



MEETING — AGENDA —

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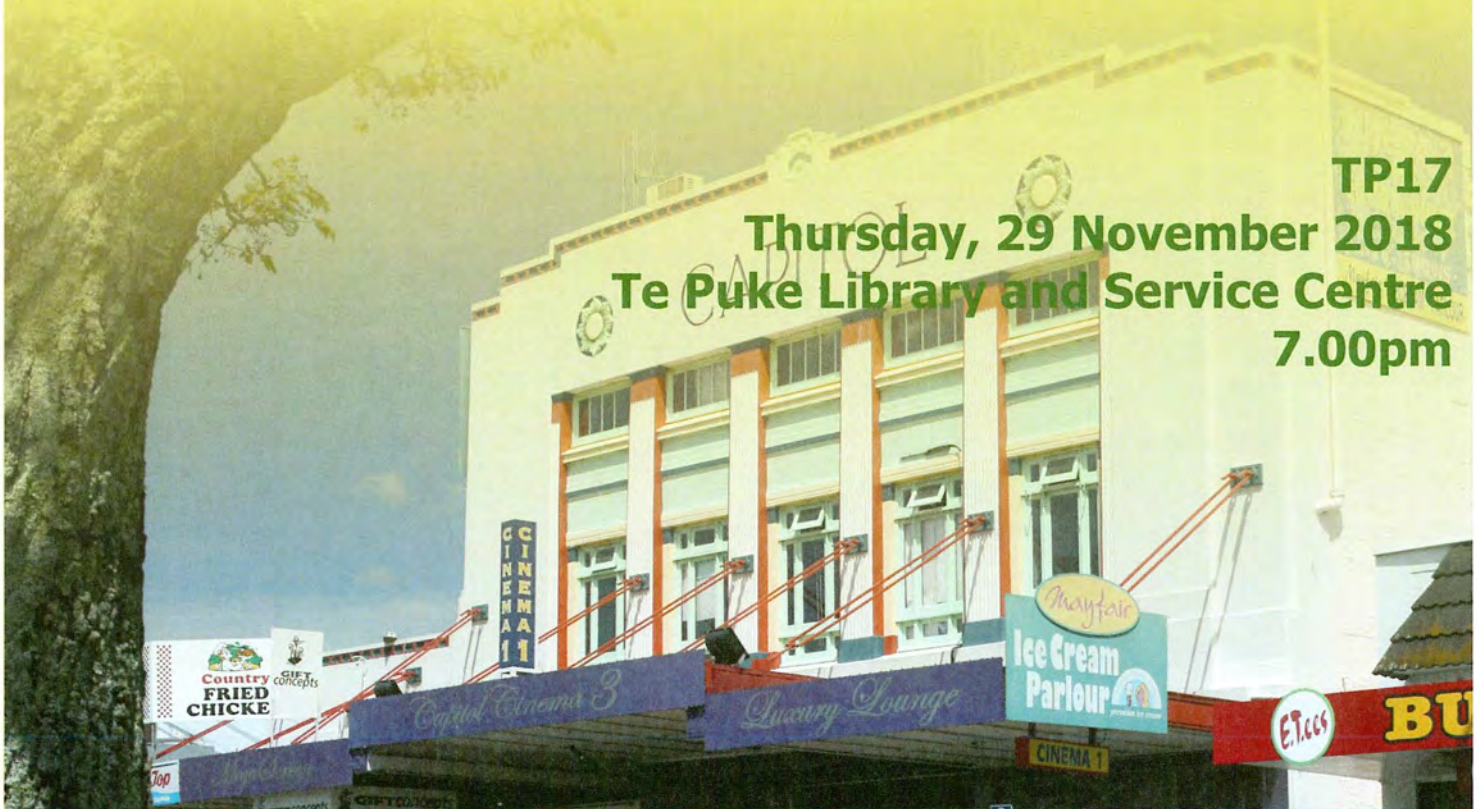


Western Bay of Plenty
District Council

TE PUKE COMMUNITY BOARD

Poari Hapori

TP17
Thursday, 29 November 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 TP17

