

# Western Bay of Plenty District Council

## Minutes of Meeting No. TP16 of the Te Puke Community Board held on 18 October 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

K Perumal (Chief Financial Officer), S Harvey (Roading Engineer) and A Alty (Democracy Advisor)

### Others

Councillor K Marsh and Seven members of the public

### Public Forum

**Resolved:** Members Button / Dugmore

*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

### Te Puke Sport and Recreation Society

Rick Hannay, representing the Te Puke Sport and Recreation Society spoke to the Board outlining the club's current fund raising project for a covered grandstand at the Aotea Road sports ground in Te Puke. Mr Hannay outlined the history of the previous grandstand in Te Puke that had been demolished for commercial purposes. He also outlined the process that had been undertaken to securing seating from Lancaster Park in Christchurch, and the co-ordinated efforts given to transport the seating from Christchurch to Te Puke. The 350 seats would ultimately be part of the 400 seat covered grandstand.

Mr Hannay reiterated that the community would have free access to the facility which would be freely available to the community with no charge for use of the facilities.

The Te Puke Sports and Recreation Club were requesting funding assistance through various means and to this end were making an approach to the Te Puke Community Board for assistance.

The Chairperson thanked Mr Hannay for his address. He asked the representative of the Te Puke Sports and Recreation Club to put together a formal presentation for the Board's next workshop to be held on Thursday 8 November for further consideration.

### **Paul Thomas**

Paul Thomas spoke in support of the re-presented application for Community Board Funding from Karyl Gunn-Thomas for costs associated with the launch of her book 'My Story' on September 27 2018. Mr Thomas said that it took someone special to write a book and he applauded Karyl's bravery to write a book about her past life. He said that people from Te Puke and the surrounding areas had come forward after reading the book seeking help. This book would help many. Mr Thomas asked the Board to re-look at the application favourably, and while the Board received many applications, in his opinion this application was deserving and should be at the top of the list.

### **Tracy Fawcett**

Tracy Fawcett from the Venture Group Charitable Trust spoke in support of Mr and Mrs Thomas noting that the My Story book launch had been a wonderful occasion. The book had opened up conversations that were needed in our community and would be a facilitating tool for people to help them to take up conversations about the many forms of abuse in our community.

### **Karyl Gunn-Thomas**

Mrs Gunn-Thomas asked the Board to re-consider her application and rescind the earlier decision to decline her application noting that "it was the prerogative of the Board to make their previous decision and to not look at this re-application favorably would be disappointing and punitive. The decision was in your hands as representatives of the community."

### **Lee Higgins**

Lee Higgins, a staff member of Te Puke High School spoke in support of the application from Karyl Gunn-Thomas. She also reiterated her support of Steve and Tracey Fawcett from the Vector Charitable Group who were providing much needed social and community support in the township. She noted that Karyl's book opened up the opportunity for people to talk about and help themselves about issues that were not readily discussed in the community.

**Resolved:** Member Spratt / Councillor Scrimgeour

*THAT the meeting be re-convened in formal session at 7.21pm*

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.

### **CHANGE TO ORDER OF BUSINESS**

The Chairperson requested that the next item of business be the Community Grant Application – October 2018 being the re-presented grant application from Mrs Gunn-Thomas in order to release members of the public attending in regard to this item from the meeting at the conclusion of the item.

**Resolved:** Councillor Scrimgeour / Member Spratt

*THAT in accordance with Standing Orders the order of business be changed and that the item Community Board Grant Application – October 2018 be the next item of business.'*

#### **TP16.1 Community Board Grant Application - October 2018**

The Board considered a report from the Democracy Advisor dated 1 October 2018 as circulated with the agenda.

The Board Chairperson asked if any member of the Board would put forward a motion to rescind the Board resolution on 6 September 2018 that declined the Community Board Grant Funding Application from Mrs Gunn-Thomas.

Councillor Dally moved the recommendation. The recommendation lapsed for want of a seconder.

The Chairperson asked if there was any further discussion to the item, there being no discussion the Chairperson declared the decision of the Te Puke Community Board relating to the grant funding application from Mrs Gunn-Thomas on 6 September 2018 (TP15) stand.

**Resolved:** Councillor Dally / Member Button

*THAT the report from the Democracy Advisor dated 1 October 2018 titled Community Grant Application October 2018 be received.*

#### **TP16.2 Minutes of Meeting No. TP15 of The Te Puke Community Board Held on 6 September 2018**

The Board considered the minutes no. TP15 of the Te Puke Community Board held on 6 September 2018 as circulated with the agenda.

