

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
PERFORMANCE AND MONITORING COMMITTEE MEETING NO. PM21-3  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
ON TUESDAY, 27 APRIL 2021 AT 9.30AM**

## **1 PRESENT**

Cr D Thwaites (Chairperson), Mayor G Webber, Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr A Henry, Cr K Marsh, Cr M Murray-Benge and Deputy Mayor J Scrimgeour.

## **2 IN ATTENDANCE**

G Allis (Deputy CEO/Group Manager Infrastructure Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), R Davie (Group Manager Policy Planning and Regulatory Services), G Payne (Strategic Advisor), C Ertel (Assets and Capital Manager), K Little (Operations Manager), K Hill (Utilities Manager), I Kruis (Resource Recovery and Waste Team Leader), K Buckley (Project Manager Kerbside Services) and C Irvin (Senior Governance Advisor).

## **OTHER ATTENDEES**

### EnviroWaste

Brett Monkley (Project Implementation and Transition Manager for the Western Bay Kerbside Collection Contract)

### Waka Kotahi (NZTA)

David Speirs (Director of Regional Relationships)  
Chris Tobin (Senior Project Manager, Takitimu North)  
Kaylene Meyer (Senior Project Manager, Tauriko)  
Chris Farnsworth (Stage Two Takitimu)

## **3 APOLOGY**

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### **RESOLUTION PM21-3.1**

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

That the apology from Cr M Gray be accepted.

**CARRIED**

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## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

Nil

## **6 PUBLIC EXCLUDED ITEMS**

Nil

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## 7 PUBLIC FORUM

### PUBLIC FORUM ADJOURN MEETING

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#### RESOLUTION PM21-3.2

Moved: Cr K Marsh

Seconded: Cr J Denyer

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

**CARRIED**

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#### A. Chris Jackson - Lockington Road Resident

- Mr Jackson spoke to a power point presentation regarding Lockington Road where he resided, commenting that the road was unsealed and that dust accumulated in and around his property.
- He was concerned for the health of his family due to the dust, and the damage to electrical devices in the house. The dust that settled inside the house meant that there was a lot of extra cleaning.
- He formally requested that Lockington Road, or the small section along the front of his property, be considered for sealing under Council's upcoming 2021-2026 Priority List for sealing.

The Chairperson thanked Mr Jackson for his presentation.

### PUBLIC FORUM MEETING RECONVENED

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#### RESOLUTION PM21-3.3

Moved: Cr G Dally

Seconded: Cr M Dean

That the meeting reconvene in formal session.

**CARRIED**

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## 8 PRESENTATIONS

Nil

## 9 REPORTS

### 9.1 KERBSIDE COLLECTION IMPLEMENTATION

The Committee considered a report dated 27 April 2021 from the Utilities Manager.

Brett Monkley introduced himself and noted the following:

- As part of the Kerbside Collection Implementation Plan, EnviroWaste had been meeting with Council regularly for some time.
  - EnviroWaste was about to roll out the receptacles (bins) on 5 May 2021. Due to global shipping delays, there had been challenges with the food waste containers that had come from the United Kingdom. However, these were now sitting at the Port of Tauranga, ready for distribution.
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- The vehicles needed for the service had been on a very tight schedule, however, as of this morning, they were tracking on time.
- The process of procuring people and resources needed for the service was well underway and on schedule.
- EnviroWaste had been holding open days for staff, and had one more planned that targeted the Western Bay of Plenty area.
- The 'Pay as You Throw System' tags were beginning to be distributed.

The presenter responded to questions as follows:

- The vehicles to be used for the Kerbside Service were 'state of the art' trucks from Australia, known as 'Hoppers'. Careful consideration had been given to procuring the right type of vehicle. The tag system, which would keep the bins closed right up until they were emptied into the Hoppers, would help to minimise waste escaping from the bins and being blown away. A lot of effort had been put into the design of the bins to prevent rubbish escaping during this process.
- The industry that took number one and two plastics offshore had been shut down. These plastics were of high value and there was a strong market for them at the moment. Number five plastics were still a challenge. Input was needed from the Government for more effective community and recycling options for rate payers.
- Tag pick-up outlets had initially been placed at strategic locations. EnviroWaste would be happy to look at other options for these locations to extend the reach/availability for rural communities.
- EnviroWaste was comfortable with the position of the unions and had a good working relationship with them. Working with the unions had never had an impact on their day to day business.
- Dog control would be a matter for Council to review if it was found that this became a hazard to the collection service.

The Operations Manager spoke to a power point presentation providing an update on the following key points:

- Service Connections;
- Other Customers;
- PAYT;
- Customer Contacts;
- Roads that have been added;
- Top six customer queries;
- Services: assisted, request not to use and put back;
- Bin delivery schedule;
- Communication;
- Kerbside bins brochure;
- Collection day map; and
- Forward thinking.

