortly, I would like to suggest that the Board take over these payments as soon as possible until Council has a chance to discuss covering the operational costs of the Wi-Fi through its LTP discussions. This cost would be around \$90 per month.

### ATTACHMENTS

1. **Paengaroa Community Association Community Development Plan Review 2025-2035**  
2. **Te Puke Economic Development Group Town Hall Meeting**  

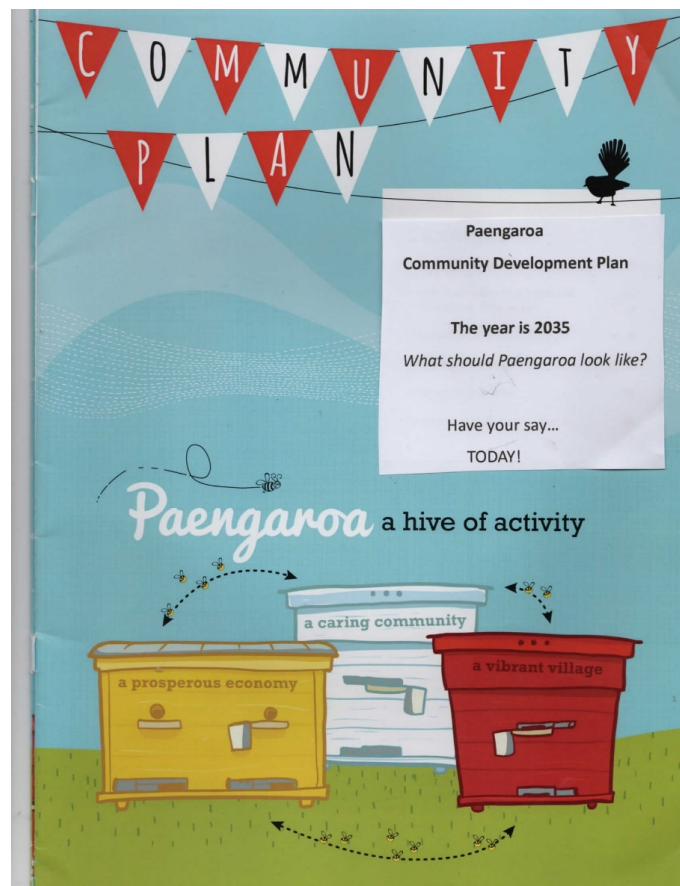
**Paengaroa Community Association Inc.**

Paengaroa



*“A Hive of Activity”*

**Community Development Plan Review 2025**



## Community Development Plan Review 2025 - Index

Indicator	Theme	page
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	i. <b>Conway Road Reserve</b>	
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## Community Development Plan Review 2025 – *feedback from community consultation:*

**We planned the three events to gain feedback from across the community - with diverse ethnic backgrounds and age groups throughout the life span**

**The process for gaining feedback were**

- **Spring Festival 2024**  
97 forms completed and  
145 responses with placing yellow approval dots on boards linked to the plan
- **Survey Monkey** 42 responses
- **2024 & 2935 Agricultural and Pastoral Show** 27 responses

**The main themes identified and linked to the community development plan:**

### **A. Transport and Infrastructure**

Continue to develop our cycleways – develop signs to promote Conway road reserve as a starting point toilets / water as soon a car parking is developed

Management of Speed in and around the Village

- *Wilson Road South, over the rail bridge, Mckenzie Road intersection into Wilson Road south junction*
- *Sunset Road – make it exit only*
- *Old Coach Road – by the school complex*
- *Lemon Road and exit - Trucks not stopping*

SH 33 safety and calming has gone some way toward accessing ED from community but need an underpass

Make a new road opposite Partridge Lane from SH 33 across into Old Coach Road to take the heavy traffic out of the township and away from School & Kindergarten (Link to community Identity call it Scottie Road)

25 year plan a bypass along Partridge to come out at Gulliver's road round about

#### **Quick solutions**

Bus shelter. Signage and timetable

Speed indication device – now that the speed limit on SHH 33 has been lowered to 70 the speed identifier from their could be relocated to Wilson Road South opposite the radio mast.

Tree Felling

- Old coach road against the WBOP Reserve by bridge trees casing daylighting issues and need to be removed
- Alport road hill and access to bridge – overgrown and the sides of the roads are wrecked due to trucks from pumice extraction consent.

Paengaroa community swimming pool

- Mow area beside road to increase parking

Traffic around ED Entrance and Exit

- Improve access of Lemon Road – make it main entrance
- Increase internal parking facilities for big events and have a truck parking bay for hotel guests
- No parking signs along S.H 33 roadside – this will also stop trucks parking on side of road at nights

Paengaroa reserve 9 SH 33 next to hall investigate a community hub for a fire station with ambulance

## B. Environment, Sustainability, Climate Events

Add headings to community development plan - sustainability and climate events

A hive of Activity - Bee theme for our community – encourage shops to promote

Access to Kaituna River – especially for passive sports

Quality affordable housing developments

- ❖ Housing – extend hall road, extend taupata to SH2 area, taupata to blacks road including hall road, lemon road, Black road at the top of the hill, Between school and along old coach road, past comvita on Wilson Road South, Wilcon Road south over the railway line, between tuatea place and SH 33 and off coach road, opposite Partridge lane along SH 33
- ❖ Housing- area behind Conway road got a red dot

Light industrial along SH 2 from golf course to corner of Wilson Road

Life style blocks in a new development lot. Not on swamp land. Blacks road at top of hill and a 5 km radius of the village. Along Alport Road from SH 33, Along the Kaituna river – ? Off Maungarangi road and Gulliver’s Road , Along Old coach road

### - Quick solutions

Bee theme promoted throughout the village – maybe a Paengaroa welcomes you signage and have activities listed and businesses

Increase rubbish bins – making them more accessible and better signage – including bee a tidy kiwi. Communicate with Kiwifruit industry and RSE Accommodation about providing information to RSE about acceptable disposal of rubbish in NZ

Native trees planted in the Village

Corner Lemon Road and SHH 33 - Land that kiwifruit was removed and now is an eyesore write a letter to developer to see if there could be any solutions for a tidy up

N Z Transport Agency Waka Kotahi – to relocate their metal dump at Lemon road and SH 2

Pest control

Better management of dogs roaming

4

[2025 PAENGAROA COMMUNITY DEVELOPMENT REVIEW](#)

## C. Waste & Storm Water

### Management of Flooding

- Flooding old coach road dip past the school
- Roydon downs road especially streams
- Flooding Black road still not resolved

### Promote care for septic tanks

#### - Quick solutions

- Promote care for septic tanks – promote clean your sewage tank days – could be organised by Pga Community Assn to do a roster so the trucks do complete days of sewage tank management and save mileage and cheaper payments negotiated.

## D. Community

PAengaroo Community Assn needs to develop relationship with local tangata whenua. Tupuika have kaitiakitanga for Paengaroo community

### Need a marae –

- maybe the school could develop a community Marae – convert one of the classrooms

Bruce Lendrum principal Paengaroo school added

The schools Multi purpose Room was refurbished in 2022 through to Sept 2023. Once finished we had an opening, renaming and blessing ceremony. The Local Iwi Tapuika were delighted that we were able to align the school with our local iwi and Hapu. This was further enhanced by naming the hall “Te Whare Manaaki o Marukukere” Meaning a place of caring, social well-being and sharing, tied to a highly thought of local chief called Marukukere. (Maybe 500 years ago.)

Decedents of the Tapuika Chief – Marukukere were involved in the renaming and blessing ceremony, including Anthony Wihapi and Tapuika representatives along with Rawiri Beal and a number of local whanau who identify themselves as Tapuika. E.g Roberts whanau.

### Develop additional facilities to cater for

- Own fire brigade – section next to hall
- Health Centre
- Daycare for local kids, Aged residential care facilities
- More community events - spring festival annually
- BBQ in the park for families
- Zumba, Pickle ball
- Arts groups. local choir, gardening groups
- Environmental groups & celebrations
- Celebrate Paengaroo Community Association 15 years in April 2026

**- Quick solutions**

Invite Neighbourhood support coordinator to Paengaroa community forum

- Emergency planning – continue to contribute and distribute Plan investigate a community approach to emergency events
- Community patrols maybe have members join Te Puke
- Creating a community spirit
- More artwork on buildings in the community
- Fire brigade would be good- investigate section next to hall as a base to start conversations
- Community Centre – drop in 1 time a week at the hall Community chats for the community to connect – including the elderly Bee connected
- Better dog control

## E. Health

Paengaroa Community Hall for fitness and wellness .

