



# MEETING — AGENDA —

Ngā Take

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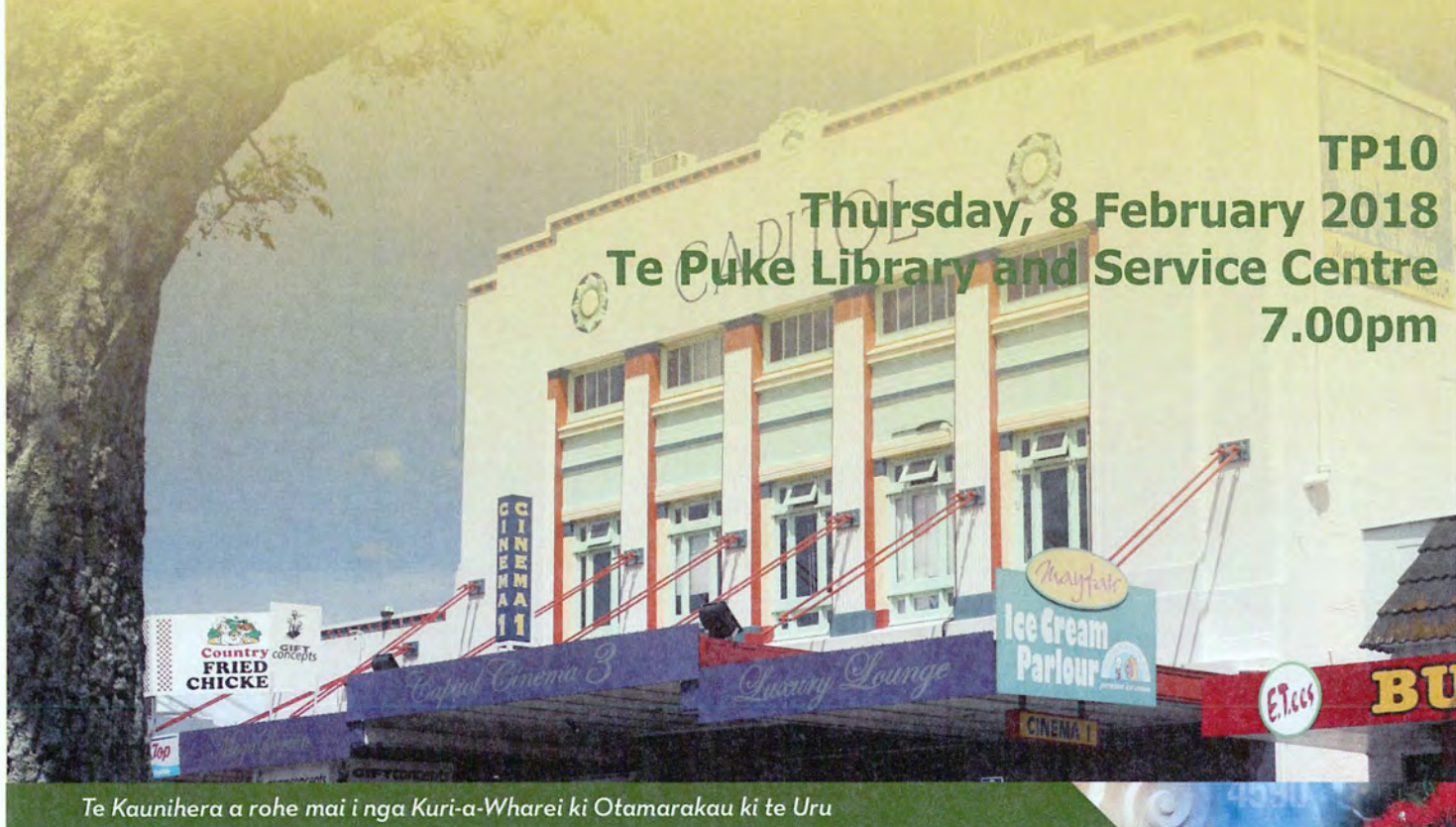
Western Bay of Plenty  
District Council

# TE PUKE COMMUNITY BOARD

*Poari Hapori*

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TP10  
Thursday, 8 February 2018  
Te Puke Library and Service Centre  
7.00pm



Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru



# Notice of Meeting No TP10

## Te Puke Community Board Poari Hapori

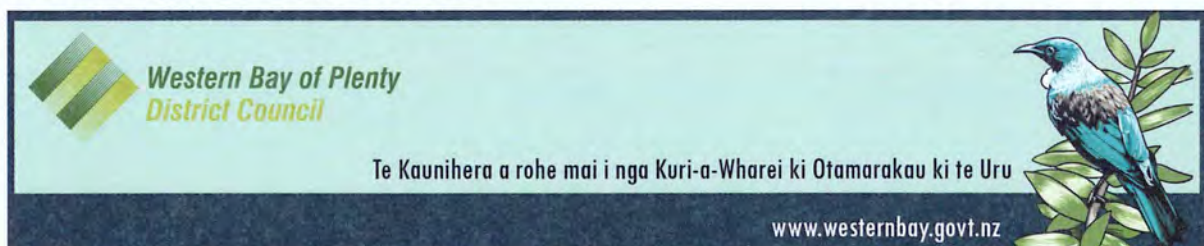
**Thursday, 8 February 2018**  
**Te Puke Library and Service Centre**  
**7.00pm**

Members:

P Miller (Chairperson)  
B Button (Deputy Chairperson)  
J Dugmore  
R Spratt  
Councillor G Dally  
Councillor J Scrimgeour

Media  
Staff  
Miriam Taris

**Chief Executive Officer**  
**Western Bay of Plenty District Council**



# Te Puke Community Board

## 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 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 respective communities to promote public participation and communication within respective communities
- To undertake tasks, powers and functions as may be 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 have input into Council and its Committees on issues and plans affecting the respective communities
- To provide an effective mechanism for community feedback to Council
- To receive reports from Council appointees on Council matters relevant to the Community Boards



# Agenda for Meeting No. TP10

Pages

**Present  
In Attendance  
Apologies**

## **Public Forum (If Required)**

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 three 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.

## **Recommendation**

*THAT the meeting adjourn for the purpose of holding a public forum.*

TP10.1

## **Presentation: Waiari Water Scheme Project**

6-9

Representatives from Tauranga City Council will be in attendance to give an update presentation to the Board in regard to the Waiari Water Scheme Project. A memorandum from the Manager, Infrastructure Deliver, Tauranga City Council is attached for information. **Attachment I**

## **Recommendation**

*THAT the update presentation from Tauranga City Council representatives in regard to the Waiari Water Scheme Project be received.*

TP10.2	<p><b>Minutes of Meeting No. TP9 of the Te Puke Community Board held on 30 November 2017</b></p> <p>A copy of minutes is attached.</p> <p><b>Recommendation</b></p> <p><i>THAT the Minutes from meeting no. TP9 of the Te Puke Community Board held on 30 November 2017 as circulated with the agenda, be confirmed as a true and correct record.</i></p>	10-15
TP10.3	<p><b>Chairperson’s Report</b></p> <p>Attached is a report from the Chairperson dated 17 January 2018</p>	16-25
TP10.4	<p><b>Councillor’s Report</b></p> <p>Attached is a report from Councillor Dally dated 26 January 2018.</p>	26-27
TP10.5	<p><b>Anzac Day Commemoration 2018</b></p> <p>Attached is a report from the Democracy Advisor dated 15 January 2018.</p>	28-29
TP10.6	<p><b>Infrastructure Services Report Te Puke - February 2018</b></p> <p>Attached is a report from the Deputy Chief Executive dated 22 January 2018.</p>	30-42
TP10.7	<p><b>Financial Report Te Puke - November 2017</b></p> <p>Attached is a report from the Management Accountant dated 5 January 2018.</p>	43-45
TP10.8	<p><b>Council, Standing Committee and Community Board Meetings</b></p> <p>Attached is a schedule of meetings for the months of January and February 2018.</p> <p><b>Recommendation</b></p> <p><i>THAT the schedule of meetings for January and February 2018 be received.</i></p>	46






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**Report To:** Maketu/Te Puke Community Boards  
**Meeting Date:** 7/8 February  
**Report From:** Howard Severinsen, Manager Infrastructure Delivery, Tauranga City Council

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## **Waiāri Water Supply Scheme Update – January 2018**

*Ko te wai te ora o ngā mea katoa  
 Water is the life giver of all things*

### **Executive Summary**

This report provides Western BOP Maketu and Te Puke Community boards with an update of the Waiāri Water Supply Scheme. The last update was provided in July 2017.

The first stage of the project involves access tracks from both No. 1 and Te Matai Roads, a bridge over the Waiāri Stream at the abstraction site and intake structure works. Tenders for this contract are currently being evaluated and work is expected to start early March.

