

Western Bay of Plenty District Council

Minutes of Meeting No. TP15 of the Te Puke Community Board held on 6 September 2018 at the Te Puke Library and Service Centre commencing at 7.00pm

Present

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

In Attendance

E Holtsbaum (Group Manager Technology, Customer and Community Services), S Harvey (Roading Engineer (East/West)) and A Alty (Democracy Advisor)

Others

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

Public Forum

Resolved: Members Button / Spratt

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

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

My Story - Book Launch

Karyl Gunn-Thomas spoke to the Board about the book that she had written called My Story, which was the story of her personal journey lasting 55 years outlining how she had been inspired to write her story, and now she wanted her story to inspire others. The book had taken her a year to put together and would be launched on 27 September 2018. Karyl stressed, that if by telling her story she helped just one person she would have achieved what she wanted. The book would not be available through general bookshop sales, but would be available through referral from health professionals and counsellors with advice about the story and would have an associated health card included for the purchaser.

Karyl Gunn-Thomas said that she had been inspired to write the book and she hoped that her story would inspire others to positively deal with issues relating to varying aspects of family harm.

Board members congratulated Karyl Gunn-Thomas on her book and thanked her for her presentation.

New Zealand National Geographic

Karyl Gunn-Thomas advised the Board of an article in the September/October edition of New Zealand National Geographic Magazine that featured various aspects of Te Puke life.

Resolved: Councillor Scrimgeour / Member Spratt

THAT the meeting be re-convened in formal session at 7.16pm.

The Chairperson advised that the meeting was now under formal process and members of the public were most welcome to stay but may not interject or speak to Board members during the course of the formal meeting.

TP15.1 Minutes of Meeting No. TP14 of The Te Puke Community Board Held on 26 July 2018

The Board considered the minutes no. TP14 of the Te Puke Community Board for the meeting held on 26 July 2018 as circulated with the agenda.

Resolved: Member Button/ Councillor Scrimgeour

THAT the minutes from meeting no. TP14 of the Te Puke Community Board held on 26 July 2018 as circulated with the agenda, be confirmed as a true and correct record.

TP15.2 Chairpersons Report

The Board considered a report from the Chairperson dated 21 August 2018 as circulated with the agenda.

TP15.2.1 Palmer Place Parking

At the last Community Board meeting, the Board was advised of an initial cost estimate of \$10,000 to \$12,000 for requested work in Palmer Place. The Board indicated that that in their view this price was exorbitant and requested that an alternative quote for the work be sought.

The Roding Engineer (East/West) advised that while WestLink do not provide alternate quotes for works of such small scale he had received a revised price for the proposed work at \$6,300.00.

While the Board was happy to receive the amended price, there was concern in the variance of cost between the first and second price given from Westlink.

The Roading Engineer (East/West) explained that the first price had included the possibility of power cable reinstatement, and it had been established that this would not be required, resulting in the second reduced job cost price being submitted.

Resolved: Members Button / Spratt

THAT the Te Puke Community Board accept the reviewed quoted price of \$6,300 for the tree and bark garden in Palmer Place to be removed and the parking space they current occupy reinstated as such, funded from the Te Puke Community Board Roading Account.

TP15.2.2 **Annual Parking and Bylaw Review**

The Board would again include a request for consideration of a bylaw to be enacted to prohibit the parking of heavy vehicles in urban Te Puke in the forthcoming Annual Parking and Bylaw Review to be presented at the next Board meeting. This problem was still a concern in Te Puke and was a serious safety issue particularly around Dunlop Road and Raymond Avenue.

TP15.2.3 **Park Bench Renovations**

The first of the renovated park benches had been installed on Cannell Farm Road and was already used by residents walking into the central business district.

The Board would give consideration to the placement of the remaining two park benches that were currently being renovated by members of the Te Puke Menz Shed.

TP15.2.4 **Township Footpath Deficit List**

The Board discussed proposed footpath works at their last workshop noting that they were very aware that Te Puke Veterinary Clinic to King Street was a high risk area for pedestrians passing through this very busy commercial area and the feasibility of the installation of a footpath in this vicinity needed to be considered as soon as practicable.

