



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

TE PUKE COMMUNITY BOARD

Poari Hapori

TP21

Thursday, 27 June 2019
Te Puke Library and Service Centre
7.00pm



Te Kaunihera a rohe māi i nga Kuri-a-Whare ki Otamarakau ki te Uru

Notice of Meeting No TP21

Te Puke Community Board Poari Hapori

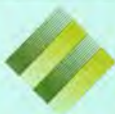
Thursday, 27 June 2019
Te Puke Library and Service Centre
7.00pm

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



Western Bay of Plenty
District Council

Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru

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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. TP21

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.

TP21.1

Presentation – Waiari Water Scheme Project

Representatives from Tauranga City Council will be in attendance to give an update presentation to the Board in regard to the Waiari Water Scheme Project.

TP21.2	<p>Minutes of Meeting No. TP20 of The Te Puke Community Board held on 16 May 2019</p> <p>A copy of minutes is attached.</p> <p>Recommendation</p> <p><i>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.</i></p>	7-16
TP21.3	<p>Council Decisions on Board Recommendations – Te Puke Main Street Project – Outcome of Community Board Survey</p> <p>Attached is a report from the Senior Governance Advisor dated 10 June 2019.</p>	17
TP21.4	<p>Chairperson’s Report</p> <p>Attached is a report from the Chairperson dated 5 June 2019</p>	18-22
TP21.5	<p>Councillor’s Report</p> <p>Attached is a report from Councillor Dally dated 14 June 2019.</p>	23-25
TP21.6	<p>Ronalds Lane Unformed Legal Road – Information Item</p> <p>Attached is a report from the Roding Engineer (East) dated 31 May 2019.</p>	26-29
TP21.7	<p>Infrastructure Services Report Te Puke – June 2019</p> <p>Attached is a report from the Deputy Chief Executive dated 5 June 2019.</p>	30-48

TP21.8 **Financial Report Te Puke – April 2019** 49-51

Attached is a report from the Management Accountant dated 27 May 2019.

TP21.9 **Council, Standing Committee and Community Board Meetings** 52-53

Attached is a schedule of meetings for the months of June, July and August 2019.

Recommendation

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

Western Bay of Plenty District Council

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

J Pedersen (Group Manager People and Customer Services), S Harvey (Roading Engineer East) and A Alty (Senior Governance Advisor)

Others

3 members of the public
1 member of the press

Public Forum

Resolved: Members Miller / Spratt

THAT the meeting adjourn for the purpose of holding a 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.

Antisocial Behaviour in Te Puke Township

A member of the public spoke about her concern with regards to the increasing antisocial and intimidating behaviour by drunk and disorderly people in Jubilee Park and the town centre area. She stressed that she was deeply concerned and noted the behaviours mentioned were:

- The number of people drinking and taking drugs in public places was increasing.
- Members of the public going about their daily business had been threatened and frightened by the attitude of people under the influence of drink and drugs.
- People were being harassed and witnessed bad language and offensive behaviour.

- Police had advised that they could not take any action. If police found alcohol on the people causing problems, they confiscated the alcohol but did not remove the drunk/drugged people.
- Members of the public were not going to the public park area with their families because of the antisocial and intimidating behaviour of drunk and drugged people in the immediate area.
- People did not feel safe at the public bus stop where street dwellers and drunks often congregated.

The speaker clarified that she was referring to the street dwellers and homeless people, not the freedom campers. Volunteers in the community had tried to assist the homeless people in the community, but their numbers had grown and the speaker would like to see some community action. It was pointed out that some of the homeless people chose to live on the streets and would not accept community or social assistance.

A Community Board Member who was also a member of the Te Puke Community Patrol advised that the local police were aware of the antisocial behaviours in the public areas and had not acknowledged the concerns of the community relating to the growing situation.

The Chairperson thanked the speaker for bringing her concerns to the attention of the Board and he advised that neither the Board nor Council were in a position to directly manage or control antisocial behaviour in the community. The Chairperson asked that the concerns raised be forwarded to the Chief Executive Officer with a request that the local Police be advised of the public forum discussion at this Community Board meeting. The Chairperson also asked for comment and advice on what possible measures could be put in place to find a solution to manage the antisocial behaviours of the group of people that affected many in the community.

Resolved: Councillor Scrimgeour / Member Spratt

THAT the meeting be re-convened in formal session at 7.14 pm

TP20.1 Minutes of Meeting No. TP19 of The Te Puke Community Board held on 4 April 2019

The Board considered the minutes no. TP19 of the Te Puke Community Board for the meeting held on 4 April 2019 as circulated with the agenda.

Resolved: Members Spratt / Miller

THAT the Minutes from meeting no. TP19 of the Te Puke Community Board held on 4 April 2019 as circulated with the agenda, be confirmed as a true and correct record.

TP20.2 Council Decisions on Board Recommendation to Council - Funding for The Centre Te Puke

The Board considered a report from the Senior Governance Advisor dated 6 May 2019 as circulated with the agenda.

Resolved: Councillor Scrimgeour / Member Spratt

THAT the report of the Senior Governance Advisor dated 6 May 2019 titled Decision Report from Recommendation to Council – Funding for The Centre at Te Puke be received.

TP20.3 **Chairperson's Report**

The Board considered a report from the Chairperson dated 3 May 2019 as circulated with the agenda.

TP20.3.1 **Annual Plan Submission**

On the 15th of April the Chairperson presented the Te Puke Community Board Annual Plan Submission to Council on behalf of the Board. The Chairperson thanked Board members for their assistance and support in putting together the submission.

TP20.3.2 **McLoughlin Drive Up-Grade**

The Chairperson advised that the parking proposal put forward for the Orchard Church in association with the McLoughlin Drive road works was still under negotiation.

TP20.3.3 **Rubbish Bin Replacements Jellicoe Street**

Board Members were asked to view the bins between Oxford Street and Boucher Avenue to familiarise themselves with the number of bins that needed to be replaced. The Board would like to see a Kiwifruit design casing similar to those in Jubilee Park for the replacement bins.