Community engagement has occurred with the wider Te Puke and surrounding community to ensure they are kept up to date with the project and have the opportunity to feed into decisions where possible on how best to protect the Waiāri Stream. This engagement will continue for the length of the project.

#### **1. Purpose**

The purpose of this report is to update the Maketu and Te Puke Community Boards on the Waiāri Water Supply Scheme project.

#### **2. Background**

The Waiāri Water Supply Scheme will abstract water from Waiāri Stream to supply the growing population, including new residents in the growth areas along the coastal strip at Papamoa and Te Tumu.

In 2010 a resource consent was granted by BOPRC to Tauranga City Council and Western Bay of Plenty District Council to abstract up to 60,000m<sup>3</sup> from the Waiāri Stream per day. Due to population growth and increased demands for water, the initial build phase of the Waiāri Supply Scheme is now commencing. Tauranga City Council is the lead agency.

Tauranga City proposes to build a water abstraction site, pump and treatment stations and pipelines to Council's Poplar Lane Reservoir. A map is attached to this report.

The water from the Waiāri Stream will go through the treatment plant and then on to two main reservoirs at Papamoa and Welcome Bay. In the first stage the treatment plant will be set up to process up to 15,000m<sup>3</sup> peak daily demand.



One quarter of the water available is for WBOPDC needs. The water source will be a backup supply to the existing groundwater bores in the Te Puke area.

It is expected the project will be complete and plant operational by 2021.

### 3. Waiāri Kaitiaki Advisory Group

The Waiāri stream is a awatapu (sacred river) to tangata whenua, a place of significance where they live, source physical and spiritual sustenance and in the past defended themselves at times of warfare.

The project has recognised the intrinsic relationship tangata whenua have with the Waiāri by partnering with Iwi through the Waiāri Kaitiaki Advisory Group (WKAG).

The purpose of the WKAG is to:

- consider and report back on monitoring requirements undertaken per the consent
- to discuss any other monitoring undertaken
- determine any actions in response to the monitoring results
- advice on matters relevant to tangata whenua
- advice on water conservation strategy

An education component is also being considered in the design of the treatment plant. Tangata whenua input is recognised as important to ensure the telling of the history of the Waiāri Stream and educating on how best to protect the stream for the future.

### 4. Protecting the Waiāri Stream

The Strategic Objectives set for the Waiāri Water Supply Scheme include ensuring the project will minimize its impact on the natural and cultural environment.

Tauranga City Council has extensive stream flow and ecological monitoring programmes underway. Monitoring takes place each February above and below the proposed water abstraction point and above and below the Te Puke Wastewater Treatment Plant discharge point. Results from the 2017 survey are consistent with those recorded in baseline surveys undertaken in 2010 and 2012. Results from the 2017 survey indicate swift stream flows and well oxygenated water with normal pH levels at all sites indicating good water quality throughout the Waiāri Stream.

The protection of the mauri of the stream is also to be undertaken once water is being abstracted. A model of how this will be undertaken is currently being developed.

### 5. Community Engagement – Initial Outcomes

The Community Engagement Advisor has been engaging with the wider Te Puke and surrounding community to ensure they are kept up to date with the project and have the opportunity to feed into decisions where possible on how best to protect the Waiāri Stream. The project had a stand at the Te Puke Environment Forum and had many interesting discussions with members of the community. We have also updated the Te Maru o Kaituna River Authority.

So far in these discussions, the following actions have been identified as important by community, iwi and businesses in the area:



- Stream bank protection. This is likely to include fencing and riparian planting. Stream bank protection will encourage less erosion and nutrients going into the stream and also provide shade which will assist with managing the stream temperature. Any potential riparian management would include tangata whenua leadership.
- A safe swimming spot at the Waiāri Stream and safe pedestrian/cycle access across/bridge over Waiāri Stream - work will continue with WBOPDC staff to identify an appropriate area for a swimming hole and development of necessary facilities.
- A cycle path beside No 1 Road has also been identified by some stakeholders. Further work with WBOPDC staff will continue to assess this possibility.

#### 6. Ongoing Community Engagement

As works progress community engagement will be increased to ensure those affected by the works are well informed and disturbance is minimized where possible. A fact sheet and FAQs sheet were produced in October 2017 and have been circulated around the community. Further fact sheets will be developed as work progresses.

Other communication tools planned include:

- Te Puke Times Columns
- Stand at Te Puke Market
- Filming the river from the source to the sea to be used in YouTube clips and other formats
- Business Expo with Te Puke EDG
- Direct communication with affected landowners on the route
- Community meetings
- Update WBOPDC Councillors 15 February

#### 7. Works Programme

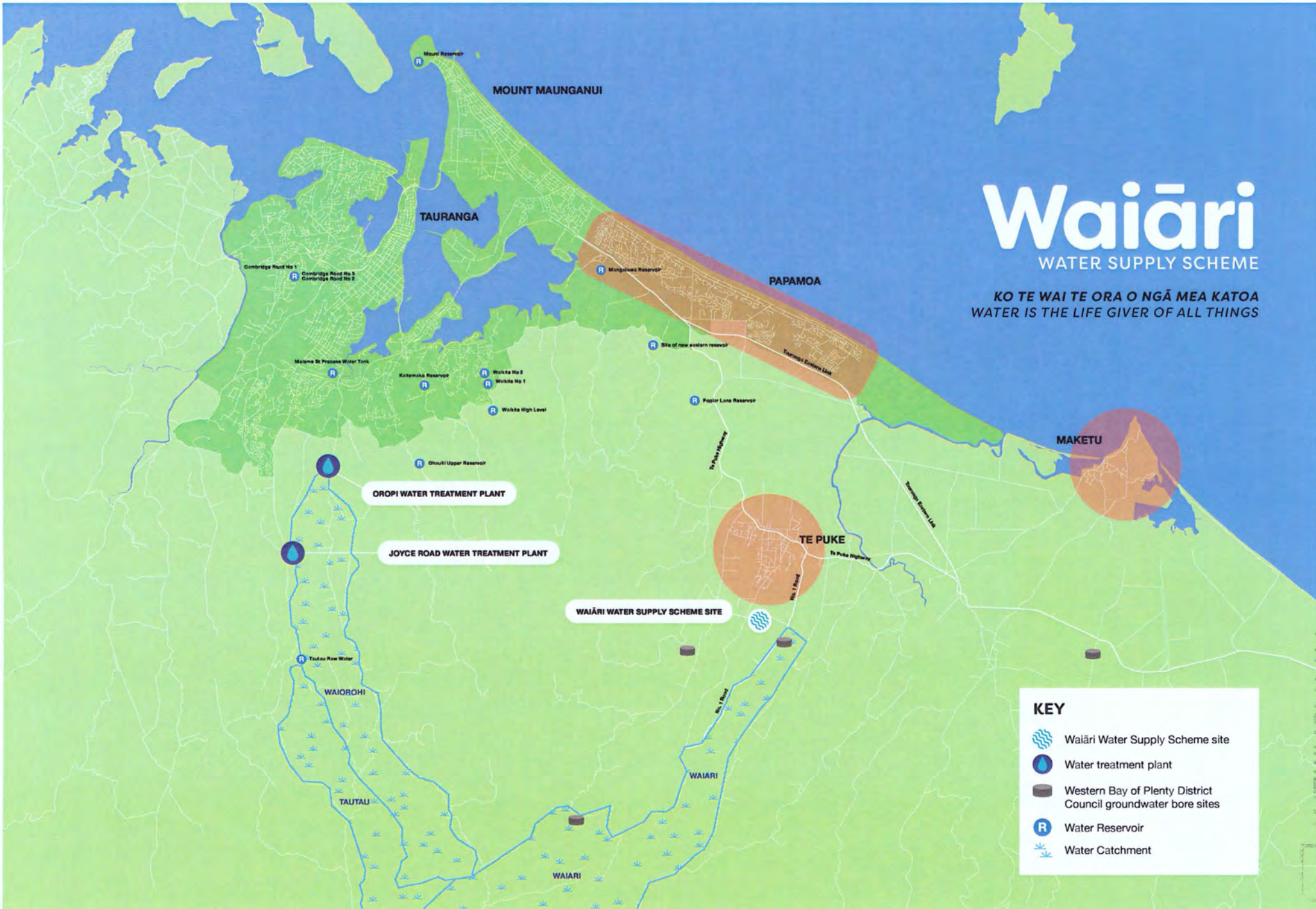
Resource consents have been received for the first stage of the project, which is the access route and abstraction site. Tenders have closed and are currently being evaluated. Work is planned to start in early March. A blessing of the project will take place 28 February.

The pipeline route is being finalized and this will be inked in by the end of March 2018. It is expected that works will commence in Spring 2018. Engagement with iwi and hapu on the proposed pipeline route is currently underway.

