

Mā tō tātou takiwā  
**For our District**

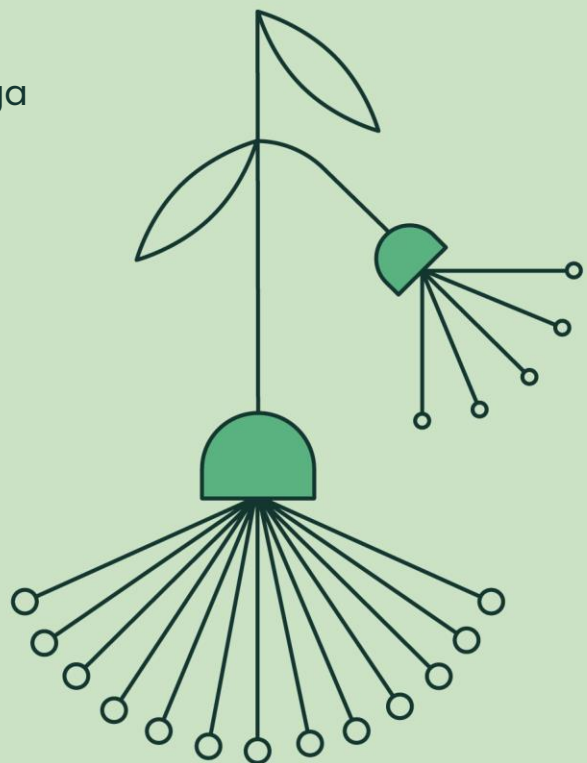
## Council

Te Kaunihera

C22-6

Thursday, 15 September 2022, 9.30am

Council Chambers, Barks Corner, Tauranga



# Council

## Membership:

<b>Chairperson</b>	Mayor Garry Webber
<b>Deputy Chairperson</b>	Deputy Mayor John Scrimgeour
<b>Members</b>	Cr Grant Dally Cr Mark Dean Cr James Denyer Cr Murray Grainger Cr Monique Gray Cr Anne Henry Cr Kevin Marsh Cr Margaret Murray-Benge Cr Allan Sole Cr Don Thwaites
<b>Quorum</b>	6
<b>Frequency</b>	Six weekly

## Role:

To ensure the effective and efficient governance and leadership of the District.

## 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, Annual Plan or Annual 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 a proposed policy statement or plan under clause 17 of Schedule 1 of the Resource Management Act 1991;
- The power to make a final decision on a recommendation from the 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 consider and make decisions regarding any matters relating to Council Controlled Organisations, including recommendations for modifications to CCO or other entities' accountability documents (i.e. Letter of Expectation, Statement of Intent) recommended by the Policy Committee or any matters referred from the Performance and Monitoring Committee.
- To approve joint agreements and contractual arrangements between Western Bay of Plenty District Council and Tauranga City Council or any other entity.
- To consider applications to the Community Matching Fund (including accumulated Ecological Financial Contributions).
- To consider applications to the Facilities in the Community Grant Fund.

## 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.

Should there be insufficient time for Council to consider approval of a final submission to an external body, the Mayor (or Deputy Mayor in the Mayor's absence) is delegated

authority to sign the submission on behalf of Council, provided the final submission is reported to the next scheduled meeting of Council or relevant Committee.

### **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, Tauranga on:  
Thursday, 15 September 2022 at 9.30am

## 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**

Nil

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

### **8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 28 JULY 2022**

**File Number:** A4687214

**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 28 July 2022 be received.

#### **ATTACHMENTS**

- 1. Minutes of the Te Puke Community Board Meeting held on 28 July 2022**



**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP22-4  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE  
ON THURSDAY, 28 JULY 2022 AT 7.00PM**

**1 PRESENT**

Chairperson R Crawford, Member K Ellis, Member D Snell, Cr G Dally and Cr M Gray

**2 IN ATTENDANCE**

G Allis (Deputy CEO/General Manager Infrastructure Group), C McLean (Senior Transportation Engineer), and J Osborne (Governance Support Administrator).

**OTHERS IN ATTENDANCE:**

Four Members of the public, including Deputy Mayor John Scrimgeour and one member of the press.

**KARAKIA**

Cr Gray gave a Karakia to open the meeting.

**3 APOLOGIES**

**APOLOGY**

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**RESOLUTION TP22-4.1**

Moved: Cr M Gray

Seconded: Member K Ellis

That the apology for absence from Member Rolleston 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. Lee Higgins – Acknowledgments to the Board

Ms Higgins was in attendance to acknowledge the Te Puke Community Board. She thanked the Board for the excellent work and effort over the triennium. She also noted that it had been a pleasure watching the growth and development of the current Board members, during the last three years.

### B. Judy Abrahams – Acknowledgments to the Board

Ms Abrahams was also in attendance to acknowledge the Board for the work they had undertaken during the triennium. She wished them well in their future endeavours.

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 2 JUNE 2022

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#### RESOLUTION TP22-4.2

Moved: Member D Snell

Seconded: Member K Ellis

That the Minutes of the Te Puke Community Board Meeting held on 2 June 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 CHAIRPERSONS REPORT – JULY 2022

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

- There had been increased reports of public disturbances related to Kava drinking, from members of the public.
- Council had agreed to fund 50% of the restoration of the Waharoa in Jubilee Park.
- The Chairperson thanked Member Ellis for her efforts organising the Matariki Day events in Te Puke.

The Chairperson wished all candidates the best for the 2022 Local Elections.

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The Board spoke about the possibility of establishing a Kiwicamp facility in the Commerce Lane carpark, and requested an updated costing to be provided. The Deputy Chief Executive advised it could be upwards of \$200,000, plus installation costs, for this facility.

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### **RESOLUTION TP22-4.3**

Moved: Cr G Dally

Seconded: Member D Snell

That the Chairperson's report dated 28 July 2022 titled 'Te Puke Community Board Chairpersons Report – July 2022', be received.

**CARRIED**

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## **9.1.1 KIWICAMP – COMMERCE LANE**

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### **RESOLUTION TP22-4.4**

Moved: Cr M Gray

Seconded: Member K Ellis

That Council reconsider the provision of a Kiwicamp (or similar) facility, in the Commerce Lane carpark, within the next Annual Plan Review.

**CARRIED**

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## **9.1.2 HISTORY STORY BOARD PROJECT**

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### **RESOLUTION TP22-4.5**

Moved: Cr M Gray

Seconded: Member K Ellis

That the Te Puke Community Board approve up to \$30,000.00, to be paid from the Te Puke Community Board Reserve Account, for costs relating to the Te Puke Story Boards Project.

**CARRIED**

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## **9.1.3 DOG PARK – LAURENCE OLIVER PARK**

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### **RESOLUTION TP22-4.6**

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Moved: Cr G Dally

Seconded: Chairperson R Crawford

That the Board approve up to \$20,000.00, to be paid from the Te Puke Community Board Reserve Account for costs relating to the new dog park at Laurence Oliver Park, Te Puke.

**CARRIED**

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#### **9.1.4 WAHAROA RESTORATION – JUBILEE PARK**

Cr Dally clarified that \$5,776.01 was the **total** quoted cost of the project, not the 50% cost.

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##### **RESOLUTION TP22-4.7**

Moved: Cr G Dally

Seconded: Cr M Gray

That the Community Board approve up to 50% of the quoted cost, being \$5,776.01, toward the restoration of the Waharoa on Jubilee Park, with the suggestion that WBOPDC contribute the other 50% out of a Council operational budget.

**CARRIED**

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#### **9.1.5 TE PUKE STREET FLAGS**

Cr Gray withdrew from the discussion, as she did not agree with funding the street flags, and took no part in the discussion or voting thereon.

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##### **RESOLUTION TP22-4.8**

Moved: Member D Snell

Seconded: Cr G Dally

That the Board approves up to \$5,500.00 from the Te Puke Street Decoration Account for the next round of flags.

**CARRIED**

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#### **9.1.5 VENUE HIREAGE COST – KAVA MEETING**

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##### **RESOLUTION TP22-4.9**

Moved: Member K Ellis

Seconded: Cr M Gray

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That the Te Puke Community Board approve \$48.00 (including GST) from the Te Puke Community Board Contingency Account, for the room hireage costs of the Kava Drinking issue meeting held 28 June 2022.

**CARRIED**

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## **9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT – JULY 2022**

The Board considered a report from Councillor Dally. The report was taken as read, with further discussion on the below points:

- In three weeks, the Local Alcohol Policy would come into force. A notable change was that off-license premises would close at 9pm, and supermarkets would not be able to sell alcohol past 9pm.
  - There were eight Te Puke roads (out of 15) included in the Seal Extension Policy.
  - The District Plan Review would progress in the next triennium of Elected Members. Significant engagement had already taken place.
  - The Government had approved Council's application to the Infrastructure Acceleration Fund, for the Ōmokoroa/State Highway 2 intersection.
  - The Government had mandated the Three Waters Reform, and revisiting the Reform was no longer within Council's jurisdiction.
  - Cr Dally noted this was his last Councillors Report of the triennium, and thanked the Board for their hard work and support. He wished everyone the best for the upcoming Local Body Election.
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### **RESOLUTION TP22-4.10**

Moved: Cr M Gray

Seconded: Member K Ellis

That the Councillor's report dated 28 July 2022 titled 'Te Puke Community Board Councillor's Report – July 2022', be received.

**CARRIED**

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## **9.3 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD JULY 2022**

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

### **Commerce Lane Safety Upgrade:**

- WestLink was looking at design options for the upgrade.
  - The bus shelter issues could be addressed at the same time, and it was suggested that LED strip-lighting be installed, to illuminate the area.
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It was noted that WestLink had commenced the Jellicoe Street Service Lane upgrades, as well as the installation of the Te Puke Quarry Road footpath.

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**RESOLUTION TP22-4.11**

Moved: Member K Ellis

Seconded: Member D Snell

That the Deputy Chief Executive's Report, dated 28 July 2022, and titled 'Infrastructure Group Report Te Puke Community Board July 2022', be received.

**CARRIED**

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**9.3.1 COMMERCE LANE BUS SHELTER LIGHTING**

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**RESOLUTION TP22-4.12**

Moved: Cr M Gray

Seconded: Member K Ellis

That the Te Puke Community Board approve up to \$8,000.00, to be paid from the Te Puke Community Board Roading account, for the installation of LED strip-lighting at the bus shelter on Commerce Lane.

**CARRIED**

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**9.4 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT JUNE 2022**

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

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**RESOLUTION TP22-4.13**

Moved: Cr M Gray

Seconded: Chairperson R Crawford

That the Financial Business Advisor's report dated 28 July 2022 and titled 'Te Puke Community Board – Financial Report June 2022', be received.

That the Te Puke Community Board approve that the remaining funds from the below resolutions, be released back into the Te Puke Community Board Reserve Account:

TP21-5.11 with remaining funds of \$2,769

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TP22-1.3 with remaining funds of \$246

**CARRIED**

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## **9.5 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

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### **RESOLUTION TP22-4.14**

Moved: Chairperson R Crawford

Seconded: Member D Snell

That the schedule of meetings for August and September 2022, be received.

**CARRIED**

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### **THANKS AND ACKNOWLEDGMENTS**

Each Board Member present provided thanks and acknowledgments, and highlighted the following:

#### **Chairperson Richard Crawford**

The Chairperson thanked the Board for their efforts this triennium, and noted he was proud of the achievements the Board had made within the Te Puke community. He acknowledged the hard work of prior Board members, and wished the future Board good luck.

#### **Member Kassie Ellis**

Member Ellis thanked the Board for their support and collaboration on projects within Te Puke, including an acknowledgement to Council staff for their hard work.

#### **Member Dale Snell**

Member Snell thanked the Board, and noted it had been a privilege to work alongside them. She acknowledged the challenges faced within the triennium, and the work put in to navigate through those challenges.

#### **Councillor Grant Dally**

Cr Dally thanked the Board and Council staff for their efforts this triennium, and acknowledged the many goals achieved within the last three years.

#### **Councillor Monique Gray:**

Cr Gray thanked the Board and Council staff for the hard work during this triennium. She acknowledged the Board's many challenges such as; working collaboratively during

COVID-19, and the Te Puke events that had to be put on hold due to the pandemic. Cr Gray noted it had been a privilege to be on the Board.

The Board also acknowledged Stuart Whittaker from the Te Puke Times, for his hard work.

**The Meeting closed at 7.50pm.**

**In accordance with Standing Order 28.4, these minutes were confirmed as a true and correct record.**

.....

Chairperson R Crawford

**CHAIRPERSON**

.....

John Holyoake

**CHIEF EXECUTIVE OFFICER**



## **8.2 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 2 AUGUST 2022**

**File Number:** A4668707

**Author:** Pernille Osborne, Senior Governance Advisor – Board Secretary

**Authoriser:** Barbara Whitton, Customer Services and Governance Manager

### **RECOMMENDATION**

That the Minutes of the Ōmokoroa Community Board Meeting held on 2 August 2022 be received.

### **ATTACHMENTS**

- 1. Minutes of the Ōmokoroa Community Board Meeting held on 2 August 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
ŌMOKOROA COMMUNITY BOARD MEETING NO. OM22-4  
HELD IN THE ŌMOKOROA LIBRARY & SERVICE CENTRE  
ON TUESDAY, 2 AUGUST 2022 AT 7.00PM**

**1 PRESENT**

Chairperson T Sage, Member P Presland, Member J Evans, Member D Sage, Cr M Grainger and Cr D Thwaites

**2 IN ATTENDANCE**

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

**OTHERS IN ATTENDANCE**

Five members of the public.

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Members were advised that if they had an interest (actual, potential, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and they were advised to withdraw from the meeting table for the item. [As per the Local Authorities (Member's Interest) Act 1968].

- Deputy Chairperson Peter Presland advised that he had a declaration of interest regarding report number 9.3 of the agenda, Ōmokoroa Community Board Grant Application – August 2022.
- Member Derek Sage advised that he had a declaration of interest regarding report number 9.1 of the agenda, Chairpersons Report in relation to the Ōmokoroa Football Club Proposal.

**6 PUBLIC EXCLUDED ITEMS**

Nil

## 7 PUBLIC FORUM

### **Peter Presland – Ōmokoroa Cricket Club**

Mr Presland appeared as a member of the public to speak on behalf of the Ōmokoroa Cricket Club regarding their grant application presented to the Board. The below points were noted:

- The Club had been working hard to help grow the interest in cricket within Ōmokoroa over the last eight years.
- The Club had grown, resulting in the establishment of many teams.
- With the requested installation of a two bay cricket training net facility, the Club felt that residents would be able to utilise local facilities.
- The Club understood that Council had agreed to replace their cricket nets in the future, following the upgrade of the Western Avenue Reserve.
- The Club was happy to develop and maintain the nets once they had been installed.
- The Club had spoken to Council's Reserves and Facilities Team regarding this request.

The Chief Executive Officer advised the Board that staff would look into the history of the agreement, noting that if there was an agreement made, Council would uphold it.

### **Chris Dever – Development within Ōmokoroa**

Mr Dever was in attendance to speak to the Board about the development occurring on one side of Ōmokoroa, referring to the issue as the "the tale of two cities". Mr Dever was of the belief that with all the development happening on the entrance side of Ōmokoroa, the Ōmokoroa Beach end of the town was losing out on some much needed attention.

### **Jim Boyes – Acknowledgements to the Chairperson**

Mr Boyes was in attendance to highlight and acknowledge the work undertaken by Chairperson Teresa Sage, as well as her growth as a Chair throughout the triennium. He thanked her for providing a forum that was fair and allowed members of the public to feel heard. Mr Boyes also noted that her work on the Ōmokoroa Policing Group was much appreciated.

### **Ben Bell – Ōmokoroa Football Club President**

Mr Bell was in attendance to speak to the Board on behalf of the Ōmokoroa Football Club. The Club had submitted a proposal to the Board regarding the installation of an artificial surface at the Western Avenue Reserve, and was seeking some feedback from Council as to whether or not they would support this proposal.

The proposal was included in the Chairpersons Report, which would be discussed later in the agenda.

## 8 MINUTES FOR CONFIRMATION

### 8.1 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 31 MAY 2022

#### RESOLUTION OM22-4.1

Moved: Member D Sage

Seconded: Member P Presland

That the Minutes of the Ōmokoroa Community Board Meeting held on 31 May 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**

## 9 REPORTS

### 9.1 ŌMOKOROA COMMUNITY BOARD CHAIRPERSONS REPORT – JULY 2022

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

#### RESOLUTION OM22-4.2

Moved: Member P Presland

Seconded: Member J Evans

That the Chairpersons report dated 2 August 2022 titled 'Ōmokoroa Community Board Chairpersons Report – July 2022' be received.

**CARRIED**

#### 9.1.1 WESTERN AVENUE URBANISATION

The Board was advised that the shared cycleway project along Western Avenue Reserve was funded from one of Council's Reserves and Facilities budgets.

Member Sage reminded staff of the importance of having a conversation with effected parties when undertaking a project, to which the Roothing Engineer (East and West) acknowledged.

The Board was advised that, even though the photo that had been supplied to the Chairperson (prior to the meeting) had two additional tennis courts, this was not something that had been confirmed.

### 9.1.2 ŌMOKOROA ENVIRONMENTAL MANAGERS INCORPORATED (OEMI) UPDATE

Councillor Grainger provided the following update to the Board:

- The Friends of Cooney Group had made fantastic progress with restoring the wetlands, attacking weeds and improving the planting;
- Thanked Council's Reserves and Facilities Team Leader Operations for the support, and engagement of necessary contractors;
- It was great to see the re-use of plants;
- Thanked all the volunteers, Chris, and Steven for an outstanding result; and
- The Bird Group were underway with plans for a festival to celebrate the return of the Godwits, which would be held at Cooney Reserve on 29 October 2022.

### 9.1.3 ŌMOKOROA FOOTBALL CLUB - PROPOSAL REGARDING WESTERN AVENUE

Member Sage declared an interest in this item, and took no part in the discussion or voting thereon.

#### RESOLUTION OM22-4.3

Moved: Cr M Grainger

Seconded: Member P Presland

That the Ōmokoroa Community Board receive the proposal from the Ōmokoroa Football Club and refer the proposal to Reserves and Facilities Staff for discussion with the Club.

**CARRIED**

### 9.2 ŌMOKOROA COMMUNITY BOARD COUNCILLOR'S REPORT - AUGUST 2022

The Board considered a report from Councillor Grainger. The report was taken as read, with an addition of the below update:

- Council had secured \$38 million from the Kāinga Ora-led Infrastructure Acceleration Fund to upgrade the new interim roundabout on SH2 / Ōmokoroa Road.

#### RESOLUTION OM22-4.4

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the Councillor's report dated 2 August 2022 titled 'Ōmokoroa Community Board Councillor's Report – August 2022' be received.

**CARRIED**

### 9.3 ŌMOKOROA COMMUNITY BOARD GRANT APPLICATION – AUGUST 2022

Deputy Chairperson Presland declared an interest in this item, and took no part in the discussion or voting thereon.

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

The Board agreed to leave the grant application on the table to allow Council staff to follow up on any prior agreement made.

#### RESOLUTION OM22-4.5

Moved: Cr D Thwaites

Seconded: Cr M Grainger

1. That the Senior Governance Advisor's report dated 2 August 2022, titled 'Ōmokoroa Community Board Grant Application – August 2022', be received.
2. That the Ōmokoroa Community Board leave the Grant Application from the Ōmokoroa Cricket Club on the table.
3. That the Ōmokoroa Community Board request for Council staff to follow up with any prior commitment to the Ōmokoroa Cricket Club regarding the re-installation of cricket nets.

**CARRIED**

### 9.4 INFRASTRUCTURE GROUP REPORT ŌMOKOROA COMMUNITY BOARD AUGUST 2022

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

The Board noted that the second recommendation was not required, and was an error, as it had been carried over from the previous Infrastructure Report.

#### RESOLUTION OM22-4.6

Moved: Member D Sage

Seconded: Cr D Thwaites

That the Deputy Chief Executive's report dated 2 August 2022 titled 'Infrastructure Group Report Ōmokoroa Community Board August 2022', be received.

**CARRIED**

#### **9.4.1 BUS SHELTER REQUEST – ŌMOKOROA ROAD OUTSIDE KAIMAI VIEWS**

The Board noted there were lots of kids who waited for buses on both sides of the road outside Kaimai Views. The Board recommended that the road, be monitored to see what would be appropriate to install. The Roding Engineer (East and West) noted the request and would report options back to the Board.

#### **9.4.2 CYCLE MAINTENANCE STATIONS – ŌMOKOROA POINT SCHOOL**

The Roding Engineer (East and West) advised the Board that he would continue to try and engage with Ōmokoroa Point School regarding the Cycle Maintenance Station that the Board was proposing to install, adjacent to the school property boundary.

#### **9.4.3 PAVILION RELOCATION AND REFURBISHMENT UPDATES**

Prior to the Board meeting, the Chairperson had asked the Deputy CEO/General Manager Infrastructure Group for some updates regarding the Ōmokoroa Pavilion. The Board was advised the following:

- The pavilion relocation refurbishment was within the agreed budget.
- The budget/figure was \$200,000 – \$225,000 (subject to onsite variations)
- The project was ready to proceed.
- The refurbishments included:
  - A small kitchenette inside;
  - New decking; and
  - Painting.
- There would be no toilets in the building, as users would have access to the toilets at the new pavilion. The initial proposal, which included toilets, was the reason it went over budget. It was decided that this was something that could be looked at in the future, if there was a demand, and funding available.

#### **9.5 FINANCIAL REPORT ŌMOKOROA – JUNE 2022**

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

### RESOLUTION OM22-4.7

Moved: Cr M Grainger

Seconded: Member D Sage

That the Financial Business Advisor's report dated 2 August 2022 and titled 'Financial Report Ōmokoroa – June 2022', be received.

**CARRIED**

### 9.5.1 ŌMOKOROA COMMUNITY BOARDS CONTRIBUTION TO THE NEW SPORTS PAVILION

The Board noted that, under their committed Reserve expenditure, there were remaining funds allocated to the new Sports Pavilion project. The Board asked if those remaining funds could be released back into the Reserve Account.

Member Presland asked to be informed on the outcome of this query.

### 9.5.2 TWO BUS SHELTERS – FUNDED FROM THE BOARD

The Board asked for an update on the bus shelters they approved to fund, in regard to whether they had been installed. Councillor Grainger highlighted the shelter requested at Anderley Avenue.

### 9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

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

### RESOLUTION OM22-4.8

Moved: Cr D Thwaites

Seconded: Member P Presland

That the schedule of meetings for August and September 2022, be received.

**CARRIED**

### THANKS AND ACKNOWLEDGEMENTS

Member Derek Sage took the opportunity to thank Chairperson Teresa Sage for her work in chairing the meetings and organising workshops for the Board. He also thanked the Board members and Council staff, noting that he had enjoyed his time as a Community Board member.



Chairperson Teresa Sage thanked all Board members and Council staff for their support over the last triennium.

**The Meeting closed at 7.55pm.**

**In accordance with Standing Order 28.4, these minutes were confirmed as a true and correct record.**

.....

Chairperson T Sage

**CHAIRPERSON**

.....