**Resolved:** Members Spratt / Button

*THAT the Minutes from meeting no. TP15 of the Te Puke Community Board held on 6 September 2018 as circulated with the agenda, be confirmed as a true and correct record.*

**TP16.3 Chairperson's Report**

The Board considered a report from the Chairperson dated 4 October 2018 as circulated with the agenda.

**TP16.3.1 Annual Parking and Bylaw Review**

The Board would like to recommend to Council once again, that it consider a bylaw to prohibit the parking of heavy vehicles in urban Te Puke. This problem is still a concern and as the Board has indicated in the past this is a serious safety issue particularly around Dunlop Road and Raymond Avenue.

While the Roading Engineer had advised that if a truck was parked inappropriately, the parking warden can issue an infringement notice and a by-law was not required for this process. The Board clarified that the trucks were parking outside normal working hours – would the parking warden be working after hours so who should be called?

The Board felt strongly that the issue of heavy trucks parking in urban streets was dangerous and had not been resolved. Truck drivers did not have anywhere safe to park their heavy vehicles at night so they parked the vehicles outside their homes. Raymond Avenue and Dunlop Road were the worst streets. The trucks were often not lit and parked close to corners. The early morning start-up noise of the trucks was also disturbing to neighbours' and there was evidence of damage to the kerb and channel structures caused by parking the heavy vehicles in urban streets.

The Roading Engineer advised the Board that he would further investigate this problem noting that while the practice was undesirable it was not illegal.

**TP16.3.2 Park Bench Renovations**

Two more benches had now been restored by the Te Puke Menz Shed and in consultation with Reserves Staff will be placed in the Memorial Plaza at the War Memorial Hall. A further two benches would be taken from the plaza for refurbishment and would then go back to that location.

**TP16.3.3 Street Flags**

A further flag order would be made in the very near future. This would include Christmas Parade and Easter flags for EPIC Te Puke together with the usual Christmas order for the Board. The Board was very appreciative of the support it would receive from Te Puke Rotary in respect to this project. The Board Chair would approach Te Puke RSA regarding Armistice Day commemoration flags.

Councillor Dally provided information of the suggested designs for the Christmas and Anzac Flags. He advised that Te Puke High School was co-ordinating a flag design competition with the successful designs confirmed on 1 November 2018. Representatives of local iwi had also been approached to submit flag designs. It was noted that the flag producer had advised a discount rate if a total of ninety flags were ordered.

Board members noted that there were street decoration ideas that could be investigated other than flags and consideration should be given to having Christmas lighting along the main street. There were many positive comments about the 'Christmas tree' outside the old railway station café and it was suggested that more of this type of lighting would brighten the township at night.

In the first instance the Board agreed that 9 Armistice Day Flags (Reference A-C and D) be ordered as soon as possible to have in place before 9 November 2018 along with 15 Christmas Flags.

The balance of the order would be confirmed at the next Community Board Workshop

**Resolved:** Members Miller / Spratt

*THAT the Te Puke Community Board approve funding for 75 flags funded from the Te Puke Community Board Street Decoration Account for the following flags:*

- 9 Armistice Day Flags
- 15 Christmas Day Flags

*With the balance of the flags ordered after further consultation with the Board.*

Te Puke Rotary Club and Epic Te Puke Flag Order

The Board agreed that an order of 15 flags funded by the Te Puke Rotary Club be placed with the supplier the same time as the Te Puke Community Board flags were ordered to achieve the best discount price for the combined number of flags.

#### TP16.3.4

#### **Beattie Avenue Litter**

The Board Chair met with Council Staff and Keith Govan in Beattie Avenue and confirmed the siting of two rubbish bins for this street. They will be in use for a trial period to ascertain their usage. The Board Chair and Reserves Staff are conferring on the design of the two bins.

The Board confirmed that they liked the look of the new design of rubbish bins provided and asked that these be installed at the agreed sites on Beattie Avenue as soon as possible.

**TP16.3.5 Tactile Paving**

The Board Chair had now had further communication with the Rehabilitation Instructor from the Blind Foundation and she has provided the Board with statistics regarding our visually impaired residents. It does seem that the figures would justify a tactile paving pathway into our CBD from the Jocelyn Street/Boucher Avenue intersection near the fire station. The Roading Engineer advised that he would be happy to work with the Board and the Rehabilitation Instructor to ascertain what was needed for the tactile pathway and to cost it out. The Community Board confirmed at its last workshop that it supports this community project which depending on the cost could be done in at least two stages. It was noted that the project may be added to the Community Board programme of works.

