

# MEETING – AGENDA –

Ngā Take



# KAIMAI WARD FORUM

Komiti Hapori

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**KWF21-2**

**Thursday, 1 July 2021**

**Lower Kaimai Hall, State Highway 29**

**Lower Kaimai**

**7.00pm**



**Western Bay of Plenty  
District Council**

# Kaimai Ward Forum

## Membership

<b>Chairperson</b>	Cr Mark Dean
<b>Deputy Chairperson</b>	Cr Margaret Murray-Benge
<b>Members</b>	Mayor G Webber (ex-officio) Cr Murray Grainger Cr Don Thwaites
<b>Quorum</b>	2
<b>Frequency</b>	Quarterly

## Role:

- To develop relationships in community and rural sectors to enable Council to achieve local solutions to local problems and promote positive change and sustainability for strong, healthy and safe communities.
- To provide an effective mechanism for feedback to Council on local and community issues and strategic issues relating to the Ward.
- To promote liaison between the relevant community boards, ratepayers associations and community organisations to improve the wellbeing of residents in the Ward.
- To develop and maintain a strong relationship with Tangata Whenua and ensure Māori values are considered.
- To promote and advocate for the co-ordination of community services and agencies for the well-being of the community.
- To provide information and encourage submissions to the Annual Plan and Long Term Plan by groups outside a Community Board area within the Ward.
- To consider and report to Council and its Committees on any matter of interest or concern to the Ward communities.

## Delegations:

- To receive community development plans and where appropriate make recommendations to Council or its Committees to assist in the implementation of the plans.
- To report and make recommendations to Council and its Committees on local and community issues and strategic issues relating to the Ward.
- To consider and report on all matters referred by Council and its Committees.
- To promote, encourage and facilitate community participation in issues relating to Council strategies and outcomes.
- To communicate with community organisations and interest groups within the Ward.

Notice is hereby given that a Kaimai Ward Forum Meeting will be held in the  
Lower Kaimai Hall, State Highway 29, Lower Kaimai on:  
Thursday, 1 July 2021 at 7.00pm

## Order Of Business

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**1 PRESENT****2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 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.

**6 PUBLIC EXCLUDED ITEMS****7 PUBLIC FORUM**

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 five 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.

**8 PRESENTATIONS**

## **9 MINUTES FOR RECEIPT**

### **9.1 MINUTES OF THE KAIMAI WARD FORUM MEETING HELD ON 10 MARCH 2021**

**File Number:** A4056452

**Author:** Pernille Osborne, Senior Governance Advisor - Community Boards

**Authoriser:** Jan Pedersen, Group Manager People And Customer Services

#### **RECOMMENDATION**

That the Minutes of the Kaimai Ward Forum Meeting held on 10 March 2021, be received.

## **ATTACHMENTS**

- 1. Minutes of the Kaimai Ward Forum Meeting held on 10 March 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KAIMAI WARD FORUM MEETING NO. KWF21-1  
HELD AT THE OHAUITI HALL, 459 OHAUITI ROAD  
ON WEDNESDAY, 10 MARCH 2021 AT 7.00PM**

## **1 PRESENT**

Cr M Dean (Chairperson), Cr M Murray-Benge, Cr M Grainger and Cr D Thwaites

## **2 IN ATTENDANCE**

G Allis (Deputy CEO/Group Manager Infrastructure Services), J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor)

22 Members of the Public, including Cr J Denyer, Cr Norm Bruning (BOPRC) and Cr S Rose (BOPRC)

The Chairperson opened the meeting, and welcomed all those present and in attendance. A karakia was provided by a member of the public, at the beginning of the meeting.

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION KWF21-1.1**

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

That the apology for absence from Mayor G Webber be accepted.

**CARRIED**

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## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

Nil

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## **7 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 Kaimai Ward Forum. Attending members of the public were invited to take part in the public forum.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION KWF21-1.2**

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

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

**CARRIED**

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**Linda Somerfield – Te Puna Station Road Business Park**

Ms Somerfield was in attendance to highlight her concerns regarding the Te Puna Station Road Business Park. The following points were made:

- The crushing of concrete slabs causing dust is an eye-sore and not adding value to the neighbourhood;
- It is of her belief that this is not rural themed and no jobs have been created, as stated in the initial proposal;
- There are vibration and noise issues due to the heavy machinery being used; and
- Health and Safety has become a concern, due to the amount of concrete dust and lack of sprinklers in an attempt to contain this.