John Holyoake

**CHIEF EXECUTIVE OFFICER**

### **8.3 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 8 AUGUST 2022**

**File Number:** A4698852

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

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Waihi Beach Community Board Meeting held on 8 August 2022 be received.

#### **ATTACHMENTS**

- 1. Minutes of the Waihi Beach Community Board Meeting held on 8 August 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
WAIHĪ BEACH COMMUNITY BOARD MEETING NO. WB22-4  
HELD IN THE WAIHĪ BEACH COMMUNITY CENTRE  
ON MONDAY, 8 AUGUST 2022 AT 6.30PM**

## **OPENING REMARKS**

The Chairperson welcomed everyone to the final Waihi Beach Community Board meeting for the triennium. He thanked members of the public for attending, noting that participation in the local meetings was fundamental.

## **1 PRESENT**

Chairperson R Goudie, Member M Roberts, Member B Hulme, Member D Ryan, Cr J Denyer and Cr A Henry

## **2 IN ATTENDANCE**

J Graham (Acting General Manager Corporate Services), A Hall (Roading Engineer East and West) and P Osborne (Senior Governance Advisor)

## **OTHERS IN ATTENDANCE**

20 Members of the public, including:

- Councillor Don Thwaites
- Councillor Allan Sole
- Te Kāhui Mana Whenua o Tauranga Moana Chairperson Reon Tuanau
- Katikati Community Board Member John Clements

## **3 APOLOGIES**

Nil

## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

Nil

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## **7 PUBLIC FORUM**

### **7.1 MIKE HICKEY – VARIOUS ITEMS**

Mr Hickey was in attendance to speak to the Board on the below topics:

- He congratulated Council for their decision regarding the new Waihi Beach Library location.
  - He would like to see a resident police presence over the holiday period.
  - He believed there were still 26 sections of road that required road markings.
  - He was of the belief there were now enough playgrounds across Waihi Beach, noting that he would like to see Wilson Park left as a flat surface suitable for sports.
  - He highlighted the importance of Council ensuring that new developments complied with all agreed requirements.
- 

### **7.2 SHONEEN DUNNING – WAIHI BEACH COMMUNITY CENTRE**

Ms Dunning was in attendance to acknowledge how excited the Waihi Beach Community Centre Committee was for the new library location, noting there had been a positive response from many members of the community. She thanked the Community Board, in particular Councillor Henry, for their support.

Ms Dunning confirmed that all required maintenance for the hall would be undertaken, prior to handing the Community Centre over to Council.

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### **7.3 KEITH HAY – APARTMENTS 8-10 WILSON ROAD**

Mr Hay was in attendance to speak to the Board regarding the apartments being developed at 8-10 Wilson Road, noting the below points:

- He was of the belief the developer had not been charged a financial contribution for transport, despite each apartment having a garage for two vehicles.
  - He was of the belief there had been unnecessary reductions in other financial contributions.
  - He had written to Council to seek a rationale for the rebates, for which he had received a response.
  - At the 13 June 2022 meeting, the General Manager Strategy and Community had committed to publishing the LGOIMA response on Council's website. This would be followed up to ensure it had been done, as Mr Hay had not been able to find it.
-

#### 7.4 GRAEME MCGREGOR – FRIENDS OF ATHENREE

Mr McGregor was in attendance to speak to the Board on behalf of Friends of Athenree. The below points were made:

- Following the last Waihi Beach Community Board meeting Mr McGregor's "missing" submission had been located by the Reserves and Facilities Asset Systems Manager. Mr McGregor was of the belief an additional eight submissions had also been found.
- Mr McGregor advised the Board he had completed an analysis of the additional data, and found a majority of people voted in support of Council's preferred option.
- Mr McGregor was informed that Council's preferred option was now "yet to be determined" following further consultation with an engineer. Mr McGregor sought clarification on the rationale for the decision to change their preferred option, despite it having less than one percent support from submitters.

Both Councillor's were unaware of any changes to the route at this stage, but noted further engagement was planned to take place, prior to going for consent.

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#### 7.5 SARAH-KAY COULTER – ERANA KAUNGA TUHURA WHANAU TRUST

Ms Coulter introduced herself to the Board and members in attendance, noting that she would be speaking on behalf of the Erana Kaunga Tuhura Whānau Trust. The below points were noted:

- The focus of the Trust was to improve the lives and outcomes for whānau, with both radical and practical ideas.
  - They were the first whānau group to be invited, by the Prime Minister, to go to Asia and look at housing solutions. This illustrated the commitment of the Trust to exploring sustainable solutions.
  - Ms Coulter wished to tautoko the comments made regarding the new Waihi Beach Library location.
  - Ms Coulter highlighted the rationale for the grant application from the Trust for the planting of fruit trees at the Otawhiwhi Kōhanga Reo, and handed over to Reon Tuanau to speak further on the history of Te Kōhanga.
- 

#### 7.6 REON TUANAU – OTAWHIWHI KŌHANGA REO

Mr Tuanau provided the Board with the below history of the Otawhiwhi Kōhanga Reo:

- Around 1979, Kaumātua around Aotearoa gathered for a hui to discuss the state of Te Reo which, at the time, was in danger of being lost.
-

- To help address the issue, they came up with a concept of Te Kōhanga Reo, meaning 'The language nest'.
  - This would allow tamariki to be immersed in Te Reo Māori from a young age.
  - The Otawhiwhi Kōhanga Reo was opened around 1990.
  - Mr Tuanau noted that sustainability was promoted within the Kōhanga - "oranga taiao, oranga tangata" ("if the environment was healthy, the people were healthy").
  - The Erana Kaunga Tuhura Whānau Trust was seeking grant funding for the planting of fruit trees at Te Kohānga Reo.
  - Part of the strategic plan for Ngā Te Rangi was food sovereignty, so the planting of fruit trees at the Kohānga would contribute to this.
- 

### 7.7 PIPPA COOMBES – COMMUNITY MĀRA (GARDEN)

Ms Coombes was in attendance to speak to the Board regarding the Community Māra project, noting the below points:

- The project group had been working with Council staff and had, in principle, secured land at Waihi Beach Recreational Reserve North.
  - Primary focus was community unity (kotahitanga), and exploring ways to bring the community together.
  - They would like to design the garden around whetū Matariki (the nine stars of Matariki). The group would like to work with the kura and Otawhiwhi on aspects of the garden, for example the types of plants/planting that should be included.
  - The group was working with disability charities around the Bay of Plenty to get some input into the garden as well.
  - Kai from the garden would be free, with any leftovers going to KaiGo Katikati to create meals that could then be distributed throughout Waihi Beach.
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### 7.8 ALLAN SOLE – ACKNOWLEDGEMENTS TO THE COMMUNITY BOARD

Mr Sole was in attendance to acknowledge the Board for the work they had undertaken over the triennium, and wished them all the best for the future.

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### ACKNOWLEDGEMENTS FROM THE BOARD

- Councillor Anne Henry thanked the community for engaging with the Community Board, which allowed them to feed information and comments back to Council.
  - Member Bob Hulme noted that it was great to engage with people who took an interest in their community, and were actively involved in devising solutions.
  - Member Marilyn Roberts highlighted the importance of the community partnerships that had been fostered over the years, noting she had enjoyed her journey with the Community Board over the past nine years.
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- The Chairperson thanked the public for their insight into community issues and decisions, including making the effort to attend meetings. He also thanked the Senior Governance Advisor for her support and guidance to both himself and the Board over the past couple of years.

## 8 PRESENTATIONS

### 8.1 PRESENTATION FROM REON TUANAU FROM OTAWHIWHI MARAE TRUST

Mr Tuanau began his presentation by agreeing with acknowledgements made during public forum. He thanked the Board for the opportunity to speak on behalf of Te Whānau a Tauwhao ki Otawhiwhi as the local Tangata Whenua. The below points were highlighted:

- After having to shutdown due to COVID-19, in March 2022 the hapū decided to come back together. This started with waiata once a week that was open to all members of the community. Framework changes were also required following impacts to the Trust.
- The Trust used Matariki as a “reset”, noting the celebration, that was supported by the Community Board, was “awesome”. The theme chosen for this year was kotahitanga (unity), whanaungatanga (relationships) and hauora (health), which would remain the focus for the coming year.
- The Trust established a Marae Committee to allow representatives to be delegated to different portfolios. The Board was advised that Mr Tuanau was the representative and Chairperson for Otawhiwhi Te Whānau a Tauwhao on Councils Te Kahui Mana Whenua o Tauranga Moana Forum. It was noted that Otawhiwhi had representatives for; Waka Kotahi (NZTA), Bay of Plenty Regional Council (BOPRC), Department of Conservation (DOC), Ministry for the Environment (MFE) regarding Te Mana o te Wai, and signing off their settlement in Tauranga Moana through Te Tiriti o Waitangi.
- Mr Tuanau advised that, although the Trust was heavily involved in many of the previous organisations, it was important they were involved in the Waihi Beach community projects from the onset.
- At the recent Otawhiwhi Marae Trust hui the below topics were highlighted:
  - Representatives had spoken to Council in regard to options for keeping cars out of the historical Pa site at Te Kura a Maia (Bowentown Headlands), due to damage that had been caused by cars skidding on the grass.
  - Representatives had been involved in, and were reviewing, the historical recognition/history sign at the Koutunui Pa in Athenree.
  - The local hapū was supportive of the ‘Summer Kick Off’ at ANZAC Bay and was offered the opportunity to have a stall.
  - They had ongoing involvement in Te Mata Reserve.

- They were involved in the opening of 'The Green Room', as well as the graduation which took place on Monday 1 August 2022.
- Enthusiasm was expressed for hapū members to have a korero with Pippa Coombes regarding 'Predator Free'.
- A priority was creating a garden at the Papakāinga at Otawhiwhi Marae, to help towards their goal of food sovereignty. Mr Tuanau also noted they were supportive of the kaupapa surrounding the community māta, but noted that with the Matariki theme, it was important that Ms Coombes engaged with hapū for input and guidance.
- The hapū was involved in any resource consent archaeology/cultural issues.
- Mr Tuanau noted that the Otawhiwhi Marae street sign was badly damaged in a past storm and requested for this to be replaced, as well as an additional sign recognising Te Kohanga Reo.
- The Marae had finally been connected to sewerage, which had been a long time coming, and was a huge improvement for the Marae in regard to catering for the many manuhiri (visitors).

In summary, Te Whānau a Tauwhao ki Otawhiwhi Marae was keen to see growth in the kotahitanga, whanaungatanga and hauora for the community, through their involvement in the community meetings.

Mr Tuanau advised the Board that hapū supported the kaupapa of the 'Welcome to Waihi Beach Entranceway Project' however, would like to hold a workshop to gather further feedback on the project. They acknowledged the "big picture" of the project and would also like to promote the rich history of the area.

Councillor Denyer noted that he was looking forward to working alongside Otawhiwhi to achieve their aspirations.

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#### **RESOLUTION WB22-4.1**

Moved: Chairperson R Goudie

Seconded: Cr A Henry

That the presentation from Reon Tuanau on 8 August 2022, be received.

**CARRIED**

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## **9 MINUTES FOR CONFIRMATION**

### **9.1 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 13 JUNE 2022**

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#### **RESOLUTION WB22-4.2**

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Moved: Cr J Denyer

Seconded: Member D Ryan

That the Minutes of the Waihi Beach Community Board Meeting held on 13 June 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**

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## 10 REPORTS

### 10.1 WAIHI BEACH COMMUNITY BOARD CHAIRPERSONS REPORT – AUGUST 2022

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

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#### RESOLUTION WB22-4.3

Moved: Chairperson R Goudie

Seconded: Cr A Henry

That the Chairperson's report dated 8 August 2022 titled 'Waihi Beach Community Board Chairpersons Report – August 2022' be received.

**CARRIED**

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#### RESOLUTION WB22-4.4

Moved: Member D Ryan

Seconded: Member M Roberts

That the Waihi Beach Community Board approve \$350.26 (including GST) from the Waihi Beach Contingency Account, for the expenses related to the "Welcome to Waihi Beach Entranceway Project" Presentation in June 2022.

**CARRIED**

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### 10.1.1 WELCOME TO WAIHI BEACH ENTRANCEWAY PROJECT

The Board was provided with an update on the entranceway/gateway project, noting there was still work that needed to be done to define the project, before going out to tender.

In order to signal to the incoming Waihi Beach Community Board the priority of this project, the Board wished to pass the below resolution, noting that it was too early at this stage to approve an amount of money toward the project.

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**RESOLUTION WB22-4.5**

Moved: Member B Hulme

Seconded: Cr A Henry

In regard to the 'Welcome to Waihi Beach Entranceway Project' the Waihi Beach Community Board highlighted the below points:

- This was a longstanding project that had undertaken, and continued to undertake, community engagement.
- Engagement with Otawhiwhi would take place in the interim, with feedback coming to the first Waihi Beach Community Board meeting of 2023.
- The Community Board wished to signal that this was a priority project within the Community Plan, and they would like to recommend for the incoming Waihi Beach Community Board members to continue with this project.
- The Community Board expected this project to be completed within 2023.

**CARRIED**

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**10.1.2 COAST CARE**

The Board was advised the new coordinator for Coast Care within Waihi Beach was Ashley Robertson. Due to these changes there was a delay in getting the planting started, however it had now begun.

A meeting would take place around October/November 2022 between the Waihi Beach Community Board, Western Bay of Plenty District Council (WBOPDC) and Coast Care to discuss the planting of the previous year.

The Board was advised that any planting undertaken at Waihi Beach would need to be maintained by WBOPDC.

A working bee took place on Saturday 6 August 2022 outside the Surf Club, where another large plot was planted. There would be two more working bees in the next month, which Ms Robertson (Coast Care) was on board with.

The Waihi Beach Community Board would like to be involved with the Waihi Beach Environment Society, Coast Care and WBOPDC, to continue to improve dune care at Waihi Beach.

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**10.1.3 ROAD NAME CHANGES - ADELA STEWART DRIVE AND ADELA STEWART DRIVE (WEST)**

The Board was advised that the Athenree Action Group had met to discuss the road name change proposal. The group would be going out to the community to seek feedback before approaching Council and the Waihi Beach Community Board.

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**10.1.4 ISLAND VIEW PLAYGROUND – OFFICIAL OPENING**

The Board noted they were still waiting to hear about the official opening for the Island View Playground. Mr Tuanau advised the Board that a plaque for the Tuatara was being produced. The Board requested for the opening to take place, once the plaque had been completed.

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**10.1.5 WAIHI BEACH COMMUNITY BOARD PLAN 2020–2023**

The Board noted they had undertaken a review of the Waihi Beach Community Board Plan, in preparation for hand over to the incoming Board. The Board thanked Member Roberts for her work and due diligence in updating the plan.

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**RESOLUTION WB22–4.6**

Moved: Chairperson R Goudie

Seconded: Cr A Henry

The Waihi Beach Community Board request for the Waihi Beach Community Board Plan update/review, to be presented to the incoming Community Board.

**CARRIED**

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**10.1.6 ATHENREE WETLANDS****RESOLUTION WB22–4.7**

Moved: Cr J Denyer

Seconded: Member M Roberts

1. That the Waihi Beach Community Board requests staff to:
  - a. Clarify the responsibilities for the Athenree Wetlands, which are understood to be subject to a joint project of WBOPDC, BOPRC and DOC, in partnership with tangata whenua;
  - b. Provide an overview of what future actions have been agreed with regard to this joint project; and
  - c. Describe what actions, if any, are proposed in the joint project that might respond to, or have an impact on, the potential improvements identified in the Chairperson's Report of the meeting of Waihi Beach Community Board 13 June 2022.

That it be noted the Waihi Beach Community Board is keen to work with and, in principle support with funding, initiatives of the above project partners, to improve

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the amenity of the Athenree Wetlands. With particular regard to the potential improvements identified for the entranceway/car park area.

That we would like hear back from Council by 8 October 2022 (two months after our August meeting).

**CARRIED**

## **10.2 WAIHI BEACH COMMUNITY BOARD COUNCILLOR'S REPORT – AUGUST 2022**

The Board considered a report from Councillor Denyer. The report was taken as read with the below updates:

- The Community Matching Fund (CMF) and Facilities in the Community Fund (FTCF) outcomes had been published in the Council agenda. Those of particular interest to the Board were highlighted below:
  - The Waihi Beach Lifeguard Services Inc received \$5,000 towards a new Inflatable Rescue Boat (IRB) hull.
  - Waihi Beach Community Events and Promotions received \$5,000 towards a new community composting initiative.
  - The Waihi Beach Environment Society Inc received \$2,500 towards the Dot Watch project for trail cameras.
- Council had workshopped the consultation feedback received on the draft concept plan for Wilson Park, which would go to the Policy Committee on 24 August 2022 for adoption. The Board was advised that the additional budget required would be considered in the 2023/24 Annual Plan process.
- The location for the new Waihi Beach library was decided at the Performance and Monitoring Committee meeting held 4 August 2022. Full design work had been brought forward to the 2022–2023 financial year, and construction timing and budget would be brought to the Annual Plan/Long Term Plan Committee for review.

### **RESOLUTION WB22–4.8**

Moved: Cr J Denyer

Seconded: Member B Hulme

That the Councillor's report dated 8 August 2022 titled 'Waihi Beach Community Board Councillor's Report – August 2022' be received.

**CARRIED**

## **10.3 WAIHI BEACH COMMUNITY BOARD GRANT APPLICATION – AUGUST 2022**

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

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#### **RESOLUTION WB22-4.9**

Moved: Chairperson R Goudie

Seconded: Member M Roberts

1. That the Senior Governance Advisor's report dated 8 August 2022 titled 'Waihi Beach Community Board Grant Application – August 2022' be received.
2. That the Waihi Beach Community Board approve the Grant Application from Erana Kaunga Tuhura Whānau Trust for \$909.01 to contribute towards a planting project for Otawhiwhi Te Kohanga Reo. This grant will be funded from the Waihi Beach Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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#### **10.4 INFRASTRUCTURE GROUP REPORT WAIHI BEACH COMMUNITY BOARD AUGUST 2022**

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

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#### **RESOLUTION WB22-4.10**

Moved: Chairperson R Goudie

Seconded: Member M Roberts

That the Deputy Chief Executive's Report, dated 8 August 2022, and titled 'Infrastructure Group Report Waihi Beach Community Board August 2022', be received.

**CARRIED**

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#### **10.4.1 ATHENREE ROAD FOOTPATH CONNECTION – FROM MONTESSORI PRESCHOOL TO THE NEW RESIDENTIAL DEVELOPMENT**

The Board was advised that, due to bad weather, the project had been delayed until the upcoming construction season.

The Board noted the final cost was expected to be around \$42,000, however was advised this would be subject to the final measure and labour cost.

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#### **RESOLUTION WB22-4.11**

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Moved: Chairperson R Goudie

Seconded: Cr A Henry

That the Waihi Beach Community Board approve the estimated costs of up to \$55,000 for the Athenree Road Footpath Connection project (from Montessori Preschool to the New Residential Development), to be funded from the Waihi Beach Community Board Rooding Account.

**CARRIED**

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#### **10.4.2 TOWN CENTRE DEVELOPMENT – WILSON ROAD TO EDINBURGH STREET**

The Board noted they should meet and discuss the concept drawings that had been circulated to them.

The Board requested to meet with the General Manager Infrastructure Group, and relevant staff, to receive further details, prior to this being presented to Council.

Members of the Board expressed concern that the delay of Two Mile Creek would affect the Town Centre Development – Wilson Road to Edinburgh Street project.

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#### **10.4.3 SEAFORTH ROAD SHARED PATH ENHANCEMENT**

The Board was advised that consultation had not yet been undertaken. The Infrastructure Report would be updated to reflect this.

It was noted that the proposed shared path would follow the same alignment as the existing path on the “sea side” of the road.

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#### **10.4.4 DILLON STREET SHARED PATH BRIDGE**

The Board was advised that this project would take place in conjunction with the 2 Mile Creek Erosion Protection works.

The Board had requested for any updates on this project, during the interim until the next formal Waihi Beach Community Board meeting, be emailed to the current Board.

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#### **10.4.5 TOURISM INFRASTRUCTURE FUNDING (TIF) PROJECT**

The Board requested some information on the location of the three viewing platforms referenced in the Infrastructure Report of the August 2022 agenda.

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**10.5 WAIHĪ BEACH COMMUNITY BOARD – FINANCIAL REPORT JUNE 2022**

The Board considered a report from the Financial Business Advisor. The report was taken as read, with clarification on the below:

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**RESOLUTION WB22-4.12**

Moved: Member D Ryan

Seconded: Member B Hulme

That the Financial Business Advisor's reports dated 8 August 2022 and titled 'Waihi Beach Community Board – Financial Report June 2022'

**CARRIED**

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**10.5.1 COMMUNITY BOARD GRANT BUDGET**

The Board noted it was disappointing they had not granted any funding in the 2021/2022 financial year, and hoped that more applications would be received in the coming year.

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**10.5.2 TE MATA (BROADLANDS) BLOCK FUNDS FOR CONCEPT PLAN**

Members of the Board noted that the \$50,000 committed by the Board had now been spent. There was concern that the consultant was still engaged however, there was no further funding from the Community Board. The Board was advised that the Reserves and Facilities Manager did not want to release the consultant until a suitable replacement had been found, and agreed by the Te Mata (Broadlands) Block Rejuvenation Group.

The Board would like to know who was currently funding the consultants fees.

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**10.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

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

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**RESOLUTION WB22-4.13**

Moved: Chairperson R Goudie

Seconded: Member M Roberts

That the schedule of meetings for August and September 2022, be received.

**CARRIED**

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**The Meeting closed at 8.28pm.**

**In accordance with Standing Order 28.4, these minutes were confirmed as a true and correct record.**

.....  
Chairperson R Goudie

**CHAIRPERSON**

.....  
John Holyoake

**CHIEF EXECUTIVE OFFICER**



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

### **9.1 MINUTES OF THE PERFORMANCE AND MONITORING COMMITTEE MEETING HELD ON 4 AUGUST 2022**

**File Number:** A4674198

**Author:** Carolyn Irvin, Senior Governance Advisor

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Performance and Monitoring Committee Meeting held on 4 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

#### **ATTACHMENTS**

- 1. Minutes of the Performance and Monitoring Committee Meeting held on 4 August 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
PERFORMANCE AND MONITORING MEETING NO. PM22-5  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
AND VIA ZOOM AND LIVESTREAMED UNDER COVID-19 TRAFFIC LIGHT ORANGE  
ON THURSDAY, 4 AUGUST 2022 AT 9.30AM**

## **1 PRESENT**

Cr D Thwaites (Chairperson), Mayor G Webber, Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Gray, Cr A Henry, and Cr A Sole

### **VIA ZOOM**

Cr K Marsh, Cr M Murray-Benge and Deputy Mayor J Scrimgeour

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), G Allis (Deputy CEO/General Manager Infrastructure Group), R Davie (General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), D Pearce (Community Manager), L Balvert (Communications Manager), EJ Wentzel (Utilities Operations Manager) J Paterson (Transportation Manager), S Halsey (Waihi Beach Customer Services Team Member), G Benn (Research and Monitoring Analyst), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator), P Osborne (Senior Governance Advisor – Community Boards) and C Irvin (Senior Governance Advisor)

### **VIA ZOOM**

B Whitton (Customer Service and Governance Projects Contractor)

### **OTHERS IN ATTENDANCE**

Waihi Beach Community Board

R Goudie (Chairperson)

Waka Kotahi

K Meyer (Senior Project Manager – Long Term)

A Wharekawa-Smith (Principal Project Manager – Enabling Works)

Priority One

N Tutt (Chief Executive Officer)

Jigsaw Architects

J Benton (Director)

G Donald (Associate)

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

Nil

**8 PRESENTATIONS****8.1 WAKA KOTAHI (NZTA) TAURIKO UPDATE PRESENTATION**

The Committee considered a report dated 4 August 2022 from the Executive Assistant Infrastructure Group.

