

Mā tō tātou takiwā
For our District

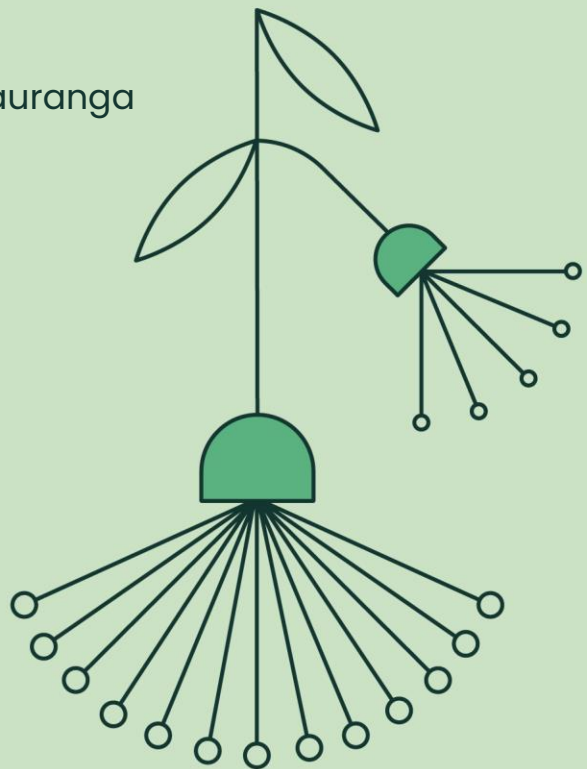
Council

Te Kaunihera

CL23-9

Tuesday, 6 June 2023, 9.30am

Council Chambers, 1484 Cameron Road, Tauranga



Council

Membership:

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

Role:

The Council is responsible for:

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

Power to Act:

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

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

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

Procedural matters:

Approval of elected member training/conference attendance.

Mayor's Delegation:

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

Power to sub-delegate:

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

Notice is hereby given that a Meeting of Council will be held in the
Council Chambers, 1484 Cameron Road, Tauranga on:
Tuesday, 6 June 2023 at 9.30am

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- 1 PRESENT**
- 2 IN ATTENDANCE**
- 3 APOLOGIES**
- 4 CONSIDERATION OF LATE ITEMS**
- 5 DECLARATIONS OF INTEREST**
- 6 PUBLIC EXCLUDED ITEMS**
- 7 PUBLIC FORUM**

8 COMMUNITY BOARD MINUTES FOR RECEIPT

8.1 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 11 APRIL 2023

File Number: A5320532

Author: Barbara Clarke, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

That the Minutes of the Ōmokoroa Community Board Meeting held on 11 April 2023 be received.

ATTACHMENTS

- 1. Minutes of the Ōmokoroa Community Board Meeting held on 11 April 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ŌMOKOROA COMMUNITY BOARD MEETING NO. OMC23-3
HELD IN THE ŌMOKOROA LIBRARY & SERVICE CENTRE, WESTERN AVENUE,
ŌMOKOROA ON TUESDAY, 11 APRIL 2023 AT 7.00PM**

1 PRESENT

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

2 IN ATTENDANCE

A Curtis (General Manager Regulatory Services), J Osborne (Governance Support Administrator), and B Clarke (Senior Governance Advisor)

OTHERS PRESENT

Mayor J Denyer, Cr T Coxhead, and as listed in the minutes.

3 APOLOGIES

Nil.

4 CONSIDERATION OF LATE ITEMS

Nil.

5 DECLARATIONS OF INTEREST

Nil.

6 PUBLIC EXCLUDED ITEMS

Nil.

7 PUBLIC FORUM

7.1 DR DEREK SAGE, HEAD OF EMERGENCY SERVICES AT BOPDHB – CURRENT HEALTH REFORMS

Dr Derek Sage addressed the Board on current health reforms designed to transform the health system to a more equitable, accessible, cohesive and people-centred system. He noted the following:

- Community involvement would become a significant feature of the current health reforms.
- The 'Health Localities' that would be developed were designed to decentralise health provision at the lower, secondary and primary level. Patients would not necessarily have to travel to a hospital to obtain the same level of health care.
- There had been a few pilots around the country, but in the early stages.
- The 'health locality' boundaries may follow Māori/iwi boundaries as long as it was practicable to do so.
- Consultation was required, as local people had significant knowledge of the area and health needs that may be required. There were many social and environmental determinates to consider. The future system would incorporate partnerships and Te Tiriti o Waitangi principles.
- There would be some economies of scale, for example, if Ōmokoroa considered becoming its own health locality and was determining how it sought primary and secondary health provision, it may be better off to combine with its neighbours, such as Katikati. These decisions must be made by the community itself.
- The new system would be built from the ground up and needed people in the community who had an interest and wished to be involved from the outset. Katikati had a Community Health Trust that could be deemed a representative body of the community for healthcare. Something similar would need to occur in Ōmokoroa. General Practitioners, the Council, and other groups would need to collaborate and co-design the running of their health services of the future.

Dr Sage responded to questions as follows:

- In terms of the size of these health localities, idealistically, groupings of 50,000 population may be appropriate, however, that size may not be practical. There would be some significantly bigger and some smaller. The Ōmokoroa community would need to determine what would be best itself.

The Chairperson thanked Dr Sage for informing the Board and community.

7.2 CORINNE PAYNE – ŌMOKOROA BOAT CLUB – SAFETY RAILING

Ms Payne, Commodore of the Ōmokoroa Boat Club, Tabled Item 1 (requests and photographs), and highlighted the following:

- Need for safety railing beside the footpath and steps near the club. Elderly members had raised concerns that it was a struggle to get up the steps with no railing to hold on to. This was Council land.

The General Manager Regulatory Services advised as follows:

- Council could investigate doing some work around the railing, as that area fell within a road corridor.
- Indicative pricing only for safety railing would be approximately \$200 per metre.
- Te Puke Community Board had recently approved the provision of safety lighting within their town centre. They had looked at short bollards with lighting in them. If this Board was interested in doing something similar, staff could investigate costings.
- Staff could come back to the Board with options around CCTV camera coverage.

Service Request – Safety Railing

The Board agreed to create a service request that staff investigate the installation and indicative costings for a section of safety railing near the steps at the Ōmokoroa Boat Club, and provide an update and quote to the Board Chair, prior to the next meeting scheduled 6 June 2023.

7.3 CORINNE PAYNE – ŌMOKOROA BOAT CLUB – LIGHTING IN THE VICINITY OF THE CLUB

Ms Payne highlighted the following:

- It was dark in the vicinity of the club, raising safety concerns for club staff and the public. Trip hazards if people could not see bollards at night. The road itself was well lit but not the edges, or entrance to carpark. Difficulties for staff trying to help members across the road. Request that additional lighting in the vicinity be investigated.
- Too much light would impact sleep for people in camper vans, so it needed to be carefully considered.

Service Request – Lighting Solution

The Board agreed to create a service request that staff investigate and provide indicative costings for a lighting solution in the vicinity of the Ōmokoroa Boat Club and report back to the Board Chair, prior to the next meeting scheduled 6 June 2023.

7.4 CORINNE PAYNE – ŌMOKOROA BOAT CLUB – PARKING ISSUES IN VICINITY OF CLUB

Ms Payne highlighted the following:

- The Club was unsure how to relieve parking issues, as there were many different groups using the area, but had particular concerns when funerals were being held at the club.

- The playground was much loved and parking was always in demand around the playground itself.
- The club had put its own cycle racks up. It would be useful to have better enforcement and monitoring of the vehicles and existing carparks. Although there had been past consultation, issues remained and parking needed further investigation. The club welcomed discussion.
- Two CCTV cameras, near the carpark and jetty. With increased population there was high use of carparks and increased traffic congestion. Concerned with safety for children accessing the playground nearby.

The General Manager Regulatory Services advised as follows:

- There had been some community consultation, approximately two years ago, around the use of the reserve. It was acknowledged, at that time, that there were significant parking constraints.
- There were some Concept Designs that would provide additional parking, but there had been no agreed Concept Plan to progress work on that site. The first stage of the Reserve Management Plan was to develop and upgrade the playground. It may have included realignment of the jetty. There was some interesting designs, which may have been somewhat expensive. Staff could provide an update to the Board on that process and development.

During discussion, the Board noted the following:

- The Reserve Management Plan for the Kaimai Ward was being reviewed this triennium. Parking and other matters could be submitted on by the community, once consultation began.
- If people were not familiar with The Esplanade and Harbour View Road, better signage may be required in relation to parking. Signage may need to be reviewed.

7.5 CORINNE PAYNE AND STEVE ALDRIDGE – ŌMOKOROA BOAT CLUB – LEASING ŌMOKOROA-PAHOIA SEA SCOUT DEN (OPSS)

Ms Payne highlighted the following:

- The club had outgrown its boat shed, which housed three rescue boats and equipment. They wished to expand the sailing programme for junior sailors, but did not have the room currently.
- A proposal had been provided to Council to lease the Ōmokoroa-Pahoia Sea Scout Den (OPSS). This would get the children out of the carpark and use the other area in the domain. They would like this to occur before next summer.

Mr Aldridge, Member of the ŌBC Health & Safety Committee/key holder for the Scout Den, highlighted the following:

- A Council Officer had inspected the old Scout Den building. It was understood that some repairs were needed, and there may be quotes for that work.
- He had heard that there were other parties who may be interested in leasing the building, and they may have commercial interests, but this had not been confirmed.
- The Scouts had gifted the building to Council and it sat on Council land.

Ms Payne responded to a question as follows:

- She had forwarded a proposal on behalf of the Boat Club to Council Officers in July 2022 to lease the Scout Den, and was told they would consider it. At the time, she understood that there were a couple of other parties interested in leasing it, but she had not received any response since then.

Service Request – Ōmokoroa-Pahoia Sea Scout Den (ŌPSS)

The Board agreed to create a service request that staff provide an update on the status of the ŌPSS, including whether repairs were still required (and an indicative cost), and whether any parties other than the ŌBC were interested in leasing the facility, and that the update be provided to all members of the Board prior to the next Board meeting scheduled 6 June 2023.

7.6 FRED TEXTER – INVESTIGATE INSTALLATION OF BOLLARDS AT THE END OF THE ESPLANADE

Mr Texter Tabled Item 2, (photographs of the end of The Esplanade), and addressed the Board on concerns over behaviours at the end of The Esplanade, noting he had raised the issue during the 13 December 2022 meeting. He noted the following:

- He had not received any feedback since December 2022.
- He did not agree with the staff comment in the agenda report on page 16, that the installation of bollards at the cul-de-sac end of The Esplanade would be unlikely to prevent behaviours of concern.
- He had just seen the agenda report, which gave an indication of the area, and the end of The Esplanade was legal road.
- There were bollards in many other areas of Ōmokoroa. Doing nothing was not an option. If bollards were not going to be installed he would like to know what other options there were. He was talking about seven bollards.

The General Manager Regulatory Services noted that Council's roading officers had held discussions on the matter and had provided feedback that the end of The Esplanade had been confirmed as legal road. There were specific legal requirements in terms of stopping a legal road, and there had to be a demonstrated purpose for that road to be closed. There may be other options that Staff could consider to assist.

As the topic had been included in the Chairperson's report on the agenda, under Community Board Standing Order 15.4, the Chair put the following motion:

RESOLUTION OMC23-3.1

Moved: Member B Bell

Seconded: Deputy A Hughes

That staff re-evaluate the practicality of installing bollards at the end of the cul-de-sac in The Esplanade, (in the area to be identified by the Board Chair), and investigate any other options, and report back to the next Ōmokoroa Community Board meeting scheduled on 6 June 2023.

CARRIED

7.7 JIM BOYES - PROVISION OF AGENDA AT BOARD MEETINGS

Mr Boyes thanked Council for providing the agenda on iPads for each Board meeting, noting how beneficial this was for attending members of the public.

The Chairperson thanked all the Public Forum speakers for attending.

8 MINUTES FOR CONFIRMATION

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

RESOLUTION OMC23-3.2

Moved: Cr D Thwaites

Seconded: Member G Neilson

That the Minutes of the Ōmokoroa Community Board Meeting held on 14 February 2023, as circulated with the agenda, be confirmed as a true and correct record.

CARRIED

9 REPORTS

9.1 ŌMOKOROA COMMUNITY BOARD CHAIRPERSON'S REPORT - APRIL 2023

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

RESOLUTION OMC23-3.3

Moved: Deputy A Hughes

Seconded: Member B Bell

That the Chairperson's report dated 11 April 2023 titled 'Ōmokoroa Community Board Chairperson's Report – April 2023' be received.