Staff and Brett Monkley responded to questions as follows:

- As part of their due diligence, EnviroWaste had created a data base of roads that could present challenges and/or were deemed unsafe for Kerbside collection. Criteria included whether or not a truck could access a road/driveway without putting anyone in danger. Due to safety issues, EnviroWaste recognised that it was not able to access all roads..
- Although EnviroWaste was Chinese owned, it was first and foremost a New Zealand business and as such run as a New Zealand business.
- EnviroWaste would be open to extending the collection service to more remote rural areas, however, this would require more vehicles and greatly increase costs.
- EnviroWaste recognised that some rural residents would be paying for the service but would not get any bins picked up due to the road not being safe. This would need to be evaluated on a case by case basis, regarding options and charging, by both EnviroWaste and Council.

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- The list of roads to be serviced had now been set. EnviroWaste and Council would work together, looking at capacity and funding, if it was felt other roads needed to be added.
  - It was recommended that people who were outside the scope of the Kerbside service approach private contractors.
  - Brett Monkley stated that WBOPDC was setting a very good example at the moment and it was hoped that this would be mirrored by other Councils.
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#### **RESOLUTION PM21-3.4**

Moved: Cr M Murray-Benge

Seconded: Cr J Denyer

That the Utilities Manager's report dated 27 April 2021 titled 'Kerbside Collection Implementation' be received.

**CARRIED**

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### **9.2 GROUP MANAGER FINANCE AND TECHNOLOGY SERVICES REPORT**

The Committee considered a report dated 27 April 2021 from the Group Manager Finance and Technology Services. The report was taken as read.

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#### **RESOLUTION PM21-3.5**

Moved: Cr M Grainger

Seconded: Cr K Marsh

That the Group Manager Finance and Technology Services report dated 27 April 2021 titled 'Group Manager Finance and Technology Services Report', be received.

**CARRIED**

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### **9.3 SCHEDULE OF PAYMENTS FOR THE MONTHS OF FEBRUARY AND MARCH 2021**

The Committee considered a report dated 27 April 2021 from the Acting – Finance Manager. The report was taken as read.

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#### **RESOLUTION PM21-3.6**

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

That the Acting - Finance Manager's report dated 27 April 2021 titled 'Schedule of Payments for the Months of February and March 2021' be received.

**CARRIED**

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### **9.4 PEOPLE AND CUSTOMER SERVICES GROUP STATUS REPORT**

The Committee considered a report dated 27 April 2021 from the Executive Assistant People and Customer Group. The report was taken as read.

Staff responded to questions as follows:

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- There were not nearly as many school visits to the Omokoroa Library now as there had been in the past. Parents were taking their children to the library more than schools.

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### RESOLUTION PM21-3.7

Moved: Cr G Dally

Seconded: Cr M Grainger

That the Executive Assistant People and Customer Group's report dated 27 April 2021 titled 'People and Customer Services Group Status Report' be received.

**CARRIED**

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Mayor Webber spoke to the Committee regarding the resignation of the Utilities Manager Kelvin Hill, recognising his work and wishing him well for his next role at Tauranga City Council. Mayor Webber acknowledged the significant contribution Kelvin had made during his time with WBOPDC, commencing with the Omokoroa Wastewater Scheme.

10:45 am The meeting adjourned

11:00 am The meeting reconvened

### 9.5 DRAFT SEAL EXTENSION PRIORITY LIST 2021

The Committee considered a report dated 27 April 2021 from the Transportation Manager who introduced Calum Mclean (Senior Transportation Engineer) to the Committee. He then spoke to the report and the power point presentation on the following key points:

- Seal Extension Considerations;
- Seal Extension prioritisation; and
- List of Seal Extension Considerations.

Staff responded to questions as follows:

- A Māori road had the same status as a legal road, unless there was something specific about its ownership structure that excluded the public.
  - Fabric Seal (a type of road sealant) was used mainly as a dust suppressant for dwellings close to the road. It was not appropriate for roads that had heavy traffic as it was only four metres wide (well below Council's minimum of 5 metres) and readily wore out along the edges.
  - The Committee gave the direction that they would like to schedule a 'roading specific' Performance and Monitoring workshop to review Council's current seal extension policy. This was to occur prior to finalising the next seal extension priority list.
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### RESOLUTION PM21-3.8

Moved: Mayor G Webber

Seconded: Cr K Marsh

1. That the Transportation Manager's report dated 27 April 2021 titled 'Draft Seal Extension Priority List 2021' be received.
  2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
  3. That the Draft Seal Extension Priority List 2021 totalling 70.8km, as determined by the selection criteria weighting, be received.
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4. That staff prepare a background paper for a Performance and Monitoring Committee Workshop to identify any suggestions to improve our current seal extension policy.