The Roading Engineer would ascertain what budget funding may be available for the bins that needed to be replaced and what the price of the bins would be. Board members would check out the bins at their walk-about with the Roading Engineer (East) on 25 June 2019.

TP20.3.4 **Te Puke Memorial Pool**

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.

TP20.3.5 Urban Speed Limits

The Board was aware that the New Zealand Transport Agency was reviewing speed limits and that Council was awaiting the outcome of their review but asked if a reduction to urban speed limits requested by members of the public relating to No 3 Road and Manoeka Village could be dealt with as a matter of urgency.

The Roding Engineer (East) advised that Speed Limits for the Western Bay of Plenty District were still under review and any changes would be implemented on a district wide basis rather than applied to individual roadways area by area.

TP20.3.6 Station Road Upgrade

The Board was advised that the Station Road upgrade work was scheduled to be undertaken in the 2019/20 financial year.

TP20.3.7 Tactile Paving

This significant community initiative is continuing to be progressed by the Board in conjunction with Council engineering staff. The Board is waiting for a costing on this project from engineering staff.

TP20.3.8 Town Centre Walk-a-Bout

The Town Centre walk-about with the Roding Engineer (East) and Westlink staff had been scheduled for Tuesday 25 June 2019.

TP20.3.9 Te Puke Main Street Project

The Board had completed its consultation process with the community regarding the Te Puke Main Street Project in response to the Operations and Monitoring Committee request. The process undertaken included:

- The Board approached EPIC Te Puke and Te Puke EDG and asked for a response to the Board survey.
- The Board Chairperson met with the local paper and an article was published in the Te Puke Time Thursday 4 April 2019.
- The Community Board utilized its Facebook page to set up a survey and 84 people responded to it.
- Through the newspaper article, residents were encouraged to record their thoughts regarding the plaza and place them in a box at the Te Puke Library and Service Centre. A copy of the three options together with the suggestion of the kiwifruit themed piece of artwork was also on display behind the response box. 13 residents took the opportunity to respond to this item.

- A reminder notice about the survey was placed in the Te Puke Times issue of 18 April and 25 April clearly indicating the closing date for responses. An "In Brief" note was also published in the Te Puke Times reminding residents of the deadline for comments.
- The Board also noted a submission from Te Puke Business Strategies that was signed by 12 retailers in the immediate vicinity of the Jellicoe Street Plaza.

Four Board members agreed that given the constraints around the review, the reinstatement of three carparks was the most cost effective way to address the present concerns.

Resolved: Members Spratt / Miller

1. *THAT the Te Puke Community Board recommend 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 carparks.*
2. *THAT the Operations and Monitoring Committee consider reducing the mobility parks at the eastern end of the plaza to one park.*

TP20.3.10

Disability Park Shelters

The Chairperson advised that he had arranged to meet with the Roading Engineer (East) to investigate the location of a prototype shelter installation that would satisfy the concerns of the Transportation Manager regarding vandalism and public safety. This would be undertaken during the town centre walk-about to be held on 25 June 2019.

TP20.3.11

ANZAC Day Commemorations

It was important that conversations were held about the funding and organisation of future Anzac Day commemoration services. Concerns had been raised earlier by the local Returned Services Association personnel and the Board. After consultation with Mayor Webber, the Board would look for options to cover the cost of the important annual civic event. The Chairperson would continue to speak to the local Te Puke Anzac Day Committee to ascertain exactly what current expenses for the commemoration services were.

TP20.3.12

Christmas Lights

Councillor Dally had been in touch with the suppliers of the FlagTrax System in Jellicoe Street to ascertain the cost of adding Christmas lighting to the structures. The Board considered that Christmas lighting would be well supported by the community relating to the positive comments the Board received after the reinstatement of the decorated tree at the eastern

entrance to the township. This item would be further discussed at the next Community Board workshop.

TP20.3.13 **Significant Council Processes**

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications open 29 April and close 29 May 2019.

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members were reminded that they were welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by Friday 31 May 2019.

Resolved: Member Miller / Councillor Dally

THAT the Te Puke Community Board Chairperson's Report dated 3 May 2019 be received.

TP20.4 **Councillor's Report**

The Board considered a report from Councillor Scrimgeour dated 2 May 2019 as circulated with the agenda.

2019 Triennial Elections

At the Council meeting held on 18 April 2019 Council adopted that for the 2019 triennial elections nominees names listed on voting papers be in pseudo-random order (as done in previous elections). The key dates relating to the forthcoming election were noted:

- Nominations open on 19 July and close on 16 August 2019
- Voting papers to be distributed from 20 September 2019
- Voting to be closed at noon on 12 October 2019

Kaituna Rediversion

At a recent update from the Bay of Plenty Regional Council it was advised that construction work was about 6 months ahead of schedule.

Concerns had been expressed about the water quality in the Little Waihi Estuary. The Bay of Plenty Regional Council Kaituna Catchment Manager had advised that it was expected that the water quality within the Maketu Estuary and the wetland would improve with increased water flow into the immediate area.

The water quality of the Little Waihi Estuary was also a concern and the Kaituna Catchment Manager had advised that there was work being undertaken to monitor and improve this water area.

Te Puke Recycling Centre

The trial of the extended opening hours of 8am to 5pm on Tuesday's and Thursdays at the Te Puke Recycling Centre had proven to be worthwhile and had now been made permanent.

Representation Arrangements for Western Bay of Plenty District Council

On 8 April 2018 the Local Government Commission announced its decision relating to the representation arrangements for the Western Bay of Plenty District Council that would apply for the 2019 local authority elections. The Commission had endorsed the decision of Western Bay of Plenty District Council that the existing arrangements of 11 councillors elected from three wards, with one boundary alteration, would apply for the October elections.

Te Puke Wastewater Consent

The submission hearing on the Te Puke Wastewater renewal had been held on 15 and 16 April 2019.