**TP16.3.6 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 are fading badly and the old lines are beginning to show through again particularly on rainy days. The markings on the southern side of Jellicoe Street, between Oxford Street and Jocelyn Street are in the poorest condition. The Chairperson was assured that the remarking was underway.

The Roading Engineer advised that the black out of old markings would be undertaken in the near future.

**TP16.3.7 Community Celebration**

Our congratulations to Member Spratt and his team comprising of Sue Mathews and Diane Leach who organized a very successful community function for Des and Shirley McGregor to celebrate the 56 Years of Service they have given to the Te Puke business community. Shirley had also served on the Te Puke Community Board.

**TP16.3.8 Speed Limit 2018 Review**

I had now had an opportunity to meet with kaumatua of the Manoeka community regarding the speed limit through their village. They would like to see the speed limit through their community lowered to 50kms from the Te Puke Quarry Road through to the Straun Orchard at 293 Manoeka Road. The "be aware of children" signs also need to be reinstated. The Board supported this request and noted that it would be added to the 2018 Speed Limit Review.

**TP16.3.9 Te Puke Emergency Response Plan**

The draft Community Response Plan was presented to the public at a combined community meeting held in the Settlers Lounge on Thursday

20 September 2018. Council Staff were working to present the plan on the Council website and to put together a news release for local newspapers. The Chairperson extended thanks to all who had contributed to community plan.

#### TP16.3.10 **Kiwi Camps**

The Board endorsed any Council decision to establish a Kiwi Camp in the Te Puke area in time for the 2019 kiwifruit season. Some Board members were of the view that while the concept of the Kiwi Camp facility may be right, Commerce Lane was not a suitable location for the installation of such a facility. It was felt that local packhouses should be working with Council to ensure they were providing suitable accommodation for their agricultural/horticultural/seasonal workers.

**Resolved:** Member Miller / Councillor Scrimgeour.

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

#### TP16.4 **Councillor's Report**

The Board considered a report from Councillor Dally dated 4 October 2018 as circulated with the agenda. Councillor Dally spoke to the following items:

##### **Representation Review Final Proposal**

Council adopted a final proposal for the Representation Review on 20 September which if accepted by the Local Government Commission will take effect for the 2019 and 2022 triennial elections. Council considered the 460 submissions on the initial proposal (which included some very strong messages) and the final proposal reflected what most people told Council. The final proposals put forward were:

- The number of Councillors remained the same at 11 plus the Mayor.
- A minor boundary adjustment which moves 517 properties from the Kaimai ward into the Katikati/Waihi Beach ward to better reflect their community of interest.
- Retention of the Maketu, Te Puke and Waihi Beach community boards with their current boundaries. Retention of the Katikati community board with the addition of the 517 properties from the Kaimai ward.
- Disestablishment of the Omokoroa community board.
- Establish three community committees as below:
  - Eastern committee encompassing all the properties not in the Maketu and Te Puke community board catchments in the Maketu/Te Puke ward.
  - Kaimai committee based on the revised Kaimai ward including the Omokoroa board area.
  - Matakana and Rangiwaea Islands committee.
- The only members of each committee will be the four elected councillors from the respective wards to satisfy the overriding message

from the submissions that the appointment of unelected members to committees is unacceptable.

### **Reserves and Facilities Bylaw 2018 Review**

Council would adopt the final Reserves and Facilities Bylaw at our next Council meeting on 1 November. This was a very controversial review because of the proposal to ban horse riding at Tuapiro Point (currently a permitted activity). Council received 597 submissions to the draft bylaw, 96% of these opposed the proposed Tuapiro Point horse riding ban.

It was a difficult decision as the ban had been at the request of local hapu Ngati Te Wai because they believed horses were impacting on significant cultural values at the site including damaging traditional kai moana shellfish beds. However, a good result had been achieved through a mediation process between Ngati Te Wai, horse riding representatives and Council staff. The permitted area has been redefined to avoid the significant kai moana beds, site signage and markers would be improved so there was no doubt for horse riders and information boards would be added to explain the significance Tuapiro Point held for tangata whenua.

