

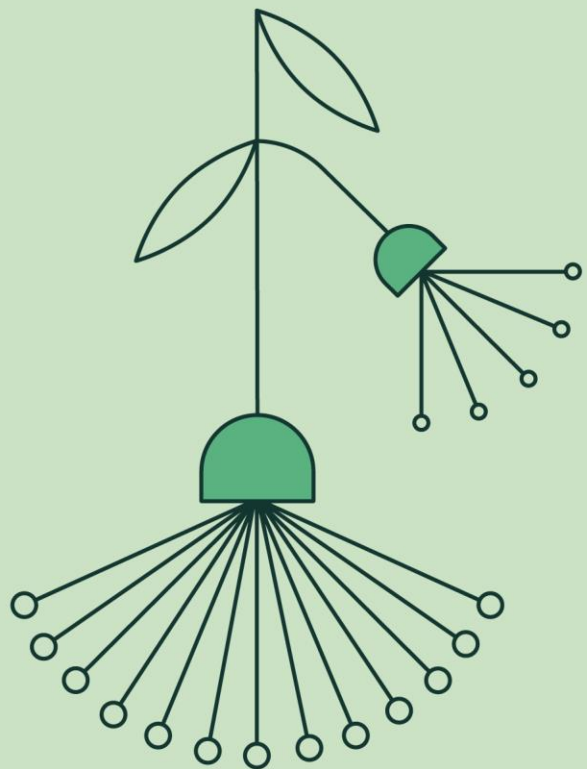
Mā tō tātou takiwā  
**For our District**

## Council

Te Kaunihera

CL23-5

Thursday, 16 March 2023, 10.30am  
Council Chambers, Barkes Corner,  
1484 Cameron Road, Tauranga



# Council

## Membership:

<b>Chairperson</b>	Mayor James Denyer
<b>Deputy Chairperson</b>	Deputy Mayor John Scrimgeour
<b>Members</b>	Cr Tracey Coxhead Cr Richard Crawford Cr Grant Dally Cr Murray Grainger Cr Anne Henry Cr Rodney Joyce Cr Margaret Murray-Benge Cr Allan Sole Cr Don Thwaites Cr Andy Wichers
<b>Quorum</b>	Six (6)
<b>Frequency</b>	Six weekly

## Role:

The Council is responsible for:

- Ensuring the effective and efficient governance and leadership of the District.
- Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

## Power to Act:

To exercise all non-delegable functions and powers of the Council including, but not limited to:

- The power to make a rate;
- The power to make a bylaw;
- The power to borrow money, purchase, or dispose of assets, other than in accordance with the Long Term Plan;
- The power to adopt a Long Term Plan, a Long Term Plan Amendment, Annual Plan or Annual Report and to receive any related audit report;
- The power to appoint a chief executive;
- The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan or developed for the purpose of the Local Governance Statement;

- The power to adopt a remuneration and employment policy;
- The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991;
- The power to approve or amend the Council's Standing Orders;
- The power to approve or amend the Code of Conduct for Elected Members;
- The power to appoint and discharge members of committees;
- The power to establish a joint committee with another local authority or other public body;
- The power to make a final decision on a recommendation from the Parliamentary Ombudsman where it is proposed that Council not accept the recommendation.
- To exercise all functions, powers and duties of the Council that have not been delegated, including the power to compulsorily acquire land under the Public Works Act 1981.
- To make decisions which are required by legislation to be made by resolution of the local authority.
- To authorise all expenditure not delegated to officers, Committees or other subordinate decision-making bodies of Council, or included in Council's Long Term Plan or Annual Plan.
- To make appointments of members to Council Controlled Organisation Boards of Directors/ Trustees and representatives of Council to external organisations.
- To monitor the performance of and make decisions on any matters relating to Council Controlled Organisations (CCO), including recommendations for
- modifications to CCO or other entities' accountability documents (i.e. Letter of Expectation, Statement of Intent), including as recommended by the Strategy and Policy Committee.
- To approve joint agreements and contractual arrangements between Western Bay of Plenty District Council and Tauranga City Council and/or any other local authority including the requirement to review the terms of any such agreements or contractual arrangements.
- To approve the triennial agreement.
- To approve the local governance statement required under the Local Government Act 2002.
- To approve a proposal to the Remuneration Authority for the remuneration of Elected Members.
- To approve any changes to the nature and delegations of Committees.

**Procedural matters:**

Approval of elected member training/conference attendance.

**Mayor's Delegation:**

Should there be insufficient time for Council to consider approval of elected member training/conference attendance, the Mayor (or Deputy Mayor in the Mayor's absence) is delegated authority to grant approval and report the decision back to the next scheduled meeting of Council.

**Power to sub-delegate:**

Council may delegate any of its functions, duties or powers to a subcommittee, working group or other subordinate decision-making body, subject to the restrictions on its delegations and any limitation imposed by Council.

Notice is hereby given that a Meeting of Council will be held in the Council Chambers, Barkes Corner, 1484 Cameron Road, Tauranga on: Thursday, 16 March 2023 at 10.30am

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>7</b>
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- 1      PRESENT**
- 2      IN ATTENDANCE**
- 3      APOLOGIES**
- 4      CONSIDERATION OF LATE ITEMS**
- 5      DECLARATIONS OF INTEREST**
- 6      PUBLIC EXCLUDED ITEMS**
- 7      PUBLIC FORUM**

## **8 COMMUNITY BOARD MINUTES FOR RECEIPT**

### **8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 8 FEBRUARY 2023**

**File Number:** A5154705

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Katikati Community Board Meeting held on 8 February 2023 be received.

#### **ATTACHMENTS**

- 1. Minutes of the Katikati Community Board Meeting held on 8 February 2023**



**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. KKC23-2  
HELD IN THE CENTRE – PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI  
ON WEDNESDAY, 8 FEBRUARY 2023 AT 7.00PM**

## **1 PRESENT**

Chairperson J Clements, Member N Mayo, Member A Earl, Cr A Henry and Cr R Joyce

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), A Hall (Roading Engineer East and West), and G Golding (Governance Manager)

## **OTHERS IN ATTENDANCE**

Mayor J Denyer

Cr M Grainger

Cr A Sole

Project Parore

D Peterson (Chairperson)

B Davis

17 Members of the Public

## **3 APOLOGIES**

### **APOLOGY**

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### **RESOLUTION KKC23-2.1**

Moved: Chairperson J Clements

Seconded: Member N Mayo

That the apology for absence from Member T Sage 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

### 7.1 RICHARD LOGAN – FAIRVIEW ESTATE

- Mr Logan was in attendance to represent the community from Fairview Country Club and wanted to draw to Council's attention to the damage to the curb on 46 Sharp Road. There was also a 25 metres section of missing curbing about 100 metres closer to State Highway 2.
- Given the population in the area was now approaching about 450, traffic and pedestrian safety was becoming a concern. It would be good to explore whether a pedestrian area/path was possible. Reduced speed limits would also help.
- Was there any possibility to establish a cycleway from Waihi Beach to Tauranga? There was mention of an unused railway corridor that could possibly be used.
- The RSE accommodation across the road from Fairview Estate had been a good development, with positive neighbour engagement.
- Residents at Fairview estate were relatively unaffected by the recent rain.

### 7.2 KEITH HAY – KATIKATI WAIHĪ BEACH RATEPAYERS ASSOCIATION

- It was understood that funding for the proposed elder housing had recently been approved, however, at the time the Kauri tree at the north east corner was felled, the funding had not yet been approved by the government. Had proper procedures been followed?
- Why were ratepayers expected to make up the shortfall for this elder housing project and why did Council not ask the community what they felt they need most in terms of using the funding?

Cr Henry:

- Cr Henry reminded Mr Hay that Council had gone out for public consultation on elder housing during the last triennium and there had been an overwhelming response that the funding should be used for elder housing.

## 8 PRESENTATION

**8.1 BRODY DAVIS – PROJECT PARORE**

- A large part of the work done was in partnership with Bay of Plenty Regional Council (BOPRC) which was very effective due to the fact that they had significant funding.
- Target areas were riparian planting, anything that promoted bringing birdlife back, and targeting areas where there would be the most impact.
- At the moment the project was working to create more partnerships with the three northern Tauranga Moana marae.
- It was important to reach out to communities because the project was community based and driven. The project had a great team of people building networks and this needed to continue and spread to outer regions and catchment plans.
- Project funding was for farm stock exclusion fencing, pest eradication/management and planting. Work was being done to better align these components.
- There were multiple water testing groups involved in the project who were helping to collect data for BOPRC.
- A key aspect of the project was with local hapu and finding out where their main focus was. Leading this was working on building more collaboration with catchment plans.
- An important part of the project was to communicate and engage with the community and schools about what was being done and where.
- At the moment, Katikati Primary School was engaged with the project to help them develop a design for the gully at the bottom of the school. There could be an opportunity to link the cycleway to the school.
- The project was aware that the Katikati Community Board may have funding available to support them going forward.

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**9 MINUTES FOR CONFIRMATION****9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 15 DECEMBER 2022**

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**RESOLUTION KKC23-2.2**

Moved: Member N Mayo

Seconded: Member A Earl

That the Minutes of the Katikati Community Board Meeting held on 15 December 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**

## 10 REPORTS

### 10.1 CHAIRPERSON'S REPORT – FEBRUARY 2023

The Board considered a report dated 8 February 2023 from the Chairperson. The report was taken as read.

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#### RESOLUTION KKC23-2.3

Moved: Chairperson J Clements

Seconded: Cr R Joyce

That the Chairperson's report dated 8 February 2023 titled 'Chairperson's Report – February 2023' be received.

**CARRIED**

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#### 10.1.1 KAURI TREE REMOVAL

The Chief Executive Officer responded to questions as follows:

- The land was a 'park' and the title was fee simple. It was not a reserve, however, was *managed* as a reserve. This however did not suggest that Council would not treat this whenua/tree with respect.
  - Council did not ever take decisions to cut down trees lightly and would adhere to its policy of replacement.
  - Council's Reserves and Facilities Manager was passionate about the environment and its protection.
  - The intention was that the felled tree would be given to Te Rereatukahia Marae where it would be given a new lease of life.
- 

#### 10.1.2 PENSIONER HOUSING

- Cr Joyce provided an overview of the meeting that had been held that day for Elected Members to discuss Elder Housing. A robust discussion had been held that covered Council's communication and that the Elder Housing funding was part of the Long Term Plan and as such would continue to progress.
  - Cr Joyce said that no one could change what Council had agreed upon in the Long Term Plan except Council, and that a policy change would be decided by Council, not staff. He believed that the Council that was in place at the moment would make sure those decisions were made at Council.
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**10.1.3 CHRISTMAS DECORATIONS FOR THE COMMUNITY CHRISTMAS TREE**

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**RESOLUTION KKC23-2.4**

Moved: Member N Mayo

Seconded: Cr A Henry

That the Katikati Community Board approves up to \$2000 from the Street Decorations Account to Katch Katikati for the purchase of additional Christmas decorations for the Community Christmas Tree.

**CARRIED**

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**10.2 COUNCILLOR'S REPORT – FEBRUARY 2023**

The Board considered a report dated 8 February 2023 from the Councillor who took the report as read noting the following:

He would like to see a review of Council's protection policy for all significant trees on Council land. He noted that Hastings District Council had just adopted a similar 'tree removal policy'.

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**RESOLUTION KKC23-2.6****PART 1**

Moved: Cr R Joyce

Seconded: Member A Earl

That the Councillor's report dated 8 February 2023 titled 'Councillor's Report – February 2023' be received.

**CARRIED**

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**RESOLUTION KKC23-2.7****PART 2**

Moved: Cr R Joyce

Seconded: Cr A Henry

That the Katikati Community Board requests that Council reviews its tree protection policy for all significant trees on Council land that includes defining what a 'significant tree' is.

**CARRIED**

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**10.3 KATIKATI COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023**

The Board considered a report from the Senior Governance Advisor. The report was taken as read.

The resolutions were taken in parts as follows:

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**RESOLUTION KKC23-2.8****PART 1**

Moved: Member N Mayo

Seconded: Member A Earl

1. That the Senior Governance Advisor's report dated 8 February 2023, titled 'Katikati Community Board – ANZAC Day Commemoration 2023', 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.

**CARRIED**

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**RESOLUTION KKC23-2.9****PART 2**

Moved: Member N Mayo

Seconded: Cr R Joyce

That the Katikati Community Board provide a wreath for the ANZAC Day Service, to be paid from the Katikati Community Board Contingency Account (up to the value of \$200).

**CARRIED**

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**RESOLUTION KKC23-2.10****PART 3**

Moved: Member N Mayo

Seconded: Cr A Henry

That John Clements represents the Katikati Community Board at the ANZAC Day Service in Katikati on 25 April 2023.

**CARRIED**

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**10.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD FEBRUARY 2022**

The Board considered a report from the Executive Assistant Infrastructure. The report was taken as read.

Cemetery Katikati Hot Springs Road

The Chief Executive Officer responded to a question as follows:

- It was important to keep in mind that this was only an option that was being explored/assessed and nothing more. It was purely an investigative process and was by no means a 'preferred option' at this point in time.

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**RESOLUTION KKC23-2.11**

Moved: Cr R Joyce

Seconded: Member N Mayo

That the Deputy Chief Executive's report dated 8 February 2023, titled 'Infrastructure Services Report Katikati Community Board February 2023', be received.

**CARRIED**

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**10.5 KATIKATI FINANCIAL REPORT – DECEMBER 2022**

The Board considered a report from the Financial Business Advisor. The report was taken as read.

It was noted that there was some committed reserve funds from the last triennium that had not been captured in the financial report. Staff would follow this up to ensure it was reflected correctly in the next financial report.

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**RESOLUTION KKC23-2.12**

Moved: Cr R Joyce

Seconded: Cr A Henry

That the Financial Business Advisor's report dated 8 February 2023, titled 'Financial Report Katikati – December 2022', be received.

**CARRIED**

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**The Meeting closed at 8:16pm.**

**Confirmed as a true and correct record at the Katikati Community Board meeting held on 5 April 2023.**

.....  
Chairperson J Clements

**CHAIRPERSON**

**8.2 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 14 FEBRUARY 2023**

**File Number:** A5155012

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

**RECOMMENDATION**

That the Minutes of the Ōmokoroa Community Board Meeting held on 14 February 2023 be received.

**ATTACHMENTS**

- 1. Minutes of the Ōmokoroa Community Board Meeting held on 14 February 2023**



**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
ŌMOKOROA COMMUNITY BOARD MEETING NO. OMC23-2  
HELD IN THE ŌMOKOROA LIBRARY & SERVICE CENTRE, WESTERN AVENUE, ŌMOKOROA  
ON TUESDAY, 14 FEBRUARY 2023 AT 7.00PM**

**1 PRESENT**

Chairperson P Presland, Deputy Chair A Hughes, Member B Bell, Member G Neilson, Cr M Grainger and Cr D Thwaites

**2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), A Hall (Roading Engineer East and West), and B Clarke (Senior Governance Advisor)

**OTHERS PRESENT**

Mayor J Denyer, Cr Murray-Benge, one member of the media (Lizard News), and as listed in the minutes.

**3 APOLOGIES**

Nil.

**4 CONSIDERATION OF LATE ITEMS**

Nil.

**5 DECLARATIONS OF INTEREST**

Nil.

**6 PUBLIC EXCLUDED ITEMS**

Nil.

**7 PUBLIC FORUM**

**7.1 CR MARGARET MURRAY-BENGE - COMMUNITY SAFETY IN ŌMOKOROA**

Cr Murray-Benge, a Kaimai Ward Councillor, addressed the Board, campaigning for greater Police presence on the peninsula. She Tabled Item 1, which she read in full. Key points were as follows:

- The Board was supported in seeking a safer Ōmokoroa community, which was growing fast.
- Recently, two Ōmokoroa businesses had been ram-raided, one twice.
- There had been a number of burglaries and car thefts.
- A youth had been bullied and a woman accosted, both incidents were in the same local park.
- Ōmokoroa may have a Police Station in the future, so planning should begin now.
- The local Member of Parliament could help this being a higher priority for Government.
- With populations increasing, a greater Police presence was an urgent necessity both in Ōmokoroa, and throughout the Western Bay.

Cr Murray-Benge advised Council was holding a Kaimai Ward Community Forum on 15 February 2023 at 7.00pm. Councillors and staff could take part in informal discussion to hear and respond to the needs of the wider community. Outcomes from the Forum would be brought to Council's Community Committee, of which Cr Murray-Benge was Chairperson.

The Chairperson thanked Cr Murray-Benge for raising the issue. He addressed the topic as part of his Chairperson's report.

## 7.2 JIM BOYES – POLICE PRESENCE ON THE PENINSULA

Mr Boyes, resident of Ōmokoroa, addressed the Board as follows:

- He was aware the Ōmokoroa Community Policing Trust had long sought a greater Police presence on the peninsula. On that basis, he considered the Trust would support Cr Murray-Benge's presentation to the Board, which he also, personally, supported.
- With the Community Board and the Trust's combined efforts, some action may be forthcoming.

The Chairperson thanked Mr Boyes for speaking.

## 7.3 CHRIS DEVER – CONCERNING BEHAVIOURS – ROUNDABOUT – FORESHORE MAINTENANCE

Mr Dever, resident of Ōmokoroa, addressed the Board as follows:

- Behaviours from some factions of the community were inexcusable, for example, driving along a road knocking down letter boxes. This caused unnecessary community tension.
- He was concerned that the major roundabout to connect the peninsula to the State Highway(SH) would not be completed until 2025. This was too long for residents who were already queuing to enter the SH, having to wait for many cars to pass before being let into the line of traffic.
- In relation to Community Reserve Expenditure, he sought more funding towards foreshore maintenance, particularly by the reserve between the toilets and slipway. He felt that no one had gone on site and made a proper assessment.

Cr Grainger gave a brief explanation of the function of the Community Reserve Expenditure account.

The Chairperson thanked Mr Dever for raising topical matters, especially relating to weather. He noted these were extraordinary times and weather related issues were having significant impacts on people's lives. The Board considered the community could help itself, by voluntarily attending to small tasks rather than phoning Council, which was currently dealing with major issues in the area.

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD 13 DECEMBER 2022

#### RESOLUTION OMC22-2.1

Moved: Deputy Chairperson A Hughes

Seconded: Member G Neilson

That the Minutes of the Ōmokoroa Community Board Meeting held on 13 December 2022, as circulated with the agenda, be confirmed as a true and correct record.

**CARRIED**

## 9 REPORTS

### 9.1 ŌMOKOROA COMMUNITY BOARD CHAIRPERSON'S REPORT – FEBRUARY 2023

The Board considered a report from the Chairperson. The report was taken as read, with further discussion on the **below** item:

## RESOLUTION OMC23-2.2

Moved: Deputy Chairperson A Hughes

Seconded: Member B Bell

1. That the Chairperson's report, dated 14 February 2023, titled 'Ōmokoroa Community Board Chairperson's Report – February 2023' be received.
2. That Ōmokoroa Community Board Members be appointed as a representative to the following committees and organisations:

- |   |                     |
|---|---------------------|
| • Ōmokoroa Environmental Managers               | Member Allan Hughes |
| • Ōmokoroa Settlers Hall Society Inc. Committee | Member Greg Neilson |

**CARRIED**

### 9.1.1 SAFETY IN THE COMMUNITY

The Chairperson advised as follows:

- There had been Board discussions in relation to safety in the community. This was a key focus for the Board.
- The Board and Councillors would work together to progress several elements of those discussions, including the desire to have a greater Police presence on the peninsula.
- The Board considered there were steps the community could take to "strengthen the ties that bind us", and it would look at how the Board's role may evolve as a result.
- It was acknowledged there was social change and growth within the Ōmokoroa community. It was time to address the concerning things that came to people's attention, and to work to prevent negative events and behaviours.