CARRIED

9.1.1 KAIMAI VIEWS – PLANTINGS AND PUBLIC BERMS

Chair Presland spoke regarding the overgrown nature of plantings on the berms in Kaimai Views, as raised by residents, along with general levels of service in relation to maintenance of Ōmokoroa's road sides and public berms. He proposed that the Board assist by utilising the Ōmokoroa Community Board Reserves Account, as a short term solution, to regain an improved standard of maintenance and enhance the community. He noted that local contractors may be able to assist if Downers did not have capacity.

The following was discussed:

- Gorse coming up, long grass preventing access to public seating at Lynley Park.
- Developer's obligations to maintain plantings for 18 months.
- Responsibilities of residents.
- Insufficient parking provision resulting in cars parking on berms destroying plants.
- Council's normal maintenance programmes behind schedule due to significant weather events.

The General Manager Regulatory Services advised that Council's Reserves and Roading staff may be addressing the matter already, as Council staff had attended the site visit. If areas were on Council road or road reserve, it was Council's responsibility to maintain them and ensure they were 'fit for purpose'. The Board was not expected to finance Council's "business as usual". Staff would report back to the Board around specific actions.

Request for Staff Report Back

The Board requested an urgent response from staff regarding programmed contractor works and indicative timing to address the current state of the roadside planting at Kaimai Views. The Chair noted that he would be meeting with residents again before the end of the week, and hoped to have the staff update prior to that meeting.

9.1.2 ADVERTISING BOARD MEETINGS IN THE LIZARD

The Chair proposed that the Board commit to the cost of advertising its upcoming meetings in Lizard News, over and above those advertisements already placed by Council. He noted this would increase awareness and possibly public attendance, and build the profile of the Board and how it could help its community.

Request for Staff Report Back

The General Manager Regulatory Services advised that staff could discuss the matter with the Council's Communications Manager, with regard to the possibility of advertising the Board's meetings on social media for the community and report back to the Board.

RESOLUTION OMC23-3.4

Moved: Member B Bell

Seconded: Deputy A Hughes

That the Ōmokoroa Community Board commits to spending \$120.00 per advertisement from its Reserves Account, in order to advertise the Board's upcoming meetings in the 'Lizard News' for the next twelve months from May 2023.

CARRIED

9.2 ŌMOKOROA COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2023

Councillor Grainger introduced the report, noting that it could be taken as read. He noted one further comment, being that Council had been awaiting the outcome of the three-yearly property revaluations, but they had been delayed again.

The Mayor noted that, if values changed by more than 30%, then there would be more administration requirements.

RESOLUTION OMC23-3.5

Moved: Cr M Grainger

Seconded: Member B Bell

That the Councillor's report dated 11 April 2023 titled 'Ōmokoroa Community Board Councillor's Report - April 2023' be received.

CARRIED

9.3 MEMBER'S UPDATE – ŌMOKOROA PUBLIC ART GROUP

Member Bell introduced the report, noting it could be taken as read. He noted the passion of the Ōmokoroa Public Art Group for their projects and that he felt privileged to attend their meetings.

RESOLUTION OMC23-3.6

Moved: Member B Bell

Seconded: Cr D Thwaites

That Member Bell's report dated 11 April 2023 titled 'Member's Update – Ōmokoroa Public Art Group' be received.

CARRIED

9.4 BUS SHELTERS ON ŌMOKOROA ROAD

The Chairperson introduced the report, noting the matter had been left to lie on the table at the previous meeting, until staff had provided further information as requested. He noted that information had been received, and the Board was now satisfied.

The motion was dealt with in parts as follows:

RESOLUTION OMC23-3.7

Part 1

Moved: Cr M Grainger

Seconded: Member G Neilson

1. That the Senior Governance Advisor's report, dated 11 April 2023 titled 'Bus Shelters on Ōmokoroa Road' be received.

CARRIED

RESOLUTION OMC23-3.8

Part 2

Moved: Member B Bell

Seconded: Deputy A Hughes

2. That, following the receipt of further information from staff, to its satisfaction, the Ōmokoroa Community Board revokes resolution OM1.8 committing up to \$50,000 for two Bus Shelters on Ōmokoroa Road.

CARRIED

9.5 INFRASTRUCTURE GROUP REPORT ŌMOKOROA COMMUNITY BOARD APRIL 2023

The Board considered a report from the Deputy Chief Executive / General Manager Infrastructure Group. The report was taken as read.

RESOLUTION OMC23-3.9

Moved: Member G Neilson

Seconded: Cr M Grainger

That the Deputy Chief Executive / General Manager Infrastructure Group's report dated 11 April 2023 titled 'Infrastructure Group Report Ōmokoroa Community Board April 2023' be received.

CARRIED

9.6 FINANCIAL REPORT ŌMOKOROA – FEBRUARY 2023

The Board considered a report from the Financial Business Advisor. The report was taken as read. The below points were noted:

- Under the 'Committed – Reserve Expenditure' table (line item 1 – OM1.8), being a contribution of up to \$45,000 to develop Passive Reserve at Western Avenue extension, paths and plantings to be funded from the Ōmokoroa Community Board Reserve Account. It was noted that, as the reserve had spent \$18,000 out of the \$45,000, that figure should now be amended to show it had come back into committed expenditure.
- It was noted that a seat at the end of the walkway was now being sponsored by a private citizen, so this amount could be removed from that budget.

Request for Staff Report Back

The Board noted that Gane Place Urbanisation was awaiting the final claim. It was requested that staff provide an update on the total amount spent on that project, and that staff update the table in relation to outstanding funds for the financial report to the next meeting on 6 June 2023.

RESOLUTION OMC23-3.10

Moved: Cr M Grainger

Seconded: Member B Bell

That the Financial Business Advisor's report dated 11 April 2023 and titled 'Financial Report Ōmokoroa – February 2023' be received.

CARRIED

The meeting was declared closed at 8.26pm.

The minutes were confirmed as a true and correct record at the Ōmokoroa Community Board meeting held on 6 June 2023.

.....
Chairperson P Presland

CHAIRPERSON

8.2 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 13 APRIL 2023

File Number: A5407605

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Te Puke Community Board Meeting held on 13 April 2023 be received.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Te Puke Community Board Meeting held on 13 April 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE PUKE COMMUNITY BOARD MEETING NO. TPC23-3
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELlicoe STREET, TE PUKE
ON THURSDAY, 13 APRIL 2023 AT 7.00PM**

1 PRESENT

Chairperson K Ellis (Chairperson), Member D Snell, Member K Summerhays, Cr G Dally and Cr A Wichers

2 IN ATTENDANCE

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

OTHERS IN ATTENDANCEMaketu Community Board

- Member L Rae (Chairperson)
- Cr R Crawford

CoLAB

- Chris Johnstone

KARAKIA

Cr Wichers provided a karakia to open the meeting.

3 APOLOGIES

Member A Paudel – Leave of Absence

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Member Summerhays declared the following non-financial interests:

- She had recently been re-elected to the Te Puke Centre Charitable Trust; and
- She was a founding member of Bay of Plenty Natural Cemeteries.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

1. Erin McKenna – General Manager – Te Puke Gymsport – Movement HQ Project

Ms McKenna Tabled Item 1 and spoke to a PowerPoint presentation noting the following:

- 'Te Puke Gymsport' had been growing out of its facility for several years now and was the lead organisation for the building project 'Movement HQ'.
- This was a collaboration with other sports and recreational organisations who had come together to create and provide a purpose built facility in the area.
- It was envisaged as a multipurpose and functional 'movement community hub' for everyone, that could also be used for events.
- The facility would also provide opportunities for advancement in some activities/sports without participants having to travel extensively to other areas.
- To date, land had been secured for the building, and feasibility studies and Geotech reports had been completed.
- A resource consent had been granted with the next phase being the design and building consent.

Ms McKenna responded to questions as follows:

- Te Puke Gymsport currently paid \$80 in rent. It was assumed that the new facilities maintenance and operational costs would be less. It would be a user pays operation.
- The land lease was approximately \$1,500 per annum.
- The aim was to make the facility's programmes as cost effective as possible so that everyone could come and use them. Accessibility was the key.

2. Wendy Palmer – Natural Cemetery Group

- A design had been put in and a draft was to be confirmed for a natural cemetery in Te Puke. It would be an extension of the existing cemetery.
- There were nineteen certified natural cemeteries in New Zealand and the Natural Cemetery Group was keen to get this done in Te Puke.
-

3. Mayor James Denyer – Emergency Relief Fund

- The Bay of Plenty region had been designated \$200k to help with disaster relief and recovery.
- Bay of Plenty Civil Defence Emergency Management Group Joint Committee had applied for and was approved \$100k for the region, most of which would be distributed in and around the Te Puke area.
- Council would set up a process to get in touch with affected communities/people.

- It was acknowledged that Tairāwhiti and Hawkes Bay were by far the worst affected regions/areas, however some places in the Te Puke area had been quite significantly hit.

4. Seumi Allen – Adopt a Street

- It would be nice to see Te Puke as a clean town and more people taking responsibility for the disposing of their own rubbish.
- 'Adopt a Street' was a concept where a group/people choose a street to keep clean.
- A lot more could be done to keep streets and rural roads clean.
- It was easy to regularly pick up a full trailer load of rubbish along rural streets, and there was a lot of rubbish in the car parks.

8 MINUTES FOR CONFIRMATION

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

RESOLUTION TPC23-3.1

Moved: Member D Snell

Seconded: Cr A Wichers

1. That the Minutes of the Te Puke Community Board Meeting held on 16 February 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the following amendment be made to item 9.4, resolution TPC23-2.9 (put and carried at the meeting on 16 February 2023) to reflect the correct amount of money approved by the Board for the grant application from Tautoko Mai Sexual Harm Support Services Trust:

That the Te Puke Community Board approve the grant application from Tautoko Mai Sexual Harm Support Services Trust for \$500 to contribute towards costs associated with running three 'Health and Well-Being' workshops for ethnic communities in Te Puke and commit to facilitating potential venue hire for their workshops within the Te Puke rohe. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

CARRIED

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT – APRIL 2023

The Board considered a report 13 April 2023 from the Chairperson who took the report as read.

RESOLUTION TPC23-3.2

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

1. That the Chairperson's report dated 13 April 2023 titled 'Te Puke Community Board Chairperson's Report – February 2023' be received.

CARRIED

9.1.1 PROPOSITION TO RESEAL THE NETBALL COURTS ON THE CORNER OF QUEEN STREET AND CAMERON ROAD

- The question was raised as to who owned the netball courts and who owned the building. It was thought that Council owned the courts and the Netball Association owned the building.
- Cr Dally advised that, due to Council consulting on the location of the Te Puke swimming pool where the netball courts could be a consideration, it would be better to wait for this outcome before trying to reseal the netball courts. This could be brought up at the Annual Plan workshop.

Proposition to Reseal the Netball Courts on the Corner of Queen Street and Cameron Road

Staff will provide the Board with confirmation of the ownership structure of the netball courts and the building on the corner of Queen Street and Cameron Road.

CARRIED

9.1.2 WI-FI IN JUBILEE PARK

The General Manager Infrastructure advised the cost for the Wi-Fi in Jubilee Park could come out of the reserve fund as a one off capital spend, but not the operating costs.

RESOLUTION TPC23-3.3

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

That the Te Puke Community Board recommends that the infrastructure for Wi-Fi in Jubilee Park be installed at an estimated cost of \$3,093.24, funded from the community board reserve fund, conditional on confirmation of the funding of the operational costs.

CARRIED

9.1.3 REMOVAL OF SPEED BUMPS AT THE INTERSECTIONS OF BOUCHER AVENUE AND CAMERON ROAD AND BOUCHER AVENUE AND HOOKEY DRIVE IN TE PUKE

The Senior Transportation Engineer advised that the speed bumps were more 'raised thresholds' and could be removed if that was wanted. He advised that the 'Transport Choices Project' was a project to construct cycle paths in a loop that would connect the Te Puke highway to Te Puke High School and Intermediate. It would be preferable to investigate this and see if improvements could be made as part of this project.

Removal of Speed Bumps at the Intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke

That staff investigate whether or not the raised thresholds at the intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke could be improved as part of the Transport Choices Project and report back to the Board.

9.1.4 PROPOSAL FOR SPEED MEASURES TO BE IMPLEMENTED ON MANOEKA ROAD

- Cr Dally suggested that speed radars could be a better measure than rumble strips to deter speeding.
- The Senior Transportation Engineer advised that these required power and the batteries got stolen very quickly after installation, but that an engineer could look at this and make some suggestions, and that within the speed management plan being done for the whole district, speed reduction was being encouraged.

Proposal for Speed Measures to be Implemented on Manoeka Road

That staff explore options for the setting up of speed radars on Manoeka Road, Te Puke and reports back to the Te Puke Community Board.

9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT – APRIL 2023

The Board considered a report dated 13 April 2023 from Cr Dally who took the report as read.

