



MEETING — AGENDA —

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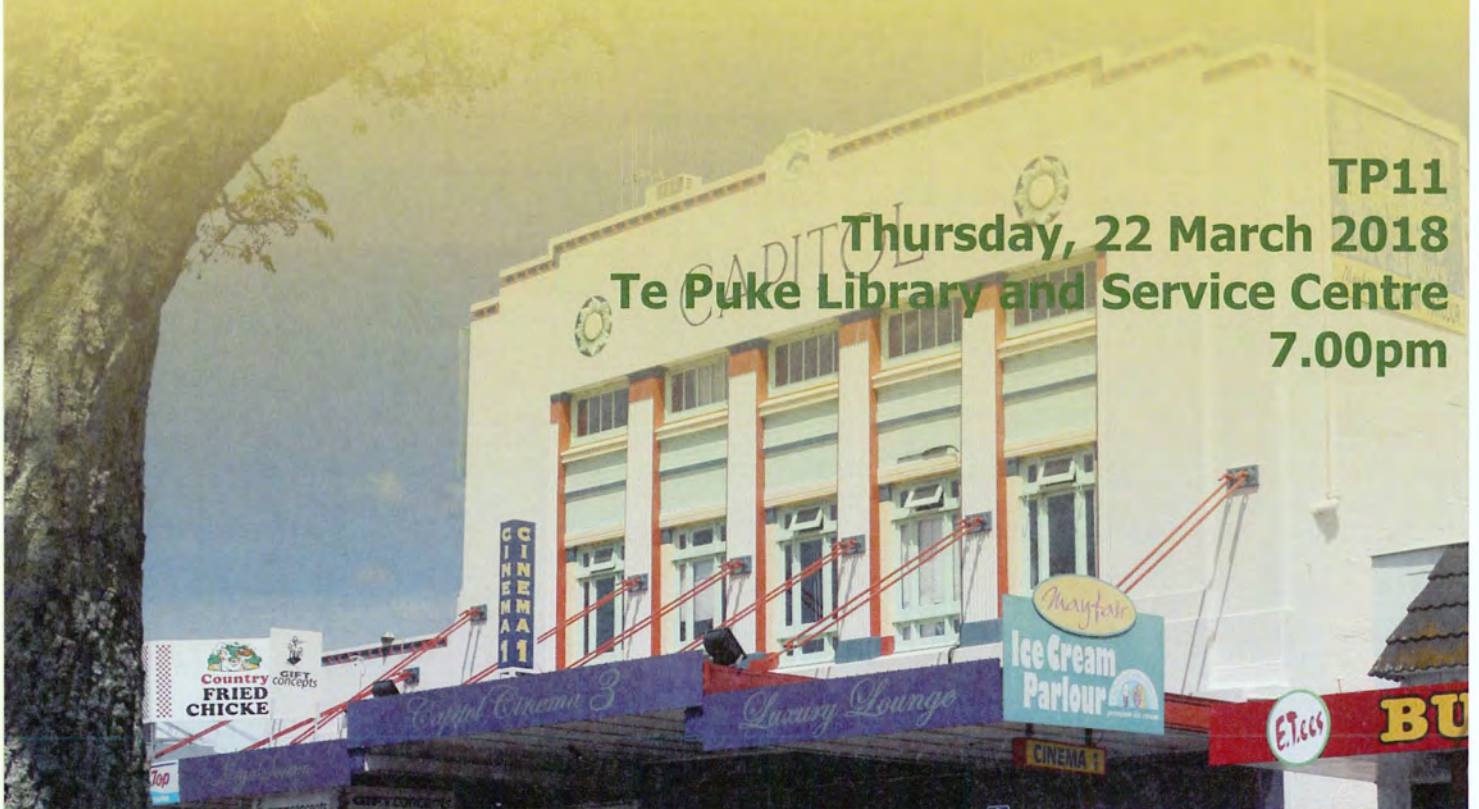
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Western Bay of Plenty
District Council

TE PUKE COMMUNITY BOARD

Poari Hapori



TP11
Thursday, 22 March 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 TP11

Te Puke Community Board Poari Hapori

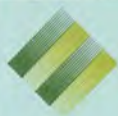
Thursday, 22 March 2018
Te Puke Library and Service Centre
7.00pm

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



Western Bay of Plenty
District Council

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

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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. TP11

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.

TP11.1 **Minutes of Meeting No. TP10 of The Te Puke Community Board Held On 8 February 2018** 6-11

A copy of minutes is attached.

Recommendation

THAT the Minutes from meeting no. TP10 of the Te Puke Community Board held on 8 February 2018 as circulated with the agenda, be confirmed as a true and correct record.

