

# MEETING – AGENDA –

Ngā Take



## TE PUKE COMMUNITY BOARD Komiti Taiwhenua

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**TP21-1**

**Thursday, 11 February 2021  
Te Puke Library and Service Centre  
7.00pm**



***Western Bay of Plenty  
District Council***

# Te Puke Community Board

## Membership

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

## Role and Purpose of Community Boards:

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

## Delegated Functions:

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

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

Notice is hereby given that a Te Puke Community Board Meeting will be held  
in the Te Puke Library and Service Centre on:  
Thursday, 11 February 2021 at 7.00pm

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>4</b>
<b>2</b>	<b>In Attendance .....</b>	<b>4</b>
<b>3</b>	<b>Apologies .....</b>	<b>4</b>
<b>4</b>	<b>Consideration of Late Items .....</b>	<b>4</b>
<b>5</b>	<b>Declarations of Interest .....</b>	<b>4</b>
<b>6</b>	<b>Public Excluded Items .....</b>	<b>4</b>
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**1 PRESENT****2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

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

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

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

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

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 DECEMBER 2020**

**File Number:** A3971301

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

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

#### **RECOMMENDATION**

That the Minutes of the Te Puke Community Board Meeting held on 3 December 2020, as circulated with the agenda, be confirmed as a true and accurate record.

## **ATTACHMENTS**

- 1. Minutes of the Te Puke Community Board Meeting held on 3 December 2020**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP20-6  
HELD AT THE TE PUKE LIBRARY AND SERVICE CENTRE  
ON THURSDAY, 3 DECEMBER 2020 AT 7:00PM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

J Pedersen (Group Manager People and Customer Services) and P Osborne (Senior Governance Advisor)

7 Members of the public, including 1 media

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

The Chairperson reminded members 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.

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

No declarations were declared in accordance with this agenda.

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Te Puke Community Board. Attending members of the public were invited to take part in the public forum.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION TP20-6.1**

Moved: Member K Ellis

Seconded: Member T Rolleston

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

**CARRIED**

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**7.1 SHERYL GIBNEY, PETER DELL AND HUGH GIBNEY – SPEED BUMP ON CAMERON ROAD**

Ms Gibney advised the Board of the on-going issues relating to the speed bump on Cameron Road, including her communication with Council. Ms Gibney expressed concern regarding the duration of this issue and the lack of feedback and correspondence to the effected community members.

Mr Dell spoke in support of Ms Gibney's concerns, giving the Board some examples of the effect the speed bump has had on the surrounding houses. Mr Dell believes that the vibrations caused by trucks passing over the speed bump is the biggest contributing factor for the issues effecting his house.

It is believed that the speed bump was installed for the safety of kids during school hours, however it was noted that traffic during these times is so busy that it would be impossible to speed.

Mr Gibney added to the discussion, informing the Board that initially two speed bumps had been installed, but the other was removed due to the same issues occurring to the surrounding houses.

Mr and Ms Gibney currently reside at 135 Cameron Road, and Mr Dell currently resides at 136 Cameron Road.

The Board advised the concerned residents that they would ensure Council staff would provide them with some feedback.

**7.2 JOLENE REID – TE PUKE SWIMMING CLUB**

Ms Reid was in attendance to give the Board some background on the establishment of the 'Learn to Swim' not-for-profit programme, including the amount of children currently enrolled and the 20 children who are sponsored.

Ms Reid spoke to the Board around the funding application that will be presented at the next Community Board meeting, clarifying that the \$65,000 that is currently in their bank account is earmarked for the new club room, and the Te Puke Swimming Club is unable to access this.

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**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION TP20-6.2**

Moved: Member T Rolleston

Seconded: Member R Crawford

That the meeting reconvene in formal session at 7.22pm.

**CARRIED**

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**8 MINUTES FOR CONFIRMATION****8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 22 OCTOBER 2020**

The Board considered the minutes of the Te Puke Community Board meeting held on 22 October 2020.

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**RESOLUTION TP20-6.3**

Moved: Cr M Lints

Seconded: Member K Ellis

That the Minutes of the Te Puke Community Board Meeting held on 22 October 2020, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

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**9 REPORTS****9.1 CHAIRPERSONS REPORT - TE PUKE COMMUNITY BOARD - NOVEMBER**

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

**9.1.1 FOOTPATH – BEATTY AVENUE ALONG TE PUKE DOMAIN**

The Board agreed to discuss this issue at their next workshop.

**9.1.2 BOUCHER AVENUE – DIGITAL SPEED SIGN**

Member Rolleston had received confirmation from the Tauranga Transport Operations Centre Manager at Tauranga City Council (TCC) that re-programming the digital speed sign is possible. Contact details have been passed onto the Deputy Chief Executive to follow up.

**9.1.4 CAR PARKS – OXFORD STREET**

The Board has requested, previously through the Roading Engineer (East), to have the Taxi stand car park outside Mitre10 and the motorcycle park outside Life Pharmacy be altered and marked as normal carparks.

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The Board has asked for an update on the status of this request.

#### **9.1.9 TE PUKE MAIN STREET BEAUTIFICATION**

Councillor Lints suggested that the Board workshop in January as part of the town project idea. The Board would then go out to the community in March, as the Te Puke/Maketu Reserve Management Plan Review preparation site visit is happening mid March 2021.

#### **9.1.10 PARKING SIGNS**

The Board noted that the signs under discussion are outside the Four Square and not in the New World Carpark park area, as stated in the agenda.

The Board would like to raise a Service Request (CCR) to have the parking time limits stencilled onto the parks outside the Four Square on Jellicoe Street, to make it clearer to community members.

#### **9.1.11 HERITAGE WALKING CROSSING – COMMERCE LANE / JUBILEE PARK**

The Board has requested a review of the Heritage walking crossing, to see if there is a possibility of turning this into a designated pedestrian crossing.