Resolved: Councillor Scrimgeour / Member Miller

THAT the report from Councillor Scrimgeour dated 2 May 2019 be received.

TP20.5

Community Board Grant Application - May 2019

The Board considered a report from the Senior Governance Advisor dated 3 May 2019 as circulated with the agenda.

The Board considered an application from the Youth Encounter Ministries Trust.

Resolved: Councillors Dally / Scrimgeour

1. *THAT the report from the Senior Governance Advisor dated 3 May 2019 titled Community Grant Application – May 2019 be received.*
2. *THAT the Te Puke Community Board approve the following grant to be funded from the Te Puke Community Board Grants 2018/2019 Account subject to all accountabilities being met. For the delivery of the programme*

Youth Encounter Ministries Trust \$1,000.00

TP20.6 Infrastructure Services Report Te Puke - May 2019

The Board considered a report from the Deputy Chief Executive dated 3 May 2019 as circulated with the agenda.

TP20.6.1 Washer Road Footpath

The Roding Engineer (East) was advised that there had been some comments regarding the standard of workmanship for the footpath not being up to expectation, particularly at the termination point at the Eastpack packhouse crossing.

The Roding Engineer (East) advised that rather than constructing a solid extension over the culvert at the crossing point, there had been a deviation around the culvert and he would check this specific area.

TP20.6.2 Tactile Paving - Minute Action Reference TP16 18 3.5

The Roding Engineer (East) advised that the cost to install the six tactile paving area would cost approximately \$6,000.

The tactile paving removed in the course of the revocation works would be replaced and the cost for this met by the revocation budget.

TP20.6.3 Community Roding Account**Ronald's Lane – Future Proposal – Minute Action Reference TP19 19 7.2**

The Roding Engineer (East) advised the Board regarding the current status relating to the proposed project to form a public pedestrian walkway along Ronald's Lane for access to the Eastpack packhouse on Collins Lane.

The Roding Engineer (East) advised that he would provide the Board with a report outlining options relating to the proposal for the next Board Meeting.

TP20.6.4 Review of Te Puke Main Street Project - Minute Action Reference TP19 19. 9

The Roding Engineer (East) advised the Board that he had met with a landscape artist and walked around the Te Puke main street area. The landscape artist would prepare a report that would be presented to the next Community Board meeting.

The Board was also advised of an email received immediately before the meeting from Don Paterson that outlined a number of points relating to Jellicoe Street. The Chairperson accepted the email as a tabled item. And

asked that a copy of the email be sent to all Te Puke Community Board members for information.

The Board had adopted a recommendation to the Operations and Monitoring Committee Meeting to be held on Wednesday 22 May 2019 under Item TP20.3.9 of this meeting.

TP20.6.5

Roundabouts at the No.3 Road and Jellicoe Street Intersection and at the Intersection of Te Puke Quarry Road and Jellicoe Street - Minute Action Reference TP18 19 3.9

The Roothing Engineer (East) advised that he was still investigating the problems of noise and vibration as reported at the Board meeting TP18 on 21 February 2019.

It was advised that a similar roundabout in Thames had less and smaller 'spokes' and this type of structure may not cause the reported amount of noise and vibration that was the issue of concern as reported at the February 2019 Community Board meeting.

The Roothing Engineer (East) advised that he would continue to look at workable options relating to this item.

Resolved: Member Spratt / Councillor Scrimgeour

THAT the Deputy Chief Executive Officer's Report dated 3 May 2019 and titled Infrastructure Services Report Te Puke May 2019 be received.

TP20.7

Financial Report Te Puke - March 2019

The Board considered a report from the Management Accountant dated 11 April 2019 as circulated with the agenda.

Resolved: Member Spratt / Dugmore.

THAT the Management Accountant's report dated 11 April 2019 and titled Financial Report Te Puke – March 2019 be received.

TP20.8

Council, Standing Committee and Community Board Meetings

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

Resolved: Member Miller / Councillor Scrimgeour

THAT the schedule of meetings for May and June 2019 be received.

The meeting concluded at 8.50 pm

Confirmed as a true and correct record.

P Miller
Chairperson
Te Puke Community Board

Date

TP20

Western Bay of Plenty District Council

Te Puke Community Board

Decision Report from Recommendation to the Operations and Monitoring Committee - Te Puke Main Street Project – Outcome of Community Board Survey

Executive Summary

The following is a decision adopted by the Operations and Monitoring Committee based on the recommendation from the Te Puke Community Board Meeting held on 16 May 2019.

The report is provided for information purposes only.

Remit from the Operations and Monitoring Committee – 22 May 2019

OP19.3 **Recommendatory Report from Te Puke Community Board - Te Puke Main Street Project - Response to Community Survey**

The Committee considered a report from the Senior Governance Advisor as circulated prior to the meeting.

The Te Puke Community Board had completed its consultation process with the community regarding the Jellicoe Street Main Street Project in response to the Operations and Monitoring Committee request from meeting OP18 11 April 2019. The recommendations from the Board were before the Operations and Monitoring Committee for consideration at this meeting.

The Deputy Chief Executive Officer advised that the decisions to reinstate parking at the western end of the Jellicoe Street Plaza and/or the reduction of mobility parking at the eastern end of the Plaza would need to be referred to the Policy Committee, so that the final Traffic and Parking Enforcement Bylaw (currently under review) is consistent with the decisions on any changes to car parking provision in the Plaza area.

Operations and Monitoring Committee members noted the following points:

- There were a lot of elderly people in the town and they needed to use the mobility parks.

Western Bay of Plenty District Council

Te Puke Community Board

Chairperson's Report – June 2019

1. Operational Matters – Projects Pending or in Progress

1.1 McLoughlin Drive Up-Grade

I have now been able to obtain the detail of the planned off-street parking for this project which was requested by the Orchard Church and have forwarded it to them. I am hopeful that a suitable contribution can now be considered by them for this parking extension to progress as I certainly see it a worthwhile community project.