Te Puke Community Board Poari Hapori

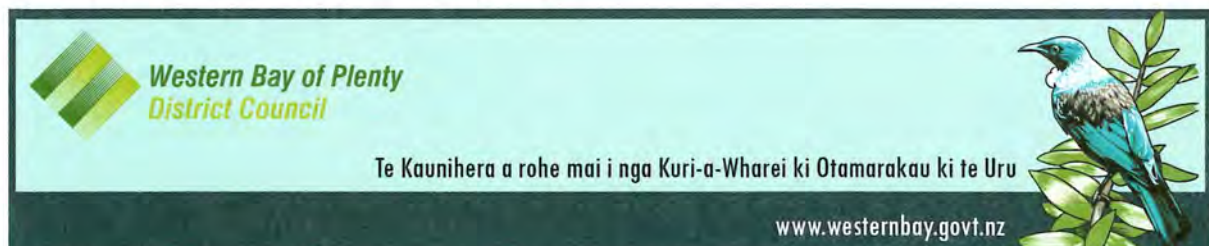
Thursday, 29 November 2018
Te Puke Library and Service Centre
7.00pm

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. TP17

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.

TP17.1 **Minutes of Meeting No. TP16 of The Te Puke Community Board Held on 18 October 2018** 6-20

A copy of minutes is attached.

Recommendation

THAT the Minutes from meeting no. TP16 of the Te Puke Community Board held on 18 October 2018 as circulated with the agenda, be confirmed as a true and correct record.

TP17.2 **Chairperson's Report** 21-23

Attached is a report from the Chairperson dated 12 November 2018.

TP17.3	<p>Councillor’s Report</p> <p>Attached is a report from Councillor Scrimgeour dated 13 November 2018.</p>	24
TP17.4	<p>Community Board Grant Application - November 2018</p> <p>Attached is a report from the Democracy Advisor dated 8 November 2018.</p>	25-26
TP17.5	<p>Te Puke Community Rooding Programme 2018/19</p> <p>Attached is a report from the Rooding Engineer dated 14 September 2018.</p>	27-30
TP17.6	<p>Infrastructure Services Report Te Puke - November 2018</p> <p>Attached is a report from the Deputy Chief Executive dated 14 November 2018.</p>	31-47
TP17.7	<p>Financial Report Te Puke - September 2018</p> <p>Attached is a report from the Management Accountant dated 30 October 2018.</p>	48-50
TP17.8	<p>Council, Standing Committee and Community Board Meetings</p> <p>Attached is a schedule of meetings for the months of November and December 2018.</p> <p>Recommendation</p> <p><i>THAT the schedule of meetings for November and December 2018 be received.</i></p>	51

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

7 members of the public
Councillor K Marsh

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 Atuaroa Avenue 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 Roothing 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 Roothing 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 30th 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 25th 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 Facade**

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:

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

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:

<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>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>

Items to be Discussed with the Public Excluded

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)

TP16.11 **Minutes of Meeting 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 Miller / Spratt

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.

The meeting concluded at 9.07pm

Confirmed as a true and correct record.

P Miller
Chairperson
Te Puke Community Board

Date

TP16

Western Bay of Plenty District Council

Te Puke Community Board

Chairperson's Report – November 2018

1. Operational Matters – Projects Pending or in Progress

1.1 Annual Parking and Bylaw Review

The Board would like to once again, request Council to consider options to prohibit the parking of heavy vehicles in urban streets in Te Puke when the review of the Parking Bylaw was undertaken. This problem is still a concern to the Board and as it has indicated in the past, this is a serious safety issue particularly around Dunlop Road and Raymond Avenue.

1.2 Park Bench Renovations

This community project continues to progress well and two more park benches are now with the Menz Shed for renovation to be sited in the Remembrance Courtyard beside the War Memorial Hall. There has been a small delay with the painting but the job is expected to be completed by the end of the month.

1.3 Street Flags

The new order has now been placed and the Armistice Day flags were installed before November 11. Councillor Dally will fill in the detail at the next Board meeting. The Board is considering adding lights to the Flag Trax structures and Councillor Dally is looking into the practicality and the cost of doing this.

1.4 Beattie Avenue Litter

There has been a delay in the installation of the two bins due to production problems however we would hope that they are installed for the first term of the 2019 school year.