Concern was expressed relating to the waiting time for a footpath to be installed on Station Road. It was explained that the planned rehabilitation of Station Road would be undertaken before the footpath was installed. If the new footpath was installed before the roadworks, the footpath may be damaged in the course of the rehabilitation work and the footpath needed

to be installed after the road realignment and contouring had been completed.

The Board confirmed the following footpath priorities:

Resolved: Members Spratt / Button

THAT the Te Puke Community Board approve the following footpath priorities to be included in the Council minor works programme funded from the Community Roading Budget for completion in the near future as:

- 1. Station Road
From Jellicoe Street intersection west to recycling centre (South side)*
- 2. Beatty Avenue
From Tui Street to Brown Terrace (West Side) stopping at the cricket oval.*
- 3. Washer Road From Station Road to the southern carpark of Eastpack (subject to discussion with Eastpack)*
- 4. Te Puke Quarry Road from Te Puke Highway to Eastpack Pack House*
- 5. No.1 Road From Te Puke Highway to the Trevelyan's Pack House*
- 6. Collins Lane from Te Puke Highway to Eastpack Pack House*
- 7. Te Puke Veterinary Clinic to King Street*

And that feasibility and construction estimates for the above works be reported back to the Board.

TP15.2.5 **MacLoughlin Drive**

At the last Te Puke Community Board meeting the Board highlighted the need for kerb and channel work to be installed on the southern side of MacLoughlin Drive.

The Roading Engineer (East/West) advised that he had requested a quote from Westlink for the design and construction of the requested work.

TP15.2.6 **Tactile Paving**

The Chairperson advised that he had recently met with the Rehabilitation Instructor from the Blind Institute who had demonstrated the difficulties that blind people had moving about their respective communities. The Chairperson had been shown the tactile paving that had been installed in the recent upgrade of Jellicoe Street at each of the three pedestrian crossings and it was disappointing to see that in the repaving of some areas of Jellicoe Street the directional tactile paving that had been uplifted had not been re-laid when the new pavers went down.

The Board was advised that the Development Engineering Manager has suggested that the directional tactile paving that should be in place on the three pedestrian crossings on Jellicoe Street be installed as part of the main street renovation safety audit to be undertaken in the first quarter of the new year.

The Board requested that the installation of tactile paving on one pathway into the central business district from the Boucher Ave crossing by the Fire Station, down Jocelyn Street to Jellicoe Street be investigated.

It was requested that the Roothing Engineer (East/West) work with the (Blind Foundation) Rehabilitation Instructor to ascertain what was needed for this pathway and to provide a costing for the required work. The Board would consider options for funding the required work when costings were made available.

TP15.2.7 **Covers Over Mobility Car Parks**

The Chairperson advised that he had been approach with a request to have covers over mobility car parks in Te Puke installed.

The Board would seek a design and costing from the Roothing Engineer (East/West) and further consider the placement of covers for the mobility car parks at their next workshop.

TP15.2.8 **Parking Lines Jellicoe Street**

With the high volume of traffic movement in and out of the parking spaces in this business precinct the parking lines were fading badly and the old lines were beginning to show through again. This was particularly noticeable on the southern side of Jellicoe Street, between Oxford Street and Jocelyn Street.

The Board was advised that a Service Request had been instigated for this item and the Roothing Engineer (East/West) advised that the Road Marking team would be moving through the Eastern end of the Western Bay of Plenty district in September and the re-marking of the parking lines would be marked at that time.

TP15.2.9 **Beatty Avenue Litter**

The Chairperson advised that since the last Community Board meeting he had taken the opportunity to visit Beatty Avenue and view the concerns raised and talk with residents and students and also met with the Deputy Principal at Te Puke High School.

The Chairperson noted that he had been advised that rubbish bins had previous been located along this route but due to them being used to dump household residential rubbish they had been removed.

The Board had indicated that they recommended that two rubbish bins be placed on Beatty Avenue funded by the Te Puke Community Board and serviced by the Council Contractor.