It was like witnessing the awakening of a sleeping giant with the mobilisation of the horse-riding community to put in so many submissions, from young kids to old age pensioners, many of whom spoke at the hearing with great passion. It would have been very difficult to decide against them. Fortunately, a compromise was reached that recognised Ngati Te Wai's position and there appeared to be a newfound respect between all parties.

### **Kauri Point Landslip Repair**

The roadway down to the Kauri Point jetty and boat ramp has been closed since April 2017 when a serious landslip occurred during cyclones Debbie and Cook. Council made the decision to spend up to \$1.528 million from the general rate reserve on an engineered repair solution consisting of a large rock buttress at the toe of the slope. This was a significant decision as we may see more weather-related landslips in the future and how Council deals with them will be of interest to those affected. One of the main considerations in this case was maintaining access to council assets – the jetty and boat ramp.

### **Community Matching Fund Grants**

At the 30<sup>th</sup> August Community Committee, the 2018 Community Matching Fund recipients were confirmed. Te Puke organisations were well represented in the disbursements, congratulations to all those groups who are doing great work in our community. However, groups or organisations who receive funding from Western Bay of Plenty District Council can only receive one grant per year, which meant there was an opportunity for



other groups to apply for a community board grant if they didn't benefit from the Community Matching Fund. Application forms were available on Council's website or from Council offices.

### **Kiwi Camp Facility**

After Council applied to Ministry of Business Innovation and Employment (MBIE) for a grant towards freedom camping initiatives, it was selected as one of three Councils in the country for a trial of a Kiwi Camp facility in a seaside location over the coming summer. The goal was to provide improved facilities to help Councils manage freedom campers in communities where compliance issues arise. The grant includes: - \$200,000 to purchase a relocatable prefabricated Kiwi Camp Facility which includes toilets, bathroom, dishwashing and laundry facilities, showers, access to drinking water, waste and recycling areas, device charging and wireless internet. The facility operated on a user pays basis (although the toilets would be free) to minimise costs to the ratepayer.

- \$80,000 for security monitoring
- \$60,000 for smart compacting rubbish bins

While most Councillors agreed to accept the offer, there was quite a bit of discussion about the best location for the trial site. Eventually the Waihi Beach Community Centre carpark was selected as the best fit for the trial criteria this summer. Councillors agreed that once the trial was completed we would most likely move it to another busy freedom camping spot such as the Commerce Lane carpark in Te Puke during the kiwifruit harvest season as that was becoming problematic and determine the best long-term locations after that.

Unfortunately, freedom campers were not going to just go away and coming up with solutions to improve facilities, monitoring and compliance seemed like a prudent approach.

### **Port of Tauranga**

As part of our Rural Committee meeting on 25<sup>th</sup> September Council was privileged to visit the Port of Tauranga head office where CEO Mark Cairns spoke to a presentation about the operation, logistics, successes and issues of the port. This was followed by a bus tour along the Totara Street wharf and the Sulphur Point container terminal. It was good to know that our port was in good hands and operating efficiently.

### **Waste and Recycling Field Trip**

Council representatives and some staff were fortunate to go on a field trip on 31 August to visit three very interesting waste and recycling facilities:

- a. Waste Management's Tirohia landfill and greenwaste processing operation near Paeroa which was one of two landfills that took all the

rubbish from the Tauranga transfer stations (the other was at Hampton Downs). The facility also owned 650kw power plant that ran on the methane gas produced in the landfill and generated income by feeding surplus power back into the local grid.

- b. 'Reclaim' in Penrose, which was the market leader in the commercial collection of recyclable cardboard, waste paper, glass bottles, plastic film and containers, aluminium and steel cans. They separated recyclable products at source, then sorted and distributed them properly to provide reprocessing manufacturers with refined quality recyclable materials.
- c. 'O-I New Zealand' also in Penrose, was New Zealand's only glass bottle and jar manufacturer. This business had been making glass packaging for NZ's wine, beer, juice and water brands since 1922 operating three furnaces and six production lines, managing multiple colour changes, 24 hours per day, 7 days a week, 365 days a year. Once made - a glass container could be reused repeatedly and was also 100 per cent recyclable.

**Resolved:** Councillors Dally / Scrimgeour

*THAT the report from Councillor Dally dated 4 October 2018 be received.*

TP16.5

### **Community Matching Fund - 2018 Successful Recipients**

The Board considered an information report from the Community Relationship Advisor dated 19 September 2018 as circulated with the agenda.

