



# MEETING - AGENDA -

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Western Bay of Plenty  
District Council

# TE PUKE COMMUNITY BOARD

*Poari Hapori*



TP22

Thursday, 8 August 2019  
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 TP22

## Te Puke Community Board Poari Hapori

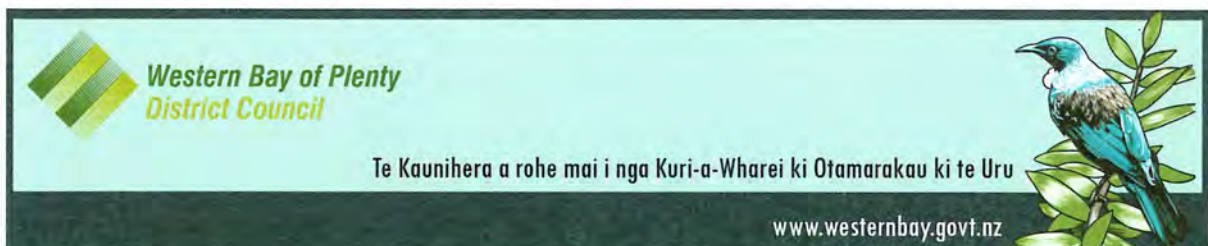
**Thursday, 8 August 2019**  
**Te Puke Library and Service Centre**  
**7.00pm**

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. TP22

Pages

**Present  
In Attendance  
Apologies**

## **Declarations of Interest**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

## **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.*

TP22.1

## **Minutes of Meeting No. TP21 of The Te Puke Community Board held on 27 June 2019**

6-14

A copy of minutes is attached.

## **Recommendation**

*THAT the Minutes from meeting no. TP21 of the Te Puke Community Board held on 27 June 2019 as circulated with the agenda, be confirmed as a true and correct record.*

TP22.2	<p><b>Decision Report from Recommendations to the Operations and Monitoring Committee – Te Puke Main Street Project</b></p> <p>Attached is a report from the Senior Governance Advisor dated 22 July 2019.</p>	15-17
TP22.3	<p><b>Chairperson’s Report</b></p> <p>Attached is a report from the Chairperson dated 22 July 2019.</p>	18-24
TP22.4	<p><b>Councillor’s Report</b></p> <p>Attached is a report from Councillor Scrimgeour and Councillor Dally dated 22 July 2019.</p>	25-27
TP22.5	<p><b>Te Puke Community Board Grant Application – August 2019</b></p> <p>Attached is a report from the Senior Governance Advisor dated 29 July 2019.</p>	28—29
TP22.6	<p><b>Infrastructure Services Report Te Puke – August 2019</b></p> <p>Attached is a report from the Deputy Chief Executive dated 17 July 2019.</p>	30-43
TP22.7	<p><b>Draft Financial Report Te Puke – June 2019</b></p> <p>Attached is a report from the Management Accountant dated 15 July 2019.</p>	44-46
TP22.8	<p><b>Council, Standing Committee and Community Board Meetings</b></p> <p>Attached is a schedule of meetings for the months of July, August and September 2019.</p> <p><b>Recommendation</b></p> <p><i>THAT the schedule of meetings for July, August and September 2019 be received.</i></p>	47

## Western Bay of Plenty District Council

**Minutes of Meeting No. TP21 of the  
Te Puke Community Board held on 27 June 2019  
at the Te Puke Library and Service Centre  
commencing at 7.00pm**

### **Present**

Members P Miller (Chairperson), J Dugmore and Councillors G Dally and J Scrimgeour

### **In Attendance**

G Allis (Deputy Chief Executive Officer) S Harvey (Roading Engineer East), and A Alty (Senior Governance Advisor)

### **Others**

3 Members of the public and Councillor Mike Lally  
Jennifer Pearson, Howard Severinson and Monique Lints representing Tauranga City Council were in attendance in regard to the Waiari Water Supply Scheme project

### **Apologies**

An apology for absence was received from Members Button and Spratt.

**Resolved:** Scrimgeour / Dugmore

*THAT the apologies for absence from Members Button and Spratt be accepted.*

### **Declaration of Interest**

Members were reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

It was clarified that if members had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item.

There were no declarations of interest for any items on the agenda.

## Public Forum

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

**Resolved:** Councillor Scrimgeour / Member Miller

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

## Noise and Vibrations from Speed Hump – Cameron Road

Mrs Gibney spoke about her concerns that she had first raised at the Te Puke Community Board meeting public forum held on 21 February 2019 (TP18). Mrs Gibney advised that

- She and her husband had lived at their Cameron Road home for 35 years.
- Their property is on the boundary of the Te Puke Intermediate School that was built in 1974.
- Two speed humps had originally been installed at each end of the boundary approaches to the school. One at the western boundary of the school had been removed and the other immediately outside Mr and Mrs Gibney's home had remained.
- There was agreement in principle that the speed hump slowed traffic.
- With the increased volume and types of traffic on Cameron Road, the noise and vibrations had increased and this was now unbearable.
- Heavy trucks and agricultural and horticultural vehicles used the route and the trailers of heavy trucks rattled and caused increasing vibration.
- There were 32 buses using the roadway daily.
- Many heavy truck used the road late at night and at early in the mornings.
- Earlier complaints and requests to do something about the noise and vibrations had brought no action.

Mrs Gibney felt that there should be signage in place to alert motorist of the school zone and she also asked that there should also be an off-set pedestrian crossing immediately outside the school. A pedestrian crossing was urgently needed for the school children who crossed the road and several requests for this had been made over the years.

Councillor Mike Lally supported the concerns of Mrs Gibney and advised that noise and vibrations from the heavy traffic using Cameron Road was increasing and the speed humps accentuated this. It was his opinion that the speed humps should be removed.

The Roading Engineer (East) would be asked to look at options relating to the problems raised by Mrs Gibney and provide a report back to the Board.

**Resolved:** Member Miller / Councillor Dally

*THAT the meeting be re-convened in formal session at 7.19 pm*

## TP21.1 Presentation - Waiari Water Scheme Project

The Board received a presentation from Jennifer Pearson, Howard Severinson and Monique Lints representing the Tauranga City Council in

regard to the Waiari Water Supply Scheme project. They spoke to a presentation advising the following updates:

- Works Timeline
  - Package 1 Membrane Contract
  - Package 2 Access Road
  - Package 3 Balance of WTP Civil Works
  - Package 4 Trunk mains Part A Section 1
  - Package 5 Trunk mains Part A Section 2
  - Package 6 Trunk mains Part B Reservoir to Reservoir
  - Package 7 Software Development and Commissioning
- Pipeline Routes
- Works undertaken since February 2019 – excellent summer and autumn construction season.
- Stream bank riparian planting
- Blessing
- Reservoir to Reservoir Construction and Welding
- Traffic Management
- Access Road, Bridge and Intake Contract
- Continuing Engagement with community groups –The Project Team would be looking to undertake more opportunities to have tours to show the progress of the construction scheme.
- Consent Conditions
- Ecological Monitoring undertaken in February 2019 was mandated by the specific consent requirements. Results were consistent with previous years testing.