RESOLUTION TPC23-3.4

Moved: Member D Snell

Seconded: Chairperson K Ellis

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

CARRIED

9.2.1 TOWN CENTRE DEVELOPMENT FUND ALLOCATIONS

- The General Manager Infrastructure advised that financial contributions could only be allocated in accordance with the Financial Strategy and District Plan rules that set them up.
 - The recreation and leisure financial contribution is collected and spent district wide. A percentage of the recreation and leisure financial contribution goes towards swimming pool capital development and library capital development. The recreation and leisure financial contribution also goes towards reserves and playgrounds.
 - Three waters financial contribution is spent in the community in which it is collected.
 - Rural roading financial contribution is collected and spent district wide. The urban roading financial contribution is spent in the community in which it is collected on nominated projects.
 - Approximately \$50,000 per section is collected in financial contributions and is spent on wastewater and water treatment plant upgrades and stormwater upgrades.
-

Town Centre Development Fund Allocations

That staff provide a report to the Te Puke Community Board of what financial contributions are collected in Te Puke and how those contributions are spent.

9.2.2 ANNUAL PLAN AND COMMUNITY FORUM

- Cr Dally advised that the community forum had been very well attended. There were a lot of issues raised that could perhaps have been dealt with through the Te Puke Community Board. It was unclear as to why people were not using this avenue.
-

9.2.3 COMMUNITY-LED RESOURCE RECOVERY CENTRES

Cr Crawford (Maketu Community Board) advised the following:

- This was a Western Bay of Plenty District Council led project with the aspiration that it would eventually become community led.
 - Envirohub was assisting Te Puke with its three recycling centres.
 - The involvement of CoLAB was in a supporting capacity only.
-

9.2.4 WAIARI WASTEWATER SUPPLY SCHEME

- The General Manager Infrastructure advised that the Joyce Road filtration plant struggled when there was high rainfall and high sediment load in the stream so was shut off from time to time because it blocked the microfiltration. As such, ash fall in the Waiari would create problems.
- In the event of the above, water supply would be switched to storage and water restrictions would be put in place.
- The water bores were tested to meet the Taumata Arowai drinking water standards. Work had been done to ensure compliance on one of the bores.

Fluoridation:

- At the moment, the Government had mandated fluoridation for two of Council's four water sources in the Waihi Beach and Katikati areas. As yet, nothing had been mandated in the central or Te Puke areas but this was being looked at.
-

9.3 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – APRIL 2023

The Board considered a report dated 13 April 2023 from the Senior Governance Advisor. The report was taken as read.

RESOLUTION TPC23-3.5

Moved: Member D Snell

Seconded: Cr G Dally

1. That the Senior Governance Advisor's report dated 13 April 2023 titled 'Te Puke Community Board Grant Applications – April 2023' be received.

CARRIED

RESOLUTION TPC23-3.6

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

2. That the Te Puke Community Board approve the grant application from Epic Te Puke for \$2,000 to contribute towards costs associated with the development of a community calendar inside of TePukeOnline.nz. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

CARRIED

RESOLUTION TPC23-3.7

Moved: Cr G Dally

Seconded: Member D Snell

3. That the Te Puke Community Board approve the grant application from Youth Encounter Ministries Trust for \$1,000 to contribute towards costs towards their 'Connect' programme that provides community building events. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

CARRIED

9.4 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD APRIL 2023

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

The following was noted:

- There were several corrections to be made to the 'Proposed Projects' information table of the report that included 'Jellicoe Street – Industrial Service Land, King Street pedestrian improvements and cycleway footpath extension to improve connectivity'. This was noted and would be amended.
 - Two on site, 'Levels of Service' meetings had been arranged for Friday 21 and Friday 28 April.
-

RESOLUTION TPC23-3.8

Moved: Cr G Dally

Seconded: Member K Summerhays

That the Deputy Chief Executive's Report dated 13 April 2023 titled 'Infrastructure Group Report Te Puke Community Board April 2023' be received.

CARRIED

9.5 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT FEBRUARY 2023

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

- Cr Dally advised he had put in a funding application to Te Ara Kahikatea Pathway Society who had applied to TECT for \$48,258 towards the establishment costs of the Te Puke Dog Park in Lawrence Oliver Park. An outcome was expected around mid May.
 - It was noted that the approved \$15k funding for the installation of power for a second Christmas tree at the Te Puke west entrance would be reflected in the next financial report.
-

RESOLUTION TPC23-3.9

Moved: Chairperson K Ellis

Seconded: Cr G Dally

The Financial Business Advisor's report dated 13 April 2023 titled 'Te Puke Community Board – Financial Report February 2023' be received.

CARRIED

The Meeting closed at 8:22pm.

Confirmed as a true and correct record at the Te Puke Community Board meeting held on 8 June 2023.

.....

Chairperson K Ellis

CHAIRPERSON / MAYOR

8.3 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 18 APRIL 2023

File Number: A5407543

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Maketu Community Board Meeting held on 18 April 2023 be received.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Maketu Community Board Meeting held on 18 April 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU COMMUNITY BOARD MEETING NO. MKC23-3
HELD IN THE MAKETU COMMUNITY CENTRE, WILSON ROAD, MAKETU
ON TUESDAY, 18 APRIL 2023 AT 7.00PM**

1 PRESENT

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

2 IN ATTENDANCE

E Watton (Strategic Policy and Planning Programme Director), G Golding (Governance Manager), S Bedford (Finance Manager) and C Irvin (Senior Governance Advisor).

OTHERS IN ATTENDANCE

Cr A Wichers.

KARAKIA

The Chairperson opened the meeting with a karakia.

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

A. Max Johnson – Maketu Resident

- There was a lot of water going through Maketu Road, with water going around to the back of some houses. When there was a king tide, the water was very high.
- Sediment was a metre deep in the drains. These drains should not be blocked.

- The Chairperson advised she had an on-site meeting last week regarding this. The ground water was very high which made the area wet for a long time. An Antenna request had been put in and they were yet to hear back about it.
- Deputy Corbett advised that the drain had been opened. Iwi were working towards finding a balance between allowing the wetlands to survive and not flooding houses. He was in communication with Charles Tapsell.
- The Chairperson advised the Board was considering holding a meeting between the parties to find a way forward together.

B. Trisha Hains – Maketu ResidentPou

- Was there anyone in Maketu appointed to look after the two Pou at the entranceway to Maketu?
- At the very least, they needed to be stained as soon as possible so they did not disintegrate any further.
- The Chairperson advised that she would contact the appropriate people to ask what the plan was going forward. This was not a Council matter – another group would have to pick this up.

Wifi Connections

- There was a lot of concern about the lack of wifi connections for the village. There was no longer capacity for the number of residents.
- It was seen as a matter of health and safety in terms of emergencies.

The Chairperson advised she had recently contacted the person in charge of fibre networks in New Zealand. Her concerns about the lack of connections in Maketu had been noted however, there was a shortage of technicians at this time due to them being redirected to the cyclone affected areas in the Hawkes Bay region. Something would be done, and the Chairperson would provide an update.

Otimi Street

- There was no escape route from Otimi Street, especially in the event of serious flooding or a civil defence emergency.

The Chairperson advised that this would be raised through Civil Defence. Options were being looked at for a paper road to come down through Hapimana Road and/or some sort of access ability.

C. Brett Waterhouse – Plate Island

- Plate Island Astrolab reef research was shut down in 2021.
- It was thought there would be some continued base line research done for reef improvement.
- As the commercial local cray fishers, we had obtained twenty years of research at the Astrolab reef, but this was halted because it was shut down in 2021. However, we were wanting to go back out to continue our research.
- We have asked various entities including in Tauranga but could not obtain any information. Could someone please ask if any form of base line data had been collected and/or if any changes had occurred.

Deputy Corbett advised he was 'in the loop' about this issue and that it would take time to address. He and the Chairperson would make enquiries about it.

8 MINUTES FOR CONFIRMATION**8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 21 FEBRUARY 2023****RESOLUTION MKC23-3.1**

Moved: Member T Hopping

Seconded: Deputy Mayor J Scrimgeour

1. That the Minutes of the Maketu Community Board Meeting held on 21 February 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the following amendments be made to the Maketu Community Board 21 February 2023 minutes:
 - a) Present/Absent:
 - Deputy Corbett was not in attendance and no apology was received so this was to be recorded as 'absent without leave'; and
 - b) Public Forum: Item 7.2:
 - Laureen should read Lauri; and
 - First bullet point, second sentence: She considered that Council had a moral, if not legal, responsibility to make sure the culvert was clear.

CARRIED

9 REPORTS

9.1 MAKETU COMMUNITY BOARD – CHAIRPERSON'S REPORT – APRIL 2023

The Board considered a report dated 18 April 2023 from the Chairperson, who took the report as read.

RESOLUTION MKC23-3.2

Moved: Chairperson L Rae

Seconded: Deputy R Corbett

That the Chairperson's report dated 18 April 2023 titled 'Maketu Community Board Chairperson's Report – April 2023' be received.

CARRIED

9.1.1 CORRECTIONS TO CHAIRPERSON'S REPORT

CORRECTIONS TO CHAIRPERSON'S REPORT

- The following item should have been noted under 'Maintenance – Roadding' (not Mowing):
 - a) The board would like to explore options to fix the drainage issues on Wilson Road north as discussed previously with staff and will look to pass a resolution on this tonight.
- Item 6: ANZAC Day: the Dawn Service will be at 5.30am.

9.1.2 WIDENING OF ROAD – CORNER MAKETU SCHOOL TO CORNER OF ARAWA AVENUE

- The Chairperson advised she would like to see this section of the road widened and the drainage issues sorted out at the same time and as such would like to pass a resolution on this tonight.
- Cr Crawford advised he would mention this resolution in his report to the Community Committee.

RESOLUTION MKC23-3.3

Moved: Chairperson L Rae

Seconded: Member T Hopping

That the Maketu Community Board requests a quote for the widening of the road from the corner of Maketu School to the corner of Arawa Avenue to address health and safety and drainage issues.

CARRIED

9.1.3 PRUNING OF THE MACROCARPA TREE

- The tree was a risk in particular in an extreme weather event where health and safety issues and power related issues were now a significant risk.
- There were many different people/groups connected to the land and technically, there were six 'land administrators' that had to be contacted and approval sought.
- It was hoped that this could be organised within the next two weeks.
- The Governance Manager advised she would assist the Board with obtaining appropriate written approval from land owners.

RESOLUTION MKC23-3.4

Moved: Deputy R Corbett

Seconded: Member D Walters

That the Maketu Community Board approve the quote to trim down the macrocarpa tree on Te Awhe Road, conditional upon the Board obtaining appropriate approval, and having the site blessed before any works proceed.

CARRIED

9.1.4 MOWING - WILSON ROAD

The Chairperson advised that even though Wilson Road north was in the mowing contract it was not being mowed, despite many requests being put through to Council. Going forward the Board would like to see this get done regularly.

Mowing - Wilson Road

That staff review the contract for the mowing of Wilson Road north and provides the Board with an update.

9.1.5 SPENCER RESERVE MOWING

- Member Hopping advised it may be better to look more holistically at the mowing of Spencer Avenue Reserve.
 - There were a lot of matters centred around Spencer Avenue Reserve and it was perhaps time for the Board to consider this.
 - It was suggested that the Reserves and Facilities Manager be asked to speak about this matter at an upcoming workshop.
-

SPENCER RESERVE MOWING

That the Reserves and Facilities Manager speak about this matter at an upcoming Maketu Community Board Workshop.

9.2 MAKETU COMMUNITY BOARD – COUNCILLOR'S REPORT – APRIL 2023

The Board considered a report dated 18 April 2023 from Deputy Mayor Scrimgeour, who took the report as read with the following items noted:

Draft Annual Plan:

- The draft Annual Plan was out for consultation this month. An open forum meeting had taken place for anyone in the community to attend and workshops were being held over the next few days. People were also encouraged to submit their submissions online. Submissions closed 30 April 2023.

Long Term Plan:

- The Long Term Plan was updated every three years and was a long process for long term consideration. The real work got underway Thursday of this week.

Waiari Water Plant:

- The Waiari Water Plant was now open and operational. An open day had been held. It had been a privilege to speak on behalf of Council.

Te Ohu Parawai O Te Waiari:

- Rather than discharging back into the Waiari, the favoured option was deemed to be discharge it back to wetland. Discussions were ongoing as to whether land needed to be purchased to facilitate this.

Maketu Te Puke Community Forum:

- Generally, positive feedback was received. This had been a positive opportunity for people to express their concerns and feelings.
-

RESOLUTION MKC23-3.5

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr R Crawford

That the Deputy Mayor's report dated 18 April 2023 titled 'Maketu Community Board – Councillor's Report – April 2023' be received.