**Recommendation :** *THAT the presentation and report to the Te Puke Community Board in regard to the Waiāri Water Supply Scheme Update January 2018 be received.*

Howard Severinsen  
 Manager Infrastructure Delivery  
 Tauranga City Council





# Waiāri

## WATER SUPPLY SCHEME

*KO TE WAI TE ORA O NGĀ MEA KATOA*  
 WATER IS THE LIFE GIVER OF ALL THINGS

**KEY**

-  Waiāri Water Supply Scheme site
-  Water treatment plant
-  Western Bay of Plenty District Council groundwater bore sites
-  Water Reservoir
-  Water Catchment



## Western Bay of Plenty District Council

**Minutes of Meeting No. TP9 of the  
Te Puke Community Board held on 30 November 2017  
at the Te Puke Library and Service Centre  
commencing at 7.00pm**

### **Present**

Members P Miller (Chairperson), B Button (Deputy Chairperson), J Dugmore and R Spratt, and Councillors G Dally and J Scrimgeour

### **In Attendance**

R Davie (Group Manager Planning Policy and Regulatory Services), R Sumeran (Development Engineering Manager), and A Alty (Democracy Advisor)

### **Others**

Five members of the public and one member of the press.

### **Public Forum**

**Resolved:** Member Spratt / Councillor Scrimgeour

*THAT the meeting adjourn for the purpose of holding a public forum.*

### **Mail Delivery and Internet Identification of Te Puke**

Monique Lints spoke to the Board about her frustration in regard to Te Puke mail delivery noting that there were instances where mail was also going to Papamoa before it was delivered to Te Puke. She also advised that Te Puke was not specifically identified as an address on websites such as Facebook and Google. The specific sites she mention referred only to the nearest district, which was identified as Papamoa. This was very frustrating and meant that the identity of Te Puke was not recognised.

It was explained that, due to the process of registering a district in many online forms and application types, Te Puke was not a name available to be included in some address applications with the automatic default address showing Papamoa.



She asked what could be done to ensure that the amazing town of Te Puke was recognised and listed correctly.

The Chairperson advised that it was important that when using the New Zealand mail service the right post codes must be used and if there were failings in the delivery of mail then New Zealand Post should be approached in the first instance.

Mark Boyle advised that specific internet identification of Te Puke as a township had arisen some years ago and despite best efforts over many years nothing had changed.

It was suggested that the Te Puke Times reporter investigate this matter further and advise any progress. Monique Lints advised that she would contact New Zealand Post and voice her concerns relating to mail delivery and continue her lobbying to try and get Te Puke recognised as the township it was on the respective internet applications.

### **The Look of Te Puke Township Main Street Gardens**

Don Paterson spoke to the Board noting that in his opinion Te Puke could be marketed more effectively if it was visually a nice looking town to visit. At present the gardens, particularly in the main street were a mess. The native plantings were very dull and uncared for and the footpaths were a joke, giving the look of a line of old bricks placed into tar seal.

In comparison to other surrounding areas such as Mount Maunganui, Whakatane, Rotorua and Kawerau who had very well kept and colourful gardens, Te Puke was seen as cheap, untidy and uncared for.

The township had some beautiful old Puriri trees and nothing was done to enhance these and the gardens that were in place did nothing but take up extra car parks. He stated that the development of beautiful flower gardens could become an attraction to our town.

Board Members thanked Mr Paterson for his address and agreed with many of his comments. The Chairperson advised that he had spoken to the Chief Executive Officer about this subject and he had also spoken to the Te Puke Community Garden volunteers to see if they could supply plants for the roadside gardens. It had also been suggested that planting and maintenance of the community gardens be given back to the community.

**Resolved:** Councillor Scrimgeour / Member Button

*THAT the meeting be re-convened in formal session at 7.19pm.*

### **Presentation**

#### **TP9.1 Te Puke Community Centre Project**

The Chairperson introduced Emma Rosling-Heppell who presented the Te Puke Community Centre Steering Committee scoping report to the meeting. The Te Puke Community Centre Steering Committee members Karen Summerhayes, Monique Lints and Mark Boyle were also present.



The report had been undertaken with financial assistance of a grant of \$2,515.00 from the Te Puke Community to assist with costs for a scoping report to ascertain the need for a feasibility study for a community centre in Te Puke.

As Chairperson of the steering committee, Karen Summerhayes acknowledged the work of Emma Rosling-Heppell in compiling the report that encompassed a new energy and vision for a community centre that:

- Was a front door and window to Te Puke
- That brought people together and connected people from all cultures
- That provided services, facilities and activities for all those in the Te Puke Community."

The Board was requested to endorse the report and understood that this may be a project that could not be financially supported by Council, but would be community driven and subject to wider community consultation.

The Chairperson indicated that the Community Board would hold a future community forum on this matter in the New Year.

**Resolved:** Councillor Scrimgeour / Member Spratt

*THAT the presentation from representatives of the Te Puke Community Centre Project be received.*

**Resolved:** Councillor Dally / Member Miller

*THAT the Te Puke Community Board acknowledge the work of the Te Puke Community Steering Committee and endorse in principle the concept of a community centre in Te Puke.*

TP9.2

**Minutes of Meeting No. TP8 of The Te Puke Community Board held on 19 October 2017**

The Board considered the minutes no. TP8 of the Te Puke Community Board for the meeting held on 19 October 2017 as circulated with the agenda.

**Resolved:** Members Spratt / Button

*THAT the Minutes from meeting no. TP8 of the Te Puke Community Board held on 19 October 2017 as circulated with the agenda, be confirmed as a true and correct record.*

TP9.3

**Council Decisions on Board Recommendations - Traffic and Parking Enforcement Bylaw 2008 - November 2017**

The Board considered a report from the Democracy Advisor dated 7 November 2017 as circulated with the agenda.



**Resolved:** Councillor Scrimgeour / Member Spratt

*THAT the report of the Democracy Advisor dated 7 November 2017 titled Council Decisions on Board Recommendations - November 2017 in regard to Traffic and Parking Enforcement Bylaw 2008 be received.*

TP9.4 **Chairperson's Report**

The Board considered a report from the Chairperson dated 14 November 2017 as circulated with the agenda.

TP9.4.1 **Entrance Signage (Western)**

The Development Engineering Manager advised the Board that he had inspected the site for the proposed location of the entrance sign and felt that there was a proliferation of signage in the immediate vicinity and this was detrimental to road safety.

The Chairperson advised that he would contact representatives of Epic Te Puke who were developing the signage and ask them to contact the Development Engineering Manager in order to progress the installation of the signage.

TP9.4.2 **Parking Signage**

The Chairperson advised that he had met with the owners of the New World supermarket and discussed various parking options to accommodate the best solutions for supermarket staff, shoppers and members of the public in the immediate area.

The Board was advised that some time ago it had been indicated that the public car parks would be identified and the relative signage installed.

The Board requested that the public car park spaces at the hotel end of the Commerce Lane car park be identified and marked as public car parks as soon as possible.

TP9.4.3 **Footpath and Budget Priorities**

The Board had discussed identified footpath priorities at their previous workshop.

**Resolved:** Member Spratt / Councillor Dally

*THAT the Te Puke Community Board request that the Operations and Monitoring Committee include the following Te Puke footpath projects in the Council minor works programme for completion in the near future:*

*Station Road  
– From Jocelyn Street to Recycling Centre (South side)*

*Beatty Avenue from Tui Street to Brown Terrace (West side)  
– Stopping at the cricket field*

*Jocelyn Street – From the Anglican Church to Boucher Avenue (West side)  
past the rose garden to join to Boucher Ave Path.*

#### TP9.4.4 **Te Puke Emergency Response Plans**

The Chairperson advised that a "Community Guide to Emergencies" for Te Puke had been printed and would be distributed throughout the community early in December 2017.

Board Members acknowledged the work undertaken by Chairperson Miller for his leadership in bringing the Emergency Response Team together to progress the development of an emergency response community plan for Te Puke and the immediate district.

**Resolved:** Member Miller / Councillor Scrimgeour

*THAT the Te Puke Community Board Chairperson's Report dated 17 November 2017 be received.*

#### TP9.5 **Councillor's Report**

The Board considered a report from Councillor Scrimgeour dated 13 November 2017 as circulated with the agenda.

**Resolved:** Members Miller / Spratt

*THAT the report from Councillor Scrimgeour dated 13 November 2017 be received.*

#### TP9.6 **Infrastructure Services Report - November 2017**

The Board considered a report from the Deputy Chief Executive dated 17 November 2017 as circulated with the agenda.

#### **Te Puke Town Centre Upgrade**

The Development Engineering Manager advised that there would be a Project Control Meeting on Monday 4 December 2017 and any outstanding issues in regard to the Town Centre Upgrade would be addressed at this meeting.