The Board is impressed with the design of the two bins going into Beattie Avenue and would like a costing on replacing the Jellicoe Street bins based on that design. The current bins in Jellicoe Street are antiquated and could certainly do with an upgrade.

1.5 **Speed Transition Signage**

Member Dugmore has been asked to take her designs for this signage to the local packhouses to see if their design team can assist with the design work for this project.

1.6 **MacLoughlin Drive Up-Grade**

The Orchard Church has approached the Board with the suggestion that off-street parking and a turning lane be considered outside the Orchard Church. The turning lane would facilitate traffic movement when vehicles are turning into the Church from the west. At the moment a turning vehicle stops westward traffic movements and this could be avoided with a central turning lane. The new width to this road could make this possible.

2. **Community Issues**

2.1 **Tactile Paving**

The Board Chair, a representative from the Blind Foundation and the Roding Engineer (East) have met to discuss the suggested pathway into the CBD and we are now awaiting an estimated cost for this project. As stated in the last report, depending on the cost the project, the required work could be done in at least two stages. Funding would be from the Community Board Roding Account.

2.2 **Parking Lines Jellicoe Street**

The parking lines in Jellicoe Street (southern side) are still confusing for those wishing to park. The old markings still need to be painted over so that there is only one parking line showing.

2.3 **Te Puke Sports and Recreation Grandstand Project**

The Board received a presentation from Te Puke Sports at its last workshop meeting and as a result of this presentation has resolved that \$60,000 from the Community Board Reserve Fund be donated to this worthwhile community project. The Board would strongly recommend to Council that it contribute \$40,000 to bring the total contribution from the Te Puke Community Board and the Western Bay of Plenty District Council to \$100,000.00.

2.4 **Commerce Lane Carpark**

The Community Board is concerned about the number of freedom campers that are using this carpark on a regular basis. It was noted that on the night of Thursday 8 November that there were 30 vehicles parked up for the night in this carpark.

Freedom Camping signage in the carpark clearly indicates **18 designated carparks** on any given night. There were twelve extra vehicles in the carpark that evening

and it is not considered that November is the "Kiwifruit Season"! This number of campers in the carpark is certainly a strain on the available facilities and inappropriate use of facilities is constant and has been noted. The CCTV cameras in this carpark have now been up-graded.

A CCR from the Te Puke Community Board has been registered advising this concern.

2.5 **Flaxes and Grasses Jellicoe Street Median Strip**

Numerous service requests have been submitted to Council to either trim or remove the flaxes and grasses on this strip. To date nothing has been done other than a trim in one section. The area between King Street and Jocelyn Street is particularly bad particularly around pedestrian crossings and busy intersections. Could the Council contractors please have a serious look at this situation and do something to either remove these grasses or trim them to a very low level?

The Board was given an assurance during planning of this project that no vegetation would be above knee height.

A CCR from the Te Puke Community Board has been registered for this item.

3. **Future Directions.**

3.1 **Kiwicamps**

The Board endorses any Council decision to establish a Kiwicamp in the Te Puke area in time for the 2019 kiwifruit season, but it does not consider the Commerce Lane carpark to be a suitable site.

Recommendation

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

Peter H Miller
Chairperson
Te Puke Community Board

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

Councillor Scrimgeour will provide a verbal update on the following topics:

- Annual Plan
- Boundary change at Tauriko West
- Pukehina Surf Club lease extension
- Eco Village proposal at Pukehina
- Rural Water Supply Extensions Policy

John Scrimgeour
Councillor
Te Puke Community Board

Western Bay of Plenty District Council

Te Puke Community Board

Community Board Grant Application

- November 2018

Purpose and Summary

The Te Puke Community Board is required to make a decision regarding applications for Community Board Funding. One re-presented application has been received. 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

1. ***THAT the report from the Democracy Advisor dated 8 November 2018 titled Community Grant Application November 2018 be received.***
2. ***THAT the Te Puke Community Board approve /not approve the following grant to be funded from the Te Puke Community Board Grants 2018/2019 Account subject to all accountabilities being met.***

..... \$.....


Aileen Alty
Democracy Advisor

1. Background

The Te Puke Community Board has funding of \$11,000 for disbursement to community organisations for the 2018/19 financial year. To-date a total of \$1,500.00 has been allocated from the grants fund leaving a balance of \$9,500.00

ONE application has been received for the Board's consideration at their meeting to be held on 29 November 2018.