### 9.2 ŌMOKOROA COMMUNITY BOARD COUNCILLOR'S REPORT - FEBRUARY 2023

Councillor Thwaites provided a verbal report, noting the following:

- There had been a pre-Christmas meeting about the Annual Plan process, but at the time of the Anniversary weekend weather event, Councillors had not been attending formal meetings. All Councillors had returned and were attending regular meetings from early February 2023 onwards.

- Government reform was underway and Council had been requested to submit on that, as part of the 'Future of Local Government' reforms.
- The Resource Management Act was being divided into three different elements.
- Council was holding the first ever Kaimai Ward Community Forum on 15 February 2023 at 7.00pm, as alluded to by Cr Murray-Benge in Public Forum. There were 5,500 properties in the Kaimai Ward who may benefit from having this forum opportunity, which was informal. Any issues arising could be referred to Council's Community Committee, and hopefully would yield outcomes for the Kaimai community.
- Every six years Council must undertake a full Representation Review and that was imminent, and would be a work in progress.
- There would be another Councillor Annual Plan workshop on Thursday, and the rates increase would be considered.
- New valuations for District about to be released.
- He and Cr Murray-Benge had been contacted by a person raising issues about grass, weeds, and gardens on the peninsula.
- In terms of the bus shelters for Kaimai Views, there were children standing in the rain to catch buses. The Prole Road bus shelter had been damaged in the storm and needed to be tidied up.

There were no questions of Cr Thwaites.

### RESOLUTION OMC23-2.3

Moved: Member G Neilson

Seconded: Member B Bell

That the verbal report provided by Councillor Thwaites on 14 February 2023 be received and the information noted.

**CARRIED**

## 9.3 ŌMOKOROA COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023

The Board considered a report from the Senior Governance Advisor. The report was taken as read.

### RESOLUTION OMC23-2.4

Moved: Cr M Grainger

Seconded: Member B Bell

1. That the Senior Governance Advisor's report, dated 14 February 2023, titled 'Ōmokoroa Community Board – ANZAC Day Commemoration 2023', 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 Ōmokoroa Community Board provides a wreath for the ANZAC Day Service, to be paid from the Ōmokoroa Community Board Contingency Account, (up to the value of \$200).
4. That Chairperson Peter Presland represents the Ōmokoroa Community Board at the ANZAC Day Service in Ōmokoroa on 25 April 2023.

**CARRIED**

#### **9.4 INFRASTRUCTURE GROUP REPORT ŌMOKOROA COMMUNITY BOARD FEBRUARY 2023**

The Board considered a report from the Deputy Chief Executive. The report was taken as read. Staff responded to questions as follows:

- Frustration over bus stops was acknowledged. They had been scheduled to be installed and it was not up to the Contractor to do that. This was in relation to bus stops in Kaimai Views and Pole Road. The Roading Engineer (East and West) would chase the project up again, particularly in view of the increased need with current weather.
- The interchange roundabout project was complex, involving significant design and construction factors, hence the approximately \$45M cost. Council could bring pictures of the design for the community to view.

The Chairperson spoke to the weeds on berms, noting that with the significant challenges put on Council with the weather events, it was understandable those responses were needed before some core tasks.

In response, Staff agreed that with all the weather events hitting one-after-the-other, resources were rightly going to significant works but once completed, resources would be returned to business-as-usual.

The Chairperson reiterated that the community could respond to some of the core tasks such as gardens, berms and rubbish, as needed in the meantime, to lift the load.

#### **RESOLUTION OMC23-2.5**

Moved: Deputy Chairperson A Hughes

Seconded: Member G Neilson

That the Deputy Chief Executive's report, dated 14 February 2023, titled 'Infrastructure Group Report Ōmokoroa Community Board February 2023', be received.

**CARRIED**

## 9.5 FINANCIAL REPORT ŌMOKOROA – DECEMBER 2022

The Board considered a report from the Financial Business Advisor. The report was taken as read with further discussion on the **below** points:

The recommendation was taken in parts as follows:

### RESOLUTION OMC23-2.6 – PART 1

Moved: Member B Bell

Seconded: Deputy Chairperson A Hughes

1. That the Financial Business Advisor's report, dated 14 February 2023, titled 'Financial Report Ōmokoroa – December 2022', be received.

**CARRIED**

### 9.5.1 BUS SHELTERS IN OMOKOROA ROAD (REF. OM1.8)

Councillor Grainger raised the matter of Committed – Reserve Expenditure' contribution of up to \$50,000 for two Bus Shelters in Ōmokoroa Road. He spoke to historic reasons behind the money being set aside for a bus shelter for the elderly nineteen years ago, that Ōmokoroa Stage 1 had been delayed more than once, and the bus shelter was still not there.

The Board considered it would seek further information about location and practical requirements for bus shelters. Staff advised they would check plans and notify the Board accordingly.

### RESOLUTION OMC23-2.7 – PART 2

Moved: Deputy Chairperson A Hughes

Seconded: Member G Neilson

That the below 'part 2' of the recommendation in the Financial Business Advisor's report **lie on the table** until further information is forthcoming:

2. *The Ōmokoroa Community Board requests that the 'Committed - Reserve Expenditure' contribution of up to \$50,000 for two Bus Shelters in Ōmokoroa Road (Ref. OM1.8), be released back to the Reserve Account, noting the contribution is no longer required, as the works will be completed as part of Ōmokoroa Road Urbanisation Stage 2.*

**CARRIED**

#### **9.5.2 WAKA KOTAHI (NZTA) DISCUSSIONS WITH LANDOWNERS FOR NEW DESIGNATION TO BUILD THE TAURANGA NORTHERN LINK (TNL)**

Cr Thwaites advised that Waka Kotahi (NZTA) were undertaking discussions with all the landowners from Loop Road out to Stage 2 of the new Tauranga Northern Link (TNL) and were looking to come to Council for the new designation to build the TNL. That process was underway and letters had been sent to all the landowners.

He noted that every Wednesday fortnight, between 2.00pm and 4.00pm, the public was welcome to call in to TNL office at the driveway past Te Puna roundabout and TNL staff were there to advise.

**The meeting was declared closed at 7.46pm.**

**The minutes were confirmed as a true and correct record at the Ōmokoroa Community Board meeting held on 11 April 2023.**

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Chairperson P Presland

**CHAIRPERSON**



**8.3 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 16 FEBRUARY 2023**

**File Number:** A5155020

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

**RECOMMENDATION**

That the Minutes of the Te Puke Community Board Meeting held on 16 February 2023 be received.

**ATTACHMENTS**

- 1. Minutes of the Te Puke Community Board Meeting held on 16 February 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TPC23-2  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELlicoe STREET, TE PUKE  
ON THURSDAY, 16 FEBRUARY 2023 AT 7.00PM**

**1 PRESENT**

Chairperson K Ellis, Deputy A Paudel, Member D Snell, Cr G Dally and Cr A Wichers

**2 IN ATTENDANCE**

G Allis (Deputy CEO/General Manager Infrastructure Group), C McLean (Senior Transportation Engineer), C Irvin (Senior Governance Advisor)

**OTHERS IN ATTENDANCE**

Maketu Community Board

L Rae

One member of the press

**3 APOLOGIES**

**APOLOGY**

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**RESOLUTION TPC23-2.1**

Moved: Member D Snell

Seconded: Cr A Wichers

That the apology for absence from Cr Summerhayes 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**

### **A. Julie Sach – Tuatoko Mai Sexual Harm Support Services Trust**

- Tuatoko Mai Sexual Harm Support Services Trust had been working in the 'sexual harm' space for a long time but now had a clear vision of wanting to work in the prevention space. It also worked very closely with Shakti.
- Target groups were refugee and migrant communities. It was known that sexual harm was happening in these communities but that no one reached out for help.
- Dr Val Cheah, a forensic doctor (who was unable to attend tonight) had been working with Tuatoko Mai Sexual Harm Support Services to build a strategy on how to approach these communities and what the workshops should look like in terms of health and well-being, with a sexual harm aspect being subtly built in.
- The services was looking for funding for the cost of venue hire, catering and flyers.

### **B. Cr Richard Crawford**

- Cr Crawford thanked the Board members who had helped with the emergency management centre during the weather event. He felt it was important to look at the future of the response team, reconnect with some people and on board more people.
- He reiterated the importance of the Te Puke Community Board and the Maketu Community Board working together and that they were very closely connected.
- He suggested a meeting be arranged going forward to discuss what the future of the response team looked like.

The Chairperson thanked Cr Crawford for his attendance tonight and agreed to arrange a meeting to discuss the response team going forward.

### **C. Cr Alan Sole**

- Cr Sole expressed it was great to meet the Te Puke Community Board and acknowledged the work it had done in the past and was continuing to do in the present.
- He advised he was putting his name forward to be on the Community Boards Executive Council.

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 15 DECEMBER 2022**

**RESOLUTION TPC23-2.2**

Moved: Cr A Wichers

Seconded: Deputy A Paudel

That the Minutes of the Te Puke Community Board Meeting held on 15 December 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**

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**9 REPORTS****9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON’S REPORT – FEBRUARY 2023**

The Board considered a report from the Chairperson who took the report as read.

Town Centre Rate – Graffiti Removal

The Deputy CEO/GM Infrastructure spoke to this item noting the following:

- There were two different ‘Town Centre Rates’ across the district – one was a community rate set individually by communities and the other had been in place for seventeen years and funded from \$10 per property from an annual general charge.
  - If the Te Puke Community Board wanted to do something about removing the graffiti around the town centre it was suggested that they put a ‘line item’ in the community board long term cost plan centre and call it ‘graffiti removal’. This was for a specific purpose for Te Puke that was important to the community.
- 

**RESOLUTION TPC23-2.3****PART 1**

Moved: Cr A Wichers

Seconded: Deputy A Paudel

1. That the Chairperson’s report dated 16 February 2023 titled ‘Te Puke Community Board Chairperson’s Report – February 2023’ be received.
  2. That the Te Puke Community Board approve the funding for the installation of power for a second Christmas tree at the Te Puke west entrance at an estimated cost of \$15,000 to be funded from their Street Decoration account.
  3. That the Te Puke Community Board approve the funding for the installation of two kitset bus shelters at an estimated cost of \$20,000 to be funded from their roading account.
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**CARRIED**

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**9.1 CONTINUED: TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT – FEBRUARY 2023**

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**RESOLUTION TPC23-2.4****PART 2**

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the following resolutions put and carried at the 15 December 2022 Te Puke Community Board meeting be revoked.

**RESOLUTION TPC22-1.6**

*Moved: Member D Snell*

*Seconded: Deputy A Paudel*

*That the Te Puke Community Board seeks funding of \$50,000 for the development of a community plan, in parallel with the Council led Te Puke spatial plan, through the Annual Plan process.*

**CARRIED**

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**9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT – FEBRUARY 2023**

The Board considered a report from Cr Wichers. The report was taken as read.

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**RESOLUTION TPC23-2.7**

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the Councillor's report dated 16 February 2023 titled 'Te Puke Community Board Councillor's Report – February 2023' be received.

**CARRIED**

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**9.3 TE PUKE COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023**

The Board considered a report from the Senior Governance Advisor. The report was taken as read.

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**RESOLUTION TPC23-2.8**

Moved: Member D Snell

Seconded: Cr A Wichers

1. That the Senior Governance Advisor's report dated 16 February 2023, titled 'Te Puke Community Board – ANZAC Day Commemoration 2023', 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 Te Puke Community Board approve up to \$200 to provide a wreath for the ANZAC Day Service, to be paid from the Te Puke Community Board Contingency Account.
4. That Chairperson Kassie Ellis represents the Te Puke Community Board at the ANZAC Day Service in Te Puke on 25 April 2023.

**CARRIED**

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**9.4 TE PUKE COMMUNITY BOARD – GRANT APPLICATION – FEBRUARY 2023**

The Board considered a report from the Chairperson. The report was taken as read.

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**RESOLUTION TPC23-2.9**

Moved: Deputy A Paudel

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 16 February 2023 titled 'Te Puke Community Board Grant Application – February 2023' be received.
2. That the Te Puke Community Board approve the grant application from Tautoko Mai Sexual Harm Support Services Trust for \$6,750 to contribute towards costs associated with running three 'Health and Well-Being' workshops for ethnic communities in Te Puke and commit to facilitating potential venue hire for their workshops within the Te Puke rohe. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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**9.5 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2022**

The Board considered a report from the Financial Business Advisor. The report was taken as read.

**RESOLUTION TPC23-2.10**

Moved: Cr A Wichers

Seconded: Chairperson K Ellis

The Financial Business Advisor's report dated 16 February 2023 titled 'Te Puke Community Board – Financial Report December 2022' be received.

**CARRIED**

**9.6 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD FEBRUARY 2023**

The Board considered a report from the Executive Assistant Infrastructure Group. The report was taken as read.

Stock Road:

The Deputy CEO/GM Infrastructure spoke to this item noting the following:

- In terms of the roading account and the \$100k allocated for cycleways – \$45k was allocated to Stock Road.

**RESOLUTION TPC23-2.11**

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the Deputy Chief Executive's Report dated 16 February 2023 titled 'Infrastructure Group Report Te Puke Community Board February 2023' be received.

**CARRIED**

**The Meeting closed at 8:20pm.**

**Confirmed as a true and correct record at the Te Puke Community Board meeting held on 13 April 2023.**

.....  
Chairperson K Ellis

**CHAIRPERSON**

#### **8.4 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 21 FEBRUARY 2023**

**File Number:** A5155026

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

##### **RECOMMENDATION**

That the Minutes of the Maketu Community Board Meeting held on 21 February 2023 be received.

##### **ATTACHMENTS**

- 1. Minutes of the Maketu Community Board Meeting held on 21 February 2023**



**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU COMMUNITY BOARD MEETING NO. MKC23-2  
HELD IN THE MAKETU COMMUNITY CENTRE, WILSON ROAD, MAKETU  
ON TUESDAY, 21 FEBRUARY 2023 AT 7.00PM**

**1 PRESENT**

Chairperson L Rae, Deputy R Corbett, Member T Hopping, Member D Walters, Cr R Crawford and Deputy Mayor J Scrimgeour

**OTHERS IN ATTENDANCE**

Mayor J Denyer, Cr A Sole and Cr A Wichers

**2 IN ATTENDANCE**

R Davie (General Manager Strategy and Community), and C McLean (Senior Transportation Engineer)

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Board Chairperson Rae and Member Hopping both declared a non-financial interest in relation to the grant application from the Maketu Surf Club. They explained that their children were members of the club.

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

**7.1 JIM RUSSELL – KOTUKUTUKU GULLY**

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Mr Russell addressed the Board as follows:

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- The Kotukutuku pumping station had overflowed across the road and into the gulley. He requested information about what had happened.

In response, Chairperson Rae provided information relayed from the Network Drainage Engineer at a site meeting held 20 February 2020.

Member Hopping raised the issue of what would happen to the waste water system in the event of a power outage.

Deputy Mayor Scrimgeour spoke to a lake that was being formed in the bottom of the gulley, and felt that Downers (Contractors) should have removed blockages from the culvert.

In response Chairperson Rae explained that location was a Māori roadway and not a Council culvert. Overall, the Board expressed the view that Council (Downers) could have done more.

The Board acknowledged that the gully was a natural overland flow path.

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## **7.2 LAUREEN RUSSELL – BLOCKED CULVERTS**

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Ms Russell addressed the Board as follows:

- She had observed that the culvert at the bottom of the gulley had unblocked itself that day. He considered that Council had a moral, if not legal, responsibility to make sure the culvert was clear.
  - She noted there were three council culverts that ran into the gulley/valley.
  - Last year, from October to Christmas the culvert had been blocked five times. On one occasion it appeared to have been deliberately blocked.
  - She had observed that a natural watercourse had been there since time immemorial. It was illegal to block a natural watercourse. She sought acknowledgement from WBOPDC that there was a legal issue there.
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## **7.3 RUNA MORRISON – CIVIL DEFENCE RESPONSE FOR MAKETU**

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Ms Runa Morrison attended to speak in relation to issues with the quality of the Civil Defence response for Maketu during Cyclone Gabrielle. She noted the following:

- It was apparent that Maketu did not have a Civil Defence strategy or plan. She sought advice about whether the Community Board was the right forum to bring
-

the matter to, in order to start a conversation around better community preparedness.

- There had been much confusion, and people questioning why they would go to Pongakawa, during the cyclone.
- She was happy to put her hand up, as she covered the Lakeland area for disabilities. In meetings, that area was prepared but her home, Maketu was not.
- She hoped a meeting would be held to plan for the similar situations. This should not be led by one organisation (i.e. hauora), but needed to involve the whole community.
- The community had resources and could volunteer during events. She was concerned with any potential evacuation of people with disabilities.

In response, Chairperson Rae advised she was well aware of the community's concerns, particularly people told to evacuate, and that people felt Pongakawa was not suitable for Maketu in an evacuation event. She had made the call to hold two separate hui, one at night and one on the weekend, so everyone could attend. These were likely to be held within the next two weeks. A general discussion was needed to debrief and start to come up with a plan. The Board had discussed how it could help residents, and the possibility of purchasing a generator and water pump.

Member Hopping noted the load of responsibility that had fallen on Chairperson Rae during the event, and expressed concern that it was 'above and beyond' the role of Chairperson.

Councillor Crawford spoke to the Te Puke Community Board experience, where he knew a Community Response Plan had been developed, so a template existed.

Ms Morrison thanked the Chairperson for organizing a formal debrief, as this was needed.

Councillor Sole emphasised the importance of Community Response Plans being led locally, and understood the risks for Maketu. Boards could develop their own Civil Defence Response Plan. He advised there would be plenty of help from Council and the Civil Defence Emergency Management Group (CDEM) to make a good plan.

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#### **7.4 LUEN GERRARD – VEHICLE SPEEDS, FOOTPATHS IN MAKETU ROAD BY THE SCHOOL, PEDESTRIAN BRIDGE**

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Ms Gerrard addressed the Board on safety hazards as follows:

- She was concerned with the risk to children walking Maketu Road to get to kura (school). Cars often still travelled at 100kph entering Maketu.
- A lower speed limit might be required in front of the school.
- The cycleway was poorly designed.

- In past years:
  - residents had been advised that painted road markings would help to slow traffic
  - residents had asked for a pedestrian bridge over the stream
  - residents had been consulted on where the speed limit sign should go, but it was eventually put between the Kōhanga Reo and the park, a different place.
- She was concerned about a lack of Council action on speed limits and footpaths over many years and sought the support of the Board.

Chairperson Rae understood from the last briefing held, that the controversial part of the footpath was in front of residents' homes. Two residents who were in attendance confirmed this. She was aware that an agreement had been reached to extend the footpath from the Kōhanga Reo to the culvert, and this would be done.

The Board acknowledged that some people were concerned about coming out of their driveway right onto a cycleway. In terms of the speed limit past the school, it was on a Māori Roadway. The Chair would investigate legal obligations. The Board would make it clear to Council's roading team that action needed to happen for safety reasons.

Resident Jim Russell spoke, concerned with pedestrian safety due to the behaviour of some local drivers who seemed to try to frighten people by driving too close to them.

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## **7.5 MAXINE RIRI – RESPONSIBILITY FOR CIVIL DEFENCE RESPONSES TO HAUORA**

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Ms Riri addressed the Board as follows:

- She was unsure how the responsibility for civil defence fell to the Hauora, and believed it should involve the community and be the responsibility of the Community Board Chair. The plan for the hauora to run the response did not work.
- When the alert was called for the low lying areas of Maketu, people had to understand exactly how extensive that area was.
- There were lots of issues that needed to be discussed. All civil defence plans needed to be 'fit for purpose'.
- She acknowledged the hard work of Police with torches, walking up and down the road all night during the event.

Chairperson Rae noted the alert/warning had gone out for floodable low lying land only in Maketu, but that did not mean the bank at Town Point Road would not slip. The map on the Council website showed the land likely to get flooded in an event. Part of her role was to sit on any committee that was part of the community response. There was only one hui held between the Hauora taking over and the cyclone event. The Hauora had a

draft plan, but unfortunately, none of the milestones were met. The Board acknowledged this required serious consideration at the debrief. She had physically door-knocked Little Waihi due to flooding concerns that night. The Police also walked there.