**Resolved:** Member Spratt / Councillor Scrimgeour

*THAT the Deputy Chief Executive report dated 17 November 2017 and titled Infrastructure Services Report Te Puke - November 2017 be received.*

TP9.7 **Financial Report Te Puke - September 2017**

The Board considered a report from the Management Accountant dated 3 November 2017 as circulated with the agenda.

**Resolved:** Member Spratt / Councillor Scrimgeour

*THAT the Management Accountant's report dated 3 November 2017 and titled Financial Report Te Puke - September 2017 be received.*

TP9.8 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the month of December 2017 as circulated with the agenda.

**Resolved:** Members Spratt / Miller

*THAT the schedule of meetings for December 2017 be received.*

At the conclusion of the meeting, the Chairperson thanked all members for their contribution and commitment to the Board and the community and extended best wishes for a happy, safe and relaxing festive season.

The meeting concluded at 9.19pm.

Confirmed as a true and correct record.

\_\_\_\_\_  
P Miller  
Chairperson  
Te Puke Community Board

\_\_\_\_\_  
Date

TP9



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## Western Bay of Plenty District Council

### Te Puke Community Board

## Chairperson's Report – February 2018

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#### 1. Long Term Plan – Summary of Feedback

Please find attached an Update to Community Boards on the Long Term Plan 2018 - 28 from the Policy and Planning Manager. **Attachment A**

Also attached is a summary of the Long Term Plan – Community Conversation Phase 1 "It's About You" feedback that relates to Te Puke . There is also a District Wide summarised section for information. **Attachment B**

#### Te Puke Community Board Long Term Plan Considerations

The Board has a number of issues or community projects it would like to bring to attention for consideration in future Council deliberations particularly around the Long Term Plan. The following topics have arisen from the review of the Te Puke 20 Year Development Plan or from the first community forum held by the Community Board in April this year.

##### Jubilee Park Skate Park

This project has proven to be a great success and we thank Council and Councillors for the support this interest group was given to see their project progress through to fruition. The skate park is very popular with the young and, the not so young and it is very encouraging to see the variety of wheeled apparatus in use in the park. The skate park group are now looking at Stage 2 of their project which is to add a skate bowl at the northern end of the existing park. The Community Board has committed the funding which was approved from the Board Reserves for Stage 1, but not taken up, to the proposed Stage 2. We hope this second stage can become a reality in the near future.

##### Te Puke GymSport

The Community Board has now heard two presentations from this local group to support their request to secure land for a future Gymsport building in Te Puke. The group is currently working out of a rented building on Station Road and is eager to build their own purpose built accommodation. The group has identified an area of land on Council Reserve at Centennial Park adjacent to Atuaroa Avenue that may be suitable for a new purpose built building. The group was not making an approach for funding as this was already in hand but would appreciate assistance from Council to



obtain land on which to build. The group has been advised to put their proposals to the Reserves and Facilities Manager for consideration. Te Puke Gymsport makes a very significant contribution to our town and wider community and has the full backing of the Te Puke Community Board in regard to this project.

### **Car Parking Te Puke CBD**

This is a dominant theme that came through the recent Community Conversations held in Te Puke over the last month or so. Since compiling this report there have been a number of developments that have superseded the original report, one of which is the suggestion to realign the carparks in Queen Street that could result in a greater number of car parks in this street. The Board would however still encourage Council to look at the area behind the War Memorial Hall and Library Complex with the view of adding more parking for events that are held at the War Memorial Hall. We look forward to a continuing review of parking needs in the Te Puke CBD.

### **Community Response Plan**

An emergency response plan was the topic of the second community forum held by the Community Board in mid-July this year. As a result a working group was set up to progress a plan for Te Puke under the guidance of the Civil Defence EMA Naomi Lockett. This working group has since met and will continue to meet on a monthly basis. It is hoped to have a draft plan ready for public consultation by the beginning of 2018 and the final document in place later in that year. We note that the Community Conversations of 2017 included a statement to "give civil defence and emergency planning a high priority within our community.

### **Seasonal Workers**

One of the key actions in the revised Te Puke 20 Year Development Plan is to "develop and implement local accommodation and pastoral support and services for seasonal workers" in our vibrant kiwifruit industry. This would include Recognised Seasonal Employer scheme workers. This would be done by establishing a dialogue with Council to investigate possible consent and compliance concessions for short term accommodation needs. In other words to make it easier for accommodation providers to satisfy a growing need for safe, secure and affordable short term accommodation in the Te Puke district during the height of the annual kiwifruit harvest. We note that the bus park planned for the Commerce lane carpark is now in the final planning stage and should be installed by the beginning of the 2018 Kiwifruit Season.

### **Te Ara Kahikatea Pathway**

We would like to recognise the many volunteers who are working extremely hard to make this worthwhile community project a reality. The Board would hope that Council will continue to support this project which on completion will be a significant asset in our community in respect to well-being and fitness. Our vision would be for the pathway to eventually link up with other pathways in the district with particular emphasis on a linkage between the accommodation provider Kiwi Coral and Te Puke.



This would necessitate a pedestrian/cycle attachment to the present bridge over the Waiari Stream which has long been an objective of the Te Puke Community Board.

### **Speed Limit Review**

The Board commends Council on the new speed limit through the Waitangi Township although it is a little higher than the Waitangi community wanted but has been offset by the timed speed limit outside Te Kura Kaupapa Maori o Te Matai. We look forward to the review of traffic speeds on the bottom end of No 1 Road and No 3 Road between McLaughlin Drive and the Te Puke Highway the former having been the topic of at least two presentations to the Board.

### **Heavy Vehicle Parking in Urban/Residential Areas**

This issue now has quite a history with the Community Board. It was first brought to the notice of the Board mid-2015 when a resident complained about a large house bus that had been parked on the roadside in Troy Place for five months. As a result of a service request the Board was informed that Council could take no action as the said bus was registered and licenced. Needless to say the Board was not happy with this outcome. Since that time we have been made aware of a number of other concerns involving heavy vehicle parking overnight on our urban streets. Early morning start-ups are a disturbance, berms are damaged, road usage is impaired and the vehicles are not adequately lit at night creating a further danger to road users. The Board has had two recommendations for a bylaw put to Council but on both occasions Council chose not to adopt the recommendation for a bylaw prohibiting parking of heavy vehicles (> 10 tonne) in urban/ residential areas of Te Puke. A time limit of two hours should also be included in the bylaw. This recommendation also has the support of the Maketu Community Board.

### **Community Centre**

The Board supports a community led initiative to establish a Te Puke "all-in-one" Community Centre and has already made a grant to get a scoping report completed. This report was presented to the Community Board at its last meeting in 2017 and the steering committee is now looking to commission a full feasibility study to be initiated as soon as possible and completed early in 2018.

### **Homelessness/Affordable Housing/Night Shelter**

According to the document LTP Phase 1-It's About You, this is a topic that applies to the whole district. The Tiny Houses concept was raised specifically in Te Puke Page 44 Community Conversation feedback "Tiny village would provide people not just with shelter but budget advice, advice with personal savings and some form of upskilling." It is hoped that the Community Board can support Empowerment NZ in their efforts to promote the concept of a tiny house community in Te Puke.

## **2. Future Workshop Topics**

In our forthcoming workshops the Board will give consideration to a number of topics that I have listed below:



- Public Car Parking within the New World Car Park
- Remove the garden in Palmer Place and make into a car park
- New Bus/Disabled car park space in Commerce Lane - Update
- Request for a rain/wind shelter in Slater Place
- Refurbishment of the Three Seeds sculpture
- Investigation to enable community running and management of plantings for community gardens.

### 3. **Emergency Response Plan for Te Puke**

A meeting of the group developing the Emergency Response Plan for Te Puke will be held on Monday 5 February 2018.

## **Recommendation**

***THAT the Chairperson's Report to the Te Puke Community Board for February 2018 be received.***

Peter Miller  
**Chairperson**  
**Te Puke Community Board**



# Memorandum

<b>To:</b>	Community Board Chairs and Members
<b>Copy:</b>	Elected Members, Management Team, Aileen Alty
<b>From:</b>	Emily Watton
<b>Date:</b>	18/01/2018
<b>Subject</b>	Update to Community Boards on the Long Term Plan 2018-28


We are in the process of developing the Long Term Plan (LTP) for 2018-28, which must be adopted prior to 30 June 2018. We review this 10 year plan every three years, which sets out the expenditure of Council to deliver services and projects.

In developing the LTP, Council must undertake formal consultation that meets the requirements of s83 of the Local Government Act 2002 – otherwise known as the special consultative procedure. This will take place between 23 March and 4 May 2018. Council is required to produce a Consultation Document, which provides the basis for conversation with our communities.