At this point in the meeting the Chairperson allowed a Beatty Avenue resident in attendance to speak about his experiences and opinions relating the littering along Beatty Avenue.

The placement of the rubbish bins needs to be re-considered and the Board felt that the design of the rubbish bins needed to more modern with an opening that prohibited household rubbish being placed into the bins.

The Board was advised by the Reserves and Facilities Manager that staff were arranging a quote to supply and install two new rubbish bins along Beatty Avenue.

Resolved: Members Miller / Button

THAT the Te Puke Community Board fund the cost of the supply and installation of two new rubbish bins on Beatty Avenue up to a value of \$1,000.00 each (totalling \$2,000.00) funded from the Te Puke Community Board Reserves Fund subject to discussion between the Chairperson and the Reserves and Facilities Officer and on confirmation of the design and placement of the bins.

TP15.2.10 **EPIC Te Puke**

The Board received a letter dated 7 August 2018 from Epic Te Puke suggesting that the Board consider sponsorship of the 2018 Treat Trail, a very successful event that the group organised for Halloween afternoon in the Te Puke township area. The Board declined to take up sponsorship of this event but encouraged the group to submit an application for a Community Grant to assist with the traffic management for the event.

The Chairperson advised that he had written a letter of support for EPIC Te Puke to accompany any application this group might make for financial assistance with their annual Christmas parade.

TP15.2.11 **Te Puke Emergency Response Plan**

The Chairperson advised that the draft Community Response Plan had been signed off at the last meeting of the Emergency Response Plan Committee. The draft of the plan would be presented to the public at a combined community meeting to be held in the Settlers Lounge on Thursday 20 September 2018. The Chairperson extended thanks to all who had contributed to this important community plan.

TP15.2.12 **Council Funding for Freedom Camping**

The Board was pleased to see Government funding to assist Council to manage freedom camping in the Western Bay district. The Board reiterated that in Te Puke there was freedom camping issues all year around and not just during the summer months. It was noted that some

funding would be used to monitor freedom camping which was very positive. There was a real need to monitor freedom camping in the Commerce Lane carpark which was now an area that was constantly occupied all year round by campers and not just one that arose in the kiwifruit season.

The Board would like to see the rules pertaining to Commerce Lane enforced and at the same time Council investigate the setting up of a Kiwicamp in conjunction with one or more of the post harvest kiwifruit companies.

The Board received advice that staff were currently negotiating an increased level of service for freedom camping monitoring with the Compliance and Monitoring Services Contractor. The increased level of service would include regular patrols of the Commerce Lane carpark, Donovan Park, and would include daily visits by the contractor to areas that had continuing and emerging freedom camping issues. CCTV cameras would be used as a tool to assist with monitoring and the collection of non-compliance evidence.

Once negotiations had been completed, staff would respond to Central Government and confirm the conditions of drawing down the proposed funds prior to initiating the increased level of service.

Resolved: Member Spratt / Councillor Dally

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

TP15.3

Councillor's Report

The Board considered a report from Councillor Scrimgeour dated 23 August 2018 as circulated with the agenda.

Resolved: Councillor Scrimgeour / Member Spratt

THAT the report from Councillor Scrimgeour dated 23 August 2018 be received.

TP15.4

Community Board Grant Applications - September 2018

The Board considered a report from the Democracy Advisor dated 21 August 2018 as circulated with the agenda.

Te Puke Events and Promotions (EPIC)

The Board considered a Community Board funding application from Te Puke Events and Promotions for \$500.00 to cover the cost of traffic management for their Te Puke Treat Trail to be held on 31 October 2018.

Board members noted that while the event had been very successful last year, traffic management within the township had been chaotic. This year a full traffic management plan was to be implemented.

It was noted that while the concept of the event was not totally supported, the event encouraged family participation and it was important to bring people into the town centre for an enjoyable, family event.