TP11.2 **Chairperson's Report** 12-17

Attached is a report from the Chairperson dated 5 March 2018.

TP11.3	<p>Councillor’s Report</p> <p>Attached is a report from Councillor Scrimgeour dated 6 March 2018.</p>	18
TP11.4	<p>Community Board Grant Application</p> <p>Attached is a report from the Democracy Advisor dated 5 March 2018.</p>	19-20
TP11.5	<p>Infrastructure Services Report Te Puke - March 2018</p> <p>Attached is a report from the Deputy Chief Executive dated 21 February 2018.</p>	21-33
TP11.6	<p>Financial Report Te Puke - January 2018</p> <p>Attached is a report from the Management Accountant dated 22 February 2018.</p>	34-36
TP11.7	<p>Council, Standing Committee and Community Board Meetings</p> <p>Attached is a schedule of meetings for the months of March, April and May 2018.</p> <p>Recommendation</p> <p><i>THAT the schedule of meetings for March, April and May 2018 be received.</i></p>	37

Western Bay of Plenty District Council

**Minutes of Meeting No. TP10 of the
Te Puke Community Board held on 8 February 2018
at the Te Puke Library and Service Centre
commencing at 7.00pm**

The Chairperson welcomed all to the first meeting of 2018, noting that he was looking forward to working in a constructive and collaborative manner with the Board and Council.

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

TP10.1

Presentation: Waiari Water Scheme Project

The Chairperson welcomed Howard Severinsen, Manager Infrastructure Delivery Tauranga City Council and Jennifer Pearson the Community Engagement Officer for the Waiari Water Supply Scheme. The presenters advised:

- The resource consents for a temporary road and bridge had been issued.
- Tenders for the project had closed and were being evaluated.
- Tauranga City Council had hosted an information stand at the Te Puke Environmental Forum about the Waiari Water Supply Scheme Project.
- There had been water restrictions imposed in the Tauranga over the summer period for the first time in 17 years.
- The consultants had been working closely with the local Iwi and Tangata Whenua would be involved in monitoring the project.
- An education programme would be developed outlining the Tangata Whenua history of the river.
- The best options for riverside planting and erosion protection would be considered.
- A site blessing was planned to be held on 28 February.
- The contract work was due to start in March 2018.

- An update of the scheme would be given to the Western Bay of Plenty District Council Operations and Monitoring Committee meeting to be held on Thursday 15 February 2018.

The Manager Infrastructure Delivery for Tauranga City advised that the Havelock North Stage Two Report (relating to the recent water supply problems in that region) had just been released and overall made sobering reading with regard to New Zealand water supply provisions.

The Board noted that the Waiari Bridge was dangerous to pedestrians and cyclists and would like to see the development of a safe walkway/cycleway access across the river.

The possibility of constructing a walkway/cycleway along No.1 Road when the pipeline was to be laid was also an option that needed to be considered in the future.

The Board also noted that the river was very swift and dangerous and would not recommend the development of a public accessway to the river bank.

It was reported that a jet boat had been seen regularly travelling up the river at speed which was dangerous, and the water was being churned up and the river banks damaged.

The Board was advised that there was some uncertainty in relation to securing permission for some proposed routes and a back-up plan to use public roads rather than crossing farm land was in place.

The Chairperson advised the presenters how successful the managers on the Tauranga Eastern Link (TEL) Roading Project had met with community representatives on site every six weeks and provided regular updates to community members. The Chairperson also noted that at the conclusion of the project, the TEL had produced a commemorative book which recorded the project from start to finish which acknowledged the significance of the project and the impact of its completion to the region, and this could be something that could be considered in regard to the Waiari Water Supply Scheme.

The Chairperson thanked the presenters and commended them on the way in which they had consulted with the Te Puke community to-date. He wished them well in regard to the forward planning and progress of the project and looked forward to seeing further updates later in the year.

Resolved: Member Spratt / Councillor Scrimgeour

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

TP10.2 **Minutes of Meeting No. TP9 of The Te Puke Community Board held on 30 November 2017**

The Board considered the minutes no. TP9 of the Te Puke Community Board for the meeting held on 30 November 2017 as circulated with the agenda.

Resolved: Members Dugmore / Button

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.

TP10.3 **Chairperson's Report**

The Board considered a report from the Chairperson dated 26 January 2018 as circulated with the agenda.

TP10.3.1 **Long Term Plan - Summary of Feedback**

The Board received an update from the Policy and Planning Manager and a summary of the Te Puke Community Conversation Phase 1 "Its About You" feedback that related to Te Puke.