Ms Riri advised that door-knocking should be extended to Town Point Road in any future event, due to its vulnerability.

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## **7.6 MAX JOHNSON – CONTRACTORS – SEWERAGE PLANT – DRAINAGE – REMOVAL OF TREES**

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Mr Johnson addressed the Board on several topics as follows:

- Contractors were not meeting expectations, with the exception of the contractor mowing the cemetery. This was not about weather, it had been an ongoing issue for years.
- End water from the sewerage plant went out into the paddock, causing a bog all year round. That paddock needed to be redesigned to become a wetland so water was dealt with properly. It was high ground and never designed for that.
- Council used to clean the drain behind the community centre from Church Road right through, but that was not happening now. They had been lucky with the weather event. Water came from a big catchment into that drain.
- He had put in a service request to Council last week about downed trees at Waewaetutuki Road, but was advised they were too busy to attend. He took matters into his own hands, got a digger to block the road and forestry people helped remove the trees blocking the road. There were more trees that needed to be taken down, one on Wilson Road.
- The tree of greatest concern was the Macrocapa tree up the back of Maketu. Powerco could not get to it because it was a jungle up there, so he had cleared some vegetation so people could access it. That tree needed to be removed, because if the wind came up it was very dangerous and he was concerned for the people living under it.

Chairperson Rae had met with Council staff about Maketu's level of service concerns, including contractors and drainage concerns. The Board acknowledged something needed to change and would follow up on the level of service. She thanked Mr Johnson for his efforts with the trees, and acknowledged they were not on Council land, but she would contact Powerco in terms of dealing with trees, as these were a health and safety risk for residents.

Resident Runa Morrison noted that the back of their sections on Spencer Road were being lost because of the drain. The land was falling away.

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**7.7 WEINA MOKO – MAHI ON PRIVATE/MĀORI LAND**

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Ms Moko addressed the Board as follows:

- The community was doing well, despite all the issues she had heard tonight. She agreed there were safety issues and drainage issues.
  - She wished to remind people that when any mahi happened on private or Māori land sites, people needed to be mindful of koiwi (human skeletal remains) buried there. She was happy to help with contacting any whanau.
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**7.8 MEREHENI MEADS AND CAROLYN TRAPSKI – MAKETU SURF LIFESAVING CLUB COMMITTEE – APPLICATION FOR GRANT FUNDING**

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Mereheni Meads (Club Committee Chair), and Carolyn Trapski (Club Secretary) attended, representing the Maketu Surf Lifesaving Club Committee and spoke to the Club Committee's application for grant funding as follows:

- Maketu Surf Lifesaving Club did great work in the community.
- The Club had been recognised nationally as the 'Club of the Year' for the whole eastern region from Whangamata right down to Gisborne.
- That recognition was due to 300% increased patrol hours.
- They had gone from one patrol member two years ago to nine.
- They work with children teaching leadership and how to rescue people, and trained 'rookies'

Chairperson Rae noted the Board would deliberate on the grant later that night. She then thanked all Public Forum Speakers for attending.

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**8 MINUTES FOR CONFIRMATION**

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**8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 13 DECEMBER 2022**

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**RESOLUTION MKC23-2.1**

Moved: Member T Hopping

Seconded: Chairperson L Rae

That the Minutes of the Maketu Community Board Meeting held on 13 December 2022, as circulated with the agenda, be confirmed as a true and correct record.

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**CARRIED**

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**9        REPORTS****9.1        MAKETU COMMUNITY BOARD – CHAIRPERSON'S REPORT – FEBRUARY 2023**

The Chairperson's Report was taken as read. The following discussions were had.

Member Hopping would like to see the installation of the rugby goal posts, and to address the drainage issue with the skate bowl. She noted previous Board Members advised that the roadway in to the skate bowl area had not met expectations.

Chairperson Rae noted that Staff had assured her on 20 February 2023 that the water table would go down and it was a priority to get the rugby goal posts installed within the next two weeks, as there may be a window of opportunity with the weather.

Member Hopping raised the issue of rocks in front of the Maketu Surf Club, noting that Charles Tapsell had agreed to progress a permanent barrier/retaining structure to enable hazards to be identified more easily.

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**RESOLUTION MKC23-2.2**

Moved:            Member T Hopping

Seconded:        Member D Walters

That the Chairperson's report, dated 21 February 2023, titled 'Maketu Community Board Chairperson's Report – February 2023' be received.

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**CARRIED**

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**9.2        MAKETU COMMUNITY BOARD – COUNCILLOR'S REPORT – FEBRUARY 2023**

Councillor Crawford spoke to his report, referencing issues that had arisen with recent adverse weather events. He reinforced the need for Te Puke Community Board and Maketu Community Board to work closely together. He would advocate for changes with regard to lawnmowing levels of service, including the need for local contractors.

There was no further discussion by the Board on the report.

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**RESOLUTION MKC23-2.3**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member D Walters

That the Councillor's report, dated 21 February 2023, titled 'Maketu Community Board – Councillor's Report – February 2023' be received.

**CARRIED**

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**9.3 MAKETU COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023**

The Senior Governance Advisor's report was taken as read. The Chairperson advised that the recommendation would be taken in parts as follows:

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**RESOLUTION MKC23-2.4 – PART 1**

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr R Crawford

1. That the Senior Governance Advisor's report dated 21 February 2023 titled 'Maketu Community Board – ANZAC Day Commemoration 2023' 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.

**CARRIED**

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**RESOLUTION MKC23-2.5 – PART 2**

Moved: Chairperson L Rae

Seconded: Member D Walters

3. That the Maketu Community Board approve up to \$200 to provide a wreath for the ANZAC Day Service, to be paid from the Maketu Community Board Contingency Account.

**CARRIED**

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**RESOLUTION MKC23-2.6 – PART 3**

Moved: Member D Walters

Seconded: Deputy Mayor J Scrimgeour

4. That Chairperson Rae and Member Hopping would represent the Maketu Community Board at the ANZAC Day Service in Te Puke on 25 April 2023.

**CARRIED**

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#### 9.4 MAKETU COMMUNITY BOARD – GRANT APPLICATION – FEBRUARY 2023

The Community Board considered a grant application from the Maketu Surf Club. The report was taken as read.

Following discussion, in relation to the remaining grant budget, it was noted that the \$300 deficit would come out of the contingency account and, therefore, the grant could be approved. It was also noted that there were very few applications for grants to this Board. The Chairperson advised that the recommendation would be taken in parts as follows:

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##### RESOLUTION MKC23-2.7 – PART 1

Moved: Member T Hopping

Seconded: Deputy Mayor J Scrimgeour

1. That the Senior Governance Advisor's report dated 21 February 2023 titled 'Maketu Community Board Grant Application – February 2023' be received.

**CARRIED**

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##### RESOLUTION MKC23-2.8 – PART 2

Moved: Chairperson L Rae

Seconded: Member D Walters

2. That the Maketu Community Board approve the grant application from the Maketu Surf Lifesaving Club Grant Application for \$2,159.90 to contribute towards costs for the purchase of a basket stretcher and junior surf equipment. This grant will be funded from the Maketu Community Board Grants Account, with the deficit of \$300 funded from the contingency account, subject to all accountabilities being met.

**CARRIED**

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#### 9.5 MAKETU COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2022

The Community Board considered a report from the Deputy Chief Executive. The report was taken as read. In response to a question, Chairperson Rae advised that the grant of \$1,000 for Maketu Community Led Development was essentially for the mowing of Pukemaire.

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##### RESOLUTION MKC23-2.9

Moved: Member T Hopping

Seconded: Member D Walters

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That the Financial Business Advisor's report dated 21 February 2023 titled 'Maketu Community Board – Financial Report December 2022' be received.

**CARRIED**

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## **9.6 INFRASTRUCTURE GROUP REPORT MAKETU COMMUNITY BOARD DECEMBER 2022**

The Board considered a report from the Deputy Chief Executive. The report was taken as read with further discussion on the **below** items:

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### **RESOLUTION MKC23-2.10**

Moved: Member T Hopping

Seconded: Cr R Crawford

That the Deputy Chief Executive's report, dated 21 February 2023, titled 'Infrastructure Group Report Maketu Community Board February 2023' be received.

**CARRIED**

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### **9.6.1 CYCLEWAY**

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Member Hopping spoke about the bridge and cycleway to go behind houses near Spencer Avenue Reserve. Staff advised it was private property (Te Arawa Lakes Trust) and that an approach could be made by Council to discuss the matter.

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### **RESOLUTION MKC23-2.11**

Moved: Member T Hopping

Seconded: Cr R Crawford

That the Maketu Community Board requests that Council approach the land owner (Te Arawa Lakes Trust), regarding the possibility of the end of the existing cycleway extending through Te Arawa Lakes Trust land onto Spencer Avenue reserve land.

**CARRIED**

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### **9.6.2 CIVIL DEFENCE EMERGENCY MANAGEMENT**

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It was noted that the Maketu Community Board did not agree with the comments in the report, particularly, the Board did not agree that the Community Resilience Advisor had kept the Board updated with warnings and Emergency Response Information.

Further, the Board did not consider that enough engagement with the wider community had been undertaken.

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### **9.6.3 RUBBISH COLLECTION**

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Member Hopping spoke about the frequency of the seasonal rubbish collection in Maketu, noting that Pukehina was the recipient of extra collections.

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### **9.6.4 SURF CLUB CARPARK RESERVE ROCK REVETMENT**

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Member Hopping stated that the plan for the Maketu Surf Club was unclear, and sought further detail on the plan.

Chairperson Rae understood that the ideal plan had been quashed by some tangata whenua.

Member Hopping raised the issue that, given the temporary fix was working, whether anything further was planned, or was this “case closed”. Chairperson Rae noted that clarification was required from staff, as a permanent solution was needed.

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### **RESOLUTION MKC23-2.12**

Moved: Member T Hopping

Seconded: Deputy Mayor J Scrimgeour

That Maketu Community Board seeks clarification from staff regarding how the permanent solution for the Maketu Surf Club Carpark Reserve rock revetment may now be progressed.

**CARRIED**

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### **9.6.5 URUPA**

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Member Hopping thanked Chairperson Rae for coordinating a meeting in relation to Urupa to be held that Friday. She noted that, in the last meeting the Board had requested a copy of the plan, timeline and other options that could be considered, taking into account cultural sensitivities. It would be helpful to the Board to have that information in time for the Friday meeting.

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### **RESOLUTION MKC23-2.13**

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Moved: Chairperson L Rae

Seconded: Member D Walters

That Maketu Community Board request staff urgently provide the information requested at its 13 December 2022 meeting (see resolutions MKC22-1.7 and item 9.5.2), and that that information be supplied to the Maketu Community Board no later than close of business on Thursday, 23 February 2023.

**CARRIED**

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#### **9.6.6 POHUTUKAWA TREES**

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Member Hopping raised the matter of a staff update stating that staff were waiting on the Maketu Community Board to provide a commissioned price for trees. Chairperson Rae clarified that the previous triennium's Board intended to seek a price for pruning the Pohutukawa trees from an arborist, however, a local arborist was no longer available.

#### **RESOLUTION MKC23-2.14**

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Moved: Member T Hopping

Seconded: Cr R Crawford

That, as there are no local arborists from whom the Board can commission an estimate for the pruning of the Pohutukawa trees, the Maketu Community Board requests that Council seek an estimate on its behalf.

**CARRIED**

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**The Meeting closed at 8.30pm.**

**Confirmed as a true and correct record at the Maketu Community Board meeting held on 18 April 2023.**

.....  
Chairperson L Rae

**CHAIRPERSON**

**8.5 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 27 FEBRUARY 2023**

**File Number:** A5175034

**Author:** Pernille Osborne, Senior Governance Advisor

**Authoriser:** Greer Golding, Governance Manager

**RECOMMENDATION**

That the Minutes of the Waihī Beach Community Board Meeting held on 27 February 2023 be received.

**ATTACHMENTS**

1. Minutes of the Waihī Beach Community Board Meeting held on 27 February 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
WAIHĪ BEACH COMMUNITY BOARD MEETING NO. WBC23-2  
HELD IN THE WAIHĪ BEACH COMMUNITY CENTRE, 106 BEACH ROAD, WAIHĪ BEACH  
ON MONDAY, 27 FEBRUARY 2023 AT 6.30PM**

## **1 PRESENT**

Chairperson R Goudie, Deputy Chairperson A Kurtovich, Member H Guptill, Cr A Henry and Cr A Sole

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), A Hall (Roading Engineer West), G Golding (Governance Manager) and P Osborne (Senior Governance Advisor)

30 Members of the public, including:

- Mayor J Denyer
- Cr Richard Crawford
- Cr Don Thwaites
- Cr Andy Wichers
- Cr Rodney Joyce
- J Clements (Katikati Community Board Chairperson)

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION WBC23-2.1**

Moved: Cr A Henry

Seconded: Deputy Chairperson A Kurtovich

That the apology for absence from Member D Simpson 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**

### **7.1 SARAH ELLIOT – CENTRAL GRANTS SPECIALIST – ROYAL NEW ZEALAND PLUNKET TRUST**

Ms Elliot was in attendance to speak to the application from Royal New Zealand Plunket Trust. The below points were noted:

- The current heating at the Plunket building was insufficient;
  - There were a large number of mums and pēpē that were serviced at this facility;
  - They had received additional funding that was used to re-paint the rooms; and
  - It was a regularly requested space, so they would like to be able to let members of the community use it during the evening.
- 

### **7.2 DAVE HALLIE – ADELA STEWART DRIVE (WEST)**

Mr Hallie was in attendance to speak to the Board regarding the confusion that was caused due to the closeness in street names of Adela Stewart Drive verses Adela Stewart Drive West. The below points were noted:

- He referenced Council's 'Road Naming Policy' 5.1 which stipulated that all road names should be sufficiently unique.
- He asked Council to consider changing of one of the street names (preferably the one that effected the least amount of people).
- The name 'Matuku' had been proposed by a member of the community.

The Governance Manager advised that this request was currently with the Resource Consents team who were dealing with it through the correct process.

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### **7.3 KEITH HAY – KATIKATI-WAIHĪ BEACH RATEPAYERS ASSOCIATION**

Mr Hay was in attendance to speak to the Board on the below items:

- Had concern that for Council to gain access through a property for the proposed 2 Mile Creek works, they would need to satisfy the owners demands, at what he believed was a cost to the ratepayers.
  - He wished to understand the location of the centreline of 2 Mile Creek, where it crossed 8-10 Wilson Road.
  - He had concern that Soho 13 had built a wall over their boundary and onto 17 Edinburgh Street. He believed that the requirements for this wall agreed to by
-

Council would take away from what was trying to be achieved through the revetment work.

- He was of the belief that neighbouring properties had suffered damage from the vibrations caused by the drill rig while it was on site at 8-10 Wilson Road.

Councillor Henry acknowledged the points raised and noted that the land on Edinburgh Street was originally purchased to help with the connectivity from Wilson Road to the Library area.

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#### **7.4 PHIL BOWYER – DUMP STATION AT ISLAND VIEW**

Mr Bowyer was in attendance to see if there was any feedback regarding his request at the last Community Board meeting relating to the waste dump station by Island View Playground.

The Chairperson noted that he had raised this concern through his Chairpersons Report so the Board could discuss it further.

Mr Bowyer clarified that the request was to remove the waste dump station from this particular spot and move it to a more suitable site i.e. KiwiCamp.

Mr Bowyer also noted that following the recent weather events it would be good to see some further clean ups take place around Waihi Beach.

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#### **7.5 DON RYAN – COASTCARE**

Mr Ryan was in attendance to speak to the Board regarding the below items:

##### CoastCare

It was noted that the community were expecting to have a report in October/November 2022 regarding the planting plan for 2023.

The Board noted that they had followed up with Council staff to see if there were any updates from CoastCare, but were yet to hear anything. It was important to understand when the planned planting would take place.

##### Accessways

It was important to tidy up the accessways from 2 Mile Creek to Bowentown, as it was noted that people were going over the sand dunes, which was something that the community were working hard on restoring.

Staff were asked if they could follow up the status of the CoastCare plan and feed this back to the Board.

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## **7.6 DIANE CRISP – IDENTIFYING VULNERABLE LOCALS**

Ms Crisp was in attendance to ask whether there was a community based register for the vulnerable people in Waihi Beach. It was noted that during the recent weather events it highlighted the importance of knowing where vulnerable people were and whether they were checked on during these events.

Mr Bowyer (Emergency Response Team Member) noted that they went around to ensure that everyone was safe and those that were being encouraged to evacuate and needed assistance, were provided with that.

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## **7.7 JOHN CLEMENTS – COMMUNITY ENGAGEMENT**

Mr Clements was in attendance in his capacity as the Katikati Community Board Chairperson, and highlighted how great it was to see the community engagement taking place in Waihi Beach.

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## **7.8 ANTHONY THOMPSON – USE OF CONCRETE IN WAIHI BEACH**

Mr Thompson was in attendance to request that Council put in stricter guidelines around the use of concrete for building in Waihi Beach due to the way that it impeded water seepage and assisted water accretion.

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# **8 PRESENTATIONS**

## **8.1 PRESENTATION FROM WAIHI BEACH SCHOOL**

Representatives from Waihi Beach School, Rachael Coll, Micah Appleton and Sarah-Kay Coulter were in attendance to present the Waihi Beach School preliminary discussion piece regarding 'Safer Streets Waihi Beach'. The kura would love to be in partnership with areas and community organisations to help create those safer walkways.

It was noted that the kids were asked to identify how they engaged with the space and helped identify some of the below hazards:

- Library and Community Centre – no pedestrian access at all;
  - No pedestrian access planned from the school to the New library;
  - Evacuation route to RSA – No road crossing facilities to ensure a safe evacuation for children in an emergency situation; and
  - Ralph Lane to Beach Road walkway – Unfinished, exits onto a blind corner which vehicles often take at speed
  - Beach Road Gas station/Mechanic, there was no pedestrian footpath
-

The Board noted that it would be good to have a discussion with the kura prior to their next Community Board meeting to go through the overall plan together. MenzShed Representatives asked to be included in this discussion.

The Roothing Engineer (East and West) advised the Board that he had had a conversation with Travel Safe today to start the conversations with the kura.

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### RESOLUTION WBC23-2.2

Moved: Cr A Sole

Seconded: Deputy Chairperson A Kurtovich

That the presentation from Waihi Beach School on 27 February 2023, be received.

**CARRIED**

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## 8.2 PRESENTATION FROM LIVE WELL WAIHI BEACH – MATARIKI GARDEN

Pippa Coombes, Rose, Carol and Rachel Coll were in attendance to speak to a PowerPoint presentation regarding the Community Garden (Mara). The underpinning whakataukī for the mara was: *Nā tō rourou, nā taku rourou ka ora ai te iwi – with your food basket and my food basket the people will thrive.*

The below points were noted:

- Our vision;
- Outcomes;
- The Mātāriki Māra Kai Design;
- Statistics; and
- Kōrero/Discussion.

The presenter/s responded to questions as follows:

- The site location was at Beach Road Recreation Reserve, which was next to the Plunket building. The reserve was still utilised by members of the community, so they had only planned to have the garden take up half of the available space.
  - They were hoping to get the “spade in the ground” during Matariki 2024.
  - A funding application had been submitted through the TECT Facilities Fund, as well as funding. They were also going to get sponsorship for each of the smaller gardens.
  - There would be an interactive QR code which would include the kids stories.
  - Overall cost was sitting at \$300,000 which included a site manager and all the planting.
-

- Council had provided a letter of support regarding the land, and it was out for consultation prior to going to Council for final approval.
- The garden would be maintained through the Live Well Waihi Beach Steering Group.

Ms Coombes noted that she was happy to talk to anyone who wished for further information on this project.

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### RESOLUTION WBC23-2.3

Moved: Cr A Henry

Seconded: Member H Guptill

That the presentation from Live Well Waihi Beach on 27 February 2023, be received.