1.2 Rubbish Bin Replacements Jellicoe Street

Board Members have been asked to view these bins between Oxford Street and Boucher Avenue to familiarise themselves with the number and their current condition.

1.3 Landscape Artist Report

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

Attachment A

2. Community Issues

2.1 Tactile Paving

This significant community initiative is continuing to be progressed by the Board in conjunction with Council engineering staff. The Board notes that the tactile paving removed during the upgrade of Jellicoe Street will be reinstated and the cost will be met from the Council Revocation Budget. A copy of the tactile paving to be installed is attached.

Attachment B

2.2 Public Forum

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

2.3 Te Puke Main Street Project Report

The Operations Committee has now considered the recommendation from the Community Board regarding the Main Street Plaza in Jellicoe Street. A Decision Report from the Operations and Monitoring Committee relating to this item is included in the agenda.

3. Future Directions.

3.1 Disability Park Shelters

I am yet to meet with the Roading Engineer (East) to investigate where in the CBD the Board could install a prototype shelter. I will inform Board members when a meeting has been arranged so they can accompany me if they wish.

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 next meeting of the Anzac Committee is scheduled for 4.00pm on Tuesday 25 June and the Board is welcome to accompany me to this meeting. At this meeting I would hope that we can ascertain precisely what expenses are involved in this day and which of those it is appropriate for our ratepayers to cover.

3.3 Christmas Lights

Councillor Dally has been requested to liaise with the suppliers of the Flagtrax System to ascertain the cost of adding Christmas lighting to the structures. The Board considers that such lighting would be well supported by our community considering the positive comments the Board received after the reinstatement of the lighted Christmas tree at the eastern entrance to the township.

Recommendation

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

Peter Miller
Chairperson
Te Puke Community Board



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Mr Stuart Harvey,
Roading Engineer,
Barkes Corner,
Greerton,
Tauranga.

May 30th 2019

Dear Stuart,

Further to our meeting in Te Puke on May 15th I am pleased to provide you with a brief summary of our discussions regarding the improvement of the Main Street landscape plantings and an outline of my proposed involvement in planning these improvements.

Notes of Meeting May 15th

A walk through Te Puke Mainstreet to look at current landscaping in the town and issues with some plant species used in the landscaping.

Current Dwarf Green Flax species vary markedly in size and larger cultivars should be identified and removed, (approx. 5% of the Flax plantings). These larger Flaxes could be resited elsewhere in the town centre, away from foot traffic and lawn edges.

Large areas of ornamental grasses to be accented with a few vertical species (not obstructive of sightlines/safety).

Some inappropriate planting at the bases of the large Puriri trees and other native trees in the centre of the main street to be reassessed.

Some plants in beds show signs of either waterlogging or soil contamination. These areas will need remediation of soil and possibly drainage to improve health and vigour of these plantings.

The main street links in with a civic area leading to a park and stage for public performances, plant selection links these two areas.

Further, older street plantings on Jocelyn street and Oxford Street require renovating to link with the main street.

Changes were originally initiated because of the cost of maintenance of the original plantings and it seems that the current landscaping is generally fulfilling this requirement however there has been a lot of negative feedback from the Te Puke community about the plantings. It would be helpful for me to be provided with details of specific complaints to ensure a satisfactory outcome for all.

Overall there is a general lack of uniqueness and sense of place to be seen in the Te Puke Main Street landscaping. The key feature is the avenue of mature native trees in the centre of the street and the plantings at the base of these trees don't seem to reflect their prominence.

A review of all species selected is needed to identify a simple, long term and low maintenance solution to these issues.

My proposed involvement

I understand we will be focusing on specific areas systematically over time. If you are agreeable, I would firstly like to put together a Detailed Overview of existing and proposed plantings so that we

get consistency throughout the main street. This would require a further site visit and four to five hours of design work. My hourly rate is \$80.00 plus 75c per km travel and \$40.00/hour travel time; estimated cost for Detailed Overview - \$850.00. Deliverables are a written report with photos of specific areas.

At this point feedback from council and the community would be important.

It is difficult to estimate a total cost for this contract, it could be in the vicinity of \$3000.00, over a period of 12 months or more.

My experience of landscape design in New Zealand spans 40 years and my area of expertise is working with indigenous plants in garden design that sensitively sites plants in places similar to their naturally found environment. This not only creates a harmonious collection of plants that thrive but to the trained eye a strong link is established with the place. I realise in respect to Te Puke Mainstreet we are dealing with a mix of exotics and native plants, but I believe by starting with the central mature native trees, that are indigenous to lowland forest, as our guide, a stronger sense of place can be achieved.

My account for our site visit is attached.

Best regards,

A handwritten signature in cursive script, appearing to read 'Trish Waugh'.

Trish Waugh
0212425169

TACTILE PAVING



Western Bay of Plenty District Council

Te Puke Community Board

Councillors Report – June 2019

1. Annual Plan 2019-2020

Council will have adopted the 2019-2020 Annual Plan the day before this Te Puke Community Board meeting. So, I can't say at this time of writing where we landed with our rates movement, all will be revealed in due course. Fortunately, Council is in good shape in terms of higher than forecast income (mainly from financial contributions), lower interest rates, our debt position and future infrastructure needs as identified in our 10 year Long Term Plan and 30 year Asset Management Plan. There are no glaring concerns or irregularities that are not budgeted for, or worse, not included in our planning. Unlike some other councils and notwithstanding short traffic bypasses for Te Puke and Katikati.

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

The major item in our Annual Plan consultation was the proposal to change the way rubbish and recycling collections are managed across the District by introducing a Council-led kerbside collection service which was generally met with a favourable response. This gave us 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. This will become operational in 2021.

2. The Te Puke Centre Charitable Trust

As part of the Annual Plan process we had written and verbal submissions from the Te Puke Centre Charitable Trust who are 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. I am pleased to say that Councillors from across the District also saw merit in the proposal and the evident commitment from the passionate trustees. This has resulted in support that will give the trust a strong chance of meeting their objectives.