The Board was advised that there was an information seminar at the Orchard Church on 19 July 2019 that was open to the public to provide a general update about the Waiari Water Scheme project.

The Chairperson thanked the representatives of the Waiari Water Scheme project team for their attendance at Board meetings, for listening to community concerns and for keeping the community informed about the progress of the project.

**Resolved:** Member Miller /Councillor Dally

*THAT the presentation from representative of Tauranga City Council in regard to the Waiari Water Scheme Project be received.*

TP21.2

**Minutes of Meeting No. TP20 of The Te Puke Community Board held on 16 May 2019**

The Board considered the minutes no. TP20 of the Te Puke Community Board for the meeting held on 16 May 2019 as circulated with the agenda.

**Resolved:** Councillor Scrimgeour / Member Miller

*THAT the Minutes from meeting no. TP20 of the Te Puke Community Board held on 16 May 2019 as circulated with the agenda, be confirmed as a true and correct record.*



TP21.3 **Council Decisions on Board Recommendations - Te Puke Main Street Project - Outcome of Community Board Survey**

The Board considered a report from the Senior Governance Advisor dated 10 June 2019.

**Resolved:** Members Miller / Dugmore

*THAT the report of the Senior Governance Advisor dated 10 June 2019 titled Decision Report from Recommendation to the Operations and Monitoring Committee - Te Puke Main Street Project – Outcome of Community Board Survey be received.*

TP21.4 **Chairperson's Report**

The Board considered a report from the Chairperson dated 5 June 2019 as circulated with the agenda.

TP21.4.1 **McLoughlin Drive Up-Grade**

The Board was advised that the Roading Engineer (East) was in the process of formalising an agreement with the owner of the Orchard Church in regard to a financial contribution toward the installation of a parking extension to be undertaken during the roading upgrade of McLoughlin Drive.

TP21.4.2 **Rubbish Bin Replacements Jellicoe Street - Minute Action Reference TP19 19 4.2**

Board Members had inspected the rubbish bins along Jellicoe Street that needed refurbishing. They agreed that the bins on Jellicoe Street between Oxford Street and Boucher Avenue should be refurbished on a revolving basis of 4 at a time (2 bins from one area and 2 from another).

The Board requested that artwork in keeping with the Kiwifruit theme of the township be applied to the refurbished bins.

The bins would need to be cleaned and primed before final painting and artwork was applied.

The Roading Engineer (East) would ascertain the first lot of bins to be refurbished and make enquires about who would undertake the refurbishment of the bins. He would also source a local artist to undertake the kiwifruit artwork.

**TP21.4.3 Landscape Artist Report**

The Roading Engineer (East) provided a copy of a summary of the discussions relating to improvement of the Main Street landscape plantings and ongoing improvement proposals from Trish Waugh.

Board members acknowledged that there were experienced and knowledgeable gardeners in Te Puke and there would be the opportunity to provide feedback on the proposed planting plan.

The Board noted that visibility improvements at some intersections points in Te Puke were currently being undertaken.

Ms Waugh had extensive experience as a landscape planner and designer and was sensitive to the uniqueness and sense of place that needed to be established in regards to the Te Puke Main Street landscaping.

**Resolved:** Councillors Scrimgeour / Dally

*THAT the Te Puke Community Board support proceeding with the report from landscaper Trish Waugh relating to the review and improvement of the Main Street landscape plantings.*

**TP21.4.4 Tactile Paving**

This significant community initiative was continuing to be progressed by the Board in conjunction with Council engineering staff. The Board noted that the tactile paving removed during the upgrade of Jellicoe Street would be reinstated and the cost met from the Council Revocation Budget.

**TP21.4.5 Public Forum - Te Puke Memorial Swimming Pool**

The new date for the Community Board Public Community Forum to discuss the town swimming pool was scheduled to be held on Wednesday 17 July 2019 at 7.00 pm in the Settlers Lounge at the Te Puke War Memorial Hall.

**TP21.4.6 ANZAC Day Commemorations**

After consultation with Mayor Webber the Board was looking to include in its annual budget a new line to cover the cost of this important annual event. A meeting of the Te Puke Anzac Committee was held on Tuesday 25 June and the Chairperson advised that he would provide a full report to the next Community Board meeting.

#### TP21.4.7 **Christmas Lights**

Councillor Dally had been requested to liaise with the suppliers of the Flagtrax System to ascertain the cost of adding Christmas lighting to the structures. The Board had received positive comments after the reinstatement of the lighted Christmas tree at the eastern entrance to the township and further festive lighting would compliment this.

Board Member Dugmore was not in favour of using the current flag poles for festive lighting as the flags and lighting could be easily entangled.

Councillor Dally advised that the cost for up to 50 lighting sets and subsequent installation would be in excess of \$35,000.

The Board agreed that while the festive lighting was attractive, the cost was a big commitment that was not appropriate for the Board to make at this time, with only one more Community Board meeting to be held before the conclusion of the current 2016/19 triennium.

It was suggested that the Christmas tree currently being held in storage should be checked and refurbished if possible and installed to provide extra festive lighting in the township.

**Resolved:** Member Miller / Councillor Scrimgeour

*THAT the Te Puke Community Board Chairperson's Report dated 5 June 2019 be received.*

#### TP21.5 **Councillor's Report**

The Board considered a report from Councillor Dally dated 14 June 2019 as

##### **Annual Plan 2019-2020**

Council adopted the 2019-2020 Annual Plan on 26 June 2019. The Long Term Plan and Annual Plan showed that Council was in good shape in terms of higher than forecast income (mainly from financial contributions), lower interest rates, debt position and future infrastructure needs as identified in our 10 year Long Term Plan and 30 year Asset Management Plan. There were no glaring concerns or irregularities that were not budgeted for, or not included in our planning, unlike some other Councils and notwithstanding short traffic bypasses for Te Puke and Katikati.

Our favourable financial position allowed Council to be flexible with our debt management approach which had a positive bearing on the final rates outcome.

The major item in the Annual Plan consultation was the proposal to change the way rubbish and recycling collections were managed across the District by introducing a Council-led kerbside collection service which was generally

met with a favourable response. There was confidence to proceed with the proposal and initiate procurement of a contracted service for kerbside collection of rubbish, recyclables and glass for approximately 80% of the District and food scraps in urban areas only which would become operational in 2021.

### **The Te Puke Centre Charitable Trust**

As part of the Annual Plan process, Council had received written and verbal submissions from the Te Puke Centre Charitable Trust who were taking over the NZ Post Services in the existing Te Puke Post Shop building and operating as a community-led social enterprise. The Te Puke Community Board pledged their support for the project on the condition that Council also contribute an equal or greater amount. Councillors from across the District also saw merit in the proposal and the evident commitment from the passionate trustees. This resulted in support that would give the trust a strong chance of meeting their objectives.

