

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP21-5  
HELD VIA ZOOM (AUDIO / VISUAL LINK) UNDER COVID-19 LEVEL 2  
AND LIVESTREAMED ON THURSDAY, 18 NOVEMBER 2021 AT 7.00PM**

**1 PRESENT**

Chairperson R Crawford, Member T Rolleston, Member K Ellis, Cr G Dally and Cr M Gray.

**2 IN ATTENDANCE**

J Pedersen (Group Manager People and Customer Services), C McLean (Senior Transportation Engineer), H Wi Repa (Governance Technical Support) and P Osborne (Senior Governance Advisor)

Councillor Denyer was also in attendance.

**3 APOLOGIES**

**APOLOGY**

---

**RESOLUTION TP21-5.1**

Moved: Member K Ellis

Seconded: Member T Rolleston

That the apology for lateness from Cr Dally and the apology for absence from Member D Snell be accepted.

**CARRIED**

---

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

Nil

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 29 JULY 2021**

---

#### **RESOLUTION TP21-5.2**

Moved: Member T Rolleston

Seconded: Member K Ellis

That the Minutes of the Te Puke Community Board Meeting held on 29 July 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

---

Councillor Dally entered the meeting at 7.03pm.

## **9 REPORTS**

### **9.1 COUNCIL DECISION ON TE PUKE COMMUNITY BOARD RECOMMENDATION - EXPRESSIONS OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN**

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

---

#### **RESOLUTION TP21-5.3**

Moved: Chairperson R Crawford

Seconded: Member T Rolleston

That the Senior Governance Advisor's report dated 18 November 2021, titled 'Council Decision on Te Puke Community Board Recommendation – Expressions of Interest Sought for a New Lessee of the Old Girl Guides Hall on Te Puke Domain', be received.

**CARRIED**

---

### **9.2 TE PUKE COMMUNITY BOARD CHAIRPERSON'S REPORT - NOVEMBER 2021**

The Board considered a report from the Chairperson. The report was taken as read with further discussion around the CCTV funding request.

---

The Board was advised that the requested funds would be for the one-off cost of the purchase and installation of the cameras. The Board was not being asked to commit to any on-going costs.

The Board sought clarification from Councillor Gray, who was a member of the CCTV Working Party, around the CCTV application for the Welcome Bay round-about. The Board was advised that the CCTV working party had only received indicative costs at this stage, and this funding was to support the submission to Council. It was clarified that once approved by Council, the application for funding would come back to the Board with final costs.

---

## **MOTION**

1. That the Chairperson's report dated 18 November 2021, titled 'Te Puke Community Board Chairperson's Report – November 2021', be received.

## **AMENDMENT**

That No. 1 remains the same.

That a second recommendation be added as follows:

2. That the Te Puke Community Board support, in principle, to approve up to 50% of the cost for one (1) ANPR and one (1) PTZ camera at the Welcome Bay round-about, from the Te Puke Community Board Reserve account, subject to the outcome of the CCTV submission and final approval of cost.

The amendment was put and carried.

## **SUBSTANTIVE MOTION**

---

### **RESOLUTION TP21-5.4**

Moved: Member K Ellis

Seconded: Chairperson R Crawford

1. That the Chairperson's report dated 18 November 2021, titled 'Te Puke Community Board Chairperson's Report – November 2021', be received.
2. That the Te Puke Community Board support, in principle, to approve up to 50% of the cost for one (1) ANPR and one (1) PTZ camera at the Welcome Bay round-about, from the Te Puke Community Board Reserve account, subject to the outcome of the CCTV submission and final approval of cost.

**CARRIED**

---

**9.3 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT – NOVEMBER 2021**

The Board considered a report from Councillor Dally. The report was taken as read. The Draft Local Alcohol Policy (LAP) and Draft Alcohol Control Bylaw was highlighted by Councillor Dally, as there had been a number of submissions made.

---

**RESOLUTION TP21-5.5**

Moved: Member T Rolleston

Seconded: Member K Ellis

That the Councillor's report dated 18 November 2021, titled 'Te Puke Community Board Councillor's Report – November 2021', be received.

**CARRIED**

---

**9.4 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS**

The Board considered a report from the Senior Governance Advisor. The report was taken as read. The Board spoke in support of both applications presented.

---

**RESOLUTION TP21-5.6**

Moved: Member K Ellis

Seconded: Member T Rolleston

1. That the Senior Governance Advisor's report dated 18 November 2021, titled 'Te Puke Community Board Grant Applications', be received.
2. That the Te Puke Community Board approve the Grant application from EPIC Te Puke for \$500 to be funded from the Te Puke Community Board Grants account, subject to all accountabilities being met.
3. That the Te Puke Community Board approve the Grant application from Manaaki Mushrooms for \$1,000 to be funded from the Te Puke Community Board Grants account, subject to all accountabilities being met.