The Board was advised that the confirmed 'have your say' place-based event dates would be circulated to elected members in the near future.

TP10.3.2 **Car Parking in the Te Puke CBD**

The Chairperson advised that he had a request from Te Puke Plunket asking that the mobility carpark be altered to indicate a parking space for mother and baby and that the gardens on the western side of the plunket building be removed to enable two more carparks developed in this space.

The parking space immediately outside the entrance to the Plunket building also needed to be removed.

The signage indicating public car parking availability immediately adjacent to the New World carparking area was still not in place and the Board was advised that the Strategic Property Manager was negotiating with the owner of the New World supermarket in regard to the wording of the signage.

The Development Engineering Manager would produce a map of areas within the central business district and meet with the Chairperson and available Board Members on site to discuss options for future car parking.

The Board was advised of a report within the Operations and Monitoring Committee Agenda for the meeting to be held on Thursday

15 February 2018 titled Te Puke Main Street that put forward recommendations relating to Te Puke Main Street.

Board members expressed disappointment that the options had not been referred to the Project Control Group (PCG) and that Board members had not been consulted about the recommendations.

Resolved: Members Miller / Spratt

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

TP10.4 **Councillor's Report**

The Board considered a report from Councillor Dally dated 26 January 2018 as circulated with the agenda.

Resolved: Councillors Dally / Scrimgeour

THAT the report from Councillor Dally dated 26 January 2018 be received.

TP10.5 **Anzac Day Commemoration 2018**

The Board considered a report from the Democracy Advisor dated 15 January 2018 as circulated with the agenda.

Resolved: Members Miller / Spratt

1. *THAT the Democracy Advisor's report dated 15 January 2018 and titled Anzac Day Commemoration 2018 be received.*
2. *THAT the Te Puke Community Board 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 members of the Te Puke Community Board represent the Te Puke Community Board at the ANZAC Day Service at Te Puke on 25 April 2018.*

TP10.6 **Infrastructure Services Report Te Puke - February 2018**

The Board considered a report from the Deputy Chief Executive dated 22 January 2018 as circulated with the agenda.

TP10.6.1 **Te Puke Roading Priorities**

Members of the Te Puke Community Board reaffirmed the following footpath priorities to be included in the Council minor works programme and budgeted for completion in the near future as:

Station Road

- From Jocelyn Street 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 Boucher Avenue path.

Resolved: Member Miller / Councillor Dally

THAT the Deputy Chief Executive report dated 22 January 2018 and titled Infrastructure Services Report Te Puke - February 2018 be received.

TP10.7 **Financial Report Te Puke - November 2017**

The Board considered a report from the Management Accountant dated 5 January 2018 as circulated with the agenda.

Resolved: Councillor Dally / Member Spratt

THAT the Management Accountant's report dated 5 January 2018 and titled "Financial Report Te Puke – November 2017 be received.

TP10.8 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the month of January and February 2018 as circulated with the agenda.

Resolved: Members Miller / Button

THAT the schedule of meetings for January and February 2018 be received.

The meeting concluded at 8.26pm.

Confirmed as a true and correct record.

P Miller
Chairperson
Te Puke Community Board

Date

TP10

Western Bay of Plenty District Council

Te Puke Community Board

Chairperson's Report – March 2018

1. Operational Matters – Projects Pending or in Progress

1.1 Jellicoe Street Upgrade

It was unfortunate to see an issue regarding the Main Street Plaza come before the Operations Committee on 15 February without having passed through the traditional processes established by the Western Bay Council. My presentation to the Operations Committee on the 15th February made this concern clear. I did not attend the last PCG meeting held 26 February but I do note that it was the last PCG meeting for this particular project. See 2.1 Community Issues.

1.2 Storyboards

The Raymond Bridge storyboard has now been signed off by myself and will be installed in the next week or so. My thanks to the Community Board for your advice regarding placement, it was appreciated. I look forward to receiving requests for future boards which I hope will be funded from our Reserves account when funds are available.

1.3 Jellicoe Street Flags

Councillor Dally will report the new order for street flags on Jellicoe Street. The Board will be asked to put forward a resolution in regards to the flags to be ordered. At this time the flag order would be for 50 flags made up of: -

- 10 x Victory 1918 flags
- 10 x flags depicting kiwifruit
- 10 X Epic Te Puke flags
- 20 X flags to depict the ethnic diversity of our town.

Councillor Dally has indicated he will investigate specific Epic Te Puke event flags in the future.