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#### **RESOLUTION TP20-6.4**

Moved: Member T Rolleston

Seconded: Member D Snell

That the Chairperson's report dated 3 December 2020 titled 'Chairpersons Report – Te Puke Community Board – November' be received.

**CARRIED**

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#### **9.2 TE PUKE COMMUNITY BOARD COUNCILLORS REPORT - DECEMBER 2020**

The Board considered a report from Councillor Lints. The report was taken as read with some clarification around the Tynan Street signs. The Board noted that a couple of the current street names, that were provided by tangata whenua, had spaces in the wrong places. Local hapū have asked for these to be corrected.

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#### **RESOLUTION TP20-6.5**

Moved: Member K Ellis

Seconded: Cr G Dally

That the Councillor's report dated 3 December 2020 titled 'Te Puke Community Board Councillors Report – December 2020' be received.

**CARRIED**

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### **9.3 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD DECEMBER 2020**

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

#### **9.3.1 ACCESSIBILITY TO BOUCHER AVENUE/FENTON TERRACE**

The Board has requested an update on the status of this project, as it is still reported as under review.

#### **9.3.2 TACTILE MARKERS**

The Board expressed concern regarding the work that Waka Kotahi had completed, as it was believed this work was not completed to standard. The tactile pavers do not currently lead users out to the road, which is an issue that the Board has highlighted. The Board questioned whether this is something that they should be funding or whether this work should be completed as part of the original work.

Councillor Dally spoke in support of funding the installation of the tactile markers.

Councillor Lints also spoke in support of this motion, noting that the Community Board's main aim is to make the community accessible to all.

#### **9.3.3 WASTEWATER – TE PUKE ALTERNATIVE DISCHARGE OPTIONS**

The Board was advised that the Wastewater Advisory Group met on Monday 30 November 2020 to get things underway again. It was noted that the Te Puke Community Board Chairperson is normally part of this group, and an invitation will be sent to Member Crawford accordingly.

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#### **RESOLUTION TP20-6.6**

Moved: Member R Crawford

Seconded: Cr M Lints

1. That the Deputy Chief Executive's Report dated 3 December 2020 titled 'Infrastructure Services Report Te Puke Community Board December 2020' be received.

**CARRIED**

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#### **RESOLUTION TP20-6.7**

Moved: Member T Rolleston

Seconded: Member D Snell

2. That the installation of tactile markers at the Jellicoe Street crossings proceed at an estimated cost of \$26,800, funded from the Te Puke Community Board Roading account.

**CARRIED**

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### **9.4 FINANCIAL REPORT TE PUKE – OCTOBER 2020**

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

#### 9.4.1 SECURITY BUDGET LINE

The Board asked if the current '*Security*' budget line could be named '*Public Safety*' in order to better capture the purpose.

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#### RESOLUTION TP20-6.8

Moved: Member K Ellis  
Seconded: Member D Snell

That the Management Accountant's report dated 3 December 2020 titled 'Financial Report Te Puke – October 2020' be received.

**CARRIED**

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#### 9.5 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

The Board considered the schedule of meetings for December 2020, January 2021 and February 2021.

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#### RESOLUTION TP20-6.9

Moved: Cr M Lints  
Seconded: Member D Snell

That the schedule of meetings for December 2020, January 2021 and February 2021, be received.

**CARRIED**

**The Meeting closed at 7.56pm.**

**The minutes of this meeting were confirmed at the Te Puke Community Board held on 11 February 2021.**

.....  
Member R Crawford  
**CHAIRPERSON**

## 9 REPORTS

### 9.1 CHAIRPERSONS REPORT - TE PUKE COMMUNITY BOARD - FEBRUARY 2021

**File Number:** A3977027

**Author:** Richard Crawford, Community Board Member

**Authoriser:** Miriam Taris, Chief Executive Officer

#### RECOMMENDATION

1. That the Chairperson's report dated 11 February 2021 titled 'Chairpersons Report – Te Puke Community Board – February 2021', be received.
2. That the Te Puke Community Board approve funding of up to \$2,000 from the Te Puke Community Board Conference Account, for the travel, accommodation and registration costs relating to the 2021 Community Board Conference, to be held 22 – 24 April 2021.

#### BACKGROUND

The Community Board met on Thursday 21 January 2021, for the first workshop of the year, doing a quick review of what we had accomplished since the Board was elected. We are happy with what we have been able to achieve in our district, celebrating around twenty-one achievements and six community grant awards.

##### 9.1.1 Christmas in the Park

Under "Made in Te Puke Trust" and other supporting groups in the community, including the churches, we were able to have a successful Christmas in the park event and Carols by candlelight, which was well attended and enjoyed by all. After the COVID-19 lock down this was a great opportunity for the community to come together and celebrate, with great entertainment and great food. Jubilee Park has been a great venue for holding events like this.

##### 9.1.2 Te Puke Sports Club – Grandstand Opening

As chair of the Community Board, I was invited to attend the opening the new grandstand, along with the Mayor and other Council members. The afternoon consisted of a formal opening and fun and games, followed by a formal dinner with guest speakers, Ian Kirkpatrick and Eric Rush. It was great to celebrate this community success story that will benefit the whole community.

##### 9.1.3 Story Boards

As a response to former Community Board Chairperson Peter Miller's presentation, the Board would like to promote the idea of having additional story boards created and installed in our town, celebrating the history of our area. We are planning to engage the community, starting with local Iwi historians and other groups interested in contributing.

##### 9.1.4 Te Ara Kahikatea Pathway

Finally, the track is fully open again and enjoyed by many in the community and those visiting. The track has been looking good especially where the PD workers have been. The pathway

continues to be a great asset to our town, and the Board looks forward to the future connections to Maketu Road.

### 9.1.5 Community Board Conference

The Community Board conference is being held in Gore on 22<sup>nd</sup> – 24<sup>th</sup> April 2021. The Board would like to send Chairperson, Richard Crawford, to the conference.