Formalise promoting walking groups – signage at Paengaroa community store and web site ,

Promote Cycleway use - Women on Wheels

- Groups for kaumatua/elderly
- Outreach GP or nurse practitioner
- More for families to do
- Skate park for youth

## F. Sports and Recreation / Leisure

**Community pool** – improving roadside parking - needs life guards and happy to pay more for bad behaviour to be managed

**Cycle way** – promote and link to our local businesses

Community gardens great located at the school – needs community involvement

Paengaroa a hive of activity - continue and strengthen the theme – be like the town of Bulls only bees–

**- Quick solutions**

Cycleway excellent – signage to promote starting from Conway reserve as has toilets, potable water and BQQs

**Cycle way** – promote and link to our local businesses signage in our notice board and Paengaroa notice board and website

### Parks & Reserves

- i. **Conway Road reserve** – make developing car parking a priority to then be able to get cars out of village and make room for shopping and trading post cafe
- ii. **Paengaroa Domain (Eastern Districts) ED** – strengthen connectivity with community accessibility - promote underpass
  - o Resealing of net ball courts
  - o Promote & improve access to ED from Lemon Road
  - o Upgrade the toilets at ED – lots of visitor use.
  - o Investigate Skate board, BMX track, Pool/ water feature (good to attract bees and birds)
  - o Promote opportunities for a Local gym, Regional / International sports stadium, Hockey turf at ED
  - o Form additional car parking within the Domain and stop parking on SH 33 along ED fences
  - o Promote ED as a Regional / International sports stadium
- iii. **Pokopoko stream /Old coach Road reserve** – keep this land and develop to plan provided to plan promoted to Council 2014
- iv. **Paengaroa reserve 9 SH 33** next to hall investigate a community hub for a fire station with ambulance facilities
- v. **Kaituna river** accessibility to Kaituna River for passive activities promoted eg kyaks and swimming (comments x 3)
- vi. Need sun shelter at parks and reserves (1 planned for Conway road reserve)

### G. Heritage and History

Need a better community Vibe

Paengaroa a Hive of activity - Bee theme would be great to be more prominent (like Bulls) An Icon of a giant buzzy bee on triangle between hall and shops

Heritage Groups to connect community – document stories from those who have lived in area for some time

Insights and stories of early European Settlers in District – as per Roy McKenzie (Bob) book “Paengaroa then and now” History of Paengaroa school – maybe put the book on the website

### H. Economy

Support our local businesses - have another spring festival in the park

Need to have better restaurant hours





19 March 2026

Deputy Mayor, Margaret Murray-Benge by email

Dear Margaret,

### **Re Town Hall Meeting in Te Puke, 18 March 2026**

Thank you for attending the meeting yesterday.

Attached is a copy of the invite and agenda. It is important to note that I introduced context at the start of the meeting that I was approached by some retailers and landlords requesting I organise a meeting in an attempt to bring resolution to a number of concerns with the functioning of the town centre. The ownership and follow up of the actions arising from this meeting rests with the group in attendance yesterday. This is an important distinction - I organised this for the benefit of one of our many business sectors, who are not formally organised as a group or organisation. This is not a formal group under the auspices of Te Puke EDG. Rather, Te Puke EDG is supporting business people who have asked for help.

In addition to inviting the Te Puke Councillors and Community Board members, Council Management and staff, I also invited representatives from the NZ Police, the Kiwifruit Post Harvest Industry and the Tourism/Visitor sector. I also engaged with many of these representatives prior to the meeting. They were willing attendees and as demonstrated on the day were committed to improved outcomes.

As the ranking member of Council at the meeting yesterday I think it appropriate we send a summary to you with the important follow up actions that the attendees agreed. We would be grateful if you could have Council personnel follow through with the Council actions identified in **red** in the notes. Other actions are identified in **green**.

#### **1. Crime and Antisocial Behaviour.**

Sergeant Deidre Lack confirmed Police will endeavour to respond to crime swiftly and encouraged business owners to call 111 when justified. This includes drug dealing, violent or intimidating behaviour, theft and public nuisance that is socially unacceptable and detrimental to a high functioning business town. **The onus is clearly on business owners to call 111 for help with crime and antisocial behaviour. The Police will always endeavour to be responsive.**

Homelessness and rough sleeping is more difficult. The Police cannot find solutions for problems outside of their remit. Other Government Agencies can

be lobbied and the good work of the Te Puke Hub is acknowledged in helping with the homelessness issue.

It was noted there is evidence from time to time of anti social behaviour from some RSE's after consumption of Kava. This includes public urination and defecation which retailers have to clean up. This is unacceptable. Sergeant Lack has spoken with the town centre Kava retailer and highlighted the need to be responsible in the sale of this product and to encourage socially acceptable consumption and behaviours.

It is important to note that the employers of these limited number of errant RSE workers are not specifically known and not named. Representatives from Seeka were in attendance and we thank them for their participation in the meeting. They confirm they provide guidance and pastoral care for their RSE workers. We have asked if they could discuss the Kava problem with other RSE Managers across the post harvest industry in an effort to minimise the problem and a request they remind workers that anti social behaviour is unacceptable.

Security Cameras were discussed. The number and positioning of cameras is extensive. This is not at issue. However, access to film and the ability to quickly use recordings in an effort to respond to crime is a problem. This comes about because of a shift from Council in using Tarnix Security to a broader district wide security provider with a control centre in Tauranga. Retailers, Landlords, Police and Community groups are unanimous in their appreciation of the good work of Tarnix. Their responsiveness and commitment to community wellbeing is admirable. Their ability to quickly identify crime, circumstances and people on film has been beneficial in helping the Police in stamping out crime. The shift away from Tarnix has resulted in considerable delays and problems in accessing film recordings. This is seen as a backward step. **We request Council reappoint Tarnix as the Town Centre security provider. Local business people are firm in their belief this will be beneficial. Additionally, those present would be grateful if they could be given a copy of Camera locations.**

It was suggested that additional lighting in the town centre would assist in deterring crime and anti social behaviour. **We request Council look for locations to install additional lights (under footpath canopies, car parks etc).**

The Jubilee Park car park was discussed. This is used as a freedom camper location and is an important car park for town centre employees. **We request Council upgrade toilets and facilities as this is a critical component to the successful functioning of the Town Centre. We also request greater attention be given to gardens and maintenance.** There was a suggestion that data on usage of facilities would be advantageous. This is something Council can consider. Many believe that access to film with Tarnix reappointed will be useful in assessing usage and any concerns.

## **2. Town Centre Presentation including footpaths, walkways, gardens and shop fronts.**

In keeping with a high functioning and successful business town **Retailers were asked to take pride in shop fronts and footpaths. An all out effort to be welcoming, enthusiastic and focused on excellent customer service can only be good. At alfresco dining locations we ask that retailers discourage customers from feeding birds and littering.**

There is considerable concern with the maintenance of gardens, lawns, footpaths, gutters and weed control. There is a firm belief that safety issues are escalating with some plantings impeding visibility of cars at roundabouts and pedestrians at X crossings. Additionally, there is a local petition calling on Council to improve the content in gardens and to implement an acceptable maintenance schedule that ensures the town centre is up to standard. Some people think that a return to more grass would be an improvement. **We request Council be responsive to these concerns, to receive the petition for improvement as a serious request and to work with our Councillors and Community Board members to prioritise this.**

The meeting was reminded of the highly successful employment of a townsman some years ago. This person was employed for a limited number of hours each week to hose down footpaths, manage litter and to keep the town centre clean and attractive. The meeting was also reminded of the previous employment of a well known local mowing contractor to keep median strip lawns to a high standard. **The meeting was firmly of the view that Council should revert to employment of a townsman to undertake footpath and gutter cleaning. This person could manage lawns and with the right skills manage gardens. This is true localism and you are encouraged to adopt this measure. It will likely reduce cost and would most certainly deliver improved outcomes.**

## **3. Opportunities to participate in visitor attraction initiatives.**

Graeme Crossman from Kiwifruit Country Tours and Sue Matthews from Experience Te Puke Kiwifruit Capital of the World updated attendees on excursions and activities. These initiatives are growing and adding value. **All retailers are encouraged to support this.**

## **4. Traffic and Roading**

The current issues with traffic queues and ideas for controlled pedestrian crossing movement were mentioned. These issues are being considered as part of the Te Puke Spatial plan and other advocacy for improvements.