Councillors will be asked to endorse an engagement plan for this consultation at the first LTP workshop on 8 February 2018. A further update to Community Boards will be provided following this. At this stage, the following information can be provided to Community Boards:

- The first three weeks of the consultation period (23 March to 13 April) will be used to raise awareness about the Consultation Document and promote the upcoming events around the District.
- From 14 April until 3 May, place-based 'have your say' events will be run across the district. At this stage, the following dates and places have been booked as placeholders, with the venue and exact timing for each event to be confirmed in due course:
  - 14 April – Katikati
  - 15 April – Te Puke
  - 17 April – Paengaroa/Pongakawa/Pukehina (evening)
  - 19 April – Council Chambers
  - 21 April – Omokoroa
  - 28 April – Waihi Beach
  - 29 April – Maketu
  - 1 May – Te Puna (evening)
  - 3 May – Oropi/Ohauti/Pyes Pa (evening)
- These events will act as both a drop in day (information sharing) and an opportunity to 'have your say' the community. They will replace formal hearings. Ward Councillors and Community Board members are encouraged to attend the events in their area, and may attend any other events as they wish.
- Community Boards submitted their budgets in late 2017. Community Boards may provide feedback during the consultation period (23 March-4 May).

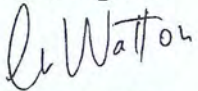


ATTACHMENT 

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A further update to Community Boards will be provided following the 8 February workshop.

Kind regards



Emily Watton  
**Policy and Planning Manager**



## Executive Summary

The Long Term Plan Phase 1 – Its About You Summary of Feedback the Council received at community open days, the Have Your Say website site, from the events that were run by Community Boards themselves and via email. Please refer to the full summary document for full text. The boldness and size of text reflects a higher frequency of responses for that topic.

A wide range of issues were raised by the community, some of which Council may respond to through the LTP and some through alternative mechanisms. A summary of issues raised in each area of the district is listed in the following pages; the most common issues raised throughout the district were:

- Reduce the **Speed Limit** around schools throughout the district, particularly Waihi Beach, Omanawa Rd, Te Puna, No 3 Rd, Oropi Rd/School and Paengaroa
- A lack of **Parking** is an issue raised in almost all parts of the district, with several alternatives suggested by locals
- **Community Hubs** proposed for Omokoroa, Te Puke (in particular), and Maketu
- **Rates affordability**
- **Reserves** improvements requested at ANZAC Bay, 3 Mile Creek, Digglemann park, Previous Reserve, Omokoroa Domain, Centennial Park, Spencer Ave, and Broadlands Block
- Additional **cycleways** in the district which are safe and accessible for all
- Additional **buses** needed to link the Western Bay with Tauranga
- **Recycling** including kerbside bin collection, better opening hours, and more recyclable wastes
- Improvements to the **streetscape**, particularly Katikati, Te Puke and Paengaroa
- **Housing shortage** needs to be solved, including affordable housing and alternative living such as Tiny Houses.
- Complete **seal extensions**
- **Park-and-ride** options for public transport, with bus services or passenger rail

## District Wide Topics

Topics raised which apply to the whole district:

- **Housing shortage could be solved by the likes of Tiny Houses** [raised in Te Puke]
- Issue permits to grow hemp (like in Waikato) [raised online, from Maketu]
- Alternative route to SH29 - Tunnel under Kaimais [raised online, from Maketu]
- Use existing rail line for park and ride Te Puke/Papamoa – to CBD; Omokoroa/Te Puna – to CBD [raised in Te Puke, Te Puna, Omokoroa, and Waihi Beach]
- All playgrounds need sunshades [raised at Waihi Beach and via email]
- 'Have your say' is a waste of time, council does whatever it wants anyway [raised at Te Puke and via email]



- **Rates affordability** [raised in Katikati, Te Puke, through the rates survey and via email]
- Rural property rates should only be for usable area, not unusable e.g. bush [raised from Kaimai area]

## Te Puke

### General

- Need a community hub for family violence support
- Need more promotion of Te Puke
- Lots of cigarette butts in gardens outside bars – a cigarette butt collector would help
- Eastern entrance of town needs brightening and tidying up
- Information centre is hard to find – need better signage
- Hold a tagging competition for graffiti artists
- Main St is nice with great cafes
- Community café is a good idea
- Would like pick-your-own farmers to return to Te Puke
- Keep locals involved with local projects
- Redoing the LTP again is a waste of time
- Rates are too high
- Te Puke feels safe
- Civil defence and emergency planning should be a high priority
- Need a directory of Te Puke
- Pukepine water discharges – is the pollution being monitored?
- Need more industrial/commercial near town centre

### Community centres/facilities

- Library needs wheelchair entrance at the back
- Support all-in-one community centre/library
- Community centre could double as civil defence
- Current land for Plunket's building not large enough to accommodate facilities
- Space needed to accommodate support for new migrants. Indian find it difficult to get support in their own communities
- Need mutual territory for community groups
- Plunket waited 7 weeks for access to their building [to do with lease agreement]
- Community broker to assist community groups
- **Te Puke Toy Library:** Propose to use vacant Stock Rd property as community group hub, including Toy Library (as the leaseholder and fundraiser), Multiple Births support, Te Puke community garden, Mothers in Craft, Shakti Ethnic Woman's Group, Art classes, Brick Kids Te Puke, Community Markets, Special Needs groups, community meetings area etc.
- Oppose greenspace at Jubilee Park being used for a gym sport commercial operation; suggests Centennial Park instead
- New sport/recreation centre for young people and the community.
- Current swimming pool is old and dated
- **Need new bigger gymnastics facility.** Current one has no room for growth: Request for Council to provide new facility/land for it.
- Don't fund large projects – reduce rates instead
- Need a multi-club facility



Homelessness/housing affordability

- Tiny House community a good idea
- Use old containers to provide shelter
- Council land could be used for **tiny house village** for homeless/car dwellers
- Night shelter with basic services needed
- Housing crisis needs sorting now
- Council could purchase land for cheaper rentals; paid back through rent
- Repurpose the old pound area for homeless – some already sleep in it

Housing for Elderly

- Suggest having them in a trust instead
- **Needs maintenance** – no maintenance done in a long time
- Communication lacking about when inspections are to be done
- **Inspections need to be done** more regularly
- Pensioners feel neglected
- Mould in all Slater Place units
- Some residents to maintenance/cleaning but it's Council's responsibility
- Drains at higher units in Slater Place are blocked
- Slater Place has good neighbours, is peaceful, happy with rent
- Rent should not increase unless maintenance also increases

Reserves

- Skate park is great
- Please add skate bowl to skate park at northern end
- Gymnasium needs a new bit of land
- Wetland by graveyard in Station Road collects rubbish in raining season
- Dog park would be great
- **Poor drainage at Centennial Park** – needs fixing

Transport

- Footpaths around town are uneven, and not suitable for wheelchairs
- Need more footpaths for exercise
- Extend the footpaths into rural areas
- Jubilee carpark already full from commercial staff
- More carparks needed on Stockport Rd
- Opposed to proposed expansion of New Works carpark into Jubilee Park
- **Need more carparks**
- No 3 Rd speed limit is dangerous
- Need more buses
- **Roads need maintaining**
- Frustration with new road layout in construction time
- Balustrades blocking drivers views
- Remove corrugated iron fence by skate park to increase visibility
- Need safe cycleway through Te Puke
- Roads are so bad an ambulance can't get through
- Cannot get our of No 1 Road
- No 1 and No 4 roads need upgrading for heavy traffic
- No 3 Rd needs seal extension
- Wants progress update on Kahikitea walkway
- **Need more bus shelters in Te Puke**
- Park and Ride option
- Need 3-hour parking option on Boucher and Jellicoe eastern side



- Angle parking in Queen St
- Footpath to back of shops would encourage usage
- Need to utilise rail
- Suggest bridge at Washer Road
- Te Puke roads need fixing

## Community Board

- Community Board should help vulnerable people in the community
- **Community Board needs to get more personally involved**
- Board does not support the community enough
- Community Board information is not easily accessible
- Social services/health services/WINZ should be involved with Community Board
- Too many meetings and no results from Community Board

## Waster minimisation

- Worm farm workshops are a great idea
- Want to be able to recycle [soft] plastics
- Should be more workshops on recycling and waste
- Waste management is weak in Te Puke - can't recycle much
- We are not recycling enough – including oils and plastics



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## Western Bay of Plenty District Council

### Te Puke Community Board

## Councillors Report – February 2018

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### 1. Long Term Plan (2018-2028)

Councillors have pretty much completed deliberations for our draft LTP consultation document to be finalised then released for public scrutiny and feedback via submission. Workshops have focused on:

- Building knowledge of our asset base (including transportation, water supply, stormwater, wastewater, reserves and corporate property) and maintenance, renewal, new requirements to inform our draft infrastructure strategy;
- Understanding Council's finances including income sources, where, what for and why ratepayer's money is spent, debt management and agreeing upon a draft financial strategy;
- Regulatory services including – building services, resource consents, animal control, fees and charges;
- Also pressures from growth, central government prescription, climate change and the effect on our environment particularly heavy rainfall events and coastal erosion.