CARRIED

9.2.1 PARKS AND RESERVES MOWING

- There had been a lot of disquiet about mowing performance. Rain and fast growth had exacerbated the problem, but some issues were more long standing. However, it was felt that there was now some headway being made.
- When considering local contractors, consideration had to be given to the fact that the current Council mowing contract did not expire until 2027.

PARKS AND RESERVES MOWING

That staff provide the Maketu Community Board with clarification of the expiry date for the Maketu mowing contract.

9.2.2 PARKS AND RESERVES MOWING

The Strategic Policy and Planning Programme Director advised she would add this to the Annual Plan submission.

MAKETU PARKS AND RESERVES MOWING

That the Strategic Policy and Planning Programme Director add the Maketu parks and reserves mowing plan to the Annual Plan.

9.2.3 LITTLE WAIHI RESERVE

- Member Hopping advised that this was not on the Board's radar at all at the moment, but it would be good to know what the management and maintenance plans were.
- Deputy Mayor Scrimgeour advised that Council was not on the Bledisloe Park Board anymore, but that he could ask for clarity from Council.

LITTLE WAIHI RESERVE

That staff provide the Maketu Community Board with information regarding the current representatives on the Bledisloe Park Board and the management and maintenance plans for the reserve.

9.2.4 PROCESS FOR QUERIES RAISED IN AND AROUND MAKETU

The Chairperson advised that queries were put through to the Community Forum and taken to a formal meeting of the Community Committee. The Chairperson advised she was a member of the Community Committee and as such could take part in discussions. This would be a good opportunity to bring to the attention any issues such as the rock wall that went along Beach Road and Spencer Reserve. These items could also be put forward at the Annual Plan hearing for submissions on 4 May 2023.

9.3 INFRASTRUCTURE GROUP REPORT MAKETU COMMUNITY BOARD APRIL 2023

The Board considered a report dated 18 April 2023 from the Executive Assistant, Infrastructure Group. The report was taken as read.

RESOLUTION MKC23-3.6

Moved: Chairperson L Rae

Seconded: Member T Hopping

That the Deputy Chief Executive and Group Manager Infrastructure Group's report dated 18 April 2023 titled 'Infrastructure Group Report Maketu Community Board April 2023' be received.

CARRIED

9.3.1 MAKETU CYCLEWAY

Member Hopping would like to have a timeline for the implementation of the pathway/cycleway. It was thought the culvert capacity on Spencer Avenue was holding up the development of the footpath. The stormwater issue had also not been resolved.

MAKETU CYCLEWAY

That staff provide the Maketu Community Board with an update on the status of the Maketu Cycleway and the drainage issues.

9.3.2 STORMWATER DRAIN ISSUES

The spraying regime was migrating through the district. Diggers needed to clear out the drains. Could the Maketu Community Board organise its own separate contractors to do this work before another big weather event?

STORMWATER DRAIN ISSUES

That staff provide the Maketu Community Board with an update on the program it has in place to clear the stormwater drains and provide information on timeframes.

9.3.3 ROCK REVETMENT

- At the last meeting a resolution was passed asking how a permanent solution could be found. Currently, the Board was still waiting for this information.
 - To note – the Minute Action Sheets needed to be updated to reflect the current status of this item.
-

ROCK REVETMENT

1. That staff provide the Maketu Community Board with information on a possible permanent solution for the rock revetment.
 2. That the Minute Action Sheets for this item be updated to reflect their current status.
-

9.3.4 VEGETATION TRIM AND CLEAN UP

The Board no longer required WestLink to undertake the vegetation trimming at Arawa Avenue and requested this be cancelled.

VEGETATION TRIM AND CLEAN UP

1. That the request from the Maketu Community Board for a quote from WestLink to undertake vegetation trimming at Arawa Avenue be cancelled.
 2. That the Minute Action Sheets for this item be updated to reflect their current status.
-

9.3.5 MAKETU URUPA

The Reserves and Facilities Manager provided the following updates:

- A meeting had taken place with a contractor to look at handrail options. Currently, staff were waiting for design and costings to provide a suitable handrail for the steep section of the driveway/accessway;
 - Staff were waiting for a price for an extension of the water down to the lower part;
 - One of the berms intended as a children's berm had been removed with the remaining one now available for an adult or children's plot; and
 - The maintenance contractor had tidied up the Urupa.
-

MAKETU URUPA

That the Minute Action Sheets for this item be updated to reflect their current status.

9.3.6 LIST OF COMMUNITY ASSETS FOR MAKETU

LIST OF COMMUNITY ASSETS FOR MAKETU

That staff provide the Maketu Community Board with a list of Maketu Community Assets.

9.4 MAKETU COMMUNITY BOARD – FINANCIAL REPORT FEBRUARY 2023

The Board considered a report dated 18 April 2023 from the Financial Business Advisor's. The report was taken as read.

RESOLUTION MKC23-3.7

Moved: Deputy Mayor J Scrimgeour

Seconded: Member D Walters

1. That the Financial Business Advisor's report dated 18 April 2023 titled 'Maketu Community Board – Financial Report February 2023' be received.

CARRIED

KARAKIA

The Chairperson closed the meeting with a karakia.

The Meeting closed at 8:38pm.

Confirmed as a true and correct record at the Maketu Community Board meeting held on 13 June 2023.

.....

Chairperson L Rae

CHAIRPERSON / MAYOR

8.4 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 24 APRIL 2023

File Number: A5408542

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Waihī Beach Community Board Meeting held on 24 April 2023 be received.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Waihī Beach Community Board Meeting held on 24 April 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
WAIHĪ BEACH COMMUNITY BOARD MEETING NO. WBC23-3
HELD IN THE WAIHĪ BEACH COMMUNITY CENTRE, 106 BEACH ROAD, WAIHĪ BEACH
ON MONDAY, 24 APRIL 2023 AT 6.30PM**

1 PRESENT

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

2 IN ATTENDANCE

A Henderson (General Manager Corporate Services), G Golding (Governance Manager), D Elvin (Compliance and Monitoring Manager) and P Osborne (Senior Governance Advisor)

27 Members of the public including:

Mayor J Denyer

Cr R Joyce (Katikati-Waihi Beach Ward)

Cr T Coxhead (Kaimai Ward)

K Ellis (Te Puke Community Board Chairperson)

L Rae (Maketu Community Board Chairperson)

J Clements (Katikati Community Board Chairperson)

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 KEITH HAY – TWO MILE CREEK

Mr Hay was in attendance to speak to issues relating to the Two Mile Creek upper catchment continuation. The below points were noted:

- He believed that consent granted to developments within the Two Mile Creek catchment did not require a detention pond or the continuation of stormwater.
 - A LGOIMA request made, regarding the breach of the dam, was forwarded to Bay of Plenty Regional Council.
 - Mr Hay would forward a photo in relation to his raised issue, to the Chairperson following the meeting.
-

7.2 TRISH COATES – PIO SHORES STORMWATER MAINTANANCE

Ms Coates was in attendance to speak to the Board about the maintenance of stormwater drains within Waihi Beach.

- She believed that with the time and money spent upgrading the pumpstations in Pio Shores, the drains themselves should be cleaned and maintained.
 - Ms Coates also noted that the swale drain needed to be mown, as it was at waist height at the moment. The drain by Otawhiwhi Marae was completely blocked, and clarification was sought regarding who was maintaining these areas.
 - The Chairperson would forward the photo in relation to this issue to staff, following the meeting.
-

7.3 PIPPA COOMBS – UPDATE ON WAIHI BEACH SKATEPARK

Ms Coombs was in attendance to provide the Board with an update on the proposed skatepark. The below points were noted:

- Background was provided as to why the initial proposal had been put on hold.
 - An opportunity for funding had been identified through the Long Term Plan (LTP).
 - Support was sought from the Board, as well as the opportunity to partake in an upcoming Board workshop.
-

7.4 ROSE FOX – WELCOME TO WAIHI BEACH ENTRANCEWAY PROJECT

Ms Fox was in attendance to provide the Board with an update on the 'Welcome to Waihi Beach' entranceway project. The below points were noted:

- Consultation was currently taking place, and positive feedback had been received from Tangata Whenua.
 - Ms Fox had been completing this work 'pro-bono', and noted that she was happy to continue in order to progress the next step of the project.
-

- The next step would be to go out and obtain indicative prices for the proposed works. She noted that she was happy to work alongside Council staff if they had preferred contractors.
 - A further 4-6 weeks of work would be required prior to costings being sought.
 - Ms Fox was happy to work alongside the Roading Engineer (East and West) to achieve roadside planting that was amenable to Council.
-

7.5 MIKE HICKEY – VARIOUS ITEMS

Mr Hickey was in attendance to provide the Board with the below updates:

- There had been some damage to a pedestrian fence following some 'burn outs' from 'boy racers' over the weekend. There was also some damage on the corner of Snell Crescent and Patterson Place.
 - He believed that there was 26 intersections that were unmarked.
 - He sought an update on the Council project taking place opposite the chemist shop.
 - He highlighted issues with dogs in Waihi Beach.
-

8 PRESENTATIONS

8.1 PRESENTATION FROM PROJECT PARORE

David Peters, Chairperson of Project Parore, was in attendance to provide the Board with the below updates:

- Project Parore was an Incorporated Society and was established in 2008 with a focus on maintaining clear water in the harbour.
 - In order to avoid mangroves from forming, work was being undertaken on the rivers that flowed into the northern Tauranga Harbour.
 - Significant funding was received in 2018 through the Ministry for the Environment 'Freshwater Investment Fund'. This funded interventions for up to five years.
 - In 2021, further funding was received through 'Jobs for nature', which allowed a team of 6 (part-time and full-time) staff to be hired.
 - The main focus was in working with farmers, land-owners and orchardists to develop sensible farm environment plans for the properties.
 - Project Parore had recently developed a strategy for the next three years. The six objectives identified were:
 - i. 100 hectares of forestation, the planting of 55,000 trees and 1,800 hectares of animal pest control;
 - ii. Development of a commercially sustainable operations team;
-

- iii. Expansion of the boarders, which referred to working with other local environmental groups;
- iv. Growth of their volunteer base;
- v. To concentrate on maximising catchment resilience; and
- vi. To create three wildlife corridors from the harbour up to the Kaimai.

The Board noted that they would like to have a conversation with Project Parore regarding how Waihi Beach could work with them in delivering what was best, and ensuring that local people were involved.

RESOLUTION WBC23-3.1

Moved: Cr A Sole

Seconded: Member H Guptill

2. That the presentation from Project Parore on 24 April 2023, be received.

CARRIED

8.2 PRESENTATION FROM THE WAIHI BEACH MOUNTAIN BIKE CLUB

Kris Wilson, Waihi Beach Mountain Bike Club, was in attendance to speak to the proposed Trail Network. Mr Wilson spoke to his PowerPoint Presentation, which outlined the below:

- Waihi Beach Water Catchment Reserve;
- Maps of area in discussion; and
- Map highlighting proposed bike trails.

The presenter/s responded to questions as below:

- As this was not yet a shovel ready project, there were currently only 30 members in the Waihi Beach Mountain Bike Club. When looking at similar projects around the area, the membership of the clubs sat at around 500 (the majority of whom did not live in the area).
 - At this stage, the club was not promoting themselves, but as this project progressed they would start doing some promotion.
 - All the trails were subject to archaeological and iwi approval, however there was hope to have a range of trails available. It was noted that the vision was to have trails similar to those in Whangamatā.
 - The next steps for the club included support from the Community Board and other community organisations. It was noted that support was received from Council's Cycleways Manager.
-

- The group was not at the stage of determining the economic benefit, however mountain biking was a growing sport throughout the region. Mr Wilson felt confident that if the trails produced were of a high standard, there would be a benefit to the economy.
- The idea was that the trails would be free to ride.
- The Community Board had contributed \$50,000 (in the 2020-2021 financial year) from their Rooding Account to the Waihi Beach Dam internal cycleways project.

Geoff Canham, Council's contractor managing the trail programme throughout the network, was in attendance to support the presentation being made. The below points were noted:

- This was the first "outing" of the proposed trail maps, as they wanted to ensure that the Community Board was engaged with at the beginning of the process.
- A past Community Board had shown support for this project through the Reserve Management Plan.