3. 2019 -2022 Triennial Elections

Now that we have put our 2019-20 Annual Plan to bed and we near 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 due mainly it seems 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 her staff in a responsible and reputable manner.

So, I think we will be handing over a Council in a very strong position to the incoming elected members. It is still important to have good people around the table representing our side of the District who can work harmoniously together presenting a united front when advancing local proposals and who believe 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 we can achieve that. I am happy to talk to anyone considering standing for election about what is involved being a Councillor or Community Board Member.

4. Street Lights in Te Puke

At our Board workshop we considered a proposal for festive LED streetlights that work in conjunction with our street flag system in Te Puke. Peter asked me to include it in my report (as he had already submitted his Chairman's Report) so that we could discuss it further at the Board meeting.



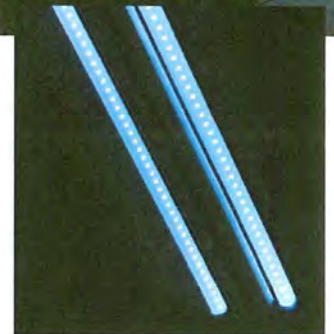
LED Lighting for FlagTrax

Illuminate your FlagTrax flags with FlagTrax LED Lighting Strips

FlagTrax is the easy way to install street flag in seconds from the safety of ground level but did you know FlagTrax can also display lights? The lights are available as two high intensity LED lighting strips

how many lighting strips are powered from a single unit. Power Supplied come with a come with 7-year manufacturer's warranty.

Lighting provides colour and vibrancy to streets at night, a proven way to visually enhance towns and cities. Colour can



TECHNICAL SPECS - LED's

Grant Dally
Councillor
Te Puke Community Board

**Western Bay of Plenty District Council
Te Puke Community Board**

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

1. Purpose

To provide information to the Te Puke Community Board relating to the creation of pedestrian and cycleway access along Ronalds Lane, Te Puke.

Recommendation

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

Prepared by



Stuart Harvey
Road Engineer (East)

2. Report

Initial Investigation

During an investigation of pedestrian movements around the Te Puke area, it was established that there are a high number of pedestrians walking along Te Puke Highway between the two East Pack storage facilities located on Te Puke Quarry Road and Collins Lane.



Diagram 1 – Te Puke Highway Road Berm and Rail Corridor

To encourage this in a safe manner, Council road staff have considered the option of creating a formed footpath from Te Puke Quarry Road to Ronalds Lane.

Currently, the primary route for pedestrians travelling north to Collins Lane is to cross Te Puke Highway and walk along the rail corridor, which runs parallel with Te Puke Highway. To keep a safe distance from the traffic flow, pedestrians have commonly been observed walking close to the rail tracks or even along the tracks.

Alternate Route

The existing legal road running between the Ronalds Lane Bridge and Collins Lane, shown in Diagram 2, could be opened up to create an alternative route for pedestrians and cyclists making this journey.

As an initial courtesy, the Road Engineer (East) carried out a site meeting with residents of Ronalds Lane to explain the existence of the unformed legal road that their properties have encroached onto the legal road and the fact that Council was considering a change of use for public access.



Diagram 2 – Ronalds Lane Legal Road



Diagram 2a – Ronalds Lane (Larger View)

On Friday, 31 May, the Road Engineer carried out a second site meeting to explain to the residents that a footpath/cycleway was currently being considered but the intention was not to form a carriageway for vehicles. The objective is simply to allow pedestrians or cyclists to use the legal road as an alternative to the Rail corridor.

This may involve the placement of some additional gravel along the east section of the paddock between gates to show a clear path. It was agreed on site that two gates can still remain in place; however, the locks must be removed and replaced with latches for the public to open and close.

Mr Limmer has a loose agreement with the neighbouring land owner to graze cattle on this paddock and a section of the legal road. It was discussed that this agreement does not necessarily need to stop however, it may need to be formalised with Council by legal agreement and a stock fence may need to be erected along the boundary.

Council road staff have also considered pedestrian safety when crossing the narrow bridge, which passes over the rail tracks on Ronalds Lane. Visibility on this bridge is limited and care will be required by drivers when crossing the bridge if encountering a pedestrian or cyclist.

Te Puke Quarry Road to Ronalds Lane

A footpath along Te Puke Highway from the Te Puke Quarry Road roundabout to Ronalds Lane is being investigated. A hard surface path is required to provide a route that pedestrians will utilise rather than walking on the road shoulder or railway lines.

Western Bay of Plenty District Council

Te Puke Community Board

Infrastructure Services Report Te Puke June 2019

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 5 June 2019 and titled Infrastructure Services Report Te Puke June 2019 be received.

Approved



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

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.

Kiwirail have confirmed more detailed information will be provided closer to the construction phase once the contractor has been chosen. It is likely the works will be completed in two separate stages.

Kiwirail project manager has contacted Council to confirm and update progress of Bridge replacement. Contract documents have been prepared and registrations of interest to bid on the works are underway. Outcome of process may not be available until early April 2019.

Once the successful contractor has been announced a meeting will be held with Council staff in attendance to confirm programme of works dates and closure of this section of the cycleway dates. As of 10 April, 2015 no change to current status.

1.3 Te Puke Water Main Improvements

Installation of new water mains in Moehau Street and Edgehill Place completed. New water mains to be installed in Station Road / Washer Place as well as Bayliss Road and part of No 3 Road. Contract has been awarded and work is due to be completed early June 2019.

1.4 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. The consent is currently in an appeal period with all appeals to be submitted by 7 June.

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. The engineering feasibility is underway.

1.5 Comprehensive Stormwater Consents - Eastern Zone

There has been no change since the previous update for this project. 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 is currently being processed by the Bay of Plenty Regional Council.