1.4 Entrance Signage (Eastern)

It is great to see that the bamboo obscuring the entrance signage at the eastern entrance to Te Puke has now been severely cut back. WestLink contractors will need however to keep an eye on the remaining bamboo as it is very quick grower and will soon be a problem once again. It would be great to completely eradicate this grove of bamboo.

1.5 **New World Parking**

I note that signage requested for the public parking spaces in this carpark has not been actioned. (Note TP9 Future Directions 4.2 where I noted the recommendations regarding this parking precinct.) I would recommend that the following signage at the Commerce Lane entrance to the New World carpark. "Yellow painted spaces designate 90 minute Public Parking."

The Development Engineering Manager will follow-up with the Strategic Manager to ascertain the status of talks with the New World owner.

1.6 **Plunket Rooms Parking**

Could our agenda please include a report as to where we are with the parking in front of this building in Queen Street.

The Development Engineering Manager has advised

1.7 **Bus Park Commerce Lane**

I note that the designated bus park has not yet been marked out in the Commerce Lane carpark and we are now weeks out from the 2018 Kiwifruit Season.

This item was included in the Traffic and Parking Enforcement Bylaw 2008 Annual Review – July 2017 which was approved by the Board at their meeting TP6 27 July 2017 and subsequently approved by Council (C9 November 2017). The approved designated Bus Park needs to be identified with urgency.

2. **Community Issues**

2.1 **Jellicoe Street Median Strip**

There is a health and safety concern within our community regarding the tall grasses in the Jellicoe Street median strip. This issue was also raised at the last Operations Committee meeting of Council. The main concern is the height of these plants and the fact that they obscure vision for both mobility scooter users and motorists. They could also become a habitat for unwanted vermin.

The Development Engineer has advised that he would inspect the planted median strip that was causing concern. The overall plantings would be reviewed in the Te Puke Main Street Parking Review to be undertaken in 2019.

2.2 **Parking Kebab Shop to Community Hub (72 Jellicoe Street)**

Two issues regarding this parking area on Jellicoe Street were raised at the Operations Committee meeting on February 15th. One was the dual Mobility Parks and the other was the time limits outside the three fast food shops in this area.

The dual mobility parks in this area needs to be reduced to one and that the remaining park be relocated at the eastern end of this block of carparks. The time limit for three carparks immediately outside the three fast food outlets need to be reduced to a 30 minute time limit.

The Development Engineer has advised that he would check the mobility car parks and the parking time limits immediately outside the three fast food outlets and the remarking of the angle carparks and report back to the Board.

It is also noted that the parking markings in this area were at the wrong angle and spacing and it was suggested that a re-marking of the car parking angles and spacing would possibly gain two extra carparks.

2.3 **Parking Outside Primary School – Boucher Avenue**

The Principal of the Fairhaven Primary School on Boucher Avenue, Te Puke has expressed concern regarding the parking restrictions outside the school. He does not understand why the restrictions are in place as more controlled drop-off and pick-up areas are required due to the increasing number of children at the school.

I can advise the Board that I have had a chat with the Principal Paul Hunt. The roll at the school is now 417 and the Roding Engineer (East/West) has advised that there is a problem with pick-up and drop-off areas. The Principal and I had a look at the current yellow lines and the eastern side of the road did seem to be over endowed with them (all the way to McBeth Street). I would suggest that we leave this one with Roding Engineer (East/West) as he seems to have the situation under control. Some time in the future we could look at options for a revised road layout that may be put forward.

This is definitely a concern for the school and needs to be addressed.

The Roding Engineer (East/West) has advised that there are several options for a revised road layout which could achieve a more functional solution.

2.4 **Old Barnardos Building**

It is good to see that the issues around this building have been resolved and community groups have now taken over the tenancy of this building.

2.5 **Community Consultation Programme 2018**

Board notes that Council intends to consult with the Te Puke community regarding the Long Term Plan on Sunday 15 April with a drop-in and discussion type format. The Community Board plans to hold a community forum Thursday April 5 at 7.00 pm in the Vector Group building in Oxford Street to consult with the community prior to the Council "Have Your Say" meeting. This will be the first of our two consultation meetings in 2018.

2.6 Update to Community Boards on the Long Term Plan 2018 – 2028

Please find attached an Update from the Policy and Planning Manager in regard to the future place-based have your say events that will be used to raise awareness about the Long Term Plan Consultation Document. Members of the public are encouraged to attend events in their area and 'have their say'. **Attachment A**

3. Future Directions.

3.1 Te Puke Emergency Response Plan

It is hoped that the draft Community Response Plan will be presented at the next meeting of this group to be held on Thursday 15 March, 7.00pm in the Board Room of the Te Puke Library and Service Centre. The group notes that Naomi Lockett has left her position with Emergency Management and extend best wishes to her on her new appointment overseas.