RESOLUTION WBC23-3.2

Moved: Cr A Sole

Seconded: Member D Simpson

3. That the presentation from the Waihi Beach Mountain Bike Club on 24 April 2023, be received.

CARRIED

8.3 PRESENTATION FROM TE WHĀNAU A TAUWHAO KI OTAWHIWHI

Reon Tuanau, Te Whānau a Tauwhao ki Otawhiwhi representative, gave a mihi to the Community Board and members of the public in attendance. Matua Tuanau provided the below updates:

- The Marae was still waiting for the signs to be installed.
 - They were looking at the restoration, improvement and protection of the Pa sites at Bowentown. Otawhiwhi were currently working with Council in coming up with a plan to protect this site going forward.
 - Te Kāhui Mana Whenua o Tauranga Moana Forum was currently reviewing Te Ara Mua (which identified priorities for Tangata Whenua) to ensure these priorities aligned with the review of the Long Term Plan (LTP).
 - Relationship agreement opportunities and procurement opportunities were being explored.
-

- Through their current relationship with Waka Kotahi, there was a cultural recognition project that was planned for the turn off to Waihi Beach.
- Iwi had been working with Bay of Plenty Regional Council (BOPRC) in looking at the restoration of wetlands, specifically regarding whitebait. It was noted that this year there would be a focus on planting.
- Tangata Whenua were signing a Memorandum of Understanding (MOU) with BOPRC and Project Parore, to achieve common goals within the area.
- Funding had been received for the project 'Te Mana o te Wai', which focused on giving the first right of water back to the water source.
- Tangata Whenua met with the Department of Conservation (DOC) to create better partnership, noting that they had created a workforce called 'Kaimai Kody'. This allowed rangatahi to work alongside DOC and learn the skills to maintain tracks, as well as promoting the importance of biosecurity.
- Tangata Whenua continued to support local events to help build relationships throughout Waihi Beach.
- There was a big focus on Hauora and ensuring services were available to iwi/hapū.
- Tangata Whenua were continuing to work slowly through treaty settlements.
- He believed that the restoration of the Bowentown Pa site would contribute to the economic benefits for the beach.
- Housing continued to be a priority for Tangata Whenua.
- There was concern around the rangatahi and the importance of ensuring opportunities were available for them moving forward.
- Iwi had been doing their own research on the great white shark that lived within the waters surrounding Waihi Beach.
- He reiterated the issue raised earlier regarding the stormwater drain by Otawhiwhi Marae, including concerns relating to this drain.
- An agreement was being developed that would allow the marae to hook up to the main sewage line.
- The location for Matariki 2023 would be held up at Athenree, toward the end of June.

RESOLUTION WBC23-3.3

Moved: Cr A Henry

Seconded: Deputy Chairperson A Kurtovich

4. That the presentation from Te Whānau a Tauwhao ki Otawhiwhi on 24 April 2023, be received.

CARRIED

9 REPORTS

9.1 CHAIRPERSONS REPORT – APRIL 2023

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

- Community Board workshops would be planned to address specific on-going concerns.
- The Board will be making a submission to the Annual Plan.

RESOLUTION WBC23-3.4

Moved: Chairperson R Goudie

Seconded: Member H Guptill

5. That the Chairperson's report dated 24 April 2023 titled 'Chairpersons Report – April 2023' be received.

CARRIED

9.2 COUNCILLOR'S REPORT – APRIL 2023

The Board considered a report from Councillor Sole. The report was taken as read with further mention to the below items:

- The importance of the beach accessway clean-ups following the recent storm event.
- The importance of having input into the District Plan, Long Term Plan and Annual Plan.

The General Manager Corporate Services informed the Board that the Three Waters Reform that was proposed to go live July 2024 had been delayed for an additional two years.

RESOLUTION WBC23-3.5

Moved: Cr A Sole

Seconded: Member D Simpson

6. That the Councillor's report dated 24 April 2023 titled 'Councillor's Report – April 2023' be received.

CARRIED

9.3 WAIHI BEACH SEASONAL COMPLIANCE MONITORING REPORT 2022-23

The Board considered a report from the Compliance and Monitoring Manager. The report was taken as read, with some key points highlighted as below:

- A brief overview of the compliance and monitoring that took place in Waihi Beach.
- The 'Watchdog' team were coming out earlier to help build relationships and knowledge of the visitors.
- The freedom camping legislation would be changing in 2023. This would require freedom campers to have a fixed toilet, noting that there was a two year transitional period.
- The Board was taken through a brief overview of the information gathered from the annual survey.

The presenter responded to questions as below:

- The majority of those that undertook the survey were New Zealand citizens.
- There would need to be a discussion around how to manage those that were not going to comply with the new legislation.

RESOLUTION WBC23-3.6

Moved: Member H Guptill

Seconded: Member D Simpson

1. That the Compliance and Monitoring Manager's report dated 24 April 2023 titled 'Waihi Beach Seasonal Compliance Monitoring Report 2022-23' be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.

CARRIED

9.4 PROPOSED ROAD NAME CHANGE OF EITHER ADELA STEWART DRIVE OR ADELA STEWART DRIVE WEST

The Board considered a report from the Consents Planner. The report was taken as read with further discussion and feedback regarding the proposed road name-change. There was clarification that the report and resolution should read 'Matuku Place'.

The Board was reminded that the report was seeking feedback and consideration only, as the decision lay with the Delegated Authority. Council's 'Road Naming Policy' was created specifically for the naming of new roads, and not the re-naming of existing

roads. It was noted that this was an anomaly request and therefore the Board were urged to consider the benefit and need for change, verses the impact on current residents.

Feedback from the Board included:

- The belief that 'Matuku Place' had representation in Rotorua and Matamata-Piako.
- There was concern that 'Hugh Stewart Drive' contained more letters than the policy prescribed.
- The report noted that out of the 14 submissions received, 11 residents were opposed and only 3 residents were in support of the proposed name-change.
- It was highlighted that this requested stemmed from concerns over emergency services being able to find the correct addresses in a timely manner and without confusion. From this perspective it was supported.
- It was noted that Hugh Stewart was the husband of Adele Stewart, so this was where that option had come from.
- There was concern that perhaps Hugh Stewart and Adele Stewart were also too similar of road names, and could cause confusion.

RESOLUTION WBC23-3.7

Moved: Member H Guptill

Seconded: Cr A Sole

1. That the Consents Planner's report dated 24 April 2023 titled "Proposed Road Name Change of either Adela Stewart Drive or Adela Stewart Drive West", 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 Waihi Beach Community Board consider and provide feedback on the requests to rename either Adela Stewart Drive or Adela Stewart Drive West to:
 - Matuku Place; or
 - Hugh Stewart Drive.

CARRIED

9.5 INFRASTRUCTURE GROUP REPORT - WAIHI BEACH COMMUNITY BOARD - APRIL 2023

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

RESOLUTION WBC23-3.8

Moved: Deputy Chairperson A Kurtovich

Seconded: Cr A Sole

That the Deputy Chief Executive's Report, dated 24 April 2023 titled 'Infrastructure Group Report - Waihi Beach Community Board - April 2023' be received.

CARRIED

9.5.1 REQUESTED WORKSHOPS

The Board noted that they would like to have workshops on the below Infrastructure items, in order to receive further updates and undertake further discussions:

- Athenree Road Foot Path Connection – from Montessori Preschool to the New Residential Development (confirmation that this was happening and a estimated timeframe);
 - Beach Road Pedestrian Refuges;
 - Town Centre Development – Wilson Road to Edinburgh Street; and
 - Two Mile Creek.
-

9.5.2 DILLON STREET SHARED PATH BRIDGE

The Board sought clarification on when the anticipated installation would be completed, as the report did not provide specific timing.

9.5.3 STORMWATER – WAIHI BEACH PIO SHORES

The Board requested further information relating to how much the Pio Shoes Stormwater project was going to cost. The funding through the Long Term Plan was different to what had been received from the contractor, so the Board would like to understand where the additional funds were coming from.

9.5.4 WAIHI BEACH TO ATHENREE CROSSING (WALKWAY/CYCLEWAY)

The Board encouraged Councils Cycleway Manager to hold a hui with Tangata Whenua regarding the concept design, so this project could progress.

9.5.5 WAIHI-WAIHI BEACH CYCLEWAY

The Board sought clarification around a 'Plan B', if the preferred/proposed trail was unable to be obtained. They wanted to ensure that if there was an alternative route being considered, that the Community Board had an opportunity to be involved in the discussion through a workshop.

9.5.6 WAIHI BEACH LIBRARY LOCATION

The Community Board would like to have input into the Waihi Beach Library discussion, which included the consideration of scaling down the project.

9.5.7 WELCOME TO WAIHI BEACH PROJECT

The Board agreed that the costings being sought in relation to this project should be done through Council.

It was noted that it would be wise to ensure that the design that went out for costing, was realistic to the funds available.

The Board noted that they would ask Matua Tuanau if they could see the design for the cultural recognition project that Tangata Whenua were working on with Waka Kotahi.

Issues relating to this project would be discussed at a workshop with Ms Fox and Tangata Whenua.

9.6 WAIHI BEACH COMMUNITY BOARD – FINANCIAL REPORT FEBRUARY 2023

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

RESOLUTION WBC23-3.9

Moved: Chairperson R Goudie

Seconded: Member H Guptill

7. That the Financial Business Advisor's reports dated 24 April 2023 and titled 'Waihi Beach Community Board – Financial Report February 2023'

CARRIED

The Meeting closed at 9.00pm.

Confirmed as a true and correct record at the Waihi Beach Community Board meeting held on 19 June 2023.

.....
Chairperson R Goudie

CHAIRPERSON

Unconfirmed

9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE COUNCIL MEETING HELD ON 13 APRIL 2023

File Number: A5296020

Author: Horowai Wi Repa, Governance Technical Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Council Meeting held on 13 April 2023 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Council Meeting held on 13 April 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COUNCIL MEETING NO. CL23-6
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 13 APRIL 2023 AT 9.30AM**

1 PRESENT

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

2 OTHERS IN ATTENDANCE

Greg Timms (Consultant)

3 APOLOGIES

APOLOGY

RESOLUTION CL23-6.1

Moved: Cr A Henry

Seconded: Cr R Crawford

That the apology for lateness from Cr Sole be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

Nil

8 REPORTS

8.1 PROCESS REQUIREMENT

This Council meeting has been specifically scheduled to consider the only item of business on the agenda, being a confidential report.

The meeting is required to be convened in 'Open Session' so that the recommendation to move into 'Public Excluded Session' can be put, and the reason(s) for confidentiality provided to the public.

In the absence of any other open reports on the agenda, this report serves to create the open agenda in Council's Infocouncil system.

9 INFORMATION FOR RECEIPT

Nil

10 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION CL23-6.2

Moved: Cr R Joyce

Seconded: Cr D Thwaites

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
10.1 - Recommendatory Report from the Chief Executive Employment Sub Committee - Chief Executive Performance and Remuneration Review for 2022/2021 and 2022/2023 KPI's	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

MOTION TO ALLOW A SPECIFIED PERSON TO REMAIN IN THE PUBLIC EXCLUDED SECTION OF THE MEETING

RESOLUTION CL23-6.3

Moved: Cr R Joyce

Seconded: Cr M Murray-Benge

That Greg Timms, (Consultant) be permitted to remain after the public have been excluded because of his prior involvement with the item being discussed in the closed section of the meeting.

CARRIED

The Meeting closed at 9:33am.

Confirmed as a true and correct record at the Council meeting held 6 June 2023.

.....

Mayor J Denyer

CHAIRPERSON / MAYOR

9.2 MINUTES OF THE COUNCIL MEETING HELD ON 27 APRIL 2023**File Number:** A5344304**Author:** Horowai Wi Repa, Governance Technical Advisor**Authoriser:** Greer Golding, Governance Manager**RECOMMENDATION**

1. That the Minutes and Minute Attachment of the Council meeting held on the 27 April 2023 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. **Minutes of Council Meeting – 27 April 2023**  
2. **Minute Attachment – Council Meeting – 27 April 2023**  

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**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COUNCIL MEETING NO. CL23-7
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 27 APRIL 2023 AT 9.30AM**

1 PRESENT

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

2 IN ATTENDANCE

J Holyoake (Chief Executive Officer), G Allis (Deputy Chief Executive Officer/General Manager Infrastructure), R Davie (General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), G Golding (Governance Manager), L Balvert (Communications Manager), J Rickard (Community and Strategic Relationships Manager), K Little (Operations Manager), P Watson (Reserves and Facilities Manager), H Wi Repa (Governance Technical Support), P Osborne (Senior Governance Advisor), and C Irvin (Senior Governance Advisor).

VIA ZOOM

K Grayling (Senior Communications and Engagement Specialist)

OTHERS IN ATTENDANCE

3. Waihi Beach Community Board
R Goudie (Chairperson)

Te Puna Quarry Park Society
S Purves (President)

Tourism Bay of Plenty
O Nathan (General Manager)
S Linton (Head of Strategy and Insights)

3 APOLOGIES**APOLOGY****RESOLUTION CL23-7.1**

Moved: Cr M Murray-Benge

Seconded: Cr T Coxhead

That the apology for absence from Cr Grainger 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. Bruce McCabe – Chairperson Ōmokoroa Residents and Ratepayers Association**

Mr McCabe spoke to the Council Agenda report '13-17 Heron Crescent Elder Housing Redevelopment' stating the following:

- Council policy stated that elder housing should be a ring-fenced activity and the revenue generated from this needed to cover all capital and operation expenditure without input from rates.
- The project was relying largely on 'Better Off Funding', the amount of which was not accurately reflected in the report.
- The approval by Councillors to apply for Better Off Funding for elder housing meant a significant cost to ratepayers.
- At the proposed debt, it would be near impossible to repay the debt. In effect, the elder housing operation was insolvent without input from ratepayers.
- Mr McCabe believed that elder housing in Katikati was probably better off in the hands of a registered community housing provider, and that Abbeyfield Western Bay of Plenty was noteworthy in terms of what they provided for elderly people and how much they paid.