**CARRIED**

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## 8.3 PRESENTATION FROM TE WHĀNAU A TAUWHAO KI OTAWHIWHI

Garston Smith opened the presentation with a mihi.

Reon Tuarau was in attendance to present to the Board on behalf of Te Whānau A Tauwhao ki Otawhiwhi. The below points were noted:

- It was awesome to hear the excitement from tamariki in regard to the Community Mara. It was also noted that this aligned with the Ngāti Rangi strategy around food sovereignty.
- He acknowledged the kaupapa of the entranceway signs. Tangata Whenua had been engaged with and supported the concept, and highlighted the importance of Tuhua (Mayor Island) being featured. Moving forward with this project, it was noted that Tangata Whenua imagined they would have input into the wording on the signs and the plantings that surrounded the signs.
- He gave a mihi to the Chairperson and Council in regard to checking in on tangata whenua, especially during the recent weather events.
- One of the big projects coming up for Te Whānau a Tauwhao ki Otawhiwhi was the development of a hapū management plan that highlighted aspirations for Tangata Whenua over the next 5-10 years.
- He noted that it was nice to see the community come together following the recent āwhiowhio (tornado).
- In 2022 Tangata Whenua “stepped up” their engagement with the community, which was kicked off with Matariki. The Board was reminded of the key themes for Tangata Whenua with the wider community being: whanaungatanga (relationships), kotahitanga (unity) and hauora (health). Matariki 2023 will see some new key themes come into focus.

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**RESOLUTION WBC23-2.4**

Moved: Cr A Henry

Seconded: Cr A Sole

That the presentation from Te Whānau a Tauwhao ki Otawhiwhi on 27 February 2023, be received.

**CARRIED**

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**MINOR MATTERS NOT ON THE AGENDA**

The Chairperson noted that a presentation from the Waihi Beach Lifeguard Services should have taken place during public forum however, due to availability Dave Litton would provide a brief update to the Board during the presentation section of the agenda.

**8.4 DAVE LITTON – WAIHĪ BEACH LIFEGUARD SERVICES**

Mr Litton was in attendance to provide the Board with a brief update on behalf of the Waihi Beach Lifeguard Services. The below points were noted:

- The recent weather had decreased the amount of people out on the beaches.
  - Statistics provided to the Board surrounding drowning incidents throughout Aotearoa.
  - The lifeguards have had less rescues this year than previous years.
  - Search and Rescue capability had done some further training relating to flood and swift water training, noting that they were on standby for the recent weather events.
  - Mr Litton noted that it would be good to get some clearer communication around the road closures during weather events, particularly the road to Waihi Beach Lifeguard Services. The team required sufficient time to get the equipment out prior to any closures.
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**9 MINUTES FOR CONFIRMATION****9.1 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 12 DECEMBER 2022**

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**RESOLUTION WBC23-2.5**

Moved: Chairperson R Goudie

Seconded: Deputy Chairperson A Kurtovich

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That the Minutes of the Waihi Beach Community Board Meeting held on 12 December 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**

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## **10      REPORTS**

### **10.1      CHAIRPERSON REPORT – FEBRUARY 2023**

The Board considered a report from the Chairperson. The report was taken as read with further discussion on the below points.

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#### **RESOLUTION WBC23-2.6**

Moved:              Chairperson R Goudie

Seconded:        Member H Guptill

That the Chairperson's report dated 27 February 2023 titled 'Chairperson Report – February 2023' be received.

**CARRIED**

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#### **10.1.2      DISTRICT PLAN REVIEW**

The Board sought further information relating to the District Plan Review process.

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#### **10.1.3      ADDITIONAL CARPARKS – ADJACENT TO WILSON ROAD**

The Board was reminded that the carpark on Wilson Road was being extended over the road, as there would be significant improvements to the pedestrian flow when the new amenities were developed. There would be an additional five carparks with this improvement.

The Board noted that they would like to be presented with the plan and have a further discussion prior to the next formal meeting.

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#### **10.1.4      WAIHI BEACH FINCO'S**

There was a discussion from the Board regarding FINCOs and how they contributed to roads within Waihi Beach. The Roading Engineer (East and West) noted that this discussion could take place during a workshop however, noted that if the Board wished to progress a particular roading project, they had funds in their roading budget for this.

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The Board was advised that in order for a project to qualify for FINCOs funding, it would need to be included in the Waihi Beach Structure Plan.

The Board noted the importance of ensuring that the proposed developments that were FINCOs funded worked well within the community.

The Chief Executive Officer reminded that Board that the Roading Engineer (West and East) was in attendance for these meetings to support the delivery of Community Board roading projects. It was important to remember that frustrations relating to FINCOs and other infrastructure related projects should not be directed toward the Roading Engineer (East and West).

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#### **10.1.5 ANNUAL PLAN**

There was a query from the Board regarding how they were expected to make comments or a submission on particular projects, if they were not privy to the rationale behind the decisions made.

The Mayor provided clarification around the role of the Board, noting that it was in being an advocate for the community with a focus on their local area. He reiterated the importance of the role that the Councillor's had on the Board, as they provided a direct link between Council and Community Boards.

The Board was encouraged to make a submission to the Annual Plan when it went out for consultation.

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#### **10.2 COUNCILLOR'S REPORT – FEBRUARY 2023**

The Board considered a report from Councillor Henry. The report was taken as read with a brief overview on each of the topics listed in the agenda.

Councillor Henry noted that there was an upcoming Katikati-Waihi Beach Community Forum which would be taking place on 27 March 2023. These community forums would feed directly into the Community Committee.

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#### **RESOLUTION WBC23-2.7**

Moved: Cr A Henry

Seconded: Chairperson R Goudie

That the Councillor's report dated 27 February 2023 titled 'Councillor's Report' be received.

**CARRIED**

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**10.3 WAIHĪ BEACH COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023**

The Board considered a report from the Senior Governance Advisor. The report was taken as read.

**RESOLUTION WBC23-2.8**

Moved: Chairperson R Goudie

Seconded: Deputy Chairperson A Kurtovich

1. That the Senior Governance Advisor's report dated 16 February 2023, titled 'Waihi Beach Community Board – ANZAC Day Commemoration 2023', 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.

**CARRIED**

**RESOLUTION WBC23-2.9**

Moved: Cr A Sole

Seconded: Member H Guptill

3. That the Waihi Beach Community Board provide a wreath for the ANZAC Day Service, to be paid from the Waihi Beach Community Board Contingency Account (up to the value of \$200).

**CARRIED**

**RESOLUTION WBC23-2.10**

Moved: Chairperson R Goudie

Seconded: Cr A Sole

4. That Deputy Chairperson A Kurtovich and Member H Guptill represents the Waihi Beach Community Board at the ANZAC Day Service at Waihi Beach on 25 April 2023.

**CARRIED**

**10.4 WAIHĪ BEACH COMMUNITY BOARD GRANT APPLICATION – FEBRUARY 2023**

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further clarification on the below:

- If the building wished to be used by a commercial organisation, then there would be a contribution for hireage however, if there was a request to use by a business

or organisation that benefited the community, then there would be no contribution required.

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**RESOLUTION WBC23-2.11**

Moved: Member H Guptill

Seconded: Cr A Sole

1. That the Senior Governance Advisor's report dated 27 February 2023 titled 'Waihi Beach Community Board Grant Application – February 2023' be received.
2. That the Waihi Beach Community Board approve the Grant Application from Royal New Zealand Plunket Trust for \$3,500 to contribute towards the purchase and Installation of two heat pumps. This grant will be funded from the Waihi Beach Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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**10.5 INFRASTRUCTURE GROUP REPORT WAIHI BEACH COMMUNITY BOARD FEBRUARY 2023**

The Board considered a report from the Deputy Chief Executive. The report was taken as read with further information on the below:

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**RESOLUTION WBC23-2.12**

Moved: Chairperson R Goudie

Seconded: Member H Guptill

That the Deputy Chief Executive's Report, dated 27 February 2023, and titled 'Infrastructure Group Report Waihi Beach Community Board February 2023', be received.

**CARRIED**

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**10.5.1 WILSON ROAD TREE REPLACEMENT**

The Board was advised that although they had a desire for a Nikau Tree, this decision was an operational decision and did not require Board approval. The rationale provided to the Board was around the infrastructure, including a vulnerable water main underneath the site and the number of complaints received regarding the frond droppings.

The Board did not feel as though the Lancewood was the correct tree and therefore did not wish to have a tree put in this space as a replacement.

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**RESOLUTION WBC23-2.13**

Moved: Chairperson R Goudie



Seconded: Deputy Chairperson A Kurtovich

That the Waihi Beach Community Board request that no replacement tree be planted on Wilson Road.

**CARRIED**

#### **10.5.2 2 MILE CREEK**

The Board would like some clarification around the timeline of this project. It was noted that during recent weather events the waves came over top of the wall, which highlighted concerns regarding the impact that the wall was going to have on completion.

The Board expressed concern regarding this project and noted that they would like to have input into future discussions relating to this project.

The Board was advised that no discussions with Council had been had in relation to this project, since the beginning of the triennium.

#### **10.6 WAIHI BEACH COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2022**

The Board considered a report from the Financial Business Advisor. The report was taken as read.

#### **RESOLUTION WBC23-2.14**

Moved: Chairperson R Goudie

Seconded: Cr A Henry

That the Financial Business Advisor's reports dated 27 February 2023 and titled 'Waihi Beach Community Board – Financial Report December 2022'.

**CARRIED**

**The Meeting closed at 8.40pm.**

**Confirmed as a true and correct record at the Waihi Beach Community Board meeting held on 24 April 2023.**

.....  
Chairperson R Goudie

**CHAIRPERSON**

## **9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**

### **9.1 MINUTES OF THE COUNCIL MEETING HELD ON 8 FEBRUARY 2023**

**File Number:** A5154684

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Council Meeting held on 8 February 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

#### **ATTACHMENTS**

- 1. Minutes of the Council Meeting held on 8 February 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL****COUNCIL MEETING NO. CL23-4**

**HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, 1484 CAMERON ROAD, TAURANGA  
ON WEDNESDAY, 8 FEBRUARY 2023 AT 10.00AM**

**1 PRESENT**

Mayor J Denyer (Chairperson), Deputy Mayor J Scrimgeour, Cr T Coxhead, Cr R Crawford, Cr G Dally, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr A Sole, Cr D Thwaites and Cr A Wichers

**2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), G Allis (Deputy Chief Executive Officer/General Manager Infrastructure), R Davie (General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), G Golding (Governance Manager), L Balvert (Communications Manager), K Little (Operations Manager), J Rickard (Community and Strategic Relationships Manager), A Ali (Chief Financial Officer), S Bedford (Financial Controller), M Dowd (Chief Information Officer), J Paterson (Transportation Manager), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator) and C Irvin (Senior Governance Advisor)

**VIA ZOOM**

S Henderson (Independent Subject Matter Expert – Audit Risk and Finance Committee)

**OTHERS IN ATTENDANCE**

Waihi Beach Community Board  
R Goudie (Chairperson)

WestLink

P Anderson

**3 APOLOGIES****APOLOGY****RESOLUTION CL23-4.1**

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Moved: Cr A Sole

Seconded: Cr M Murray-Benge

That the apology for lateness from Cr Henry 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**

##### **A. Mr Ben Muir, Mr George Muir and Mr Alexander Muir – Residents of No. 4 Road Te Puke**

- During the weather event, the bridge on No. 4 Road in Te Puke had been washed away and there was concern that emergency services could not get through in the event that they were needed.
- This was a major health and safety issue for residents on the road. There was a need to address how this could be improved for the whole community.
- Emails to Council's emergency account did not seem to have gone through.
- There was no civil emergency declared but it was felt there should have been as this would have meant there would have been more services available.
- There were a lot of slips and washouts along the road and approximately two kilometres of road did not seem to have any traffic management when it was felt this was necessary.
- The bridge needed to be replaced as soon as possible otherwise residents could be stuck for a long time.

##### Mayor Denyer:

- During an emergency such as this communication was all important. Council's Communications Team had continuously put out messages to the district, including No. 4 Road in Te Puke.
- Specialised roading staff knew more about the situation on No. 4 Road and were forwarded all emails when they were received.

- A No. 4 Road residents meeting was being arranged (to be confirmed for Friday 10 February). Residents could be assured that this issue was at the top of Council's priority.
- He thanked the speakers for their attendance.

10:14 Cr Henry entered the meeting

## **8 COMMUNITY BOARD MINUTES FOR RECEIPT**

### **8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 15 DECEMBER 2022**

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#### **RESOLUTION CL23-4.2**

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

That the Minutes of the Te Puke Community Board Meeting held on 15 December 2022 be received.

**CARRIED**

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## **9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**

### **9.1 MINUTES OF THE COUNCIL MEETING HELD ON 8 DECEMBER 2022**

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#### **RESOLUTION CL23-4.3**

Moved: Mayor J Denyer

Seconded: Cr M Grainger

That the Minutes of the Council Meeting held on 8 December 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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### **9.2 MINUTES OF THE COUNCIL MEETING HELD ON 14 DECEMBER 2022**

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#### **RESOLUTION CL23-4.4**

Moved: Mayor J Denyer

Seconded: Deputy Mayor J Scrimgeour

That the Minutes of the Council Meeting held on 14 December 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

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**CARRIED**

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**9.3 MINUTES OF THE COUNCIL MEETING HELD ON 22 DECEMBER 2022**

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**RESOLUTION CL23-4.5**

Moved: Mayor J Denyer

Seconded: Cr R Joyce

That the Minutes of the Council Meeting held 22 December 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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**10 REPORTS****10.1 COMMUNITIES 4 LOCAL DEMOCRACY - DUE DILIGENCE FOR MEMBERSHIP**

The Committee considered a report dated 8 February 2023 from the Group Manager Strategy and Community who took the report as read.

The Group Manager Strategy and Community responded to a question as follows:

- Although 'Communities for Local Democracy' were not accepting new memberships and were focusing on the draft Mayoral Declaration, Council had resolved to endorse Mayoral support at the 14 December 2022 Council meeting. Mayor Denyer advised Elected Members that he had conveyed to Helen Worboys (Mayor of Manawatu District Council) Council's support for the draft mayoral declaration following consideration of the matter at the 14 December 2022 meeting.
  - In response to a question Mayor Denyer reiterated that the draft mayoral declaration was now the focus for Communities 4 Local Democracy and expected that the final version of the mayoral declaration would be circulated imminently.
- 

**RESOLUTION CL23-4.6**

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the Group Manager Strategy and Community's report dated 8 February 2023 titled 'Communities 4 Local Democracy – Due Diligence for Membership' be received.

**CARRIED**

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## 10.2 RESET PUKEHINA COASTAL PROTECTION RATE

The Committee considered a report dated 8 February 2023 from the Group Manager Corporate Services. The report was taken as read.

### RESOLUTION CL23-4.7

Moved: Cr G Dally

Seconded: Deputy Mayor J Scrimgeour

1. That the Group Manager Corporate Services report dated 8 February 2023 titled 'Reset Pukehina Coastal Protection Rate' be received.
2. That the report relates to an issue that is of low significance in terms of Council's Significance and Engagement Policy.
3. That the Pukehina Coastal Protection Rate of \$118.48, resolved under Section 119 of the Local Government (Rating) Act 2002, at a meeting titled setting of Rates for 2022-2023 financial year 1 July 2022 and ending on 30 June 2023, is to be rescinded.
4. That the Pukehina Coastal Protection Rate be set at \$47.53 for the 2022-2023 financial year, resolved under Section 119 of the Local Government (Rating) Act 2002.
5. That Council will refund any excess overpaid Pukehina Coastal Protection Rates for the 2022-2023 financial year, in accordance with Section 42 of the Local Government (Rating) Act 2002.

**CARRIED**

## 10.3 RIGHT OF WAY, RIGHT TO CONVEY WATER, RIGHT TO DRAIN SEWAGE, RIGHT TO CONVEY ELECTRICITY, TELECOMMUNICATION AND COMPUTER MEDIA OVER PART OF MANGAWHAI ESTUARY ESPLANADE RESERVE (LOT 819 DP 503209) IN FAVOUR OF SECTION 2 SO 551407

The Committee considered a report dated 8 February 2023 from the Reserves and Facilities Manager. The report was taken as read.

The Group Manager Infrastructure responded to questions as follows:

- This had been a lengthy process from when Council sought to acquire the accretion and had negotiated with Mr Goldstone. There was a right of way over the Goldstone property, but access to the reserve was where the cycleway was.

- The easement also included rights for PowerCo so it protected public and services access.

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**RESOLUTION CL23-4.8**

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

1. That the Manager Reserves and Facilities' report dated 8 February 2023 titled 'Right of Way, Right to Convey Water, Right to Drain Sewage, Right to Convey Electricity, Telecommunication and Computer Media Over Part of Mangawhai Estuary Esplanade Reserve (Lot 819 DP 503209) in Favour of Section 2 SO 551407' be received.
2. That the report relates to an issue that is of low significance in terms of Council's Significance and Engagement Policy.
3. That, having considered the provisions of Section 48 (3) of the Reserves Act 1977, Council, in its capacity as administering authority, does not require public notification of its intention to grant the aforementioned easements for the reasons contained in Section 2 of the report.
4. That, pursuant to the authority delegated by the Minister of Conservation to the Western Bay of Plenty District Council, and the provisions of Section 48 of the Reserves Act 1977, Council hereby consents to the creation of the aforementioned easements shown on the attached plan (**Attachment 1**) to provide access to and from Section 2 SO 551407 over Lot 819 DP 503209.

**CARRIED**

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#### **10.4 TOURISM BAY OF PLENTY ANNUAL REPORT 2021-2022 AND LETTER OF EXPECTATION 2023-2024.**

The Committee considered a report dated 8 February 2023 from the Community and Strategic Relationships Manager. The report was taken as read.

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**RESOLUTION CL23-4.9**

Moved: Cr A Sole

Seconded: Mayor J Denyer

1. That the Community and Strategic Relationships Manager's report dated 8 February 2023 titled 'Tourism Bay of Plenty Annual Report 2021-2022 and Letter of Expectation 2023-2024' 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.
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3. That Council receives the Tourism Bay of Plenty Annual Report for the year July 2021 to June 2022, included as **Attachment 1** to this report, to be published on Council's website.
  4. That Council directs staff to prepare a Letter of Expectation for Tourism Bay of Plenty for the 2023–2024 year which covers the following areas of focus:
    - a. Regenerative tourism: a focus on tourism that has net benefits for the environment and local communities, in accordance with Tourism Bay of Plenty's Destination Management Plan;
    - b. Walkways and cycleways promotion as a key visitor attraction;
    - c. Input into the TECT Park Strategic Review;
    - d. Growing the Flavours of Plenty festival within Western Bay of Plenty communities; and
    - e. Opportunities for Māori tourism in accordance with Tourism Bay of Plenty's Destination Management Plan.
  5. That, in preparing the Letter of Expectation, it is clear that there is no change to agreed levels of service or performance measures.

**CARRIED**

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## **10.5 MAYOR'S REPORT TO COUNCIL**

The Committee considered a report dated 8 February 2023 from the Mayor. The report was taken as read.

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### **RESOLUTION CL23–4.10**

Moved: Mayor J Denyer

Seconded: Cr A Henry

That the Mayor's report dated 8 February 2023 titled 'Mayor's Report to Council' be received.

**CARRIED**

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## **11 INFORMATION FOR RECEIPT**

### **11.1 CHIEF EXECUTIVE OFFICER'S EXTRAORDINARY REPORT – FOR INFORMATION**

The Committee considered a report dated 8 February 2023 from the Chief Executive Officer. The report was taken as read.

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## **12 RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION CL23-4.11**

Moved: Cr R Crawford

Seconded: Cr A Henry

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>12.1 – Confidential Minutes of the Council Meeting held on 14 December 2022</b>	s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  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
<b>12.2 – Chief Executive Officer's Report – Request for Execution of Documents under Seal of Council</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)(c)(ii) – the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any	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

	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	
<b>12.3 – Requests For Further Water Leak Remissions</b>	s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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>CARRIED</b>		

**The Meeting closed at 11:02am.**

**Confirmed as a true and correct record at the Council meeting held 16 March 2023.**

.....