Conference cost \$755.00

Travel costs \$500.00 (approx.)

Accommodation \$400.00 (approx.)

#### *Resolution:*

*That the Te Puke Community Board approve funding of up to \$2,000 from the Te Puke Community Board Conference Account, for the travel, accommodation and registration costs relating to the 2021 Community Board Conference, to be held 22 – 24 April 2021.*

### 9.1.6 Communication – Te Puke Gymsport – Letter of thanks

Attached for your information is a letter of thanks from the Te Puke Gymsport Incorporated.

#### **Attachment 1**

## ATTACHMENTS

1. Te Puke Gymsport Inc. - Letter of thanks [!\[\]\(3d0946c14414af438def0008e8322b30\_img.jpg\)](#) 



## Te Puke Gymsport Inc.

Physical & postal address:

27 Station Road, Te Puke 3119

Email: [office@tepukegymsport.co.nz](mailto:office@tepukegymsport.co.nz)

Website: [www.tepukegymsport.co.nz](http://www.tepukegymsport.co.nz)

22<sup>nd</sup> December 2020

The Democracy Support Officer  
Te Puke Community Board  
Private Bag 12803  
Tauranga 3143

To the Board Members of the Te Puke Community Board,

Thank you for your generous support of Te Puke Gymsport, we gratefully received your grant and have allocated it towards our coaching education. With your support we have been able to continue with our coaching education programme for our members. We currently have 5 members and coaches taking part in coaching education and we had 3 members graduate from their courses at our prize giving celebration earlier this month.

The Te Puke Community board grant has enabled our club to continue to meet our goal of providing high quality movement, gymsport and parkour classes in a fully equipped gymnastic facility to as many families, in the Te Puke and surrounding areas, as possible. Being able to offer further training and coaching courses for our young members helps with the succession planning for coaches for our club and also provides a pathway and job opportunities at our club for our young members when they graduate.

Some pictures below are of our education graduates for 2020, Taya Savina, Ellen Emerson, Ella Barnes and Tinus Nel, . They are all currently coaching our movement, gymsport and parkour classes.



If you have a logo that you would like to share we would love to acknowledge you on our website, Facebook and at our events.

Thank you again for your support of our club.

Kind regards

A handwritten signature in blue ink, which appears to read "Erin McKenna".

Erin McKenna  
General Manager  
Te Puke Gymsport  
021 973505

**9.2 COUNCILLOR'S REPORT - TE PUKE COMMUNITY BOARD - FEBRUARY 2021****File Number:** A3980231**Author:** Grant Dally, Councillor**Authoriser:** Miriam Taris, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 11 February 2021 titled 'Councillor's Report – Te Puke Community Board – February 2021', be received.

**BACKGROUND****2.2.1 Speed Limit Bylaw Review**

Council finally completed and adopted our partial Speed Limit Bylaw review on 17 December 2020. The changes will become effective on 29 March 2021, and rectify some longstanding inconsistencies (Manoeka & No.3 Road, 70km/h on residential/urban road reduced to 50km/h) and updates necessary due to urban growth (No.1 & No.2 Road 50km/h zone extended into 80km/h zone).

These changes were required and requested by the Te Puke Community Board 3 years ago. It is disappointing that it has taken so long to make these changes but sometimes the wheels of Council turn very slowly and there seems to be a myriad of factors to consider and allow for before all the cogs can align. Council is unlikely to be issued any speeding tickets, but sometimes a heavier foot on the accelerator would be nice.

**2.2.2 Long Term Plan (LTP) 2021-2031**

Over the last year our biggest commitment has been working through the LTP workshop process and we are about to go out for formal consultation with a Consultation Document that spells out what we know is necessary and what our residents have told us they would like us to do for their communities. This is where the rubber meets the road and the numbers are laid bare that show the cost of these commitments. The document includes our preferred options but now we need public feedback to endorse or reject these proposals.

It makes our job easier the more feedback we get during this final consultation phase, so please tell us what you think. I urge all residents and ratepayers to carefully consider the options presented and bear in mind the current and future towns and communities you want to live in, your children to grow up in, and what it takes to achieve that.

The introduction of Council's Kerbside Rubbish and Recycling Service on 1 July 2021 will account for 4.2% of the LTP year one rates rise. This was previously consulted on in 2018-2019 and we are not seeking feedback on this, but clearly it affects the first year increase significantly.

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

Site visits are planned to most of our Ward Reserves on 15 March 2021, as we kick off this review process. This was last done in 2010 and is a great opportunity for our communities of



interest to put forward ideas for development of their local reserves. People seem to have higher expectations of what they want from these important recreation areas so it will be interesting and exciting to see what comes forward.

#### 2.2.4 Policy Committee

##### 83 Ford Road

A Draft Concept Plan has been produced for this area that should be adopted by the Policy Committee on 18 February 2021, and go out for public consultation in March/April 2021.

Tangata Whenua were consulted with for an appropriate name of this new Reserve, and 'Otaiparia' has been proposed as a traditional name for this area. This will also be subject to the consultation process.

With the successful re-diversion of the Kaituna River into the Maketu Estuary, and development of the surrounding areas (along with the enduring popularity of fishing at 'The Cut') means that this has become a popular recreation destination for both locals and visitors. Development of Council's land at 83 Ford Road will provide further very beneficial enhancement. In particular, providing a base and car parking for the Maketu Coastguard, Maketu Hoe Waka group and boaties close to the boat ramp. The area will also become a great pit stop for cyclists when the cycle trail is established from the Tauranga Eastern Link (TEL) to Maketu via the Kaituna River Eastern stop bank and Ford Road.