Mr McCabe responded to questions as follows:

- When a registered community housing provider provided elderly housing, tenants were able to access an income related rent subsidy which made up the difference between what they received.
- Council needed to fully understand costs and losses so that it could fully meet its policy so that it was not a financial burden on the rate payer.
- Two key things were overlooked in the report: the contract for Better Off Funding did not have a \$4.6M allocation to Heron Crescent – it only allocated \$3M; and Council loan money would have to be used to make up the difference between these two amounts.

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- There was also a real terms opportunity cost to rate payers for money being used for that purpose coming through as an increase in rates this coming year, as well as an unrealistic expectation of inflation.

8 COMMUNITY BOARD MINUTES FOR RECEIPT**8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 5 APRIL 2023**

RESOLUTION CL23-7.2

Moved: Cr R Joyce

Seconded: Mayor J Denyer

That the Minutes of the Katikati Community Board Meeting held on 5 April 2023 be received.

CARRIED

9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**9.1 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING HELD ON 23 FEBRUARY 2023**

RESOLUTION CL23-7.3

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr D Thwaites

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 23 February 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.2 MINUTES OF THE AUDIT, RISK AND FINANCE COMMITTEE MEETING HELD ON 27 FEBRUARY 2023

RESOLUTION CL23-7.4

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

That the Minutes of the Audit, Risk and Finance Committee Meeting held on 27 February 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

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9.3 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 7 MARCH 2023

RESOLUTION CL23-7.5

Moved: Mayor J Denyer

Seconded: Deputy Mayor J Scrimgeour

That the Minutes of the Strategy and Policy Committee Meeting held on 7 March 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.4 MINUTES OF THE COUNCIL MEETING HELD ON 16 MARCH 2023

RESOLUTION CL23-7.6

Moved: Mayor J Denyer

Seconded: Deputy Mayor J Scrimgeour

That the Minutes of the Council Meeting held on 16 March 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.5 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING HELD ON 28 MARCH 2023

RESOLUTION CL23-7.7

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr A Henry

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 28 March 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.6 MINUTES OF THE CHIEF EXECUTIVE EMPLOYMENT SUB COMMITTEE MEETING HELD ON 5 APRIL 2023

RESOLUTION CL23-7.8

Moved: Mayor J Denyer

Seconded: Cr T Coxhead

That the Minutes of the Chief Executive Employment Sub Committee Meeting held on 5 April 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.7 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 13 APRIL 2023

RESOLUTION CL23-7.9

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

That the Minutes of the Strategy and Policy Committee Meeting held on 13 April 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10 REPORTS**10.1 13-17 HERON CRESCENT ELDER HOUSING REDEVELOPMENT**

The Committee considered a report dated 27 April 2023 from the Community and Strategic Relationships Manager who took the report as read, with the following noted:

- The purpose of today's report was to get the initial concept design endorsed to be able to move the project to the next stage, which was the application to the Affordable Housing Fund, should Council be successful with its Registration of Interest.

The Community and Strategic Relationships Manager and the General Manager Infrastructure responded to questions as follows:

- Initially, funding was allocated towards both Heron Crescent and Tui Place. This application was a 'point in time' application based on very high level numbers, sufficient to make the lodgement to the Department of Internal Affairs (DIA). Staff continued to work with the DIA as projects started to take shape to confirm what funding was allocated to those two projects. Staff then went back to the DIA to confirm the conditions of funding. The DIA accepted that applications put in at a very early stage where high level work had been done, would change. As such, there was full confidence that the full \$4.6 million would be allocated for the elderly housing redevelopment for Heron Crescent.
- Demolition and works were progressing currently at the site. The resource consent would cost circa \$20,000.
- The elderly housing portfolio was a ring fenced activity not subsidised by rates. This was included in the modelling previously shown.

The Chief Executive Officer responded to a question as follows:

- The intent was for this project to be government funded. If successful, Council would have income coming in as an asset. When considering this project, the reality was there was income against no debt, which had to have a positive impact on Council's portfolio.
-

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The Community and Strategic Relationships Manager responded to questions as follows:

- What was being presented today was an initial concept design that had been entirely costed on the inclusion of two bedroom units. Part of what Council was trying to do was to ensure the site was future-proofed and to realise maximum value. This was also part of being able to approach the Affordable Housing Fund and demonstrate a site and design that provided choice. It was felt there would be significant demand for two bedroom units. There was still scope to redefine some aspects.
 - The resource consent was a land use consent. It provided information such as the level of on-site development and management of environmental effects from that level of development. If this was set out as in the initial concept design, it would be easy to vary the consent if needed, if a lower level of development was to occur on the site.
 - If the initial concept design was endorsed, it would enable staff to move forward with the project, regardless of what happened with the funding. Essentially, this was preparatory, so that staff could proceed upon approval of the funding without delay.
 - Loans taken out were capitalised into the activity and the activity made interest repayments on that debt. At the moment, the activity was making interest repayments back into the treasury account. At the same time there was the current account balance which was currently sitting in the red at around \$3M.
 - It was understood that Abbeyfield Western Bay of Plenty was not a registered community housing provider and that the development they were wanting to do in Katikati would not be eligible for the income related rent subsidy. They had applied to the affordable housing fund for a funding grant. The eligibility criteria for the fund excluded operations where the income related rent subsidy could be applied. Tenants in this facility would therefore not be eligible for the income related rent subsidy.
 - Council had thoroughly canvassed the option of moving towards a community housing provider model. Key considerations were that the income related rent subsidy was a model that placed prerequisites on who they could place in that housing. This was a legal arrangement between the housing provider and the government, who set relatively tough conditions such as tenants must come from the social housing register, amongst other things. This changed the nature of what was being provided. Another key aspect considered by Council was that none of the existing tenants would be eligible for the income related rent subsidy. Public consensus was that Council remained in the business of affordable elderly housing which had been identified as a high level need for people over 65 with limited financial needs and limited rental opportunities.
-

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- Community housing was a robust model that provided a good level of service to tenants however, its model was closer to social housing than affordable rental housing.
- Staff had been notified by the Ministry for Housing and Development that they would decide no earlier than 8 May 2023.

The Chief Executive Officer responded to a question as follows:

- Where a community housing provider had an agreement to receive the income related rent subsidy for its housing, it had an obligation to prioritise people off the social housing register to access its housing.

RECOMMENDATION

1. That the Community and Strategic Relationships Manager's report dated 27 April 2023 titled '13-17 Heron Crescent Katikati Elder Housing Redevelopment' 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 endorses the initial concept design, included as **Attachment 1** to this report, for the purposes of:
 - a. Completion of a Request for Proposal to the Affordable Housing Fund – Affordable Rental Pathways, subject to Council being accepted to complete a request for proposal based on its Registration of Interest to the Fund; and
 - b. Lodgement of a resource consent application based on the site layout plan, noting the consent may vary at a later date if changes to the initial concept design are required; and
 - c. The use of up to \$4.6 million allocated from Better Off Funding, as set out in the executed funding agreement between Western Bay of Plenty District Council, Department of Internal Affairs and Crown Infrastructure Partners.
4. That Council notes the delivery of the initial concept design is subject to a successful funding application to the Ministry of Housing and Urban Development's (MHUD) Affordable Housing Fund.
5. That Council notes a construction contract or alternative options for development will be presented back to Council for approval, depending on the outcome of the funding application to the Affordable Housing Fund.

AMENDMENT

Moved: Cr T Coxhead

Seconded: Cr A Sole

That numbers 1, 2, 3 (a, b and c) and 4 remain the same.

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That number 5 be amended as follows:

5. That Council notes a construction contract or alternative options for development will be presented back to Council for approval, depending on the outcome of the funding application to the Affordable Housing Fund, subject to the financial modelling not breaching Council's policy so that there is no cost to the ratepayer and noting that this does not impact resolution three (3) above.

The amendment was put and declared **carried** and became the substantive motion.

SUBSTANTIVE MOTION:

RESOLUTION CL23-7.10

Moved: Cr R Joyce

Seconded: Cr D Thwaites

1. That the Community and Strategic Relationships Manager's report dated 27 April 2023 titled '13-17 Heron Crescent Katikati Elder Housing Redevelopment' 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 endorses the initial concept design, included as **Attachment 1** to this report, for the purposes of:
 - a. Completion of a Request for Proposal to the Affordable Housing Fund – Affordable Rental Pathways, subject to Council being accepted to complete a request for proposal based on its Registration of Interest to the Fund; and
 - b. Lodgement of a resource consent application based on the site layout plan, noting the consent may vary at a later date if changes to the initial concept design are required; and
 - c. The use of up to \$4.6 million allocated from Better Off Funding, as set out in the executed funding agreement between Western Bay of Plenty District Council, Department of Internal Affairs and Crown Infrastructure Partners.
4. That Council notes the delivery of the initial concept design is subject to a successful funding application to the Ministry of Housing and Urban Development's (MHUD) Affordable Housing Fund.
5. That Council notes a construction contract or alternative options for development will be presented back to Council for approval, depending on the outcome of the funding application to the Affordable Housing Fund, subject to the financial modelling not breaching Council's policy so that there is no cost to the ratepayer and noting that this does not impact resolution three (3) above.

CARRIED

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Councillor Murray-Benge voted against the motion and requested that her vote be recorded.

10:50am The meeting adjourned
11:10am The meeting reconvened

10.2 TE PUNA QUARRY PARK MANAGEMENT AGREEMENT – 2022–2027

The Committee considered a report dated 27 April 2023 from the Reserves and Facilities Manager who took the report as read. The Chairperson introduced Shona Purves, President Te Puna Quarry Park Society.

The Reserves and Facilities Manager responded to a question as follows:

- This was a Management Agreement not a Management Plan. The Management Plan would be worked through in 2025. This Management Agreement was more about day to day management of Te Puna Quarry Park.

Shona Purves responded to questions as follows:

- The defibrillator that had been stolen off the wall had not been replaced. The Te Puna Park Society was unsure what to do because the idea was to have the defibrillator available for public use. However, they were aware that it could easily be stolen again if just hung back up on the wall.
- There had been several issues with the gates. They were originally locked and unlocked every day, then put on an automatic lock. This caused problems such as the motors burning out on the automatic locks, amongst other things. There were now lockable padlock bars that were working well.

RESOLUTION CL23–7.11

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

1. That the Reserves and Facilities Manager report dated 13 April 2023 titled 'Te Puna Quarry Park Management Agreement – 2022–2027' 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 a new Management Agreement be entered into between the Western Bay of Plenty District Council and Te Puna Quarry Park Society Incorporated, for the management of the Te Puna Quarry Park, for a term of 5 years with a provision to grant a further 5 years (total 10 years) by way of Council resolution.

CARRIED

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10.3 APPOINTMENT OF ALTERNATE MEMBER TO BAY OF PLENTY CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP 2022-2025

The Committee considered a report dated 27 April 2023 from the Governance Support Administrator. The report was taken as read.

RESOLUTION CL23-7.12

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

1. That the Governance Support Administrator's report dated 27 April 2023 titled 'Appointment of Alternate Member to Bay of Plenty Civil Defence Emergency Management Group 2022-2025' 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 the following Elected Member be appointed as an alternate representative to the Bay of Plenty Civil Defence Emergency Management Group:
 - Member: Deputy Mayor John Scrimgeour

CARRIED

10.4 DRAFT BAY OF PLENTY LOCAL AUTHORITY SHARED SERVICES LIMITED STATEMENT OF INTENT FOR 2023-2026

The Committee considered a report dated 27 April 2023 from the Chief Financial Officer. The report was taken as read.

The Chief Executive Officer responded to a question as follows:

- BOPLASS continued to provide benefits, in particular with insurances. It was important to stay up to speed and monitor the changes happening. Government procurement processes were offering a lot of benefits.

Please note: The BOPLASS Statement for Intent 2023-2026 is provided as an attachment to these minutes.

RESOLUTION CL23-7.13

Moved: Cr A Sole

Seconded: Deputy Mayor J Scrimgeour

1. That the Chief Financial Officers report dated 23 May 2023 titled 'Bay of Plenty Local Authority Shared Services Limited Statement of Intent for 2023-2026' be received.
2. That Council:

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- a) Endorses 'Bay of Plenty Local Authority Shared Services Limited Statement of Intent for 2023-2026'.