## 5. The importance of self help and collaborative progress.

The meeting was reminded of the significance of the Te Puke region - The Papamoa Hills to Otamarakau - our strong and resilient communities, our economic drivers, our extensive industry and our considerable contribution to the national economic effort. The Te Puke township is a service centre for our region and is most definitely a business town. It has a high volume of vehicle and pedestrian traffic. The town centre has an excellent retail and services offering. **Collaborative participation from stakeholders will ensure ongoing improvement and high standards of performance.**

We acknowledge the attendance and participation of:-


Deputy Mayor Margaret Murray-Benge  
Cr's D. Dinsdale, S. Beech, L.Rae and G.Dally  
Community Board Chair D. Snell and members S. Benning and K. Summerhays  
WBOPDC Management and Staff, J. Rickard and T. Mouldey  
Sergeant Deidre Lack and Constable Rameka Poihipi, NZ Police  
Y. Marshall, Seeka RSE Manager  
G. Crossman, Kiwifruit Country Tours  
S. Matthews, Experience Te Puke  
Multiple Retailers  
Multiple Landlords  
Community advocates  
Farmers  
Orchardists  
Professionals

More than 60 people attended.

In closing, feedback after the meeting has been positive. Many have written notes and passed on thoughts about the positive nature of the meeting and the hope for good outcomes. What is requested of Council is both sensible and achievable in our view. Te Puke EDG will include these requests in our submission to Council's Annual Plan.

Margaret, we thank you for your continued support of the Te Puke business community and we look forward to working with you and the Council to achieve the outcomes in mind.

Ngā mihi nui,

  
Mark Boyle  
[tpedg.co.nz](http://tpedg.co.nz)

Copies will be distributed to attendees



For Te Puke Town Centre Retailers, Landlords, other Town Centre tenants and interested parties.

**You are invited to an important meeting on March 18 at 10am in the Settlers Lounge, Te Puke War Memorial Hall.**

We have been asked to bring stakeholders together to:-

- Find solutions to eradicate crime and anti social behaviour in the town centre
- Improve the presentation of the town centre - footpaths, walkways, gardens, shop fronts
- Participate in opportunities to attract visitors that spend and support positive initiatives
- Commit to self help and collaborative progress

In attendance will be the NZ Police, representatives from the Western Bay of Plenty District Council, the Tourism and Visitor attraction sector and the Kiwifruit Post Harvest Industry.

**This is an important meeting. Participation will give rise to solutions and progress. Please be there.**

The meeting will follow the bullet points above and will be conducted in a business like and efficient manner.

Sincerely,



Mark Boyle

25 February 2026

**9.2 TE PUKE – EASTERN COMMUNITY BOARD – COUNCILLORS REPORT – APRIL 2026****File Number:** A7201768**Author:** Laura Rae, Councillor**Authoriser:** Alison Curtis, General Manager Regulatory Services**EXECUTIVE SUMMARY**

1. The purpose of this report is for Councillor Rae to provide the Board with updates on the items listed below.

**RECOMMENDATION**

1. That Councillor Rae's report dated 9 April 2026 titled 'Te Puke – Eastern Community Board – Councillor's Report – April 2026' be received.

**Te Puke Spatial Plan and Long-Term Plan**

Consultation for our Draft Te Puke Spatial Plan and Pre-Engagement for the Long-Term Plan 2027/37 (LTP) is now closed.

Firstly, I'd like to thank all our elected members and staff for their attendance and engagement with our communities during this process and especially on the day of the quest event in Jubilee Park on Saturday 21 March 2026. It was a highly successful day and I'm hearing we had possibly the largest turnout in the district where these events were held, well done Te Puke. I very much look forward to reading all the feedback that will now be collated for Councillors to read before we make any final decisions.

Pre-Engagement for Councils LTP process will help to inform Councillors of what is important to Te Puke and its surrounding areas. There is no doubt we will all hear more about this going forward and have further opportunities to feed into this plan. Including writing formal submissions and speaking to those submission.

**Annual Plan 2026/27**

Consultation on Council's Draft Annual Plan 2026/27 is now open with drop-in sessions having occurred across the district. Please encourage residents to give their own individual feedback to this.

This includes questions around:

- Investing more into local roads
- Environmental maintenance such as mowing.
- Proposals to increase volumetric water chargers.

- How we pay for Community Boards, including a proposal to decrease Community Boards discretionary Community Board Roding Allocation.
- Whether or not to install a fluoride free tap in Waihi Beach at the treatment plant after the Government mandated adding fluoride
- Rates affordability and what might be some of the things that communities would be willing to give up if the answer is that rates aren't affordable with a forecasted raise of 8% on average, varying in types of properties and values of course.

Feedback on the Annual Plan closes at **5pm 20 April 2026**.

### Draft Fees and Charges and Policy Review

Draft Fees and charges are being reviewed alongside the Annual Plan 2026/27, such as the increases in the price for dog registration as well as financial contributions.

The Policy review for setting land rentals and club buildings on Council land charges which is also proposed to increase slightly.

Both are closing at the same time as our Annual Plan process with hearings available thereafter. Please do register to speak if you wish to and actively inform others to feed in where appropriate.

### Open funding rounds

Council's Facilities in the Community Fund is now open until **20 April 2026**. This fund is collected from financial contributions across our district. Follow the link [here](#) for an application. Please advise and direct any groups who may be interested or need a helping hand to apply. There is \$116,812 available for sports clubs, schools and volunteer organizations that are either on private, or council owned land, however must be available to the community to use.

### Local water done well

All decisions about whether to establish a joint water services entity with Tauranga City Council, or not, will have been made by the date of this meeting, however still pending in writing this report.

Hoping for a favorable outcome for communities in the East with decision dates being 24 March 2026 and 2 April 2026 in conjunction with Tauranga City Council as per our Water Services Delivery Plan presented to the Department of Internal Affairs (DIA). If successful, the new organization wouldn't start delivering water services until 1 July 2027.

Do take time to watch our YouTube channel if you would like to understand how and what decision was reached.

### Property revaluations

Property revaluations are carried out every three years across New Zealand. If you are a property owner, you will have received these in the same way you get your rates bill either via email or postal mail.

Most properties values are down on previous valuations which doesn't always translate to a drop in rates. Further information is available on our website [here](#) or even on our social media channels via a helpful video put together by the Audit, Risk and Finance Chairperson Cr Coxhead.

Property owners who wish to object can do so until **24 April 2026**.

### Easter Kerbside Rubbish Collection

Only good Friday (3 April 2026) kerbside rubbish collection will be affected over Easter and Anzac. Collections will be made one day later, on Saturday the 4 April 2026 instead.

### Mayoral Relief Fund

The Mayoral Relief Fund has been helping with clean-up costs and necessities so far for 36 households and businesses affected in January's weather event with payments ranging from \$300 – \$16,000. \$200,000 from Central Government and \$5,300 from donations by local businesses and individuals. This fund will remain open for donations until 20 April 2026; all the details are available on our website.

### New Liquefaction Maps for Te Puke

New Liquefaction Maps for Te Puke have been updated showing how properties could be affected during a large earthquake. Letters have been sent to landowners affected and new information has been included on Council's Natural Hazards webpage.

### 9.3 TE PUKE – EASTERN COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2026

**File Number:** A7161879

**Author:** Ella Logan, Governance Advisor

**Authoriser:** Robyn Garrett, Governance Manager

#### EXECUTIVE SUMMARY

1. The Te Puke – Eastern Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service in Te Puke on ANZAC Day, Thursday 25 April 2026.

#### RECOMMENDATION

1. That the Governance Advisor’s report dated 9 April 2026, titled ‘Te Puke – Eastern Community Board – ANZAC Day Commemoration 2026’, be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council’s Significance and Engagement Policy.
3. That the Te Puke – Eastern Community Board approves up to \$200 to provide a wreath for the Te Puke ANZAC Day Service, to be funded from the Te Puke Community Board Contingency Account.

OR

That the Te Puke – Eastern Community Board approves the use of a reusable wreath for the Te Puke ANZAC Day Service.

OR

That the Te Puke – Eastern Community Board does not provide a wreath for the Te Puke ANZAC Day Service.

4. That ..... represents the Te Puke – Eastern Community Board at the ANZAC Day Service in Te Puke 25 April 2026.

#### BACKGROUND

2. The Te Puke Community Board has traditionally participated in the Te Puke ANZAC Day Service each year, representing its communities at local commemorations. It is anticipated that the Te Puke – Eastern Community Board will continue this practice in 2026. The Board is required to nominate a member to represent the Te Puke – Eastern Community Board and lay a wreath at the Te Puke ANZAC Day Service
3. In 2024, the previous Te Puke Community Board purchased a reusable wreath as a cost-saving measure as shown in **Attachment 1**, consistent with the approach

taken by other Community Boards in the district. The wreath was subsequently misplaced, and in 2025 the Board resolved to purchase a new wreath annually instead.