The Te Puke Library and Service Centre has requested funding assistance of \$2,000.00 for costs for a wheel base trolley and artist fees for the 'Community Piano' that will be available for members of the public that will be located outside the Te Puke Library and Service Centre.

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>1,500.00</td> </tr> <tr> <td>Total Funding Available</td> <td><u>\$9,500.00</u></td> </tr> </table>	Annual Budget	\$11,000.00	Total allocated	1,500.00	Total Funding Available	<u>\$9,500.00</u>
Annual Budget	\$11,000.00						
Total allocated	1,500.00						
Total Funding Available	<u>\$9,500.00</u>						

3. Consultation and Communication

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

Western Bay of Plenty District Council

Te Puke Community Board

Te Puke Community Roothing Programme 2018/19

Purpose

To provide a programme of work for approval by the Katikati Community Board to be constructed in 2018/2019 financial year. The Board should also consider the relative priority order of all proposed projects to be approved.

Recommendation

- 1. THAT the Roothing Engineer's report dated 13 September 2018 titled Katikati Community Roothing Programme 2018/19 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 following Community Roothing Programme be approved.**

Priority		Estimate
1.	MacLoughlin Drive Kerb & Channel (no footpath)	\$220,000
2.	Washer Road Footpath	\$60,000
3.	Beatty Avenue Footpath	\$42,000



Stuart Harvey
 Roothing Engineer



Approved

Gary Allis
 Deputy Chief Executive

1. Background

Te Puke receives an annual allocation of funds for the purpose of local road projects.

The available budget is shown in the Infrastructure Services Report. Projects shown in this report may meet the criteria for co-investment by NZ Transport Agency, therefore a financial assistance rate of 50% may be possible to achieve for this work. Total project costs are shown in the project descriptions below.

Beatty Avenue Footpath (up to Cricket Pitch)

The Te Puke Community Board has requested a continuation of the footpath on the west side of Beatty Avenue to improve the pedestrian route between the school and the commercial shops on Jellicoe Street.

The footpath will continue from the existing path at the school and stop before the Cricket Pitch boundaries, adjacent to Brown Terrace. A 1.5m currently exists which can be continued through to the Cricket pitch.

There are no underground services on this side of the road however; the large number of trees and root structures will mean some berm re-shaping may be required to achieve a level footpath.

Decision:

Beatty Avenue - 1.5m wide footpath **\$ 42,000**

MacLoughlin Drive Kerb and Channel

The Te Puke Community Board has highlighted the need for the addition of kerb and channel to be constructed on the south side of MacLoughlin Drive as the daily traffic begins to gradually increase.

Additional, off street car parking can also be considered as part of the design

Decision:

The two options for the Community Board to consider are:

(Option 1) Kerb and Channel Only **\$ 220,000**

(Option 2) Kerb and Channel with footpath **\$ 310,000**

Washer Road Footpath

This project has been requested by East Pack and involved site consultation with EastPack General Manager, Council road staff and Cllr John Scrimgeour.

The footpath would be constructed from Washer Road Bridge up to the EastPack building to provide a safe walking area for seasonal workers getting to and from work, who are not used to the traffic volumes of Te Puke Township.

Council staff would also recommend some white line markings on the bridge to provide visual de-lination for pedestrians when crossing.

As the grass verge width is quite generous, a 1.5m wide is acceptable but a 2.5m wide concrete footpath could be considered in this location.

There is an indicated contribution to this project from EastPack. This project can take priority, however, meeting the end of February timeframe will be challenging.

Decision:

Washer Road – 1.5m Footpath

\$ 60,000

Te Puke Quarry Road Footpath

This project has been requested by East Pack and involved site consultation with East Pack General Manager, Council road staff and Cllr John Scrimgeour.

Works will involve a continuation of the footpath, and possibly kerb and channel, from Jellicoe Street around the corner into Te Puke Quarry Road up to the pack house.

An uncontrolled road crossing area will also be considered as part of the project.

Decision:

Te Puke Quarry Road – 1.5m Footpath

\$ 68,000

2. Significance and Engagement

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of Low significance.