### **2019 -2022 Triennial Elections**

Now that Council had completed the 2019-20 Annual Plan and with the end of this triennium and the looming election it is with some sadness to be writing my penultimate Councillors Report. The media have initiated a bit of an election frenzy, mainly relating to constant reports about budget blowouts, project delays, internal culture and governance concerns over at our neighbours at Tauranga City Council.

As referenced above I am happy to report that Western Bay of Plenty District Council does not suffer from the same criticisms and generally our Councillors reach majority agreement on issues even after sometimes rigorous discussions. We have faith in our Chief Executive Officer to manage the business and staff in a responsible and reputable manner.

We would be handing over a Council in a very strong position to incoming elected members. It was important to have good people around the table representing our side of the District who could work harmoniously together presenting a united front when advancing local proposals and who believed in the strength and value of our communities. I am hopeful that we have a strong candidate list for the Maketu/Te Puke Ward so that can be achieved.

**Resolved:** Councillors Dally / Scrimgeour

*THAT the report from Councillor Dally dated 14 June 2019 be received.*

TP21.6

### **Ronalds Lane Unformed Legal Road - Information Item**

The Board considered a report from the Roading Engineer (East) dated 31 May 2019 as circulated with the agenda.

**Resolved:** Member Miller / Councillor Scrimgeour

*THAT the information report on Ronalds Lane – Unformed Legal Road be*

*received.*

**TP21.7 Infrastructure Services Report Te Puke - June 2019**

The Board considered a report from the Deputy Chief Executive dated 5 June 2019 as circulated with the agenda.

**TP21.7.1 Commerce Land Car Park adjacent to Heritage Walkway**

The Community Board was advised that a proposed revision of car park markings would reduce the number of car parks and add motor bike parking to the Commerce Lane car park adjacent to the Heritage Walkway.

The Board believed that the car park markings should remain as they were and that signage be installed advising that the car parks were suitable for smaller vehicles.

**Resolved:** Member Miller / Councillor Dally

*THAT the Te Puke Community Board recommendation that the car park adjacent to the Heritage Walkway remain as currently marked and that a sign be installed advising that the car parks were suitable for smaller vehicles.*

**TP21.7.2 Emergency Management Te Puke**

The Chairperson advised that it was important that the Te Puke Community Response Team hold bi-monthly meetings to ensure that the community response plan was maintained and updated on a regular basis.

**Resolved:** Councillors Scrimgeour / Dally

*THAT the Deputy Chief Executive Officer's Report dated 5 June 2019 and titled Infrastructure Services Report Te Puke June 2019 be received.*

**TP21.8 Financial Report Te Puke - April 2019**

The Board considered a report from the Management Accountant dated 27 May 2019 as circulated with the agenda.

**Resolved:** Member Dugmore / Councillor Scrimgeour

*THAT the Management Accountant's report dated 27 May 2019 and titled "Financial Report Te Puke – April 2019" be received.*

**TP21.9 Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the month of June, July and August 2019 as circulated with the agenda.

**Resolved:** Councillor Scrimgeour / Member Dugmore

*THAT the schedule of meetings for June, July and August 2019 be received.*

The meeting concluded at 9.00 pm

Confirmed as a true and correct record.

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P Miller  
Chairperson  
Te Puke Community Board

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Date

TP21

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## Western Bay of Plenty District Council

### Te Puke Community Board

## Decision Report from Recommendations to the Operations and Monitoring Committee – Te Puke Main Street Project

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### Executive Summary

The following is a decision adopted by the Operations and Monitoring Committee based on the recommendation from the Te Puke Community Board.

**The report is provided for information purposes only.**

### Remit from the Operations and Monitoring Committee – OP20 4 July 2019

#### OP20.3      **Te Puke Town Centre Project Update**

The Operations and Monitoring Committee considered a report from the Roading Engineer East dated 12 June 2019 as circulated with the agenda. The Deputy Chief Executive spoke to a Powerpoint Presentation and provided an introductory overview as follows:

- In May 2019, the Te Puke Community Board had recommended that the Operations and Monitoring Committee consider:
  - increasing car parking on Jellicoe Street by reducing the garden area at the western end of Jellicoe Street Plaza to reinstate two car parks, and
  - reducing the mobility parks at the eastern end of the Plaza to one park.
- Council had reviewed the proposed location to reinstate two additional car park spaces. It was possible to construct one additional car park and not affect safety, however, the construction of the second space was not recommended due to safety concerns in relation to visibility.
- Constructing two additional car parks would also require modification to paving on the approach to the pedestrian crossing. It was considered that this would result in an 'unbalanced' look to the Plaza area.

The Committee further discussed the provision of mobility carparks. At the invitation of the Chairperson, Peter Miller, (Chairperson, Te Puke Community Board), advised as follows:

- The Community Board considered that there were a sufficient number of mobility carparks in Te Puke and it had received no complaints on the number provided.
- In terms of mobility carpark locations, there were two located outside fast food outlets, and it appeared these may be in the wrong place. The fast food operators were not interested in mobility carparks in front of their businesses.

At the invitation of the Chairperson, Staff advised as follows:

- There was no specific Council policy in relation to mobility spaces.
- Council had received no feedback via the bylaw process on these particular mobility parks outside the fast food outlets, although there had been a request for a mobility park near the pharmacy in Oxford Street.
- As part of the bylaw review, staff had taken an extensive look at mobility parking.
- An additional 1m width was allowed per mobility parking space. When two mobility parks were located together, it provided the ability to maximise that space due to the 1m additional width being combined, and the result was no loss of another complete parking space. By removing one mobility space where there were two, that maximisation of the width allowance would not occur.

## PART 2

**Resolved:** Dally / Murray-Benge

4. *THAT the Te Puke Community Board proposal to change the mobility parking at the eastern end of the Plaza be received and noted.*
5. *THAT it be recommended to the Policy Committee that one mobility park be relocated from the eastern end of the Plaza to Oxford Street, Te Puke to allow better mobility access to the pharmacy.*

The motion was declared carried.

## PART 3

The Committee discussed the Te Puke Main Street Plaza, during which it was acknowledged that this may be a subject for further discussion for the Te Puke Community Board; and further, that leaving the Plaza as it was



may provide the option for it to be revisited within a six months period. The following motion was then put.

**Moved:** Lally / Dean

6. THAT the Te Puke Main Street Plaza remains as constructed.

#### **Division**

A division was called and the vote was recorded as follows:

For: Councillors, Dean, Lally, Mackay, Palmer, Scrimgeour, Thwaites, Williams, and Mayor Webber

Against: Councillors Dally, Marsh, Marshall and Murray-Benge,

The motion was declared carried and became the substantive motion as follows:

**Resolved:** Lally / Dean

1. *THAT the Te Puke Main Street Plaza remains as constructed.*

#### **Recommendation**

***THAT the report of the Senior Governance Advisor dated 22 July 2019 titled Decision Report on Recommendations from the Operations and Monitoring Committee in regard to the Te Puke Main Street Project be received.***

  
Aileen Alty  
**Senior Governance Advisor**

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# Western Bay of Plenty District Council

## Te Puke Community Board

### Chairperson's Report – August 2019

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#### 1. Operational Matters – Projects Pending or in Progress

##### 1.1 McLoughlin Drive Up-Grade

It is very pleasing to note that this roading project has now been signed off and a start has been made. Despite the run of bad weather of late the contractor is making good progress and looks to be on time for completion.