4. Community Boards may either purchase a new wreath from a local florist, funded through the Board’s contingency account, or use one of Council’s reusable wreaths at no cost.

### SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council’s Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

5. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
6. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it does not meet the threshold of the significance policy.

<b>Interested/Affected Parties</b>	<b>Completed/Planned Engagement/Consultation/Communication</b>
Te Puke Returned Services Association	Governance Services will inform the Te Puke Returned Services Association of the Te Puke – Eastern Community Board representative attending the Te Puke ANZAC Day Service on 25 April 2026.
General Public	No consultation is planned.  The report recommendations and the Community Board’s decision will be publicly available as part of the agenda and minutes.

**ISSUES AND OPTIONS ASSESSMENT**

<b>Option A Fund a New ANZAC Wreath</b>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul>	<p>The cost of a wreath is minor and provides economic, social, and cultural support to the community for this event. The wreath would be prepared by a local florist. There is no significant environmental impact.</p>
<b>Option B Use a Reusable Council Wreath</b>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul>	<p>There is no cost to the Community Board, and reuse supports environmental well-being by reducing waste. Social and cultural benefits are maintained through continued participation in ANZAC commemorations. There is no economic contribution to local businesses.</p>
<b>Option C Do not provide a Wreath</b>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li><b>Environmental</b></li> </ul>	<p>This option has no financial cost and no environmental impact. However, it does not contribute to social or cultural well-beings and may be viewed negatively by the community, as it represents a departure from longstanding ANZAC Day participation.</p>

**STATUTORY COMPLIANCE**

The Te Puke – Eastern Community Board has delegated authority to allocate funding from its Contingency Account. The decision to purchase a wreath, use a reusable wreath, or not provide a wreath sits within the Board’s approved delegations and requires no additional statutory approvals.

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>

Up to \$200.00 allocated from the Board's Contingency Account.	The funding of up to \$200.00 for a wreath to be laid by Te Puke - Eastern Community Representatives on ANZAC Day 2026.
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## ATTACHMENTS

1. **Reusable ANZAC Wreath** [↓](#) 



## 9.4 APPOINTMENTS OF TE PUKE – EASTERN COMMUNITY BOARD MEMBERS TO OUTSIDE BODIES

**File Number:** A7189919

**Author:** Ella Logan, Governance Advisor

**Authoriser:** Robyn Garrett, Governance Manager

### EXECUTIVE SUMMARY

With the commencement of the new triennium, the Te Puke – Eastern Community Board can appoint members to outside committees and organisations. This will assist the Community Board with its role to represent the interests of their community and to communicate with community organisations.

### RECOMMENDATION

1. That the Governance Advisors report dated 9 April 2026 titled 'Appointments of Te Puke – Eastern Community Board Members to Outside Bodies' be received.
2. That the following Te Puke – Eastern Community Board Members be appointed as a representative to the following committees and organisations:

EPIC Te Puke	-----
Te Puke Funding Distribution Panel	-----
Te Puke Economic Development Group (TPEDG)	-----
Te Puke ANZAC Committee	-----

### BACKGROUND

1. To strengthen engagement and build relationships with community groups, the Board will appoint a member as a representative for each identified group. This role will support regular communication, ensuring both the Board and community groups remain informed about each other's activities.
2. The Board will appoint representatives to the following community groups:
  - EPIC Te Puke
  - Te Puke Funding Distribution Panel
  - Te Puke Economic Development Group (TPEDG)
  - Te Puke ANZAC Committee
3. Several Community Board members already hold positions within local committees and organisations, including:
  - Creative Te Puke – Councillor Grant Dally

- Te Puke Trails Trust – Councillor Grant Dally
  - Te Puke War Memorial Hall – Chairperson Dale Snell
  - Te Puke Emergency Response – Chairperson Dale Snell and Councillor Laura Rae
3. Members appointed as Board representatives will act as the primary point of contact between the Board and the group, attend meetings, facilitate two-way communication, and report back to the Board on the group’s activities, plans, and any relevant issues. The aim of this role is to strengthen communication, support collaboration, and ensure alignment where there are shared interests within the community.
  4. If members are aware of other committees or community organisations that would like a Board representative, they should advise the Board Chairperson. Appointments can then be considered and confirmed through the Chairperson’s Report at a future meeting.

## 9.5 TRANSPORTATION PROJECT UPDATE – HERITAGE PLAZA STAGE 2

**File Number:** A7186232

**Author:** Sam Dunstan, Project Engineer Transportation

**Authoriser:** Brad Singh, General Manager Infrastructure Group

### EXECUTIVE SUMMARY

The purpose of this report is to provide the Te Puke – Eastern Community Board with an update on the Heritage Plaza Improvement Project and propose a pathway forward for Stage 2.

### RECOMMENDATION

1. That the Project Engineer Transportation report dated 9 April 2026 titled 'Heritage Plaza Stage 2' be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke – Eastern Community Board resolves to commit a further \$20,000 to progress supply and Installation of the lighting components, whilst continuing to develop options for the artwork component.

### BACKGROUND

1. As part of the SH2 revocation project in 2015, \$100,000 was set aside for refurbishment of the area outside Te Puke Jewellers and Life Pharmacy at 92-102 Jellicoe Street.
2. The Te Puke Community Board (the Board) identified this refurbishment as a key project to progress. In 2024 landscape architect Nicole Vague of NVLA was engaged to develop three concept designs for the space. These were presented to the Board in August 2024, with one option selected to move forward into the developed design phase.
3. In addition to the \$100,000 set aside from the SH2 revocation project, the Board approved expenditure of a maximum of \$100,000 from the Community Board Roading Account, increasing the total project budget to \$200,000.
4. A developed design was presented to the Board in September 2024, and the Board resolved to progress the project to the detailed design phase.
5. The detailed design was presented to the Board in April 2025, and the Board resolved to proceed to construction.
6. Construction was completed on 01 August 2025.

7. The Board considers the works completed in August 2025 to be Stage 1 of the project.
8. Stage 2 consists of further enhancements being artwork co-designed with Tangata Whenua, and decorative lighting. These were not included in Stage 1 of the project because the artwork has not yet been designed and because the decorative lighting was intended to complement the artwork.
9. Stage 2 is proposed to be delivered using funds not expended during Stage 1 of the project.
10. The Te Puke – Eastern Community Board has now expressed interest in progressing Stage 2 of the project.

### Heritage Plaza Stage 1

11. The design aims to soften the Heritage Plaza space via the addition of planting, seating, large-scale feature rocks, and a circular decking area. The natural desire line of pedestrian movement is maintained with sufficient space for pedestrian accessibility. The existing footpath cross-fall was retained to reduce the total project cost however the design accommodates this.
12. Stage 1 included the following improvements:
  - (a) Removal of concrete pavers to storage and removal of the existing street furniture to a reserve in Te Puke.
  - (b) New gardens including feature rocks and plants.
  - (c) The installation of electrical cables in anticipation of Stage 2.



Figure 1: Completed Heritage Plaza Stage 1

## Heritage Plaza Stage 2

13. Stage 2 consists of further enhancements being artwork co-designed with Tangata Whenua, and decorative lighting.

### Artwork:

14. The artwork concept developed by NVLA specifies three sculptural light poles made from corten steel, featuring cut-out designs. Early discussions proposed that one pole represent Waitaha Iwi, another represent Tapuika Iwi, and the third represent Te Puke more broadly.
15. An email dated 6 March 2025 from Ray Wihapi, General Manager Waitaha Iwi – Te Kapu o Waitaha, to former Councillor Andy Wichers, included a letter of support for the Heritage Plaza upgrade (refer **Attachment 1**). This letter was issued on behalf of both Waitaha Iwi and Tapuika Iwi and confirms their support for the development of artworks and their commitment to providing appropriate kōrero and artistic input to ensure the Heritage Plaza authentically reflects the richness of the rohe.
16. Staff from Council's Kaupapa Māori team are engaging with Waitaha to progress the design of the artwork.
17. Former Councillor Andy Wichers has offered to fabricate the Corten steel poles at a minimal cost to the Board.

### Lighting:

18. The lighting design developed by NVLA includes LED landscape uplights within the garden and decking lights that will glow under the deck through the Corten steel cut out frame of the deck.
19. The cost estimate for the lighting is \$50,500.00.