**CARRIED**

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## **9.6 TE PUNA MARAE CONNECTION TO ŌMOKOROA PIPELINE**

The Committee considered a report dated 27 April 2021 from the Asset and Capital Manager who spoke to the report and a power point presentation on the following key points:

- Background;
- Te Puna Marae Location map;
- Paparoa Marae;
- Proposed OSET System & Disposal Field for Tūtereinga Marae; and
- Proposed Disposal Field Location for Poutūterangi Marae.

Staff responded to questions as follows:

- The area in front of a Marae was considered highly Tapu for Māori and nothing of this nature could be built in this area.
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### **RESOLUTION PM21-3.9**

Moved: Cr M Grainger

Seconded: Cr M Dean

### **RECOMMENDATION TO COUNCIL**

1. That the Asset and Capital Manager's report dated 27 April 2021 titled 'Te Puna Marae Connection to Ōmokoroa Pipeline' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council approve the connection of Tūtereinga and Poutūterangi Marae to the Ōmokoroa transfer pipeline.

**CARRIED**

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## **9.7 ŌMOKOROA NO.1 SCHOOL - REQUEST TO CONNECT TO THE ŌMOKOROA WASTEWATER TRANSFER PIPELINE**

The Committee considered a report dated 27 April 2021 from the Asset and Capital Manager who spoke to the report and a power point presentation on the following key points:

- Background;
  - Ōmokoroa Transfer Pipeline;
  - Ōmokoroa No. 1 School Location map; and
  - Approximate disposal field locations.
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### **RESOLUTION PM21-3.10**

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

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**RECOMMENDATION TO COUNCIL**

1. That the Asset and Capital Works Manager's report dated 27 April 2021 titled 'Ōmokoroa No.1 School - Request to Connect to the Ōmokoroa Wastewater Transfer Pipeline' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
- 3a. That Council approves the connection of the Ōmokoroa No.1 School into the Ōmokoroa transfer pipeline;  
And:
- 3b. That the school be charged a volumetric capital connection charge of \$3,658 per household Equivalent.

**CARRIED**

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**9.8 OPERATIONAL RISK REPORT APRIL 2021**

The Committee considered a report dated 27 April 2021 from the Deputy CEO.

The Transportation Manager spoke to a power point presentation and gave an update on the following item:

- Maniatutu Road 1400-2440m – Remedial works.

The Asset and Capital Manager spoke to a power point presentation and gave an update on the following items:

**CIP**

- CIP - Makahae Marae;
- CIP – Ōmokoroa Stormwater Bund;
- CIP – SH2 Watermain;
- CIP - Te Rangihouhiri;
- Te Puna Marae Location Map;
- Paparoa Marae;
- Proposed OSET System & Disposal Field for Tūtereinga Marae; and
- Proposed Disposal Field Location for Poutūterangi Marae.

**Reserves:**

- Te Tawa Ki Tahataharoa;
- Te Tawa Ki Tahataharoa Stop Bank Trail;
- Waihi Beach Dam Reserve;
- Waihi Beach Dam Reserve – Loop Trail; and
- Emergency Management Update.

The Strategic Property Manager spoke to a power point presentation and gave an update on the following items:

- Housing Affordability Forum (HAF) Area Classics Plan (now to be named Kaimai Terraces);
- Typical Kāinga Ora Plan;
- Moore Park Development;
- Middlebrook Drive Preferred Structure Plan Road layout, implications for the reserve; and
- Middlebrook Drive Moore Park Preferred layout – under discussion with Kāinga Ora.

Staff responded to questions as follows:

- Council could not say at this time exactly how the Middlebrook Drive Development selling process would be, but that it would be developed with Kāinga Ora and Classic Homes. Once Council was satisfied with the housing developments, the proposal was that the land would be sold to Kāinga Ora, who would then manage the development and different types of ownership.

### RESOLUTION PM21-3.11

Moved: Mayor G Webber

Seconded: Cr J Denyer

That the Deputy Chief Executive Officer's Report, dated 27 April 2021 titled 'Operational Risk Report April 2021' be received.

**CARRIED**

## 10 INFORMATION FOR RECEIPT

Nil

12.35pm The meeting adjourned

1.10 pm The meeting reconvened

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION PM21-3.12

Moved: Cr M Grainger

Seconded: Cr G Dally

That the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>11.1 - Tauriko Project and Takitimu North Presentation</b>	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7



	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
<b>11.2 - Council Contracts Awarded Or Renegotiated For The Months Of February and March 2021</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>11.3 - Operational Risk Report April 2021 Confidential</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>11.4 - Waka Kotahi Presentation</b>	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**The Meeting closed at 2.41pm.**