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 (O&M) Committee Meeting on 28 February 2019. The O&M 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 O&M Committee at a future meeting.

In the meantime, the O&M 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 O&M meeting on 22 May 2019. The O&M committee has requested that staff undertake a safety assessment and costs for reinstating the two additional carparks and for Council's consideration.

4.2. Commerce Lane Carpark adjacent to Heritage Walkway

The carpark markings have been revised to meet the carpark design requirements. This reduces the number of carparks adds bike parking. A plan showing the proposed parking bays is attached.

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, New Zealand Transport Agency has not confirmed the timing for commencement of this project. It is likely that this project will be delayed and now 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 obligation for completing this project.

5. Emergency Management

5.1 Te Puke

Awaiting Community Response Team identification of opportunity to conduct a desktop exercise to test their updated Community Response Team.

5.2 Maketū

Presentation to Maketū Rotary (17 April 2019) has resulted in an increase to the Community Response Team. The Maketū Community Guide is almost complete and the team is working on a draft of their Community Response plan.

Community Board meeting was attended on 14 May 2019. Maketū tsunami sign has been printed; will be delivered to WBOPDC for installation.

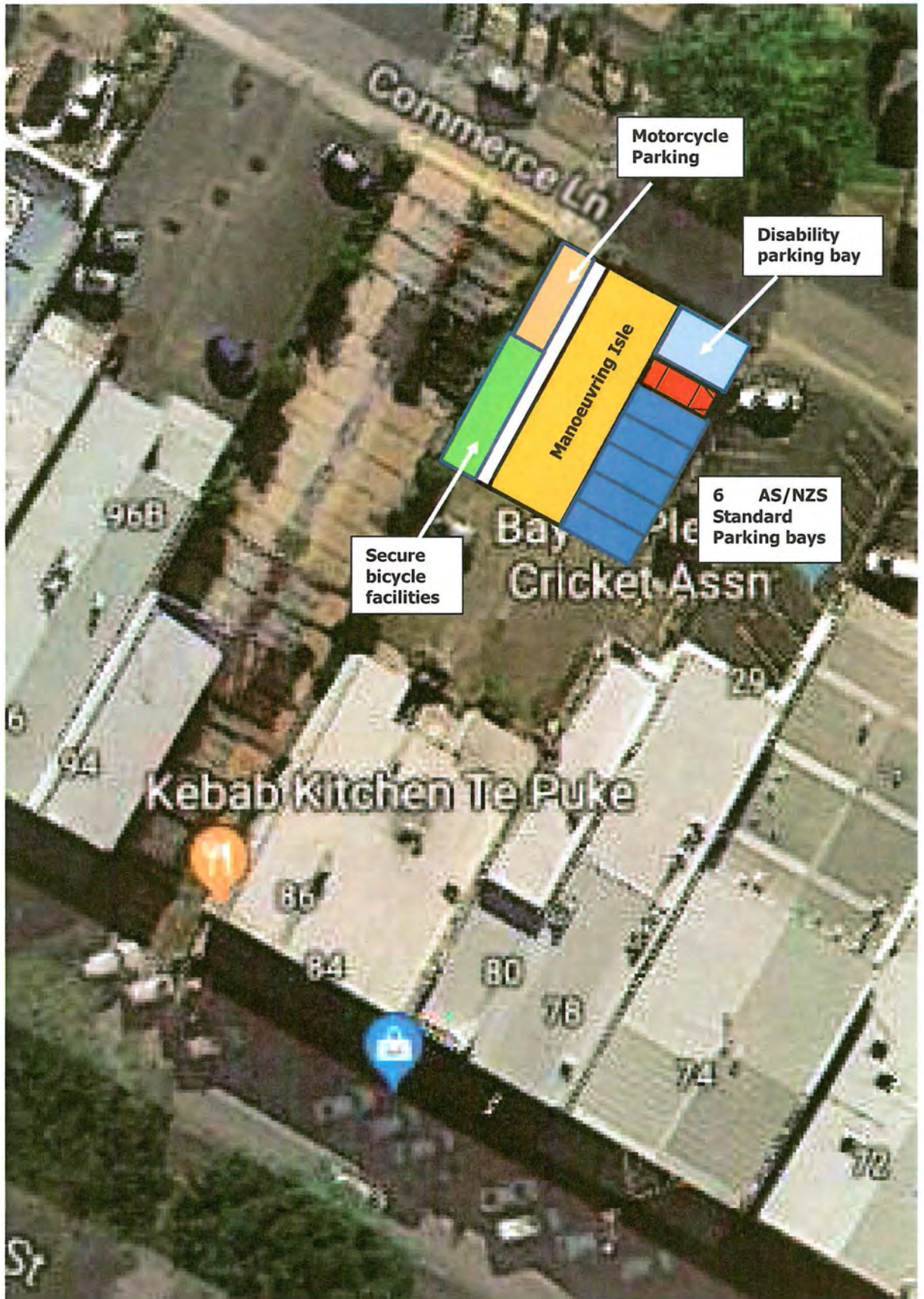
Date 5 June 2019
 Subject Infrastructure Services Report Te Puke June 2019

6. Roading

6.1 Community Roading Account

Current Account	Cost (\$)	Status
Current Account Opening Balance - 1 July 2018	\$ 143,325	
Allocation for 2018/19	\$ 283,564	
Sub Total	\$ 426,889	
Committed Projects		
Palmer Place Parking Area	\$ 6,300	Project complete
MacLoughlin Drive - Kerb & Channel and Parking Improvement	\$ 255,000	Construction to begin mid – June 2019
Washer Avenue Footpath	\$ 65,000	Project complete
Beatty Avenue Footpath (School to Brown Terrace)	\$ 42,000	Project complete
Sub Total	\$ 368,300	
Forecasted Current Account - Closing Balance – 30 June 2019		
	\$ 58,589	
Proposed Projects		
Station Road Footpath	\$ 110,000	Project currently in early design review
Te Puke Quarry Road – Jellicoe Street to East Pack	\$ 68,000	Under review
Subtotal	\$ 178,000	