Recommendation

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

Peter Miller
Chairperson
Te Puke Community Board

Memorandum

ATTACHMENT A

To:	Community Board Chairs and Members
Copy:	Elected Members, Management Team, Aileen Alty
From:	Emily Watton
Date:	27/02/2018
Subject	Update to Community Boards on the Long Term Plan 2018-28

In February 2018, Community Boards received a memorandum about the indicative approach for the Long Term Plan 2018-28 consultation. The memorandum noted the requirement for Council to 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. This will be adopted on 15 March 2018.

The Long Term Plan Committee considered the approach for this consultation in a workshop on 8 February, and confirmed the following:

- 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 in the main centres across the district. Previously a greater number of events were intended to be run (incorporating the smaller centres), but given the nature of the proposals in the Consultation Document, it was considered that a smaller number of events in the main centres would be a more appropriate approach. The following dates, times and venues are now confirmed:

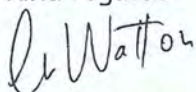
14 April	Katikati	St Peters Anglican Church	10am-12pm
15 April	Te Puke	Te Puke Sports Club	10am-12pm
19 April	Council Chambers	Barkes Corner – general public	5pm-7pm
19 April	Council Chambers	Barkes Corner – key stakeholders	10am-4.30pm (as required)
21 April	Omokoroa	Omokoroa Community Church	10am-12pm
28 April	Waihi Beach	RSA	10am-12pm

- 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.
- Events will include a registration area, informal information area and a separate area for a roundtable discussion between the community and Councillors/Community Board Chairs.

- Community Boards may make a written submission during the consultation period. If Community Boards wish to make a verbal presentation, they are invited to do this at the event in Council Chambers on 19 April, and can request a 15 minute timeslot by the Community Board Chair by contacting Charlotte Brisby (Planning Administration Officer) at charlotte.brisby@westernbay.govt.nz. The opportunity to present in this forum will be made to Community Boards, Service Delivery Contract holders and other community groups or agencies that wish to present to Council about the Long Term Plan.

There will also be a range of online and print media to promote the consultation period and upcoming events. Online submissions can be made throughout the consultation period, as well as information at each of Council's service centres.

Kind regards



Emily Watton

Policy and Planning Manager

Western Bay of Plenty District Council

Te Puke Community Board

Councillors Report - March 2018

Long Term Plan

Draft document will have been adopted by time of meeting and will be open for discussion and submissions through until the 4th of May.

Representation Review

As a petition secured sufficient signatures, a referendum is now required to decide on the issue of a Maori Ward. It is interesting to note that all councils that voted in favour of Maori wards were challenged in this same way with campaigns well resourced by the Hobson's Pledge group.

The next phase of the review will include discussions around Ward representation, communities and community boards and other representation options.

SmartGrowth

The leadership group took a bus trip around the proposed Te Tumu development at Papamoa East, then continued to Te Puke, and further east. It was great to highlight some of what happens in our district.

Roading

While it has been disappointing to experience the continuing unrest over some aspects of the redevelopment in Te Puke it highlights how fortunate we are when we observe the level of concern west of Tauranga over roading improvements and whether or when they will occur.

Planning Changes

Given the difficulty the past government had in instituting reforms to the Resource Management Act (RMA), it is worth noting that Minister David Parker has ruled that the Bay of Plenty Regional Council must alter its Regional Policy Statement by 28th September to enable the proposed Tauriko west development. He then has the authority to approve or decline the proposal and the Environment Court cannot challenge his decision.

John Scrimgeour
Councillor
Te Puke Community Board

Western Bay of Plenty District Council

Te Puke Community Board

Community Board Grant Application – March 2018

Purpose and Summary

The Te Puke Community Board is required to make a decision regarding applications for Community Board Funding.

Funding Implications for Te Puke Community Board

Grants will be funded from the Te Puke Community Board Grants Account.

Delegated Authority of Te Puke Community Board

The Community Board has delegated authority.

Recommendation

- | |
|---|
| <ol style="list-style-type: none"> 1. <i>THAT the report from the Democracy Advisor dated 5 March 2018 titled Community Grant Application March 2018 be received.</i> 2. <i>THAT the Te Puke Community Board approve /not approve the following grants to be funded from the Te Puke Community Board Grants 2017/2018 Account subject to all accountabilities being met.</i> <p>..... \$.....</p> |
|---|


Aileen Alty
Democracy Advisor

1. Background

The Te Puke Community Board has funding of \$11,000 for disbursement to community organisations for the 2017/18 financial year. To-date a total of \$9,173.00 has been allocated from the grants fund leaving a balance of \$1,827.00

ONE application has been received for the Board's consideration at their meeting to be held on 22 March 2018.

