



MEETING - AGENDA -

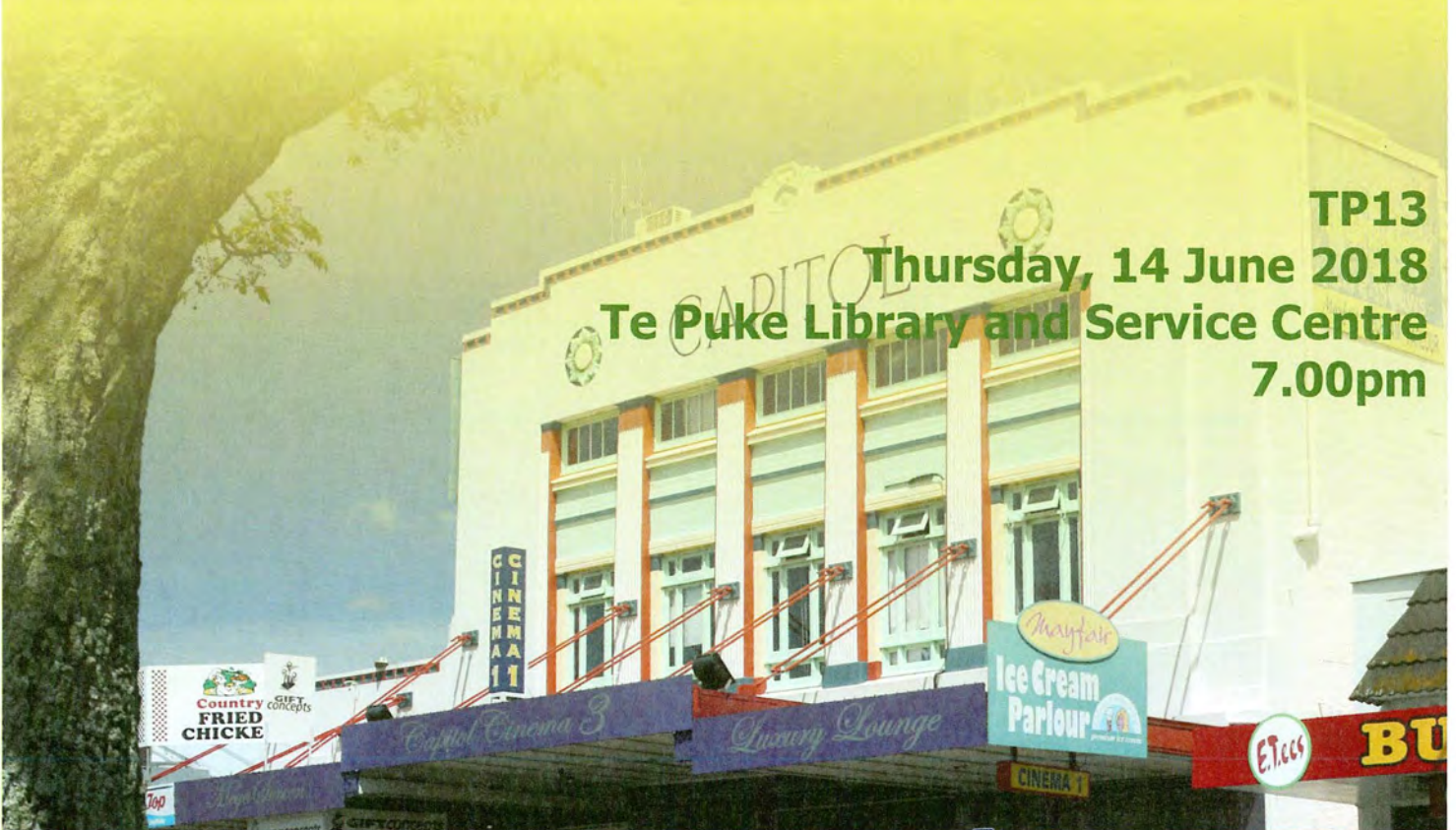
Ngā Take

www.westernbay.govt.nz



TE PUKE COMMUNITY BOARD

Poari Hapori



TP13
Thursday, 14 June 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 TP13