##### 1.2 Footpath Deficit List<sup>7</sup>

Following the recent walk-a-bout the Board has decided to add a further project to the Te Puke Footpath list being the No.8 Stock Route – King Street to Jubilee Park. **(Attachment A)**

##### 1.3 Jellicoe Street Rubbish Tin Refurbishment

The Roading Engineer (East) will provide a verbal update to the Board relating to the proposed refurbishment of the identified rubbish bins.

#### 2. Community Issues

##### 2.1 Christmas Tree Refurbishment and Relocation

The Board understands that Creative Te Puke has assumed ownership of the two Christmas tree structures currently situated on road reserve at the entrances to Te Puke. Due to the impending construction of kiwifruit slices on the site in front of the old Te Puke Railway Station the Board would like to see the refurbished Christmas tree structure relocated to a new site adjacent to the signage in the locality of Ronald's Lane as shown on the attached map. **(Attachment B)**

##### 2.2 Public Forum – Te Puke Memorial Swimming Pool

Our recent Public Forum focusing on the Te Puke Memorial Swimming Pool was well attended and there was good debate. A steering committee of seven has been formed and plans have been made for a first meeting on 6 August. I see this as a positive step forward for our community and a great outcome from the forum. I thank the seven people who have volunteered their time to this committee.

### 2.3 CBD Taxi Stand

Board members have been approached to consider the relocation of the taxi stand currently situated on Oxford Street. The stand is adjacent to Mitre 10 which moved into, and remodeled the building previously occupied by New World. It is felt that the stand would be of more value and get greater usage if it was situated in Boucher Avenue adjacent to the Ministry of Social Development.

#### Staff Advice

The Parking and Traffic Enforcement Bylaw Review for the Western Bay of Plenty District has recently been completed by Council. The request for the relocation of the Taxi Stand in Te Puke will be noted and identified for consideration in a future review.

### 2.4 Mobility Park Oxford Street

During its recent CBD walk-a-bout Board members discussed the proposal to relocate one of the disability parks from outside the Kebab Shop to the western side of Oxford Street outside the chemist shop. Members supported his proposal but felt the park would be more effective if it was located directly outside the automatic sliding door entrance to the chemist shop.

Reference to this item is included in the Decision Report from Recommendations to the Operations and Monitoring Committee relating to the Te Puke Main Street Project Review (Agenda Item TP22.2). The Roading Engineer (East) has been advised of the preferred location of the Mobility Park.

### 2.5 Speed Hump Cameron Road

The Board has received a further submission from a resident of Cameron Road regarding this speed hump adjacent to her property. With the new speed proposals announced by Government for urban areas and considering that this hump is close to a corner, speeds in this area will be sufficiently reduced to do away with the need for this hump. At the very least the Board feels the speed hump could be re-profiled to alleviate the noise level of traffic going over it.

#### Staff Comment:

The Roading Engineer (East) has advised that speed bumps serve a purpose throughout the district as a speed calming measure. Therefore, if we simply remove the speed bump, the average speed of traffic may increase and hence, the risk of a road safety issue occurring outside the school also increases.

Over the next few years, the road engineers will be working to help improve road safety outside all of the schools in the district. When considering Cameron Road Intermediate School, the speed bump may be considered for removal, as other speed controlling measures could be implemented as an alternative to control vehicle speeds.

### **3. Future Directions.**

#### **3.1 Disability Park Shelters**

I am yet to meet with the Roding Engineer (East) to investigate where in the CBD the Board could install a prototype shelter which could satisfy the concerns of the Manager regarding vandalism and public safety. Unfortunately this will now be a project that the incoming Community Board may wish to consider/adopt.

#### **3.2 ANZAC Day Commemorations**

After consultation with Mayor Webber the Board is looking to include in its annual budget a new line to cover the cost of this important annual event. The Anzac Committee met with Board and the general consensus was that the Community Board cover expenses relating to the civic ceremony and the Anzac Committee cover costs associated with the post ceremony function at the Te Puke Citizens RSA.

I would recommend that the Te Puke Community Board add to its annual budget a line item of approximately \$1,500.00 to cover the cost of the sound system, advertising, donation to bugler, pianist and hall hire for the annual Anzac Day civic service.

It is noted that the cost of a wreath presented at the service on behalf of the Community Board is covered within the Board's Contingency Account. The cost of traffic management for the Anzac Day service is met by Council.

#### **3.3. Central Business District Flags**

Councillor Dally is putting together a new flag order and it is hoped to have this finalised at this meeting.

#### **3.4 Te Puke Genealogy Group – Request for Information Sign Board**

This group had looked to utilise the Rotary Club information kiosk currently located on the site of the proposed kiwifruit slices project (see 2.1) at the Old Te Puke Cemetery but has been advised that it is not strong enough to be re-located. The genealogy group was seeking permission to build a simple information board in the cemetery grounds. The Community Board see this as a valued addition to the old cemetery and trusts that staff with the Reserves and Facilities Management team can assist and suggest a suitable site to this group of community volunteers.

**Staff Comment:**

The Reserves and Facilities Manager has advised that staff had worked with a similar group at the Katikati Cemetery where a information board was built and erected at the cemetery.

Staff would be happy to work with the Te Puke Genealogy Group on a similar information board for the Te Puke cemeteries.

## Thanks

This is my last meeting as your Community Board Chair, a position I relinquish on the 12<sup>th</sup> October this year. For me it has been a journey of twelve years as a community Board Member, six as your Chair. I must say that it has been a privilege and honour to serve the people of Te Puke over those years and I have very fond memories of my involvement in local body affairs. I have not left monuments and I didn't set out to do so. What has given me pride and satisfaction is the help and advice that I and this Board have been able to give to many Te Puke people over the years in their dealings with the Western Bay of Plenty District Council.

I thank the many people who have presented to our Board over the years and have in our public forum, raised concerns that for them are very important. I can assure you that as a Board we have listened, and in many cases where we have been able, we have acted on your concerns.

I thank the Western Bay of Plenty District Council staff who have supported our Board over the years with sound advice both at Barks Corner and here in the Te Puke Boardroom. I have appreciated your wisdom and knowledge of the local body system and legislation here in Aotearoa/New Zealand. You travel a lot further than we to our six weekly meetings, in all sorts of weather, through all sorts of traffic and I thank you all. And let's not forget the counter staff here at our Library and Service Centre who are the ones who front up day after day to serve our Te Puke community. Many thanks for your friendly smiles, your courteous approach and the professional manner in which you deal with your many customers.