Kaylene Meyer and Andrew Wharekawa Smith from Waka Kotahi spoke to a power point presentation summarising the following:

Tauriko Network Plan:

- Tauriko Detailed Business Case – Where we are at;
- Concept Flythrough;
- State Highway 29 Network Connections Business – Emerging Preferred Option;
- Landowner and Stakeholder Engagement;
- Next Steps – Detailed Business Case;
- Tauriko West Enabling Works Update; and
- Progress update – Tauriko West Enabling Works.

The presenters responded to questions as follows:

- Waka Kotahi was looking at entering the market mid to late January 2023 with the 'Tauriko for Tomorrow' project, with physical works starting about June-July 2023.
- The roundabout at Redwood Lane would be built first, and there was also construction that needed to go from the Tauriko Business Estate to Belk Road.
- Waka Kotahi would apply to Tauranga City Council and Bay of Plenty Regional Council for a resource consent for these works.
- Tauranga City Council had the funding in place to do the Cambridge Road upgrade.
- Temporary traffic lights were quite complicated and difficult to implement. The cost of cables and lights, and the disruption to traffic when installing, meant it was better to get a roundabout installed.
- The best indication at this time for works to start at Barkes Corner was well past ten years.
- Waka Kotahi would be seeking funding for the first two stages of the 'Tauriko for Tomorrow' project.

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#### RESOLUTION PM22-5.1

Moved: Deputy Mayor J Scrimgeour

Seconded: Mayor G Webber

That the Executive Assistant Infrastructure Group's report dated 4 August 2022 titled 'Waka Kotahi (NZTA) Tauriko Update Presentation' be received.

**CARRIED**

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## 9 REPORTS

### 9.1 PRIORITY ONE ECONOMIC UPDATE

The Committee considered a report dated 4 August 2022 from the Community Manager. The report was taken as read.

Nigel Tutt of Priority One spoke to a power point presentation summarising the following:

- What we do;
  - Western Bay of Plenty has performed relatively well;
  - No sign of bad times yet;
  - Workforce is a challenge – employers need staff;
  - Workforce is a challenge – still large numbers of unemployed;
  - Housing increasingly a barrier for talent;
  - Priority One's focus; and
-

- Regional stadium.

The presenter, Nigel Tutt, responded to questions as follows:

- It was critically important that the Port of Tauranga expanded over time and to keep lobbying to achieve this. It was unsurprising that there were problems in this area as it had not been managed well. In particular, a large industrial development encroaching on a Marae over time. It was important now to look at what the Mount Maunganui industrial area should look like in the future. Priority One had instigated a piece of work to look into this.
- In terms of unemployment, typically it was people with no formal education and middle aged people wanting to get back into the workforce after having children who tended to fall by the way-side. It could often take quite a lot to get people into the right position and/or skill set.
- A case study that looked at 18 locations across the Western Bay of Plenty for the regional stadium had been undertaken. It had found that Tauranga Domain was the best site. A business case was now being done. This had been a partnership between Priority One, Tauranga City Council, Bay of Plenty Regional Council, Sports New Zealand, some funders and other institutions. It was hoped the Western Bay of Plenty District Council would also support the stadium.

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#### RESOLUTION PM22-5.2

Moved: Cr A Henry

Seconded: Cr M Gray

That the Community Manager's report dated 4 August 2022 titled 'Priority One Economic Update' be received.

**CARRIED**

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10:31 The meeting adjourned

10:31 Cr Murray-Benge withdrew from the meeting

10:31 Mayor Webber withdrew from the meeting

10:48 The meeting reconvened

#### 9.2 CHANGE TO ORDER OF BUSINESS

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The Chairperson requested that the next item of business be item 9.3: 'Site options for Waihi Beach Library, Service Centre and Hub' in order to release presenters from the meeting.

---

**RESOLUTION PM22-5.3**

Moved: Cr M Gray

Seconded: Cr A Sole

That the next item of business be item 9.3: 'Site options for Waihi Beach Library, Service Centre and Hub' in order to release presenters from the meeting.

**CARRIED**

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**9.3 SITE OPTIONS FOR WAIHI BEACH LIBRARY, SERVICE CENTRE AND HUB**

The Committee considered a report dated 4 August 2022 from the Project Manager . The report was taken as read.

The Waihi Beach Customer Services Team Member introduced Gareth Donald and Jason Benton of Jigsaw Architects spoke to a power point presentation summarising the following:

- Beach Road recommended site;
- Jigsaw proposed site maps;
- Wilson Road recommended site; and
- The community engagement undertaken.

10:58 Mayor Webber entered the meeting.

Staff and presenters responded to questions as follows:

- The second option behind the Community Centre did not eventuate because it did not have the required integration fit in terms of sharing the building and resources, and it was slightly isolated from the car park.
  - The car parks were looked at as generally servicing different areas of the complex. The parking space lost with the new building would need to be replaced.
  - At this point, the brief was to use the existing toilets in the Community Hall as extra amenities for the library. New doors would be installed to shut off the rest of the Hall. The proposed single accessible toilet could be doubled if necessary.
- 

**RESOLUTION PM22-5.4**

Moved: Cr A Sole

Seconded: Cr J Denyer

1. That the Project Manager's report dated 4 August 2022 titled 'Site Options for Waihi Beach Library, Service Centre and Hub' 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 Beach Road (adjacent to the Community Centre) is adopted as the site for the new Waihi Beach Library, Service Centre and Hub.
4. That the Committee notes that the concept design includes utilisation of the existing library space as part of the community hub.
5. That the Performance and Monitoring Committee recommend that the planned expenditure of \$205,600 in the 2023-2024 financial year is bought forward to the 2022-2023 financial year to proceed with the full design.
6. That the new Waihi Beach Library, Service Centre and Hub project be referred to the Annual Plan/Long Term Plan Committee for a review of the construction timing and the budget.

**CARRIED**

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#### **9.4 FINANCIAL PERFORMANCE AND MONITORING COMMITTEE UPDATE AS AT 30 JUNE 2022**

The Committee considered a report dated 4 August 2022 from the Chief Financial Officer who took the report was taken as read and provided a brief summary of items.

Staff responded to questions as follows:

1. Council used WSP through their relationship with WestLink in terms of appraisals for underlying land values. WSP saw contracts on a daily basis on what land purchase prices had been and what was forecast. They had gained a lot of knowledge around the country, especially in the Western Bay of Plenty and as such were recognised as being the experts in terms of valuations.
  - In terms of capital expenditure, some late costs had had come through after the closing of the financial year-end. The end of year capex was now above 70%. Standard and Poors had been talking with councils around the country. The average achievement across New Zealand for the last financial year was between 50% and 80%. As such, Western Bay of Plenty District Council had done reasonably well being above 70%. Going forward, whatever happened would depend on the contractor market and other things that were outside Council's control.

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#### **RESOLUTION PM22-5.5**

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Moved: Cr M Grainger

Seconded: Cr J Denyer

That the Chief Financial Officer's report dated 4 August 2022 titled 'Financial Performance and Monitoring Committee Update as at 30 June 2022' be received.

**CARRIED**

## 10 INFORMATION FOR RECEIPT

Nil

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION PM22-5.6

Moved: Cr A Henry

Seconded: Cr M Gray

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
11.1 - Infrastructure Operational Risk Report August 2022 Confidential	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**The Meeting closed at 12:28pm**



**Confirmed as a true and correct record by Council on 15 September 2022.**

Unconfirmed

**9.2 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 9 AUGUST 2022****File Number:** A4679679**Author:** Carolyn Irvin, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**RECOMMENDATION**

That the Minutes of the Audit and Risk Committee Meeting held on 9 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

1. Minutes of the Audit and Risk Committee Meeting held on 9 August 2022

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
AUDIT AND RISK COMMITTEE MEETING NO. AR22-3  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
AND VIA ZOOM AND LIVESTREAMED UNDER COVID-19 TRAFFIC LIGHT ORANGE  
ON TUESDAY, 9 AUGUST 2022 AT 9.30AM**

## **1 PRESENT**

Cr J Denyer (Chairperson), Cr M Grainger, Cr G Dally, Cr M Dean, Cr A Sole, Cr D Thwaites, Mayor G Webber

### **VIA ZOOM**

Cr A Henry, Cr M Gray, Cr M Murray-Benge, Deputy Mayor J Scrimgeour and Independent Member S Henderson

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), J Graham (Acting General Manager Corporate Services), G Allis (Deputy CEO/General Manager Infrastructure Group), A Curtis (General Manager Regulatory Services), D Jensen (Chief Financial Officer), B Brown (Health and Safety Advisor), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator) and C Irvin (Senior Governance Advisor)

### **VIA ZOOM**

L Jackett (Team Leader Contracts and Procurement)

### **OTHERS IN ATTENDANCE**

### **VIA ZOOM**

Bancorp Treasury

S Ranchhod (Head of Treasury Advisory)

R Woodfield (Client Advisor)

## **3 APOLOGIES**

### **APOLOGY**

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### **RESOLUTION AR22-3.1**

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the apology for lateness from Cr Murray Benge and absence from Cr Marsh be accepted.

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**CARRIED**

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#### **4 CONSIDERATION OF LATE ITEMS**

Nil

#### **5 DECLARATIONS OF INTEREST**

Nil

#### **6 PUBLIC EXCLUDED ITEMS**

Nil

#### **7 PUBLIC FORUM**

Nil

#### **INTRODUCTION**

Newly appointed Independent Member, Stuart Henderson, introduced himself and provided the Committee with a brief outline of his personal background and work experience.

#### **8 PRESENTATIONS**

##### **8.1 BANCORP TREASURY UPDATE AND PRESENTATION**

The Committee considered a report dated 9 August 2022 from the Chief Financial Officer.

The Chairperson introduced Suresh Ranchhod and Ross Woodfield from Bancorp Treasury who spoke to a power point presentation summarising the following points:

- CPI's Continue to Surge (mostly);
- Commodities retreat ahead of downturn;
- Normalising interest rates – and fast;
- Reserve Bank of New Zealand – Official Cash Rate Cycles;
- Interest rates ease off recent highs;
- New Zealand Swap Rates; and
- Reserve Bank of New Zealand estimate of the neutral Official Cash Rate.

Presenters responded to questions as follows:

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- In terms of New Zealand swap rates and hedge rates, Council should be aware of what was playing out at this time. Although Western Bay of Plenty District Council had been carrying hedges in line with its policy, its debt had hardly grown. The Department of Internal Affairs had indicated via communication it would leave interest rate hedging within New Zealand councils when underlying debt moved. From an interest rate perspective, this would mean Councils would take underlying mark to market gains or losses. Staff had committed to working with Department of Internal Affairs to manage this issue through the transition time line.
- There could be a sharp reversal in inflation should the country go into recession as interest rates continue to increase. The Consumer Price Index could stay uncomfortably high from the Central Banks. Wage inflation and various global influences were causing this 'feedback loop' into headline inflation.

10am Cr Henry withdrew from the meeting.

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#### **RESOLUTION AR22-3.2**

Moved: Mayor G Webber

Seconded: Cr D Thwaites

1. That the Chief Financial Officer's report dated 9 August 2022 titled 'Bancorp Treasury Update and Presentation' be received.
2. That the presentation from Bancorp Treasury dated 9 August 2022 be received.

**CARRIED**

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## **9 REPORTS**

### **9.1 TREASURY UPDATE REPORT**

The Committee considered a report dated 9 August 2022 from the Chief Financial Officer. The report was taken as read.

Staff responded to questions as follows:

- Council was about to embark on the next Long Term Plan which meant it had a duty to make assumptions and strategic decisions up front in terms of the Three Waters Reforms and other reform proposals irrespective of whether Three Waters happened or not.

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#### **RESOLUTION AR22-3.3**

Moved: Cr M Dean

Seconded: Cr A Sole

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That the Chief Financial Officer's report dated 9 August 2022 titled 'Treasury Update Report' be received.

**CARRIED**

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10:27 The meeting adjourned

10:41 The meeting reconvened

10:41 Cr Murray-Benge entered the meeting

## **9.2 QUARTERLY REVIEW OF RISK PROFILE**

The Committee considered a report dated 9 August 2022 from the Chief Financial Officer. The report was taken as read.

Staff responded to questions as follows:

- The biggest issue at the moment was acquiring international supplies. There was currently a six month delay, so Council had to be careful around project management and work plans into the supply and ordering cycle.
  - Council's risk reports were previously very transactional. However, this was now changing and had moved to a more forward looking view/high level way of thinking about strategies and how people operated. This had progressed well.
  - Managing the delivery of projects was very important. The Performance and Monitoring Committee was looking at projects from a time/cost perspective. The implementation of project management was one of the three top priorities for Council as an organisation. Council had an independent person putting together a project framework within the capital programme.
- 

### **RESOLUTION AR22-3.4**

Moved: Mayor G Webber

Seconded: Cr M Grainger

That the Chief Financial Officer report dated 9 August 2022 titled 'Quarterly Review of Risk Profile' be received.

**CARRIED**

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## **9.3 UPDATE ON OUTSTANDING AUDIT ITEMS (INTERNAL/EXTERNAL) AUGUST 2022**

The Committee considered a report dated 9 August 2022 from the Financial Controller. The report was taken as read.

Staff responded to questions as follows:

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- Audit New Zealand had informed Council that it was experiencing resourcing issues and as such was mainly involved in other big projects at this time.
- It would not be until the new calendar year that Audit New Zealand could commence audit and enable Council to sign off the Annual Report. This was out of Council's control. Audit New Zealand had placed the lowest risk New Zealand Council's down the order of their job list. As such, Western Bay of Plenty District Council's audit had been delayed. It was thought many New Zealand council's would not meet statutory compliance of having their Annual Report signed off by December 2022.

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**RESOLUTION AR22-3.5**

Moved: Cr D Thwaites

Seconded: Cr A Sole

That the Financial Controller's report dated 9 August 2022 titled 'Update on Outstanding Audit Items (Internal/External) August 2022' be received.

**CARRIED**

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**9.4 HEALTH AND SAFETY REPORT**

The Committee considered a report dated 9 August 2022 from the Health and Safety Advisor. The report was taken as read.

Staff responded to questions as follows:

- There had been a big drive from larger organisations doing high risk work to report 'near misses'.
- The recent dog issue had been reviewed by Health and Safety staff who had gone back through the process that had taken place. Animal Services had a safety plan in place and had engaged the Police. Customer Services had been duly informed of the dog owner and his actions. Open and honest conversations had taken place with staff, with a debriefing for what had gone well and what had not, for future events. The Police had resolved the issue and dealt with the offender.
- Physical and verbal abuse directed at contractors were captured as safety events. Critical risks were identified. Health and Safety staff were working with external trainers and working on continuous improvement training.
- Staff sick leave days were up 50% from last year due to a second wave of COVID-19 and winter flu. Council's approach was to support staff and take a flexible approach to sick leave.
- Currently, verbal abuse was captured as an event under mental health. However, it could be captured as individual data.

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**RESOLUTION AR22-3.6**

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Moved: Cr A Sole

Seconded: Cr M Dean

That the Health and Safety Advisor's report dated 9 August 2022 titled 'Health and Safety Report' be received.

**CARRIED**

## 10 INFORMATION FOR RECEIPT

Nil

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION AR22-3.7

Moved: Cr J Denyer

Seconded: Cr M Grainger

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
11.1 - Litigation Update	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	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**



**The Meeting closed at 11:24am.**

**Confirmed as a true and correct record by Council on 15 September 2022**

Unconfirmed

### **9.3 MINUTES OF THE COUNCIL MEETING HELD ON 11 AUGUST 2022**

**File Number:** A4683262

**Author:** Carolyn Irvin, Senior Governance Advisor

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Council Meeting held on 11 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

#### **ATTACHMENTS**

- 1. Minutes of the Council Meeting held on 11 August 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
COUNCIL MEETING NO. C22-5  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
AND VIA ZOOM AND LIVESTREAMED UNDER COVID-19 TRAFFIC LIGHT ORANGE  
ON THURSDAY, 11 AUGUST 2022 AT 9.30AM**

## **1 PRESENT**

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

### **VIA ZOOM**

Cr K Marsh

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), G Allis (Deputy CEO/General Manager Infrastructure Group), R Davie (General Manager Strategy and Community), J Graham (Acting General Manager Corporate Services), A Curtis (General Manager Regulatory Services), C Nepia (Strategic Kaupapa Māori Manager), L Balvert (Communications Manager), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator) and C Irvin (Senior Governance Advisor)

### **VIA ZOOM**

R Goudie (Chairperson – Waihi Beach Community Board)

## **OTHERS IN ATTENDANCE**

### Media

One Member of the Press

17 Members of the Public

## **KARAKIA**

The Strategic Kaupapa Māori Manager opened the meeting with a Karakia.

## **3 APOLOGIES**

Nil

## 4 CONSIDERATION OF LATE ITEMS

### 4.1 CONSIDERATION OF A LATE OPEN ITEM

The Chairperson advised there was one late item for the Council to consider for inclusion in the open section of the agenda, being 'Recommendatory Report from the Performance and Monitoring Committee – Site Options for Waihi Beach Library, Service Centre and Hub'.

The reason that this item was not included on the agenda was that the recommendation came from a report addressed at the Performance and Monitoring Committee meeting held on 4 August 2022, after the Council 11 August 2022 agenda had been published, and it could not be delayed to the next scheduled Council meeting because it needed to be addressed in a timely manner.

#### RESOLUTION C22-5.1

Moved: Cr D Thwaites

Seconded: Cr A Henry

That, in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act the following item be considered as a late item of open business:

1. Recommendatory Report from the Performance and Monitoring Committee – Site Options for Waihi Beach Library, Service Centre and Hub.

**CARRIED**

### 4.2 CONSIDERATION OF A LATE CONFIDENTIAL ITEM

The Chairperson advised there was one late item for the Council to consider for inclusion in the closed section of the agenda, being 'Recommendatory Report from the Performance and Monitoring Committee – Infrastructure Operational Risk Report August 2022 Confidential'.

The reason that this item was not included on the agenda was that the recommendation came from a report addressed at the Performance and Monitoring Committee meeting held on 4 August 2022, after the Council 11 August 2022 agenda had been published, and it could not be delayed to the next scheduled Council meeting because it needed to be addressed in a timely manner.

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

**RESOLUTION C22-5.2**

Moved: Cr D Thwaites

Seconded: Cr A Henry

1. That the public be excluded from the following part of this meeting namely: the closed section.
2. That, in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act the following item be considered as a late item of confidential business:
  1. 'Recommendatory Report from the Performance and Monitoring Committee – Infrastructure Operational Risk Report August 2022 Confidential'.

The general subject to 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(1) 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(1) for the passing of this resolution.
<b>Recommendatory Report from the Performance and Monitoring Committee – Infrastructure Operational Risk Report August 2022 Confidential</b>	THAT the public conduct of the relevant part of the proceeding S7(2)(1) – the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a)(i) – the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

## 5 DECLARATIONS OF INTEREST

Nil

## 6 PUBLIC EXCLUDED ITEMS

Nil

## 7 PUBLIC FORUM

2. Jenny Hobbs – Notice of Motion – Cr Murray-Benge
  - Was in attendance today to support Cr Murray-Benge's Notice of Motion that Council resigns from Local Government New Zealand (LGNZ).
  - It was felt that councils could save money and do a much better job advocating for their communities without LGNZ, that it was working against the ratepayers and its conduct was misleading.
  - Elected Members were asked to vote for Cr Murray-Benge's Notice of Motion today.
3. Tracy Coxhead – Notice of Motion – Cr Murray-Benge
  - It was felt that LGNZ were essentially acting as messengers for the Government, working towards a pre-determined outcome and no longer representing the views or concerns of the ratepayers.
  - The Three Waters Reform would have to be the most significant and divisive issue ever faced by Councils.
  - In any democracy, open, robust debate was essential, particularly on an issue as important as this.
4. Margaret Colmore – Notice of Motion – Cr Murray-Benge
  - Was in attendance today to support Cr Murray-Benge's Notice of Motion that Council resigned from Local Government New Zealand.
  - LGNZ claimed to represent the interests of the district councils in New Zealand, however, Council's respect for the people was called into question when it was clear that handing over water infrastructure was not in the best interest of the ratepayers.
  - Council was urged to support the Notice of Motion put forward by Cr Murray-Benge today.
5. Background from Mayor Webber regarding Local Government New Zealand
  - In 2016, the Government legislated the National Policy on Fresh Water Management which incorporated Te Mana o te Wai principles.
  - On 25 October 2017, a significant number of councils signed the 'Local Government Leaders Water Declaration', with leaders declaring their

continuous and absolute commitment to evaluating and managing water as a precious resource, wanting New Zealand to be a world leader in sustainable water management. Achieving this would require a collaborative effort from many parties including councils, communities, Central Government, Māori, Iwi, business and primary sector.

- As a result, in 2017 and 2018, local Government would scope the cost of maintaining and or improving water quality and its continued supply through its 2050 water project.
- This was a resolution by almost all New Zealand councils, including Timaru City Council, to get Local Government New Zealand to coordinate a response to the water issues.
- This declaration was used to work in the best interests of councils to meet the fresh water reforms that were legislated in 2016.

## 8 CHANGE TO ORDER OF BUSINESS

### 8.1 CHANGE TO ORDER OF BUSINESS

The Chairperson requested that the next item of business be open agenda item no. 10.2: 'Notice of Motion - Cr Murray-Benge - Western Bay of Plenty District Council's Resignation from the New Zealand Local Government Association' in order to allow for Public Forum speakers and other members of the public to be present during the discussion of the report.

#### RESOLUTION C22-5.3

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

That the next item of business be open agenda item no. 10.2: 'Notice of Motion - Cr Murray-Benge - Western Bay of Plenty District Council's Resignation from the New Zealand Local Government Association' in order to allow for Public Forum speakers and other members of the public to be present during the discussion of the report.

**CARRIED**

## 9 REPORTS

### 9.1 NOTICE OF MOTION - CR MURRAY-BENGE - WESTERN BAY OF PLENTY DISTRICT COUNCIL'S RESIGNATION FROM THE NEW ZEALAND LOCAL GOVERNMENT ASSOCIATION

The Committee considered a report dated 11 August 2022 from the Senior Governance Advisor. The report was taken as read

Cr Murray-Benge addressed Council outlining her key points.