#### 2.2.5 Community Groups and Meetings

Congratulations to Cathy and Tony Shaw who were awarded the service delivery contract of the **Te Puke Memorial Pool** for the 2020/21 swim season. The Shaw's were supported in their new undertaking by Friends of Te Puke Memorial Pool Society who have helped with working bees and fundraising applications for new equipment to increase the water temperature and improve the amenity value of the pool facility. Raising the water temperature was one of the biggest issues identified with the pool in the past and over summer the pool has been operating around 27°C which is the minimum standard nowadays. Thanks to this and other initiatives the number of pool users has been steadily increasing.

The current lease WBOPDC has with the Ministry of Education (MOE) to operate the current pool is due to expire in 2027 (the MOE has indicated they do not wish to extend the lease past that date). The community must decide on a way forward and there are options in our Long Term Plan (LTP) Consultation Document to address this.

The Mayor, local Councillors and Te Puke Community Board Chairperson attended the opening celebration of **Te Puke Sports new 400 seat covered grandstand** on 4 December 2020. Te Puke Sports were very appreciative of the Community Board and Council's contributions to this great new facility.

The **Tauranga City Council (TCC) Waiari Water Supply Scheme** construction project has been progressing steadily. Six days before Christmas it was announced that a lane closure at the bottom of No.1 Rd would be required for five weeks, beginning on 2 February 2021. This would enable Smythe Contractors Ltd to complete pipeline thrusting under the built-up residential area of the last 300m of No.1 Road, and under Te Puke Highway to Landscape Road before connecting to the HEB section of pipe on Lawrence Oliver Park.

The proposed traffic management plan to divert traffic exiting No.1 Road back up to No.2 Road and then back down to Te Puke, adding about 17km to the journey, has not gone down well with those affected. Meetings with TCC, Smythe and WBOPDC reps have been held to try and reach a compromise that lessens the impact of the lane closure.

There was an announcement on 27 January that the road closure would be delayed until 22 February, which was met with further concern. Trevelyan's Packhouse is due to begin packing



kiwifruit on 8 March and Trevelyans alone will contribute 1945 daily vehicle movements on No.1 Road.

**Residents of Rangiuru Road** were concerned to learn, in December 2020, that the Department of Corrections was planning to use a property at 240 Rangiuru Road, next to Seeka Oakside packhouse, as a transitional housing facility for men being released from prison or needing suitable accommodation, to serve a community-based sentence, such as a detention. A Non-Notified Resource Consent was issued by WBOPDC on 13 December 2019 for a change of use of the facility to allow this.

Needless to say, residents were very concerned to learn about this, after the event, and have been meeting regularly to address the situation.

Congratulations to Poutiri Trust who opened their new **Poutiri Wellness** Centre on 25 January 2021. Poutiri is an integrated, holistic wellness centre to make health, employment and wellness services more affordable and accessible for whānau in Te Puke, through what is essentially a new medical practice.

### 2.2.6 Coming Up

**Western Bay Museum** has secured sponsorship from Seeka that will allow 400 Te Puke/Maketu Ward Primary School students to visit the museum with no entry charge. The museum director is still seeking assistance to reduce transport costs to and from Katikati.

### 9.3 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS

**File Number:** A3977842

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

**Authoriser:** Jan Pedersen, Group Manager People And Customer Services

#### EXECUTIVE SUMMARY

1. The Te Puke Community Board is required to make a decision regarding an application for Community Board Grant Funding. Two applications have been received.
2. The applications and supporting information relating to the Community Board Grants have been forwarded to members, separate to this agenda.

#### RECOMMENDATION

1. That the Senior Governance Advisor's report dated 11 February 2021 titled 'Te Puke Community Board Grant Applications', be received.
2. That the Te Puke Community Board approve/not approve the Grant application from Te Puke Swimming Club for \$... to be funded from the Te Puke Community Grants 2020/2021 account, subject to all accountabilities being met.
3. That the Te Puke Community Board approve/not approve the Grant application from Tony and Cathy Shaw (Te Puke Memorial Pool Contractors) for \$... to be funded from the Te Puke Community Grants 2020/2021 account, subject to all accountabilities being met.

#### BACKGROUND

3. The Te Puke Community Board has funding of \$11,000 available for disbursement to community organisations for the 2020/2021 financial year. The balance as of 11 February 2021 is \$3,829.20.
4. **Te Puke Swimming Club** has submitted an application for funding of \$2,675 for swim teacher courses, a pool platform for children to stand on, and their registration software.
5. **Tony and Cathy Shaw – Te Puke Memorial Pools Contractors** has submitted an application for funding of \$1,500 to make a designated BBQ, picnic area.

#### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Te Puke Swimming Club	The applicant will be advised of the outcome of their respective Grant application.
Tony & Cathy – Te Puke Memorial Pools Contractors	The applicant will be advised of the outcome of their respective Grant application.

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Community Board Grant Funds	<p>The Community Board will consider applications for the distribution of the funding, before the end of the financial year.</p> <p>Annual Budget    \$11,000.00</p> <p>Current Balance   \$3,829.20</p>

**9.4 TE PUKE COMMUNITY BOARD - ANZAC DAY COMMEMORATION 2021****File Number: A3971294****Author: Pernille Osborne, Senior Governance Advisor - Community Boards****Authoriser: Jan Pedersen, Group Manager People And Customer Services****EXECUTIVE SUMMARY**

The Te Puke Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service at Te Puke on ANZAC Day, Sunday 25 April 2021.

**RECOMMENDATION**

1. That the Senior Governance Advisor's report dated 11 February 2021 titled 'Te Puke Community Board – Anzac Day Commemoration 2021', be received.
2. That the Te Puke Community Board provide / do not provide a wreath for the ANZAC Day Service, to be paid from the Te Puke Community Board Contingency Account (up to the value of \$200).
3. That ..... represent the Te Puke Community Board at the ANZAC Day Service at Te Puke on 25 April 2021.

**BACKGROUND**

Community Boards participate in ANZAC Day Services in their respective areas. Community Board Chairpersons are requested to liaise with their appointed Board Councillors to co-ordinate the representation at services across the Western Bay of Plenty District Council region on Sunday 25 April 2021.