Commerce Lane, Te Puke
Car Park



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 **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 21/02/2019

Remit Title	Roundabout at the No.3 Road and Jellicoe Street Intersection and at the Intersection of the Te Puke Quarry Road and Jellicoe Street
Remit Number	TP1819 3.9
Owner	RE1
Status	COMPLETE
Complete Date	31 May 2019
Confidential	
Resolution	<p>The Board received a letter from a local resident that expressed concerns about the construction and resultant noise caused by vehicles travelling over the roundabout. It was requested that the noise and vibration problems experienced since the installation of the roundabouts be investigated and changes made to mitigate the problems if possible.</p> <p>The Roothing Engineer (East) advised that he would investigate the noted concerns and report back to the Board.</p>
Actions	<p>31 May 2019: The Roothing Engineer has investigated the issue and discussed options for the roundabout with WestLink. However, the estimated cost of completely changing the roundabout is not justified in this case.</p> <p>23 April 2019: As below.</p> <p>6 March 2019: The Roothing Engineer West will discuss ideas and options with Councillor Dally and then further discuss with WestLink.</p> <p>Replacement of the "judder bar" roundabout with a slightly raised painted concrete roundabout is being investigated.</p>

TE PUKE COMMUNITY BOARD 4/04/2019

Remit Title **McLoughlin Drive Upgrade**

Remit Number TP1919 4.1

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution The Chairperson advised that the Roding Engineer (East) had held discussions with the Orchard Church regarding the proposed McLoughlin Drive kerb and channelling project and the proposed off road parking in front of the Church.

Discussions for the payment of the financial contribution from the Orchard Church for the proposed off road parking were to be finalised with the Roding Engineer (East) and agreed by the Board. The Board advised that they would be prepared to accept an agreement whereby the contribution from the Orchard Church was paid in instalments to the agreed total over a 365 day period.

Actions **31 May 2019: This agreement is being formalised by Council.**

No further action is required from the Roding Engineer.

23 April 2019: The payment arrangement will be agreed between Council and the Orchard Church as a separate arrangement if the contribution is agreed to by the Church.

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 **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 **Right Turning Centre Lane Strang Road**

Remit Number TP1919 4.3

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution The Board received advice from the Roading Engineer (East) that the right turning lane was not warranted. The Board request a review of this response as local residents who use Strang Road had reported a number of incidents on this section of road.

The Board requested an update on this item at the next Community Board meeting.

Actions **31 May 2019: The Roading Engineer has discussed this issue with WestLink and carried out a site investigation.**

The right turn bay is not warranted at this stage but will be monitored by WestLink.

23 April 2019: This MAS has not yet been commenced.

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

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 **Community Roding Account**

Remit Number TP1919 7.2

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution

a) Ronalds Lane - Future Proposal

The Board noted that work relating to Ronalds Lane was not listed as an approved or proposed project within the Te Puke Community Roding Account for the period to the end of the financial year 30 June 2019.

b) MacLoughlin Drive

Options to approve the Orchard Church paying for the off street parking over a 12 month period need to be confirmed by the Board.

c) Station Road Footpath

The Board request clarification of a timeline for the 2019/20 work proposed for Station Road.

The Board requested that the Roding Engineer (East) report back on the above listed a), b) and c) items.

Actions

31 May 2019: Ronald's Lane report is included in the Community Board Report.

MacLoughlin Drive project payment has been approved by the Board.

Station Road footpath will be completed in the 2019/20 Financial Year.

23 April 2019: An update will be provided to the next Board meeting.

- a) Ronald's Lane – Future
Very little physical works required
- b) MacLoughlin Drive
This is not appropriate for payment to Council
- c) Station Road Footpath
The timeline for this is in the 2019/2020 financial year

TE PUKE COMMUNITY BOARD 4/04/2019

Remit Title **Transitional Speed Signage - Minute Action reference TP13 18 2.7**

Remit Number TP1919 7.3

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution The Board would like to pursue this project to produce detailed concept drawings that give a good idea of what the new signage would look like. If the idea can be successful in Waitangi Township then the Board sees no reason that it would not be successful in Te Puke.

The Board would like clarification from the Roothing Engineer (East) relating to the reason why the concept should be withdrawn.

It was very important that Te Puke be identified as the 'kiwifruit' capital of the world and there needed to be signage in celebration of this.

The Chairperson advised that there was a concept being considered that may result in a kiwifruit sculpture be installed in front of the old railway station in the near future.

Actions

31 May 2019: The road sign has already been discussed with the Board in previous meetings and is not supported by WestLink.

More appropriately, a statue is being constructed this year to celebrate Te Puke as Kiwi Fruit Capital of the world.

23 April 2019: It is proposed that the signage concepts be discussed a at future Board Workshop.

TE PUKE COMMUNITY BOARD 4/04/2019

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

Remit Number TP1919 9

Owner GM1

Status UNDER ACTION

Complete Date

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 **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	Rubbish Bin Replacements Jellicoe Street
Remit Number	TP2019 3.3
Owner	RE1
Status	COMPLETE
Complete Date	31 May 2019
Confidential	
Resolution	<p>Board Members were asked to view the bins between Oxford Street and Boucher Avenue to familiarise themselves with the number of bins that needed to be replaced. The Board would like to see a Kiwifruit design casing similar to those in Jubilee Park for the replacement bins.</p> <p>The Roothing Engineer would ascertain what budget funding may be available for the bins that needed to be replaced and what the price of the bins would be. Board members would check out the bins at their walk-about with the Roothing Engineer (East) on 25 June 2019.</p>
Actions	31 May 2019: This MAS has been closed as it is reported in MAS TP1919 4.2.

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 **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 16/05/2019

Remit Title **Washer Road Footpath**

Remit Number TP2019 6.1

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution The Roding Engineer (East) was advised that there had been some comments regarding the standard of workmanship for the footpath not being up to expectation, particularly at the termination point at the EastPack Pack House crossing.