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#### RESOLUTION C22-5.4

Moved: Cr M Murray-Benge

Seconded: Cr A Sole

1. That the Senior Governance Advisor's report dated 11 August 2022 titled 'Notice of Motion – Cr Murray-Benge – Western Bay of Plenty District Council's Resignation from the New Zealand Local Government Association' be received.
2. That Western Bay of Plenty District Council resigns from the New Zealand Local Government Association.

**CARRIED**

A division was called and recorded as follows:

In Favour: Crs A Henry, K Marsh, M Murray-Benge and A Sole

Against: Crs G Webber, J Scrimgeour, G Dally, M Dean, J Denyer, M Grainger, M Gray and D Thwaites

**LOST 4/8**

The motion was declared **LOST**

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## 10 COMMUNITY BOARD MINUTES FOR RECEIPT

### 10.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 25 MAY 2022

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#### RESOLUTION C22-5.5

Moved: Cr J Denyer

Seconded: Cr M Grainger

That the Minutes of the Katikati Community Board Meeting held on 25 May 2022 be received.

**CARRIED**

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**10.2 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 13 JUNE 2022**

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**RESOLUTION C22-5.6**

Moved: Cr J Denyer

Seconded: Cr M Grainger

That the Minutes of the Waihi Beach Community Board Meeting held on 13 June 2022 be received.

**CARRIED**

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**10.3 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 20 JULY 2022**

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**RESOLUTION C22-5.7**

Moved: Cr J Denyer

Seconded: Cr M Grainger

That the Minutes of the Katikati Community Board Meeting held on 20 July 2022 be received.

**CARRIED**

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**10.4 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 26 JULY 2022**

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**RESOLUTION C22-5.8**

Moved: Cr J Denyer

Seconded: Cr M Grainger

That the Minutes of the Maketu Community Board Meeting held on 26 July 2022 be received.

**CARRIED**

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**11 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**

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**11.1 MINUTES OF THE DISTRICT LICENSING COMMITTEE MEETING HELD ON 3 FEBRUARY 2022**

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**RESOLUTION C22-5.9**

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Moved: Cr D Thwaites

Seconded: Cr A Sole

That the Minutes of the District Licensing Committee held on 3 February 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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## **11.2 MINUTES OF THE KATIKATI - WAIHĪ BEACH WARD FORUM MEETING HELD ON 27 JUNE 2022**

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### **RESOLUTION C22-5.10**

Moved: Cr J Denyer

Seconded: Cr A Henry

That the Minutes of the Katikati - Waihi Beach Ward Forum Meeting held on 27 June 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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## **11.3 MINUTES OF THE COUNCIL MEETING HELD ON 29 JUNE 2022**

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### **RESOLUTION C22-5.11**

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

That the Minutes of the Council Meeting held on 29 June 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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## **11.4 MINUTES OF THE DISTRICT PLAN COMMITTEE MEETING HELD ON 29 JUNE 2022**

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### **RESOLUTION C22-5.12**

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Murray-Benge

That the Minutes of the District Plan Committee Meeting held on 29 June 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

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**CARRIED**

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**11.5 MINUTES OF THE KAIMAI WARD FORUM MEETING HELD ON 30 JUNE 2022**

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**RESOLUTION C22-5.13**

Moved: Cr M Grainger

Seconded: Mayor G Webber

1. That the Minutes of the Kaimai Ward Forum Meeting held on 30 June 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

That the following amendment be made to the recommendation for item no. 12.4: 'David Riley – Whakamārama Community Inc':

Resolution KWF22-2.5:

1. That staff contact broadband providers and investigate opportunities to include Whakamārama on the connection priority list.
2. That staff investigate how Council may assist providers with connecting wider areas of the District to broadband.
3. That staff provide feedback on the outcomes, to Council, through an information report.

**CARRIED**

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**11.6 MINUTES OF THE MAKETU – TE PUKE WARD FORUM MEETING HELD ON 4 JULY 2022**

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**RESOLUTION C22-5.14**

Moved: Cr M Gray

Seconded: Cr G Dally

That the Minutes of the Maketu – Te Puke Ward Forum Meeting held on 4 July 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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**11.7 MINUTES OF THE PERFORMANCE AND MONITORING COMMITTEE MEETING HELD ON 5 JULY 2022**

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**RESOLUTION C22-5.15**

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Moved: Cr D Thwaites

Seconded: Cr M Grainger

That the Minutes of the Performance and Monitoring Committee Meeting held on 5 July 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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## **11.8 MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 26 JULY 2022**

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### **RESOLUTION C22-5.16**

Moved: Mayor G Webber

Seconded: Cr M Grainger

That the Minutes of the Policy Committee Meeting held on 26 July 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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## **12 REPORTS**

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

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The Committee considered a report dated 11 August 2022 from the Executive Assistant Mayor/CEO. The report was taken as read. Mayor Webber spoke to the following items:

#### SmartGrowth

- Peter Winder (recently appointed independent Chairperson) had been seconded to do a Polytech review. Mayor Webber had offered to step in as Deputy Chairperson until the end of the triennium. The new Councillors would reconvene after the elections and would work out a replacement for Peter Winder.

#### Local Government New Zealand (LGNZ) Conference

- There had been considerable discussion over the last three years around the current structure of LGNZ.
  - LGNZ had agreed at the conference there would be a thorough review of the rules and structure in the new triennium.
  - Governance and technical expertise needed to be separated. Less governance was needed and more technical experts were needed.
  - It was felt that SmartGrowth was the only way to do a sub-regional planning exercise.
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Visit from Irish Ambassador

- The Irish Ambassador and the President of the Irish Professional Rugby Association visited the district for the second time, including visiting the Western Bay Museum. The museum was trying to get funding to tell a 'world-wide' story.

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**RESOLUTION C22-5.17**

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

That the Executive Assistant Mayor/CEO's report dated 11 August 2022 titled 'Mayor's Report to Council' be received.

**CARRIED**

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**12.2 DELEGATIONS TO CHIEF EXECUTIVE OFFICER - ELECTIONS INTERREGNUM 2022**

The Committee considered a report dated 11 August 2022 from the Executive Assistant Strategy and Community. The report was taken as read.

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**RESOLUTION C22-5.18**

Moved: Cr M Grainger

Seconded: Cr J Denyer

1. That the Executive Assistant Strategy and Community's report dated 11 August 2022 titled 'Delegations to Chief Executive Officer - Elections Interregnum 2022' be received.
2. That, from approximately Friday, 14 October 2022 until Friday, 4 November 2022, Council delegates all its responsibilities, duties, and powers, other than those that are statute based, to the Chief Executive Officer to enable him to make decisions in respect of urgent matters. Where the Mayor-Elect is known, this will be in consultation with the Mayor-Elect.

**CARRIED**

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**12.3 2022 COMMUNITY MATCHING FUND OUTCOMES**

The Committee considered a report dated 11 August 2022 from the Community Manager. The report was taken as read.

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**RESOLUTION C22-5.19**

Moved: Cr J Denyer

Seconded: Deputy Mayor J Scrimgeour

1. That the Community Manager's report dated 11 August 2022 titled 'Community Matching Fund Outcomes' 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 note the 2022 Community Matching Fund distributions as follows:

**General Fund:**

Bowel Cancer New Zealand Incorporated	\$3,000
Free Church of Tonga Katikati	\$4,000
Graeme Dingle Foundation	\$8,000
Katch Katikati	\$2,000
Katikati College Pasifika Group	\$5,000
Katikati Community Resource Centre Community Breakfast	\$4,000
Katikati Innovative Horticulture Trust	\$5,000
Katikati Rotary Club Charitable trust	\$4,000
Katikati Sport and Recreation Centre Inc	\$5,000
Mums4Mums Charitable Trust	\$2,000
Ōmokoroa Community Garden Group Inc	\$1,000
Ōmokoroa Public Art Group	\$4,000
Pongakawa School Board of Trustees	\$11,500
People First New Zealand Inc.	\$1,000
Rangiuru Sports Club Incorporated	\$1,500
Soka Gakkai International New Zealand	\$500
Tauranga Pistol Club Incorporated	\$2,000
Te Ara Kahikatea Incorporated	\$4,000
Te Puke Family Heritage Group Inc	\$1,000
The Daily Charitable Trust	\$5,000
The Old Library Ōmokoroa	\$1,000
The Ōmokoroa Settlers Hall Society Incorporated	\$4,000
The Wish for Fish Charitable Trust	\$1,500

Waihi Beach Lifeguard Services Incorporated	\$5,000
Western Bay Heritage Trust	\$5,000
Youth Search and Rescue Trust	\$10,000
<b>TOTAL</b>	<b>\$100,000.00</b>

**Environmental Fund:**

Bird Group (member of Ōmokoroa Environmental Managers Inc)	\$3,000
EnviroKatikati Charitable Trust – Katikati Taiao	\$3,000
Kotukutuku Gully Care Group	\$3,000
Pendergrast Memorial Heritage Park Trust	\$2,000
QEII National Trust on behalf of Friends of l'Anson Bush Reserve	\$4,000
Tanners Point Pest-Free Peninsula & Walkway Project (a subgroup of The Tanners Point Residents and Ratepayers Assn Inc)	\$2,000
Te Ara Kahikatea Incorporated	\$5,000
Te Puke High School Environment Committee	\$5,500
Uretara Estuary Managers Inc. t/a Project Parore 'Honey Stream project'	\$5,000
Waihi Beach Community Events and Promotions	\$5,000
Waihi Beach Environment Society Inc. – Dot Watch Beach & Surrounds	\$2,500
<b>TOTAL</b>	<b>\$40,000</b>

**CARRIED****12.4 FACILITIES IN THE COMMUNITY FUND 2022**

The Committee considered a report dated 11 August 2022 from the Senior Policy Analyst – Consultant. The report was taken as read.

**RESOLUTION C22-5.21**

Moved: Cr M Dean

Seconded: Cr M Gray

1. That the Senior Policy Analyst – Consultant's report dated 11 August 2022 titled 'Facilities in the Community Fund 2022' 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 2022 Facilities in the Community Fund allocations be allocated as follows:

1.	Katikati Agricultural and Pastoral Society Inc <i>Roof repairs to A&amp;P building</i>	\$14,149.57
2.	Katikati Community Centre <i>Maintenance and exterior renovation</i>	\$35,749
3.	Whakamarama Community Incorporated <i>Bike trail scope of works</i>	\$6,000
4.	Otamarakau School <i>Weatherproof Astroturf cover</i>	\$10,102
5.	Te Puna Quarry Park <i>BBQ shelter</i>	\$8,000

**CARRIED**

### 13 LATE ITEM

#### 13.1 RECOMMENDATORY REPORT FROM THE PERFORMANCE AND MONITORING COMMITTEE – SITE OPTIONS FOR WAIHĪ BEACH LIBRARY, SERVICE CENTRE AND HUB.

The Committee considered a report dated 11 August 2022 from the Senior Governance Advisor. The report was taken as read.

#### RESOLUTION C22-5.22

Moved: Cr A Henry

Seconded: Cr J Denyer

1. That the report relates to an issue that is considered to be low significance in terms of Council's Significance and Engagement Policy.
2. That Council adopt the Beach Road site (adjacent to the Community Centre) as the site for the New Waihī Beach Library, Service Centre and Hub.
3. That Council notes that the concept design includes utilisation for the existing library space as part of the Community Hub.



4. That Council approves that the planned expenditure of \$205,600 in the 2023-2024 financial year be bought forward to the 2022-2023 financial year to proceed with the full design.
5. That Council refers the new Waihi Beach Library, Service Centre and Hub Project to the Annual Plan/Long Term Plan Committee for a review of the construction timing and the budget.

**CARRIED**

## 14 INFORMATION FOR RECEIPT

Nil

## 15 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION C22-5.23

Moved: Cr M Grainger

Seconded: Cr G Dally

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
12.1 - Confidential Minutes of the Council Meeting held on 29 June 2022	<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)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</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

	<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> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	
<b>12.2 - Confidential Minutes of the Performance and Monitoring Committee Meeting held on 5 July 2022</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
<b>12.3 – Chief Executive Officer's Report – Request for Execution of Documents Under Seal of Council</b>	<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
<b>12.4 – Chief Executive Officer Operations Update Report</b>	<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</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

	<p>the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	
<b>CARRIED</b>		

**The Meeting closed at 11:39am.**

**Confirmed as a true and correct record at the Council meeting held 15 September 2022.**

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Mayor G Webber

**CHAIRPERSON / MAYOR**

**9.4 MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 16 AUGUST 2022****File Number:** A4676871**Author:** Barbara Clarke, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**RECOMMENDATION**

That the Minutes of the Policy Committee Meeting held on 16 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

1. Minutes of the Policy Committee Meeting held on 16 August 2022

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
POLICY COMMITTEE MEETING NO. PP22-7  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA AND  
VIA ZOOM UNDER COVID-19 PROTECTION FRAMEWORK ORANGE AND LIVESTREAMED  
ON TUESDAY, 16 AUGUST 2022 AT 9.30AM**

**1 PRESENT**

Mayor G Webber (Chairperson), Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Gray, Cr M Murray-Benge, Cr A Sole and Cr D Thwaites

**COUNCILLORS VIA ZOOM**

Cr A Henry, Cr K Marsh, and Deputy Mayor J Scrimgeour

**2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), R Davie (General Manager Strategy and Community), E Watton (Strategic Policy and Planning Programme Director), P Martelli (Resource Management Manager), J Rickard (Community and Strategic Relationships Manager), T Clow (Senior Policy Analyst Resource Management), M Leighton (Senior Policy Analyst), T Miller (Senior Policy Analyst Resource Management), H Wi Repa (Governance Technical Support) and B Clarke (Senior Governance Advisor)

**STAFF VIA ZOOM**

J Osborne (Governance Support Administrator)

**EXTERNAL PERSONS**

Jeff Hextall (Environmental Consultants Organisation Limited)

**3 APOLOGIES**

Nil.

**4 CONSIDERATION OF LATE ITEMS**

Nil.

**5 DECLARATIONS OF INTEREST**

Nil.

**6 PUBLIC EXCLUDED ITEMS**

Nil.

## 7 PUBLIC FORUM

Nil.

## 8 PRESENTATIONS

Nil.

## 9 REPORTS

### 9.1 PLAN CHANGE 92 ŌMOKOROA AND TE PUKE ENABLING HOUSING SUPPLY AND OTHER SUPPORTING MATTERS – NOTIFICATION

The Committee considered a report from the Senior Policy Analyst, who introduced the report as follows:

- The report sought to notify Plan Change 92.
- The Resource Management Act 1991 was amended late in December 2021, requiring Council to make changes to its District Plan to remove onerous planning restrictions for the development of housing.
- Those changes applied to Ōmokoroa and Te Puke. Some would have immediate legal effect, as soon as the Plan Change was notified.
- Council's team of consultants and staff had worked for some time to ready the plan change for notification. Council must notify by 20 August 2022, by legal mandate.
- Council aimed to accommodate medium density residential standards, as required by the legislation, but also to address community concerns raised during the consultation and engagement period.
- The report also sought approval to notify the Notice of Requirement for the 10ha of active reserve in Ōmokoroa.
- Once notified, the submissions period would be opened, following which staff would summarise. A Hearing was anticipated in the first quarter of 2023. The matter would be heard by Independent Hearings Commissioners, and a decision was required by August 2023.

Staff responded to questions as follows:

- In terms of public transport and addressing the requirement to reduce private car use, there were also requirements in the National Policy Statement for Urban Development 2020 to have such objectives and policies in the District Plan. The plan change was for the next 10–20 years, and was not immediate. It was envisaged that, in due course, as Ōmokoroa got to a critical mass of numbers of people, public transport would be picked up. It was needed in the plan change

now to provide for the development of the area. Modal shift was also picked up through the Structure Plan.

- Council must show that it was moving towards modal shift. Unless this was reflected in Council's District Plan, it would be more challenging to access funding for other requirements. In due course there may be a mini-bus service or other kind of service that could happen in the future.
- The objective must be looked at in its totality. It was not simply about public transport, but about increasing density of development, more compact urban settlement, more integrated/connected facilities, infrastructure of all kinds, public transport, and higher density in Stage Three. It was many things together.
- The ability to charge Financial Contributions for Permitted Activities had been approved by the Environment Court from 20 August 2022, once the plan change was notified.
- In relation to the provision of a railway station, it was on the Concept Plan as a possibility and was up to the community, possibly in about thirty years time, to see if they could make it work.
- Clause 22 was purely for permitted residential dwellings where there were up to three residential dwellings on one site.
- Through the structure planning and through consultation, Council had identified the need for a reserve of that 10ha size.

#### Elected Members' comments:

- Council could consider wording in the objectives to the effect that Council was moving towards modal shift and public transport, in conjunction with the Bay of Plenty Regional Council.

The Chair noted staff had requested a new No. 4 in the Recommendations, in relation to the ability to make minor editorial changes prior to notification. As a result, the original No. 4 would become No. 5.

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#### **RESOLUTION PP22-7.1**

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

1. That the Senior Policy Analyst's report, dated 16 August 2022, titled 'Plan Change 92 Ōmokoroa and Te Puke Enabling Housing Supply and Other Supporting Matters - Notification' be received.
  2. That, pursuant to Clause 5 of Schedule 1 of the Resource Management Act 1991 'Plan Change 92 Ōmokoroa and Te Puke Enabling Housing Supply and Other Supporting Matters' be approved for notification.
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3. That the notice of requirement for a 10ha area of land for future sports fields on the corner of Prole Road and Ōmokoroa Road, Ōmokoroa (Lot 1 DP 506806, Lot 1 DPS 67533, Lot 2 DPS 41630, Lot 1 DPS 61801, Part Lot 1 DPS 16684 and Lot 2 DP 506806) be notified concurrently with Plan Change 92.
4. That, prior to notification, staff be authorised to make minor editorial changes to Plan Change 92 Ōmokoroa and Te Puke Enabling Housing Supply and Other Supporting Matters and to the notice of requirement for a 10ha area of land for future sports fields on the corner of Prole Road and Ōmokoroa Road.
5. That the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.

**CARRIED**

### **Acknowledgement of Staff**

Through the Chairperson, the General Manager Strategy and Community expressed her appreciation to the staff who had worked extremely hard behind the scenes to progress a significant body of work for Plan Change 92. She noted that would ordinarily take twelve to eighteen months to progress, and staff had achieved this in an extraordinarily compressed timeframe, and were to be congratulated.

## **10 INFORMATION FOR RECEIPT**

### **10.1 COUNCIL SUBMISSION ON EXPOSURE DRAFT NATIONAL POLICY STATEMENT FOR INDIGENOUS BIODIVERSITY**

The Committee considered a report from the Policy Analyst Resource Management. The report was taken as read.

Staff responded to questions as follows:

- Council did the bulk of this work in 1994, and had completed it by 2000. In doing so, staff had undertaken a significant amount of engagement with landowners over the years.
- The biggest effect for Council was that it would need to go out and recheck its significant areas, within five years, to ensure accuracy.
- Council had introduced the 'protection lot' rule, and considered it had better relationships with its rural community around the protection provided for scheduled features of value to the community. In terms of the protection of individual species, if a person had something particularly special or rare, it was up to individual councils as to how they addressed that. This was something that could be looked at in the District Plan Review.

- In terms of pest control, the Bay of Plenty Regional Council had to do a Regional Biodiversity Strategy, and that would be the time to bring these matters to the fore.
- In terms of the fact there were no exemptions for plantation forestry, staff had considered this carefully. In the past, Council had worked with landowners who had planted trees that were not naturally occurring. It was about making sure these elements were documented correctly on property files.

Elected Member's comment:

- It was understood there was other legislation being progressed, which Council was a party to, around the definition of forestry, and encouraging people to plant native species.

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**RESOLUTION PP22-7.2**

Moved: Mayor G Webber

Seconded: Cr D Thwaites

That the Policy Analyst Resource Management's report, dated 16 August 2022, titled 'Council Submission on Exposure Draft National Policy Statement for Indigenous Biodiversity (NPS-IB)' be received.

That the attached submission, shown as Attachment 1 of the agenda report, be received by the Policy Committee and the information noted.

**CARRIED**

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**10.2 SUBMISSION ON BEHALF OF COUNCIL – WATER SERVICES ENTITIES BILL**

The Committee considered a report from the Senior Policy Analyst, who introduced the report.

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**RESOLUTION PP22-7.3**

Moved: Cr M Gray

Seconded: Cr A Sole

1. That the Senior Policy Analyst's report, dated 16 August 2022, titled 'Submission on Behalf of Council – Water Services Entities Bill' be received.

That the following submission, shown as Attachment 1 of the agenda report, is received by the Policy Committee and the information is noted:

- Western Bay of Plenty District Council submission to the Finance and Expenditure Committee – Water Services Entities Bill, dated 20 July 2022.

**CARRIED**

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**The meeting was declared closed at 10.00am.**

**The minutes were confirmed as a true and correct record by Council on 15 September 2022.**

UNCONFIRMED

**9.5 MINUTES OF THE DISTRICT PLAN COMMITTEE MEETING HELD ON 23 AUGUST 2022****File Number:** A4684184**Author:** Barbara Clarke, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**RECOMMENDATION**

That the Minutes of the District Plan Committee Meeting held on 23 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

- 1. Minutes of the District Plan Committee Meeting held on 23 August 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
DISTRICT PLAN COMMITTEE MEETING NO. DP22-6  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA AND  
VIA ZOOM UNDER COVID-19 PROTECTION FRAMEWORK ORANGE AND LIVESTREAMED  
ON TUESDAY, 23 AUGUST 2022 AT 9.15AM**

**1 PRESENT**

Deputy Mayor J Scrimgeour (Chairperson), Cr M Dean, Cr G Dally, Cr J Denyer, Cr M Grainger, and Cr M Murray-Benge

**2 STAFF ATTENDANCE**

R Davie (General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), E Watton (Strategic Policy and Planning Programme Director), G Golding (Governance Manager), P Osborne (Senior Governance Advisor), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator), and B Clarke (Senior Governance Advisor)

**STAFF VIA ZOOM**

A Price (Senior Consents Planner)

**3 OTHERS PRESENT**

Ōmokoroa Point School; 2 Staff and 32 students (attending in observation).

**4 APOLOGY**

**APOLOGY**

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**RESOLUTION DP22-6.1**

Moved: Cr M Dean

Seconded: Cr M Grainger

That the apology for absence from Cr A Henry be accepted.

**CARRIED**

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The Chairperson noted that Cr M Gray had been granted a Leave of Absence.

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## 5 DECLARATIONS OF INTEREST

Nil.

## 6 HEARING

Nil.

## 7 REPORTS

### 7.1 APPOINTMENT OF INDEPENDENT HEARINGS COMMISSIONER – AUGUST 2022

The Senior Consents Planner introduced the report, noting that the recommendation sought the appointment of an Independent Hearings Commissioner for two separate resource consent applications.

- The first was the Prole Road application for comprehensive residential development. The reason an Independent Commissioner was required was in respect of the complexity of the application, given that Plan Change 92 had recently been notified. It was considered appropriate to have an Independent Commissioner review and sign off, to ensure a clear oversight of all matters.
- The second application was in relation to Council-owned land, and as such, was required to be determined by an Independent Commissioner.