**SIGNIFICANCE AND ENGAGEMENT**

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions 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. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

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.

**ENGAGEMENT, CONSULTATION AND COMMUNICATION**

<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 Community Board representatives attending the Te Puke ANZAC Services to be held on 25 April 2021.

General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.
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## ISSUES AND OPTIONS ASSESSMENT

Option A To fund an ANZAC Wreath	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul> <b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<p>Each Community Board has funded the cost of an ANZAC Day Wreath in previous years. The cost of a wreath is considered to be minor and provides economic, social and cultural support to the community for this event. The wreath will be prepared by a local florist. There would be no environmental impact.</p>
Option B To not fund an ANZAC Day Wreath	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul> <b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<p>The Community Board may choose not to fund an ANZAC Day Wreath. This would not provide the same level of economic, social and cultural support to the community for this event. There would be no environment impact.</p>

## STATUTORY COMPLIANCE

The Board has delegation to allocate funding from their Corporate Budget – Contingency Account.

## FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Up to \$200.00 allocated from the Board Contingency Account	The Funding of up to \$200.00 for a wreath to be laid by Te Puke Community Board Representatives on ANZAC Day 2021.

## 9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD FEBRUARY 2021

**File Number:** A3942164

**Author:** Gary Allis, Deputy Chief Executive

**Authoriser:** Gary Allis, Deputy Chief Executive

### EXECUTIVE SUMMARY

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

#### RECOMMENDATION

1. That the Deputy Chief Executive's Report, dated 11 February 2021 and titled 'Infrastructure Services Report Te Puke Community Board February 2021', be received.

### ROADING

#### Transportation - Te Puke Community Roading

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

Te Puke Community Board Roading Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Te Puke Community Board \$	Status
<b>Current Account:</b>				
<b>Current Account Opening Balance 1 July 2020</b>			416,161	
Interest 2020/21			13,359	
Allocation for 2020/21			289,802	
<b>Subtotal</b>			<b>719,322</b>	
<b>Approved Projects</b>				
Station Road Footpath	110,000	-	110,000	Complete
Stock Road Footpath				Complete
TP20-5.6 22-10-20 Queen and Jellicoe CCTV hardware and installation	7,952		7,952	In progress
Tactile pedestrian marking at Jellicoe Street crossings	26,800		26,800	Under review
TP20-5.14 22-10-20 Boucher Avenue / Fenton Terrace Walkway	5,000		5,000	In progress
Dudley Vercoe Footpath and Drainage	140,000		140,000	In progress
<b>Subtotal</b>			<b>289,752</b>	
<b>Proposed Projects</b>				
Te Puke Quarry Road – Jellicoe Street to EastPack	68,000		68,000	Under review
Jellicoe Street – Industrial Service Lane	\$ TBC			Under review
Landscape Road to King Street	\$ TBC			Under review
<b>Subtotal</b>			<b>68,000</b>	
<b>Forecasted Current Account Closing Balance 30 June 2021</b>			<b>361,570</b>	

The Board has significant funds in hand and is requested to develop a further priority list for implementation.

Projects could include:

- Extension of the walking and cycling network
- Funding towards the Te Puke RBP route
- Kerb and channel and footpaths
- Removal and replacement of speedhumps

### **Transportation - Road Improvements LED Lighting**

*Description:* Council owns and operates 2500 streetlights on local roads. Close to 100 of these are LED. Installation of LED lights reduces power consumption by 60%. Cost reduction is on the energy charges as line charges are a fixed fee. NZTA is offering an 85% subsidy to invest in the street light conversion, conditional upon it being completed by June 2021. Council has decided to participate in this.

#### *What's Happened*

The LED lighting conversion commenced in Omokoroa in August 2020, with work progressing to Katikati and Waihi Beach.

WestLink has commenced the installation of the replacement LED lighting attached to the standard streetlight poles or on outreach arms attached to power poles.

The work involves removing the old luminaires and replacing them with the new LED units. It is anticipated that some existing pole replacements will be required due to their age and condition.

#### *What's Next*

WestLink expect to have much of the LED upgrading in Omokoroa, Katikati and Waihi Beach completed by January 2021.

Te Puke work is planned for February/March and Maketu/Pukehina/Paengaroa planned to commence in the April/May timeframe.

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

*Description:* The principal of Te Puke High School asked the Board if the bus stop on Cameron Road by the High School could be clearly marked on the road.

#### *What's Happened*

It is believed that there is a safety issue with the number of students from Papamoa being dropped off by the bus, and the increase in traffic along Cameron Road.

#### *What's Next*

The Roding Engineer (East) will have a discussion with 'Travel Safe' to highlight any potential safety issues for students and find options to help minimise likely issues that could arise.

## **ASSET & CAPITAL**

### **Wastewater - Te Puke Renewals and Capital Upgrades**

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

#### *What's Happened*

Te Puke WWTP upgrade: The Procurement Plan for a design consultant has been prepared and approved. A sampler for gathering of water quality data has been installed and commissioned.

*What's Next*

Te Puke WWTP upgrade: A Request for Proposals (RFP) will be developed for selected consultants to ensure that the right professional team is taken on board for the design of the upgrade.

**UTILITIES****KiwiRail Bridge 91 ECMT Replacement - Access to the Site**

*Description:* Regular Update for KiwiRail Bridge 91 ECMT Replacement - Access to the Site to Community Boards and the Operations & Monitoring Committee.

*What's Happened*

The works have been completed with only minor tidy up works to be finished. The pathway has reopened again.

**Solid Waste - Kerbside Waste Services**

*Description:* To implement three options for the management of kerbside collection services. They are kerbside collection, commercial services, and rural recycling drop off points.