Ms Somerfield asked the below questions:

1. Is there a date set that these works need to be completed by?
2. Is there a consent for the demolition company to do these works, and if not why are they not being prosecuted?

The Deputy Chief Executive responded as follows:

- A full update has been provided to Te Puna Heartlands and some of the complainants.
- An abatement notice has been issued, which states that they can not have any further concrete delivered and no more crushing can occur, however they can move concrete that has already been crushed.
- A timeframe has been put in place with compliance.

**Alison Cowley - Rates**

Ms Cowley spoke about the proposed increase to rates, whether there will be a consultation process and whether Council will consider targeted rates.

Ms Cowley was advised that Councillor Thwaites would be addressing these questions in the workshop section of the meeting, as part of the Long Term Plan (LTP) update.

**Colin Hewens – Whakamarama Community Incorporated (WCI)**

Mr Hewens was in attendance to speak about the new Kerbside Rubbish Collective, thanking Council for the implementation of the new service. Mr Hewens was of the belief that the whole district should be offered the same service at the same rate, to avoid any illegal dumping. He also acknowledged that he is now classified as remote rural, which means he does not qualify for the service.

The Deputy Chief Executive provided Mr Hewens and the forum with the below updates:

- Council has decided on three levels of service; Urban (full service), Rural (partial service) and Remote Rural (no service).
- Some errors in the current database have been identified, and forum members were asked to contact Council if they are currently using a green bag but the new system is saying that they do not qualify, as it was noted that all those currently using a green bag should qualify.

**Marie Peterson – New Rubbish Collective**

Ms Peterson also spoke to the new Kerbside Rubbish Collective, around the logistics of those with long driveways trying to get three separate rubbish bins up to the roadside for collection. There was also concerns around the congestion caused by bins on a narrow rural road on collection day.

It was noted that the service that Ms Peterson and her neighbours currently use, comes down the driveway at an extra cost, and she proposed that this could be an option moving forward.

The Deputy Chief Executive responded as follows:

- Council has identified and are aware of the logistics of these concerns, however due to time and accessibility issues it is unlikely they can be addressed.
- Community members are able to continue with their current service, however due to the model set by Council, they will still be charged for the glass and recycling bins.

**Peter Lochhead – District Plan**

Mr Lochhead was in attendance to speak on the District Plan. He requested the following:

- That Council consult with community members through community groups, to gather feedback prior to producing a draft; and
- Concentrate on getting the document accurate and clear, with an emphasis on the correct definitions.

It was noted that the old District Plan was reviewed in 2010, and the language was improved dramatically. Mr Lochhead was also informed that Council is taking a different approach to the review process, which will involve community input, however it was noted that there are often varied opinions for Council to consider.

**Neil Adams – Various Items**

Mr Adams addressed the Committee on the two following topics:

- There are beautification, and health and safety issues relating to the Ohauti lookout, as there was often rubbish and drug paraphernalia left there. Mr Adams contacted Council regularly about collecting and cleaning up this rubbish, however he believes that the five day turn around is unacceptable. Community members believe that there should be some sort of fencing or bollards installed to avoid cars being able to park up.
- A Fire Permit application that took five minutes to complete, was followed by a 10-14 day turn around, and Mr Adams questioned the rationale behind this.

The Chairperson responded as follows:

- A letter was received today by Shirley Wells, Ohauti Settlers Hall Chairperson, stating that bollards will be installed at the lookout, under the power lines.
- In regards to the rubbish issues, community members were encouraged to use the Antenno application. These requests go directly to Council's Customer Service team and are raised as Service Requests to go out to the contractors.

The Deputy Chief Executive noted that there should be a discussion following the meeting around bollards verses fencing, before staff are instructed to move forward with this. It was also noted that Council no longer issue fire permits, this sits with Fire Emergency New Zealand (FENZ) as they took over rural fire permits two years ago.

In regards to the rubbish collection requests, a list is created and the contractors do one round a week to collect these, as this is currently the most cost effective way.



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**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION KWF21-1.3**

Moved: Cr D Thwaites

Seconded: Cr M Grainger

That the meeting reconvene in formal session at 7.44pm.