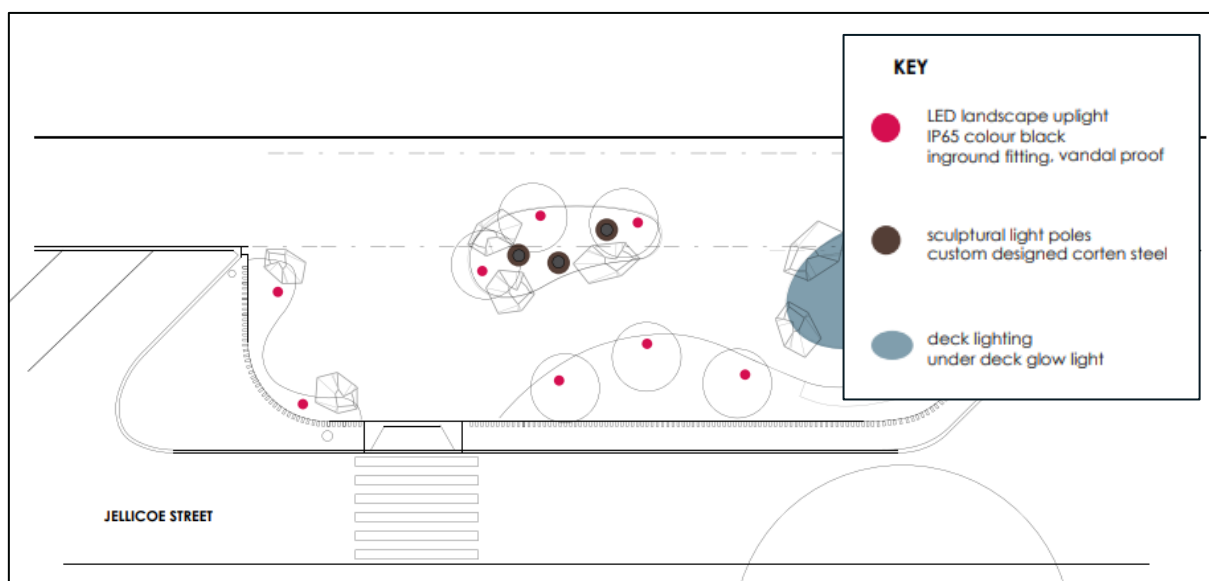


Figure 2: Artwork and lighting plan



Figure 3: Artwork and lighting inspiration images

### Financial Summary

20. The original cost estimate for the physical works component of the project was \$152,000.00. Due to unforeseen site conditions, and the Te Puke Community Board's decision to replace some of the originally specified nīkau with larger specimens, the construction cost for Stage 1 increased by \$9,000.

Item	Amount	Note
Total project budget	\$200,000.00	\$100,000 (SH2 Revocation Project) \$100,000 (Community Board Rooding Account)
Design cost	-\$8,200.00	Concept, developed, and detailed design
Construction cost	-\$159,800.74	
Garden maintenance cost	-\$1,200.00	Further left to claim (6 months of 12 completed)
<b>Remaining budget</b>	<b>\$30,799.26</b>	

Table 1: Cost to date

21. The remaining budget of \$30,799.26 is not sufficient to deliver the originally proposed Stage 2 lighting, which is estimated to cost \$50,500, and does not include the potential cost of design, fabrication of the artwork.

Cost item	Estimated cost	Note
Lighting (Supply and installation)	\$50,500.00	Supply and install as per the design. Includes power connection application fee, Temporary Traffic Management and 15% contingency.
Artwork Design and Manufacturing	Rough Order Cost of \$5,000 – \$7,000 per pole (total of \$15,000)	Costs will depend on final design. This rough order cost is based on information provided by a Corten

	to \$21,000 for three poles).	steel supplier and is subject to the final design.
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Table 2: High-level cost estimate (Stage 2)

**ISSUES AND OPTIONS ASSESSMENT**

- 22. If the Board wishes to proceed, it is recommended that a resolution be passed to commit a further \$20,000 toward the installation of the lighting, as per the plan in Figure 2, enabling the lighting works to be completed.
- 23. In conjunction with this, staff will continue to engage with Waitaha and Tapuika regarding the artwork contribution, to develop a plan for design and implementation.

<p><b>Option A – Lighting Installation Only (recommended)</b>  <b>That the Te Puke – Eastern Community Board resolves to commit a further \$20,000 to progress supply and installation of the lighting components, whilst continuing to develop options for the artwork component.</b></p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	<p>Advantages:</p> <ul style="list-style-type: none"> <li>• Lighting will be completed and compliment existing features.</li> <li>• Additional cost resulting from USA/Iran conflict will be minimal.</li> </ul> <p>Disadvantages:</p> <ul style="list-style-type: none"> <li>• Lighting and artwork will not be coordinated.</li> </ul>
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>\$50,500</p>
<p><b>Option B – Combined Delivery</b>  <b>That the Te Puke – Eastern Community Board resolves to defer installation of the lighting until the artwork has been designed manufactured and all remaining and both can be installed at the same time.</b></p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	<p>Advantages:</p> <ul style="list-style-type: none"> <li>• Lighting and artwork installation will be coordinated.</li> </ul> <p>Disadvantages:</p> <ul style="list-style-type: none"> <li>• Additional budget needed to cover cost escalation resulting from USA/Iran conflict.</li> <li>• Existing features will not be complimented by lighting.</li> </ul>

Costs (including present and future costs, direct, indirect and contingent costs).	\$0
<b>Option C – Project Closure</b> Cease the project and release the remaining allocated funds.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	Advantages: <ul style="list-style-type: none"> <li>• No further costs</li> </ul> Disadvantages: <ul style="list-style-type: none"> <li>• The full Intent and desire for the space to represent Te Puke will not be completed.</li> </ul>
Costs (including present and future costs, direct, indirect and contingent costs).	\$0

**FUNDING/BUDGET IMPLICATIONS**

Budget Funding Information	Relevant Detail
Te Puke – Eastern Community Board Roding Account	As per the Te Puke – Eastern Community Board Financial Report February 2026 Community Board Roding Account summary. The Board has a total of \$586,830 uncommitted funds within the Community Board Roding Account.

**ATTACHMENTS**

- Te Puke Heritage Plaza - Attachment 1 - Letter of Support for Heritage Plaza\_ Ray Wihapi**  

Sam Dunstan

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From: Sam Dunstan  
Sent: Thursday, 20 March 2025 1:59 pm  
To: Sam Dunstan  
Subject: FW: Heritage plaza

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From: Andy Wichers <[Andy.Wichers@westernbay.govt.nz](mailto:Andy.Wichers@westernbay.govt.nz)>  
Sent: Thursday, 6 March 2025 4:22 pm  
To: Community Board - Te Puke <[CommunityBoard-TePuke@westernbay.govt.nz](mailto:CommunityBoard-TePuke@westernbay.govt.nz)>  
Cc: Ella Logan <[Ella.Logan@westernbay.govt.nz](mailto:Ella.Logan@westernbay.govt.nz)>  
Subject: Fw: Heritage plaza

## Councillor Andy Wichers

Maketu – Te Puke Ward



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From: Ray Wihapi <[ray.wihapi@waitaha-iwi.org.nz](mailto:ray.wihapi@waitaha-iwi.org.nz)>  
Sent: Thursday, 6 March 2025 2:46 pm  
To: Andy Wichers <[Andy.Wichers@westernbay.govt.nz](mailto:Andy.Wichers@westernbay.govt.nz)>  
Cc: Te Hingatu Marsh <[hinga@tapuika.iwi.nz](mailto:hinga@tapuika.iwi.nz)>  
Subject: Heritage plaza

Te Puke Community Board

Letter of Support for Heritage Plaza

Tēnā koutou e te Poari Hapori o Te Puke,

Ngā mihi nui ki a koutou mō te tuku i te tono kia whai wāhi atu a Waitaha me Tapuika ki tēnei kaupapa whakahirahira.

Waitaha me Tapuika are pleased to support the development of artistic works that will reflect and uphold the history, presence, and identity of our iwi and the wider community. We acknowledge the significance of this space and the opportunity to express our narratives, values, and connections to this whenua through artistic expression.

In the spirit of kotahitanga, while honouring our unique identities, we commit to providing the appropriate kōrero and artistic contributions to ensure that Heritage Plaza authentically represents the richness of our rohe. Our shared vision is to create a space that fosters belonging, understanding, and recognition of the histories that have shaped Te Puke.