We have also listened to and read many early LTP submissions from individuals and groups either supporting/opposing current activities or proposing new initiatives and increasing funding in certain areas. Hopefully the consultation document has captured these concerns and the success or not for these will depend on perceived level of support with councillors taking the overall submission process into account including input yet to be received. If you strongly support/oppose anything proposed in the draft LTP document, it would pay to put in your own submission.

And last but not least, keeping the impact on your rates bill as reasonable as possible after consolidating all of the above.

### 2. Representation Review

All Council's in New Zealand are required to undertake a representation review every 6 years and we have been conducting our review prior to the 2019 local body elections. We have already decided on First Past the Post voting system and a resolution was made to establish Maori Wards on November 21, however this is likely to be challenged by petition and decided by referendum.



The final part of the review must be decided by the end of May 2018 and is to consider representation arrangements including: communities of interest; numbers and names of wards; number of councillors; and community boards.

### 3. Town Centre Project Control Group

As a result of ongoing concerns with lost car parks in Jellicoe Street further investigation revealed that initial re-painting of car park spaces by the contractors earlier in the year was woeful with incorrect spacing and angles in several areas which resulted in 10 additional car parks lost.

This issue has now been resolved by re-painting the lines correctly. All parties now acknowledge that a total of 11 car parks (156-145) were lost due to the Main Street upgrade.

- New signs pointing to parking off Jellicoe St are all now in place.
- The bollards restricting visibility on either side of the central pedestrian crossing have been cut down to remedy the problem.
- Additional chunky natural hardwood seating (similar to seats in the Heritage Walkway) is to be installed in the Heritage Plaza on the northern side of the central pedestrian crossing.

### 4. Policy Committee

#### a. Waste Management and Minimisation Plan (WMMP) 2017

The vision of this Waste Management and Minimisation Plan is "Minimising Waste to Landfill" and includes the following new actions: -

- Council actively investigates alternative recycling and rubbish collection models to achieve better oversight and management of solid waste and recycling throughout the District.
- Investigation into a future transfer station be progressed.
- Investigate options for more cost-effective and efficient greenwaste management in the District.

**Note:** Further public consultation will be required before any decisions are made on these action points.

#### b. Easter Sunday Shop Trading Policy (effective December 6 2017)

This policy will apply at Easter 2018 and will allow shops to open on Easter Sunday throughout the District should they wish to. Employees are entitled by law to choose not to work on Easter Sunday. Tauranga City Council have adopted a similar policy allowing Easter Sunday trading. Shop trading restrictions will continue to apply on Good Friday, Anzac Day and Christmas Day.

Both a. and b. were adopted at the Policy Committee meeting on December 5 2017.

**Grant Dally**  
Councillor  
Te Puke Community Board



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## Western Bay of Plenty District Council

### Te Puke Community Board

### Anzac Day Commemoration 2018

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#### Purpose and 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 Wednesday 25 April 2018.

#### Funding Implications for Te Puke Community Board

The cost of a wreath up to \$200 funded from the Te Puke Community Board Contingency Account.

#### Delegated Authority of Te Puke Community Board

The Community Board has delegated authority.

#### Recommendation

- 1. THAT the Democracy Support Officer's report dated 15 January 2018 and titled Anzac Day Commemoration 2018 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 ..... represents the Te Puke Community Board at the ANZAC Day Service at Te Puke on 25 April 2018.***

  
.....  
Aileen Alty  
Democracy Advisor



## 1. Background

Community Boards have participated in Anzac Day Services in their respective areas in the past and so Community Board Chairpersons are requested to liaise with their elected members to co-ordinate their representatives to attend services across the Western Bay of Plenty District Council region on Wednesday 25 April 2018.

## 2. Statutory Compliance

The Board has appropriate delegation under the auspices of the Local Government Act 2002.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail
Te Puke Community Board Contingency Account	Funding of up to \$200 for a wreath to be laid by Te Puke Community Board Representatives on Anzac Day 2018.

## 3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Te Puke Returned Services Association	The Democracy Advisor will advise the Te Puke RSA Committee of the attending Te Puke Community Board Representatives at the Anzac Service to be held on 25 April 2018.	



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## Western Bay of Plenty District Council

### Te Puke Community Board

## Infrastructure Services Report Te Puke February 2018

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### Purpose and Summary

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

The current Board Minute Action Sheets are attached to this report. The resolution to receive this report includes receipt of the Minute Action Sheets. **Attachment A**

### Recommendation

*THAT the Deputy Chief Executive Officer's Report dated 22 January 2018 and titled Infrastructure Services Report Te Puke February 2018 be received.*

Approved



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Gary Allis  
Deputy Chief Executive



## **1. Utilities**

### **1.1 Te Puke Wastewater Treatment Plant Resource Consent Renewal**

The application to renew the discharge consent for the Te Puke wastewater treatment plant has been lodged with Regional Council. The application seeks a 35 year term. Timeframes for notification of the consent application and hearings have not yet been set by Regional Council. Due to large workloads at Regional Council there may be some delays in the processing of the consent application. However because the consent was lodged 6 months prior to its expiry, Council can continue to operate the treatment plant under the current consent, until the consent application process is complete.

The draft consent conditions submitted with the consent requires council to look at Alternative Options for the long term discharge of the treated wastewater from the Te Puke wastewater treatment plant. A working group has been formed which includes Tangata Whenua, Councillors and Community Board representatives. The group has identified forestry land that may be suitable for discharge. The next option that will be assessed will be discharge to pasture.

### **1.2 Home Worm Composting Workshops**

New dates for 2018 are now available on the website at <http://www.westernbay.govt.nz/our-services/rubbish-recycling-waste/Pages/Worm-Composting.aspx>

All bookings are now made through [www.eventfinda.co.nz](http://www.eventfinda.co.nz)

### **1.3 Review of Waste Minimisation Management Plan (WMMP)**

The reviewed WMMP was adopted by Council on 5 December 2017 and came into effect on 12 December 2017. A copy of the plan is available at <http://www.westernbay.govt.nz/our-council/policies-plans-bylaws/Pages/default.aspx>

The plan allows Council to address four main actions with the biggest priority for action to actively investigate alternative rubbish and recycling collection models to achieve better oversight and management of solid waste in the district.

### **1.4 Te Puke Stormwater Improvements**

Stormwater improvements in Beatty Avenue and Brown Terrace to start on Monday 22 January, due for completion end of March 2018.

### **1.5 Te Puke Water Main Renewals**

Water main renewals in Beatty Avenue, Queen Street and Belvedere completed early December 2017

## **2. Reserves**

Nil to report



### **3. Strategic Property**

#### **3.1 Te Puke War Memorial Hall**

Work is progressing as expected - on time and on budget.

The Hall Committee has requested the contractor to undertake some refurbishment work under separate contract.

### **4. Development Engineering and Projects**

#### **4.1 Te Puke Highways - Town Centre Upgrade**

Following on from meetings with the PCG we have addressed the concerns as follows:

- Bollard height at pedestrian crossings - Based on the schematic plan prepared by Boffa Miskel and the subsequent site visit by PCG prior to Christmas, the bollards outside the Plaza pedestrian crossing have been cut and reshaped.
- Plaza area seating - As agreed at the pre Christmas PCG meeting, the street furniture (seating) has now been ordered and is due for installation in February 2018.
- Sight line improvements at Oxford and Queen Street intersection - Markings now completed.
- Sunstrike and queueing at peak hour signs at approach to No 1 Road - Installed.
- Plunket - Queen Street - Drawings for additional carparking and miscellaneous construction works are currently being prepared with construction proposed for early February 2018

#### **4.2 Te Puke Highways - Northern Entrance (Raparapahoe Bridge to Old Railway Station)**

Defects liability period has now been extended to end of January 2018 upon which time the project will be handed on to WestLink to maintain.

#### **4.3 Te Puke Highways - Pavement Works Waitangi**

This project is scheduled to commence 21 January 2018.

#### **4.4 Waitangi Improvements**

The remaining construction works on the paths, kerbs, parking area, Urupa and the pedestrian crossing outside the school are due to recommence in January 2018 and are scheduled for completion by end of February 2018.

#### **4.5 Eggabout Roundabouts - Te Puke - Quarry Road and No 3 Road**

Minor safety improvements to the roundabouts expected to be implemented by end of January 2018.

#### **4.6 Te Puke Highways – Pah Road Slip Reinstatement**

NZTA has agreed to fund this project for construction in the next financial year.

Project designs complete and resource consent applied for. Construction work scheduled to commence February / March 2018.



#### **4.7 No 3 Road / Quarry Road Gardens**

Vandalism of the landscape plantings has been a major problem. Plants have already been replaced on several occasions.