*What's Happened*

Kerbside Waste contract was awarded in September 2020 and staff and contractor are following the implementation plan. The focus going forward will be implementing the various parts of the contract such as information to property owners, bins delivered and the establishment of new pickup days for the District for the Kerbside rubbish and recycling services to start in July 2021. Commercial services will be considered after the first year of the contract implementation. Additional rural recycling has continued in Pongakawa for a six-month period until the end of June 2021, when new kerbside collection services commence. Further sites to be identified for rural recycling implementation is ongoing.

*What's Next*

Ongoing work with the contract implementation and preparation for the rural recycling.

**ENGINEERING / SPECIAL PROJECTS****Te Puke Highways - Pah Road Slip Reinstatement**

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

*What's Happened*

NZTA has now awarded a contract for commencing the reinstatement of Pah Road slip work. The project has been delayed due to the relocation of underground Chorus services.

*What's Next*

The project is expected to recommence in February and completed by the end of 2021.

**RESERVES****Reserves - Pools Te Puke Aquatic Centre**

*Description:* Undertake painting as well as the replacement and upgrade of equipment

*What's Happened*

Pool patronage has been busy over the Christmas holiday period, with higher than usual numbers. As a result, the water clarity has been impossible to maintain.

The pool heat exchanger has been fully serviced but there remain issues with the bore pump that intermittently turns itself off.



*What's Next*

Staff will investigate the repair of the bore pump operation, and continue to maintain the pool for the remainder of the season.

**ATTACHMENTS**

1. **MAS Te Puke Community Board February 2021** [↓](#) 

Division: Infrastructure Services Group  
 Committee: Te Puke Community Board  
 Officer:

Date From:  
 Date To:

Printed: 13 January 2021 2:18 PM

### Action Sheets Report

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8/08/2019	Watson, Peter	Reports	Te Puke Genealogy Group - Request for Information Sign Board
<p><b>January 2021:</b>            Staff have confirmed a design style for the Information Sign Board. Construction design is to be drawn up and quoted.</p> <p>Staff are investigating the history behind the naming of the Old Te Puke Cemetery, to determine if the cemetery can be renamed.</p> <p><b>November 2020:</b>            Staff have been in contact with the Te Puke Genealogy Group and are currently investigating the history behind the naming of the Old Te Puke Cemetery, to be determine if the cemetery can be renamed. Investigating construction costs and design options for an Information Sign Board/Interpretation Panel.</p> <p><b>July 2020:</b>            Staff are in the process of contacting the Te Puke Genealogy Group to discuss the establishment of an interpretation panel.</p> <p><b>June 2020:</b>            Now that we have moved down through the Covid-19 alert levels staff will follow up with the Genealogy Group.</p> <p><b>April 2020:</b>            Staff to follow up with Genealogy Group on progress.</p>			

Division: Infrastructure Services Group  
Committee: Te Puke Community Board  
Officer:

Date From:  
Date To:

Printed: 13 January 2021 2:18 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 22/10/2020</b>	<b>Harvey Stuart</b>	<b>New Item</b>	<b>Visibility issues at Palmer Place – Pedestrian Crossing</b>
<p>The Board noted that there had been several Contact Centre Requests (CCRs) around visibility issue due to overgrown vegetation by the pedestrian crossing on Palmer Place. In order to help clarify the details, the Board was advised that future CCRs should include as much detail as possible, including photos where appropriate.</p> <p>The Area Engineer and WestLink will be looking at the Palmer Place crossing.</p> <p>The Board would like the Transportation Manager to follow up with WestLink regarding the request for Member Ellis and Councillor Dally to have a walk through of Te Puke main street to discuss future landscaping.</p> <p><b>January 2021:</b> <b>WestLink has undertaken the pre-Christmas vegetation maintenance along Jellicoe Street including the Palmer Place pedestrian crossing.</b></p> <p><b>The roading engineer will review vegetation in February.</b></p> <p><b>November 2020:</b> WestLink have been tasked with the pre-Christmas prune of Palmer Place crossing and surrounding gardens.</p>			

Division: Infrastructure Services Group  
Committee: Te Puke Community Board  
Officer:

Date From:  
Date To:

Printed: 13 January 2021 2:18 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3/12/2020	Harvey, Stuart	Reports	Infrastructure Services Report Te Puke Community Board December 2020 – Tactile Markers Jellicoe Street
<b>RESOLUTION TP20-6.7</b>			
2. That the installation of tactile markers at the Jellicoe Street crossings proceed at an estimated cost of \$26,800, funded from the Te Puke Community Board Roading account.			
<b>January 2021:</b> WestLink has been instructed to proceed with this work. This MAS can now be closed out.			

Division: Infrastructure Services Group  
 Committee: Te Puke Community Board  
 Officer:

Date From:  
 Date To:

Printed: 13 January 2021 2:18 PM

#### Action Sheets Report

Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3/12/2020</b>	<b>Harvey, Stuart</b>	<b>New Item</b>	<b>Sheryl Gibney, Peter Dell and Huge Gibney – Speed Bump on Cameron Road</b>
<p>Ms Gibney advised the Board of the on-going issues relating to the speed bump on Cameron Road, including her communication with Council. Ms Gibney expressed concern regarding the duration of this issue and the lack of feedback and correspondence to the effected community members.</p> <p>Mr Dell spoke in support of Ms Gibney's concerns, giving the Board some examples of the effect the speed bump has had on the surrounding houses. Mr Dell believes that the vibrations caused by trucks passing over the speed bump is the biggest contributing factor for the issues effecting his house.</p> <p>It is believed that the speed bump was installed for the safety of kids during school hours, however it was noted that traffic during these times is so busy that it would be impossible to speed.</p> <p>Mr Gibney added to the discussion, informing the Board that initially two speed bumps had been installed, but the other was removed due to the same issues occurring to the surrounding houses.</p> <p>Mr and Ms Gibney currently reside at 135 Cameron Road, and Mr Dell currently resides at 136 Cameron Road.</p> <p>The Board advised the concerned residents that they would ensure Council staff would provide them with some feedback.</p> <p><b>January 2021:</b>  <b>Staff have received roading design options from WestLink and will review with the Board to clarify risks and benefits of removing the speed hump.</b></p>			

Division: Infrastructure Services Group  
Committee: Te Puke Community Board  
Officer:

Date From:  
Date To:

Printed: 13 January 2021 2:18 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3/12/2020</b>	<b>Harvey, Stuart</b>	<b>New Item</b>	<b>Boucher Avenue – Digital Speed Sign</b>
Member Rolleston had received confirmation from the Tauranga Transport Operations Centre Manager at Tauranga City Council (TCC) that re-programming the digital speed sign is possible. Contact details have been passed onto the Deputy Chief Executive to follow up.			
<b>January 2021:</b> Staff have requested that WestLink install an SID (Speed Indicating Device) near Fairhaven School on Boucher Avenue to begin collecting evidence of vehicle speeds.			