One person I would like to give a special mention to is my hard working, selfless left hand lady here beside me, our Board Secretary Aileen Alty. I have really appreciated her quiet guidance, subtle notes and intimate knowledge of the way community boards' function.

To our elected Board Members and our two appointed Councillors, thank you for your contribution to our deliberations and your considered opinions on a wide range of topics over the last three years. I have always valued your input and have appreciated your following of the concept of collective responsibility once we have finalised our decision making. If you are standing in the forthcoming election I wish you well and I would hope that when re-elected you will utilise the positive aspects of your time on the Te Puke Community Board.

My thanks once again to all who have made my time on the Te Puke Community Board a positive, humble and rewarding experience. It gives me great pleasure to move my report be received.

## Recommendation

*THAT the Chairperson's Report to the Te Puke Community Board for August 2019 be received.*

Peter Miller  
**Chairperson**  
**Te Puke Community Board**



Proposed location  
Xmas Tree with lights

Entrance Sign  
Kiwifruit Capital  
(existing)



Scale 1: 3.000

Go





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## Western Bay of Plenty District Council

### Te Puke Community Board

### Councillors Report – August 2019

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

- Dwelling consents and subdivisions
- Rates rebate scheme
- LGNZ conference, inference that Government will legislate to ensure Council compliance with consent requirements
- Local Government Commission - Boundary adjustment
- Rangioru Business Park
- UFTI Elections

John Scrimgeour  
**Councillor**  
**Te Puke Community Board**

Councillor Dally has submitted his final report to the Te Puke Community Board for the 2016 – 2019 triennium period.

### **Rates Increases Annual Plan 2019-20**

Council adopted the 2019-20 Annual Plan on 26<sup>th</sup> June 2019. The relevant numbers where the rubber meets the road are a total rate increase of 3.1% against LTP forecast of 3.6%. This is made up of an inflation component (derived from the Local Government Cost Index LGCI) of 2.2% and a cost increase of 0.9% to deliver projects and levels of service. Because rates are applied according to the land and capital value of your property the % increase varies depending on the type and value of your property. Here are some typical examples based on the different sectors in the Western Bay.

<b>Sector</b>	<b>Land Value</b>	<b>Cap. Value</b>	<b>Av. Rate Increase</b>	<b>Av. Rate Charge</b>
Urban Residential	\$235k	\$505k	2.86%	\$2,935
Rural Dairy	\$2,040k	\$2,625k	4.06%	\$5,042
Rural	\$465k	\$830k	3.26%	\$2,698
Lifestyle Block	\$410k	\$730k	3.49%	\$2,200
Rural Orchard	\$810k	\$1,830k	4.20%	\$3,246
Comm/Industrial	\$300k	\$563k	2.89%	\$3,437

### **Council Debt**

Council's total external debt at 31<sup>st</sup> May 2019 was \$110m. We don't have the exact figures yet, but it is expected our net debt position (external debt less cash on hand) at 30<sup>th</sup> June 2019 will be approx. \$83m compared to the forecast in the LTP of \$98m. The reason for this significantly better financial position is due mainly to the increased amount of financial contributions paid (as property development has been very buoyant over the last couple of years and new subdivisions have come on stream) equating to nearly \$10m more than forecast. Lower floating interest rates and loans maturing have meant an additional saving in interest expense of nearly \$1.5m. This allowed us to be flexible with our debt management approach and helped to keep the total rates increase lower than the LTP forecast.

### **Urban Growth Planning, SmartGrowth and Omokoroa**

As mentioned above significant amounts of FINCO's are finally starting to roll in after well over 10 years of underachievement. In 2005 under the leadership of Mayor Graeme Weld, Western Bay of Plenty District Council committed to SmartGrowth and nominated Omokoroa as an urban growth area. Council commenced infrastructure planning and development to accommodate a population increase in Omokoroa from 3,000 to 12,000 people over 50 years. Substantial capital expenditure and debt was committed in 2007 with the principal focus on connecting Omokoroa to Tauranga's Chapel St Wastewater Treatment Plant via an expensive pipeline and pumping stations. Over time, all residents existing septic tank systems were de-commissioned and properties were plumbed into the new pipeline. Property was purchased by Council

for strategic purposes and after taking what was needed has nearly all been re-sold for new property development.

Unfortunately in 2008 the Global Financial Crisis shook the world and in November 2010 the kiwifruit disease PSA hit the Bay of Plenty. Obviously this had significant implications for many including the Western Bay of Plenty which was now lumbered with increased debt and an ongoing commitment to infrastructure development without the forecast FINCO income until confidence returned and property developers could resume their business.

### **2019-22 Triennial Local Government Elections**

It is encouraging to hear of interest from new people standing for election to our Community Boards and Council. There are quite a few younger candidates and women putting their names forward so we are likely to see more diversity around the table. Personally, I am standing down from Council but seeking re-election to the Te Puke Community Board. I look forward to working harmoniously with an enthusiastic group of people committed to advancing our community.

### **Goodbye and Thankyou**

It has been a pleasure and an honour being a member of the Te Puke Community Board for the past 9 years. We have achieved a great deal in that time and have played our part in what has been a transformational change for the CBD of Te Puke. The development of Jubilee Park has been a highlight, but it has not all been smooth sailing. We have copped our fair share of criticism for the single-laning and landscape changes in Jellicoe Street. On balance I think we are moving in the right direction and most people agree it is much safer now (I'm confident the "forest" is on track to be rectified and current maintenance levels reduced). But the elephant in the room is the need for a short bypass of the main street as traffic volumes continue to grow into the future to reduce the delays and disruption caused during kiwifruit harvest.

I want to thank my fellow Board members for the respectful manner we have been able to conduct our business, especially Chairman Peter Miller who is retiring at the end of the term. Also special thanks to my fellow Councillor John Scrimgeour who at times has been my sole ally around the council table when trying to get local initiatives over the line.

And finally, a big thank you to our very patient Community Board Secretary Aileen Alty for all your support over the last 9 years.

Regards and best wishes to you all.

Grant Dally  
**Councillor**  
**Te Puke Community Board**

**Western Bay of Plenty District Council**

**Te Puke Community Board**

**Community Board Grant Application – August 2019**

**Purpose and Summary**

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

- |   |
|---|
| <p><b>1. THAT the report from the Senior Governance Advisor dated 15 July 2019 titled Community Grant Application –August 2019 be received.</b></p> <p><b>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.</b></p> <p>..... \$.....</p> |
|---|

  
Aileen Alty  
Senior Governance Advisor

**1. Background**

The Te Puke Community Board has funding of \$11,000 for disbursement to community organisations for the 2019/19 financial year.

ONE application from the Te Puke Art Society Incorporated has been received for the Board's consideration at their meeting to be held on 8 August 2019.