Staff responded to a question, noting that the Classic Builder's subdivision in Prole Road was 'non complying' because it was zoned 'Future Urban' currently. Any subdivision, less than 4 hectares, in a 'Future Urban' zone was a non-complying activity under the District Plan.

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### RESOLUTION DP22-6.2

Moved: Cr J Denyer

Seconded: Cr M Murray-Benge

1. That the Senior Consents Planner's report, dated 23 August 2022, titled 'Appointment of Independent Hearings Commissioner – August 2022' 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 District Plan Committee appoints the following Independent Hearings Commissioner to consider and determine RC13616S at 88 Prole Road and RC13657L at 149 Prole Road

- 
- Commissioner Alan Withy, Allandale Consultants.

**CARRIED**

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**The meeting was declared closed at 9.20am.**

**The minutes were confirmed as a true and correct record by Council on 15 September 2022.**

**9.6 MINUTES OF THE REGULATORY HEARINGS COMMITTEE MEETING HELD ON 23 AUGUST 2022**

**File Number:** A4690846

**Author:** Barbara Clarke, Senior Governance Advisor

**Authoriser:** Greer Golding, Governance Manager

**RECOMMENDATION**

That the Minutes of the Regulatory Hearings Committee Meeting held on 23 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

1. Minutes of the Regulatory Hearings Committee Meeting held on 23 August 2022



**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
REGULATORY HEARINGS COMMITTEE MEETING NO. RH22-1  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA AND  
VIA ZOOM UNDER COVID-19 PROTECTION FRAMEWORK ORANGE AND LIVESTREAMED  
ON TUESDAY, 23 AUGUST 2022, ON CONCLUSION OF THE  
POLICY COMMITTEE MEETING STARTING PRIOR AT 9.30AM**

**1 PRESENT**

Mark Dean (Deputy/Acting Chairperson), Cr G Dally, Cr J Denyer, Cr M Grainger, Cr A Henry and Cr M Murray-Benge

**2 IN ATTENDANCE**

R Davie (General Manager Strategy and Community), D Jensen (Chief Financial Officer), A Curtis (General Manager Regulatory Services), E Watton (Strategic Policy and Planning Programme Director), P Martelli (Resource Management Manager), G Golding (Governance Manager), L Balvert (Communications Manager), C Nepia (Strategic Kaupapa Māori Manager), J Rickard (Community and Strategic Relationships Manager), D Elvin (Acting Compliance and Monitoring Manager), N Rutland (Project Manager District Plan Review), M Leighton (Senior Policy Analyst), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator), and B Clarke (Senior Governance Advisor)

**OTHERS PRESENT**

Mayor G Webber, and R Goudie (Chair, Waihi Beach Community Board)

**3 APOLOGY**

**APOLOGY**

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**RESOLUTION RH22-1.1**

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

That the apology for absence from Deputy Mayor J Scrimgeour (Chairperson) be accepted.

**CARRIED**

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The Acting Chairperson noted that Cr M Gray had been granted a Leave of Absence.

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#### 4 DECLARATIONS OF INTEREST

Nil.

#### 5 PUBLIC EXCLUDED ITEMS

Nil.

#### 6 HEARINGS

Nil.

#### 7 REPORTS

##### 7.1 ANNUAL REPORT ON WESTERN BAY OF PLENTY DISTRICT LICENSING COMMITTEE 2021-2022

The Acting Compliance and Monitoring Manager introduced the report, noting the following:

- Under Section 40, fees received by the Alcohol Regulatory Licensing Authority (ARLA) were \$7,630.25, not \$7,578.50.
- The Premises Listing document had been amended due to a minor error. Tabled Item 1).

Staff responded to questions as follows:

- In relation to the issue of quick turnaround deliveries of alcohol, remote sellers were on the rise, as more people were staying or working from home and found it easy to order alcohol online. They only had to push a button to say they were 18 years or older. The industry was asking Couriers delivering alcohol products to request identification in order to minimise the risk of alcohol falling into the hands of underage persons.
- Antisocial behaviour could be investigated but was not necessarily due to remote alcohol sales. It was unlikely that information was available.
- The trend becoming apparent was the prevalence of younger people consuming alcohol before attending a licensed venue (preloading), or smuggling alcohol, purchased elsewhere, for consumption on a premises (sideloading). This was generally done to cut down on the cost of buying alcohol on a premises.

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#### RESOLUTION RH22-1.2

Moved: Cr J Denyer

Seconded: Cr M Murray-Benge

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That the Acting Compliance and Monitoring Manager's report, dated 23 August 2022, titled 'Annual Report on Western Bay of Plenty District Licensing Committee 2021-2022' be received and the information noted.

**CARRIED**

## **7.2 ANNUAL REPORT ON DOG CONTROL POLICY AND PRACTICES 2021-2022**

The Committee considered a report from the Acting Compliance and Monitoring Manager. The report was taken as read.

Staff responded to questions as follows:

- In relation to unleashed dogs on prohibited areas, signage was the easiest and safest way to enforce rules, along with encouraging people to inform Council, so Officers could attend the area and take appropriate action.
- In terms of the gap between the number of 'known' dogs and registered dogs in the district, information recorded around 'known' dogs came via the previous year's dog registrations. There were always some dog owners who were slow to update their registration. Council chased outstanding registration fees, and attempted to narrow the gap, as much as possible.
- Financial circumstances may impact payment of registration fees. Fees were a one-off payment and could not be paid off. Equally, some dog owners were reluctant to pay fees at all, unless there was an enforcement action.
- In terms of finding stolen dogs, the micro-chipping of dogs was highly recommended, for a number of reasons, including identification in case of injury.

### **RESOLUTION RH22-1.3**

Moved: Cr M Murray-Benge

Seconded: Cr J Denyer

1. That the Acting Compliance and Monitoring Manager's report, dated 23 August 2022, titled 'Annual Report on Dog Control Policy and Practices 2021-2022' be received.
2. That pursuant to Section 10A of the Dog Control Act 1996, the Western Bay of Plenty District Council Annual Report on Dog Control Policy and Practices for 2021-2022 be adopted and publicly notified.

**CARRIED**

**The meeting was declared closed at 10.45am.**

**The minutes were confirmed as a true and correct record by Council on 15 September 2022.**

UNCONFIRMED

**9.7 MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 23 AUGUST 2022****File Number:** A4696100**Author:** Barbara Clarke, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**RECOMMENDATION**

That the Minutes of the Policy Committee Meeting held on 23 August 2022 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

- 1. Minutes of the Policy Committee Meeting held on 23 August 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
POLICY COMMITTEE MEETING NO. PP22-8  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA AND  
VIA ZOOM UNDER COVID-19 PROTECTION FRAMEWORK ORANGE AND LIVESTREAMED  
ON TUESDAY, 23 AUGUST 2022 AT 9.30AM**

## **1 PRESENT**

Mayor G Webber (Chairperson), Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr A Henry, Cr M Murray-Benge, Deputy Mayor J Scrimgeour, and Cr A Sole

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), R Davie (General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), E Watton (Strategic Policy and Planning Programme Director), P Watson (Reserves and Facilities Manager), C Nepia (Strategic Kaupapa Māori Manager), G Golding (Governance Manager), J Rickard (Community and Strategic Relationships Manager), C Steiner (Senior Policy Analyst Consultant), M Leighton (Senior Policy Analyst), T Rutherford (Policy Analyst), P Osborne (Senior Governance Advisor), C Stevens (Kaupapa Māori Specialist), H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator), and B Clarke (Senior Governance Advisor)

## **COMMUNITY BOARDS**

R Goudie (Chair, Waihi Beach Community Board)

## **OTHERS**

### **Ōmokoroa Point School**

S Portegys (Principal), D Duggan (Year 5/6 Team Leader/Kaiako) and thirty-two Room 10 (Year 5/6) students in attendance to present in Public Forum.

## **OPENING OF MEETING**

Mayor G Webber declared the meeting open and welcomed the Ōmokoroa Point School visitors in Te Reo Māori and English.

## **LEAVE OF ABSENCE**

Cr M Gray had been granted Leave of Absence.

### 3 APOLOGIES

#### APOLOGIES

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##### RESOLUTION PP22-8.1

Moved: Cr M Murray-Benge

Seconded: Cr A Sole

That the apologies for absence from Cr K Marsh and Cr D Thwaites be accepted.

**CARRIED**

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### 4 CONSIDERATION OF LATE ITEMS

Nil.

### 5 DECLARATIONS OF INTEREST

Nil.

### 6 PUBLIC EXCLUDED ITEMS

Nil.

#### WELCOME TO ŌMOKOROA POINT SCHOOL VISITORS

The Chairperson called upon the Strategic Kaupapa Māori Manager, who gave a karakia and mihi to the Ōmokoroa Point School visitors in Te Reo Māori and English. He shared a proverb and acknowledged the kaupapa of the presentation about to be made by the school in Public Forum. Staff performed a waiata.

### 7 PUBLIC FORUM

#### **Ōmokoroa Point School – Championing the Macron in Ōmokoroa**

Ms Sandra Portegys (Principal) and Ms Deidre Duggan ((Year 5/6 Team Leader/Kaiako) accompanied 32 Room 10 (Year 5/6) students. Four students spoke to a power presentation/video and addressed the Committee. Key points were as follows:

- Without a tohutō (macron), Ōmokoroa was incorrectly spelt. Names had whakapapa (lineage) and needed to be respected.
- If a word needed a tohutō but did not have it, the word could have another meaning. An example was keke (cake) and kēkē (armpit).

- The class was leading a campaign to add a tohutō to the O of Ōmokoroa on all of the town's signage. At present, some signs had the tohutō, and some did not.
- Having identified the issue, the children had emailed Land and Information New Zealand, confirmed the legal spelling of Ōmokoroa, communicated with Councillors, produced an online form for the public to complete, undertaken a social media campaign and produced a 'macron rap' that spelled out the problem.
- The school requested that all Council signage in the area be changed to include a tohutō on Ōmokoroa. It was also requested that other signage in the Western Bay be reviewed and any signs that had a legal name with a tohutō be updated.
- The children would be working with businesses in their community to get all local signage changed to reflect the tohutō.
- The school would write to the Ministry of Education requesting the school's name be officially changed.
- Room 10 had the support of the Pirirakau hapū and local te reo Māori linguist Te Raania Ormsby-Teki on their journey to support the history and cultural significance of Ōmokoroa.
- It was requested that Council design a new sign (billboard) including the tohutō for installation at the entrance to Ōmokoroa.

Ms Duggan (Teacher) addressed the Committee as follows:

- The NZ National Geographical Society had commented on the student's work for the campaign, and there had been media articles in the Katikati Advertiser, and The Weekend Sun.
- The school had received a letter of support from the Office of the Surveyor General that stated that Ōmokoroa, Ōmokoroa Beach and Ōmokoroa Point officially included the macron on the O, in July 2020, which was the legal way to spell the name.

Ms Portegys (Principal) addressed the Committee in Te Reo Māori and English, noting how proud she was of the students, their passion, knowledge and work for the campaign. She endorsed the importance of the whakapapa of names, and expressed her hope that Council would hear the children's voices and message.

The Chairperson thanked Ms Portegys, Ms Duggan and the students for bringing their presentation and kaupapa to Council. He noted that staff would now work on the process for Council to consider to meet the school's request. He acknowledged Ōmokoroa's significant history and considered it was important to weave the district's histories together for the betterment of all, and future generations.



## 8 PRESENTATIONS

Nil.

## 9 REPORTS

### 9.1 WILSON PARK CONCEPT PLAN

The Committee considered a report from the Senior Policy Analyst – Consultant, who noted that the final Concept Plan cost range was between \$412,000 and \$460,000, which was not reflected in the final report. The report was otherwise taken as read.

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### RESOLUTION PP22-8.2

Moved: Cr A Henry

Seconded: Cr A Sole

1. That the Senior Policy Analyst – Consultant's report, dated 23 August 2022, titled 'Wilson Park Concept Plan' be received.
2. That the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.
3. That the Policy Committee receives all feedback from the formal consultation period held between 17 June and 17 July 2022, as set out in [Attachment 3](#) of the agenda report.
4. That the Policy Committee adopts the Wilson Park Concept Plan, as set out in [Attachment 2](#) of the agenda report, inclusive of the following amendments in response to community feedback:

#### **Issue 1 – Additional features**

Include the following additional features to the concept plan; dog poo bins, rubbish bins, seating around the edge of the park, bike racks and drinking water station.

#### **Issue 2 – Vegetation**

- a. Retain the vegetation approach in the concept plan on the basis that ensuring line of sight and access to the park for adjacent residents is a priority when this planting is undertaken.
- b. Retain the existing orchard and enable expansion only if a community group takes ownership of the space in accordance with Council policy.

**Issue 3 – Public toilets**

Retain the proposed size of the toilet block upgrade and replacement at the current location.

**Issue 4 – Drainage**

- a. Retain the planting of the drainage area to assist with stormwater treatment and soakage, and improve amenity.
- b. Recognise short and long term work is underway to provide a comprehensive response to stormwater and drainage issues at Waihi Beach.

**Issue 5 – Carparking and traffic management**

- a. Retain plans to improve the Citrus Ave entranceway carparking area.
- b. Work with event organisers to ensure robust traffic management plans are in place for large scale events.
- c. Encourage the promotion of walking and cycling to events on the park.

**Issue 6 – Events**

Retain provision of power points on Wilson Park for events, and work with event organisers to ensure these are at the appropriate locations.

**Issue 7 – Cultural recognition**

Work with mana whenua to identify opportunities for recognition of cultural values when implementing signage and improving the park entrances.

**Issue 8 – Cost**

Recognise that the Concept Plan has been scaled back from what was originally proposed for Wilson Park, as a response to community feedback through recent engagement, and that the need for the Wilson Park upgrade was identified in the Waihi Beach Community Plan and by the Waihi Beach Community Board.

**Issue 9 – Sportsfields**

Continue to monitor demand for sports fields within the Waihi Beach area through Council's sports field demand and supply work, and through our service delivery contract with Sport Bay of Plenty.

**Issue 10 – Entrancesways**

Retain plans for improvements to the main entrance of Wilson Park from Citrus Avenue.

5. That the Policy Committee endorses the responses provided to additional questions and comments (under Question 4 of the feedback), as set out in Attachment 1 of the agenda report.
6. That the non-budgeted indicative costs for implementation of the concept plan be referred to the 2023/24 Annual Plan for consideration.
7. That the Policy Committee requests the Chief Executive to direct staff to prepare a decision story in general accordance with resolutions of this meeting for approval by the Mayor, as the formal response to submitters and for dissemination to those that provided feedback as the response to their feedback, and to be published on the Council's website.

**CARRIED**

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**9.2 ARAWA ROAD RECREATION OPPORTUNITIES**

The Committee considered a report from the Senior Policy Analyst – Consultant. The report was taken as read. In response to questions, the following was noted:

- In relation to funding provision, this was unbudgeted expenditure, so the implementation of the final Concept Plan, (when approved), would need to go through Council's next Annual Plan process.
- In terms of the funding amount, funding had been split. The first stage would be to develop the neighbourhood reserve, and those indicative costs were included in the report, being \$42,000 to \$53,000. The second stage would be to develop the linear path, walking and cycling and that would be referred to further budgets in time.

Amendment

Moved: Cr G Dally

Seconded: Deputy Mayor J Scrimgeour

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That recommendation No's: 1, 2 and 3 remain the same.

That the word "future" be removed from recommendation No. 4, and it be amended to read as follows:

1. That a staged approach to development be undertaken, and that the indicative costs for implementation of the concept plan be referred to Council's 2023/24 Annual Plan process and budget processes.

The amendment was put and declared lost on the voices. The report recommendation was put, as follows, declared carried and became the substantive motion.

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### **RESOLUTION PP22-8.3**

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

1. That the Senior Policy Analyst – Consultant's report, dated 23 August 2022, titled 'Arawa Road Recreation Opportunities' be received.
2. That the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.
3. That the Policy Committee approves the release of the draft Concept Plan included in Attachment 1 of the agenda report, for consultation under Section 82 of the Local Government Act 2022.
4. That a staged approach to development be undertaken, and that the indicative costs for implementation of the concept plan be referred to Council's 2023/24 Annual Plan process and future budget processes.

**CARRIED**

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At the request of the Chairperson, the Strategic Kaupapa Māori Manager gave a closing mihi and karakia whakamutunga.

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### **10 INFORMATION FOR RECEIPT**

Nil.

**The meeting was declared closed at 10.10am.**

**The minutes were confirmed as a true and correct record by Council on 15 September 2022.**

## 10 REPORTS

### 10.1 BETTER OFF FUNDING APPLICATION

**File Number:** A4693261

**Author:** Jodie Rickard, Community and Strategic Relationships Manager

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

#### EXECUTIVE SUMMARY

1. The purpose of this report is to present the Better Off Funding proposal, for adoption by Council.

#### RECOMMENDATION

1. That the Community and Strategic Relationships Manager's report dated 15 September 2022 titled 'Better Off Funding Application' 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 adopts two key projects for Council's application for use of the Better Off Funding:
  - a. Project One: \$4.6 million to be used for the redevelopment of elder housing villages in Katikati; and
  - b. Project Two: \$700,000 to be used for development planning to leverage housing on whenua Māori.
4. That, in alignment with the project details set out in this report, staff are directed to complete the funding application for Better Off Funding to the Department of Internal Affairs, to be lodged no later than 30 September 2022.
5. That Council directs staff to report back on progress on both the Better Off Funding application and the detailed costings for redevelopment of elder housing units, as that work advances.
6. That Council directs staff to prepare an engagement plan to give the community the opportunity to provide feedback on the proposal to develop 'Own Your Own' units in Katikati, using the Better Off Funding.

#### BACKGROUND

2. The Better Off Funding Package is being made available to all local authorities under the Three Waters Reform. It is an investment by the Crown into the future for local government and community wellbeing, and in recognition of the significance

to the local government sector (and the communities they serve) of the transfer of responsibility for water service delivery.

3. Western Bay of Plenty District Council (Council) has been pre-allocated \$5.34 million in Tranche One of the funding package.
4. At its meeting on 14 June 2022, the Policy Committee made several resolutions regarding Council's role in housing and consideration of use of the Better Off Funding to achieve housing outcomes. This paper responds to the resolution of the Policy Committee from 14 June 2022, which requested:

*The Chief Executive prepare a high-level Investment Programme with an initial focus on elder housing regeneration, and vacant land opportunities in alignment with Council's role (Recommendation 4), and investment principles (Recommendation 5), to be brought back to the Policy Committee for consideration for use of Better Off Funding.*

## PROPOSAL FOR BETTER OFF FUNDING

### 1.1 Project One: Katikati Elder Housing Redevelopment

#### The Opportunity

5. Council has two elder housing villages in Katikati – Heron Crescent and Tui Place. Both are in very good locations, near services and the town centre. The units in each village are now over 40 years old (built between 1977 and 1982). Council has leveraged land it owns at Beach Road, Katikati, to build a new 'village' of 7 units. This creates an excellent opportunity for redevelopment, as it means there is somewhere to relocate existing tenants to.
6. Council confirmed through the Long Term Plan 2021-2031 that it would remain 'in the business' of elder housing, as it recognised that this was a need in the community that was not being well-met by other providers. The community supported Council remaining in the business of elder housing and redeveloping the stock over time to provide more units for local residents in need.

#### The Need

7. Katikati is one of the 'older' communities in the Western Bay. The 'seniors' age bracket (70-84 years) makes up 25% of the population with a further 5% of the population over the age of 85. Around 64% of all households in Katikati are either 'couple-only' or 'single person' households. 58% of all households have an annual income of less than \$50,000.
8. Current housing stock in Katikati is 'mis-matched' to household type, and possibly also to needs. 19% of the total stock is one and two bedroom dwellings. Of the new dwellings consented since July 2018, around 85% have been 3 or 4 bedroom homes.

9. Having fit-for-purpose housing, at affordable prices is important for Katikati. The town has strong social networks and a proactive community, as well as the 'small town' feel that means people want to remain in town as they get older.
10. Anecdotally, there are people in the community who are struggling with the 'upkeep' on their older family homes and have few opportunities to downsize.
11. Taking a place-based view of housing, there is a significant opportunity to redevelop Council's elder housing stock and be innovative in the models that are provided to meet community needs. This could also create the opportunity to 'free up' older, larger houses for families.

### The Detail

12. We are proposing to redevelop the 11 units at Heron Crescent into 17 purpose-built units for older people, to be provided as affordable rentals. Tenants will be relocated to the new development at Beach Road, Katikati, under the same tenancy arrangements they currently have.
13. Once Heron Crescent is completed, staff will advance planning to redevelop Tui Place, Katikati. This will include relocation of tenants from Tui Place to the newly developed Heron Crescent. Staff will engage with the community about developing 'Own Your Own' units on this site and use the feedback received as part of the decision making for the redevelopment.

### Alignment with Council's adopted investment principles

14. At its Policy Committee meeting on 14 June 2022, Council adopted a set of investment principles to guide its role and investment into achieving housing outcomes for the District. The following table assesses this proposal against the investment principles:

Investment Principle	Assessment
Invest where there are opportunities to partner and to leverage Council's contribution.	<ul style="list-style-type: none"> <li>• Use of Council-owned land means we are leveraging an existing asset to maximise its value.</li> <li>• The proposal, including looking at innovative tenure models, creates opportunities to partner with other organisations and in particular to leverage central government funding.</li> <li>• This proposal will form the basis of a funding application to the Affordable Housing Fund.</li> </ul>
Invest for those most in need	As demonstrated in Section 3.2, investing into housing for older people responds to a clearly identified need in Katikati.
No duplication of the role of others	Council is the key provider of affordable rental housing for older people in Katikati. We are not



	providing social housing (which meets a different need).
Social procurement opportunities in project delivery to achieve wider outcomes	<p>These will be explored further through the procurement stage of the project.</p> <p>Some initial thinking is:</p> <ul style="list-style-type: none"> <li>- Working with Pathways for Rangatahi – the new “youth to employment” programme established by Katikati Community Centre and Te Runanga or Ngai Tamawhariua with \$2 million of central government funding.</li> <li>- Providing apprenticeship opportunities</li> <li>- Using local sub-contractors.</li> <li>- Using the adjacent reserve land and working in partnership with others to establish community gardens and other ‘social connection’ opportunities for residents.</li> </ul>
Generating a return to Council that covers project costs	The Better Off Funding enables this return to happen faster (as 0% interest is charged on the money), which creates more investment opportunities for Council.

## 1.2 Project Two: Development Planning to leverage housing on whenua Māori

### The Opportunity

15. Iwi, hapu, and Māori land trusts have aspirations to build housing on their landholdings, to address housing needs. There is an opportunity to support development planning so that much needed housing supply can be developed.
16. Similar to the way Council undertakes structure planning and rezoning for Greenfields residential land, Council can support the same level of work on Māori land to ensure the right planning framework and infrastructure is in place so housing development can proceed at pace. Completing this work then gives Council what it needs for planning and funding processes such as the District Plan review and Long Term Plan capital works programmes, to enable housing.
17. It also creates the opportunity to leverage significant central government capital investment into our district, to unlock the development potential of Māori land holdings. This investment can come from the central government funding held by the Ministry of Housing and Urban Development (MHUD). Among other funding sources, over \$700 million has been made available to accelerate Māori-led housing solutions via the Whai Kainga Whai Oranga fund.
18. Unlocking housing on Māori land is a key strategy that has been identified in SmartGrowth and in Council’s own planning documents. It is recognised that this

meets both Māori and wider community needs. Once housing is developed the land becomes rateable, leading to an increase in Council's overall rating base.