The Roding Engineer (East) advised that rather than constructing a solid extension over the culvert at the crossing point, there had been a deviation around the culvert and he would check this specific area.

Actions **31 May 2019: The Board's comments are noted – no further action is required for this MAS.**

TE PUKE COMMUNITY BOARD 16/05/2019

Remit Title **Community Roding Account**

Remit Number TP2019 6.3

Owner RE1

Status COMPLETE

Complete Date 31 May 2019

Confidential

Resolution Ronald's Lane - Future Proposal - Minute Action Reference TP19 19 7.2

The Roding Engineer (East) advised the Board regarding the current status relating to the proposed project to form a public pedestrian walkway along Ronald's Lane for access to the EastPack Pack House on Collins Lane.

The Roding Engineer (East) advised that he would provide the Board with a report outlining options relating to the proposal for the next Board Meeting.

Actions **31 May 2019: The Roding Engineer will provide a report to the next Community Board meeting on 27 June 2019.**

Western Bay of Plenty District Council

Te Puke Community Board

Financial Report Te Puke – April 2019

Purpose and Summary

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

Attached are the financial statements for the period up to 30 April 2019 (**Attachment A**).

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

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	760
Citizens RSA Te Puke	550
Total grants paid to date	\$4,010

Committed – Operational expenditure

	\$
Te Puke Library grant for painting of piano	1,240
Wreath for ANZAC Day Service	200
Grant for Youth Encounter Ministries Trust	1,000
Total outstanding operational commitments	\$2,440

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)
2018/19 Closing balance	\$101,976

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)
Te Puke Sports and Recreation Grandstand project [C22.5]	\$(60,000)
2018/19 Closing balance after committed expenditure	\$22,333

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 27 May 2019 and titled "Financial Report Te Puke – April 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 April 2019**

Te Puke Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	1,600	1,600	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	2,321	4,327	2,006	<input checked="" type="checkbox"/>	5,000	1,819
Grants	4,010	9,000	4,990	<input checked="" type="checkbox"/>	11,000	10,973
Mileage Allowance	539	800	261	<input checked="" type="checkbox"/>	1,000	578
Salaries	21,948	22,215	267	<input checked="" type="checkbox"/>	26,198	26,734
Security	3,103	6,054	2,952	<input checked="" type="checkbox"/>	7,560	1,459
Street Decoration	5,175	8,000	2,825	<input checked="" type="checkbox"/>	10,000	6,800
Inter Department Charges	35,385	35,385	0	<input checked="" type="checkbox"/>	47,181	47,184
Total Operating Costs	72,480	87,381	14,901	<input checked="" type="checkbox"/>	109,939	95,547
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,452)
Total Direct Costs	72,480	87,381	14,901	<input checked="" type="checkbox"/>	109,939	88,096
Total Costs	72,480	87,381	14,901	<input checked="" type="checkbox"/>	109,939	88,096
Income						
Rate Income	92,850	91,620	1,230	<input checked="" type="checkbox"/>	109,939	108,416
Total Direct Income	92,850	91,620	1,230	<input checked="" type="checkbox"/>	109,939	108,416
Net Cost of Service	20,370	4,239	16,131	<input checked="" type="checkbox"/>	0	20,320
Contingency - breakdown						
Storyboards	1,623					
Dr Leonard Randell Memorial Scholarship Advertisement	116					
Advertising for grant applications	477					
Settler Room hire	106					
Year to date contingency costs	2,321					
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)					
Beatty Avenue litter bins [TP15.2.9]	(2,000)					
(Decrease) Increase in year	(16,636)					
Closing Balance - Surplus (Deficit)	101,976					

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

JUNE 2019			
Meeting	Date	Time	Venue
Queen's Birthday - 3 June			
Council	6 June	9.30am	Chambers
District Plan Committee (Reconvening DP3 from 1 August 2018)	12 June	9.30am	Chambers
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	12 June	3.15pm	Chambers
Waihi Beach Community Board	17 June	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	18 June	7.00pm	Omokoroa Community Church
Katikati Community Board	19 June	7.00pm	The Centre. Pātuki Manawa
Community Committee	20 June	9.30am / 10.00am	Chambers
Regulatory Hearings Committee (Independent Commissioner Hearing)	1 July	9.30am	Chambers
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	25 June	10.00am	Chamber
Maketu Community Board	25 June	7.00pm	Maketu Community Centre
Council - Adopt Annual Plan	26 June	9.30am	Chambers
Policy Committee	27 June	9.30am	Chambers
Te Puke Community Board	27 June	7.00pm	Te Puke Library and Service Centre
JULY 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (Independent Commissioner Hearing)	1 & 2 July	9.30am	Chambers
Tauranga City Council Transport Committee	2 July	TBC	Tauranga City Council Chambers
Operations and Monitoring Committee	4 July	9.30am	Chambers
SmartGrowth Leadership Group	17 July	9.00am	Bay of Plenty Regional Council
Council	18 July	9.30am	Chambers
Rural Committee	23 July	9.30am	Chambers
District Plan Committee	24 July	9.30am	Chambers

District Plan Committee	25 July	9.30am	Chambers
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
AUGUST 2018			
Meeting	Date	Time	Venue
Community Committee	1 August	9.30am / 10.00am	TBC
Maketu Community Board	6 August	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	7 August	TBC	Chambers
Policy Committee	8 August	9.30am	Chambers
Te Puke Community Board	8 August	7.00pm	Te Puke Library and Service Centre
Public Transport Committee	9 August	TBC	TBC
Tauranga City Council Transport Committee	13 August	TBC	Tauranga City Council Chambers
Operations and Monitoring Committee	15 August	9.30am	Chambers
Joint Road Safety Committee	20 August	10.00am	Chambers
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	27 August	10.00am	Chamber
Council	29 August	9.30am	Chambers