**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**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
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	Annual Budget \$11,000.00 Total Funding Available <b><u>\$11,000.00</u></b>

**3. Consultation and Communication**

<b>Interested/ Affected Parties</b>	<b>Completed/Planned Consultation/Communication</b>	<b>Notes</b>
Te Puke Art Society Inc.	The applicants will be advised of the outcome of the grant application.	

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**Western Bay of Plenty District Council****Te Puke Community Board****Infrastructure Services Report Te Puke August 2019**

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**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**

- 1. THAT the Deputy Chief Executive Officer's Report dated 17 July 2019 and titled Infrastructure Services Report Te Puke August 2019 be received.***



Approved

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Gary Allis  
**Deputy Chief Executive**

## 1. Utilities

### 1.1 Home Worm Composting Workshops

Dates for upcoming workshops for 2019 have been set. The information is 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](http://www.eventfinda.co.nz)

### 1.2 KiwiRail Bridge 91 ECMT Replacement - Access to the site

KiwiRail have confirmed that they intend to replace the complete bridge that is located between the Council owned land of the Te Puke wastewater treatment plant and the existing Council Reserve.

The Physical works tender is going out end of January 2019 and at this stage no works will commence on site until the end of April 2019.

The cycleway section that passes under the bridge will need to be closed off for approximately 10 week period while works are undertaken. The contractor will have large machinery on site including a piling rig and large earth moving equipment / plant as such the area will be a high risk site with stringent Health and Safety procedures in place.

Works includes:

- Piles and new concrete abutments being constructed
- Erosion protection works under the bridge area where the current stream passes under
- The existing embankment formations will be widened along the entire length
- New bridge deck
- New railway track installed.

A meeting took place with KiwiRail's Project Manager and the preferred contractor, HEB Construction. The current programme now indicates that the works will be staged into two parts but undertaken over one long, continuous period. The contractor is expecting to commence on-site towards the end of July and undertake preliminary temporary works.

The works will require the existing community cycle/walkway being closed off from middle of August 2019 to end January 2020. The existing railway line is to remain operational through the entire construction period with a 36 hour shutdown of the lines in late December. Works will include not only piling operation for the new bridge supports but also a significant widening of the embankment that the current tracks are located on. Parts of the existing walkway will need to be shifted as part of the contractor's scope of work. The Utilities Manager is the main point of contact for this project.

### 1.3 Te Puke Wastewater Treatment Plant Resource Consent Renewal

The Resource Consent for the Te Puke WWTP was granted on the 17 May for a 35-year term. No appeals have been received.

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 to a short list for each option. These will now be used for a high level engineering feasibility assessment, which is underway.

#### **1.4 Comprehensive Stormwater Consents - Eastern Zone**

There has been little change since the previous update. The Catchment Management Plan for the Eastern Catchment was lodged with the Bay of Plenty Regional Council prior to Christmas. The Eastern Zone includes the urban areas of Maketu, Te Puke, Pukehina and Paengaroa. The plan will form the basis for the Comprehensive Stormwater Consent Application. Consultation with the community was held on the Catchment Management Plan prior to it being lodged. Positive feedback was received. This application was notified and submissions closed on 10 July 2019.

#### **1.5 Kerbside Rubbish & Recycling Collection**

Council has, on 26 June 2019 made a final decision for the following:

- To continue with the procurement of contracted kerbside services for the district for:
  - pay-per-pick-up scheme for rubbish;
  - targeted-rate funded glass collection;
  - targeted-rate funded recycling collection;
  - targeted-rate funded food scraps collection ( urban areas only).
- To work through kerbside service design elements, raised by submitters, with industry as part of the procurement process
- To not investigate a Council contracted kerbside garden waste service.
- To trial a rural recycling drop-off point over the next two years, in the Eastern area of the district.
- To explore the establishment of a community-led reuse facility with interested parties.
- To increase the opening hours of Athenree Community Recycle centre to cover long-weekends. The intention is to secure contract(s) by July 2020 for services to become operational in July 2021.

## **2. Reserves**

Nothing to report this month.

## **3. Strategic Property**

Nothing to report this month.

## **4. Projects**

### **4.1 Review of Te Puke Main Street**

The Te Puke Main Street upgrade was reviewed after 12 months of operation and a report dealing with the parking, vegetation, plaza and traffic was presented to the Operations and Monitoring Committee Meeting on 28 February 2019.



The Committee received the recommendations of the report however, agreed to refer the report to the Te Puke Community Board for their comment and for further consideration by the Committee at a future meeting.

In the meantime, the Committee agreed to replace the vegetation at several intersections to improve visibility and safety for motorists and pedestrians. The staff are currently reviewing the roadside plantings with the Te Puke Community Board representatives with the view to replace the plantings in autumn.

The option to re-install two additional carparks at the Western end of the Te Puke Main Plaza was discussed at the Operations & Monitoring Committee meeting on 22 May 2019. The Committee has requested that staff undertake a safety assessment and costs for reinstating the two additional carparks and for Council's consideration. This was presented to the Operations & Monitoring Committee on 4 July 2019 for discussion. The Operations & Monitoring Committee agreed to remove part of the garden and reinstate one carpark and relocate one mobility carpark.

#### **4.3 Te Puke Highways – Pah Road Slip Reinstatement**

While the Resource Consent has been granted by Bay of Plenty Regional Council for the reinstatement of the Pah Road slip, NZTA has not confirmed the timing for commencement of this project. This project will be delayed and constructed in the next four years when funding is made available by NZTA.

Staff are still waiting on NZTA to formalise the agreement made between WBOPDC and NZTA for a future timeline and funding for completing this project.

Refer to the MAS TP1919 9 for the Operations & Monitoring Committee decision.

## **5. Emergency Management**

### **5.1 Te Puke**

The Community Response Team conducted a desktop exercise with the support of Emergency Management Bay of Plenty. With the findings of this exercise, the team is reviewing its communication strategy and contact list of community organisations.

### **5.2 Maketū**

The Draft Community Guide is ready for distribution.

The Community Response plan is currently checked by Emergency Management Bay of Plenty. Discussion with the team will follow this, once the team leader is back.