3. Engagement, Consultation and Communication

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Name of interested parties/groups	Local residents of Te Puke Business owners and workers on specific roads
Tangata Whenua	In the event of archaeological issues.
General Public	N/A

4. Statutory Compliance

The recommendation(s) meets:

- Legislative requirements/legal requirements
- Current council plans/policies/bylaws
- Regional/national policies/plans

5. Funding/Budget Implications

Budget Funding Information	Road Project	Relevant Detail
\$ 220,000	MacLoughlin Drive	K & C (no footpath)
\$ 60,000	Washer Road	Footpath
\$ 42,000	Beatty Avenue	Footpath
\$ 322,000		

Western Bay of Plenty District Council

Te Puke Community Board

Infrastructure Services Report Te Puke November 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 14 November 2018 and titled Infrastructure Services Report Te Puke November 2018 be received.

Approved



Gary Allis
Deputy Chief Executive

1. Utilities

1.1 Home Worm Composting Workshops

Dates for the next workshops are available on Council's 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

The Worm Workshop was held on 10 November in Omokoroa.

1.2 Te Puke Recycling Centre Extended Opening Hour Trial

Te Puke Recycling Centre extended its opening hours in September for a three-month trial. Initial survey results has shown an overwhelming support for earlier opening and later closing times on a Tuesday and Thursday.

The centre will open from 8am to 5pm on Tuesdays and Thursdays with Saturday hours remaining the same from 8am until 4pm. Western Bay of Plenty District Council has been granted resource consent to extend the hours in response to community demand.

The extended hours on Tuesdays and Thursdays will enable people to drop off their recyclables on their way to or from work. The three-month trial started on Tuesday, 4 September 2018 and ends on 29 November 2018.

1.3 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 the Bay of Plenty 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 been working to narrow down suitable sites for different disposal options including wetlands, pasture, forestry and reserve land. They have reduced the lists based on a set of criteria down to a short list for each option. These will now be used for a high level engineering feasibility assessment. The engineering feasibility is expected to be completed by December.

Staff are currently working on engineering a feasibility study and will present back to the group at the December meeting.

1.4 Te Puke Water Main Improvements

Installation of new water mains in Moehau Street and Edgehill Place commenced late September 2018. This is due for completion late December.

1.5 Christmas & New Year Rubbish Collection

Christmas and New Year fall on a Tuesday this year. There will be no private rubbish or recycling collected from the kerbside on Tuesday, 25 December 2018 or Tuesday, 1 January 2019.

Waste Management (Environmental Green Bins) has advised that the collection for the affected areas will be on the Saturdays prior to Christmas Day and New Year's Day. Collection will be on Saturday, 22 December (for Christmas Day) and Saturday 29 December (for New Year's Day). The areas affected are: Upper Papamoa, Maketu, Paengaroa, and rural Welcome Bay. All other areas in the District's rubbish will be collected on the usual collection day.

1.6 Comprehensive Stormwater Consents - Eastern Zone

The Catchment Management Plan for the Eastern Catchment is currently out for consultation. The Eastern Zone includes the urban areas of Maketu, Te Puke, Pukehina and Paengaroa. The Catchment Management Plan will form the basis for the Comprehensive Stormwater Consent Application.

Council has received good feedback to date.

2. Reserves

Nothing to report this month.

3. Strategic Property**3.1 Te Puke War Memorial Hall**

The work on the earthquake strengthening of the Hall is complete. However, the final account for this work still remains in dispute and being worked through.

4. Development Engineering and Projects**4.1 Te Puke Highways – Pah Road Slip Reinstatement**

Resource Consent has finally been granted by the BOPRC for the reinstatement of the Pah Road Slip. Opus is now preparing the tender documents and for inviting tenders for the construction work. NZTA has undertaken to manage the tendering process and the awarding of the contract. Once the contract has been awarded, NZTA and Opus will project manage this project. The physical construction work is respected to commence in February 2019 and completed by June 2019.

5. Emergency Management

5.1 Exercise Shakeout

New Zealand ShakeOut, our national earthquake drill and tsunami hīkoi, took place on Thursday 18 October 2018 at 9:30am. ShakeOut is held across the world to remind people of the right action to take during an earthquake, Drop, Cover and Hold - and to practise a tsunami hīkoi (evacuation) if in a coastal area. We had a total of just under 64,000 people take part in the Bay of Plenty, which was higher than the national average (23% v 19%).