Te Puke Community Board Poari Hapori

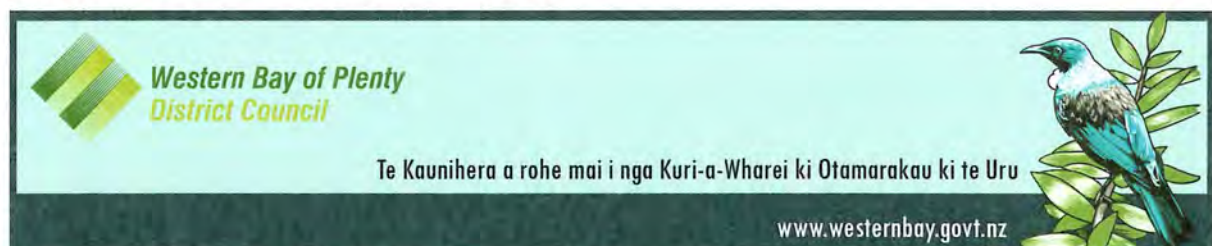
Thursday, 14 June 2018
Te Puke Library and Service Centre
7.00pm

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. TP13

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.

TP13.1 **Presentations**

TP13.1.1 **Te Puke Progressive Group**

The Te Puke Progressive Group has requested to make a presentation in respect to a remembrance park concept envisaged in an area beside the Te Ara Kahikatea Pathway.

TP13.1.2 **Creative Te Puke**

Creative Te Puke has requested to make a presentation to the Board in respect to the Three Seeds sculpture that is currently situated on the road reserve in front of the Old Railway Station

Recommendation:

That the presentations from the Te Puke Progressive Group and Creative Te Puke be received.

TP13.2	Minutes of Meeting No. TP12 of The Te Puke Community Board held on 3 May 2018	7-12
	A copy of minutes is attached.	
	Recommendation	
	<i>THAT the minutes from meeting no. TP12 of the Te Puke Community Board held on 3 May 2018 as circulated with the agenda, be confirmed as a true and correct record.</i>	
TP13.3	Chairperson's Report	13-17
	Attached is a report from the Chairperson dated 30 May 2018.	
TP13.4	Councillor's Report	18
	Attached is a report from Councillor Scrimgeour dated 29 May 2018.	
TP13.5	Community Board Grant Application - June 2018	19-20
	Attached is a report from the Democracy Advisor dated 16 May 2018.	
TP13.6	Infrastructure Services Report Te Puke - June 2018	21-27
	Attached is a report from the Deputy Chief Executive dated 29 May 2018.	
TP13.7	Financial Report Te Puke - April 2018	28-30
	Attached is a report from the Management Accountant dated 16 May 2018.	
TP13.8	Council, Standing Committee and Community Board Meetings	31
	Attached is a schedule of meetings for the months of June and July 2018.	

Recommendation

THAT the schedule of meetings for June and July 2018 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. TP12 of the
Te Puke Community Board held on 3 May 2018
at the Te Puke Library and Service Centre
commencing at 7.00pm**

Present

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

In Attendance

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

Others

Councillor Lally and one member of the press.

Apologies

There were no apologies to hand. It was noted that Member Dugmore was on leave of absence.

TP12.1

Presentations

TP12.1.1

Bay of Plenty Regional Council - Future Bus Stop Locations in Te Puke

The Board received a presentation from Joe Metcalf, Senior Transport Planner from the Bay of Plenty Regional Council Toi Moana on developments associated with a proposed new bus service for Te Puke commuters and the need for future designated bus stops and shelters around Te Puke.

For the purpose of the presentation the Chairperson indicated that he would invite Councillor Lally to join in discussion relating to public transport services for Te Puke.