Further re-planting will be carried out April / May 2018 to replace damaged plants.

#### **4.8 Review of Parking Spaces**

The actual physical carparks were inspected and a number of existing carparks were re-marked. This issue is now resolved.

### **5. Emergency Management**

#### **5.1 General Emergency Management Activities**

On the 23 November 2017 a member of Emergency Management Bay of Plenty attended the Te Puke Community Response Team meeting to share the Te Puke Community Guide and to work with the community to develop a distribution plan for the guide. 3000 copies of the guide have been produced with a view to the community distributing 2000 copies and the remainder being held by the Western Bay of Plenty District Council and Emergency Management Bay of Plenty for future distribution. A digital copy has also been distributed.

The Western Zone Emergency Operations Centre was activated on Friday 5 January in response to the heavy rain, high tides and storm surge impacts across the Western Bay and Tauranga. Localised flooding occurred in Te Puna, Waihi Beach and Pukehina. There were a number of small incidents across the district with trees down, debris on road and power outages but no major damage from the storm.

The damage across the District is in the vicinity of \$300,000 to \$400,000.

### **6. Rooding**

#### **6.1 Te Puke Highway / Welcome Bay Road Intersection Improvement**

The construction of the roundabout was completed in December 2017 along with a defects liability inspection and post construction safety audit. The NZTA expect to review the speed limit of the approaches in 2018.



## 6.2 Community Roading Account

	\$
Current Account Opening Balance 1 July 2017	(36,345)
Allocation for 2017/18	<u>283,564</u>
Sub total	247,219
Less	
Projects to be completed during year	0
Less Debt funding	103,407
	<hr/>
Projected Current Account Balance 30 June 2018	143,812
	<hr/>
<u>Loan Information</u>	
Loan Balances as at 30 June 2017	
- 2002 Main Street upgrade loan (Loan repaid end of 2018)	(95,956)
- 2011 Heritage Walkway loan repaid end of 2017	0

Options to consider are new footpaths, e.g. to the pack houses, kerb and channel, cycle trails e.g. to Waitangi.



# Community Board Report

<b>TE PUKE COMMUNITY BOARD 7/04/2016</b>	
Remit Title	<b>Storyboards</b>
Remit Number	TP19.16. 3.2
Owner	RFAM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>TP19.3.2 Storyboards</p> <p>The Chairperson noted that one of the best examples of a 'storyboard' was seen at the Paengaroa roundabout. The Reserves and Facilities Asset Manager had been requested to arrange a meeting with the Chairperson to further discuss the development and installation of similar boards in Te Puke.</p> <p>It was hoped to place storyboards near the Constables Gallery, the old cemetery and the historic Raymond Bridge.</p>
Actions	<p>6 Dec 2017: The current understanding by staff is production of the storyboard is progressing and that prior to site installation the location on site is yet to be confirmed by the Reserves &amp; Facilities officer.</p> <p>27 Oct 2017: There has been no change since the previous update. Staff are expecting an update from the Board Chairperson regarding any progress with the sign writer.</p> <p>11 Sept 2017: Graphic formatting of the proposed content was supplied to the Community Board Chair for progressing the project with a local sign writing company who advised that the agreed draft storyboard design featuring the Raymond Bridge (also known as "the little white bridge") now a feature of McLoughlin Park would be installed at the eastern entrance to Te Puke.</p> <p>9 August 2017: No change from the previous reporting, we are waiting for the Communications staff to complete the context/graphics.</p> <p>3 July 2017: Communication staff are preparing the text content for the selected signboard design. The graphics will also include a background image of the restored bridge. A sign design draft will be forwarded to the Board for review as soon as possible.</p> <p>24 May 2017: A storyboard sign design has been prepared by a local Te Puke sign writer to the Board Chair. The cost per sign including installation is estimated at \$1,250 plus GST. The Board will need to allow additional cost for the design artwork content associated with each placement / location.</p> <p>10 April 2017: No change from previous report. Staff await Board discussions.</p> <p>2 March 2017: Staff are awaiting the outcome of the Community Board workshop discussions.</p> <p>17 January 2017: Information about the bridge has been collated as storyboard content but very few photographs have been found. In order to progress future Te Puke "theme" design storyboard signs for other sites, a very clear brief and information from the Board will be required.</p>



The Board may wish to consider approaching someone within the community to undertake the collation of information and prepare a draft design for the old bridge and any other sites of significance to the community. Once content for the storyboards have been developed and agreed to by the Board and funding identified, staff will then be able to arrange for the construction and installation.

8 December 2016: No change.

15 November 2016: No change.

14 October 2016: Waiting for a more traditional sign design appropriate to the historic content received and location to come back from Devich design company.

14 September 2016: Lack of suitable content for a sign as originally envisaged is causing delays in concluding sign design. A local sign company has been asked to prepare an appropriate heritage style signboard design and installation price.

12 August 2016: signboard content and design is currently being prepared by the Communications and Engagement Team. Delivery is expected mid August, with sign construction and installation to follow.

13 July 2016: a signboard "proof" for the historic bridge is being prepared and will be presented to the Community Board Chairman for feedback by August 2016.

15 June 2016: signboard information is with the Communications Team who are designing board content. Once complete, a sign will be purchased/implemented for the historic bridge only.

11 May 2016: Historic information about the bridge has since been provided by the TPCB Chairman. Signage costs have also been received. The next step is to involve the Communications team to design the signboard for the bridge. The other signs can be designed once historic info has been provided.

14 April 2016: A meeting with the TPCB Chairman and staff will be arranged to progress the artwork information for new storyboards. Signboard pricing information from the NZTA Paengaroa examples has been received and orders for 3 new boards of the same design will be placed.



<b>TE PUKE COMMUNITY BOARD 15/06/2017</b>							
Remit Title	<b>Commerce Lane Carpark Option</b>						
Remit Number	TP517 3.1						
Owner	SPM						
Status	UNDER ACTION						
Complete Date							
Confidential							
Resolution	<p>In regard to the Te Puke Economic Development Group presentation at the last Community Board Meeting with reference to Page 2, Point 5 of the report on parking options it was suggested that the carpark area behind the Giftrapt, Kebabs and Sushi shops on Commerce Lane "be sealed at Council's cost" and that "Council negotiate with the land owner(s) a split of private/public carparks" in this space.</p> <p>At the last Community Board workshop, the Board considered the suggestion that the Board request the cost of sealing this carpark area and the Board consider paying for this from the Board Reserve account when those costs were advised and further considered.</p> <p>To allow further consideration the Board requested that the Transportation Operations Manager provide costs for the sealing of the carpark area behind the commercial premises of Giftrapt, Kebabs and Sushi Shops on Commerce Lane, so that the information was included with the wider parking review that would be undertaken following the parking survey currently underway.</p>						
Actions	<p><b>16 January 2018: Discussions have been held with the owner of the property who is considering options but they have also indicated that they may be interested in developing the property for their own purposes.</b></p> <p><b>There is a further option to consider with regard to the availability of public car parking within the New World parking area that was part of Council's agreement with Foodstuffs.</b></p> <p><b>This option is being actively pursued as well.</b></p> <p>13 Nov 2017: Staff are trying to make contact with the property owner in order to discuss the proposal.</p> <p>4 Oct 2017: Staff are awaiting the outcome of negotiations with the property owners of the parking area behind Giftrapt. The review of the main street works has identified a number of alternative sites and that this option may not be the most cost effective or in the best location.</p> <p>12 Sept 2017: Staff are awaiting the outcome of negotiations with the property owners of the parking area. The review of the main street works has identified a number of alternative sites and accordingly pursuing this location may not be the best option. At this stage, this option is has been placed on hold.</p> <p>21 August 2017: Estimates for sealing the parking area behind Giftrapt, Kebabs and Sushi Shops on Commerce Lane are estimated as follows:</p> <table style="margin-left: 40px;"> <tr> <td>Chip Seal</td> <td>\$13,000</td> </tr> <tr> <td colspan="2">OR</td> </tr> <tr> <td>Asphalt</td> <td>\$25,000 (Preferred)</td> </tr> </table> <p>A budget of \$30,000 is recommended for the project.</p>	Chip Seal	\$13,000	OR		Asphalt	\$25,000 (Preferred)
Chip Seal	\$13,000						
OR							
Asphalt	\$25,000 (Preferred)						

Please note, this project needs to be considered in the context of the Main Street upgrade. The proposal has not yet been discussed with the property owner. Accordingly, the Board should take no action at this stage.

7 July 2017: The Transportation Operations Manager (TOM) has asked WestLink to provide a quote for the sealing of that the carpark area behind the Giftrapt, Kebabs and Sushi shops on Commerce Lane. The TOM comments that the location of the parking area will support the objective that Parking Strategy is trying to achieve and provided an acceptable agreement be reached with the owners of the land the proposal will deliver value to the community.