5.2 Ex Ranginui

On 17 November 2018, WBOP Council staff will undertake a practical response exercise as part of building their capability to manage responses. This exercise is a learning opportunity facilitated by EMBOP, centred on the scenario of severe weather, flooding and landslides. It will take place in the Western Zone Emergency Operations Centre (EOC) Chambers, and will involve all EOC staff. The aims of the exercise are for EOC staff to use EMBOP's recent developed Checklist Compendium to become familiar, practiced and confident with their roles, and with the key EOC processes involved in the development of their function team's outputs. All Community Response Teams have been invited to have representatives observe in the exercise. Maketū.

EMBOP has met with Maketū Community Champions who are progressing the Community Response Plan. A public meeting has been tentatively planned for mid-November 2018.

5.3 Maketū

EMBOP has met with Maketū Community Champions who are progressing the Community Response Plan. A public meeting has been tentatively planned for mid-November 2018

5.4 Te Puke

The Te Puke Community Response Plan is in its final update stage. The Community Response Team is currently identifying a local event to promote the team.

6. Roothing

6.1 Community Roothing Account

Current Account:	Cost \$:	Status:
Current Account Opening Balane 1 July 2018	\$137,778	
Allocation for 2017/18	\$283,564	
Subtotal	\$421,342	
Committed Projects 2018/19		
Palmer Place Parking Area	\$6,300	Works have commenced
Subtotal	\$6,300	
Proposed Projectes 2018/19		
Station Road Footpath	\$88,000	WestLink request postponement until 2019/20 due to road rehabilitaiton
Beatty Avenue Footpath (School to Brown Terrace - 1.5m width)	\$42,000	
Washer Avenue Footpath (2.5m width)	\$60,000	
MacLoughlin Drive K & C (no footpath)	\$220,000	
Te Puke Quarry Road – Jellicoe Street to East Pack	\$68,000	
No.1 Road – TePuke Highway to Trevelyan Pack House	\$ TBC	Council to carry out scoping study for cycleway route
Jellicoe Street – Industrial Service Lane	\$ TBC	Business object to one-way option – Design to be reviewed by Road Engineer and Community Board
SubTotal	\$478,000	
Loan Information		
2002 Main Street Upgrade – Repaid end of 2018	\$0	
2011 Heritage Walkway – Repaid end of 2017	\$0	

Community Board Report

TE PUKE COMMUNITY BOARD 14/06/2018

Remit Title	Transitional Speed Signage
Remit Number	TP1318 2.7
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	Member Dugmore advised the Board that she had given thought to the design and structure proposed to be placed next to the transitional signage (70 kilometres per hour) at the approaches to Te Puke. She would continue to develop a design concept and report back to the next Community Board Workshop. Before any decisions relating to the signage were finalised, the Roading Engineer would be fully informed of the proposal to ensure final approval for the signage and roading requirements were met.
Actions	<p>13 Nov 2018: The cost estimates have not yet received.</p> <p>1 Oct 2018: Sign to be sent for cost estimate. Locations to be agreed with the Board.</p> <p>14 August 2018: Awaiting design and structure proposal from Member Dugmore.</p> <p>26 June 2018: No information has been received from Member Dugmore to date.</p>

TE PUKE COMMUNITY BOARD 6/09/2018

Remit Title **Tactile Paving**
 Remit Number TP1518 2.6
 Owner RE1
 Status COMPLETE
 Complete Date 13 November 2018

Confidential

Resolution 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 Roding 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.

Actions

13 Nov 2018: This MAS has been closed as it is reported in MAS TP1618 3.5

1 Oct 2018: The Development Engineering Manager is currently seeking prices from suppliers of the directional tactile pavers to install at the pedestrian crossings in Jellicoe Street.

TE PUKE COMMUNITY BOARD 6/09/2018

Remit Title **Covers Over Mobility Car Parks**

Remit Number TP1518 2.7

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution 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.

Actions **13 Nov 2018: The Roothing Engineer has yet to speak with the Board.**

1 Oct 2018: A specialist review may be required for such a requirement. A detailed brief is required from the Board on:

- Size
- Height
- Ownership
- Repairs
- Material selection

The Roothing Engineer to discuss with the Board.