Mayor J Denyer

**CHAIRPERSON / MAYOR**

**9.2 MINUTES OF THE PROJECTS AND MONITORING COMMITTEE MEETING HELD ON 22 FEBRUARY 2023**

**File Number:** A5174887

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

**RECOMMENDATION**

That the Minutes of the Projects and Monitoring Committee Meeting held on 22 February 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

1. **Minutes of the Projects and Monitoring Committee Meeting held on 22 February 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
PROJECTS AND MONITORING MEETING NO. PMC23-1  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, 1484 CAMERON ROAD, TAURANGA  
ON WEDNESDAY, 22 FEBRUARY 2023 AT 11.00AM**

## **1 PRESENT**

Cr D Thwaites (Chairperson), Cr A Sole, (Deputy Chairperson), Cr T Coxhead, Cr R Crawford, Cr G Dally, Mayor J Denyer, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Deputy Mayor J Scrimgeour and Cr A Wichers

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), G Allis (Deputy CEO/General Manager Infrastructure Group), R Davie (General Manager Strategy and Community), A Ali (Chief Financial Officer), A Curtis (General Manager Regulatory Services), J Paterson (Transportation Manager), P Watson (Reserves and Facilities Manager), J Rickard (Community and Strategic Relationships Manager), G Golding (Governance Manager), E Bernard (Risk and Assurance Manager), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator), and B Clarke (Senior Governance Advisor)

### **COMMUNITY BOARDS**

R Goudie (Chairperson, Waihi Beach Community Board)

### **OTHERS IN ATTENDANCE**

#### National Road Carriers Association

James Smith, (Chief Operating Officer)

#### Community Māra Kai Project

Pippa Coombes, (Environmental Coordinator, Live Well Waihi Beach)

Rose Stocks, (Architect)

One Member of the Media (SunLive), and as listed in the minutes.

## **3 APOLOGIES**

Nil.

## **4 CONSIDERATION OF LATE ITEMS**

Nil.

## 5 DECLARATIONS OF INTEREST

Cr Alan Sole declared an interest in agenda item 9.1, in relation to the Community Mara Kai (food garden) at Waihi beach, as he was a member of the organisation presenting.

## 6 PUBLIC EXCLUDED ITEMS

Nil.

## 7 PUBLIC FORUM

### A Kyle Beetham – Woodland Road speed limit/road safety – Council's responses

Mr Beetham, a resident of Te Puna, owned a property at 177 Woodland Road, Katikati, and addressed the Committee with the following concerns:

- Several of his neighbours had raised concerns about speeds/road safety on Woodland Road, since 2001.
- They had sought action as there were incidents on the road about every three months.
- Engineers had favoured their own models and gave the lowest priority to the concerns of residents, who knew the road well.
- The speed had finally been reduced following a serious incident
- Council's responses to the issues raised by residents appeared flawed, as there was inefficiency and inability to recognise what was important.
- It was hoped that under the 'Road to Zero Plan' there would be a change in approach, and residents' concerns would be properly addressed.

Mr Beetham provided a folder of documentation relating to Woodland Road issues of concern to residents (dated), and Council's responses, (catalogued in sections).

Mr Beetham responded to questions of clarification as follows:

- Residents requested a 70kph speed limit be applied in Woodland Road, which was sensible. Even following the serious incident, the current speed limit was 80kph.
- His primary concern was that residents' feedback was not being taken seriously or valued, despite their knowledge of local roads. Acknowledging this should be part of the process.
- Woodland Road was a dead-end road, most traffic was generated by residents/locals. As it was a long road, people tended to travel faster in the first 1.5km of the road, and that was where incidents usually occurred.

At the request of the Chairperson, the Deputy Chief Executive advised that Waka Kotahi (NZTA) categorised all roads nationally in terms of 'safe and appropriate' speed. Council's speed limit recommendations for roads would be a further part of the process.

The Transportation Manager advised that Waka Kotahi had not supported speed limits of 70kph or 90kph in the past, but with the 'Road to Zero Plan' (New Zealand's Road Safety Strategy 2020-2030), and the categorisation of all roads in the country, it was possible that Woodland Road could have a 'safe and appropriate' speed of 60kph.

The Chairperson noted that speed limits were not solely the decision of Council, but must have input from Waka Kotahi and Police.

In response to a question, the Deputy Chief Executive advised that under the new 'Road to Zero Plan', Council now had less input into speed limits.

The Chairperson thanked Mr Beetham for speaking and staff for their responses.

## **8. PRESENTATIONS**

### **8.1 NATIONAL ROAD CARRIERS ASSOCIATION – ROADING TRANSPORT PRESENTATION**

The Chairperson welcomed James Smith, Chief Operating Officer, National Road Carriers Association, who spoke to a powerpoint presentation.

#### Scope of Presentation:

- Introduction – represent/advocate for Commercial Transport Operators nationwide
- Road transport industry – Facts and Figures
- Roading network – Challenges with State Highways and Local Roads,
- Congestion – Lack of long term coordinated planning – Western Bay seasonal industries creating peaks
- Issues facing transport – staff, infrastructure, rising costs, decarbonisation and others.

Mr Smith responded to questions as follows:

- They were pushing hard with Central Government to get increased funding from Waka Kotahi, which was currently 2,400km behind on the State Highway Renewal Project. That situation had occurred because funding had been reallocated by successive Governments to other projects. To address that deficit, Minister Hon. Michael Wood had ensured additional funds into the Land Transport Fund over

the last two years. Unfortunately, New Zealand had successive weather events which had impacted the North Island more than the South Island.

- There were multiple contributors to the \$24.3M Land Transport Fund. Currently, around 55% of that fund was from road users, and the balance came from Central and Local Government. Funding for cycleways came from Central Government. As there was such a deficit of investment and projects were continually being set aside, more of that money needed to be tipped into critical infrastructure, not just “nice to haves”.
  - Decarbonisation would not stop the need for good roads. Diesel trucks would stop being made and there were already electric trucks on the road. Electric trucks were generally heavier, came with a tonnage penalty and were extremely expensive, e.g. diesel trucks cost \$80,000, electric trucks cost \$250,000, with only half the productivity out of it.
  - The industry was undergoing change, and the Government needed to get serious about quality pavements and move away from chipseal to better products that performed well, lasted longer and were more resilient to adverse weather events (they allowed better drainage). They were pushing for a 50-year minimum plan for transport infrastructure to avoid the impacts of political changes.
  - They were encouraging the Government to address funding issues by going through all the channels to get the message across. They did not want to see gains made under the one regime lost under another.
  - There were frustrations with local roads when lane widths were taken up and were too narrow to start with. Some areas identified key freight connector routes to businesses. It was about getting connectivity from the commuter hub to the Port.
  - On the State Highway network, SH29 was a big issue that should have been addressed as it was a connection to the Port, and the long term future of the Kaimai Hills. Increasing rail capacity was needed, as some members were desperate to use rail but could not due to lack of capacity.
  - In terms of damage to roads, most responsible operators had 90kph speed ‘hard wired’ in, and adhering to that speed resulted in 13-17% fuel/cost savings. They actively encouraged members to have a speed policy in place. There had been some evidence in the Waikato where some speed limits were altered to produce a better flow and was about the total journey time. If people saw operators exceeding 90kph they should let the association know.
  - In terms of potential for the Kaimai tunnel, it would be more efficient if grades could be reduced, particularly for electric trucks. Decarbonisation had raised it again. There was little political will for this but it was on the list of considerations.
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The Chairperson thanked Mr Smith for the presentation.

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#### RESOLUTION PMC23-1.1

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

1. That the Executive Assistant, Infrastructure Group's report, dated 22 February 2023, titled 'National Road Carriers Association – Roading Transport Presentation', be received.
2. That the presentation from the National Road Carriers Association on 22 February 2023 be received.

**CARRIED**

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#### 8.1.1 CHANGE TO ORDER OF BUSINESS

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The Chairperson requested the following changes to the order of business for the reasons outlined in the below motion.

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#### RESOLUTION PMC23-1.2

Moved: Cr M Grainger

Seconded: Cr T Coxhead

That the order of business be changed as follows:

1. That agenda Item 8.1, being "SCADA System Presentation", be dealt with in resumed open session immediately following the conclusion of confidential business, due to the availability of the presenter; and
2. That agenda Item 9.1, being "Town Centre Development Fund Allocation" be dealt with following items 9.2, being "Proposal to Lease and Reclassification – Waihi Beach Plunket Reserve and Beach Road Recreation Reserve, Waihi Beach – Community Mara Kai (Food Garden)" and Item 9.3, being "Operational Risk and Scorecard Report Quarterly Update Ending December 2022", due to the period of time required for the Operational Risk presentation.

**CARRIED**

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## 9 REPORTS

### **9.1 PROPOSAL TO LEASE AND RECLASSIFICATION - WAIHĪ BEACH PLUNKET RESERVE AND BEACH ROAD RECREATION RESERVE, WAIHĪ BEACH - COMMUNITY MĀRA KAI (FOOD GARDEN)**

Cr Alan Sole had declared an interest in agenda item 9.1 and took no part in the discussion or voting thereon.

The Committee considered a report from the Reserves and Facilities Manager, who introduced the report, noting the following:

- The Waihī Beach Community Led Development Society had applied to Council to lease an area of Beach Road Recreation Reserve for a Community Māra Kai.
- The Waihī Beach Plunket Reserve was currently classified 'Local Purpose Reserve' (Plunket Rooms) and would need to be reclassified to 'Local Purpose Reserve' (Community Use).
- The Committee must consider 'in principle' what had been applied for, as this area of land would be occupied by another community use, and the wider community must be given the opportunity to submit during public consultation.
- Once the consultation process was completed, submissions and a further report would be brought back to the full Council, as under the Reserves Act 1977, the full Council was the 'administering body' under the Reserves Act and would make the ultimate decision.
- The project was in response to a community initiative and was proposed under the criteria of Council's Community Gardens Policy.

Pippa Coombes, Environmental coordinator for 'Live Well Waihī Beach' spoke to a PowerPoint presentation noting the follows:

- After researching previous initiatives in Waihī Beach and why they had failed, they had been designing a Community Māra Kai, and were cognisant of including indigenous and cultural heritage.
  - Community gardens provided community resilience nationally and internationally.
  - There were over 3,000 permanent residents at Waihī Beach, with a wide diversity of social and economic backgrounds.
  - The Toi Te Ora Health Modelling Population Survey 2020 for Western Bay of Plenty showed that 27% of respondents, (at that time), indicated they were worried
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about not having enough money to buy food, including nutrient-rich fruit and vegetables that were needed.

- On the project journey they had worked with Hapu, Waihi Beach Cchool, Menzshed and many different people within the community. They had formed a management group, including Rose Stocks, who had volunteered many hours to assist.
- They now had a preliminary plan and the design. Matariki Maarakai embodied the twelve permaculture principles and the nine stars.
- They worked with the children at Waihi Beach. Guidelines had been food sovereignty and local history.
- They sought to ensure community cohesion, resilience and sustainability. The project had been an inspirational learning experience. This was the first Māra Kai of its kind in New Zealand.
- It was not just a community garden, it was a facility. They sought to have children of all abilities come to the garden and enjoy the learning opportunity and garden. There would be sensory gardens particularly helpful to autistic children. All the gardens would be accessible to provide an area where the community could connect.
- They had sent a survey out to over 3,000 people and 84% of the community agreed with the proposal.

Rose Stocks, spoke to a powerpoint presentation, showing the garden on a site location plan, and the extend of land desired for use. She noted the following:

- She had over twenty years experience as a registered Architect and was working to contribute to the project design.
- They had taken the Matariki Star literally in planning for the design, and the main Matariki stars were at the heart of the garden. They could overlay a number of principles of sustainability and permaculture.
- The management group were aware the park was used for sports activities for children and wanted to retain that.
- They had been fortunate to work with a talented Landscape Designer who helped with a variety of garden types, and provided the ability to extend and showcase different techniques. That provided the opportunity for people to learn.

Ms Coombes and Ms Stocks responded to questions as follows:

- In terms of the previous community garden at Wilson Park, there had been a lot of activity to begin with, but also complaints and Police scrutiny. It may have been difficult to remain motivated, and the location may not have worked. For that reason they had started from scratch, providing a proposal to Council and to the community seeking to inspire and engage them.
- They had looked at several sites and this site had high visibility, which helped people to find it. It had to be a visible and vital part of the community for this to work.
- They had spoken to the neighbours who were involved and keen for the garden to be in place.
- The group would employ a part time coordinator who would take bookings, would organise working bees to bring people into the garden and get involved. It really was a community-based project.
- They would employ a part-time coordinator so people could book and be guided around the garden and enjoy it, whether they were actively participating or not.
- They had added security matters to the management plan. There would be spiked fencing, but they were hoping to train Manuka and Eucalyptus around it to soften the impact.

Staff responded to questions as follows:

- The decision today was a decision 'in principle' whether to agree or disagree to advertise the intent to the wider public, to lease the area for the purposes outlined. Following public consultation for a one-month period, a report would be provided to full Council, where the ultimate decision rested.
- The garden would be just a little way down from the Beach House Café.
- They had added a Security Management Plan and there would be some fencing, with blackberry. Security gardens assisted alleviating crime in the area.

At the invitation of the Chairperson, the Waihi Beach Community Board Chair Ross Goudie noted the project was known about and the presentation had been included on the Board's agenda for it's Monday, 27 February 2023 meeting, as the Board wished to support the initiative.

The Chairperson thanked Ms Coombes and Ms Stocks for their presentation.

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### RESOLUTION PMC23-1.3

Moved: Mayor J Denyer

Seconded: Cr R Joyce

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1. That the Reserves and Facilities Manager's report, dated 22 February 2023, titled 'Proposal to Lease and Reclassification – Waihi Beach Plunket Reserve and Beach Road Recreation Reserve, Waihi Beach – Community Māra Kai (Food Garden)' 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 Project and Monitoring Committee approves, in principle, the Waihi Beach Community Led Development Society Inc's proposal to lease areas totalling approximately 2094m<sup>2</sup>, being Lots 9-11 and 22-24 DP 17197.
4. That if approved, the Project and Monitoring Committee agrees in principle to the reclassification of the Waihi Beach Plunket Reserve, as shown in this report, from 'Local Purpose Reserve (Plunket)' to 'Local Purpose Reserve' (Community Use).
5. Subject to item 3 and 4 above, if approval in principle is given, that staff be directed to publicly notify the proposal in accordance with Section 119 and 120 of the Reserves Act 1977 and that any submissions or objections following the submission period be reported back to Council.
6. If approval is given, such approval must not be construed by the applicant as a guarantee that all other consents required by policy, by law, regulation or statute, will be forthcoming.

**CARRIED**

## **9.2 OPERATIONAL RISK AND SCORECARD REPORT QUARTERLY UPDATE ENDING DECEMBER 2022**

The Deputy CEO/General Manager Infrastructure Group introduced the report, noting there were two parts to the report, the six-monthly scorecard report provided more detail around project status, and secondly, an overview would be provided on topical issues, and in particular, storm damage.

### Scope of Presentation:

- Storm damage from Anniversary weekend event and Cyclone Gabrielle.
- No.4 Road Bridge (retrieval old bridge, temporary bridge).
- Kirikiri Stream Bridge and ford.
- Sight improvements Manoeka Road.
- Wairoa Road under slip.
- Oropi Gorge Road over slip.
- Old Kaimai Road under slip.
- Oropi Road bridge under slip.
- Ōmokoroa Peninsula Slips.

- Ōmokoroa Peninsular.
- Te Puna Station Road overview/closure.

The Deputy CEO/General Manager Infrastructure Group and Transportation Manager spoke to a powerpoint presentation and video footage, noting the following:

- In terms of the two storm events, the Anniversary weekend event had done more damage in the region than Cyclone Gabrielle, and compared to other parts of the country, the damage was not as significant in relation to Cyclone Gabrielle. However, the estimated damage here was between \$15–20M, which was significant. There were over thirty sites with under slips, and over slips plus extensive damage to the No. 4 Road Bridge.
- In some cases, assessments were being undertaken as to whether to reinstate to two lanes or not. Te Puna Station Road was one of those in question, and the level of repair that could be undertaken.
- In the past, where a big under slip might have cost \$500,000 now it would cost close to one million to repair. The cost of proper repairs was ramped up. They were looking at a programme of two years to work through the repair process.
- Waka Kotahi (NZTA) national contractor, Downers, would continue to organise getting the bridge onsite. Council would have to protect that bridge once installed, and try to maximise the turning circles on and off the bridge on both sides to maximise the productivity of the truck and trailers. If trucks did not follow their turning circle and cut the corners the bridge was at risk from a collision. Council was putting in as much protection as it could, but also sought to maximise productivity of the industry when they started their packing on 20 March 2023.
- Council's timeframe, based on the programme as advised in the newsletter, had not changed. The bridge was expected to be in place in early March 2023. The earthworks, protection works and approach works would be ongoing.

Staff responded to questions as follows:

- Instability at one end of the bridge had been resolved by using piles, but the piling operation and Geotech work had added to the timeframe. Council wanted a resolution that was safe and lasting.
  - In terms of the removal of the damaged bridge sections, the intention was to undertake that at same time. Council had accepted the Demolition Plan. The Contractor would access it by pulling it downstream. Council had agreement from the property owner to use their land downstream of the bridge. It would be
-

broken into manageable pieces first, pulled out of the way initially, then transported off the site.

12.14pm Cr Henry entered the meeting.

- The bailey bridge was Plan A, but there were other contingency plans. Given the national situation, there was potential that it might have been used in the Hawkes Bay. For Council and the residents of No.4 Road, this gave them the answer they were looking for and provided good access until the building of the new bridge could happen. Building the new bridge would be a priority in Council's work programmes.
- There was ability, in the case of hardship, to apply for a higher percentage of funding, but that process was not clear at this time, or whether Council would be eligible. In terms of the announcement made yesterday, Council understood that, of the \$250M the Government had released, that would go into the Land Transport Fund Emergency Categories, and would be distributed across state highways and KiwiRail.
- The previous day staff had driven around damaged sites with WestLink and the Waka Kotahi Investment Advisor, as they had to accept Council's proposal. They had criteria around whether a site did or did not comply for emergency works funding. The rules effectively limited their expenditure. They understood Council had a lot to do.
- In relation to the Ōmukoroa peninsula, Council's big concern was whether there were any major slips. In this case, none of those houses were threatened. The cranes were working as designed and there were several horizontal wall drains and they had been working. There was an ash layer half way up, and if that mobilised it liquified. That was where slips were coming from. In terms of the slips around the peninsula, these measures had worked well this time. Council would get a 3D model so in future events Council would be able to tell quite quickly how much land had moved.

#### Scorecard Report for Second Quarter Ending 31 December 2022

The General Manager Regulatory Services spoke in relation to current capital projects, operational issues, property proposals, and trends across Council activities. She Tabled Item 1 and noted the following:

- Tabled Item 1 replaced scorecard information on two pages, (50 and 51), that had been updated since the agenda was produced. This was specifically about the
-

growth statistics, and provided more detail around dwelling consents to give more context, and new lots and additional lots proposed.

- Dwelling consents were down nationally and locally. Those additional lots proposed were specifically from Zest Developments in Te Puke, with 83 new lots.
- On page 47, in terms of development activities, there would be a significant amount of development that would be occurring in Te Puke and Ōmokoroa. Classic Builders had lodged an application to develop 138 new lots at 88 Prole Road, Ōmokoroa, and Ōmokoroa Country Club had an application in to develop 272 new lots. Those were the first significant developments in those areas.
- More detailed information could be provided and the new template could be adapted, if Councillors provided feedback to that effect, for example, growth statistics by Ward.

Staff responded to a question, noting both those developments had been expected.

The Deputy CEO/General Manager Infrastructure Group, and the Transportation Manager continued speaking to the powerpoint presentation photographs.