### The Need

19. Through both data and engagement with tangata whenua we know that Māori have comparatively high housing needs. Home ownership rates are lower overall for Māori and have declined faster. Māori are a younger population with differing housing needs, including a desire for intergenerational housing.
20. Recent research in Te Puke (through social service providers) showed a high incidence of Māori experiencing housing stress. This included living in accommodation that was becoming increasingly unaffordable, the housing not being fit-for-purpose, living in sub-standard housing and people who were effectively homeless (staying with family or friends but with no permanent housing).<sup>1</sup>
21. Māori have a strong connection to the land and want to be able to develop on land they own. There are big challenges to developing Māori land, the most significant being the ability to access capital.

### The Detail

#### **Te Arawa ki Tai**

22. Through Te Ihu o te waka o Te Arawa, a sub-committee has been set up which is supporting identification of land development opportunities in the rohe of Ngati Whakaue ki Maketu, Tapuika and Waitaha. The purpose of this work is to establish a 'pipeline' of projects that could be developed in the short, medium and long term, to meet the housing aspirations of iwi, hapu and land trusts.
23. Our proposal is to invest \$500,000 into development planning for identified sites, as a 'package of work'. A partnership approach will be taken between Te Arawa ki tai and Council to undertake this work. The outcomes of this work will be able to be used by Council to create an enabling planning framework (via the District Plan review), and to ensure infrastructure investment occurs to maximise the value that can be gained from the identified sites.
24. For Te Arawa ki tai, this work will set out a collective programme, including an identified 'pipeline' of housing to be delivered over the short and medium term. This programme can then be taken collectively to central government funders, to leverage investment into housing development.
25. Similar approaches are being taken in other parts of the country such as Hastings and Gisborne. Gisborne recently leveraged \$50 million in funding to deliver their

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<sup>1</sup> Te Puke Housing Data Pilot Project, September 2021.

short term housing projects. They are intending to spend this funding in the next 2 years.

### **Tauranga Moana Marae communities**

26. Since 2016, Council has been advocating for development planning and funding for three key Marae in our District – Te Rereatukahia, Otawhiwhi and Tuapiro. This work led to investment being made into infrastructure upgrades to support the Marae, with capacity provided for development of housing if the hapū and landholders were ready to progress that.
27. There is further work and funding needed to support development planning for Papakāinga associated with the Marae. This is an area that is difficult to access funding for, and means aspirations struggle to come to fruition.
28. For the three Marae identified, the leadership for development planning sits with the hapū. The proposal is to invest \$200,000 that can be accessed to progress development plans at each Marae, as those communities are ready to do that.
29. As with the work being done in Te Arawa ki tai, Council needs to undertake this work for its own planning and infrastructure funding purposes. A partnership approach will be taken that creates a pathway for the hapū to access significant funding opportunities from central government, to address some of the high housing needs that exist in these communities.

### Alignment with Council's adopted investment principles

30. The following table assesses this proposal against the adopted investment principles:

<b>Investment Principle</b>	<b>Assessment</b>
Invest where there are opportunities to partner and to leverage Council's contribution.	<ul style="list-style-type: none"> <li>For tangata whenua, land is available but it's really difficult to unlock its development potential. This proposal creates the ability to do that.</li> <li>If a collective approach is taken to development planning, in partnership with Council doing what it can to ensure the right planning framework and infrastructure is identified, there is a significant opportunity to leverage central government funding to unlock housing development on Māori land.</li> <li>In due course, new rateable units will be created from those dwellings established on whenua Māori.</li> </ul>
Invest for those most in need	As demonstrated in 4.2 above, Māori have significant housing needs. Land is available, but it's difficult to unlock its potential.

No duplication of the role of others	<p>Council's role is to create the right framework to enable housing.</p> <p>In greenfields development Council takes the lead on structure planning, which then means the development potential of that land can be realised.</p> <p>Council will be taking the same approach here.</p>
Social procurement opportunities in project delivery to achieve wider outcomes	<p>These will be explored further through the procurement stage of the project.</p> <p>Some initial thinking is:</p> <ul style="list-style-type: none"> <li>- Iwi, hapu and land trusts can develop their own social procurement policies that support wider outcomes than housing delivery. This will also enable capacity and capability building to occur.</li> </ul>
Generating a return to Council that covers project costs	<p>Council's project costs are recouped through the planning frameworks and infrastructure assessment work. This is work that would have needed to be undertaken through the District Plan review. This proposal means the work is done in a collective way and gives Council what it needs to inform its own work programme.</p>

### SIGNIFICANCE AND ENGAGEMENT

31. 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.
32. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
33. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because:
  - (a) Through engagement with the community through the Long Term Plan 2021-2031, these projects have already been identified as being of high priority.
  - (b) The use of the Better Off Funding accelerates the opportunity for Council to advance these projects and extend them further, however they are not new initiatives and have already received endorsement.

## ENGAGEMENT, CONSULTATION AND COMMUNICATION

34. Staff will prepare a specific engagement plan to seek community feedback on the use of Tui Place, Katikati as “Own Your Own” units. This is because while the community endorsed elder housing as an activity of Council, and continuing to provide affordable rental accommodation for people with high housing needs and limited financial means, that did not extend as far as offering a different form of tenure. It is a recommendation of this report that a specific engagement plan on this topic be prepared and community feedback sought before advancing plans for the redevelopment of Tui Place in Katikati.

## ISSUES AND OPTIONS ASSESSMENT

<p><b>Option A</b></p> <p><b>Adopt the proposal for Better Off Funding to be used for the following two key projects:</b></p> <p>Project One: \$4.6 million to be used for the redevelopment of elder housing villages in Katikati</p> <p>Project Two: \$700,000 to be used for development planning to leverage housing on whenua Māori</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>	<p>Advantages:</p> <ul style="list-style-type: none"> <li>• Meets Council’s investment principles, enabling significant leveraging of other funding and investment to be ‘recycled’ over time.</li> <li>• Contributes to achieving the housing outcomes needed for the District</li> <li>• Meets a specific need identified as a high priority by Tangata Whenua</li> <li>• Makes good use of existing resources and enables redevelopment to occur on sites that are ideally located (eg. central to town, social networks and / or community facilities).</li> <li>• Aligns with the key criteria and prioritisation factors that form part of the Better Off Funding.</li> </ul> <p>Disadvantages:</p> <ul style="list-style-type: none"> <li>• Opportunity Cost: The use of Tranche 1 of the Better Off Funding for these</li> </ul>

	projects means it is not available for other projects.
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	Redevelopment of Council's elder housing stock in Katikati has a total project cost of \$8.1 million (approx.). Council is also seeking additional funding from central government agencies to progress the redevelopment work.
<b>Other implications</b>	At this stage only high level estimates for the redevelopment of Council's elder housing units have been prepared. These are subject to change as more detailed planning is undertaken. Any significant changes will need to be reported back for Council consideration.
<b>Option B</b> <b>Do not adopt the proposal for Better Off Funding to be used for the following two key projects:</b> <ul style="list-style-type: none"> <li>Project One: \$4.6 million to be used for the redevelopment of elder housing villages in Katikati</li> <li>Project Two: \$700,000 to be used for development planning to leverage housing on whenua Māori</li> </ul>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <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>	<u>Disadvantages:</u> <ul style="list-style-type: none"> <li>Does not meet the endorsed outcomes Council is seeking.</li> <li>Means that Council cannot proceed with the redevelopment of its elder housing as outlined in this report.</li> <li>Means that development planning for housing on whenua Māori cannot be advanced.</li> </ul> <u>Advantages:</u> May create an opportunity for another project to be funded. Noting the time restriction that the application for Better Off

	Funding needs to be lodged by 30 <sup>th</sup> September 2022.
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	There are no additional costs associated with this option.

### STATUTORY COMPLIANCE

35. The recommendations in this report meet the requirements for applications for Better Off Funding. The proposed projects are aligned with Council's direction set out in its Housing Action Plan 2018 and its Long Term Plan 2021-2031. The proposal is in accordance with the resolutions made by the Policy Committee regarding Council's role in housing and its investment principles at its committee meeting on 14 June 2022.

### FUNDING/BUDGET IMPLICATIONS

36. At this stage only high level estimates for the redevelopment of Council's elder housing units have been prepared. These are subject to change as more detailed planning is undertaken. Any significant changes will need to be reported back for Council consideration.

Budget Funding Information	Relevant Detail
Investment of \$5.34 million into two key projects	Total cost estimates for elder housing redevelopment are estimated only from high level initial concept planning. These are subject to change and will need to be reported back to Council as the project progresses.

## 10.2 WAIROA RIVER VALLEY STRATEGY REVIEW

**File Number:** A4645001

**Author:** Cheryl Steiner, Senior Policy Analyst – Consultant

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

### EXECUTIVE SUMMARY

1. The Wairoa River Valley Strategy (2005 and 2013) (WRVS) is a joint strategy between Western Bay of Plenty District Council, Tauranga City Council, Tangata Whenua and the communities within the strategy area. The strategy was developed to provide an integrated approach to managing the river valley now and into the future.
2. All partners agreed to scoping a review of the strategy in 2020. As there are other processes that are underway that will significantly influence the outcomes of the review process, it is recommended that a staged approach be taken instead of a comprehensive review at this point in time.

### RECOMMENDATION

1. That the Senior Policy Analyst – Consultant’s report dated 15 September 2022 titled ‘Wairoa River Valley Strategy Review’ be received.
2. That the report relates to an issue that is considered to be of medium significance in terms of Council’s Significance and Engagement Policy.
3. That Council approve taking a staged approach to the review of the Wairoa River Valley Strategy to minimise duplication of information and resources and to enable Tangata Whenua to fully participate in the National Policy Statement for Freshwater Management, given the significant influence this will have on the future of the Wairoa River.

### BACKGROUND

3. The Wairoa River Valley Strategy was adopted in 2005, with a desktop review in 2013 to align the strategy with newly released hapū management plans.
4. This is a joint strategy between Western Bay of Plenty District Council (WBOPDC), Tauranga City Council (TCC), Tangata Whenua and the communities within the strategy area, and was envisaged as a partnership between these groups. It is a voluntary commitment to agreed direction and actions, rather than a statutorily binding document.
5. The strategy encompasses the area *“from McLaren Falls Bridge downstream to where the river meets the Tauranga Harbour (Oikimoke Point to the equivalent*



*northern point in Bethlehem). It extends up to the dominant ridgeline beside the river and to encompass the communities of interest either side of the riverbank”<sup>2</sup>*  
The strategy does not include any of the river’s tributaries.

6. The strategy was developed to provide an integrated approach to managing the river valley now and into the future. It aims to integrate the management of this significant natural environment and open space, and to provide clear future plans for protection, use and development in this area.
7. While much progress has been made, there has been little or no overarching governance or progress monitoring of the strategy in the intervening years. Additionally, the strategy was developed before urbanisation of a portion of this rural area (Tauriko West) was planned.
8. Western Bay of Plenty District Council received two submissions to its 2018–2028 Long Term Plan, from Pirirakau Incorporated Society and Te Kauae a Roopu, requesting a comprehensive review of the strategy in light of the plans to develop Tauriko West. Te Kauae a Roopu includes representatives of the six hapū with interests in Tauriko West (Ngai Tamarawaho, Ngati Hangarau, Ngati Kahu, Ngati Pango, Ngati Rangi, Pirirakau) and is a collaborative partner in the ‘Tauriko for Tomorrow’ project.
9. In response, Western Bay District Council included scoping a review of the strategy in its 2020–2021 work programme, noting that this should be jointly progressed with TCC, BOPRC and Tangata Whenua representatives.

### CURRENT REVIEW STATUS

10. Since the last review of the WRVS, there is significant development planned around the Wairoa River (Tauriko West, primarily on the TCC side). This includes:
  - The boundary alteration with a part of the Western Bay of Plenty District becoming part of Tauranga City.
  - Tauranga City Council’s Plan Change 26 – Housing choice proposal to the City Plan to make it easier for people to build a variety of more compact types of homes.
  - Tauriko Network Plan – Waka Kotahi business case to develop a multi-modal network that connects to the wider transport system for Tauriko West.
  - Tauriko West Urban Growth Area – Structure Plan for this area, led by Tauranga City Council.
11. There is also work that has the potential to significantly influence the strategy review process. This includes:

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<sup>2</sup> Wairoa River Valley Strategy October 2013, page 2, refer TCC website: [Wairoa River Valley Strategy October 2013](#)

- The cultural values assessment undertaken for Tauriko West, commissioned by Te Kauae a Roopu.
  - Implementation of the National Policy Statement for Freshwater Management (NPS-FM) and the requirement to build relationships with Māori to enable direct involvement in this, which is very relevant to the future of the Wairoa River.
12. Regarding the NPS-FM, it is envisaged that 2022 and 2023 will involve identification of Māori values and attributes and incorporation of Māori provisions into the plan change. This is likely to require significant resource and input from Māori during this time.

### RECOMMENDED WAY FORWARD

13. Given the extent of work that is underway that will significantly influence the future of the Wairoa River and surrounds, and will require significant involvement from Tangata Whenua, it is recommended that a staged approach be taken to the strategy review, as set out below:

Phase	Activity	Lead council	Indicative timing
1A	Stocktake of existing strategy actions	TCC/WBOPDC	2022
1B	Engagement on the NPS-FM	BOPRC	2022
2A	Development of NPS-FM framework	BOPRC	2023-25
2B	Tauriko West Structure Planning process	TCC	2023-25
3	Review of Wairoa River Valley Strategy	TCC/WBOPDC/BOPRC	2026

14. A phased approach will enable the following:
- Iwi and Hapū representatives to provide input into processes currently underway, especially those with legislative timelines. We are mindful of capacity constraints of hapū to be able to make meaningful contributions across these concurrent processes.
  - For the outcomes of these processes to feed in and be reflected in the Wairoa River Valley Strategy review.
  - Avoid any potential duplication.
  - A thorough gap analysis to be undertaken following the completion of existing processes which can then be captured by the strategy review.
15. In June 2022, Te Kauae a Roopu were asked for their feedback on a staged approach to reviewing the strategy. One response was received that was in support of the staged approach.

### SIGNIFICANCE AND ENGAGEMENT

16. 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.

17. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
18. In terms of the Significance and Engagement Policy this decision is considered to be of medium significance because of the likely impact on future and present interests of the community, recognising Māori cultural values and their relationship to land and water.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

19. The review of the strategy will involve community engagement and is likely to include pre-engagement to gather ideas and engagement/consultation on a draft strategy once this is complete. A community engagement plan will be prepared as a next stage of the strategy review process.

### ISSUES AND OPTIONS ASSESSMENT

Option A – Staged review of Wairoa River Valley Strategy	
<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>	<p><b>Advantages</b></p> <ul style="list-style-type: none"> <li>• Recognises other related processes underway and avoids duplication</li> <li>• Recognises capacity constraints for iwi and hapū to contribute to these processes in a meaningful way</li> <li>• Enables strategy review in 2026 to potentially address any gaps not covered by the NPSFM or structure planning processes</li> <li>• Stocktake of existing strategy actions can be undertaken in the interim and fed into concurrent processes as appropriate.</li> </ul>

	<p>Disadvantages</p> <ul style="list-style-type: none"> <li>Does not immediately give effect to submissions originally made by Te Kauae a Roopu and Pirirakau in 2018.</li> </ul>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<p>No immediate costs associated with this option. Commits Council to reviewing to strategy in 2026, some specific budget to undertake this review will likely be required at that time. This can be considered through the Long Term Plan 2024-2034.</p>
<b>Option B – Proceed with a substantive review of the Wairoa River Valley Strategy</b>	
<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>	<p>Advantages</p> <ul style="list-style-type: none"> <li>Responds to original submission requests</li> </ul> <p>Disadvantages</p> <ul style="list-style-type: none"> <li>Requires strategy partners to commit resources to a review when there is significant concurrent work underway.</li> <li>Reviewed strategy may not be consistent with the framework developed through the NPSFM process.</li> <li>Strategy will still be a non-statutorily binding document with limited enforcement options, unlike the framework developed through the NPSFM process.</li> <li>Members of Te Kauae a Roopu have not signalled support to commence a substantive strategy review at this point in time.</li> </ul>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<p>No specific budget in place to progress this option. The extent of Council's commitment through the Long Term Plan was to progress the scoping of the review with strategy partners.</p>

**STATUTORY COMPLIANCE**

20. The Wairoa River Valley Strategy is a voluntary commitment to agreed direction and actions, rather than a statutorily binding document prepared under any specific legislation.

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Strategy reviews	Operational budget available to progress the recommendations of this report.

### 10.3 CAR RALLIES POLICY

**File Number:** A4682518

**Author:** Tom Rutherford, Policy Analyst

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

#### EXECUTIVE SUMMARY

1. The purpose of this report is to recommend revocation of the Car Rallies Policy.

#### RECOMMENDATION

1. That the Policy Analyst's report dated 15 September 2022 titled 'Car Rallies Policy' 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 revokes the Car Rallies Policy and all applications for road closures are managed through Council's current Temporary Road Closure application process.

#### BACKGROUND

2. The underlying legal philosophy of roads is that they are available, at all times, for the free and unimpeded use by the public. Any interference with that right requires specific statutory authority. There are numerous forms of road closures ranging from a few seconds to closures that last for several weeks.
3. Council's Car Rallies Policy was first adopted in April 1991. Since then, it has been updated a few times, with the last update of the policy occurring in December 2001. The policy is currently used for international and local car rallies and motor sport events within the District. The policy gives direction on temporary road closures, the undertakings which must be adhered to when organising and facilitating the events and managing public safety during the motor sport network use.
4. Council has over the years had a number of car rallies and motor sport events in the District, and occasionally these events can lead to local resident concerns. The key areas of concern from the public often relate to the impact on the road condition, noise, and inconvenience.
5. Currently, Council only receives between one to two applications a year to hold motorsport events on local roads in our District.
6. The policy has been used to guide decision making processes and provides clarification to the public and car rallies organisers about their different obligations and how these have been met to approve the use of Council networks.

7. Council also has a publicly available process, on the Western Bay of Plenty Council website, which outlines the process to follow for the temporary closure of roads within the District.
8. State Highways are not within the scope of the Western Bay of Plenty District Council's operations. Any event organisers who want to use or temporarily close State Highways must apply to Waka Kotahi NZ Transport Agency.

### 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.
10. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
11. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because revoking the policy will not change the rights or obligations of anyone wishing to hold a car rally.
12. There are no cost implications associated for either Council or event organisers through the revocation of the policy.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

13. Given the low significance assessment and for the reasons outlined above consultation is not necessary on the revocation of this policy.

### ISSUES AND OPTIONS ASSESSMENT

14. The below table considers the options. Option A is recommended, as Council's current temporary road closures application process is considered sufficient.

<b>Option A</b> - Council revokes the Car Rallies Policy and all applications for road closures are managed through Council's current temporary road closure application process.	
<b><u>Advantages</u></b> <ul style="list-style-type: none"><li>• Creates a clear and consistent process for applying for temporary road closures.</li><li>• Council currently only receives one to two car rally applications a year.</li></ul>	<b><u>Disadvantages</u></b> <ul style="list-style-type: none"><li>• Council would not have a formal policy on car rallies (the road closure application form would continue to be publicly available).</li></ul>

<ul style="list-style-type: none"> <li>• If the policy is removed it will not have significant impacts for Council moving forward.</li> <li>• Motorsport NZ aids their member organisations making applications to Council, irrespective of whether Council has a Car Rallies Policy.</li> <li>• Council would still be meeting its legislative obligations through Schedule 10 Local Government Act 1974 and Transport (Vehicular Traffic Road Closure) Regulations 1965.</li> </ul>	
<b>Option B</b> - Council direct staff that the Car Rallies Policy be updated and amended.	
<b><u>Advantages</u></b> <ul style="list-style-type: none"> <li>• Council could amend provisions to consider additional criteria.</li> <li>• A publicly available policy would be in place.</li> </ul>	<b><u>Disadvantages</u></b> <ul style="list-style-type: none"> <li>• Additional staff time and cost would be required to develop and update the policy.</li> </ul>

## STATUTORY COMPLIANCE

15. The Car Rallies Policy has two pieces of legislation which are directly linked to its implementation and use. These are the Local Government Act 1974 and 2002 and Transport (Vehicular Traffic Road Closure) Regulations 1965.
16. Schedule 10 of the Local Government Act 1974, one of a small number of provisions held over from the old Act when it was updated in 2002, outlines the conditions as to the stopping of roads and the temporary prohibition of traffic on roads. Clause 12 of Schedule 10 allows the Mayor or an officer of the Council to grant road closures for events, and the Local Government Act 2002 also permits this power to be delegated to a committee or officer.
17. The Transport (Vehicular Traffic Road Closure) Regulations 1965, requires Council to publicly advertise at least 42 calendar days prior to a road closure. This time period is to allow for objections from the public to be received and considered by Council. Through these regulations, Council has discretion to decline any road closure application.

## ATTACHMENTS

1. **Car Rallies Policy**  



## Council Policy

### Car Rallies

<b>Activity:</b>	Roading Network	<b>Car Rallies</b>	<b>Resolution No:</b>	O20/16 12.04.91
<b>File Ref:</b>	25/05/0001		<b>Version: Updated:</b>	Three 19.12.01
<b>Owner:</b>	Transportation Operations Manager		<b>For Info:</b>	

1. THAT the policy contained in O20/16 of the Policy Manual be confirmed, with the addition of:
  - i. THAT the notice to residents include information on emergency arrangements, insurance, the organiser's liability to pay for damage to private property and the fact that Council holds a cash bond to be used to repair damage to the road.
2. THAT the policy contained in O24/8 of the Policy Manual be confirmed.
3. THAT the Chief Executive Officer be granted delegated authority for approval of road closures for car rallies, parades and similar events.
4. THAT a mobile phone number be given to residents for use in an emergency, for contacting rally officials.

THAT where approval is granted for International Motorsport Rallies to be held on the Council's roads that the following conditions apply:

1. THAT the undertakings as set out in (a) to (g) in the report must be adhered to, viz.: -
  - a. Undertake to personally advise the residents on the roads and No Exit side roads affected by the closure.
  - b. Have marshals at all entrances, starts, finishes and intersections to warn people that the road is temporarily closed and ensure that the road is adequately closed off.
  - c. Provide full radio communication between the start and finish of every special stage together with the rally headquarters. For additional safety a number of intermediate radio points must also be in position.
  - d. Provide access in the event of any emergency. The rally must have a Red Cross vehicle and fully trained safety personnel at the start of every special stage with a doctor in attendance while the rally is running. A fully equipped ambulance helicopter must also be available.
  - e. Provide a Public Liability Insurance Cover of \$1,000,000.00.
  - f. Fully repair any damage to fences or private property.
  - g. Ensure that the event is conducted under the rules and regulations of the Motorsport Association of New Zealand Inc, and the FIA, World Controlling Body for Motorsport.