Division: Infrastructure Services Group  
Committee: Te Puke Community Board  
Officer:

Date From:  
Date To:

Printed: 13 January 2021 2:18 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3/12/2020</b>	<b>Harvey, Stuart</b>	<b>New Item</b>	<b>CAR PARKS – OXFORD STREET</b>
<p>The Board has requested, previously through the Roding Engineer (East), to have the Taxi stand car park outside Mitre10 and the motorcycle park outside Life Pharmacy be altered and marked as normal carparks.</p> <p>The Board has asked for an update on the status of this request.</p> <p><b>January 2021:</b> The white lining changes will be reviewed by staff and WestLink and carried out if possible.</p>			

Division: Infrastructure Services Group  
Committee: Te Puke Community Board  
Officer:

Date From:  
Date To:

Printed: 13 January 2021 2:18 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3/12/2020	Harvey, Stuart	New Item	HERITAGE WALKING CROSSING – COMMERCE LANE / JUBILEE PARK
The Board has requested a review of the Heritage walking crossing, to see if there is a possibility of turning this into a designated pedestrian crossing.			
January 2021: The Heritage Crossing should be discussed with staff (Roading Engineer) to understand special expectations, before any changes are made.			



Division: Infrastructure Services Group  
Committee: Te Puke Community Board  
Officer:

Date From:  
Date To:

Printed: 13 January 2021 2:18 PM

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
<b>Te Puke Community Board 3/12/2020</b>	<b>Harvey, Stuart</b>	<b>New Item</b>	<b>ACCESSIBILITY TO BOUCHER AVENUE/FENTON TERRACE</b>
The Board has requested an update on the status of this project, as it is still reported as under review.			
<b>January 2021:</b> This project has been passed to WestLink for pricing quotes and a commencement date. Further information will be provided to the Board when received.			

**9.6 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT DECEMBER 2020****File Number:** A3973656**Author:** Sarah Bedford, Management Accountant**Authoriser:** Maria Palmer, Acting - Finance Manager**EXECUTIVE SUMMARY**

This report is a financial report for the period ended 31 December 2020.

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

Attached are the financial statements for the period ended 31 December 2020 (**Attachment 1**).

Total operational costs are under budget year to date across all lines, with the exception of Grants, and Security however, these are still under the full year budget.

**Grant payments made to date:**

Resolution	Description	\$
TP20-4.15	Te Puke War Memorial Hall Society Inc.	1,052.30
TP20-4.14	House of Science Tauranga Charitable Trust	1,000
TP20-4.13	Made in Te Puke Trust	1,000
TP20-3.21	Youth Encounter Ministries Trust	720
TP20-5.10	Te Puke Gym Sport	600
TP20-5.11	Te Kura Kaupapa Maori o te Matai	1,782.50
TP20-5.12	Hapai Mama	1,016
	<b>2020/21 Total grants paid to date</b>	<b>7,170.80</b>

**Committed – Operational expenditure**

Resolution	Account	Description	\$
TP20-4.9 (4)	Street Decoration	Allocate up to \$4,000 from the Street Decoration account for street flag designs and installation.	4,000
	<b>2020/21 Total operational commitments</b>		<b>4,000</b>

**2020/21 Reserve analysis:**

Resolution	Description	\$
	2020/21 Opening balance	146,019
TP20-4.7	Fund \$5,000 for the installation of a Type 2 Fire Alarm at the Te Puke Cricket Club	(5,000)
	<b>2020/21 Closing balance</b>	<b>141,019</b>

**Committed – Reserves expenditure**

Resolution	Description	\$
	2020/21 Opening balance before committed expenditure	141,019
TP6.6.4	Fund up to \$45,000 required for Jubilee Park Skate Park development. (Note:\$25,901 funded in 2017-18)	(19,099)
C22.5	Fund up to \$60,000 for Te Puke Sports and Recreation Grandstand project.	(60,000)
	<b>2020/21 Closing balance after committed expenditure</b>	<b>61,920</b>

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

**RECOMMENDATION**

That the Management Accountant's report dated 11 February 2021 and titled 'Te Puke Community Board – Financial Report December 2020', be received.