We look forward to working together to bring this vision to life.

Ngā manaakitanga,  
Ray Wihapi and Te Hingatu Marsh  
On behalf of Waitaha and Tapuika

**RAY WIHAPI**  
GENERAL MANAGER

*Waitaha app is now available to download for Waitaha beneficiaries*

TE KAPU Ō WAITAHA  
Te Ao Hou

2 Dunlop Road  
Te Puke 3153  
P.O.Box 220

[www.waitaha-iwi.org.nz](http://www.waitaha-iwi.org.nz)

07 573 5314  
0275020868

**9.6 TE PUKE – EASTERN COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – APRIL 2026****File Number: A7179842****Author: Ella Logan, Governance Advisor****Authoriser: Alison Curtis, General Manager Regulatory Services****EXECUTIVE SUMMARY**

The purpose of this report is to provide the Te Puke – Eastern Community Board with an overview of the Community Board Infrastructure Projects currently being undertaken in the Te Puke – Eastern area as well as to provide an overview of engagement and operational matters from across the Council that relate to the Te Puke – Eastern Community Board.

**RECOMMENDATION**

That the Governance Advisor's report dated 9 April 2026 titled 'Te Puke – Eastern Community Board – Projects and Operations Report –April 2026' be received.

**YOUR PLACE | TŌ WĀHI**

For more information regarding Council projects in Te Puke, including Transportation updates on Boucher Ave and No.1 Road Rehabilitations, please visit Councils 'Your Place Tō Wāhi' [website](#).

**PROJECT UPDATES – ROADING**

<b>HERITAGE PLAZA</b>		
<b>Project Description</b>	<b>Staff Comment/Update</b>	<b>Progress Level</b>
<i>Refurbishment of the Heritage Plaza and procurement of local services.</i>	Stage 1 is complete. A further update is included in this agenda.	In progress

<b>BUS SHELTER (HOOKEY DRIVE AND RANDELL PLACE)</b>		
<b>Project Description</b>	<b>Staff Comment/Update</b>	<b>Progress Level</b>
<i>The Board are interested in installing a bus shelter on Hookey Drive and Randell Place.</i>	Under the Local Government Act, Council is required to notify (in writing) the directly adjacent neighbours, of its proposal to erect a bus shelter. There is a 14-day period where objections in writing may be received, if not, the Board may make their final decision. Staff have advised that they will manage the letter drop and will keep the incoming Board aware of the outcome.	In Progress

<b>MCLOUGHLIN PARK/LANDSCAPE ROAD FOOTPATH</b>		
<b>Project Description</b>	<b>Staff Comment/Update</b>	<b>Progress Level</b>
<i>Installation of a footpath through McLoughlin Park.</i>	This project is currently on hold. Staff are reviewing the project and assessing its alignment with Council Policy.	On hold

**MINUTE ACTION SHEETS – ROADING**

<b>Matter/Issue</b>	<b>Comment</b>
At the Te Puke – Eastern Community Board meeting on 12 February 2026, the Board passed a resolution requesting a workshop with Transportation staff to discuss the safety issues that are being caused by the vegetation on Jellicoe Street.	<p>At the Boards workshop on 5 March 2026, the Board provided staff with direction regarding their desired project scope.</p> <p>Transportation staff have advised that the median gardens could be removed and replaced with grass. However, before this could be actioned staff would need to understand whether the grass would be more expensive to maintain. If this was found to be the case the proposal would likely need to be taken to Council for approval.</p> <p>Staff recommend that the Board include this proposal in their Long-Term Plan 2027-2037 submission.</p>

**PROJECT UPDATES – RESERVES**

<b>HISTORY BOARDS</b>		
<b>Project Description</b>	<b>Staff Comment/Update</b>	<b>Progress Level</b>
<i>Installation of History Boards</i>	At the end of the 2022–25 triennium, the Te Puke Community Board approved funding for two history boards. The Te Puke–Eastern Community Board will determine how the remaining funds are allocated.	In progress

**MINUTE ACTION SHEETS – RESERVES**

<b>Matter/Issue</b>	<b>Comment</b>
At the end of the 2022–25 triennium, the previous Board requested that staff provide cost estimates for the purchase and installation of a shade cover over the BBQ area at Ben Keys Playground and Jubilee Park.	<p>Staff presented the cost estimates for the installation of a shade sail to the Board at a workshop on 5 March 2026.</p> <p>The Board requested that staff obtain cost estimates for a shelter with a tin roof, rather than a shade sail.</p> <p>Staff have begun obtaining specifications for a different shelter/shade. Further information will be provided to the Board in approximately 2 months.</p>

**SERVICE REQUESTS**

This section is to provide an overview of Service Requests for the Te Puke – Eastern Community Board area from 17<sup>th</sup> February 2026 – 20<sup>th</sup> March 2026.

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

<ul style="list-style-type: none"> <li>• Collections - General enquiry/call back</li> <li>• Consents Administration – LIMS</li> <li>• Customer Service Planning - Pre Application</li> <li>• Kaupapa Maori - Maori land enquiries</li> <li>• Local Road - Local Road Marking - Request for re-marking</li> <li>• Local Road - Sealed Road Defect - BLEEDING TAR</li> <li>• Reserves &amp; Facilities - Vandalism/Broken Glass on Reserves/Playgrounds</li> <li>• Urban Stormwater General/Request for Information</li> <li>• Wastewater - Pumpstation Issue or Blockage</li> <li>• Water Revenue - General enquiry/call back</li> </ul>	<ul style="list-style-type: none"> <li>• Compliance &amp; Enforcement - Complaints about Freedom Camping affecting Reserves or Roads</li> <li>• Environmental Planning - General enquiry</li> <li>• Reserves &amp; Facilities – Cemeteries</li> <li>• Reserves &amp; Facilities - Dumping Organic Material/Dirt</li> <li>• Reserves &amp; Facilities - Public Toilets (Hygiene/Paper ONLY)</li> <li>• Solid Waste - Recycling Centre's/Mobile Recycling/Website Enquiries</li> <li>• Solid Waste - Urban Litter Bins</li> <li>• Wastewater - Sewage overflow/spill on ground/dump station</li> <li>• Water Revenue - Water leak remission application</li> </ul>
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There has been one of each of the following subtypes of Service Requests raised, which are **under investigation**.

- Animal Services - Microchipping dog(s) request
- Reserves & Facilities - Graffiti in Reserve ONLY
- Reserves & Facilities - Park and Playground Equipment
- Reserves & Facilities - Reserves Request for Information
- Stormwater - Urban Storm Water Reinstatement after works

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
Animal Services	Dog Aggressive/Rushed towards and Dog attacked (and made contact)	7	0
Animal Services – Dog Barking (address of dog required)	Reports from across the community board area – multiple from Te Puke	6	4
Animal Services – Dog Roaming	Reports from across the community board area	14	0
Animal Services – FOUND/PICK-UP	Reports from across the community board area	12	0
Animal Services – Lost Dog	Reports from across the community board area	4	0
Building Act Compliance – General	Enquiries from across the community board area	11	5
Building Act Compliance – Pool Barrier Inspection Outcomes	Outcome reports for across the community board area – multiple from Te Puke	39	0
Building Admin – General	Enquiries from across the community board area	32	27
Cemeteries	Enquiries from across the community board area	11	4
Compliance & Enforcement – Abandoned Vehicle	Reports from across the area – multiple from Te Puke	4	1
Compliance & Enforcement – General	Enquiries from across the community board area	26	0
Noise Complaint (After Hours – Watchdog)	Reports from across the community board area	25	0
Noise Complaint (Daytime)	Reports from across the community board area	5	0

Customer Service Planning – General	Enquiries from across the community board area	38	36
Emergency Operations Centre	Enquiries and reports from across the community board area	7	4
Kaupapa Maori – General	Enquiries from across the community board	3	0
Kerbside Collective – Damaged Bin	Replace/Repair requests from across the community board area	12	13
Kerbside General Enquiry	Enquiries from across the community board area	8	1
Kerbside Collective – Missed Collection – Investigation	Reports from across the community board area	14	0
Local Roads – ALL Cesspit/Grill/Gutters & Drains (sealed road)	Reports from across the community board area	12	11
Local Roads – Bridges/Structures	Replacement/Maintenance Asset Requests across the community board area	3	0
Detritus (Loose Chips/Sand/Dead Animal (Not Dogs)) – NO Illegal Dumping	Reports from across the community board area	2	0
Local Roads – General	Enquiries from across the community board area	71	18
Local Road – Tree Requests	Request for trimming or removal of fallen tree/branch	21	9
Local Road Signs (damaged/graffiti)	Replacement/Maintenance Asset Requests from across the community board area	4	3
Road Surface Defects – SEALED LOCAL RD	Reports from across the community board area	12	14
Road Surface Defects – UNSEALED LOCAL RD	Reports from across the community board area	23	18