The Senior Transport Planner from the Bay of Plenty Regional Council opened his presentation with a video that showed the new planned routes that would serve the Katikati, Omokoroa and Te Puke links in the Bay of Plenty Region along with routes within the Tauranga city and suburb boundaries. He advised that bus user numbers in Te Puke township and to and from Te Puke (to points within Tauranga city and Mount Manganui) had increased. The Tauranga Public Transport Blueprint showed the development of a regular hourly service from Te Puke to Tauranga from 6.00am every weekday. It was hoped that once increased patronage of the services had been established, the operating hours would be extended into the weekend.

The current bus runs would extend from five to eleven per day, with extended operating hours, free wifi and overall more flexibility of travelling time. It was very important that people had time to travel from their pick-up point, attend appointments, undertake shopping and business, work and leisure activities and be able to return to their drop-off point by bus with guaranteed regularity and consistent service.

The buses that were used on the designated routes had easy access and were user friendly for people of all ages and stages of mobility.

The Board felt that future consideration of the installation of bus shelters would be given after the new service routes had been running for a while.

The Chairperson thanked the Senior Transport Planner from the Bay of Plenty Regional Council for the presentation to the Board noting that it was very pleasing to see positive options coming on stream for the provision of improved bus services in and around Te Puke.

Resolved: Member Button / Councillor Dally

THAT the presentation from Joe Metcalf, Senior Transport Planner from the Bay of Plenty Regional Council Toi Moana be received.

TP12.1.2

Te Puke Memorial Hall

The Board was advised that this item was withdrawn from the agenda and the representatives from the Te Puke Memorial Hall would be invited to attend a future Community Board workshop.

A summary of the costs associated with hall hire and maintenance was distributed to Board members for discussion at that workshop.

TP12.2

Minutes of Meeting No. TP11 of The Te Puke Community Board Held on 22 March 2018

The Board considered the minutes no. TP11 of the Te Puke Community Board for the meeting held on 22 March 2018 as circulated with the agenda.

Resolved: Councillor Scrimgeour / Member Button

THAT the Minutes from meeting no. TP11 of the Te Puke Community Board held on 22 March 2018 as circulated with the agenda, be confirmed as a true and correct record.

TP12.3

Chairperson's Report

The Board considered a report from the Chairperson dated 18 April 2018 as circulated with the agenda.

Jellicoe Street Upgrade

The Chairperson advised that it had been confirmed that the Jellicoe Street Upgrade review would be held in the first quarter of 2019.

Storyboards

The storyboard relating to the historic Raymond Bridge was in place and there would be an article about this in the next edition of the Te Puke Times.

Entrance Signage (Eastern)

Creative Te Puke members would be invited to attend the next Te Puke Community Board workshop to advise on progress relating to the proposed entrance signage design. Board Members agreed that all associated groups needed to work together to ensure there would be 'no surprises' in regard to the proposed signage.

Bus Park Commerce Lane

The Development Engineering Manager advised that the bus markings were now in place.

Community Consultation Programme 2018

The Chairperson noted that the community forum held on Thursday 5 April had been successful. It was suggested that Waste Management Minimisation would be a good topic for the next community forum and this may be undertaken in liaison with the Utilities Manager and Waste Management staff.

Long Term Plan Submission

Board members received a copy of the Te Puke Community Board 2018-2028 Long Term Plan Submission submitted by the Chairperson at Council on 19 April 2018.

Organisation Report

The Board received a copy of the Te Puke Community Hub meeting report of 13 May 2018.

Resolved: Member Spratt / Councillor Scrimgeour

THAT the Te Puke Community Board Chairperson's Report dated 18 April 2018 be received.

TP12.4

Councillor's Report

The Board considered a report from Councillor Dally dated 24 April 2018 as circulated with the agenda.

Resolved: Councillors Dally / Scrimgeour

THAT the report from Councillor Dally dated 24 April 2018 be received.

TP12.5

Community Board Grant Application - May 2018

The Board considered a report from the Democracy Advisor dated 23 April 2018 as circulated with the agenda.

The Board asked that the application from the Youth Encounter Ministries Trust be held over at this time and reconsidered at their next meeting to be held on Thursday 14 June 2018.