## 6. Roothing

### 6.1 Roothing Account

Te Puke Community Board Roothing Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Te Puke Community Board \$	Status
<b>Current Account Opening Balance 1 July 2018</b>			\$143,325	
Allocation for 2018/19			\$283,564	
<b>Subtotal</b>			<b>\$426,889</b>	
<b>Allocation for 2019/20</b>	\$ 289,802			
<b>Sub Total</b>	\$ 716,691			
<b>Committed Projects</b>				
Palmer Place Parking Area	\$7,333	-	\$7,333	Completed no NZTA funding available
MacLoughlin Drive K & C (no footpath)	\$255,000	-	\$255,000	Construction in progress
Washer Avenue Footpath (2.5m width)	\$33,000	16,830	\$16,170	Project Complete
Beatty Avenue Footpath (School to Brown Terrace - 1.5m width)	\$46,983	-	\$46,983	Completed no NZTA funding available
<b>Subtotal</b>		<b>\$16,830</b>	<b>\$325,486</b>	
<b>Forecasted Current Account Closing Balance 30 June 2020</b>			<b>\$391,205</b>	

Date: 17 July 2019  
Subject: Infrastructure Services Report Te Puke August 2019

Open Session

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Proposed Projects	Priority	Budget Actual/Cost	Subsidy	Status
Station Road Footpath		\$ 110,000		Design in progress
Te Puke Quarry Road Footpath – Link to East Pack		\$ 68,000		Under review
Jellicoe St - Footpath (King St – Vet Clinic)		\$TBA		Under review
King St – Kerb and Channel & Parking Improvements		\$TBA		Under review
No.1 Road Cycleway Project		\$TBA		Under review
<b>Subtotal</b>		<b>\$ 178,000</b>		

# Community Board Report

## TE PUKE COMMUNITY BOARD 21/02/2019

Remit Title **Flaxes and Grasses Jellicoe Street Median Strip**

Remit Number TP1819 3.7

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board requested that serious consideration be given to whether flaxes, toi-toi and tall grasses continued to be used as decorative plantings in the median strip along Jellicoe Street and on other district roads. Sight lines at pedestrian crossings and intersections along Jellicoe Street were at times reduced. If the plants were trimmed they grew back very fast and it was suggested that they be progressively removed as roadside plants.

Actions **15 July 2019: Works are progressing well.**

**Autuaroa Drive and Dunlop Road have been chosen as the first area.**

31 May 2019: The Roading Engineer has undertaken a site walkover with the landscape designer recommended by Councillor Dean.

Only small scale changes are proposed and will be discussed with the Board prior to any works occurring.

Visibility improvements at some intersections are also currently being reviewed and priced.

23 April 2019: WestLink have removed vegetation to improve sightlines at the locations which have raised these concerns. The balance of the planning review is in progress.

6 March 2019: A presentation was presented to the Operations & Monitoring Committee on 28 February 2019 to discuss the town centre details.

The works required will be decided based on the outcome of that presentation.

**TE PUKE COMMUNITY BOARD 4/04/2019**

Remit Title                   **Rubbish Bin Replacements Jellicoe Street**

Remit Number               TP1919 4.2

Owner                        RE1

Status                        UNDER ACTION

Complete Date

Confidential

Resolution                   The Board requested that replacement of the four rubbish bins (between Oxford Street and Boucher Avenue) that had not been replaced during the revocation of Jellicoe Street be included in the Review of the Te Puke Main Street Project works to be undertaken.

Actions                      **15 July 2019: The Roading Engineer will be discussing the bin upgrades with MenzShed and local contractors for ideas and plans.**

31 May 2019: The Roading Engineer has confirmed the price of bins at \$1,130 (inc GST) this does not include the cost of installation.

23 April 2019: The replacement type and design of the rubbish bins have been included in the review.

**TE PUKE COMMUNITY BOARD 4/04/2019**

Remit Title           **Tactile Paving**

Remit Number        TP1919 4.6

Owner                 RE1

Status                UNDER ACTION

Complete Date

Confidential

Resolution           The Board was advised that this significant community initiative continued to be progressed by the Board in conjunction with Council roading staff.

The Board was advised that some of the raised paving markers in the main street had come loose and were broken or missing. It had been observed that other towns had various forms of tactile matting which could be more effective than the type being used in Te Puke.

Actions              **15 July 2019: The Board has not confirmed the agreement of this paving yet.**

31 May 2019: The Roading Engineer has received information and raised a CCR to WestLink.

WestLink will provide a cost for repair of the surface and repairs will occur as soon as possible.

23 April 2019: A service request has been lodged to repair the broken or missing pavement markers.

**TE PUKE COMMUNITY BOARD 4/04/2019**

Remit Title **Review of Te Puke Main Street Project**

Remit Number TP1919 9

Owner GM1

Status COMPLETE

Complete Date 8 July 2019

Confidential

Resolution 1. THAT the report "Review of Te Puke Main Street Project" referred from the Operations & Monitoring Committee be received.

2. THAT the report relates to issues that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

3. That this item lie on the table at this time to enable further public input to be received. The Board would collate any responses received for the next Te Puke Community Board meeting to be held on 16 May, with a subsequent response then referred to the Operations and Monitoring Committee to be held on 22 May 2019.

Actions

**8 July 2019: The Operations & Monitoring Committee considered the feedback at its meeting on 4 July 2019. The Committee resolved to:**

- 1. THAT the garden adjacent to the plaza be altered to install one additional carpark at an estimated cost of \$25,000 (Carpark 1 – as shown in Attachment B of the Agenda Report).***

**This work will now be progressed over the next few months. An exact timeframe has yet to be determined.**

- 2. THAT the Te Puke Community Board proposal to change the mobility parking at the eastern end of the Plaza be received and noted.***

- 3. THAT it be recommended to the Policy Committee that one mobility park be relocated from the eastern end of the Plaza to Oxford Street, Te Puke to allow better mobility access to the pharmacy.***

**This action will be progressed through the Traffic and Parking Bylaw review process.**

28 May 2019: The Board provided their feedback to the Operations and Monitoring Committee. This is being reviewed and will be reported to the July 2019 Operations & Monitoring Committee.

23 April 2019: Staff are waiting from feedback from the Board.

**TE PUKE COMMUNITY BOARD 16/05/2019**

Remit Title                   **Te Puke Memorial Pool**

Remit Number               TP2019 3.4

Owner                         RFAM

Status                        UNDER ACTION

Complete Date

Confidential

Resolution

As a result of the concerns raised in public forum at the February meeting, the Board decided that the Memorial Swimming Pool would be the focus of the next Public Forum with the hope of stimulating a public conversation on the future of the Te Puke public swimming pool. The agenda for the evening would follow closely the questions asked and points raised in the February public Forum. The Board would consider a date in July to initiate public discussion about the pool.

Actions

**3 July 2019: A Community Board Workshop to discuss the Te Puke Memorial Pool has been scheduled for 17 July 2019.**

24 May 2019: Staff will assist the Board in providing background information and attendance at the forum when a date has been set.