Te Puke Returned Services Association (RSA) has requested funding of \$1,000.00 to assist with costs for conducting the 2018 Anzac Parade and commemoration service, for the cost of a sound system for the Te Puke Memorial Hall and for morning tea for guests and visitors at the Te Puke Citizens /RSA Club premises after the commemoration service.

2. Statutory Compliance

Under the Local Government Act 2002 – Schedule 7 – Delegated Authority to Boards – the Te Puke Community Board has delegated authority.

Funding/Budget Implications

Budget Funding Information	Relevant Detail						
Community Board Grant Funds	The Community Board will consider applications for the distribution of the balance of funding before the end of the current financial year.						
Te Puke Community Board Grant Fund	<table> <tr> <td>Annual Budget</td> <td>\$11,000.00</td> </tr> <tr> <td>Total allocated</td> <td>9,173.00</td> </tr> <tr> <td>Total Grant Funding available</td> <td>\$1,827.00</td> </tr> </table>	Annual Budget	\$11,000.00	Total allocated	9,173.00	Total Grant Funding available	\$1,827.00
Annual Budget	\$11,000.00						
Total allocated	9,173.00						
Total Grant Funding available	\$1,827.00						

3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Te Puke RSA	The applicants will be advised of the outcome of the grant application.	

Western Bay of Plenty District Council**Te Puke Community Board****Infrastructure Services Report Te Puke
March 2018**

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 21 February 2018 and titled Infrastructure Services Report Te Puke March 2018 be received.

Approved



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. The working group undertook a site visit to various treatment plants up the Coromandel Peninsular. The purpose of the site visit was to look at different discharge options being utilised by other councils. It was a successful day and the working group have a better understanding and have provided positive feedback.

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

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. During the months of March and April, feedback from the community will be sought on potential improvements or changes to the current levels of service.

1.4 Te Puke Stormwater Improvements

Stormwater improvements in Beatty Avenue and Brown Terrace commenced 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.

2. Reserves

Nothing new to report this month.

3. Strategic Property

3.1 Te Puke War Memorial Hall

Work is ongoing and scheduled for completion mid March 2018.

4. Development Engineering and Projects

4.1 Te Puke Highways - Town Centre Upgrade

The town centre upgrade is complete except for the main street landscaping contract which is due to be completed 24 March 2018.

The hard furniture for the Plaza precinct will be installed by the end of March 2018.

Plunket - Queen Street - This was discussed at the last PCG meeting on Monday 26 February 2018 and the decision was made not to create any additional carparks due to safety concerns regarding cars reversing on to Queen Street.

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

This is now complete and has been handed over to WestLink to maintain.

4.3 Te Puke Highways - Pavement Works Waitangi

This project is approximately 50% complete. There has been delays due to inclement weather and the expectation is that the sealing work will be completed by the early March 2018.

4.4 Waitangi Improvements

The miscellaneous works will be completed after the pavement rehabilitation work is done. Completion is due by end of March 2018.

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

The minor improvements are currently being designed. Remarking is expected prior to the end of March 2018.

4.6 Te Puke Highways – Pah Road Slip Reinstatement

Currently with BOPRC for approval of the Resource Consent. Once the Consent is approved, construction will commence.

4.7 Te Puke Main Street Review 2018/2019

Resolution dated 15 February 2018:

The Te Puke Main Street Plaza between the Heritage Walkway and the pedestrian crossing remain as constructed and be reviewed in the first quarter of 2019 as part of the overall review of parking in the Te Puke CBD.

5. Emergency Management

5.1 Training

ITF Intermediate training: Eight staff from the Western Zone EOC attended training on 13 and 14 February in Tauranga (3 from WBOPDC, 5 from TCC)

CDEM Induction training: Ten staff from the Call Centre/Reception at WBOPDC attended CDEM Induction training on 15 February. Two staff from WBOPDC attended CDEM Induction training on 11 January.

5.2 Cyclone Gita

Preparation for ex-tropical Cyclone Gita: The Operational Readiness team and the wider EMBOP team undertook pre-event planning for the arrival of Tropical Cyclone Gita including maintaining regular contact with the MetService and the BOPRC Flood Team for information on any potential impacts for our region. We have also distributed an Action Plan and SitReps and worked to ensure Controllers, emergency services and partner agencies are ready to respond; and ensured public awareness through delivery of consistent public messaging.