Resolved: Members Miller / Spratt

1. *THAT the report from the Democracy Advisor dated 23 April 2018 titled Community Grant Application March 2018 be received*
2. *THAT the application for a Community Board grant from the Youth Encounter Trust be held over for further consideration at the next Te Puke Community Board Meeting to be held on 14 June 2018.*

TP12.6

Infrastructure Services Report Te Puke - May 2018

The Board considered a report from the Deputy Chief Executive dated 17 April 2018 as circulated with the agenda.

TP12.6.1 **Te Puke War Memorial Hall**

The Board noted that the refurbishment and earthquake proofing of the Te Puke War Memorial Hall had been completed. The recent Anzac Day commemoration service had been held at the refurbished hall and it was commented that the premises were looking great and it was hoped that it would be well patronised from now on.

TP12.6.2 **Roading - Te Puke Foot Path Priorities**

The Board asked when the following identified approved footpath projects included in the Council minor works programme would be started/completed:

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 Boucher Avenue path.

Resolved: Members Spratt / Button

THAT the Deputy Chief Executive report dated 17 April 2018 and titled Infrastructure Services Report Te Puke - May 2018 be received.

TP12.7 **Financial Report Te Puke - February 2018**

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda.

Following comment from the Chairperson about some requested improvements at Council's pensioner housing units in Te Puke, the Group Manager Policy, Planning and Regulatory Services advised that Council had signalled the need to undertake a review of the overall pensioner housing.

Resolved: Members Spratt / Button

THAT the Management Accountant's report dated 3 April 2018 and titled Financial Report Te Puke - February 2018 be received.

TP12.8 **Council, Standing Committee and Community Board Meetings**

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

Resolved: Members Spratt / Button

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 8.53pm.

Confirmed as a true and correct record.

P Miller
Chairperson
Te Puke Community Board

Date

TP12

Western Bay of Plenty District Council

Te Puke Community Board

Chairperson's Report – June 2018

1. Operational Matters – Projects Pending or in Progress

1.1 Storyboards

The prototype for this Community Board project is now in place at the Raymond Bridge and a very positive article regarding this Community Board project appeared in the Te Puke Times a week or so ago. To date I have not received any suggestions for further boards. I have attached the Te Puke Time article for your information.

Attachment A

1.2 Entrance Signage (Eastern)

The signage donated by the "It's Not OK Te Puke Committee" has been adapted by Epic Te Puke to become a what's on in Te Puke sign and is currently promoting the Great Debate to be held mid June. I would hope that other Te Puke Clubs and Organisations will use this signage to promote their events within our town.

1.3 Bus Park Commerce Lane

The designated bus park has now been marked out and has proven to be very successful for drivers bringing shoppers into town from Kiwi Coral.

1.4 New Street Flags

Our new flags are now in place. Many thanks to Councillor Dally for the work he has put into this on-going project. I have received some very positive feedback from members of our Indian community that I work with in the kiwifruit industry who really do appreciate seeing their national flag in our main street and the message it portrays.

1.5 Slater Place – New Porches

Our thanks to the Strategic Property Manager who has now forwarded to the Board the quotes he undertook to get to have the four top units in Slater Place brought up to the standard of the other units in respect to entranceway porches. The Board supports the initiative and hope the work will be undertaken before winter.

1.6 Refurbishment and Installation of Two Park Benches

Park benches previously removed from the Memorial Courtyard are in need of refurbishment before being re-located. The local Te Puke Menz Shed have been approached to see if they are able to undertake the required refurbishment.

Recommendation:

THAT the Te Puke Community Board approve funding up to \$5,000 allocated from the Te Puke Community Board Reserve Fund for the refurbishment and installation of TWO park benches.

2. Community Issues

2.1 Community Consultation Programme 2018

Further to our community forum in the Vector Group building in Oxford Street earlier this year the Board is considering a suitable topic or topics for our second meeting for the year.

2.2 Te Puke Emergency Response Plan

It is hoped that the draft Community Response Plan will be finalised at the next meeting of this group to be held on Thursday 31 May 2018, 7.30pm in the Board Room of the Te Puke Library and Service Centre.