2. THAT the rally organizers meet the full cost of repairing and regrading the roads and drains following the event.
3. THAT the Ministry of Transport has the authority to open the closed roads should any emergency arise.
4. THAT access must be allowed for emergency vehicles.
5. THAT traffic warning signs are to be placed accordingly to the requirements of the Ministry of Transport.
6. THAT a cash bond be required at a level set by staff and applied in the appropriate manner.

<b>Resolution No.:</b>	O24/8	<b>Updated:</b>	10 Aug 98
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#### **CAR RALLIES - USE OF ROADS (LOCAL)**

THAT where approval is granted for local Motorsport rallies (as opposed to international events) to be held on the Council's roads, the following clauses replace clauses d. and g. respectively of Council's policy for the holding of such rallies:

- d. Provide access in the event of any emergency. The rally must have medical personnel in attendance while the rally is running.
- g. Ensure that the event is conducted under the rules and regulations of the Motorsport Association of New Zealand Inc.

THAT a fee of \$100 be charged to cover the cost to Council for Motorsport rally road closures.

<b>Resolution No.:</b>	O19/15	<b>Updated:</b>	22 Dec 93
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File Number 50/3/10

1. THAT the policy contained in O20/16 of the Policy Manual be confirmed, with the addition of:
  - a. THAT the notice to residents include information on emergency arrangements, insurance, the organiser's liability to pay for damage to private property and the fact that Council holds a cash bond to be used to repair damage to the road.
  - b. THAT all Councillors be informed of decisions made to hold car rallies and be provided with a complete copy of all conditions imposed.
2. THAT the policy contained in O24/8 of the Policy Manual be confirmed.
3. THAT the Chief Executive Officer be granted delegated authority for approval of road closures for car rallies, parades and similar events.
4. THAT a mobile phone number be given to residents for use in an emergency, for contacting rally officials.

Relevant Legislation	
Relevant Plan(s)	
Policy Cross Reference(s)	

**10.4 ADDITION OF TOHUTŌ (MACRON) TO COUNCIL SIGNAGE****File Number:** A4685567**Author:** Corey Stevens, Kaupapa Māori Specialist**Authoriser:** Rachael Davie, General Manager Strategy and Community**EXECUTIVE SUMMARY**

1. This report follows the presentation of “Operation Tohutō (Macron)” by Room 10, Ōmokoroa Point School, to the Policy Committee on 23 August 2022.
2. This report seeks Council’s support to amend the signage in Ōmokoroa, and other parts of the district, to include the tohutō (macron) over Māori place names where appropriate.

**RECOMMENDATION**

1. That Kaupapa Māori Specialist’s report dated 15 September 2022 titled ‘Addition of Tohutō (Macron) to Council Signage’ 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 supports “Operation Tohutō (Macron)” and commend the students of Room 10 at Ōmokoroa Point School on their project.
4. That Council will correct the spelling of “Ōmokoroa” on Council owned signs as per the approach outlined in paragraphs 9 and 10 of the report.
5. That Council will review other Council owned signage within its district to ensure that all place names are spelled using the tohutō where appropriate.

**BACKGROUND**

3. On 23 August 2022, students from Room 10 at Ōmokoroa Point School presented their project “Operation Tohutō (Macron)” to the members of the Policy Committee in public forum.
4. “Operation Tohutō (Macron)” started when the students noticed their teacher added the tohutō over the ‘O’ during class. Since then, the class has been learning about the importance of tohutō and have been working to find out the whakapapa of the name Ōmokoroa.
5. The students have sought guidance from local hapū Pirirākau, Māori Language Specialist Terania Ormsby-Teki, and the New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (NZGB). NZGB is responsible for naming places in New Zealand, including offshore islands.

6. On 8 July 2022, NZGB advised the students that Ōmokoroa, spelled with the tohutō, was adopted as the official name of the area by NZGB in July 2020.
7. The students have asked that Council support the students' aspiration to have all Council signage in the Ōmokoroa area changed to include the tohutō, or macron, over the first 'O'.
8. There are approximately 16 Council signs within the Ōmokoroa area, as outlined below, with the incorrect spelling of Ōmokoroa.

Sign Type	Number of Signs
Wooden (Routed)	Four
Vinyl cut	Seven
Other	Five

Photo examples of the different types of signs are included in Attachment 1.

9. Wooden (routed) signs can be easily amended as these can be corrected by routing a tohutō above the 'O' and painting this to match the existing sign. If there is not enough room for the tohutō, a separate piece of wood can be added above the existing sign.
10. Vinyl cut, and other types of signs, will need to be reviewed and solutions to correct the signs will need to be identified. For some signs, amendments may not be possible, and the sign would need to be replaced. Replacement would not occur until the asset is due to be replaced as per the maintenance schedule.

### SIGNIFICANCE AND ENGAGEMENT

11. 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.
12. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
13. In terms of the Significance and Engagement Policy this decision is considered to be of low significance as there is no impact on the community interests or levels of service.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

14. No engagement has been undertaken by Council, however, Ōmokoroa Point School has engaged with Pirirākau and have spoken about the project in the *Katikati*

*Advertiser* (July 7 2022), in *The Weekend Sun* (date unknown) and the Bay of Plenty Times (25 August 2022).

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	Ōmokoroa community – no engagement planned as the issue is not of significance. Council would simply be correcting the spelling of Ōmokoroa on Council owned signs.	Planned	Completed
Tangata Whenua	Ōmokoroa Point School has discussed 'Operation Tohutō (macron)' with Koro Nicolas of Pirirākau who are supportive of the kaupapa.  Council has previously had discussions with Pirirākau in 2020 regarding the spelling of Ōmokoroa with the tohutō.		
General Public	No engagement required with general public as the work proposed is to align the spelling on Council signs with the correct spelling of Ōmokoroa.		

## ISSUES AND OPTIONS ASSESSMENT

15. The table below considers the two options. Option A is recommended as

<b>Option A</b> Update Council signage in Ōmokoroa to reflect correct spelling of Ōmokoroa	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <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>	<u>Advantages</u> <ul style="list-style-type: none"> <li>• Supports the work of Room 10 Ōmokoroa Point School.</li> <li>• Shows respect to the whakapapa of the name Ōmokoroa.</li> <li>• Ensures that the name is spelled correctly on Council signage.</li> </ul>

	<u>Disadvantages</u> <ul style="list-style-type: none"> <li>Some spend required to amend signs.</li> </ul>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	Exact amount unknown but expected to be able to be funded within existing district signage budget.
<b>Option B (Status Quo)</b> Do not update Council signage in Ōmokoroa to reflect correct spelling of Ōmokoroa	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <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>	<u>Advantages</u> <ul style="list-style-type: none"> <li>No money spent on amending signs.</li> </ul> <u>Disadvantages</u> <ul style="list-style-type: none"> <li>Does not support the work of Room 10 Ōmokoroa Point School.</li> <li>Could be seen as disrespectful to the whakapapa of the name Ōmokoroa.</li> <li>Signs will continue to have Ōmokoroa spelled incorrectly .</li> </ul>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	No financial implications.
<b>Other implications and any assumptions that relate to this option</b>	Tangata whenua from Pirirākau have been supportive of the work that the school has been doing to have the tohutō added. If Council decides to not support this project this may negatively impact Council's relationship with tangata whenua.

### STATUTORY COMPLIANCE

16. The recommendation complies with:

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

### FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
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Within existing budgets	<p><b>Wooden signage</b></p> <p>This type of signage is relatively easy to update within current district signage budget as the tohutō can be routed into the existing sign and painted to match.</p> <p><b>Other Signage</b></p> <p>Signs will need to be assessed on a case-by-case basis to identify a solution to correct the spelling. It is likely that some signs will be able to be easily amended and funded from the current district signage budget. Other signs may require full replacement which can be actioned when the sign is due to be replaced.</p>
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## ATTACHMENTS

### 1. Addition of tohutō (macron) to Council signage



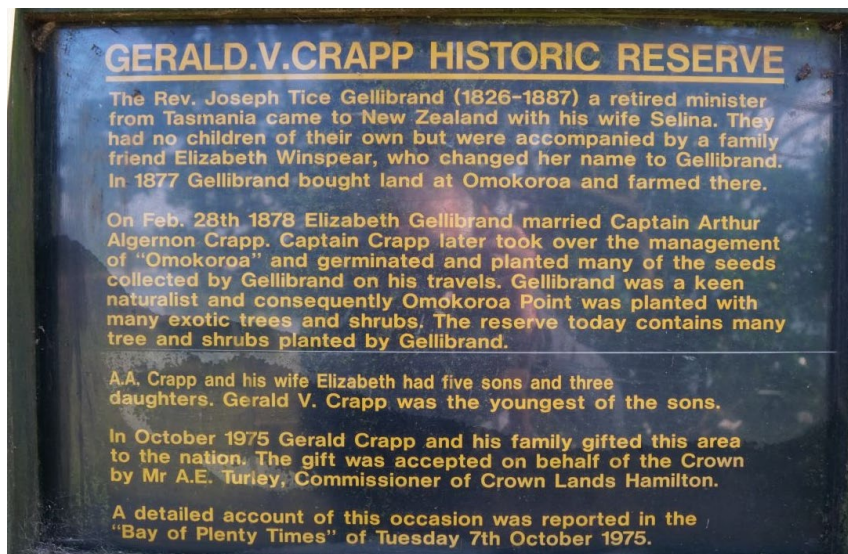
Example of Council signs in Ōmokoroa



Wooden (Routed) Sign – Ōmokoroa Domain



Vinyl Sign – Ōmokoroa Domain



Other Signage – Gerald Crapp Reserve



## **10.5 NON DISCHARGE OF THE DISTRICT PLAN COMMITTEE AND DISTRICT LICENSING COMMITTEE**

**File Number:** A4675669

**Author:** Greer Golding, Governance Manager

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

### **EXECUTIVE SUMMARY**

1. The purpose of this report is to ensure continuation of the District Plan Committee and District Licensing Committee during the period following the triennial election until such time as members of the local authority have taken office for the 2022 – 2025 triennium, replacement committee(s) have been constituted, and members appointed to such committees to ensure that Council can continue to fulfil necessary regulatory and statutory requirements.

### **RECOMMENDATION**

1. That the Governance Manager's report dated 15 September 2022 titled 'Non-Discharge of the District Plan Committee and District Licensing Committee' 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 Schedule 7 Clause 30(7) of the Local Government Act 2002, Council approves the current District Plan and District Licensing Committee shall not be deemed to be discharged until such time as members of the local authority have taken office for the 2022 – 2025 triennium, replacement committees have been constituted and members appointed to such replacement committees.

### **BACKGROUND**

2. The purpose of this report is to enable Council to continue to perform its functions and responsibilities under the Resource Management Act 1991 and Sale and Supply of Alcohol Act 2012 during the period between the election of the new Council and the new triennium appointments of Elected Members to Council committees.
3. There is a period of time between the election of the new Council, new members taking office and the appointment of members to committees during which there will be no committees constituted. During this period, Council will need to continue to carry out its regulatory functions under the Resource Management, Sale and Supply of Alcohol Act and Local Government Act 2002. Other functions of Council may be delegated to the Chief Executive for the interregnum period, however some

statutory functions will continue to require appointed decision-making bodies and there is the option under the Local Government Act 2002 to retain these bodies for this purpose.

### SIGNIFICANCE AND ENGAGEMENT

4. 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 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.
5. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
6. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it is essentially an administrative decision to address the hiatus period created during the local body elections.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Planned Consultation / Communication
Council and the Community	No consultation is planned. The recommendation supports the continuation of existing appointments for the effective functioning of the district until the appointment of the new Council. Decisions of the District Plan Committee and District Licensing Committee are available to the public.

### ISSUES AND OPTIONS ASSESSMENT

Council adopts the recommendation for the non discharge of the current District Plan and District Licensing Committee	
Reasons why no options are available	Legislative or other reference
Council needs to be able to fulfil necessary regulatory and statutory requirements, during the period following the triennial election until such time as members of the local authority have taken office for the 2022 – 2025 triennium,	Local Government Act 2002, Resource Management Act 1991 and Sale and Supply of Alcohol Act 2012.

replacement committee(s) have been constituted and members appointed to such committees	
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### STATUTORY COMPLIANCE

7. The relevant statutory provisions are outlined in this report. The recommendations in the report comply with the Local Government Act 2002, Sale and Supply of Alcohol Act 2012 and Resource Management Act 1991, which allow Council to delegate certain decisions to appointed bodies and individuals.

### FUNDING/BUDGET IMPLICATIONS

8.

Budget Funding Information	Relevant Detail
N/A	No budgetary implications.

**10.6 APPOINTMENT OF LOCAL CONTROLLER****File Number: A4674662****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 Kerrie Little 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 15 September 2022 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) Acknowledges the retirement of Phillip Martelli and recommends that his appointment to the position of Local Controller be rescinded; and
  - b) Recommends to the Bay of Plenty Joint Civil Defence and Emergency Management Committee that Kerrie Little 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.

The role of Local Controller was previously held by Phillip Martelli. Mr Martelli's retirement from Western Bay of Plenty District Council has left a vacancy for a Local Controller.

It is recommended that Kerrie Little be appointed as Local Controller to replace Phillip Martelli.

Kerrie Little has been actively involved in Civil Defence Emergency Management (CDEM) for many years and has been an Emergency Operations Centre (EOC) Manager. Her

current role within CDEM is that of Local Recovery Manager. Kerrie is the Operations Manager in the Infrastructure Group with primary responsibility for CDEM.

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

### 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	Phillip Martelli, Kerrie Little, Emergency Management Bay of Plenty and Western Bay of Plenty District Council.	Planned	

### ISSUES AND OPTIONS ASSESSMENT

<b>Option A</b>	
<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) Acknowledges the retirement of Phillip Martelli and recommends that his appointment to the position of Local Controller be rescinded; and</p> <p>b) Recommends to the Bay of Plenty Joint Civil Defence and Emergency Management Committee that Kerrie Little 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> </ul>	<ul style="list-style-type: none"> <li>• Maintains Council's requirement to appoint a Local Controller.</li> </ul>

<ul style="list-style-type: none"><li>• <b>Cultural</b></li><li>• <b>Environmental</b></li></ul>	
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<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.

**10.7 TOURISM BAY OF PLENTY'S STATEMENT OF INTENT 2022-2023 TO 2024-2025****File Number:** A4630827**Author:** Jodie Rickard, Community and Strategic Relationships Manager**Authoriser:** Rachael Davie, General Manager Strategy and Community**EXECUTIVE SUMMARY**

1. The purpose of this report is to receive the Tourism Bay of Plenty Statement of Intent 2022/2023 to 2024/2025.

**RECOMMENDATION**

1. That the Community and Strategic Relationships Manager's report dated 15 September 2022 titled 'Tourism Bay of Plenty's Statement of Intent 2022-2023 to 2024-2025' 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 receives and approves the Tourism Bay of Plenty Statement of Intent 2022/2023 to 2024/2025 report.
4. That Council notes that as joint shareholder of Tourism Bay of Plenty, Tauranga City Council approved the Statement of Intent at its 25 July 2022 Council meeting.

**BACKGROUND**

2. Tourism Bay of Plenty (TBOP) is incorporated under the Charitable Trusts Act 1957 and is a not-for-profit entity established to promote and manage the Western Bay of Plenty sub-region, as a visitor and tourist destination. TBOP is a Council Controlled Organisation (CCO) and accountable to Tauranga City Council (TCC), Western Bay of Plenty District Council (WBOPDC) and, by a separate Letter of Intent, with Whakatāne District Council (WDC). This collective region is known as Te Moananui ā Toi | the 'Coastal Bay of Plenty'.
3. TBOP's purpose, as described in its Trust Deed, is to promote the economic welfare and development of the Western Bay of Plenty Region, and its citizens, through destination marketing, management and any other activity which impacts on the region as a visitor destination. TBOP is also responsible for providing visitor information services in the region.
4. In accordance with the Local Government Act 2002, TBOP provided its draft Statement of Intent (SOI) to Council by 1 March 2022. Both Council's, as shareholders, had an opportunity to comment on the draft SOI, by 1 May 2022, before the SOI was finalised by TBOP.

5. Staff are satisfied that TBOP has incorporated Council's shareholder feedback into the final Statement of Intent (SOI) document.
6. This annual SOI publicly states the activities and intentions of TBOP for the next three years. It also sets out TBOP's strategic framework, activities, and performance measures, as the basis of organisational accountability.
7. The SOI identifies:
  - Indicative rolling three-year forecast of performance and position, separately identifying any significant intended expenditure.
  - Key actions or initiatives to deliver on the objectives of TBOP; and
  - Upcoming challenges, risks, and opportunities for TBOP.
8. TBOP's Statement of Intent is attached to this report (**Attachment 1**).

### 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.
10. In terms of the Significance and Engagement Policy this decision is considered to be of low significance. This is because the budget for TBOP is included in the Long Term Plan 2021, no additional funding is being sought, and the statement of intent aligns with the purpose of TBOP.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

11. Council-controlled organisations must prepare a statement of intent in accordance with Schedule 8 of the Local Government Act 2002.
12. TBOP has followed the process set out in Schedule 8. No further engagement, consultation or communication is required on the Statement of Intent.
13. Clause 4.3 of the Statement of Intent sets out the communication protocol between TBOP and the Councils. TBOP is required to prepare a six-month report and annual report, and present these to both Councils.

### STATUTORY COMPLIANCE

14. The Statement of Intent is in accordance with Schedule 8 of the Local Government Act 2002.



**FUNDING/BUDGET IMPLICATIONS**

15. Funding for TBOP is included in the Long Term Plan 2021-31. There are no additional funding or budget implications associated with this report.
16. Clause 11.3 of the Statement of Intent sets out the agreed costs of the services to be purchase from TBOP, as follows:

<b>Funder</b>	<b>2022-2023</b>	<b>2023-2024**</b>	<b>2024-2025**</b>
TCC*	\$2,410,663	\$2,480,477	\$2,552,398
WBOPDC	\$232,000	\$239,012	\$242,597
<b>Total</b>	<b>\$2,642,663</b>	<b>\$2,719,489</b>	<b>\$2,794,995</b>

\*TCC's figures include funding for Visitor Information Centres.

\*\*Subject to review based on service levels and costs.

**ATTACHMENTS**

1. **TBOP Statement of Intent 2022-2023 to 2024-2025**  



Fisherman's Wharf, Tauranga

# STATEMENT OF INTENT

2022-2023 TO 2024-2025

**TĀPOI TE MOANANUI Ā TOI | TOURISM BAY OF PLENTY**

(WESTERN BAY OF PLENTY TOURISM AND VISITORS TRUST)



## Our Regional Brand Story

KO MĀTOU WAAHI HE NGĀKAU PAI, HE  
TAKUTAI HAUMAKO RAWA, HE WAAHI PITO  
MATA.

HE WAAHI AWHINA O NGĀ AHUREA  
TUAKIRI KĀTOA. KO TE WAIRUA  
MĀHORAHORA O TE TANGATA HE ORITE KI  
TE PARITANGA HUANGĀ PAI O TE WHENUA.

HE WAAHI HURANGA – KO TĀ MĀTOU  
PŪMANAWATANGA, TE MOTUHAKETANGA  
ME TE WHAKAARO MURAMURA E  
HONOHONO ANA MĀTOU KI TE AO.

HE TAURANGA MAI. HE TAURANGA ATU.

TE MOANANUI Ā TOI – HE WAAHI MŌU.

OURS IS A PLACE OF POSITIVE ENERGY; A  
RICH COASTAL PARADISE BLESSED WITH  
RAW POTENTIAL.

WHERE CULTURES EMBRACE  
AND THE NATURAL GENEROSITY  
OF OUR PEOPLE IS AS ABUNDANT AS OUR  
FERTILE LAND AND OPEN SEAS.

A PLACE OF DISCOVERY –  
OUR INGENUITY, DETERMINATION  
AND BOLD THINKING CONNECT  
US TO THE WORLD.  
A LANDING PLACE. A LAUNCH PAD.

THE COASTAL BAY OF PLENTY –  
A PLACE FOR YOU.



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## 1. Purpose of Statement of Intent

In accordance with section 64 of the Local Government Act 2002 and the Local Government Amendment Act 2019, this annual Statement of Intent (SOI) publicly states the activities and intentions of the Western Bay of Plenty Tourism and Visitors Trust (Tourism Bay of Plenty) for the next three years. This SOI sets out Tourism Bay of Plenty's strategic framework, activities, and performance measures, as the basis of organisational accountability.

Tourism Bay of Plenty (TBOP) acknowledges the Enduring Statement of Expectations (ESE) and Letter of Expectation (LOE) from Tauranga City Council and Western Bay of Plenty District Council. These articulate the focus areas for TBOP that will contribute to advancing the Western Bay of Plenty's economic prosperity.

## 2. About Tourism Bay of Plenty

TBOP is incorporated under the Charitable Trusts Act (1957) and is a not-for-profit entity established to promote and manage the Western Bay of Plenty sub-region (WBOP) as a visitor and tourist destination. TBOP is a Council Controlled Organisation (CCO) and is accountable to Tauranga City Council (TCC), Western Bay of Plenty District Council (WBOPDC) and Whakatāne District Council (WDC), the latter being by a separate Letter of Intent. This collective region is known as Te Moananui ā Toi | the Coastal Bay of Plenty.



### 3. Objectives of Tourism Bay of Plenty

TBOP's purpose, as described in its Trust Deed, is to promote the economic welfare and development of the Western Bay of Plenty region and its citizens through destination marketing, management and any other activity which impacts on that region as a visitor destination. TBOP is also responsible for providing visitor information services in the region.

TBOP's role as a Destination Management Organisation (DMO) is to lead, advocate, and coordinate a cohesive, collaborative, and balanced approach to the promotion and management of the region. This is a partnership approach and requires valued engagement with the community, businesses, iwi, and stakeholder councils in order to enhance the visitor experience.

Through the LOE, the councils have encouraged TBOP to consider how best to contribute to achieving desired community outcomes, as developed for Tauranga City Council's Long-Term Plan 2021-2031. Accordingly, TBOP will work with the Tauranga City Council Group to achieve these desired community outcomes. The specific outcomes that TBOP has been asked to consider are:

- We value and protect our environment - Tauranga is a city that values its natural environment and outdoor lifestyle, and actively works to protect and enhance it.
- We are inclusive – Tauranga is a city that recognises and promotes partnership with tangata whenua, values culture and diversity, and where people of all ages and backgrounds are included, and feel safe, connected and healthy.
- We recognise that we are an integral part of the wider Bay of Plenty region and upper North Island – Tauranga is a well-connected city having a key role in making a significant contribution to the social, economic, cultural, and environmental well-being of the region.