Resolved: Member Spratt / Councillor Scrimgeour

THAT the Te Puke Community Board approve the following grant to be funded from the 2018/2019 Te Puke Community Board Grant Account subject to all accountabilities being met:

Te Puke Events and Promotions Group (EPIC)..... \$500.00

Karyl Gunn-Thomas

The Board considered a Community Board funding application from Karyl Gunn-Thomas requesting funding for \$2,148.98 for costs associated with the book launch and publication of her "My Story" book launch to be held on 27 September 2018.

While applauding the passion of the author and the publication of the book, Board members advised that the application did not fit the criteria set down for Community Board Grant Funding, and it was felt that it did not meet with the strategic fit of Council and was not of equal benefit to the residents of the community board area.

Resolved: Members Spratt / Button

THAT the Te Puke Community Board decline the Te Puke Community Board Grant Application request from Karyl Gunn-Thomas.

Resolved: Members Button / Spratt

THAT the report from the Democracy Advisor dated 21 August 2018 titled Community Grant Application September 2018 be received.

TP15.5

Infrastructure Services Report Te Puke - September 2018

The Board considered a report from the Deputy Chief Executive dated 20 August 2018 as circulated with the agenda.

TP15.5.1 Te Puke Recycling Centre Extended Opening Hours Trial

The Board was pleased to see that the Te Puke Recycling Centre was now operating under the approved extended opening hours.

TP15.5.2 MacLoughlin Drive - Minute Action Reference TP14 18 4.8

The Board was pleased to note that a quote for design and construction from Westlink had been requested for the widening of MacLoughlin Drive and the installation of kerb and channel on the southern side of the roadway.

It was reiterated that this road was now a very busy thoroughfare and it was important that traffic speed limits for the roadway were considered in the forthcoming annual speed limit review.

TP15.5.3 Community Consultation Programme - Minute Action Reference TP14 18 4.9

The Chairperson advised that at the Community Consultation meeting to be held on Thursday 20 September 2018, the following topics would be highlighted for information and discussion:

- Development of a Community Dog Exercise Area
- Te Puke Stormwater Catchment Management Plan Update
- Waiari Water Scheme Project Update
- Tactile Paving
- Mobility Parking Covers

Resolved: Members Spratt / Button

THAT the Deputy Chief Executive report dated 20 August 2018 and titled Infrastructure Services Report Te Puke - September 2018 be received.

TP15.6 Financial Report Te Puke - July 2018

The Board considered a report from the Management Accountant dated 13 August 2018 as circulated with the agenda.

Resolved: Member Button / Councillor Scrimgeour

THAT the Management Accountant's report dated 13 August 2018 and titled Financial Report Te Puke - July 2018 be received.

TP15.7 **Council, Standing Committee and Community Board Meetings**

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

Resolved: Member Spratt / Councillor Dally

THAT the schedule of meetings for September and October 2018 be received.

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

Resolved: Member Spratt / Councillor Scrimgeour

THAT the public be excluded from the following part of this meeting namely:

- *Commerce Lane Toilet CCTV Camera Upgrade*

The general subject to each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<i>General subject of each matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>Commerce Lane Toilet CCTV Camera Upgrade - In Confidence</i>	<i>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</i>	<i>To enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i>

Transferred to Open Business

TP15.8 **Commerce Lane Toilet CCTV Camera Upgrade**

Resolved: Member Spratt / Councillor Dally

1. *THAT the Reserves and Facilities Officer East's report dated 17 August 2018 and titled Commerce Lane Toilet CCTV Camera Upgrade be received.*

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the Board approves the upgrade and two new CCTV cameras for the Commerce Lane carpark area as follows;*
 - a) *New Hikvision 2MP DarkFighter PTZ (\$5,457.76 plus GST)*
 - b) *Additional New 5MP Turret Camera (\$420.00 plus GST)*
 - c) *Additional New Hikvision 2MP DarkFighter PTZ (\$5,995.59 plus GST)*
4. *THAT if approved, the upgrade and new cameras be funded from the Te Puke Community Board Reserves Account.*
5. *THAT the recommendation be transferred into the Open Section of the Te Puke Community Board meeting held on 6 September 2018 forthwith.*