2.3 Letter of Support

At the last workshop meeting of the Board a draft letter of support in respect to the Te Puke Sports and Recreation Club was approved. The letter was to support fundraising activities of the Club in respect to their current grandstand building project.

3. Future Directions.

3.1 Transitional Speed Signage

Member Dugmore has indicated a willingness to look into the transitional signage (70 Kmph) at the approaches to Te Puke to ascertain whether or not it would be possible to install signage similar to that found at Waitangi but with a kiwifruit theme.

4. Community Reports

Attached is a report from the Te Puke Community Hub – Meeting 15 May 2018

Attachment B

Recommendation

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

Peter H Miller
Chairperson
Te Puke Community Board

First storyboard installed at landmark

By STUART WHITAKER
news@tepukeimes.co.nz

There have been many bridges to cross, but Te Puke finally has its first storyboard detailing information about one of the town's historic landmarks.

The storyboard idea came from Te Puke Community Board chairman Peter Miller well over two years ago. In October 2015 work on refurbishing the "little white bridge" at the end of Landscape Rd was completed and it was then that Peter expressed his intention to have the bridge's history recorded on an information board nearby.

That information board is now in place. The board states that the bridge was built in 1880-81, probably by Thomas Hawkins-Smith. In the late 19th century, the road into Te Puke came up



TE Puke Community Board chairman Peter Miller (left) and board member Rob Spratt with the newly installed storyboard at the "white bridge" in Te Puke.

Cemetery Hill, now part of the Te Puke Highway, into Landscape Rd, across Brown's Hill as it was known then, across the bridge and up Saleyards Hill into Te Puke.

Peter says he would like the sign to be a template for other storyboards providing information on historic places or structures in Te Puke, and he is keen to receive suggestions for the community board to consider.

He says he likes the generic history boards that are displayed on the old railway station and hopes others will complement those.

■ Anyone with suggestions can email him at Peter.Miller@westembay.govt.nz or write to the Te Puke Community Board c/o Western Bay of Plenty District Council, Private Bag 12803, Tauranga Mall Centre, Tauranga 3143.

72 Jellico St
 Phone: 573 5145
 Email: tepukehub@gmail.com
 Postal Address:
 2 Dowman Pl
 Te Puke 3119



Coordinator: Ed Pollard
 Phone: 573 4373
 Mobile: 0211015058
 Email: edgar.pollard@gmail.com

DATE: 15th May 2018

CHAIR: Dave (Andy) Anderson.

PRESENT: Ed Pollard. Andy Anderson, Tom Howie, Ron Spratt, Treasurer Dorothy Pollard, Secretary Sheryl Gibney.

APOLOGIES: Tawhai Schuster.

MINUTES OF PREVIOUS MEETING: Read and confirmed as a true and accurate record with the change made in matters arising. \$100 amended to read \$1.00

Moved: Tom.

Seconded: Ed.

MATTERS ARISING FROM MINUTES: Noted in Financial Report the \$1.00 had mistakenly been recorded as \$100. Amended.

Moved: Tom.

Seconded: Ron.

REPORTS:

Andy. Nothing to report.

Tawhai. Nothing to report.

Ed. Nothing to report.

FINANCIAL REPORT: \$2675.12 in our bank account. Paid out \$89.00 for power connection.

INWARD CORRESPONDENCE: Nil.

OUTWARD CORRESPONDENCE: Ed wrote a letter of support for Steve at Vecta.

GENERAL BUSINESS: Ongoing need for more patrollers. Sheryl to send thank you card to our auditor Rod Turner.

AGM date. Tuesday the 4th of September. Subject to Tawhai's availability. Venue to be advised.

Next Meeting. Tuesday the 17th July. Subject to Tawhai's availability.

MEETING CLOSED: 10.25 am.