5.3 Exercise Ruapehu

Exercise Ruapehu focusing on a volcanic ash fall event was held on 7 March, the Western Zone EOC were involved in an exercise focused on managing the response to a volcanic ash fall event originating from Mount Ruapehu.

6. Roding

6.1 Te Puke Highway / Welcome Bay Road Intersection Improvement

The NZTA contractor has been requested to remove the weeds that have rapidly grown due to the higher than usual summer rainfall.

6.2 Community Roding 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
	<u>143,812</u>
Projected Current Account Balance 30 June 2018	<u>143,812</u>
<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

TE PUKE COMMUNITY BOARD 7/04/2016

Remit Title	Storyboards
Remit Number	TP19.16. 3.2
Owner	RFAM
Status	COMPLETED
Complete Date	1 March 2018
Confidential	
Resolution	TP19.3.2 Storyboards
Actions	<p>The Chairperson noted that one of the best examples of a 'storybook' 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> <p>1 March 2018: Staff have met with the Board Chairman and a site for the storyboard has been agreed. The sign contractor has programmed the installation.</p> <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 & 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</p>

Puke "theme" design storyboard signs for other sites, a very clear brief and information from the Board will be required.

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.

TE PUKE COMMUNITY BOARD 15/06/2017

Remit Title	Commerce Lane Carpark Option
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>14 February 2018: Mr and Mrs Donald have decided they are not prepared to commit to having a public car park on the rear of their property.</p> <p>The Strategic Property Manager is discussing the option of parking on the New World car park with Foodstuffs.</p> <p>The last communication with Foodstuffs was on Friday 16 February 2018 and we will continue to follow up with them on a regular basis.</p> <p>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.</p> <p>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.</p> <p>This option is being actively pursued as well.</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>

Chip Seal \$13,000

OR

Asphalt \$25,000 (Preferred)

A budget of \$30,000 is recommended for the project.

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.

TE PUKE COMMUNITY BOARD 27/06/2017

Remit Title	Te Puke GymSport
Remit Number	TP617 6.7
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>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.</p>
Actions	<p>28 Feb 2018: Te Puke GymSport have provided the required information. Staff will now prepare a report to the Operations & Monitoring Committee to initiate the process of advertising Council's intention to enter into a lease for a sports facility on reserve land.</p> <p>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.</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>

TE PUKE COMMUNITY BOARD 27/06/2017

Remit Title	Information Kiosk
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>14 February 2018: Still awaiting proposal from Henry Philips.</p> <p>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.</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>

TE PUKE COMMUNITY BOARD 30/11/2017

Remit Title	Entrance Signage (Western)
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>14 February 2018: Still awaiting contact from Epic.</p> <p>The “It’s Not Ok” sign boards will be available after May 2018 for community notices.</p> <p>22 Jan 2018: Still waiting for Epic to contact DEM with details regarding the sign and for progressing installation.</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>

TE PUKE COMMUNITY BOARD 8/02/2018

Remit Title	Car Parking in the Te Puke CBD
Remit Number	TP1018 3.2
Owner	DEM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Chairperson advised that he had a request from Te Puke Plunket asking that the mobility carpark be altered to indicate a parking space for mother and baby and that the gardens on the western side of the plunket building be removed to enable two more carparks developed in this space.</p> <p>The parking space immediately outside the entrance to the Plunket building also needed to be removed.</p> <p>The signage indicating public car parking availability immediately adjacent to the New World car parking area was still not in place and the Board was advised that the Strategic Property Manager was negotiating with the owner of the New World supermarket in regard to the wording of the signage.</p> <p>The Development Engineering Manager would produce a map of areas within the central business district and meet with the Chairperson and available Board Members on site to discuss options for future car parking.</p> <p>The Board was advised of a report within the Operations and Monitoring Committee Agenda for the meeting to be held on Thursday 15 February 2018 titled Te Puke Main Street that put forward recommendations relating to Te Puke Main Street.</p> <p>Board members expressed disappointment that the options had not been referred to the Project Control Group (PCG) and that Board members had not been consulted about the recommendations.</p>
Actions	<p>7 March 2018: Plunket Carpark – It was agreed by the PCG on 26 February 2018 not to mark additional carparks due to safety concerns of cars reversing onto Queen Street.</p> <p>Feb 2018: Mr and Mrs Donald have changed their minds regarding having a public carpark at the rear of their property. Discussions are underway with Foodstuffs with regard to formalising a public carpark within the NewWorld shopping centre carpark.</p> <p>The Chair of Te Puke Community Board contacted Mr List (BNZ Landlord) to discuss possibility of utilizing the empty space behind the BNZ for public car parking. Unfortunately Mr List is unwilling to proceed with any car parking development. In the meantime, we have provided further information to the Chair on the properties on the west side of Plunket to explore opportunities to develop further carparks. We await comment from the Chair prior to Development Engineering Manager going on site to access parking opportunities.</p>