Local Road - Slip/Flood/Crash/Spill	Reports from across the community board area	12	4
Local Roads - Vegetation (not trees)/mowing	Reports and enquiries from across the community board area	25	19
Privacy & LGOIMA - LGOIMA Request	Requests from across the community board area	5	2
Reserves and Facilities - Litter/Litter Bins or dumping in Reserve	Reports from across the community board area	8	6
Mowing and Vegetation/Gardens (NOT Trees)	Reports from across the community board area - multiple from Paengaroa	7	5
Reserves & Facilities - General	Enquiries from across the community board area	21	6
Solid Waste - Illegal Dumping/Carcasses (Not Dogs)/Burnt Vehicles	Reports from across the community board area - multiple from the Te Puke area	12	11
Stormwater - Flooding open drain/culvert-raining only	Reports from across the community board area	3	1
Water - All Water Leaks	Reports from across the community board area	19	8
Meter/Toby issue (not leak)	Reports from across the community board area	3	2
Water - No Water	Reports from across the community board area - multiple from Te Puke	8	4
Water - General	Reports and enquiries from across the community board area	8	2
Water - Water pressure too high or low	Reports from across the community board area	8	2
Water Revenue - Water connection application	Reports from across the community board area	4	2

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

This section relates to any matters arising from prior Community Board meetings where a Minute Action Sheet was not raised.

Nil

**COMPLETED/OUTSTANDING MINUTE ACTION SHEETS (NOT INFRASTRUCTURE RELATED)**

Nil

**9.7 TE PUKE – EASTERN COMMUNITY BOARD – FINANCIAL REPORT – FEBRUARY 2026****File Number:** A7195396**Author:** Paula Clode, Finance Partner**Authoriser:** Jonathan Fearn, Chief Financial Officer**EXECUTIVE SUMMARY**

This report provides the Community Board with a two-monthly monitoring of its operational budget. Attached is the financial statement for the period ended 28 February 2026 (**Attachment 1**).

Total operational costs are under budget by \$27,707 for the year-to-date 28 February 2026.

Summary of reserve balances, current year to date transactions and committed spend are as follows;

	<b>Te Puke Community Board Reserve</b>	<b>Te Puke – Eastern Community Board Reserve</b>	<b>Community Roothing</b>	<b>Town Centre Development</b>
Opening Balance	124,601	-	884,518	169,937
Current year	(8,695)	-	12,611	-
Committed spend	(32,500)	-	(310,299)	-
Balance after Committed	<b>83,406</b>	-	<b>586,830</b>	<b>169,937</b>

**RECOMMENDATION**

1. The Finance Partner's report dated 9 April 2026 titled 'Te Puke – Eastern Community Board – Financial Report February 2026', be received.
2. That the Te Puke – Eastern Community Board approve for the remaining committed funds from the below resolutions to be released back into the Roothing Account:

<b>Meeting Date</b>	<b>Project</b>	<b>Account</b>	<b>Spent</b>	<b>Remaining Committed</b>
26 Sep 2024 (TPC24-5.18)	Bus Shelter Manoeka Road. Approve a budget of \$4,650 from the Roothing Account for the design and installation of	Roothing	(3,914)	(736)

	a new bus shelter at 188 Manoeka Road.			
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## FINANCIAL REPORT BREAKDOWN OF OPERATIONAL SPEND

The following two accounts are a detailed breakdown from the Financial Statements 28 February 2026 (**Attachment 1**).

### 1. COMMUNITY BOARD GRANTS

Community Boards consider grant applications from eligible groups within their area throughout the year. Budget for the year is \$15,876. The following table outlines the grants that have been paid this year, committed spend and remainder of budget for the year.

Date	Description	Spent YTD
31 Jul 2025 (TPC25-4.11)	Te Puke Memorial Hall, 6x3m decorated red and gold Christmas garlands.	2,446
	<b>2025/26 Total grants paid to date</b>	<b>2,446</b>
<b>Less Committed</b>		
12 Feb 2026 (TECB26-1.8)	Te Puke Pony Club, upgrading locks on the Club sheds and gates.	534
12 Feb 2026 (TECB26-1.9)	Te Puke Citizens RSA Te Puke ANZAC Committee, costs of catering and other operating expenses for ANZAC day.	1,500
	<b>Remaining Grants Budget available</b>	<b>11,396</b>

### 2. CONTINGENCY

The following table shows any operational expenditure approved to come from the Contingency budget. Total budget for the year is \$23,076. The following table outlines anything that has been paid this year, committed spend and remainder of budget for the year.

Date	Description	Spent YTD
3 Jul 2025	Flowers for Michael Pittar's family	200
29 May 2025	Blomquist Bakery - catering	125
13 Nov 2025	Badge King – Name badges	47
5 Dec 2025	Badge King – Name badges	31
	<b>2025/26 Total Contingency paid to date</b>	<b>403</b>
<b>Less Committed</b>		

31 Jul 2025 (TPC25-4.18)	Purchase of Christmas and Easter main street flags.	4,000
	<b>Remaining Contingency Budget available</b>	<b>18,673</b>

### 2025/26 TE PUKE – EASTERN COMMUNITY BOARD RESERVE ANALYSIS

The following tables show projects funded directly from the Community Board Reserve Accounts, including both projects that have been completed and those that are still in progress.

<b>Te Puke Community Board Reserve</b>				<b>\$</b>
2025/26 Opening balance				124,601
<b>Less Current Year spend</b>				
Contribution to Disc Golf Course. (TPC24-5.16)				(8,695)
<b>Available balance as at 28 February 2026</b>				<b>115,906</b>
<b>Less Committed</b>				
<b>Meeting Date</b>	<b>Project</b>	<b>Status</b>	<b>Spent</b>	<b>Remaining Funds</b>
28 July 2022 (TPC22-4.5)	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.	Not Started	-	(30,000)
3 Apr 2025 (TPC25-2.3)	Approves a budget of \$2,500 from the Reserves Account to carry out an initial public engagement workshop on a community plan with residents of Te Puke.	Not started	-	(2,500)
<b>2025/26 Closing balance after committed expenditure</b>				<b>83,406</b>

<b>Te Puke – Eastern Town Community Board Reserve</b>		<b>\$</b>
2025/26 Opening balance		-
<b>Less Current Year spend</b>		
No current year transactions		-
<b>Less Committed</b>		

No commitments	-
<b>2025/26 Closing balance after committed expenditure</b>	<b>-</b>

### 2025/26 TE PUKE COMMUNITY BOARD ROADING ALLOCATION:

The following table shows a detailed breakdown of the Community Board Roding Account including both completed and in progress projects funded from the Community Board Roding Allocation.

<b>Te Puke Community Board Roding</b>				<b>\$</b>
2025/26 Opening balance				884,518
Plus, Interest on roading account balance				23,381
Plus, Roding rate income allocation 2025/26				333,180
<b>Less Current Year spend</b>				
Heritage Plaza, costs relating to the design and installation. (TPC24-4.7)				(117,707)
Plus, Transport contribution towards Heritage Plaza project, Stage 1.				100,000
Te Puke Quarry Road footpath, construction of a footpath along Te Puke Quarry Road between the Eastpack entranceway and the Raparapahoe Stream Bridge. (TPC25-3.1)				(185,583)
Bus Shelter Manoeka Road (TPC24-5.18)				(3,914)
Waiari Bridge Area Restoration (TPC25-3.2)				(136,746)
<b>Available balance as at 28 February 2026</b>				<b>897,129</b>
<b>Less Committed</b>				
<b>Meeting Date</b>	<b>Project</b>	<b>Status</b>	<b>Spent</b>	<b>Remaining Committed</b>
1 Aug 2024 (TPC24-4.7)	Approve a budget of up to \$100,000 out of the Roding Account for the costs relating to the design and installation of the Heritage Plaza, contingent on the concept design being approved by the Board.	Stage 1 complete	(68,001)	(31,999)
1 Aug 2024 (TPC24-4.8)	Landscape Road Footpath. Approve a budget of \$100,000 from the Roding Account for the design and installation of a footpath along Landscape	In Progress	(7,108)	(92,893)