Staff responded to questions as follows:

- WestLink would be advising emergency services when roads were closed.
- In terms of the potential closure of Te Puna Road, staff would get traffic counts, and look at observations on the highway. This time of year was getting busier heading into the kiwifruit season. Council had to go through a process with Waka Kotahi in terms of funding. If Council reinstated the road, the site was complex in terms of over slips. Council also had its main wastewater pipeline there. The over slips had been continuing over a number of years, and historically, caused the road to be closed.
- Council's suggested option in terms of potential closure of Te Puna Road, would be to close the road from Waipuna Hospice to the reserve carpark, but leave the cycleway open, or another option would be to reinstate one lane in one direction. That option would be more expensive and staff had not done the assessment on that. With Council now facing repair works on thirty separate sites impacted by adverse weather, it was unlikely to be a priority due to the fact there was still clear alternative access. That road would remain closed for some time.
- The intention was to receive community feedback through an engagement process/survey mechanism. Staff would bring back a report to full Council. Currently, it was only two weeks from what had happened, and staff were still in 'response mode'.



- In terms of rat runs, the number of vehicles at the end of Te Puna Station Road by the main highway, which included the vehicles that went under the bridge, was approximately 600 vehicles. There would always be traffic at that intersection.
- There was a list of roads with issues that Council needed to address. At this stage, other than No.4 Road, Council had no roads closed, but did have some with single lane access.

The Chairperson advised that the meeting would now adjourn and immediately following the meeting would go into Public Excluded session to accommodate the arrival of external guests who had been invited to present to the Committee.

12.45pm The meeting adjourned.

1.12pm The meeting reconvened.

## 10 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION PMC23-1.4

Moved: Cr A Sole

Seconded: Deputy Mayor J Scrimgeour

- A. That the public be excluded from the following parts of the proceedings of this meeting.
- B. That 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 – Waka Kotahi (NZTA) Update on Western Bay Projects 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	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

	any enactment, where the making available of the information would be likely otherwise to damage the public interest	
<b>11.2 - Quayside - Rangiuru Business Park (RBP) Infrastructure Presentation</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>11.3 - Infrastructure Operational Risk Report 22 February 2023 - Confidential</b>	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
<p>C. That pursuant to Standing Order 18.2 the following persons be permitted to remain after the public have been excluded because of their specific knowledge of Waka Kotahi Western Bay projects; and Rangiuru Business Park infrastructure respectively, which will assist the meeting to achieve its purpose:</p> <ul style="list-style-type: none"> <li>• Representatives from Waka Kotahi (NZTA).</li> <li>• Representatives from Quayside Holdings.</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>		

**MINUTES OF THE PROJECTS AND MONITORING MEETING NO. PMC23-1,****HELD WEDNESDAY, 22 FEBRUARY 2023,****RESUMED IN OPEN SESSION AT 3.15PM****11 PRESENT**

Cr D Thwaites (Chairperson), Cr A Sole, (Deputy Chairperson), Cr T Coxhead, Cr R Crawford, Cr G Dally, Mayor J Denyer, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Deputy Mayor J Scrimgeour and Cr A Wichers

**12 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), G Allis (Deputy CEO/General Manager Infrastructure Group), R Davie (General Manager Strategy and Community), A Ali (Chief Financial Officer), J Paterson (Transportation Manager), G Golding (Governance Manager), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator), and B Clarke (Senior Governance Advisor)

**COMMUNITY BOARDS**

R Goudie (Chairperson, Waihi Beach Community Board)

**9 REPORTS [CONTINUED FROM PRIOR OPEN SESSION]****9.3 TOWN CENTRE DEVELOPMENT FUND ALLOCATION**

The Deputy CEO/General Manager Infrastructure Group introduced the report and spoke to a PowerPoint presentation.

Scope of Presentation:

- Town Centre Development Rate.
- 2007-2010 Te Puke.
- 2011-2014 Waihi Beach.
- 2015-2018 Katikati.
- 2019-2022 Ōmokoroa.
- Future allocation.
- Discussion.
- Town Centre Rates.
- Waihi Beach Community Area.
- Katikati Community Area.
- Ōmokoroa Community Area.

- Te Puke Community Area.

Staff responded to questions as follows:

- Whether or not the fund was spent before the end of the year depended on individual projects. Under current rules, it could be set aside for a specific development, e.g. a market square.
- The Economic Strategy Review was a wider body of work that would consider more than simply the policy approach to the Town Centre Rates. Katikati community that raised itself, in addition to that rate included in the UAGC. There were other Community Boards that may need to be involved in this discussion, namely Maketu Community Board and potentially, other areas of the district that pay the Town Centre Rates but had not had a say on this proposal. Should Councillors be considering a “holding pattern” today, and it was thoroughly reviewed through the Long Term Plan (LTP) process and the review of the Economic Strategy, then staff would talk to Community Boards and other community leaders to ascertain their views in relation to it.
- This matter had been brought before the committee now, as this was the first meeting of the Projects and Monitoring Committee and there had not been time pre-election.
- If Councillors chose not to continue with the Town Centre Rate in the LTP, the funds would not be allocated this year and would be removed from the budget for next year. The funds from this year would go into the end of year surplus as they would not be spent.
- When the Town Centre Rate was started, it had a significant effect, for example, \$800,000 over four years had an impact for Te Puke, but now that amount would not buy half the amount of work. It may have been better to increase it by a nominal figure each year. However, ultimately, that was the decision of Councillors. Certainly, if it was a larger rate, it would have an increased impact, but when it was set up there was a concept for each of the towns and some staggered timing was in place for each town.
- There was an option to ‘park this’ for a year and hold it in abeyance, to decide next year what is to be done with it. That would leave the money building up and have a starting point when undertaking the Economic Strategy Review. If committing to the same cycle it would feel like committing to the next sixteen years, and there may not be appetite to do that.

The Chairperson thanked staff for their guidance and advised he would move the following motion in order to enable discussion.

**Motion:**

Mover            Cr D Thwaites,  
Seconders       Mayor J Denyer

1. That the Executive Assistant, Infrastructure Group's report, dated 22 February 2023, titled 'Town Centre Development Fund Allocation' 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.

Remove option Part 3, and include option part 4:

4. That it be recommended to Council that the Town Centre Development Rate be allocated on a proportional basis (number of properties in the community board area, each year to Te Puke, Katikati, Waihi Beach and Ōmokoroa).

**Amendment:**

Mover            Cr M Grainger  
Seconders       Cr A Sole

That Parts 1 and 2 of the report recommendation remain the same, that option Part 3 be removed, and that option Part 4 be amended as follows:

4. That it be recommended to Council that the Town Centre Development Rate be allocated on an equal basis, being 25% amongst the following 4 towns, being Te Puke, Katikati, Waihi Beach and Ōmokoroa.

Before the amendment was put, Cr Murray-Benge notified the Chairperson of a foreshadowed further amendment, should the first amendment be defeated.

The above first amendment was put and declared **LOST** on the hands.

3.32pm    Cr Wichers withdrew from the meeting

3.36pm    Cr Wichers re-entered the meeting

**Further Amendment:**

Mover            Cr R Joyce  
Seconders       Cr M Murray-Benge

That Parts 1 and 2 of the report recommendation remain the same, and that a new Part 3 be as follows:

3. That it be recommended to Council that the Town Centre Development Fund for 2022/23 not be allocated until a full review has been completed.

The above further amendment was put and declared **LOST** on the hands. The Chairperson then put the original motion as follows:

**Original Motion:**

Mover                Cr D Thwaites,  
Seconder            Mayor J Denyer

1. That the Executive Assistant, Infrastructure Group's report, dated 22 February 2023, titled 'Town Centre Development Fund Allocation' 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.

Remove option Part 3, and include option part 4:

4. That it be recommended to Council that the Town Centre Development Rate be allocated on a proportional basis (number of properties in the community board area, each year to Te Puke, Katikati, Waihi Beach and Ōmokoroa).

The above original motion was put and declared **LOST** on the hands.

The Chairperson then sought indications from the floor as to whether or not there was appetite for the report recommendation to lie on the table. Councillors indicated agreement and the following motion was put:

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**RESOLUTION PMC23-1.5**

Moved:              Deputy Mayor J Scrimgeour

Seconded:          Cr A Sole

1. That the Executive Assistant, Infrastructure Group's report, dated 22 February 2023, titled 'Town Centre Development Fund Allocation' 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.
-

That the item of business being discussed should **lie on the table** and not be further discussed at this meeting, being agenda item 9.3 recommendation Nos.: 3 and 4, as shown below:

3. *That it be recommended to Council that the Town Centre Development Fund be allocated on the following 4-year cycle:*

- *Te Puke            2023 – 2026*
- *Waihī Beach    2027 – 2030*
- *Katikati        2031 – 2034*
- *Ōmokoroa       2035 – 2038.*

OR

4. *That it be recommended to Council that the Town Centre Development Rate be allocated on a proportional basis (number of properties in the community board area) each year to Te Puke, Katikati, Waihī Beach and Ōmokoroa).*

**CARRIED**

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## **9.2      OPERATIONAL RISK AND SCORECARD REPORT QUARTERLY UPDATE ENDING DECEMBER 2022 – CONTINUED**

This agenda item continued the discussion begun prior to the confidential session. The reason the item was not completed in the open session prior, was that the meeting had entered into confidential session to accommodate the arrival of external guests who were invited to present to the Committee.

The Deputy Chief Executive/General Manager Infrastructure group and Transportation Manager spoke to a powerpoint presentation.

### Scope of Presentation:

- Crisis response at WBOPDC.
- Incident Management Team or infrastructure business as usual.
- Crisis Management Team.
- Business Continuity Plans.
- Civil Defence Emergency Management.

In response to questions the following was noted:

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- The Mayor had declared a State of Emergency, but it was only a short time and this was quickly superseded by the Regional Civil Defence State of Emergency declaration, and the following day Central Government declared a State of Emergency.
  - Staff were aware that Maketu had faced some challenges during the adverse weather event, as had been discussed at the Community Board meeting the previous night. There had been a plan to bring different parties together to respond to an event before it happened, but the timing had not worked out. Council would address that and bring forward a report to the Community Committee. It was acknowledged that not all of the District was covered by Community Response Plans or teams, and it was up to communities to drive these forward. Council certainly supported the initiatives, and the events around the country had shown the need for them.
  - Communications were not always possible immediately, as staff focused on understanding the events, getting feedback from people on the ground, getting communications from people who were cut off, then getting the necessary work done as quickly as possible. Communications were managed as best they could be under those circumstances.
  - It was not easy to lift bridge debris out while the crane was on site, as some of those pieces were 80 tonnes. Demolition experts advised staff to break up debris where it was and pull it out onto the grass area (shown in the photograph), to get it out of the river. There would be rock/concrete breaking and reinforcing as minimum actions for the broken bridge. By using piles they could shorten the length of the bridge and it gave them more potential for tuck and trailer turning. The traffic management was to manage the detour road. They would try to control driver behaviour by having bollards.
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#### RESOLUTION PMC23-1.6

Moved: Cr A Sole

Seconded: Cr R Crawford

That the Executive Assistant, Infrastructure Group's report, dated 22 February 2023, titled 'Operational Risk and Scorecard Report Quarterly Update Ending December 2022' be received.

**CARRIED**

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4.25pm Cr Crawford, Cr Dally and Deputy Mayor Scrimgeour all withdrew from the meeting.



## 8 PRESENTATIONS [CONTINUED]

### 8.2 SCADA SYSTEMS NETWORK PRESENTATION

The Skada Systems Engineer introduced the report and spoke to a powerpoint presentation, noting the following key points:

- The old system was not cost effective or efficient and with hacking into systems more prevalent, Council wanted to increase protection.
- Council was transitioning to a new system. Phase 1 was a tidy up, including telemetry system. This helped to monitor systems and upgrade to more sophisticated systems.
- Phase 2 was to create a Parallel Network, upgrading security and further tidying up solutions.
- Phase 3 was to disconnect from Corporate, enable decommission of the old system, monitor and keep more secure.
- Staff put some databases out on the device network, as if an emergency event had damaged supply, to ensure the database could continue running operations.
- Everything had been backed up to the cloud. The redundancy system on the cloud as well.
- Staff added a new alarm6 system, also saving money for license fees.
- The system now had ongoing cost savings, as a mainstream line of communication.

In response to a question the following was noted:

- If the power was out across the region, the system would still work, as they had database nodes that were already programmed to run automatically. They also had compliance points set on them and they would maintain compliance. The majority of Council's major sites had generators that could keep things running.

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#### RESOLUTION PMC23-1.7

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

That the SCADA Systems Engineer's report dated, 22 February 2023, titled 'SCADA System Presentation' be received.

**CARRIED**

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### **13 INFORMATION FOR RECEIPT**

Nil.

**The Meeting closed at 4.35pm.**

**Confirmed as a true and correct record by Council on 16 March 2023.**

**10 COUNCIL AND COMMITTEE MINUTES FOR RECEIPT****10.1 MINUTES OF THE TE KĀHUI MANA WHENUA O TAURANGA MOANA MEETING HELD ON 9 FEBRUARY 2023**

**File Number:** A5155037

**Author:** Horowai Wi Repa, Governance Technical Support

**Authoriser:** Greer Golding, Governance Manager

**RECOMMENDATION**

That the Minutes of the Te Kāhui Mana Whenua o Tauranga Moana Meeting held on 9 February 2023 be received.

**ATTACHMENTS**

- 1. Minutes of the Te Kāhui Mana Whenua o Tauranga Moana Meeting held on 9 February 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE KĀHUI MANA WHENUA O TAURANGA MOANA MEETING NO. TKMW23-1  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, 1484 CAMERON ROAD, TAURANGA  
ON THURSDAY, 9 FEBRUARY 2023 AT 10.00AM**

## **1 KARAKIA / MIHI**

The hui opened with a waiata followed by a karakia from Rehua Smallman (Ngati Pukenga). The Chairperson gave a mihi to the rōpū, and spoke to the importance of the mahi in front of the Forum.

## **2 PRESENT**

Chairperson Reon Tuanau (Te Whānau a Tauwhao ki Otawhiwhi), Mayor J Denyer, Member W Borell (Pirirakau), Member L Faulkner (Ngati Ruahine), Cr M Grainger, Member H Hamiora (Ngai Tamawhariua), Cr A Henry, Cr R Joyce, Member N Kuka (Ngai Tūwhiwhia), Member B Leef (Ngati Taka), Member R Nelson (Ngati Te Wai), Member T U Rolleston (Ngai Tamawhariua), Member R Smallman (Ngati Pukenga), Cr A Sole and Cr D Thwaites.

## **3 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), R Davie (General Manager Strategy and Community), C Nepia (Strategic Kaupapa Māori Manager), N Rutland (Environmental Planning Manager), B Urbanc (Kaupapa Māori Specialist – Kaiārahi Hōnonga (Tauranga Moana)), C Stevens (Kaupapa Māori Specialist – Kaiārahi Mahere), B Wilson (Kaupapa Māori Specialist – Kaiārahi Hōnonga (Te Arawa), A King (Strategic Advisor: Legislative Reform and Special Projects), P Osborne (Senior Governance Advisor – Board Secretary).

## **4 APOLOGIES**

### **APOLOGY**

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### **RESOLUTION TKMW23-1.1**

Moved: Cr D Thwaites

Seconded: Mayor J Denyer

That the apology for absence from Cr Murray-Benge, Cr Coxhead and Member Mikaere be accepted.

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**CARRIED**

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## WHAKAWHANAUNGATANGA

The Forum introduced themselves and acknowledged the work they were looking forward to achieving together. Some of the key points noted by members were:

- Continue to hear the aspirations of Tangata Whenua;
- To participate and listen to the aspirations of the Forum, and use the voice of a Councillor to bring that view to the Council table;
- Partake in meaningful discussions relating to the reforms;
- Review the priorities highlighted in the Te Ara Mua document;
- Acknowledgement of Waitangi Day and Te Tiriti o Waitangi, including the hope of achieving the principles;
- Nā tō rourou, nā taku rourou ka ora ai te iwi – with your food basket and my food basket the people will thrive; and
- Mā te hoe ngātahi o te waka, tēnā ka tutuki pai te kaupapa – by rowing the boat together we will be able to achieve the kaupapa successfully.

## 5 CONSIDERATION OF LATE ITEMS

Due to the Te Ara Mua document being raised as a discussion point, the Forum decided to talk to it as a late item.

### 5.1 TE ARA MUA

The Strategic Kaupapa Māori Manager provided the forum with some background on the Te Ara Mua, noting that this document was created when the Tauranga Moana/Te Arawa ki Takutai Partnership Forum was still active. The document outlined how the Forum wished to work with Council on their priorities, which also had KPIs attached to them.

The question raised earlier was in regard to the status of this document. The Forum was advised that the intention of Te Ara Mua should still be upheld through the Te Kāhui Mana Whenua o Tauranga Moana Forum however, it was noted that the function of this would look different. It was proposed that, at a future hui, the Forum looked at how they could continue to implement the purpose of Te Ara Mua through the work and lens of Te Kāhui Mana Whenua o Tauranga Moana.

There was a recommendation to establish a working group that would be able to review Te Ara Mua prior to the next Te Kāhui Mana Whenua o Tauranga Moana hui.

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## 6 PRESENTATIONS

Nil

## **7 MINUTES FOR CONFIRMATION**

### **7.1 MINUTES OF THE TE KĀHUI MANA WHENUA O TAURANGA MOANA MEETING HELD ON 27 APRIL 2022**

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#### **RESOLUTION TKMW23-1.2**

Moved: Cr A Sole

Seconded: Cr D Thwaites

That the Minutes of the Te Kāhui Mana Whenua o Tauranga Moana Meeting held on 27 April 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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## **8 REPORTS**

### **8.1 TE KĀHUI MANA WHENUA O TAURANGA MOANA - PROCEDURAL MATTERS**

The Strategic Kaupapa Māori Manager spoke to this item, outlining the purpose of the procedural matters before the forum.

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#### **8.1.1 CO-CHAIRPERSON FORMAL NOMINATIONS**

The Forum was reminded that their Terms of Reference required the Forum to select two chairpersons, one from the Te Kāhui Mana Whenua o Tauranga Moana representatives and one from the Council representatives.

The Forum had a discussion around the need for having co-chairs, or whether they could have a chairperson and deputy chairperson like the other committees.

The Chairperson noted that the rationale for including the appointment of the 'Co-Chair' was as a way of achieving mana ōrite (equal rights).

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#### **RESOLUTION TKMW23-1.3**

Moved: Member N Kuka

Seconded: Cr R Joyce

That the Te Kāhui Mana Whenua o Tauranga Moana Forum appoint member Reon Tuanau as the Tangata Whenua representative Co-Chairperson.

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**CARRIED**

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**RESOLUTION TKMW23-1.4**

Moved: Cr D Thwaites

Seconded: Cr M Grainger

That the Te Kāhui Mana Whenua o Tauranga Moana Forum appoint Mayor James Denyer as the Council representative Co-Chairperson.

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**CARRIED**

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**8.1.2 SMARTGROWTH LEADERSHIP GROUP REPRESENTATIVE**

Through Clause 5(g) of Te Toka Tū Moana, the Forum was able to appoint a representative to the SmartGrowth Leadership Group. The last member to be appointed by this forum (Kevin Tohiariki) was no longer a member, so the forum needed to appoint a replacement.

Member Nelson provided the Forum with his background involvement with SmartGrowth through his previous work. He encouraged the Forum members to look at the rohe as a whole, to which the Mayor agreed, as SmartGrowth focused on the bigger strategic issues relating to future land use.

The Strategic Kaupapa Māori Manager noted that he would undertake discussions with the General Manager Strategy and Community around ways to support Tangata Whenua representatives at the SmartGrowth Leadership Group table.

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**RESOLUTION TKMW23-1.5**

Moved: Member N Kuka

Seconded: Chairperson R Tuanau

That the Te Kāhui Mana Whenua o Tauranga Moana Forum appoint member Riki Nelson as their representative on the SmartGrowth Leadership Group.