TE PUKE COMMUNITY BOARD 6/09/2018

Remit Title	Commerce Lane Toilet CCTV Camera Upgrade (In Confidence)
Remit Number	TP1518 9
Owner	RFO2
Status	UNDER ACTION
Complete Date	
Confidential	CONFIDENTIAL
Resolution	<p>1. THAT the Reserves and Facilities Officer East's report dated 17 August 2018 and titled Commerce Lane Toilet CCTV Camera Upgrade be received.</p> <p>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.</p> <p>3. THAT the Board approves the upgrade and two new CCTV cameras for the Commerce Lane carpark area as follows;</p> <p>a) New Hikvision 2MP DarkFighter PTZ (\$5,457.76 plus GST)</p> <p>b) Additional New 5MP Turret Camera (\$420.00 plus GST)</p> <p>c) Additional New Hikvision 2MP DarkFighter PTZ (\$5,995.59 plus GST)</p> <p>4. THAT if approved, the upgrade and new cameras be funded from the Te Puke Community Board Reserves Account.</p> <p>5. THAT the recommendation be transferred into the Open Section of the Te Puke Community Board meeting held on 6 September 2018 forthwith.</p>
Actions	<p>12 Nov 2018: The second pole arrived but was shorter by 600mm. Tarnix are waiting for a replacement pole.</p> <p>The camera on the corner of Palmer Place and Commerce Lane has been operating for approximately 1 month. To date since instalment, four incidents have been captured and reported to the police with subsequent arrests.</p> <p>26 Sept 2018: Staff are arranging for the upgraded cameras to be installed.</p>

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Annual Parking and Bylaw Review**

Remit Number TP1618 3.1

Owner RE1

Status COMPLETE

Complete Date 13 November 2018

Confidential

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

Actions **13 Nov 2018: Unfortunately, There is no action Council can take in this matter.**

The Board can make submissions to the Bylaw Review process and to the next LTP for a project.

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Beattie Avenue Litter**

Remit Number TP1618 3.4

Owner RFO2

Status UNDER ACTION

Complete Date

Confidential

Resolution 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.

Actions **5 Nov 2018: The bins have been ordered and are expected to be ready for installation by the end of November.**

\$1,150 each plus installation and \$65 freight

The underground services (power) have been located.

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Tactile Paving**
 Remit Number TP1618 3.5
 Owner RE1
 Status UNDER ACTION

Complete Date

Confidential

Resolution

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 Roding 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.

Actions

13 Nov 2018: The Roding Engineer has met with the Blind Foundation representative and the Community Board Chair to discuss the route.

The Roding Engineer will provide a cost estimate for works if required.

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Speed Limit 2018 Review**

Remit Number TP1618 3.8

Owner RE1

Status COMPLETE

Complete Date 13 November 2018

Confidential

Resolution 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.

Actions **13 Nov 2018: This has been added to the Speed Limit Review List.**

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Transitional Speed Signage Side Façade**

Remit Number TP1618 7.1

Owner RE1

Status COMPLETE

Complete Date 13 November 2018

Confidential

Resolution 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.

Actions **13 Nov 2018: This MAS has been closed as it is reported in TP1318 2.7.**

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Te Puke Community Roding Account**

Remit Number TP1618 7.2

Owner RE1

Status COMPLETE

Complete Date 13 November 2018

Confidential

Resolution THAT the Te Puke Community Board commit the advised funding from their Community Roding 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 Roding 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

Actions **13 Nov 2018: A Roding Programme has been provided to the Board for approval.**

The estimates have been updated from those listed above.

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title	Jellicoe Street Industrial Service Lane
Remit Number	TP1618 7.3
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Board asked if improvements to the Jellicoe Street service lane be further discussed at an on-site meeting.
Actions	13 Nov 2018: The Roading Engineer has met with the Community Board Chair to discuss this area. Design ideas will be reviewed and options will be provided to the Board for approval.

TE PUKE COMMUNITY BOARD 18/10/2018

Remit Title **Covers Over Mobility Car Parks**

Remit Number TP1618 7.4

Owner RE1

Status COMPLETE

Complete Date 13 November 2018

Confidential

Resolution 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.