**Resolved:** Member Spratt / Councillor Scrimgeour

*THAT the report from the Community Relationship Advisor dated 19 September 2018 be received.*

TP16.6

### **Update to Community Boards on Upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw Reviews**

The Board considered a memorandum from the Roothing Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018 as circulated with the agenda.

**Resolved:** Members Spratt / Miller

*THAT the memorandum from the Roothing Engineer (East) and the Policy and Planning Manager dated 25 September 2018 be received.*

**TP16.7 Infrastructure Services Report Te Puke - October 2018**

The Board considered a report from the Deputy Chief Executive dated 3 October 2018 as circulated with the agenda.

**TP16.7.1 Transitional Speed Signage Side Façade**

Board Member Dugmore provided a drawing of the proposed decorative façades to be placed next to the transitional speed signs at both entrances to Te Puke township. A colour version of the proposed façade would be made available at the Board's next workshop. It was suggested that the kiwifruit slices be green, gold and red depicting the colour of the fruit grown in the area.

The production and placement of the façade would be assisted by the Roading Engineer.

**TP16.7.2 Te Puke Community Roading Account**

Following discussion and advice of costings, the Te Puke Community Board approved their top two community roading projects as being Beattie Avenue footpath and MacLoughlin Drive Kerb and channel. The Board would like to see the proposed works undertaken as soon as possible.

The Chairperson would liaise with the Deputy Chief Executive Officer and the Roading Engineer in regard to the next roading priorities.

**Resolved:** Member Miller / Councillor Dally

*THAT the Te Puke Community Board commit the advised funding from their Community Roading Account for the following projects:*

- 1. Beattie Avenue - From Tui Street to Brown Terrace (West Side) stopping at the cricket oval – at the estimated cost of \$28,000*
- 2. MacLoughlin Drive Kerb and Channel - at the estimated cost of \$205,000*

*And that the following projects be further discussed with the Deputy Chief Executive Office and the Roading Engineer:*

- 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*

TP16.7.3      **Jellicoe Street Industrial Service Lane**

The Board asked if improvements to the Jellicoe Street service lane be further discussed at an on-site meeting.

TP16.7.4      **Covers Over Mobility Car Parks**

The Roading Engineers asked the Board Chairperson for some designs for the mobility car parks that he had in mind for specific sites in Te Puke. An on-site meeting would be arranged to further discuss the request for the covers.

**Resolved:**      Councillor Scrimgeour / Member Spratt

*THAT the Deputy Chief Executive Officer's Report dated 3 October 2018 and titled Infrastructure Services Report Te Puke October 2018 be received.*

TP16.8      **Financial Report Te Puke - August 2018**

The Board considered a report from the Management Accountant dated 20 September 2018 as circulated with the agenda.

**Resolved:**      Councillor Scrimgeour / Member Button

*THAT the Management Accountant's report dated 20 September 2018 and titled "Financial Report Te Puke - August 2018" be received.*

TP16.9      **Draft Annual Budget - October 2018**

The Board considered a report from the Democracy Advisor dated 19 September 2018 as circulated with the agenda.

**Resolved:**      Members Miller / Spratt

*1. THAT the report from the Democracy Advisor dated 19 September 2018 and titled Draft 2019/2020 Annual Operating Budget be received.*

2. *THAT it be recommended to the Long Term and Annual Plan Committee that the Te Puke Community Board Draft 2019/2020 Annual Operating Budget be:*

<b>Operating Costs</b>	<b>2020</b>	
<b>Conference/Training</b>	2,000	
<b>Contingency</b>	5,000	
<b>Grants</b>	11,000	
<b>Mileage Allowance</b>	1,000	
<b>Security</b>	7,560	
<b>Street Decoration</b>	10,000	
<b>Salaries</b>	<i>Determined by Remuneration Authority</i>	
<b>Inter Department Charges</b>	<i>Determined by Overhead Cost Allocation</i>	
<b>TOTAL OPERATING COST</b>		

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

TP16.10

### **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of October, November and December 2018 as circulated with the agenda.

**Resolved:** Members Button/ Dugmore

*THAT the schedule of meetings for October, November and December 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:*

- *Minutes of Te Puke Community Board Meeting TP15 (Closed)*

*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:*

<b><i>General subject of each matter to be considered</i></b>	<b><i>Reason for passing this resolution in relation to each matter</i></b>	<b><i>Ground(s) under Section 48(1) for the passing of this resolution</i></b>
<i>Minutes of Closed Minutes TP15 – 6 September 2018</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>For reasons previously stated on the relevant minutes.</i>