Te Puke Community HUB Charitable Trustees
 Tawhai Schuster ~ Ed Pollard ~ Tom Howie ~ Dave Anderson ~ Ron Spratt

Western Bay of Plenty District Council
Te Puke Community Board
Councillors Report – June 2018

Councillor Scrimgeour will provide a verbal update to the following items:

- Long Term Plan
- Representation Review
- SmartGrowth FDS/ Tauriko West/ Roading Issues
- Animal Shelters - Dog Pound
- Water Supply Issues
- Speed Limits Review No 1 Rd, No 2 Rd, Washer Road, Quarry Road
- Community Matching Fund

John Scrimgeour
Councillor
Te Puke Community Board

Western Bay of Plenty District Council

Te Puke Community Board

Community Grant Application – June 2018

Purpose and Summary

The Te Puke Community Board is required to make a decision regarding applications for Community Board Funding. One application has been received. The application was first received at the May 2018 meeting of the Te Puke Community Board (TP12) with the Board requesting that it be held over until the June meeting (TP13). The application and supporting information for a Community Board Grant has been forwarded to members separate to this agenda.

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 23 April 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 style="text-align: center;"> \$..... </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 \$10,173.00 has been allocated from the grants fund leaving a balance of \$827.00

ONE application has been received for the Board's consideration at their meeting to be held on 3 May 2018.

Youth Encounter Ministries Trust has requested funding of \$1,800.00 to assist with costs to fund two youths to attend the Youth Encounter Ministries Trust residential camps

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>10,173.00</td> </tr> <tr> <td>Total Grant Funding available</td> <td><u>\$827.00</u></td> </tr> </table>	Annual Budget	\$11,000.00	Total allocated	10,173.00	Total Grant Funding available	<u>\$827.00</u>
Annual Budget	\$11,000.00						
Total allocated	10,173.00						
Total Grant Funding available	<u>\$827.00</u>						

3. Consultation and Communication

Interested/ Affected Parties	Completed/Planned Consultation/Communication	Notes
Youth Encounter Ministries Trust	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 June 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 10 May 2018 and titled Infrastructure Services Report Te Puke June 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 in February 2018. The purpose of the site visit was to look at different discharge options being utilised by other councils.

1.2 No. 2 Road, Te Puke

Water Supply Improvements. New pump station established at 1000 No 2 Road to deliver water to Bush tank. Pump station and water main commissioned. All Completed.

1.3 Muttons Water Treatment Plan

Improvements to treatment plant including pressure sustaining valve to raw water supply pipeline to start in June 2018.

1.4 Dudley Vercoe Drive, Te Puke

A new pump station to be constructed to boost water supply to the upper urban area of Te Puke including new developing areas of Boucher Avenue / No 2 Road. Construction to start in May.

1.5 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

1.6 Licensing waste collectors - Waste Management and Minimisation Bylaw 2013

Letters have gone out to known waste collectors to apply and pay to become a licenced waste collector in the district as per the requirements of the Waste Management and Minimisation Bylaw 2013. A Public Notice to Licence will appear in the different newspapers over the next 14 days. Information to the effect is also on Council's website from 16 May 2018. Applications to become a licenced waste collector in the district need to be in by 15 June 2018. Licences will be issued by 1 July 2018.

2. Reserves

Nothing new to report this month.

3. Strategic Property

3.1 Te Puke War Memorial Hall

Certificate of Public Use has been granted and some minor works on the snag list are to be completed prior to issue of Code of Compliance.

4. Development Engineering and Projects

4.1 Te Puke Highways – Pah Road Slip Reinstatement

This project will now be constructed next financial year due to delays in obtaining resource consent from BOPRC and the associated design changes.

5. Emergency Management

5.1 Training

Ongoing regular meetings with WBOPDC EOC roster staff to discuss their role and provide them with information and resources to further develop their skills and understanding.

5.2 Pukehina

The Community Response plan is complete and ready for the community to review and sign off. EMBOP staff attended a community response team meeting where they discussed the roll out of the Community Plan.