**ATTACHMENTS**

1. Te Puke Financials - December 2020 [↓](#) 

<b>Western Bay of Plenty District Council</b> <b>Income and Expenditure Statement</b> <b>For the period ended 31 December 2020</b>						
<b>Te Puke Community Board</b>						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Additional Levels of Service	0	0	0	☑	0	0
Conference Expenses	0	1,002	1,002	☑	2,000	0
Contingency - [see breakdown below]	490	2,502	2,012	☑	5,000	933
Grants	7,171	5,502	(1,669)	⊗	11,000	1,149
Salaries	14,132	14,132	0	☑	28,070	27,547
Security	7,305	3,780	(3,525)	⊗	7,560	11,061
Street Decoration	0	4,998	4,998	☑	10,000	3,450
Inter Department Charges	23,592	23,592	0	☑	47,181	47,184
<b>Total Operating Costs</b>	<b>52,689</b>	<b>55,508</b>	<b>2,819</b>	☑	<b>110,811</b>	<b>92,662</b>
Interest Expense	0	0	0	☑	0	0
<b>Depreciation</b>	0	0	0	☑	0	0
<b>Total Direct Costs</b>	<b>52,689</b>	<b>55,508</b>	<b>2,819</b>	☑	<b>110,811</b>	<b>92,662</b>
Costs Allocated	0	0	0	☑	0	0
Costs Recovered	0	0	0	☑	0	0
<b>Total Costs</b>	<b>52,689</b>	<b>55,508</b>	<b>2,819</b>	☑	<b>110,811</b>	<b>92,662</b>
<b>Income</b>						
Financial Contributions	0	0	0	☑	0	0
Interest Received	0	0	0	☑	0	0
Other Income	0	0	0	☑	0	0
Rate Income	56,102	55,410	692	☑	110,811	113,593
Service Charges	0	0	0	☑	0	0
Subsidies & Grants	0	0	0	☑	0	0
User Fees	0	0	0	☑	0	0
<b>Total Direct Income</b>	<b>56,102</b>	<b>55,410</b>	<b>692</b>	☑	<b>110,811</b>	<b>113,593</b>
<b>Net Cost of Service</b>	<b>3,413</b>	<b>(98)</b>	<b>3,511</b>	☑	<b>0</b>	<b>20,931</b>
<b>Contingency - breakdown</b>						
Te Puke Times public notices x2	116			☑ Favourable Variance		
Te Puke War Memorial Society - hall hireage	56			⊗ Unfavourable Variance		
Kassie Ellis - reimburse for refreshments	16					
The Search Party Charitable Trust - food from Daily Café	39					
Neonlogic - Te Puke Times public notices x2	116					
Te Puke Florist - flowers for Alan Cotter funeral	96					
Te Puke Florist - flowers for Kassie Ellis	52					
<b>Year to date contingency costs</b>	<b>490</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>146,019</b>					
TP20-4.7 Fund \$5,000 for the installation of a Type 2 Fire alarm at Te Puke cricket club	(5,000)					
<b>(Decrease) Increase in year</b>	<b>(5,000)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>141,019</b>					

**9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****File Number:** A3971353**Author:** Pernille Osborne, Senior Governance Advisor - Community Boards**Authoriser:** Barbara Whitton, Customer Services and Governance Manager**RECOMMENDATION**

That the schedule of meetings for February, March and April 2021, be received.

**ATTACHMENTS**

1. **Council, Standing Committees and Community Board Meetings February 2021 - April 2021**  

**Western Bay of Plenty District Council  
Draft Meeting Schedule 2021**

<b>FEBRUARY 2021</b>			
<b>Auckland Anniversary Day – 1 February</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Performance and Monitoring Committee	2 February	9.30am	Chambers
Katikati Community Board	3 February	7.00pm	The Centre – Pātuki Manawa
<b>Waitangi Day - 6 February (observed 8 February)</b>			
Council	9 February	1.00pm	Chambers
Maketu Community Board	9 February	7.00pm	Maketu Community Centre
Te Puke Community Board	11 February	7.00pm	Te Puke Library and Service Centre
Māori Partnership Forum	15 February	10.00am	Chambers
Omokoroa Community Board	16 February	7.00pm	Omokoroa Library and Service Centre
Long Term Plan Committee	18 February	9.30am	Chambers
Policy Committee	18 February	1.00pm	Chambers
Regional Transport Committee	19 February	1.30pm	BOPRC Tauranga
Waihi Beach Community Board	22 February	6.30pm	Waihi Beach Community Centre
Council	25 February	9.30am	Chambers
Audit and Risk Committee	25 February	1.30pm	Chambers
<b>MARCH 2021</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
District Plan Committee (if required)	2 March	9.00am	Chambers
Katikati/Waihi Beach Ward Forum	2 March	7.00pm	TBC
District Plan Committee (if required)	3 March	9.00am	Chambers
Waiari Kaitiaki Advisory Group	10 March	9.30am	TBC
Kaimai Ward Forum	11 March	7.00pm	TBC
Performance and Monitoring Committee	16 March	9.30am	Chambers

Maketu/Te-Puke Ward Forum	16 March	7.00pm	TBC
SmartGrowth Leadership Group	17 March	9.30am	BOPRC Tauranga
District Licensing Committee Hearing	17 March	9.30am	Chambers
Public Transport Committee	18 March	9.30am	BOPRC Tauranga
District Licensing Committee Hearing	19 March	9.30am	Chambers
Policy Committee	23 March	9.30am	Chambers
Citizenship Ceremony	30 March	10.00am	Chambers
Katikati Community Board	31 March	7.00pm	The Centre – Pātuki Manawa
<b>APRIL 2021</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>Good Friday - 2 April, and Easter Monday - 5 April</b>			
Maketu Community Board	6 April	7.00pm	Maketu Community Centre
Council	8 April	9.30am	Chambers
Te Puke Community Board	8 April	7.00pm	Te Puke Library and Service Centre
Tauranga Moana Advisory Group	9 April	9.30am	BOPRC Tauranga
Māori Partnership Forum	12 April	10.00am	Chambers
District Plan Committee (if required)	13 April	9.00am	Chambers
Regional Transport Committee	13 April	9.30am	BOPRC Tauranga
Omokoroa Community Board	13 April	7.00pm	Omokoroa Library and Service Centre
Regulatory Hearings Committee (if required)	14 April	9.00am	Chambers
Regional Transport Committee	14 April	9.30am	BOPRC Whakatane
Regional Transport Committee	15 April	9.30am	TBC (Rotorua)
Waihi Beach Community Board	19 April	6.30pm	Waihi Beach Community Centre
Citizenship Ceremony	20 April	10.00am	Chambers
<b>ANZAC Day – 26 April (observed)</b>			
Performance and Monitoring Committee	27 April	9.30am	Chambers