	Road along the road reserve in McLoughlin Park.			
26 Sep 2024 (TPC24-5.18)	Bus Shelter Manoeka Road. Approve a budget of \$4,650 from the Roding Account for the design and installation of a new bus shelter at 188 Manoeka Road.	Completed	(3,914)	(736)
29 May 2025 (TPC25-3.1)	Te Puke Quarry Road Footpath. Approve a budget of up to \$207,000 from the Roding Account to fund the construction of a footpath along Te Puke Quarry Road between the Eastpack entranceway and the Raparapahoe Stream Bridge.	In Progress	(185,583)	(21,417)
29 May 2025 (TPC25-3.2)	Waiāri Bridge Area Restoration. Approve budget of up to \$300,000 from the Community Board Roding Account as a funding contribution to the Waiāri Bridge Area Restoration Project, on the condition that the construction of a bridge of the Waiāri is a priority within the project.	In Progress	(136,746)	(163,254)
<b>2025/26 Closing balance after committed expenditure</b>				<b>586,830</b>

### TE PUKE TOWN CENTRE DEVELOPMENT:

The Town Centre Development Fund was collected as a district-wide targeted rate and operated on a four-year rotational basis, with funds spent in different town centres each cycle. Community Boards recommended how funds were used in their towns. The Fund has now been discontinued as part of the Long-Term Plan 2024–2034. The remaining balance has been equally distributed among the district’s main town centres, and each Community Board can recommend to Council how their town’s portion should be spent.

<b>Te Puke Town Centre Development Fund</b>	<b>\$</b>
2025/26 Opening balance	169,937
<b>Less Current Year spend</b>	

No current year transactions	-
<b>Less Committed</b>	
No commitments	-
<b>2025/26 Closing balance after committed expenditure</b>	<b>169,937</b>

## ATTACHMENTS

1. Te Puke - Eastern Community Board Financial Statement - February 2026 [↓](#) 

<b>Western Bay of Plenty District Council</b>						
<b>Income and Expenditure Statement</b>						
<b>For the period ended 28 February 2026</b>						
<b>Te Puke – Eastern Community Board</b>						
	Year to Date				Full Year	Last Year
	Actual	Budget	Variance (Unfav)/Fa		Budget	Actual
	\$	\$	\$		\$	\$
<b>Direct Costs</b>						
Contingency	403	15,384	14,981	<input checked="" type="checkbox"/>	23,076	28,415
Grants	2,446	10,584	8,138	<input checked="" type="checkbox"/>	15,876	16,689
Mileage Allowance	-	752	752	<input checked="" type="checkbox"/>	1,128	-
Community Board Remuneration	28,378	32,214	3,836	<input checked="" type="checkbox"/>	48,321	30,669
Security	-	-	-	<input checked="" type="checkbox"/>	-	1,273
Street Decoration	-	-	-	<input checked="" type="checkbox"/>	-	7,374
Inter Department Charges	34,472	34,472	-	<input checked="" type="checkbox"/>	51,708	48,500
Operating Costs	65,699	93,406	27,707	<input checked="" type="checkbox"/>	140,109	132,920
<b>Total Operating Costs</b>	<b>65,699</b>	<b>93,406</b>	<b>27,707</b>	<input checked="" type="checkbox"/>	<b>140,109</b>	<b>132,920</b>
<b>Total Costs</b>	<b>65,699</b>	<b>93,406</b>	<b>27,707</b>	<input checked="" type="checkbox"/>	<b>140,109</b>	<b>132,920</b>
<b>Income</b>						
Rate Income	93,400	93,400	-	<input checked="" type="checkbox"/>	140,102	115,818
<b>Total Direct Income</b>	<b>93,400</b>	<b>93,400</b>	<b>-</b>	<input checked="" type="checkbox"/>	<b>140,102</b>	<b>115,818</b>
<b>Net Cost of Service</b>	<b>27,701</b>	<b>(6)</b>	<b>27,707</b>	<input checked="" type="checkbox"/>	<b>(7)</b>	<b>(17,103)</b>
				<input checked="" type="checkbox"/>	<i>Favourable Variance</i>	
				<input checked="" type="checkbox"/>	<i>Unfavourable Variance</i>	

## 10 INFORMATION FOR RECEIPT – KŌRERO TE WHIWHIA

### 10.1 TE PUKE – EASTERN COMMUNITY BOARD – WORKSHOP NOTES – DECEMBER 2025

**File Number:** A7212402


**Author:** Ella Logan, Governance Advisor

**Authoriser:** Robyn Garrett, Governance Manager

#### EXECUTIVE SUMMARY

Notes from the Te Puke – Eastern Community Board workshop on 11 December 2025 have been attached for information.

#### ATTACHMENTS

1. **Te Puke – Eastern Community Board – Workshop Notes – 11 December 2025** [↓](#) 

**TE PUKE COMMUNITY BOARD  
WORKSHOP**

<b>DATE:</b>	Thursday, 11 December 2025 at 6:00pm
<b>HELD:</b>	Te Puke Library Board Room
<b>TOPICS:</b>	<ol style="list-style-type: none"><li>1. Roles and Responsibilities</li><li>2. Delegations and Decision-making</li><li>3. Action Planning</li><li>4. Community Board Budgets and Annual Plan</li></ol>
<b>MEMBERS PRESENT:</b>	Chairperson D Snell, Deputy Chairperson S Benning, Member M Singh-Mann, Member M Williams, Member K Summerhays, Cr G Dally, and Cr L Rae
<b>APOLOGIES:</b>	Nil
<b>STAFF IN ATTENDANCE</b>	A Curits (General Manager Regulatory Services), E Watton (Acting General Manager Strategy and Community), R Gallagher (Senior Policy Analyst), R Garrett (Governance Manager), and E Logan (Governance Advisor)
<b>OTHERS</b>	Cr S Beech

Te Puke Community Board Workshop Notes – 11 December 2025

**WORKSHOP TOPICS****INTRODUCTION**

The purpose of this workshop was for staff to hear from Community Board members to inform the development of the Community Board role, delegations, and how Community Boards, Council and staff would work effectively together in the 2025–28 triennium.

**SUMMARY OF KEY THEMES**Roles and Responsibilities

The Senior Policy Analyst provided an overview of the roles and responsibilities of Community Boards as outlined in the Local Government Act 2002.

Delegations and Decision-Making

The Senior Policy Analyst provided an overview of the potential delegations outlined in the memo and encouraged members to review the list and provide feedback. It was noted that the delegations of Community Boards would be reviewed by Council in 2026.

- Members expressed a desire for Community Boards to have delegation to approve the use of the town centre development fund.
- It was considered important that, if decisions regarding Community Board grants criteria remained with Council, Community Boards had the opportunity to provide input.
- Retaining Community Board grant criteria at a high level was seen as beneficial, as it allowed each Board to shape the criteria to align with its strategic direction and priorities.
- Board members emphasised the importance of Council engaging with Community Boards during the pre-engagement phase, to ensure Community Board perspectives were reflected in engagement documentations.
- Concerns were raised about resourcing to support the preparation of high-quality submissions, with members noting they did not receive sufficient time or support to develop well-informed and effective submissions to Council.
- Members believed that staff had a responsibility to understand the priorities of Community Boards and to incorporate these projects into the Long-Term Plan issues and options papers.

Te Puke Community Board Workshop Notes – 11 December 2025

- There was a need for clear communication of decisions made by staff within the Community Boards' areas of benefit, particularly where decisions made related to matters identified as a priority by the Boards.
- The Board expressed interest in being involved in providing feedback on Council's service delivery contracts and in having organisations holding those contracts report back to the Board annually.

#### Action Plans

The Senior Policy Analyst provided an overview of the purpose of a Community Board Action Plans, noting that it could set out the Board's purpose, key priorities, and actions the Community Board wanted to achieve during the triennium.

- It was suggested that the Action Plan could be treated as a working document and reviewed annually.
- Members noted that it was valuable to include in Action Plans the commitments that members campaigned on.

#### Community Board Budgets and Annual Plan

The Senior Policy Analyst, supported by the Governance Manager, provided an overview of the Community Boards budgets and how these would be set out in the Annual Plan 2026/27.

- Members noted that the local family funding the public Wi-Fi in Jubilee Park no longer wished to continue funding it, as the original three-year agreement was set to end in 2026. Consequently, alternative funding sources would need to be identified.
- Members expressed interest in having Council absorbed the costs that were being charged to their security budget line.

Workshop closed at 8.27pm

Te Puke Community Board Workshop Notes – 11 December 2025