## TE PUKE COMMUNITY BOARD 27/06/2019

Remit Title	<b>Rubbish Bin Replacements Jellicoe Street - Minute Action Reference TP19 19 4.2</b>
Remit Number	TP2119 4.2
Owner	RE1
Status	COMPLETE
Complete Date	15 July 2019
Confidential	
Resolution	<p>Board Members had inspected the rubbish bins along Jellicoe Street that needed refurbishing. They agreed that the bins on Jellicoe Street between Oxford Street and Boucher Avenue should be refurbished on a revolving basis of 4 at a time (2 bins from one area and 2 from another).</p> <p>The Board requested that artwork in keeping with the Kiwifruit theme of the township be applied to the refurbished bins.</p> <p>The bins would need to be cleaned and primed before final painting and artwork was applied.</p> <p>The Roading Engineer (East) would ascertain the first lot of bins to be refurbished and make enquires about who would undertake the refurbishment of the bins. He would also source a local artist to undertake the kiwifruit artwork.</p>
Actions	<b>15 July 2019: This MAS has been closed as it is reported in MAS TP1919 4.2.</b>

**TE PUKE COMMUNITY BOARD 27/06/2019**

Remit Title	<b>Landscape Artist Report</b>
Remit Number	TP2119 4.3
Owner	GM1
Status	COMPLETE
Complete Date	15 July 2019
Confidential	
Resolution	THAT the Te Puke Community Board support proceeding with the report from landscaper Trish Waugh relating to the review and improvement of the Main Street landscape plantings.
Actions	<b>15 July 2019: This is part of the Main Street Project and will be reported to the Board through the Infrastructure Report.</b>

**TE PUKE COMMUNITY BOARD 27/06/2019**

Remit Title **Commerce Land Car Park adjacent to Heritage Walkway**

Remit Number TP2119 7.1

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution THAT the Te Puke Community Board recommendation that the car park adjacent to the Heritage Walkway remain as currently marked and that a sign be installed advising that the car parks were suitable for smaller vehicles.

Actions **15 July 2019: The retention of the current markings will be confirmed through the Traffic and Parking Bylaw Review being undertaken by the Policy Committee.**

**The sign advising that the carpark is suitable for smaller vehicles will be installed.**

## Western Bay of Plenty District Council

### Te Puke Community Board

## Draft Financial Report Te Puke – June 2019

### Purpose and Summary

This report provides the Community Board with a six-weekly monitoring of its operational budget.

Attached are the draft financial statements for the period up to 30 June 2019 (**Attachment A**). The financials are currently in a draft state until Audit NZ sign off the accounts. However, there is an expectation that operating costs will not change.

Total operating costs are under budget and include conference expenses, contingency, grants, mileage allowance, security and street decoration.

Salaries are over budget for the year.

### Grant payments made to date:

	\$
Te Puke Gymsport	1,000
Te Puke Events and Promotions	500
Creative Te Puke	1,200
Te Puke grant for piano trolley	960
Citizens RSA Te Puke	550
Youth Encounter Ministries Trust	1,000
<b>Total grants paid to date</b>	<b>\$5,210</b>

### Committed – Operational expenditure

	\$
Wreath for ANZAC Day Service	200
<b>Total outstanding operational commitments</b>	<b>\$200</b>

### 2018/19 reserve analysis:

2018/19 Opening balance	\$118,612
Storyboard installation at eastern entrance to Te Puke [TP7.6.2] \$834 funded in 2017-18	\$(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)
Beatty Avenue litter bins [TP15.2.9]	\$(2,000)
<b>2018/19 Closing balance</b>	<b>\$101,976</b>

**Committed – Reserves expenditure**

Jubilee Park Skate Park [TP20.1.1 & TP6.6.4] \$25,901 funded in 2017-18	Up to \$(19,099)
Te Puke Sports and Recreation Grandstand project [C22.5]	\$(60,000)
<b>2018/19 Closing balance after committed expenditure</b>	<b>\$22,877</b>

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**

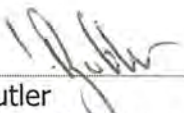
***THAT the Management Accountant's report dated 15 July 2019 and titled "Draft Financial Report Te Puke – June 2019" be received.***

  
Christie Tromans  
**Management Accountant**

Approved

  
David Jensen  
**Senior Financial Planner**

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 June 2019**

**Te Puke Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Conference Expenses	0	2,000	2,000	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	2,437	5,000	2,563	<input checked="" type="checkbox"/>	5,000	1,819
Grants	5,210	11,000	5,790	<input checked="" type="checkbox"/>	11,000	10,973
Mileage Allowance	689	1,000	311	<input checked="" type="checkbox"/>	1,000	578
Salaries	27,175	26,198	(977)	<input type="checkbox"/>	26,198	26,734
Security	3,558	7,560	4,002	<input checked="" type="checkbox"/>	7,560	1,459
Street Decoration	5,175	10,000	4,825	<input checked="" type="checkbox"/>	10,000	6,800
Inter Department Charges	47,184	47,181	(3)	<input type="checkbox"/>	47,181	47,184
<b>Total Operating Costs</b>	<b>91,427</b>	<b>109,939</b>	<b>18,512</b>	<input checked="" type="checkbox"/>	<b>109,939</b>	<b>95,547</b>
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,452)
<b>Total Direct Costs</b>	<b>91,427</b>	<b>109,939</b>	<b>18,512</b>	<input checked="" type="checkbox"/>	<b>109,939</b>	<b>88,096</b>
<b>Total Costs</b>	<b>91,427</b>	<b>109,939</b>	<b>18,512</b>	<input checked="" type="checkbox"/>	<b>109,939</b>	<b>88,096</b>
<b>Income</b>						
Rate Income	111,421	109,939	1,482	<input checked="" type="checkbox"/>	109,939	108,416
<b>Total Direct Income</b>	<b>111,421</b>	<b>109,939</b>	<b>1,482</b>	<input checked="" type="checkbox"/>	<b>109,939</b>	<b>108,416</b>
<b>Net Cost of Service</b>	<b>19,993</b>	<b>0</b>	<b>19,993</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>20,320</b>
<b>Contingency - breakdown</b>						
Storyboards	1,623					
Dr Leonard Randell Memorial Scholarship Advertisement	116					
Advertising for grant applications	593					
Settler Room hire	106					
<b>Year to date contingency costs</b>	<b>2,437</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>118,612</b>					
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)					
Beatty Avenue litter bins [TP15.2.9]	(2,000)					
<b>(Decrease) Increase in year</b>	<b>(16,636)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>101,976</b>					

**Western Bay of Plenty District Council  
Formal Meeting Schedule 2019**

<b>JULY 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Waihi Beach Community Board	29 July	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	30 July	7.00pm	Omokoroa Community Church
Katikati Community Board	31 July	7.00pm	The Centre. Pātuki Manawa
<b>AUGUST 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Community Committee	1 August	9.30am / 10.00am	The Centre Patuki Manawa Katikati
Maketu Community Board	6 August	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	7 August	3.30pm	Chambers
Policy Committee	8 August	9.30am	Chambers
Te Puke Community Board	8 August	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	15 August	9.30am	Chambers
Joint Road Safety Committee	20 August	9.30am	Chambers
Council	29 August	9.30am	Chambers
<b>SEPTEMBER 2019</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Regulatory Hearings Committee (if required)	3 September	9.30am	Chambers
Regulatory Hearings Committee (If required)	4 September	9.30am	Chambers
Council - Adopt Annual Report	19 September	9.30am	Chambers
<b>OCTOBER 2019</b>			
<b>Local Body Elections - 12 October</b>			
<b>Labour Day - 28 October</b>			