And

- b) Notes any recommendations to the 'Bay of Plenty Local Authority Shared Services Limited Statement of Intent for 2023-2026' for submission not later than 30 April 2023.

CARRIED

10.5 TOURISM BAY OF PLENTY DRAFT STATEMENT OF INTENT 2023-2024 TO 2025-2026

The Committee considered a report dated 27 April 2023 from the Community and Strategic Relationships Manager. The report was taken as read.

The Chairperson introduced Oscar Nathan (General Manager) and Stacey Linton (Head of Strategy and Insights) from Tourism Bay of Plenty (TBOP) who responded to questions as follows:

- TBOP was committed to regenerative tourism and balancing out the value of tourism to the community and the economy.
 - This year TBOP had two Letters of Expectation (LOE), one from WBOPDC and one from Tauranga City Council (TCC), which were being merged into one Statement of Intent (SOI).
 - There was a continued focus on five areas: regenerative tourism, elevating Māori tourism, horticulture, walkways and cycleways.
 - Tourism had improved since the borders reopened, with an increase in visitors to the area. There were a good number of cruise ships that came to Tauranga during the summer season. There were many passionate tourism operators in and around the area, however their targets and business models had changed since 2019. A lot of these operators were not taking as many visitors as they had previously.
 - TBOP produced a 'waterfalls' brochure that promoted the waterfalls they wanted people to visit but also the waterfalls they did not want people to visit.
 - TBOP was working with the 'Green Room' to reach out to operators further out in the region. There was a lot of work to do between now and the next cruise ship season with the biggest challenge being access to the labour force and how to get more people into product offerings.
 - Because popular attractions on the other side of the Kaimai Ranges were no longer taking large groups of people, cruise ship operators were actively looking for other attractions in and around the Bay of Plenty.
-

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- TBOP was working together with the Waihi Beach collective, identifying products and experiences that could be built on and delivered that were sustainable through the low season.
- The cultural wellbeing story telling application (app) was not operational yet. This would be an app for connecting places with people with the intention of defining cultural settings. TBOP was taking on two digital kiosk opportunities that would be tested through two allocations at TCC first.
- Most tourism operations had received a degree of support from the government for funding that was to offset the borders being closed and the resulting reduction in visitors to tourism areas.

RESOLUTION CL23-7.14

Moved: Cr M Murray-Benge

Seconded: Cr G Dally

1. That the Community and Strategic Relationships Manager's report dated 27 April 2023 titled 'Tourism Bay of Plenty Draft Statement of Intent 2023-2024 to 2025-2026' 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 the draft Tourism Bay of Plenty Statement of Intent 2023-2024 to 2025-2026, included as **Attachment 1** to this report.
4. That Council confirms the draft Tourism Bay of Plenty Statement of Intent 2023-2024 to 2025-2026 is in alignment with the Letter of Expectation provided by Western Bay of Plenty District Council to Tourism Bay of Plenty.
5. That Council notes as joint shareholder Tauranga City Council has provided feedback on the draft Statement of Intent at their 3 April 2023 Council meeting.

CARRIED**10.6 DRAFT COLAB LIMITED STATEMENT OF INTENT FOR THE YEAR ENDED 30 JUNE 2024**

The Committee considered a report dated 27 April 2023 from the Chief Financial Officer who took the report as read, providing the following points:

- Engagement with CoLab was going well in addition to procurement opportunities focusing on a number of services such as IT systems.
- Council was very interested in the relationship and building on what they did.

RESOLUTION CL23-7.15

Moved: Cr A Henry

Seconded: Cr A Sole

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1. That the Chief Financial Officers report dated 23 May 2023 titled 'Draft CoLAB Limited Statement of Intent for the year ended 30 June 2024' be received.
2. That Council:
 - a) Endorses the 'CoLab Limited Draft Statement of Intent for 2023-2026'
 - And
 - b) Notes any recommendations to the CoLab Limited Draft Statement of Intent for the year ended 30 June 2024 for submission no later than 30 April 2023.

CARRIED

10.7 MAYOR'S REPORT TO COUNCIL

The Committee considered a report dated 27 April 2023 from the Mayor who took the report as read noting the following:

Three Waters:

- A refreshed model was announced on 13 April with reforms along regional lines that included the Bay of Plenty. The second tranche of Better Off Funding was withdrawn, however the first tranche remained in place. There was a delay of entity stand-ups, now staged for early 2025 and July 2026.

SmartGrowth:

- A leadership meeting was held on 5 April 2023. Whitiora McLeod and Riki Nelson were confirmed as Tangata Whenua members. Deputy Mayor Scrimgeour was nominated to be our political champion to the SmartGrowth strategy and be involved in the special consultancy process. Mayor Denyer had also been elected as Deputy Chair for the SmartGrowth Leadership Group.

Mayor Denyer and staff responded to questions as follows:

- The General Manager Infrastructure advised that there had been no information to date regarding the new three waters reform and additional funding. In terms of the extension, there was no information as to how the process was going to happen, what information Council would need to provide and if that would incur costs. At this time there was little clarity on a number of aspects. A lot of information was still to come.
- The meeting between Transpower and PowerCo was primarily a relationship meeting that touched on the development needed in the networks.

RESOLUTION CL23-7.16

Moved: Mayor J Denyer

Seconded: Cr A Henry

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That the Senior Executive Assistant to Mayor/CEO's report dated 27 April 2023 titled 'Mayor's Report to Council' be received.

CARRIED**11 INFORMATION FOR RECEIPT****11.1 CHIEF EXECUTIVE OFFICER'S MEETING REPORT**

The Committee considered a report dated 27 April 2023 from the Chief Executive Officer. The report was taken as read.

12 RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION CL23-7.17**

Moved: Cr A Sole

Seconded: Cr T Coxhead

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 Annual Plan and Long Term Plan Committee Meeting held on 23 February 2023	s7(2)(c)(ii) – the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	s48(1)(a)(i) – the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

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12.2 – Confidential Minutes of the Audit, Risk and Finance Committee Meeting held on 27 February 2023	<p>s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(g) – the withholding of the information is necessary to maintain legal professional privilege</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>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>
12.3 – Confidential Minutes of the Council Meeting held on 16 March 2023	<p>s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) – the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) – the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely</p>	<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>

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	<p>otherwise to damage the public interest</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>	
12.4 – 39 and 61 Prole Road Property Negotiations	<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>	<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>
12.5 – Appointment of Trustees to the Board of Tourism Bay of Plenty	<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>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>
12.6 – Chief Executive Officer's Report – Request for Execution of Documents Under Seal of Council	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>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>

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	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	
CARRIED		

ITEM TRANSFERRED INTO OPEN SESSION**12.6 APPOINTMENT OF TRUSTEES TO THE BOARD OF TOURISM BAY OF PLENTY****RESOLUTION CL23-7.18**

Moved: Mayor J Denyer

Seconded: Cr A Sole

1. That the Community and Strategic Relationship Manager's report dated 27 April 2023 titled 'Appointment of Trustees to the Board of Tourism Bay of Plenty' 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 approves the reappointment of Russ Browne to the Tourism Bay of Plenty Board for a further three years to 30 April 2026, and his appointment as Chair.
4. That Council approves the appointment of Janine Tulloch as Trustee to the Tourism Bay of Plenty Board for a three-year term, commencing 1 May 2023 until 30 April 2026.
5. That Council approves the appointment of Peter Blakeway as Trustee to the Tourism Bay of Plenty Board for a three-year term, commencing 1 May 2023 until 30 April 2026.
6. That Council notes these appointments were approved by Tauranga City Council as joint shareholder of Tourism Bay of Plenty at its Council meeting on 3 April 2023.

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7. That the recommendation be transferred to the open section of the meeting once the successful and unsuccessful applicants have been notified.

CARRIED

ATTACHMENTS

- 1 **10.4** - Draft Bay of Plenty Local Authority Shared Services Ltd Statement of Intent for 2023-2026

The Meeting closed at 12:33pm.

Confirmed as a true and correct record at the Council meeting held 6 June 2023

.....
Mayor J Denyer
CHAIRPERSON / MAYOR



**Western
Bay of Plenty**
District Council

MINUTES ATTACHMENTS

Council Meeting

Thursday, 27 April 2023

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Attachment 1 **10.4** – Draft Bay of Plenty Local Authority Shared Services Ltd
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STATEMENT OF INTENT FOR 2023-2026



June 2023

"COUNCILS PARTNERING FOR VALUE AND SERVICE"

1

1. Introduction

This Statement of Intent (SOI), developed under Schedule 8 of the Local Government Act 2002:

- Declares a public statement of the activities and intentions of BOPLASS Ltd and the objectives to which those activities will contribute.
- Provides an opportunity for the shareholders to influence the direction of BOPLASS Ltd, and
- Provides a basis for the accountability of the Directors to the Shareholders for the performance of BOPLASS Ltd.
- Covers BOPLASS Ltd and any subsidiary company established in pursuance of the objectives herein.

2. Background and Benefits

The councils that operate within the Bay of Plenty and Gisborne Regions have formed a Council Controlled Organisation (CCO) to investigate, develop and deliver Joint Procurement and Shared Services projects where delivery is more effective for any combination of some or all of the councils.

Since inception, estimated financial savings of over \$28 million have been achieved by the participating councils through undertaking joint initiatives. BOPLASS is forecast to return in excess of \$2.5 million in savings in the 2022-23 financial year.

Other benefits that have been achieved through collaboration are:

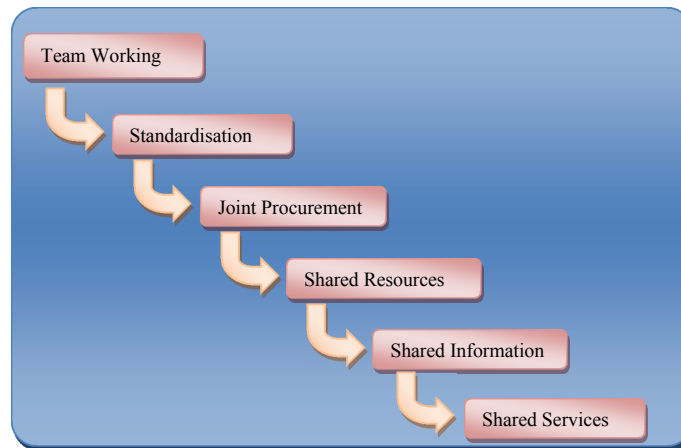
- improved levels and quality of service;
- a co-ordinated and consistent approach to the provision of services;
- reductions in the cost of support and administrative services;
- opportunities to develop new initiatives;
- economies of scale resulting from a single entity representing many councils in procurement.

These benefits and opportunities can apply to all councils irrespective of location or size.

Business processes, information architectures and functional tools differ in each council to varying degrees. The BOPLASS strategies facilitate a journey of progressive development using the approach identified in the BOPLASS Strategy and Action Plan to:

- enhance the capability to collaborate;
- encourage the elimination of barriers to collaborative action; and
- identify services that deliver viable business cases.

A generic sequence or stages of collaboration between multiple councils is followed to develop Shared Services, as shown in Figure 1.



Many of the BOPLASS Joint Procurement projects have supported the development of standard products, services or solutions across the councils. These standards assist in creating a foundation for the delivery of collaboration within the councils.

Examples of Joint Procurement and Shared Services projects are:

- Infrastructure Insurance
- Collective Training
- Aerial Imagery and LiDAR
- Provincial Growth Fund Co-funding for LiDAR Capture
- Standardised Community Engagement App
- Lone Worker Field Solutions
- Robotic Process Automation
- Accounts Payable Automation Software
- Print Media Licencing
- Insurance Valuations
- Contractor Online Inductions
- Health and Safety Management Software
- Radio Telephony (RT) Strategy
- Solid Waste Management
- Health and Safety Inter-Council Audits
- Asbestos Protocols
- Sustainable Public Procurement
- Health and Safety Benchmarking
- Video Conferencing Services
- Council Library and Cloud Services
- Inter-Council Network (ICN) Review, Redesign and Renegotiation
- Debt Collections
- Collaboration Portal
- Capital Construction and Civil Works Projects
- Fortigate Firewall Services
- Wireless WAN
- Inter-LASS Collaboration
- Human Resources Information Systems

Full list of projects included as Appendix B.

3. Our Vision

“COUNCILS PARTNERING FOR VALUE AND SERVICE”

4. Objectives of BOPLASS Ltd

Working together with the full support and involvement of staff, we will provide benefit to councils and their stakeholders through improved levels of service, reduced costs, improved efficiency and/or increased value through innovation.

These will be achieved primarily through:

Joint Procurement

Being the procurement of services or products by two or more councils from an external provider regardless of whether the service is paid for through BOPLASS or individually by participating councils.