**CARRIED**

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**8 PRESENTATIONS**

Nil

**9 MINUTES FOR RECEIPT****9.1 MINUTES OF THE KAIMAI WARD FORUM MEETING HELD ON 10 DECEMBER 2020**

The Committee considered the minutes of the Kaimai Ward Forum meeting held on 10 December 2020. The minutes were taken as read.

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**RESOLUTION KWF21-1.4**

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

That the Minutes of the Kaimai Ward Forum Meeting held on 10 December 2020, be received.

**CARRIED**

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**10 REPORTS****10.1 KAIMAI WARD FORUM MINUTE ACTION SHEETS**

The Committee considered a report from the Governance Support Administrator. The Chairperson gave a brief update on each Minute Action Sheet, reminding local Kaimai Ward groups to inform Ward Councillors of upcoming meetings, to provide an opportunity for them to attend.

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**RESOLUTION KWF21-1.5**

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

That the Governance Support Administrator's report dated 10 March 2021, titled 'Kaimai Ward Forum Minute Action Sheets', be received.

**CARRIED**

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## SUSPENSION OF STANDING ORDERS

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### RESOLUTION KWF21-1.6

Moved: Cr M Grainger

Seconded: Cr D Thwaites

A motion was moved that the Kaimai Ward Forum suspend standing orders.

**CARRIED**

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## 11 WORKSHOP

### 11.1 WORKSHOP ITEMS

#### A. Western Bay of Plenty District Council Kerbside Collective

The Deputy Chief Executive had given an overview on the new Kerbside rubbish and recycling collection service, in response to questions and queries during public forum. No further discussion on this subject was requested.

#### B. Update on the Long Term Plan (LTP)

Councillor Thwaites gave meeting attendees an update on the LTP, with a particular focus on the proposed rates increase. The following points were noted:

- There is a new rates search function through the Western of Plenty District Council website that allows community members to type in their address and see a full comparison for the current rates 2021 verses the proposed rates 2022.
- A handout was provided to forum attendees that showed comparisons between the Western Bay of Plenty proposed rates for 2021, and neighbouring towns and cities current rates.
- A member of the public questioned the process in which Council is audited on capital works.
  - Chairperson for Council's Audit and Risk Committee, Councillor James Denyer, confirmed that Council is continuously audited through both the LTP and Annual Plan, providing a high degree of confidence that information is correct.
  - Council is also audited on their progress with capital works, with a target of 95% of capital works being completed in one year. Community feedback is a mechanism used to provided both Councillors and Council with feedback on how well they have delivered these projects.
  - This can also be captured through the Annual Resident Survey which is a benchmark survey that is undertaken by most Councils across New Zealand.
  - Waka Kotahi (NZTA) also audit the Council through their roading projects, from both a financial and technical perspective.
- The LTP also contains the projected growth in debt, and it was noted that around half of this is capital works to fund the growth and development (primarily in Omokoroa), which is funded through financial contributions.
- The rates increase of 12% was broken down as follows:
  - 4.0% for the new Kerbside Rubbish and Recycling Collection Service
  - 1.7% for the delivery of the District Plan review
  - 1.7% for the Rooding rates
  - 1.5% for Future Ready Organisation
  - 1.1% for the increase in Three-waters charges
  - 2.0% for the Rollover from COVID-19

- Councillor Murray-Benge noted that Council's Committee workshops serve as a great way for Councillors to interact with staff, keep them accountable and provide them with feedback and requests from the community.

#### C. Graeme Mills – Kaimai Omanawa Rural Ratepayers Association (KORRA)

Mr Mills was in attendance to speak to the forum regarding the below items:

- KORRA had a successful meeting with the Chief Executive Officer and Deputy Chief Executive Officer. One of the discussions that came out of that was regarding school bus signage around the Omanawa/McLaren Falls area.
- Surface water now runs off Omanawa Road and McLaren Falls Road, due to the contractor cleaning the berms.
- KORRA do not believe that the budget proposed in the LTP consultation document regarding CCTV cameras is sufficient. There was also some concern regarding the placement of the cameras and the number of cameras that would be needed. KORRA is of the belief that a camera needs to be installed at McLaren Falls due to the activities that were occurring.
- Mr Mills acknowledged the work of local kaitiaki in keeping an eye on visitors to the Omanawa Falls.