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**CARRIED**

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**8.1.3 REVALIDATION OF IWI AND HAPŪ REPRESENTATIVES**

The Tangata Whenua representatives were reminded that, following the Local Government Elections, they needed to be revalidated as iwi and hapū representatives for Tauranga Moana.

This could be through:

- 
- A letter from a Runanga Authority/Hapū Authority; or
  - Confirmed minutes from a hui-a-hapū/hui-a-iwi where the appointment was made.
- 

**The Meeting closed at 11.30am.**

**Confirmed as a true and correct record at the Te Kāhui Mana Whenua o Tauranga Moana meeting held on 26 July 2023.**

.....  
**Reon Tuanau**  
**CHAIRPERSON**



## 11 REPORTS

### 11.1 DELEGATIONS – RESOURCE MANAGEMENT ACT 1991 AND LOCAL GOVERNMENT (RATING) ACT 2002

File Number: A5154630

Author: Lizzie McEwan, Privacy and Official Information Advisor

Authoriser: Rachael Davie, General Manager Strategy and Community

#### EXECUTIVE SUMMARY

1. The purpose of this report is to delegate functions, powers and duties of Council, pursuant to section 34A of the Resource Management Act 1991 (RMA), and section 132 of the Local Government (Rating) Act 2002 (LG (Rating) Act) to the positions ('Delegates') specified in **Attachment 1**.

#### RECOMMENDATION

1. That the Privacy and Official Information Advisor's report dated 16 March 2023 titled 'Delegations – Resource Management Act 1991 and Local Government (Rating) Act 2002' 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, pursuant to section 34A of the Resource Management Act 1991 (RMA), and section 132 of the Local Government (Rating) Act 2002, Council delegates those of its functions, powers and duties to the positions ('Delegates') specified in **Attachment 1**.

#### BACKGROUND

2. Section 34A of the RMA prohibits sub-delegation by the Chief Executive Officer of functions, powers and duties under the RMA to other Delegates. Equally, section 132 of the LG (Rating) Act prohibits the Council from delegating its power to delegate under this Act. Therefore, all delegations under these Acts must be made by resolution of full Council.
3. Delegates are not permitted to sub-delegate any of the functions, powers and duties delegated to them by Council under the RMA nor the LG (Rating) Act.
4. Authority of a Council Employee Acting in a Delegate's Position:
  - (a) Where a Council employee is appointed to act in the position of a Delegate, that Council employee shall be deemed to have the delegated authority of the Delegate for the duration that he/she is appointed to act in that position.

- (b) This is consistent with section 14 of the Interpretation Act 1999 (Exercise of Powers by Deputies) which specifies that a person lawfully acting in an office may exercise any of the powers conferred on the holder of that office.
5. Authority of a Non-Council Employee Acting in a Delegate's Position:
- (a) Where an individual who is not a Council employee is appointed to act in the position of a Delegate (such as a consultant who is seconded to the Council), that individual shall not have delegated authority.
- (b) However, the individual shall have the authority to do anything before a final decision on such a matter (if those powers have been delegated to the position holder in whose position the individual is acting).
6. The delegations included in **Attachment 1** reflect the functions, powers and duties that Council staff require, in order to fulfil Council's obligations under the RMA and LG (Rating) Act, and to continue to provide efficient and effective service to our customers. For example, the ability to enter land for the purpose of compliance, monitoring resource consent conditions, to make decisions around notification of resource consents and to carry out duties relating to the delivery of rates assessments and invoices.
7. Each delegation must be read and interpreted in conjunction with the legislative provision to which it relates.
8. Delegations assigned to roles that no longer stand at Council have been removed and are detailed in **Attachment 2**.

### SIGNIFICANCE AND ENGAGEMENT

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

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

In terms of the Significance and Engagement Policy, this decision is of low significance. Approval of this schedule of delegations will ensure that decisions are made by appropriately qualified delegated officers and mitigate against the risk of legal challenge.





## ISSUES AND OPTIONS ASSESSMENT

<b>To delegate Western Bay of Plenty District Council's functions, powers and duties under the RMA and LG (Rating) Act to the Delegates detailed in Attachment 1.</b>	
<b>Reasons why no options are available:</b> <b>Section 79 (2) (c) and (3) Local Government Act 2002</b>	<p>To enable Delegates to perform their contracted duties and ensure that any action taken by those staff is in accordance with the RMA and LG (Rating) Act.</p> <p>To enable the effective and efficient administration of Council's legislative obligations under the RMA and LG (Rating) Act.</p>

## STATUTORY COMPLIANCE

10. Council is required to specify what parts of the RMA and LG (Rating) Act are delegated to which Delegate. The delegations will be assigned to a position/role/Delegate, not a staff member, and therefore will apply to any future employees that take over that position.
  - *E.g. Section 332 'powers of entry for inspection' will be delegated to the Compliance Officer.*
11. If the position needs additional or fewer delegations, another report to Council will be provided to change the scope of the delegations as per section 34A of the RMA and section 132 of the LG (Rating) Act.
12. If there are delegations that have not been included in this report another report to Council will be provided to change the scope of the delegations.

## ATTACHMENTS

1. **Delegations for the Resource Management Act 1991 and Local Government (Rating) Act 2002**  
2. **Role name changes required in Locosoft**  

Local Government (Rating) Act 2002		
Delegate Role	Section Title	Issue Date
Chief Executive Officer	112 Discharge of charging order in full or in part	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Chief Financial Officer	28A Inspection of complete rating information database	16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer	28C Owner of rating unit and ratepayer for separate rating area entered on database may require local authority to withhold information from database	16/03/2023
Debt Management Officer		16/03/2023
Executive Assistant Corporate Services		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Information Services		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023
Chief Executive Officer	38 Inspection of rates records	16/03/2023
Chief Financial Officer		16/03/2023
Debt Management Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Information Services		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023
Chief Executive Officer	52 Payment of rates	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer	67 Enforcement of judgment	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer	72 Further powers and duties of Registrar	16/03/2023
Deputy Chief Executive Officer/Group Manager Infrastructure Services		16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer	77 Sale or lease of abandoned land	16/03/2023
Chief Financial Officer		16/03/2023
Deputy Chief Executive Officer/Group Manager Infrastructure Services		16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer	79 – 83 Abandoned Land	16/03/2023
Chief Financial Officer		16/03/2023
Deputy Chief Executive Officer/Group Manager Infrastructure Services		16/03/2023
General Manager Corporate Services		16/03/2023

Local Government (Rating) Act 2002		
Delegate Role	Section Title	Issue Date
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services	s108 Māori Land Court may enforce charging order	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Kaupapa Maori Manager		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services	s114 Remission of rates on Māori freehold land generally	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services	s115 Postponement of requirement to pay rates	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer	s132 Delegation	16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
Deputy Chief Executive Officer/Group Manager Infrastructure Services	s135 Evidence of certain matters	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
Debt Management Officer		02/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services	s27 Rating information database	16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer	s28 Inspection of rating information database	16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller	s29 Objections to rating information database	16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer		16/03/2023
Chief Financial Officer		16/03/2023
Debt Management Officer		16/03/2023
Executive Assistant Corporate Services		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services	s33 Notification of transfer or assignment of lease or licence	16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Information Services		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023

Local Government (Rating) Act 2002		
Delegate Role	Section Title	Issue Date
Chief Executive Officer	s35 When name of ratepayer entered in rating information database may be removed	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023
Chief Executive Officer	s36 Notification of change of name	16/03/2023
Chief Financial Officer		16/03/2023
Debt Management Officer		16/03/2023
Executive Assistant Corporate Services		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Information Services		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023
Chief Executive Officer	s37 Rates records	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Rates Officer		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Revenue		16/03/2023
Water Revenue Advisor		16/03/2023
Chief Executive Officer	s39 Objection to rates records	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s40 Local authority may correct errors in rating information database and rates records	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s41 - s41A Amended assessments	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s42 Recovery of additional rates in certain cases	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023

Local Government (Rating) Act 2002		
Delegate Role	Section Title	Issue Date
Chief Executive Officer	s44 – s51 Notice to ratepayers of rates liability	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s46 Rates invoice	16/03/2023
Chief Financial Officer		16/03/2023
Chief Financial Officer		03/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s53 One or more local authorities may appoint collector	16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer	s54 Power not to collect small amounts	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023
Chief Financial Officer	s58 Imposition of penalty	16/03/2023
General Manager Corporate Services		16/03/2023
Team Leader Revenue		16/03/2023
Chief Financial Officer	s61 Default by person other than owner	16/03/2023
Debt Management Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s62 Recovery of rates if owner in default	16/03/2023
Chief Financial Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s63 Legal proceedings to recover rates	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023
Chief Executive Officer	s85 Remission of rates	16/03/2023
Chief Financial Officer		16/03/2023
Debt Management Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Senior Rates Officer		16/03/2023
Team Leader Revenue		16/03/2023
Chief Executive Officer	s86- s90 Remission, postponement, and write-off	16/03/2023
Chief Financial Officer		16/03/2023
Debt Management Officer		16/03/2023
Financial Controller		16/03/2023
General Manager Corporate Services		16/03/2023
Senior Rates Officer		16/03/2023

Local Government (Rating) Act 2002		
Delegate Role	Section Title	Issue Date
Chief Executive Officer	s99 Application for charging order	16/03/2023
Chief Financial Officer		16/03/2023
General Manager Corporate Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023



Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Consents Planner District Plan	10 - Certain existing uses in relation to land protected	16/03/2023
General Manager Regulatory Services		16/03/2023
Infrastructure Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Senior Environmental Planner		16/03/2023
Senior Recreational Planner		16/03/2023
Strategic Advisor		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner	100 - Obligation to hold a hearing	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Governance Manager		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	100A - Hearing by commissioner if requested by applicant or submitter	16/03/2023
Governance Manager		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Consents Planner	101 - Hearing date and notice	16/03/2023
Consents Planner District Plan		16/03/2023
Governance Manager		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	102 - Joint hearings by 2 or more consent authorities	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Governance Manager	103 - Combined hearings in respect of 2 or more applications	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	103A - Time limit for completion of hearing of notified application	16/03/2023
Governance Manager		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	104 - Consideration of applications	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	104A - Determination of applications for controlled activities	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
General Manager Regulatory Services	104B – Determination of applications for discretionary or non-complying activities	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	104C – Determination of applications for restricted discretionary activities	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	104D – Particular restrictions for non-complying activities	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Consents Planner	106 – Consent authority may refuse subdivision consent in certain circumstances	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Senior Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	108 – Conditions of resource consents	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	108A – Bonds	16/03/2023
General Manager Regulatory Services	108AA – Requirements for conditions of resource consents	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	109 – Special provisions in respect of bonds or covenants	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	10A – Certain existing activities allowed	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	10B – Certain existing building works allowed	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	110 – Refund of money and return of land where activity does not proceed	16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Consents Planner District Plan	113 – Decisions on applications to be in writing, etc	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	114 – Notification	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan	115 – Time limits for notification of decision	16/03/2023
General Manager Regulatory Services		16/03/2023
Governance Manager		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Consents Manager	124 – Exercise of resource consent while applying for new consent	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Senior Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	125 – Lapsing of consents	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	126 – Cancellation of consent	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
General Manager Regulatory Services	127 – Change or cancellation of consent condition on application by consent holder	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
General Manager Regulatory Services	128 – Circumstances when consent conditions can be reviewed	16/03/2023
Principal Planner		16/03/2023
General Manager Regulatory Services	129 – Notice of review	16/03/2023
Principal Planner		16/03/2023
General Manager Regulatory Services	130 – Public notification, submissions, and hearing, etc	16/03/2023
Governance Manager		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Graduate Consents Planner	131 – Matters to be considered in review	16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Principal Planner	132 - Decisions on review of consent conditions	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	133A - Minor corrections of resource consents	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Principal Planner	138 - Surrender of consent	16/03/2023
Senior Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	139 - Consent authorities and Environmental Protection Authority to issue certificates of compliance	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	139A - Consent authorities to issue existing use certificates	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	142 - Minister may call in matter that is or is part of proposal of national significance	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	149B - Local authority's obligations if matter called in	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	149K - How members appointed	16/03/2023
Environmental Planning Manager (EPI)	149M - Process if matter is request for regional plan or change and particular circumstances apply	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	149V - Appeal from decisions only on question of law	16/03/2023
Environmental Planning Manager (EPI)	149W - Local authority to implement decision of board or court about proposed regional plan or change or variation	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Environmental Consents Manager	168 – Notice of requirement to territorial authority	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Deputy Chief Executive Officer/Group Manager Infrastructure Services	168A – Notice of requirement by territorial authority	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
General Manager Regulatory Services	169 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	170 – Discretion to include requirement in proposed plan	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	171 – Recommendation by territorial authority	16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	172 – Decision of requiring authority	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	173 – Notification of decision on designation	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	174 – Appeals	16/03/2023
Environmental Planning Manager (EPI)	175 – Designation to be provided for in district plan	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Consents Manager	176A(1) – Outline plan – Request for changes before construction is commenced	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	176A(2)(c) – Outline plan – territorial authority waives the requirement for an outline plan	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	176A(4) – Outline Plan – timeframe for a request to make changes to the outline plan	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	176A(5) – Outline Plan – requiring authority decides not to make the changes requested under subsection 4	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	179 – Appeals relating to sections 176 to 178	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
General Manager Strategy and Community (GM4)	181(3) – to alter a designation in its district plan or a requirement in its proposed district plan	16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)	182 – Removal of designation	16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)	184 – Lapsing of designations which have not been given effect to	16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)	184A – Lapsing of designations of territorial authority in its own district	16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Environmental Planning Manager (EPI)	189A – Notice of requirement for heritage order by territorial authority	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	191 – Recommendation by territorial authority	27/02/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan	192 – Application of other sections	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Graduate Consents Planner		16/03/2023
Infrastructure Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Senior Environmental Planner		16/03/2023
Senior Recreational Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Consents Manager	193 – Effect of heritage order	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Environmental Planning Manager (EPI)	195A – Alteration of heritage order	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

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Environmental Planning Manager (EPI)	196 – Removal of heritage order	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	198C – Territorial authority's decision on request	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner	22 – Duty to give certain information	16/03/2023
Consents Planner District Plan		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan	220 – Condition of subdivision consents	16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	221 – Territorial authority to issue a consent notice	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Principal Planner	222 – Completion certificates	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Principal Planner	223 – Approval of survey plan by territorial authority	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	224 – Restrictions upon deposit of survey plan	16/03/2023
Principal Planner		16/03/2023
Senior Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	226 – Restrictions upon issue of certificates of title for subdivision	16/03/2023
Principal Planner		16/03/2023
Senior Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023



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General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	234 – Variation or cancellation of esplanade strips	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	235 – Creation of esplanade strips by agreement	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	237 – Approval of survey plans where esplanade reserve or esplanade strips required	16/03/2023
Team Leader Consent Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	237B(1) to (4) – Access strips – Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf	16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Consents Manager		16/03/2023
General Manager Regulatory Services	237B(8) – Access strips – The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	239 – Vesting of reserves or other land	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	240 – Covenant against transfer of allotments	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	241 – Amalgamation of allotments	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	243 – Survey plan approved subject to grant or reservation of easements	16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	245 – Consent authority approval of a plan of survey of a reclamation	16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Policy and Planning Manager		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead – Environmental Planning	267 – Conferences	16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023

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General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Policy and Planning Manager		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead – Environmental Planning	274 – Representation at proceedings	16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner	276A – Evidence of documents	16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Regulatory Services	299 – Appeal to High Court on question of law	16/03/2023
General Manager Regulatory Services	311 – Application for declaration	16/03/2023
General Manager Regulatory Services	316 – Application for enforcement order	16/03/2023
General Manager Regulatory Services	320 – Interim enforcement order	16/03/2023
Compliance and Investigations Lead (TL3)	322 – Scope of abatement notice	16/03/2023
General Manager Regulatory Services		16/03/2023
Compliance and Investigations Lead (TL3)	323(2) – Compliance with abatement notice	16/03/2023
General Manager Regulatory Services		16/03/2023
Compliance and Investigations Lead (TL3)	325A – Cancellation of abatement notice	16/03/2023
General Manager Regulatory Services		16/03/2023
Compliance and Investigations Lead (TL3)	327 – Issue and effect of excessive noise direction	16/03/2023
General Manager Regulatory Services		16/03/2023
Noise Control Officer (Enforcement Officer)		16/03/2023
Compliance and Investigations Lead (TL3)	328 – Compliance with an excessive noise direction	16/03/2023
General Manager Regulatory Services		16/03/2023
Noise Control Officer (Enforcement Officer)		16/03/2023
General Manager Regulatory Services	330 – Emergency works and power to take preventive or remedial action	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	331 – Reimbursement or compensation for emergency works	16/03/2023
Compliance and Investigations Lead (TL3)	332 – Power of entry for inspection	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

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Compliance and Investigations Lead (TL3)	333 - Power of entry for survey	16/03/2023
Consents Planner District Plan		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Compliance and Investigations Lead (TL3)	334 - Application for warrant for entry for search	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Compliance and Investigations Lead (TL3)	336 - Return of property seized under sections 323 and 328	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Compliance and Investigations Lead (TL3)	343C - Infringement notices	16/03/2023
Compliance Officer		16/03/2023
General Manager Regulatory Services		16/03/2023
Noise Control Officer (Enforcement Officer)		16/03/2023
General Manager Corporate Services	34A - Delegation of powers and functions to employees and other persons	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Compliance and Investigations Lead (TL3)	35 - Duty to gather information, monitor, and keep records	16/03/2023
Compliance Officer		16/03/2023
Consents Planner		16/03/2023
Consents Planner District Plan		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Corporate Services		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Governance Manager		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Research and Monitoring Analyst		16/03/2023
Senior Compliance Officer		16/03/2023
Senior Consents Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Kaupapa Maori Manager		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	356 - Matters may be determined by arbitration	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023

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Delegate Role	Section Title	Issue Date
Environmental Planning Manager (EPI)	357C - Procedure for making and hearing objection under sections 357 to 357B	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead - Environmental Planning		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	357D(1)(b) - To uphold the objection in whole	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead - Environmental Planning		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Consents Manager	35A Power to keep records about iwi and hapu	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Kaupapa Maori Manager		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	36(3) - Administrative charges and how they can be fixed	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	36(4) - Administrative Charges - A local authority must fix a charge under this section if required to do so by regulations made under section 360F.	16/03/2023
Environmental Planning Manager (EPI)	36(5) - Administrative Charges - May require the person who is liable to pay the charge to also pay an additional charge to the local authority.	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	36AA - Local authority policy on discounting administrative charges	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

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Delegate Role	Section Title	Issue Date
Consents Planner District Plan	37 & 37A – Power of waiver and extension of time limits & Requirements for waivers and extensions	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Building Services Manager	38 – Authorisation and responsibilities of enforcement officers	16/03/2023
Compliance and Monitoring Manager		16/03/2023
General Manager Regulatory Services		16/03/2023
Consents Planner	44A – Local authority recognition of national environmental standards	16/03/2023
Consents Planner District Plan		16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Senior Consents Planner		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	55 – Local authority recognition of national policy statements	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	58I – Local authority recognition of national planning standards	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Advisor Legislative Reform and Special Projects (SPM)		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	86D – Environment Court may order rule to have legal effect from date other than standard date	16/03/2023
General Manager Regulatory Services	87AAD – Overview of application of this Part to boundary activities and fast-track applications	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	87BA – Boundary activities approved by neighbours on infringed boundaries are permitted activities	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

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Principal Planner	87BB - Activities meeting certain requirements are permitted activities	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan	87E - Consent authority's decision on request	16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan	87F - Consent authority's subsequent processing	16/03/2023
General Manager Regulatory Services		16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner	88 - Application for resource consent - Making an application	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Senior Consents Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan	88B - 88E - Time limits from which time periods are excluded in relation to applications and excluded time periods for further information, direct referral and other matters	16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services	91 - Deferral pending application for additional consents	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Graduate Consents Planner		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning	91F - Non-notified application may be returned after certain period	16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner		16/03/2023
Environmental Consents Manager		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner		16/03/2023
Senior Consents Planner	92, 92A & 92B - Further information, responses to requests & responses to notification	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Principal Planner	92, 92A & 92B - Further information, responses to requests & responses to notification	16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