5.3 Pukehina and Maketū Community Open Days

EMBOP, WBOPDC and BOPRC staff attended two community open days on the recent tsunami modelling information for Pukehina and Maketū on Saturday, 5 May 2018. The Pukehina open day was well attended with over 30 locals attending, Maketū was less well attended with only 4 visitors.

5.4 Te Puke

The Te Puke Community Response team are in the process of developing their draft Community Response Plan and the Emergency Management Bay of Plenty will support them as required through this process.

5.5 Coming Up

Exercise Ruapehu II: A training exercise for the Incident Management Team at the Western Zone Emergency Operations Centre is planned for 29 June 2018. This three hour facilitated desktop discussion will focus on responding to a volcanic ash fall event.

The three key objectives for the exercise are:

- To introduce the Checklist Compendium which we have developed over the past year in response to demand for more structured guidance to event management;
- To discuss the key principles of successful function team management;
- To integrate these two objectives, through exercising an IMT meeting and the development of an Incident Action Plan.

6. Roothing

6.1 Community Roothing Account

Current Account:	\$	Status:
Current Account Opening Balance 1 July 2017	(\$36,345)	
Allocation for 2017/18	\$283,564	
Subtotal:	\$247,219	
Less:		
Projects to be completed during year	\$0	
Less Debt funding	\$103,407	
Station Road	\$TBA	
Beatty Avenue	\$TBA	
Jocelyn Street	\$TBA	
Subtotal	\$103,407	
Projected Current Account Balance 30 June 2018	\$143,812	
Loan Information:		
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 and additional parking.

Community Board Report

TE PUKE COMMUNITY BOARD 22/03/2018

Remit Title **New World Parking - Designated Public Car Parking Spaces**

Remit Number TP1118 3.4

Owner DEM

Status COMPLETE

Complete Date 17 May 2018

Confidential

Resolution The Chairperson outlined the history of the land area now taken up by the New World development noting the agreement with Council that the land within the carpark area would be used for designated public car parking.

The Development Engineering Manager advised that he had had a very convivial meeting with the New World business owner and it was agreed that the 30 designated car park spaces should be identified and made available for public car parking.

A simple stencil design marked on the kerb and channel face of each carpark would indicate the respective public car parking spaces that would have availability for a 90 minute period at any time. The markings would be undertaken as soon as possible and it was important that public awareness of the availability of these public car park spaces be highlighted.

Actions **17 May 2018: The 30 carparks were marked and stencils attached to the kerb face on 17 May 2018.**

11 April 2018: Te Puke media informed. A layout diagram has been prepared and stencils are now being sourced.

TE PUKE COMMUNITY BOARD 22/03/2018

Remit Title	Parking Outside Primary School - Boucher Avenue
Remit Number	TP1118 3.9
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Roding Engineer (East/West) had been in touch with the Principal of the Fairhaven Primary School on Boucher Avenue in regard to options for improving traffic congestion during drop-off and pick-up times.
Actions	17 May 2018: The Roding Engineer met with Board members on site on 1 June and discussed the parking restrictions outside Fairhaven School. The Roding Engineer will also attend the June Te Puke Community Board meeting to further discuss the current parking restrictions prior to taking any action. 11 April 2018: Roding Engineer to discuss current parking restrictions with Community Board prior to taking any action.

TE PUKE COMMUNITY BOARD 3/05/2018

Remit Title	Roading - Te Puke Foot Path Priorities
Remit Number	TP1218 6.2
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board asked when the following identified approved footpath projects included in the Council minor works programme would be started/completed:</p> <p>Station Road From Jocelyn Street to Recycling Centre (South Side)</p> <p>Beatty Avenue From Tui Street to Brown terrace (West Side) stopping at the cricket field</p> <p>Jocelyn Street From the Anglican Church to Boucher Avenue (West Side) past the rose garden to join Boucher Avenue path.</p>
Actions	10 May 2018: Roothing Engineer has arranged to meet Board members on site to discuss requirements.

Western Bay of Plenty District Council

Te Puke Community Board

Financial Report Te Puke – April 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 30 April 2018 (**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 with \$827 left for the full year.