The Deputy Chief Executive Officer responded to questions as follows:

- A staff member has been assigned to work with KORRA around the scope of CCTV cameras in this area, noting that Tauranga City Council (TCC) is coming to the upcoming Performance and Monitoring meeting to provide Council with an update on their status of the potential monitoring.
- The ward forum was informed that, if an association or community group would like to fund their own CCTV cameras, they would still need to go through the process of applying for Council funding for the on-going costs of monitoring and/or maintenance. The proposal that is in the LTP consultation document was for \$50,000 a year for three years. This would be an annual process whereby community groups would be invited to submit their proposals for CCTV cameras within their community or neighbourhood. The CCTV Management Plan would include strict criteria that would have to be met in order to be considered for funding, noting that this will also be a 'priority list' approach.

#### D. Shirley Wells – Ohauiti Settlers Association (Chair of Ohauiti Hall Committee)

Ms Wells noted how much the Committee appreciated the Councillors attending their last committee meeting, as this was both informative and helpful. The following points were also made:

- The Committee was looking forward to the installation of fencing/bollards at the Ohauiti lookout, as mentioned earlier;
- CCTV cameras have been looked at for the Ohauiti Settlers Hall. There were discussions with TECT for potential funding;
- There was disappointment regarding the speed review, as the committee felt as though they were overlooked for the review of the 100km/h speed limit on Rowe Road;
- The Antenno app is very useful when used regularly; and
- The Committee also felt overlooked regarding the LTP consultation document relating to Community Halls. They are of the understanding that there are properties within their area of benefit who are not currently paying a targeted rate. They have asked for these numbers, as Council has recently completed a review of this.

Ms Wells thanked the Councillors and Council for their continued support and will be inviting them to a future meeting.

#### E. Kaimai Councillors Clinic

The Chairperson proposed to set up a Kaimai Clinic that would involve the Chairperson from different Ward community groups. This would be an informal round table discussion that would take place prior to the Ward Forum meetings, allowing the chairperson to identify topics of interest that could be presented on at the upcoming Kaimai Ward Forum meeting.

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## **RESUMPTION OF STANDING ORDERS**

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### **RESOLUTION KWF21-1.7**

Moved: Cr M Grainger  
Seconded: Cr M Murray-Benge

A motion was moved that Council resume standing orders.

**CARRIED**

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## **MEETING BE ADJOURNED**

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### **RESOLUTION KWF21-1.8**

Moved: Cr D Thwaites  
Seconded: Cr M Murray-Benge

That the meeting be adjourned until Monday 22 March 2021 at 2.00pm.

**CARRIED**

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**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KAIMAI WARD FORUM MEETING NO. KWF21-1  
HELD AT WESTERN BAY OF PLENTY DISTRICT COUNCIL CHAMBERS  
ON MONDAY, 22 MARCH 2021 AT 2.00PM**

**PRESENT**

Cr M Dean (Chairperson), Cr M Murray-Benge and Mayor G Webber (ex-officio)

**PRESENT (VIA ZOOM)**

Cr M Grainger

**IN ATTENDANCE**

M Taris (Chief Executive Officer), J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor)

**MEETING RECONVENED**

The Chairperson opened the reconvened meeting and welcomed all present.

**APOLOGIES****APOLOGY****RESOLUTION KWF21-1.9**

Moved: Cr M Murray-Benge

Seconded: Mayor G Webber

That the apology for lateness from Cr D Thwaites be accepted.

**CARRIED**

**12 RECOMMENDATIONS TO COUNCIL/COMMITTEE****12.1 GRAEME MILLS - KAIMAI OMANAWA RURAL RATEPAYERS ASSOCIATION (KORRA)**

The Committee encourages Mr Mills to submit to the Long Term Plan (LTP) consultation document, in relation to the proposed additional budget of \$50,000 per annum for the next three years for new CCTV Cameras.

**12.2 WAKA KOTAHI (NZTA) SPEED LIMIT REVIEW PROCESS****RESOLUTION KWF21-1.10**

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

The Kaimai Ward Forum request that the new Waka Kotahi (NZTA) Speed Limit Review Process to be circulated to Ward Councillor's and the Ohauti Hall Committee.

**CARRIED**

**The Meeting closed at 2.16pm.**

## 10 REPORTS

### 10.1 KAIMAI WARD FORUM MINUTE ACTION SHEET

**File Number:** A4056475

**Author:** Pernille Osborne, Senior Governance Advisor - Community Boards

**Authoriser:** Jan Pedersen, Group Manager People And Customer Services

#### EXECUTIVE SUMMARY

The purpose of this report is to provide an update on minute actions from the Kaimai Ward Forum held 10 March 2021.