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Consents Planner	95 – Time limit for public notification or limited notification	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	95A – Public notification of consent applications	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	95B – Limited notification of consent applications	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	95C – Public notification of consent application after request for further information or report	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner	95D – Consent authority decides if adverse effects likely to be more than minor	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Consents Planner	95E – Consent authority decides if person is affected person	16/03/2023
Consents Planner District Plan		16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	95F – Meaning of affected protected customary rights group	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Consents Manager	96 – Making Submissions	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
Consents Planner District Plan	98 – Advice of submissions to applicant	16/03/2023
General Manager Regulatory Services		16/03/2023
Governance Manager		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023

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Consents Planner	99 – Pre-hearing meetings	16/03/2023
General Manager Regulatory Services		16/03/2023
Intermediate Consents Planner		16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	99A – Mediation	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 21 & 22 – Requests and Form of request	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 1(2) Where any time limit is set in this schedule, a local authority may extend it under section 37.	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 10 & 11 – Decisions on provisions and matters raised in submissions & notification of decision	16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 13(3) – The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 13(4) – The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 14 – Appeals to Environment Court	16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 16(1) – A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 16(2) – A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 16A – Variation of proposed policy statement or plan	16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 20 – Operative date	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 20A – Correction of operative policy statement or plan	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023



Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Environmental Planning Manager (EPI)	Schedule 1 – Clause 23 – Further information may be required	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 23(6) – Power to reject a request or decide not to approve the plan change if there is insufficient information to consider or approve a request	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 24 – Modification of request	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 25(2)(a)(i) – The power to notify a plan change request	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 25(3) – Power to exercise any of the Delegate's authority under Part 6 of the RMA to deal with a request for a plan change as if it was an application for Resource Consent	16/03/2023
Principal Planner		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 25(5) – Power to notify a person who requested a plan change of a decision under clause 25	16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 27 – Power to appeal to the Environment Court against the decision of the another Local Authority for a plan change S	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 28(1) – Power to withdraw a request to another Local Authority for a plan change	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 28(2) – Power to seek withdrawal of request by notice	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 28(6) – Power to give notice of withdrawal of request	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 29(2) – Power to send copies of submissions on the plan or plan change	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 29(5) – Power to serve copies of Council's decision on a request	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 29(9) – Power to initiate a variation on the plan or plan change	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 3(2) – A local authority may consult anyone else during the preparation of a proposed policy statement or plan.	16/03/2023
Principal Planner		16/03/2023
Environmental Consents Manager	Schedule 1 – Clause 5 – Public notice and provision of document to public bodies	16/03/2023
Environmental Planning Manager (EPI)		16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation	16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Infrastructure Planner		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Senior Environmental Planner		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 6 – Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023

Resource Management Act 1991		
Delegate Role	Section Title	Issue Date
Environmental Planning Manager (EPI)	Schedule 1 – Clause 7 – Public notice of submissions	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Planner		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 8 – Power to approve the making of further submissions on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegate's position description and role	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 8A – Service of further submissions	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		06/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 8AA – Resolution of disputes	16/03/2023
Team Leader Consent Planning		06/03/2023
Team Leader Consent Services		06/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 8B – Hearing by local authority	16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 8C – Hearing not needed	16/03/2023
Principal Planner		16/03/2023
Team Leader Consent Planning		16/03/2023
Team Leader Consent Services		16/03/2023
Environmental Planning Manager (EPI)	Schedule 1 – Clause 8D(2) – The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.	16/03/2023
General Manager Regulatory Services		16/03/2023
General Manager Strategy and Community (GM4)		16/03/2023
Principal Policy Lead – Environmental Planning		16/03/2023
Strategic Advisor Resource Management		16/03/2023
Strategic Policy and Planning Programme Director (SPPD)		16/03/2023
General Manager Regulatory Services	Schedule 1 – Clause 9 – Recommendations and decisions on requirements	16/03/2023

**Roles to be deleted or require a name change within our delegations software, Locosoft****Disestablished roles**

Resource Management Manager  
Senior Policy Analyst Built Environment and Urban Design  
Consents Technician  
Group Manager Policy, Planning and Regulatory Services

**New roles**

Environmental Planning Manager  
Senior Environmental Planner – Urban Design  
General Manager Regulatory Services  
General Manager Strategy and Community  
Environmental Planner  
Senior Environmental Planner  
Compliance and Investigations Lead  
Principal Policy Lead Environmental Planning

**Name change to role****From**

Group Manager Infrastructure Services

**To**

General Manager Infrastructure Services

**11.2 DELEGATION OF DECISION MAKING FOR 2023 COMMUNITY MATCHING FUND****File Number:** A5096334**Author:** Sam Wilburn, Community Outcomes**Authoriser:** Jodie Rickard, Community and Strategic Relationships Manager**EXECUTIVE SUMMARY**

1. The purpose of this report is to ensure that the Chief Executive Officer and selected Elected Members have appropriate powers to enable timely distribution of grants, from the Community Matching Fund to successful applicants.
2. This requires the establishment of a Community Matching Fund Working Party and delegation of decision-making powers to the working party.

**RECOMMENDATION**

1. That the Community Outcomes Advisor's report dated 16 March 2023 titled 'Delegation of Decision Making for 2023 Community Matching Fund' 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 pursuant to clause 32 schedule 7 of the Local Government Act 2002, Council delegates to Deputy Mayor John Scrimgeour, Cr Murray Grainger and Cr Alan Sole, together with the Chief Executive Officer, or his nominee(s), to be known as the Community Matching Fund Working Party, the power to make decisions in respect of applications to the Community Matching Fund 2023, including but not limited to the following powers:
  - a) To award grants according to the purposes and guidelines of the Community Matching Fund 2023, within the allocated budget of \$160,000.
  - And
  - b) To make payments to grant recipients as soon as practicable after the award decisions have been made.
4. That recommendations 3a and 3b will form the terms of reference for the Community Matching Fund working party.

**BACKGROUND**

3. Council has made available the Community Matching Fund, which is an annual contestable fund. This financial year \$160,000 is available.
4. The framework is such that applicant groups will 'match' any cash grant from Council, with an equivalent amount, which can be made of volunteer hours, cash in

hand, donated services and other similar matching services. The guiding principle of the fund is that of providing public benefit.

5. The Community Matching Fund will be open to receive applications from 17 April 2023 to 31 May 2023 inclusive. The Working Party will meet in June/July to make decisions, with decisions reported back to the next appropriate Council meeting.
6. The 2023 Community Matching Fund budget specifies that \$60,000 is available for applications with an environmental focus. The balance of \$100,000 is available for all other projects.

### SIGNIFICANCE AND ENGAGEMENT

7. The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy in order to guide decision on approaches of engagement and degree of options analysis. In making this formal assessment, it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
8. In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because it is essentially an administrative matter to appoint the Working Party members who will help ensure timely distribution of funds, which is fundamental to the purpose of the Community Matching Fund.

Interested/ Affected Parties	Planned Communication
Policy and Strategy Committee	The Policy and Strategy Committee will receive a full report of allocations made from the Community Matching Fund.
General Public	<p>The Grant availability and application process will be advertised in the media through Council's usual communication channels.</p> <p>Both successful and unsuccessful applicants, through their nominated first contact person, will be advised of the outcomes in writing, within two weeks of the decisions and before final decisions are made public.</p> <p>Community Boards will be advised of the outcomes to ensure they are aware of projects that have been funded in their area.</p>

BUDGET FUNDING INFORMATION	RELEVANT DETAIL
\$160,000	\$160,000 has been allocated to the 2023 Community Matching Fund. \$60,000 of this is available for those applications with an environmental focus, with the balance of \$100,000 available to all other projects.

### **11.3 APPOINTMENT OF TANGATA WHENUA REPRESENTATIVES TO SMARTGROWTH LEADERSHIP GROUP**

**File Number:** A5171358

**Author:** Rachael Davie, General Manager Strategy and Community

**Authoriser:** John Holyoake, Chief Executive Officer

#### **EXECUTIVE SUMMARY**

1. This report is to confirm the appointment of Tangata Whenua representatives to the SmartGrowth Leadership Group.
2. Te Rangapū Mana Whenua o Tauranga Moana (the Tauranga City Council tangata whenua collective) has recommended the appointment of Whitiora McLeod as the Tangata Whenua representative to the SmartGrowth Leadership Group.
3. Te Kāhui Mana Whenua o Tauranga Moana (the Western Bay of Plenty District Council partnership forum for Tauranga Moana) has recommended the appointment of Riki Nelson as the Tangata Whenua representative to the SmartGrowth Leadership Group.

#### **RECOMMENDATION**

1. That the General Manager Strategy and Community report dated 16 March 2023 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 notes the recommendation of Te Rangapū Mana Whenua o Tauranga Moana for the appointment of Whitiora McLeod as a Tangata Whenua representative to the SmartGrowth Leadership Group.
4. That Council endorses the recommendation of Te Kāhui Mana Whenua o Tauranga Moana for the appointment of Riki Nelson as a Tangata Whenua representative to the SmartGrowth Leadership Group.

#### **BACKGROUND**

4. Tangata whenua members Irene Walker and Kevin Tohiariki have resigned as representatives on the SmartGrowth Leadership Group.
5. As per the Terms of Reference for the SmartGrowth Leadership Group, Te Rangapu Mana Whenua o Tauranga Moana has nominated a replacement representative,

Whitiora McLeod – Te Rūnanga o Ngāi Te Rangi and Te Kāhui Mana Whenua o Tauranga Moana has nominated a replacement representative, Riki Nelson – Ngāti Te Wai.

6. As the SmartGrowth Leadership Group is a joint committee, these appointments are to be received by all three partner councils: Tauranga City Council, Western Bay of Plenty District Council and Bay of Plenty Regional Council.
7. It should be noted that Geoff Rice remains the appointed representative of Te Ihu o Te Waka o Te Arawa on the SmartGrowth Leadership Group.

### SIGNIFICANCE AND ENGAGEMENT

8. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
9. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
10. In terms of the Significance and Engagement Policy this decision is considered to be of low significance noting that the appointments have been endorsed by the tangata whenua members of both Te Kahui Mana Whenua o Tauranga Moana and Te Rangapu Mana Whenua o Tauranga Moana.

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	Smartgrowth Leadership Group, Bay of Plenty Regional Council and Tauranga City Council.	Planned	Completed
Tangata Whenua	Tangata Whenua have endorsed the appointments to the SmartGrowth Leadership Group.		
General Public	No consultation is required.		



**ISSUES AND OPTIONS ASSESSMENT**

11. Tangata Whenua representation on the SmartGrowth Leadership Group is established by way of recommendation from Tangata Whenua, it is then Council's duty to endorse the recommendation by resolution of Council. Accordingly, no other options are presented for consideration.

**STATUTORY COMPLIANCE**

12. Schedule 7, Clauses 30(A) and 31 of the Local Government Act sets out the requirements for joint committees, including the establishment of an agreement that must specify the number of members each local authority or public body may appoint to the committee, and this is reflected in the Terms of Reference of the SmartGrowth Leadership Group.

**FUNDING/BUDGET IMPLICATIONS**

13. The SmartGrowth budget provides the remuneration for the Tangata Whenua Representatives, therefore there are no funding requirements as a consequence of this decision.

**11.4 APPOINTMENT OF LOCAL CONTROLLER****File Number:** A5165687**Author:** Tracy Harris, Executive Assistant, Infrastructure Group**Authoriser:** Gary Allis, Deputy Chief Executive & General Manager Infrastructure Group**EXECUTIVE SUMMARY**

This report seeks Council's consent, under its delegated authority, in respect of appointing Adele Henderson to the position of Local Controller – Western Bay of Plenty District Council. This will ensure that Council meets its responsibilities and obligations under the Civil Defence Emergency Management Act 2002.

**RECOMMENDATION**

1. That the Executive Assistant Infrastructure Group's report dated 7 March 2023 titled 'Appointment of Local Controller' 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, in accordance with the Civil Defence Emergency Management Act 2002, and the Bay of Plenty Emergency Management Group Policy for selection and appointment of Local Controllers and Local Recovery Managers, Western Bay of Plenty District Council:
  - a) Recommends to the Bay of Plenty Joint Civil Defence and Emergency Management Committee that Adele Henderson be appointed as Local Controller – Western Bay of Plenty District Council.

**BACKGROUND**

Emergency Management Bay of Plenty's new policy for the appointment of Local Controllers requires a resolution from the manager's Local Council.

Adele Henderson has been actively involved in Civil Defence Emergency Management (CDEM) for many years and has been a controller at Napier City Council.

The Local Controllers are Peter Watson, Scott Parker, Gary Allis and Kerrie Little.

**SIGNIFICANCE AND ENGAGEMENT**

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy in order to guide decision on approaches of engagement and degree of options analysis.

In making this formal assessment, it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because this appointment is to ensure more cover is provided within the Emergency Management roster.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned/ Engagement/Consultation /Communication		
Name of interested parties/groups	Adele Henderson Emergency Management Bay of Plenty Western Bay of Plenty District Council.	Planned	

### ISSUES AND OPTIONS ASSESSMENT

Option A	
<p>That, in accordance with the Civil Defence Emergency Management Act 2002, and the Bay of Plenty Emergency Management Group Policy for selection and appointment of Local Controllers and Local Recovery Managers, Western Bay of Plenty District Council:</p> <p>a) Recommends to the Bay of Plenty Joint Civil Defence and Emergency Management Committee that Adele Henderson be appointed as Local Controller – Western Bay of Plenty District Council.</p>	
<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul>	<ul style="list-style-type: none"> <li>• Maintains Council's requirement to appoint a Local Controller.</li> <li>• Ensures there is sufficient cover for extended events.</li> </ul>
<p><b>Costs (including present and future costs, direct, indirect and contingent costs).</b></p>	<ul style="list-style-type: none"> <li>• Existing budgets.</li> <li>• Recent changes to the Civil Defence Emergency Management Act places greater obligations on Council to have trained recovery managers and for detailed recovery planning.</li> </ul>

### STATUTORY COMPLIANCE

The recommendation meets:

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

**11.5 ELECTED MEMBERS REPRESENTATION AT ANZAC DAY 2023 COMMEMORATIONS****File Number:** A5147116**Author:** Jahneisha Osborne, Governance Support Administrator**Authoriser:** James Denyer, Mayor**EXECUTIVE SUMMARY**

The purpose of this report is for Council to pass a resolution regarding Elected Members representation at the 2023 ANZAC Day commemorations.

**RECOMMENDATION**

1. That the Governance Support Administrator's report dated 16 March 2023 titled 'Elected Members Representation at ANZAC Day 2023 Commemorations' be received.
2. That Waihi Beach Councillors attend the Waihi Beach ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
3. That Te Puke Councillors attend the Te Puke ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
4. That Maketu Councillors attend the Maketu ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
5. That Katikati Councillors attend the Katikati ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
6. That Ōmokoroa Councillors attend the Ōmokoroa ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
7. That Mayor James Denyer will attend the Tauranga ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.

**BACKGROUND****ANZAC Day Commemorations**

At the first round of the Western Bay of Plenty District Council Community Board meetings held in February 2023 it was resolved by all five Community Boards that a wreath be laid by Community Board representatives at the ANZAC Day commemoration services to be held on Tuesday, 25 April 2023 throughout the district.

A wreath from Western Bay of Plenty District Council is also laid by attending Councillors at the Waihi Beach, Katikati, Maketu, Ōmokoroa, and Te Puke services.

A wreath from the Western Bay of Plenty District Council is laid by a representing Councillor at the Tauranga City Civic Service.

**11.6 MAYOR'S REPORT TO COUNCIL****File Number:** A5147554**Author:** Charlene Page, Senior Executive Assistant Mayor/CEO**Authoriser:** James Denyer, Mayor**EXECUTIVE SUMMARY**

The purpose of this report is for the Mayor to provide an update to Council on the below subjects.

**RECOMMENDATION**

That the Executive Assistant to Mayor/CEO's report dated 16 March 2023 titled 'Mayor's Report to Council' be received.

**BACKGROUND****Severe Weather**

The start of this year has been dominated by the severe weather events that hit the district on 28 January and Cyclone Gabrielle on 13 February. The latter resulted in my declaring a Local State of Emergency, although this was swiftly superseded by a Regional State of Emergency, and subsequently by a National State of Emergency.

I was very proud of how our community rallied around to support each other and showed great resilience. I want to congratulate our staff and contractors for working tirelessly to get things fixed and provide additional support to the community where needed.

I also want to acknowledge the attentiveness of Ministers and MPs in central government who contacted me to check in with how we were coping and what they could do to help.

**Rural & Provincial Sector Meeting**

This meeting took place on 2 – 3 March. A verbal update will be provided at the meeting.

**Submissions**

There have been a number of lengthy and significant submissions made, including on RMA reform and the Future for Local Government Review. I wish to thank staff and Elected Members for their efforts in providing their important input. It has caused some disruption to our work programme and meeting scheduling, which needs to be acknowledged.

## Meetings

External functions and meetings attended by me between 26 January and 3 March include:

TVNZ Breakfast interview	30 January
Meeting with residents of No. 4 Road, Te Puke	30 January
TV3 / The Project interview	30 January
Mike Bryant, MSD	1 February
Colene Herbert, Tahlia Rarere, CCS Disability Action	1 February
Scott Simpson MP	1 February
Waitangi dawn broadcast (radio), and festival	6 February
Greg Tims, CEO review	9 February
Paula Gaelic et al, Western Bay Museum	9 February
Meeting with residents of No. 4 Road, Te Puke	10 February
Site tours with other flood affected residents, Te Puke	10 February
Te Puke A&P Show	11 February
Agricultural Advisory Committee, Te Puke	16 February
Indonesian Festival, Tauranga	18 February
Scott Campbell	20 February
Mark Boyle and various Te Puke orchard owners	21 February
Mayors/Chairs/CEO catch up, Tauranga	21 February
Kassie Ellis, Tupaea Rolleston, Te Puke	21 February
Scott Campbell, Campbell Squared, media training	24 February
Tornado damage, site visits, Waihi Beach	25 February
Doggy Day Out, Ōmokoroa	25 February
Kiwi egg uplift, Otanewainuku	25 February
Interviews x6 for radio & print media re tornado	25–27 February
Prole Road site blessing and sod turning, Ōmokoroa	27 February
Mayor/Chair catch up, Tauranga	1 March
Michael Wood MP	1 March
Rural & Provincial sector meeting, Wellington	2–3 March
Hemorere Heke–Ririnui, Tuia programme candidate, MTFJ	3 March



## 12 INFORMATION FOR RECEIPT

### 12.1 CHIEF EXECUTIVE OFFICER'S MEETING REPORT

**File Number:** A5148125

**Author:** Charlene Page, Senior Executive Assistant Mayor/CEO

**Authoriser:** John Holyoake, Chief Executive Officer

#### EXECUTIVE SUMMARY

The purpose of this report is to provide information on the Chief Executive Officer's meetings as attended on behalf of Council including any attended with the Mayor.

#### RECOMMENDATION

That the Senior Executive Assistant Mayor/CEO's report dated 16 March 2023 titled 'Chief Executive Officer's Meeting Report' be received.

#### BACKGROUND

##### **Booked Engagements and meetings attended by Chief Executive Officer, John Holyoake**

08 February	Katikati Community Board
14 February	Ōmokoroa Community Board
17 February	Housing Action Plan Working Group (SmartGrowth)
24 February	Meet with Nigel Tutt – Priority One

##### **Booked Engagements and meetings attended by Chief Executive Officer, John Holyoake with the Mayor**

09 February	Paula Gaelic – Western Bay Museum
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## 13 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RECOMMENDATION

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
13.1 - Confidential Minutes of the Council Meeting held on 8 February 2023	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>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</p> <p>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</p>	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>13.2 - Chief Executive Officer's Report - Request for Execution of Documents under Seal of Council</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>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</p> <p>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</p>	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