TE PUKE COMMUNITY BOARD 8/02/2018

Remit Title	Anzac Day Commemoration 2018
Remit Number	TP1018 5
Owner	MA1
Status	COMPLETE
Complete Date	14 February 2018
Confidential	
Resolution	<p>1. THAT the Democracy Advisor's report dated 15 January 2018 and titled Anzac Day Commemoration 2018 be received.</p> <p>2. THAT the Te Puke Community Board 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).</p> <p>3. THAT members of the Te Puke Community Board represent the Te Puke Community Board at the ANZAC Day Service at Te Puke on 25 April 2018.</p>
Actions	14 Feb 2018: Advised Aileen to code to 11-02-04-0330 Te Puke Community Board Contingency.

Western Bay of Plenty District Council

Te Puke Community Board

Financial Report Te Puke – January 2018

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 31 January 2018 (**Attachment A**).

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

Grants and salaries 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
Total grants paid to date	\$9,173

Committed – Operational expenditure

	\$
ANZAC Day Commemoration Wreath	200
Total outstanding operational commitments	\$200

2017/18 reserve analysis:

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

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)
2017/18 Closing balance after committed expenditure	\$76,192

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 22 February 2018 and titled "Financial Report Te Puke – January 2018" 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 31 January 2018**

Te Puke Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	1,169	1,169	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	1,148	4,081	2,933	<input checked="" type="checkbox"/>	7,000	13,466
Grants	9,173	6,419	(2,754)	<input type="checkbox"/>	11,000	8,300
Mileage Allowance	337	1,169	832	<input checked="" type="checkbox"/>	2,000	966
Salaries	15,423	14,739	(684)	<input type="checkbox"/>	25,435	24,999
Security	0	1,169	1,169	<input checked="" type="checkbox"/>	2,000	0
Street Decoration	3,400	5,831	2,431	<input checked="" type="checkbox"/>	10,000	18,169
Inter Department Charges	27,524	27,524	0	<input checked="" type="checkbox"/>	47,181	47,184
Total Operating Costs	57,004	62,101	5,097	<input checked="" type="checkbox"/>	106,616	113,084
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(8,848)
Total Direct Costs	57,004	62,101	5,097	<input checked="" type="checkbox"/>	106,616	104,236
Costs Allocated	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Costs	57,004	62,101	5,097	<input checked="" type="checkbox"/>	106,616	104,236
Income						
Rate Income	62,806	62,195	611	<input checked="" type="checkbox"/>	106,616	113,780
Total Direct Income	62,806	62,195	611	<input checked="" type="checkbox"/>	106,616	113,780
Net Cost of Service	5,802	94	5,708	<input checked="" type="checkbox"/>	0	9,544
Contingency - breakdown						
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					
Year to date contingency costs	1,148					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	124,192					
Jubilee Park Skatepark	(25,901)					
(Decrease) Increase in year	(25,901)					
Closing Balance - Surplus (Deficit)	98,292					

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

MARCH 2018			
Meeting	Date	Time	Venue
Joint Road Safety Committee	6 March	10.00am	Chambers
Waihi Beach Community Board	12 March	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	13 March	7.00pm	Omokoroa Community Church
Katikati Community Board	14 March	7.00pm	Katikati Library and Service Centre
Long Term and Annual Plan Committee	15 March	9.30am	Chambers
Community Committee	15 March	10.00am	Chambers
Maketu Community Board	20 March	7.00pm	Maketu Community Centre
Te Puke Community Board	22 March	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	28 March	9.30am	Chambers
Good Friday - 30 March and Easter Monday - 2 April			
APRIL 2018			
Meeting	Date	Time	Venue
Council	5 April	9.30am	Chambers
Rural Committee	10 April	9.30am	Chambers
Waihi Beach Community Board	23 April	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	24 April	7.00pm	Omokoroa Community Church
ANZAC Day - 25 April			
Community Committee	26 April	9.30am / 10.00am	TBC
MAY 2018			
Meeting	Date	Time	Venue
Maketu Community Board	1 May	7.00pm	Maketu Community Centre
Policy Committee	2 May	9.30am	Chambers
Katikati Community Board	2 May	7.00pm	Katikati Library and Service Centre
Te Puke Community Board	3 May	7.00pm	Te Puke Library and Service Centre