Actions **24 Oct 2018: This MAS has been closed as it is reported in MAS TP1518 2.7.**

Western Bay of Plenty District Council

Te Puke Community Board

Financial Report Te Puke – September 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 September 2018 (**Attachment A**).

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

Salaries and security are over budget year to date.

Grant payments made to date:

	\$
Te Puke Gymsport	1,000
Te Puke Events and Promotions	500
Total grants paid to date	\$1,500

Committed – Operational expenditure

	\$
Total outstanding operational commitments	\$0

2018/19 reserve analysis:

2018/19 Opening balance	\$118,612
Storyboard installation at eastern entrance to Te Puke [TP7.6.2]	\$(1,623)
Refurbishment and installation of three park benches at the Memorial Courtyard [TP13.2.4]	\$(1,140)
Commerce Lane toilet CCTV camera upgrade [TP15.8]	\$(11,873)
2018/19 Closing balance	\$103,976

Committed – Reserves expenditure

Jubilee Park Skate Park [TP20.1.1 & TP6.6.4] \$25,901 funded in 2017-18	Up to \$(19,099)
Storyboard installation at eastern entrance to Te Puke [TP7.6.2] \$834 funded in 2017-18	\$(544)
Beatty Avenue litter bins [TP15.2.9]	\$(2,000)
2018/19 Closing balance after committed expenditure	\$82,333

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 30 October 2018 and titled "Financial Report Te Puke – September 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 September 2018**

Te Puke Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	200	200	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	1,836	1,961	125	<input checked="" type="checkbox"/>	5,000	1,819
Grants	1,500	2,000	500	<input checked="" type="checkbox"/>	11,000	10,973
Mileage Allowance	0	100	100	<input checked="" type="checkbox"/>	1,000	578
Salaries	6,242	5,973	(269)	<input checked="" type="checkbox"/>	26,198	26,734
Security	811	776	(35)	<input checked="" type="checkbox"/>	7,560	1,459
Street Decoration	0	1,000	1,000	<input checked="" type="checkbox"/>	10,000	6,800
Inter Department Charges	0	11,796	11,796	<input checked="" type="checkbox"/>	47,181	47,184
Total Operating Costs	10,389	23,806	13,417	<input checked="" type="checkbox"/>	109,939	95,547
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,452)
Total Direct Costs	10,389	23,806	13,417	<input checked="" type="checkbox"/>	109,939	88,096
Costs Allocated	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Costs	10,389	23,806	13,417	<input checked="" type="checkbox"/>	109,939	88,096
Income						
Rate Income	27,835	27,486	349	<input checked="" type="checkbox"/>	109,939	108,416
Total Direct Income	27,835	27,486	349	<input checked="" type="checkbox"/>	109,939	108,416
Net Cost of Service	17,446	3,680	13,766	<input checked="" type="checkbox"/>	0	20,320
Contingency - breakdown						
Storyboards	1,623					
Dr Leonard Randell Memorial Scholarship Advertisement	116					
Advertising for grant applications	98					
Year to date contingency costs	1,836					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	118,612					
Storyboard installation at eastern entrance to Te Puke [TP7.6.2]	(1,623)					
Refurbishment and installation of three park benches at the Memorial Courtyard [TP13.2.4]	(1,140)					
Commerce Lane Toilet CCTV Camera Upgrade [TP15.8]	(11,873)					
(Decrease) Increase in year	(14,636)					
Closing Balance - Surplus (Deficit)	103,976					

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

NOVEMBER 2018			
Meeting	Date	Time	Venue
Waihi Beach Community Board	19 November	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	20 November	7.00pm	Omokoroa Community Church
Katikati Community Board	21 November	7.00pm	Katikati Library and Service Centre
Rural Committee	27 November	3.30am	Chamber
Maketu Community Board	27 November	7.00pm	Maketu Community Centre
Policy Committee	29 November	9.30am	Chambers
Te Puke Community Board	29 November	7.00pm	Te Puke Library and Service Centre
DECEMBER 2018			
Meeting	Date	Time	Venue
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	5 December	3.00pm	Chambers
Operations and Monitoring Committee	6 December	9.30am	Chambers
Council	13 December	9.30am	Chambers