### 3.1 Principal Objectives

TBOP takes the lead role in the sustainable growth of the visitor economy and destination management of Te Moananui ā Toi | the Coastal Bay of Plenty. TBOP's purpose is to 'connect and enrich people and place through tourism'. As such, our principal objectives are to:

1. Provide leadership for the recovery and restart of the Tauranga and Western Bay of Plenty visitor economy to mitigate the impacts of the COVID-19 pandemic on the local economy.
2. Help manage and promote the reputation of Tauranga and the wider coastal region nationally and internationally, to increase attractiveness. This includes supporting TCC with the development of a Tauranga city brand, as well as the implementation of the city events strategy once it has been adopted.
3. Participate in conversations and subsequent workstreams with TCC regarding the development of the City Vision and with TCC and WBOPDC as they set further strategic direction for Tauranga City and the Western Bay of Plenty District.
4. Provide leadership, advocacy, and engagement across the visitor economy, including areas such as events, cruise, conferencing, destination management, marketing, and storytelling.
5. Create, identify, and support opportunities for tourism to have positive economic, social, cultural, and environmental outcomes for the region and residents.
6. Grow the capability of local operators through identifying areas of need and supporting the provision, access to, and engagement of suitable training and upskilling opportunities.
7. Identify ongoing opportunities to assist in the development of walking and cycling infrastructure planning and promotion across the region.
8. Ensure the TBOP business continuity plan is up-to-date and includes contingency strategies, including any legislative responsibilities for keeping safe while providing services that support the wellbeing of our community.





### 3.2 Operating Principles

TBOP will adhere to the 'Council Group' operating principles whereby:

- We deliver value for our communities through prudent financial management, ensuring we plan and provide affordable fit-for-purpose services.
- Sustainability and resilience underpin our decision making and service delivery, protecting the future of our city.
- We work in partnership with tangata whenua, our communities, sub-regional stakeholders, and central Government.
- We manage the balance between the social, economic, cultural, and environmental wellbeing of our communities.
- We listen to our communities and make transparent, evidence-based decisions.

As per the LOE 2022-2023, TBOP staff will be guided by Tauranga City Council's overarching purpose statement and values when working with councils and our community:

- Purpose: We're here to make Tauranga better
- Values:
  - Pono/Integrity – we do what we say we will do
  - Manaakitanga/Respect – we listen to all views and show we care
  - Whaia to tika/Service – we do the right thing for our community and for each other
  - Whanaungatanga/Collaboration – we work together and create connections.

TBOP is committed to employee wellbeing. As part of this, TBOP will continue to pay all staff the Living Wage as a minimum.





## 4. Approach to Governance

TBOP is a CCO of the Tauranga City and Western Bay of Plenty District Councils. The TBOP Board and management are committed to ensuring the organisation meets recommended best practice governance principles and maintains the highest ethical standards, as outlined in the ESE.

The TBOP Board of Trustees is appointed by the Councils to govern and direct TBOP's activities. The Board is accountable to the Councils for the financial and non-financial performance of TBOP. The Board works collaboratively with the Councils to ensure a bilateral "no surprises" relationship.

Transparency International New Zealand is currently developing a Local Government Transparency Framework and associated best practice. The TBOP Board of Trustees will review this document once it has been finalised, and will then develop a plan to apply best practice to the Board's workings and across TBOP.

### 4.1 The Role of the Tourism Bay of Plenty Board of Trustees

The Board of Trustees is responsible for the direction of TBOP. In accordance with the ESE, this responsibility includes:

- Acting in accordance with the Trust Deed.
- Developing and overseeing TBOP's Visitor Economy Strategy 2018-2028 (VES).
- Advocating on behalf of TBOP with key stakeholders.
- Approving Annual Plans, budgets and the Statement of Intent (SOI).
- Maintaining Enterprise Risk and Health and Safety systems, policies and controls.
- Monitoring financial performance and achievement of key initiatives and SOI objectives.
- Appointing and monitoring the performance and remuneration of the General Manager (GM).
- Ensuring the integrity of management information systems and policies.
- Assessing business opportunities and business risks.
- Ensuring TBOP policies enable a healthy organisational culture and staff engagement.
- Complying with relevant law.
- Ensuring TBOP exhibits a sense of social and environmental responsibility.
- Reporting to the councils.
- Following the decision-making guidelines in the ESE and the TCC Appointment of Directors to Council Organisations Policy and the Significance and Engagement Policies.

The Trustees operate under the TBOP Code of Conduct and the Tauranga City Council Code of Conduct for Directors Appointed by Council-to-Council Organisations.

The Trustees delegate the day-to-day operation of TBOP to the General Manager (GM) of TBOP who reports to the Board.



#### 4.2 Tourism Bay of Plenty Trustees

As of 28 February 2022, the TBOP Board comprises the following trustees:

- Laurissa Cooney (Chairperson)
- Russ Browne (Deputy Chairperson)
- Gwendoline Keel
- Jason Hill
- Clare Swallow

On 1 May 2022, Suki Xiao was appointed as an intern to the TBOP Board through the Tauranga City Council Board Intern Programme for Council Controlled Organisations (CCOs). This appointment will be effective until 30 April 2023.

#### 4.3 Communication Protocol

The Chairperson, Board members and officers of TBOP will adhere to the following communication protocols with the councils, in addition to the formal reporting requirements:

- Regular governance to governance meetings with Council's Commissioners.
- Presentations of the Six-Month Report and Annual Report to both Councils
- Two-way dialogue and consideration of the councils' strategic priorities and objectives.
- A bilateral 'no-surprises' approach to governance and management of the organisation.
- Consultation prior to external release of any significant changes and/or developments.
- Early notification and collaboration on key matters of risk or reputation.
- Appraise the performance of the TBOP Board of Trustees at a minimum of every two years, alternating annually between a Board led review and a council led review.
- Inform any substantive engagement with central Government and/or external agencies.
- Acknowledge our relationship with councils and use of logos where appropriate.

#### 4.4 Statement of Intent

The draft SOI for the ensuing financial year will be provided by TBOP to the councils by 1 March each year. Feedback from the Councils will be considered by 1 May and the final SOI will be provided by 30 June each year.

The draft SOI provides a three-year view which is consistent with the ESE and identifies:

- Indicative rolling three-year forecast of performance and position.
- Identification of any significant intended expenditure.
- Any likely requests for increased levels of funding from councils.
- Key actions or initiatives to deliver on the objectives of TBOP.
- Upcoming challenges, risks, and opportunities for TBOP.



## 5. Nature and Scope of Activities

TBOP's growing role as a Destination Management Organisation requires it to *lead*, *advocate* and *coordinate* the visitor economy, while considering environmental, social, and cultural interests. We also need to ensure we preserve the region's unique identity and that our visitor-related development is cognisant of the interests of local residents and iwi.

Lead	Advocate	Coordinate
<ul style="list-style-type: none"> <li>•Lead the sustainable growth of the tourism sector, for the benefit of our community.</li> </ul>	<ul style="list-style-type: none"> <li>•Manage, develop and plan growth, taking into consideration social, environmental and cultural interests.</li> </ul>	<ul style="list-style-type: none"> <li>•Work with public, private and Iwi led organisations as a key collaborator in order to make the region a more regenerative, compelling and attractive visitor destination.</li> </ul>

Destination management is an ongoing process that requires destinations to plan for the future. It brings together different stakeholders in a collaborative manner to achieve the common goal to which they are all committed, developing a well-managed, sustainable destination for locals and visitors alike. This requires inclusive and coordinated leadership. Destination management needs to engage residents, tourism enterprises, businesses, Māori/iwi/hapū, Regional Tourism Organisations, Economic Development Organisations, Tourism New Zealand, and local/regional and central government as appropriate. To be successful, we require the support of our local councils.

To ensure effective planning for population and urban growth, councils can provide opportunities for TBOP to actively contribute their expertise and knowledge of the tourism industry and economic development. This will help to ensure effective destination management of the region going forward.

As part of this, TBOP commits to liaising with the Spaces and Places teams at both councils to better understand the destination opportunities they have already identified, such as TECT Park, other recreational reserves, the proposed destination skate park, and cycling trails.

### 5.1 Execution of the Plan

In 2022 – 2023 TBOP will be focused on delivery and putting our Destination Management Plan into action. As a result of the ongoing COVID-19 pandemic, the tourism sector remains in survival mode, and our aim is to transition into revival mode as our international borders gradually start reopening.

Accordingly, TBOP's 2022 - 2023 work programme will be a balance between surviving (i.e., enabling, supporting, and building operator capability and opportunities), and reviving (i.e., continuing to advocate and work with key sectors, iwi, associations, and local and central government) in order to ensure the destination is best positioned to move at pace once the operating environment allows.

This dual focus is reflected in the targets and supporting activities outlined in the Section 8 Performance Targets, with the ultimate goal being the return of a thriving and sustainable visitor economy across Te Moananui ā Toi | the Coastal Bay of Plenty.



## 5.2 Tourism Bay of Plenty's Activity Framework

**Purpose: To connect and enrich people and place through tourism**





## 6. Ratio of Funds to Assets

### 6.1 Ratio of Consolidated Funds

If the Trust is wound up everything reverts to the Councils (to be held in trust for similar purposes). TBOP intends to keep the equity ratio equal to or above 0.5:1.0. The ratio is calculated as: equity divided by total assets.

## 7. Accounting Policies

Financial statements will be prepared in accordance with Tier 2 Public Benefit Entity Accounting Standards. The accounting policies that have been adopted are detailed in the Tourism Bay of Plenty Annual Report.

### 7.1 Asset Management

TBOP will prepare and implement Asset Management Plans for all assets where relevant.

### 7.2 Transactions Between Related Parties

Transactions between the councils and TBOP will be conducted on a wholly commercial basis.

## 8. Performance Targets

FOCUS AREA	PROJECT DELIVERABLE	MEASURE	TBOP	SOURCE	BASELINE (JUNE 2022)	TARGET BY JUNE 2023	TARGET BY JUNE 2024	TARGET BY JUNE 2025
ECONOMIC Wellbeing	Growing the economic value of the tourism industry.	Trends in visitor spending via electronic card transactions.	Direct Partnered Indirect	Marketview Tourism Dashboard. This may change to MBIE visitor spend data, depending on the best sources available at the time.	In the year ending May 2022, total visitor spending in Te Moananui ā Toi   the Coastal Bay of Plenty was down 2% compared to the year ending May 2021.	Monitored and reported on changes in visitor spend to YE June 2023 and use the information to set new goals for future years.	Increased visitor spending in Te Moananui ā Toi   the Coastal Bay of Plenty compared to YE June 2023.	Increased visitor spending in Te Moananui ā Toi   the Coastal Bay of Plenty compared to YE June 2024.
SOCIAL Wellbeing	Enhancing the value tourism brings to the community (according to the community).	Resident's sentiment towards tourism. This is measured by the percentage of residents who agree that tourism has a positive impact on the community. Residents provide a rating of 1 to 10, where 1 is strongly disagree and 10 is strongly agree.	Direct Partnered Indirect	Residents' satisfaction surveys conducted by the respective Council.	Tauranga City Council: 68% agree. Jul-Dec 2021 Representing scores of 7 to 10  Western Bay of Plenty District Council: 62% agree. Jul-Dec 2021 Representing scores of 6 to 10  Whakatāne District Council: 69% agree. YE Dec 2021 Representing scores of 6 to 10	Implemented actions identified from TBOP's community perceptions survey to help enhance the perceived value of tourism to the community. Measured by 68% or more residents agreeing that tourism has a positive impact on the community.	72% or more residents agree that tourism has a positive impact on the community.	75% or more residents agree that tourism has a positive impact on the community.
CULTURAL Wellbeing	Improving the cultural wellbeing of the community through tourism.	Participation in developing cultural storytelling and wayfinding platforms.	Direct Partnered	TBOP Six-Month and Annual Reports.	Agreed to collaborate with Councils and iwi on the development of an online resource of cultural stories and images appropriate to destination storytelling.	Managed online gallery and associated ambassador app content integrating cultural narrative with key destination messaging.	Worked with Councils to enhance physical storytelling assets (wayfinding and signage) that complement Councils' places and spaces activities.	Reviewed and updated TBOP's brand story to ensure alignment across cultural narratives and key destination messaging.
ENVIRONMENTAL Wellbeing	Improving the environmental wellbeing of the region through environmental sustainability and regeneration projects.	Number of industry focused environmental sustainability and regeneration initiatives facilitate or enabled by TBOP.	Direct Partnered	Programme reports.	Developed The Green Room programme (aimed at helping operators reduce their carbon and waste footprints) and ran the first course.	A total of 40 tourism or hospitality businesses to complete The Green Room programme during the year.	Worked with Department of Conservation on a regenerative tourism focused initiative in the region.	Engaged with wider stakeholders to identify opportunities to work on projects focused on climate change mitigation and adaptation.
TBOP ORGANISATION Wellbeing	Enhance TBOP's ability to achieve its goals through high staff engagement.	TBOP staff engagement.	Direct	Employee engagement survey.	Employee Engagement score: 63% of employees are 'happy' or 'very happy' working at TBOP. May 2022 (Note change of method compared to previous years so results are not directly comparable.)	Employee Engagement score: at least 70% of employees are 'happy' or 'very happy' working at TBOP.	Employee Engagement score: at least 75% of employees are 'happy' or 'very happy' working at TBOP.	Employee Engagement score: at least 75% of employees are 'happy' or 'very happy' working at TBOP.





FOCUS AREA	PROJECT DELIVERABLE	MEASURE	TBOP	SOURCE	BASELINE (FEB 2022)	TARGET BY JUNE 2023	TARGET BY JUNE 2024	TARGET BY JUNE 2025
DESTINATION MANAGEMENT	Elevate the region's cycling offering	Develop and share promotional and informative material on cycle trails and help to facilitate the development of a cycle trail network.	Direct Partnered	Council's feedback.	First iteration of Western Bay of Plenty cycle trails map produced.	Combined Western Bay of Plenty and Tauranga cycle trails map and storytelling produced and shared via TBOP's channels.	Cycle trails offering expanded through connecting a minimum of three experiences and services with the cycle trails.	Tauranga i-SITE becomes the regional hub of cycling information.
	Build operator capability to enhance the quality of the region's tourism offering	Provide opportunities for operators to train or upskill in key areas and gain Qualmark certification.	Direct Partnered Indirect	Capability programme report.	Scoped key areas of training need and developed digital marketing health check and training modules.	Provided 1-on-1 digital marketing training to 10 tourism businesses.	A minimum of five additional operators are endorsed with Qualmark certification.	A minimum of five additional operators are endorsed with Qualmark certification.
	Coordinate opportunities to bring business events to the region	Facilitate leads and bids for business events in the region.	Direct Partnered	TBOP Six-Month and Annual Reports.	Identified key partner agency that delivered one lead within a week of engaging with them.	Facilitated 15 leads or bids for business events in the region.	Facilitated 18 leads or bids for business events in the region and won two.	Facilitated 20 leads or bids for business events in the region and won five.
DESTINATION MARKETING	Elevate the region's food story and proposition	Promote and facilitate the delivery of the Coastal Bay of Plenty region Flavours of Plenty Festival to draw visitors to the region.	Direct Partnered	Festival delivery.	Promoted and facilitated the delivery of the Flavours of Plenty Festival in April 2022.	Promoted the Flavours of Plenty Festival to help sell 80% of festival event tickets.	Promoted the Flavours of Plenty festival to visitor markets to help grow the number of attendees from out of region by at least 5% compared to the previous year.	Supported the Flavours of Plenty Festival to transition to an independent entity (similar to Wellington on a Plate).
	Promote the destination to our target markets (outdoor adventurers, surf & beach lovers, cultural explorers, and eco-travellers)	Develop and deliver marketing campaigns that incorporating all four DNA™ elements and reach the destination's target markets.	Direct Partnered	Campaign collateral.	Delivered the refreshed domestic 'Sure to Make you Smile' campaign.	Identified effective channels for marketing to international and domestic audiences to ensure value for money.	Achieved 5% growth in the proportion of domestic visitors to the region who associate with one or more of the destination's target markets.	Achieved 5% growth in the proportion of domestic and international visitors to the region who associate with one or more of the destination's target markets.



## 9. Expected Shareholder Distributions

TBOP is not expected to make profits; any surplus funds remaining from the annual operations of TBOP shall be carried forward to the ensuing year to continue to meet the primary objectives of TBOP.

## 10. Financial and Non-Financial Reporting

### 10.1 Financial Performance Targets and Measures

- Gross revenue is consistent with the agreed budget.
- Expenditure is managed within the agreed budget.
- Working capital ratio of no less than 1 (excluding current portion of term debt).
- Equity to assets ratio is reported on (equity divided by total assets).
- No debt is to be raised to finance operating expenses.

### 10.2 Reporting

TBOP has adopted 30 June as its balance date.

#### 10.2.1.1 Six Month Report

By 28 February each year, the Trustees shall deliver to the councils an unaudited report containing the following information in respect of the six months under review:

- Statement of Financial Performance, disclosing revenue and expenditure and comparative prior period and budget figures.
- Statement of Financial Position.
- Progress towards Non-Financial Performance Targets.
- A commentary on the financial and non-financial results for the first six months and a forecast of these results for the full year.

#### 10.2.1.2 Annual Report

By 31 August each year, the Trustees shall deliver to the councils a draft Annual Report, and by 30 September a final version of the Annual Report which will include audited financial statements (dependent on Audit New Zealand timeframes), in respect to the previous financial year, and containing the following information:

- Chairperson's and GM's reports.
- Audited financial statements for that financial year including Statement of Financial Performance, Statement of Financial Position and Changes in Equity.
- Notes to the financial statements including accounting policies.
- Service Delivery Report summarising TBOP's performance against the SOI strategic priorities.
- Independent Auditor's report on the financial statements and non-financial performance measures.





## 11. Activities for Compensation

### 11.1 Funding Principles

There are six high-level funding principles:

- As a general principle, TCC and WBOPDC will provide ongoing funding to TBOP as a contribution towards operational expenses.
- The role of the councils is to hold TBOP accountable for the use of funds provided by TCC/WBOPDC, which will ideally be consistent with the councils' strategies.
- TBOP is encouraged to seek funding opportunities from the private sector and central government in order to maximise the best outcomes for the organisation and the region.
- The TBOP Board must be empowered with sufficient flexibility to determine the best use and allocation of funding to meet required levels of service to the community and visitors.
- TBOP is expected to meet the approved annual budget.
- Any net surpluses are to be disclosed through Six Month and Annual Reports.

### 11.2 Approach to Funding

TBOP receives an operating grant from both councils for the purpose of marketing and managing the destination. The operating grant is set through the Long-Term Plan (LTP) process, with the contribution from each council updated annually in line with the Consumer Price Index (CPI) when TBOP creates its budgets for the coming year.

Council funding for additional operating grants and ad hoc new capital projects is to be assessed on a case-by-case basis through the LTP or the Annual Plan process.



### 11.3 Compensation from Local Authorities

TCC and WBOPDC intends to purchase services from TBOP over the long term and agrees to the level of funding on a rolling three-year basis aligned to the three-year Business Plan of TBOP.

The services for the next three years are currently forecast as per the table below.

Funder	2022-2023	2023-2024**	2024-2025**
TCC*	\$2,410,663	\$2,480,477	\$2,552,398
WBOPDC	\$232,000	\$239,012	\$242,597
<b>Total</b>	<b>\$2,642,663</b>	<b>\$2,719,489</b>	<b>\$2,794,995</b>

\*TCC's figures include funding for Visitor Information Centres.

\*\*Subject to review based on service levels and costs.

The payments will be made quarterly in advance on receipt of a GST invoice, with payments one and two each being 30% of the annual sum, and payments three and four each being 20% of the annual sum.

### Western Bay of Plenty Tourism & Visitors Trust

<b>BUDGET</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Revenue</b>			
Funding - Tauranga City Council	2,410,663	2,480,477	2,552,398
Funding - Western BOP District Council	232,000	239,012	242,597
Funding - Whakatane District Council (cpi to be confirmed)	84,000	84,000	84,000
Retail Gross Profit	6,700	3,000	3,000
Other Revenue (includes industry contributions)	831,128	66,000	66,000
<b>Total Revenue</b>	<b>3,564,491</b>	<b>2,872,489</b>	<b>2,947,995</b>
<b>Less Expenditure</b>			
Operating & Marketing	2,831,528	2,111,326	2,156,832
Administration & Overheads	671,163	701,163	731,163
Depreciation & Amortisation	61,800	60,000	60,000
<b>Total Expenditure</b>	<b>3,564,491</b>	<b>2,872,489</b>	<b>2,947,995</b>
<b>Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 12. Estimated Value of Tourism Bay of Plenty

The TBOP Board estimate that the commercial value of the shareholders' investment in TBOP is represented by the net assets of TBOP. This value is calculated from total assets less liabilities.

## 13. Significant Decisions

In accordance with the TCC Significance and Engagement Policy, TBOP will not undertake any activity of a nature or scope not provided for in this SOI without prior approval of the Councils. Specifically, prior approval would be required for TBOP to:

- form any subsidiary entity.
- purchase shares in any other entity.
- dispose of any significant assets e.g. land or buildings.
- purchase any significant assets e.g. land or buildings.
- seek partnering solutions that involve the dilution of assets or the commitment of councils.

## 14. Termination

If any party wishes to terminate this three-year rolling arrangement due to non-performance or any other substantive reason within the control of either of the parties:

- the party may give written notice to the other party specifying the issue and if possible requiring remedy within twenty-eight (28) days, and/or
- mediation is set to investigate any remedy of the issue, and/or
- if the issue is unable to be remedied to the party's satisfaction, the party must give written notice of its intention to terminate this arrangement from a date being not less than one year commencing the forthcoming 1 July (that is, the secondary party must have at least one full financial year's notice commencing on 1 July and ending on 30 June).

## 15. Signed by

A handwritten signature in blue ink, appearing to read "Laurissa Cooney".

Chairperson  
Laurissa Cooney  
Tourism Bay of Plenty

A handwritten signature in black ink, appearing to read "Oscar Nathan".

General Manager  
Oscar Nathan  
Tourism Bay of Plenty



## 16. Glossary of Terms

CCO	Council Controlled Organisation
CE	Chief Executive
COVID-19	Coronavirus disease
CPI	Consumer Price Index
ESE	Enduring Statement of Expectations
GDP	Gross Domestic Product
GM	General Manager
GST	Goods and Services Tax
LOE	Letter of Expectation
MBIE	Ministry of Business, Innovation and Employment
MOU	Memorandum of Understanding
P&L	Profit and loss
SOI	Statement of Intent
TBOP	Tourism Bay of Plenty
TCC	Tauranga City Council
TIA	Tourism Industry Aotearoa
VES	Tourism Bay of Plenty's Visitor Economy Strategy 2018-2028
VIC	Visitor Information Centre
WBOP	Western Bay of Plenty sub-region
WBOPDC	Western Bay of Plenty District Council
WDC	Whakatāne District Council
YE	Year end

**11 INFORMATION FOR RECEIPT****12 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:

<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 Performance and Monitoring Committee Meeting held on 4 August 2022</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
<b>12.2 – Confidential Minutes of the Audit and Risk Committee Meeting held on 9 August 2022</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	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>12.3 – Confidential Minutes of the Council Meeting held on 11 August 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)(b)(i) – the withholding of the information is necessary to protect	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>information where the making available of the information would disclose a trade secret</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> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	
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