<b>TE PUKE COMMUNITY BOARD 27/06/2017</b>	
Remit Title	<b>Te Puke GymSport</b>
Remit Number	TP617 6.7
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Te Puke Community Board support the Te Puke GymSport Organisation and encourage their representatives to work with Council staff to consider options that may be available to them to secure suitable Council land on which to build a new gymsport facility in Te Puke.
Actions	<p><b>16 January 2018: Staff continue to liaise with Te Puke GymSport about the required information before preparing a report to the Operations and Monitoring Committee.</b></p> <p>7 Nov 2017: Staff are waiting for Te Puke GymSport to provide information and an artist's impression before preparing a report to the Operations and Monitoring Committee.</p> <p>11 Sept 2017: Staff and the Regional Spaces and Places Co-ordinator are working with representatives of Te Puke GymSport on their feasibility study for a new study.</p>

<b>TE PUKE COMMUNITY BOARD 27/06/2017</b>	
Remit Title	<b>Information Kiosk</b>
Remit Number	TP617 9.1
Owner	DEM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Information Kiosk adjacent to the old railway station be removed.
Actions	<p><b>22 Jan 2018: Still awaiting revised kiwifruit plan proposal from Henry Philips for approval. Once approved the Development Engineering Manager will arrange with WestLink to remove the existing kiosk sign so Henry Philips can arrange installation of the new structure.</b></p> <p>6 Dec 2017: Still awaiting for Henry Philips to submit the proposal.</p> <p>3 Nov 2017: Henry Philips has submitted schematic plan of proposed kiwifruit sign to gauge Council's planning requirements.</p> <p>The Development Engineering Manager has provided planning guidelines for him to submit his proposal to Council for approval.</p> <p>The kiosk will only be removed once the timeline is provided for installation.</p> <p>11 Sept 2017: The Development Engineering Manager has spoke to Mr Henry Philips on 12 September 2017. He advised that the existing information kiosk will be removed from the site in approximately two months' time. Once the new kiosk is manufactured, he will then arrange for the removal of the existing structure and for the installation of the new structure. Mr Philips is currently raising funds for the new structure and will advise when he is ready to go ahead. Development Engineering Manager has reminded Mr Philips to send the drawings to the Deputy Chief Executive for the Council's approval prior to carrying out any work on the highway.</p>



<b>TE PUKE COMMUNITY BOARD 30/11/2017</b>	
Remit Title	<b>Te Puke Community Centre Project</b>
Remit Number	TP917 1
Owner	GM2
Status	COMPLETED
Complete Date	
Confidential	
Resolution	<p>THAT the presentation from representatives of the Te Puke Community Centre Project be received.</p> <p>THAT the Te Puke Community Board acknowledge the work of the Te Puke Community Steering Committee and endorse in principle the concept of a community centre in Te Puke.</p>
Actions	<b>17 January 2018: Noted</b>

<b>TE PUKE COMMUNITY BOARD 30/11/2017</b>	
Remit Title	<b>Entrance Signage (Western)</b>
Remit Number	TP917 4.1
Owner	DEM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Development Engineering Manager advised the Board that he had inspected the site for the proposed location of the entrance sign and felt that there was a proliferation of signage in the immediate vicinity and this was detrimental to road safety.</p> <p>The Chairperson advised that he would contact representatives of Epic Te Puke who were developing the signage and ask them to contact the Development Engineering Manager in order to progress the installation of the signage.</p>
Actions	<p><b>22 Jan 2018: Still waiting for Epic to contact DEM with details regarding the sign and for progressing it's installation.</b></p> <p>5 Dec 2017: Still awaiting for representatives of Epic Te Puke to contact the Development Engineering Manager to progress the installation of the signage.</p>



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**Western Bay of Plenty District Council**  
**Te Puke Community Board**  
**Financial Report Te Puke – November 2017**

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**Purpose and Summary**

This report provides the Community Board with a six-weekly monitoring of its operational budget.

Attached are the financial statements for the period up to 30 November 2017 (**Attachment A**).

Total operating costs are under budget and include conference expenses, contingency, mileage allowance, salaries, security, street decoration and inter-department charges.

Grants are over budget year to date but still within the full year budget.

**Grant payments made to date:**

	\$
Te Ara Kaikatea Pathway Society [TP7.2.4]	2,933
Te Puke Community Centre scoping report [TP7.2.3]	2,515
Te Puke Community Menz Shed set up costs [TP7.2.1]	1,725
Vector Group Charitable Trust – Te Puke Film Project [TP7.2.2]	2,000
<b>Total grants paid to date</b>	<b>\$9,173</b>

**Committed – Operational expenditure**

	\$
<b>Total outstanding operational commitments</b>	<b>\$0</b>

**2017/18 reserve analysis:**

2017/18 Opening balance	\$124,192
Jubilee Park Skate Park [TP.20.1.1 & TP6.6.4]	(25,901)
<b>2017/18 Closing balance</b>	<b>\$98,291</b>

**Committed - Reserves expenditure**

Jubilee Park Skate Park [TP.20.1.1 & TP6.6.4]	Up to \$(19,099)
Storyboard installation at eastern entrance to Te Puke [TP7.6.2]	(\$3,000)
<b>2017/18 Closing balance after committed expenditure</b>	<b>\$76,192</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 05 January 2018 and titled "Financial Report Te Puke – November 2017" be received.*

  
 Christie Tromans  
**Management Accountant**

Approved

  
 Ian Butler  
**Finance Manager**

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM



**Western Bay of Plenty District Council  
Income and Expenditure Statement  
For the period ended 30 November 2017**

**Te Puke Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Conference Expenses	0	835	835	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	1,148	2,915	1,767	<input checked="" type="checkbox"/>	7,000	13,466
Grants	9,173	4,585	(4,588)	<input type="checkbox"/>	11,000	8,300
Mileage Allowance	0	835	835	<input checked="" type="checkbox"/>	2,000	966
Salaries	10,225	10,695	470	<input checked="" type="checkbox"/>	25,435	24,999
Security	0	835	835	<input checked="" type="checkbox"/>	2,000	0
Street Decoration	3,400	4,165	765	<input checked="" type="checkbox"/>	10,000	18,169
Inter Department Charges	19,660	19,660	0	<input checked="" type="checkbox"/>	47,181	47,184
<b>Total Operating Costs</b>	<b>43,605</b>	<b>44,525</b>	<b>920</b>	<input checked="" type="checkbox"/>	<b>106,616</b>	<b>113,084</b>
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(8,848)
<b>Total Direct Costs</b>	<b>43,605</b>	<b>44,525</b>	<b>920</b>	<input checked="" type="checkbox"/>	<b>106,616</b>	<b>104,236</b>
Costs Allocated	0	0	0	<input checked="" type="checkbox"/>	0	0
<b>Total Costs</b>	<b>43,605</b>	<b>44,525</b>	<b>920</b>	<input checked="" type="checkbox"/>	<b>106,616</b>	<b>104,236</b>
<b>Income</b>						
Rate Income	44,532	44,425	107	<input checked="" type="checkbox"/>	106,616	113,780
<b>Total Direct Income</b>	<b>44,532</b>	<b>44,425</b>	<b>107</b>	<input checked="" type="checkbox"/>	<b>106,616</b>	<b>113,780</b>
<b>Net Cost of Service</b>	<b>927</b>	<b>(100)</b>	<b>1,027</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>9,544</b>
<b>Contingency - breakdown</b>						
Artwork Design for Storyboard, featuring the Raymond Bridge, to be installed at Te Puke entrance	616					
Settlers Boardroom Bookings	106					
Community Board Advertising - Local Newspapers	109					
Raymond Bridge Te Puke Placard	109					
Advertising for Dr Leonard Randell Scholarship	208					
<b>Year to date contingency costs</b>	<b>1,148</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>124,192</b>					
Jubilee Park Skatepark	(25,901)					
<b>(Decrease) Increase in year</b>	<b>(25,901)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>98,292</b>					

**Western Bay of Plenty District Council  
Formal Meeting Schedule 2018**

<b>JANUARY 2018</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>Anniversary Day - 29 January</b>			
Omokoroa Community Board	30 January	7.00pm	Omokoroa Community Church
Katikati Community Board	31 January	7.00pm	Katikati Library and Service Centre
<b>FEBRUARY 2018</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Community Committee	1 February	10.00am	Lifeline Church 7 Oak Lane, Judea, Tauranga
Waihi Beach Community Board	5 February	6.30pm	Waihi Community Centre
<b>Waitangi Day - 6 February</b>			
Maketu Community Board	7 February	7.00pm	Maketu Community Centre
Policy Committee	8 February	9.30am	Chambers
Te Puke Community Board	8 February	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	15 February	9.30am	Chambers
Rural Committee	20 February	9.30am	Chambers
Council	22 February	9.30am	Chambers