#### RECOMMENDATION

That the Governance Support Administrator's report dated 1 July 2021, titled 'Kaimai Ward Forum Minute Action Sheet', be received.

#### ATTACHMENTS

1. Kaimai Minute Action Sheet Report - June 2021 PDF [↓](#) 

Meeting	Officer/Director	Section	Subject
Kaimai Ward Forum 10/03/2021	Governance Advisor	New Item	Graeme Mills - Kaimai Omanawa Rural Ratepayers Association (KORRA)

## 12.2 WAKA KOTAHI (NZTA) SPEED LIMIT REVIEW PROCESS

### RESOLUTION KWF21-1.10

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

The Kaimai Ward Forum request that the new Waka Kotahi (NZTA) Speed Limit Review Process to be circulated to Ward Councillor's and the Ohauti Hall Committee.

**CARRIED**

### 20 Apr 2021 4:10pm Completion

The Policy and Planning Manager advises the Committee that nothing further has been approved that would set out the proposed process for development of a speed management plan, beyond what has previously been reported to the Policy Committee.

The Speed Limits Bylaw was completed in December 2020, with the new speed limits coming into effect on 1 March 2021. This was a partial review (as requested by the Policy Committee) to respond to community requests received since the last bylaw review in 2015. It was not a full review across the whole local roading network. It was acknowledged that the legislation was proposed to change - with bylaws becoming obsolete and a new requirement to develop a District-wide speed management plan.

## 10.2 DISCUSSION TOPICS FROM THE KAIMAI COUNCILLORS CLINIC

**File Number:** A4111077

**Author:** Mark Dean, Councillor

**Authoriser:** Miriam Taris, Chief Executive Officer

### EXECUTIVE SUMMARY

At the Kaimai Ward Forum held 10 March 2021, the Chairperson proposed to set up a Kaimai Councillors Clinic that would involve the Chairperson from different Ward community groups to have an informal round table discussion. This would help Councillors identify topics of interest that could be presented on at the upcoming Kaimai Ward Forum meeting.

### BACKGROUND

On Wednesday 16 June 2021, the first Kaimai Councillors Clinic took place at Te Puna Memorial Hall. Through valuable discussion the below topics were highlighted:

1. Communication with the various community organisations – the Chairperson needs to ensure that Council staff who send out the invitations have the correct email addresses. It was also suggested that both the Chairperson and Secretary from the community groups are contacted.
2. Format of the Ward forum meetings was discussed at length, including room set up. It was also noted that setting up a Ward Forum page on the Council website would be useful.
3. Strengthening the follow up mechanisms and communication back to various groups, including distribution of minutes, action points and timelines.
4. There was concern raised around the new Waste Collection system in regards to missing out the side roads.
5. Boy racers are an ongoing problem disturbing residents at all hours of the night, in all parts of the Ward.
6. Ohauti and Welcome Bay traffic issues during peak times. Can Council make representation to Tauranga City Council to add extra access such as connections to Pukemapu Road.
7. Three Waters Reform – Request for further information  
*Information relating to this item will be spoken on by the Chief Executive Officer during the Workshop section of the meeting.*
8. Ōmokoroa Interchange – What pressure can residents and Council exert on Central Government.
9. Long Term Plan (LTP) consultation – It was noted that there was difficulty finding in-depth information on topics such as Elder Housing. Is there an opportunity to make this information more readily available through Councils' website?
10. Seeking an update on the Te Puna Cycleway safety progress.
11. There was a query around if anything could be done to stop the 'Road Runners' using Te Puna Station Road, while still having local access at non peak times.



## **11      WORKSHOP**

### **11.1      WORKSHOP ITEMS**

**File Number:**            **A4056441**

**Author:**                **Pernille Osborne, Senior Governance Advisor - Community Boards**

**Authoriser:**           **Jan Pedersen, Group Manager People And Customer Services**

### **EXECUTIVE SUMMARY**

An update will be provided on the following items, which will include an opportunity for discussion.

1. Western Bay of Plenty District Council – Chief Executive Officer – Three Waters Reform

**12 RECOMMENDATIONS TO COUNCIL/COMMITTEE**