**CARRIED**

---

## 9.5 2022/23 ANNUAL OPERATING BUDGET

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

The Board discussed the 'Street Decoration' budget line and clarified that this could be used for other street decoration projects alongside the flags. The Board decided to workshop ideas for other projects that could be progressed against this budget.

### RESOLUTION TP21-5.7

Moved: Chairperson R Crawford

Seconded: Member T Rolleston

1. That the Financial Business Advisor's report dated 18 November 2021, titled '2022/23 Annual Operating Budget', be received.
2. That it be recommended to the Annual Plan and Long Term Plan Committee that the Te Puke Community Board 2022/23 Annual Operating Budget be:

OPERATING COSTS	2022/23	
Contingency	5,000	
Grants	11,000	
Mileage Allowance	2,000	
Public Safety	7,560	
Street Decorations	10,000	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COSTS		

3. That this report relates to issues which are not considered significant in terms of Council's Policy on Significance.

**CARRIED**

## 9.6 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD NOVEMBER 2021

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

**RESOLUTION TP21-5.8**

Moved: Cr G Dally

Seconded: Member K Ellis

1. That the Deputy Chief Executive's Report, dated 18 November 2021 and titled 'Infrastructure Services Report Te Puke Community Board November 2021' be received.

**CARRIED**

---

**RESOLUTION TP21-5.9**

Moved: Chairperson R Crawford

Seconded: Member T Rolleston

2. The Te Puke Community Board approve up to \$5,000 from the Te Puke Community Board Roothing Account for the removal and replacement of mosaics with gold pavers outside the Library and Memorial Hall, in order to match what is existing.

**CARRIED**

---

**RESOLUTION TP21-5.10**

Moved: Member K Ellis

Seconded: Cr G Dally

3. The Te Puke Community Board approve for the padlocks **not** to be installed on the main street rubbish bins, and that an education and enforcement approach is taken.

**CARRIED**

---

**RESOLUTION TP21-5.11**

Moved: Member K Ellis

Seconded: Member T Rolleston

4. The Te Puke Community Board supports the Te Puke and Old Te Puke Cemeteries Information Sign Boards project and approve up to \$5,000 from the Te Puke Community Board Reserve Account, for two Information Sign Boards to be built and installed at the Te Puke and Old Te Puke Cemeteries.

**CARRIED**

---

**9.6.1 MOSAIC ARTWORK OUTSIDE THE LIBRARY AND MEMORIAL HALL**

The Board was advised that the work on this project had already begun, due to the Health and Safety concern raised.

The Board discussed looking at local contractors for smaller projects around town. The local contractors would need to go through Council's accreditation process, however the Board was advised that appropriate Council staff could talk the local contractors through the process of getting SHE qualified.

---

**9.6.2 STOCK ROAD / JUBILEE PARK FOOTPATH**

The Board was advised that this project sat with Council's Reserves team. The Board noted that Reserves staff had identified a preferred route that they would obtain quotes for.

---

**9.7 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT SEPTEMBER 2021**

The Board considered a report from the Financial Business Advisor. The report was taken as read, noting the below project as being complete.

---

**RESOLUTION TP21-5.12**

Moved: Member K Ellis

Seconded: Cr G Dally

That the Financial Business Advisor's report dated 18 November 2021 and titled 'Te Puke Community Board – Financial Report September 2021', be received.

**CARRIED**

---

**9.7.1 JUBILEE PARK SKATE PARK DEVELOPMENT**

The Board noted that they would still like to see Stage 2 of the project completed in the future, noting the Board could commit further funds if needed.

---

**RESOLUTION TP21-5.13**

Moved: Cr G Dally

Seconded: Member K Ellis

---

The Te Puke Community Board approve the release of all remaining funds (\$19,099) from the Te Puke Community Board Committed Reserves expenditure back into the Reserve Account, due to the Jubilee Park Skate Park project now being complete.

**CARRIED**

---

## **9.8 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

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

---

### **RESOLUTION TP21-5.14**

Moved: Member K Ellis

Seconded: Chairperson R Crawford

That the draft schedule of meetings for November 2021, December 2021, January 2022 and February 2022, be received.

**CARRIED**

---

**The Meeting closed at 7.41pm.**

**The minutes of this meeting were confirmed at the Te Puke Community Board Meeting held on 10 February 2022.**

.....  
Chairperson R Crawford

**CHAIRPERSON**