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
Citizens RSA Te Puke ANZAC Day Committee	1,000
Total grants paid to date	\$10,173

Committed – Operational expenditure

	\$
ANZAC Day Commemoration Wreath	200
Jellicoe Street Flags	3,450
Total outstanding operational commitments	\$3,650

2017/18 reserve analysis:

2017/18 Opening balance	\$124,192
Jubilee Park Skate Park [TP20.1.1 & TP6.6.4]	\$(25,901)
2017/18 Closing balance	\$98,292

Date
Subject

16 May 2018
Financial Report Te Puke – April 2018

Open Session

Committed - Reserves expenditure

Jubilee Park Skate Park [TP20.1.1 & 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	\$76,193

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 16 May 2018 and titled "Financial Report Te Puke – April 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 30 April 2018**

Te Puke Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	1,670	1,670	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	1,343	5,830	4,487	<input checked="" type="checkbox"/>	7,000	13,466
Grants	10,173	9,170	(1,003)	<input checked="" type="checkbox"/>	11,000	8,300
Mileage Allowance	337	1,670	1,333	<input checked="" type="checkbox"/>	2,000	966
Salaries	21,558	21,568	10	<input checked="" type="checkbox"/>	25,435	24,999
Security	0	1,670	1,670	<input checked="" type="checkbox"/>	2,000	0
Street Decoration	3,400	8,330	4,930	<input checked="" type="checkbox"/>	10,000	18,169
Inter Department Charges	39,320	39,320	0	<input checked="" type="checkbox"/>	47,181	47,184
Total Operating Costs	76,130	89,228	13,098	<input checked="" type="checkbox"/>	106,616	113,084
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(8,848)
Total Direct Costs	76,130	89,228	13,098	<input checked="" type="checkbox"/>	106,616	104,236
Costs Allocated	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Costs	76,130	89,228	13,098	<input checked="" type="checkbox"/>	106,616	104,236
Income						
Rate Income	90,179	88,850	1,329	<input checked="" type="checkbox"/>	106,616	113,780
Total Direct Income	90,179	88,850	1,329	<input checked="" type="checkbox"/>	106,616	113,780
Net Cost of Service	14,048	(378)	14,426	<input checked="" type="checkbox"/>	0	9,544
<u>Contingency - breakdown</u>						
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	254					
Raymond Bridge Te Puke Placard	109					
Advertising for Dr Leonard Randell Scholarship	208					
Venue hire - Old RSA	50					
Year to date contingency costs	1,343					
<u>Community Board Reserves</u>						
Opening Balance - Surplus (Deficit)	124,192					
Jubilee Park Skatepark [TP20.1.1 & TP6.6.4]	(25,901)					
(Decrease) Increase in year	(25,901)					
Closing Balance - Surplus (Deficit)	98,292					

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

JUNE 2018			
Queen's Birthday - 4 June			
Omokoroa Community Board	5 June	7.00pm	Omokoroa Community Church
Community Committee	6 June	9.30am / 10.00am	Chambers
Katikati Community Board	6 June	7.00pm	Katikati Library and Service Centre
Long Term and Annual Plan Committee	7 June	9.30am	Chambers
Waihi Beach Community Board	11 June	6.30pm	Waihi Beach Community Board
Maketu Community Board	12 June	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	13 June	3.30pm	Chambers
Policy Committee	14 June	9.30am	Chambers
Te Puke Community Board	14 June	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	21 June	9.30am	Chambers
Council	28 June	9.30am	Chambers
JULY 2018			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	3 July	9.30am	Chambers
Regulatory Hearings Committee (if required)	4 July	9.30am	Chambers
Rural Committee	10 July	9.30am	Chambers
Waihi Beach Community Board	16 July	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	17 July	7.00pm	Omokoroa Community Church
Katikati Community Board	18 July	7.00pm	Katikati Library and Service Centre
Maketu Community Board	24 July	7.00pm	Maketu Community Centre
Policy Committee	26 July	9.30am	Chambers
Te Puke Community Board	26 July	7.00pm	Te Puke Library and Service Centre