Shared Services

Being the participation of two or more councils in the provision of a common service which may be jointly or severally hosted.

5. Nature and Scope of Activities

The principle nature and scope of the activities of BOPLASS Ltd is to:

- Use Joint Procurement to add value to goods and services sourced for its constituent councils.
- Establish the underlying technology, framework, platform and policies to enable and support collaboration.
- Facilitate initiatives that benefit councils and their stakeholders through improved levels of service, reduced costs, improved efficiency, innovation and/or increased value.
- Pursue best practice in the management of all activities to obtain best value and minimise risk.
- Demonstrate fiduciary responsibility by ensuring that its activities are adequately funded from savings achieved, levies, council contributions, or Government funding where available.
- Allow other councils or organisations to participate in its activities where this will benefit its constituent councils directly or indirectly.
- Actively monitor and engage with Shared Service developments across the public sector to identify opportunities for further development and establishing best practice.
- Represent the collective views of its Shareholders in matters with which it is associated.

6. Sustainable Future: Environmental, Social and Governance (ESG)

The board recognises the importance of ESG in BOPLASS' role and ensuring that integrated risk management and non-financial outcomes are considered in all BOPLASS joint procurement and shared services initiatives.

The company is committed to operating all aspects of its business with a focus on protecting and enhancing our communities today and in the future through sustainable environmentally responsible business practices, social contribution, and good governance.

The company has always had a stakeholder-centric approach, ensuring the company's objectives, goals and the undertaking of business are aligned with our constituent councils, our wider communities and supporting ESG outcomes that have wide-ranging benefits.

While achieving financial savings for member councils through BOPLASS joint procurement is a key objective, the company recognises the importance and responsibility of social procurement and will continue to consider the broader environmental, social and cultural outcomes as part of all BOPLASS procurement processes.

As examples, BOPLASS is working towards satisfying ESG criteria within social procurement by:

- Increasing access to BOPLASS procurement contracts for NZ businesses and local businesses, with particular focus on those groups that may have limited access to opportunities (such as Māori and Pacific Peoples' businesses).
- Giving consideration to organisations that provide employment opportunities to targeted groups and promote inclusion and diversity within their workforce.
- Recognising vendors that will help future-proof the ability of New Zealand businesses to trade.

With a focus on *Social Sustainability*, BOPLASS ensures a balanced approach is taken with the company's activities to create positive social and cultural outcomes for the local communities it serves while also maximising positive outcomes for Māori and the broader community.

Environmental Sustainability is a priority in all BOPLASS business activities – internal and external. Through collaboration and partnership with its constituent councils, BOPLASS will operate in an environmentally responsible way and will embed sustainability considerations (including ethical considerations) in a culture of excellence across its wider business and all joint procurement and shared service initiatives.

7. Governance Structure

BOPLASS Ltd will conduct itself in accordance with its Constitution, its annual Statement of Intent, and the provisions of the Companies Act 1993 and the Local Government Act 2002.

The Company is governed by its Directors. To ensure total synergy between the Company's activities and its council shareholders' activities, nine Directors are also the current Chief Executives of their respective shareholding councils. The dual roles recognise the interdependence of BOPLASS and its councils in the undertaking of its activities.

The Board also includes an independent Chair, appointed with specific skills and knowledge to add incremental value. This appointment brings experience and specialist skills that are complementary to those held by the other Directors.

Shareholder	Appointed Director
Bay of Plenty Regional Council	Fiona McTavish
Gisborne District Council	Nedine Thatcher Swann
Kawerau District Council	Russell George
Opotiki District Council	Stace Lewer
Rotorua Lakes Council	Geoff Williams
Taupo District Council	Gareth Green
Tauranga City Council	Marty Grenfell
Western Bay of Plenty District Council	John Holyoake
Whakatane District Council	Stephanie O'Sullivan
Independent Director and Chair	Craig O'Connell

A sub-committee of council delegates has responsibility for regular monitoring and governance of operational aspects of BOPLASS projects, allowing the Board to primarily focus on supporting the strategic development of the organisation.

Each activity or project is managed by an Advisory Group, nominated by the shareholding councils in that particular service. The Board retains the right to approve nominations to the Advisory Groups and all of their material decisions – there is only one Board of Directors and that remains at the umbrella or holding company level.

The Board has established a principle that participation in each initiative is decided by individual councils on an 'opt in' basis.

Services delivered are subject to a formal service level agreement between BOPLASS Ltd and the participating councils, outlining the services and activities provided, where, when and how; and reflecting the capital and operational costs being met by each service shareholder.

Joint Procurement initiatives consistent with their nominated role may be undertaken by any advisory group or as approved by the Operations Committee. In considering

Joint Procurement initiatives, the Company will take into account the opportunities available through All of Government (AoG) purchasing arrangements and, where there is demonstrated benefit to the Company or its constituent councils, support such initiatives. In assessing the benefits of a Joint Procurement initiative, opportunities for integration shall be considered. The Board has recognised that the availability of All of Government Procurement options has the potential to impact on BOPLASS' ability to provide procurement options in some categories.

Subject to the approval of shareholders in accordance with the shareholder agreement the Directors may decide that a particular activity is best managed as a subsidiary company and proceed accordingly. Any subsidiary company whose objectives are in accordance with the objectives set out in this Statement of Intent shall not be required to have a separate Statement of Intent.

8. Future Developments

The company recognises the importance of remaining adaptive in what is a complex and changing working environment. BOPLASS continues to look at new opportunities or alternative approaches to progressing projects that benefit our shareholding councils.

The Board recognise that the drive for change and/or collaboration in some key areas of council business will often be led by other groups, e.g. three waters reform, RMA changes. Although BOPLASS may not be leading these specific projects, the organisation may be considered as one of the vehicles available to assist with managing collective regional outputs from these projects.

BOPLASS Joint Procurement opportunities will continue to be actively pursued to ensure maximum savings and benefits are delivered to the participating councils through existing and new contracts.

Joint Procurement initiatives will be considered by the Board and/or its advisory groups where there is demonstrated support from two or more member councils, with councils participating on an opt-in basis.

BOPLASS will explore opportunities for councils to develop ICT solutions using middleware and cloud technologies that allow for future sharing and the development of Shared Services without the wholesale replacement of IT systems.

The Board will be looking for commitment from councils to participate in collaborative services and to provide a lead in the identification and management of opportunities and projects.

9. Inter-Regional Collaboration

The board recognise the benefits of BOPLASS proactively partnering with other local authorities and Shared Services organisations where they are either developing or considering developing cost effective services or Joint Procurement initiatives that are of value to the BOPLASS councils. The Board is looking to expand on this activity and

the range of opportunities for inter-regional partnering. BOPLASS will work towards providing improved visibility of projects being undertaken in other regions that may provide for multiple councils to participate in.

Where it is practicable, BOPLASS will work with other LASS or councils to leverage off, or participate in, services established by other collective local government groups.

The Collaboration Portal, established by BOPLASS for the sharing of information on Shared Services or Joint Procurement opportunities, has been made available to the wider local government community to provide better visibility of common projects and to encourage further cross-regional collaboration. BOPLASS will continue to market the benefits of inter-region collaboration and assist other councils through providing support and access to the Collaboration Portal.

BOPLASS has provided substantial savings to its shareholding councils through joint procurement and the Board has tasked BOPLASS with leading further inter-regional joint procurement initiatives that will provide benefit to all parties through an aggregated approach.

Significant benefits and savings have been achieved in the placement of councils' insurance through working in conjunction with other LASS. BOPLASS is considered a key contributor to the development of the interLASS insurance collective. Unfortunately, cost-effective placements and coverage are becoming more challenging to achieve as a result of the continued hardening of global insurance markets. Opportunities for the LASS groups to share resources to ensure we maintain our favourable position within the insurance industry will continue to be investigated.

10. Stakeholder Engagement

BOPLASS recognises the ambitious plans our constituent councils have for their communities and endeavours to support these aspirations through:

- Regular engagement at project, management and governance level;
- Including councils' short, medium and long-term goals within BOPLASS planning;
- Using quality information from councils to guide our decision-making;
- Identifying and developing services that directly benefit councils and/or their communities;
- Monitoring councils' future plans and remaining agile to change to include these aspirations in our own planning;
- Ensuring there are regular communications about individual council's LTP developments to assist BOPLASS with aligning with councils' strategic direction;
- Regularly communicating to ensure stakeholders are aware of what we are doing and why we are doing it;
- Involving councils in our decision-making and planning.

11. Performance Targets

To ensure the Company continues to operate effectively in both governance and management terms over the next three years the targets are to:

Target	How	Measure
Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.	Manage and/or renegotiate existing contracts.	Contracts reviewed annually to test for market competitiveness. New suppliers are awarded contracts through a competitive procurement process involving two or more vendors where applicable.
Investigate new Joint Procurement initiatives for goods and services for BOPLASS councils.	Procure from sources offering best value, service, continuity of supply and/or continued opportunities for integration. (Current identified projects are listed in Appendix B.)	A minimum of four new procurement initiatives investigated. Initiatives provide financial savings of greater than 5% and/or improved service levels to the participating councils.
Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties.	BOPLASS to regularly engage with other LASS to identify and explore opportunities for further inter-regional collaboration.	Quarterly reporting on engagement and a minimum of one new collaborative initiative undertaken annually.
Further develop and extend the Collaboration Portal for access to, and sharing of, project information and opportunities from other councils and the greater Local Government community to increase breadth of BOPLASS collaboration.	Increase usage of the Collaboration Portal by providing support and training material for new and existing users. Proactively market the benefits to councils.	Number of active users to increase by 5% per year.
Communicate with each shareholding council at appropriate levels.	Meeting with members of Executive Leadership Team.	At least one meeting per year.
Ensure current funding model is appropriate.	Review BOPLASS expenditure and income and review council contributions and other sources of funding.	Performance against budgets reviewed quarterly. Company remains financially viable.

12. Balance Sheet Ratios

The Local Government Act 2002 Schedule 8 (9) requires the SOI to include the projected ratio of shareholders' funds to total assets within the Forecast Statement of Financial Position. As at 30 June 2022 the consolidated Shareholder funds comprised \$52,070 and the total assets were \$1,222,864. The resulting ratio is 4.26%.

As asset owning Shared Services are approved, the Board will, if appropriate, provide a mechanism for the recognition of each council's contribution.

13. Accounting Policies

13.1 Statement of Accounting Principles

The Company will adopt accounting practices that comply with NZ IFRS, the requirements of the LGA and the Financial Reporting Act 1993.

13.2 IPSAS Accounting Standards

As a Public Sector Public Benefit Entity (PS PBE), the Company has elected to report using International Public Sector Accounting Standards for Public Benefit Entities under Tier 3 PBE standards.

13.3 Measurement Basis

The Company will follow generally accepted international accounting principles for reporting of earnings and financial position.

13.4 Specific Accounting Principles

The following are principles which will have a significant effect on the measurement of financial position:

- Accounts Receivable are stated at their expected realisable value after writing off any known bad debts and providing for doubtful debts.
- Investments are valued at the prevailing market value.
- Fixed assets are recorded at cost, less accumulated depreciation.
- Any liability for overseas funding of equipment, systems or services is based on the prevailing exchange rate as at balance date.
- Where intangible assets are purchased, such as intellectual property, these are capitalised and written off on a straight line basis over their expected life, but no greater than four years.
- All assets are depreciated over their expected useful lives. Depreciation is provided on a diminishing value basis over the estimated useful life, at the same rate as is allowed by the Income Tax Act 1994.

- It is not envisaged that the Company will hold inventories, other than those that might relate to providing information services to a number of parties. They will be valued at net realisable value.
- Taxation will be provided as required in line with relevant legislation.
- In accordance with the Public Audit Act 2001 and the Local Government Act 2002, the office of the Auditor General will be responsible for the audit of the Company's financial statements.

14. Distributions to Shareholders

The Company is not expected to make profits that would ordinarily be distributed by way of dividends. Any surplus funds (after tax) remaining from an activity or the annual operations of the Company shall be carried forward to the ensuing year and may be used to reduce service costs, invest in further developing other services, and/or as the Directors may decide.

15. Information to be Provided to Shareholders

The Company will deliver the following statements to shareholders:

- On a three-monthly basis the Financial Position and Cashflow.
- Within two months of the end of the first half of the financial year: Financial Performance and Financial Position.
- Within three months of the end of the financial year the following audited statements: Financial Position, Movements in Equity, Cashflows, Service Performance plus a summary of how the Company has tracked against its objectives and prospects for the next financial year, and a report on the Company's medium to long term plans.
- Six monthly summaries of project activities included in Half Yearly and Annual Reports.

16. Procedures for the Purchase and Acquisition of Shares

The Board will give approval before BOPLASS Ltd subscribes for, purchases or otherwise acquires shares in any company or other organisation, which is external to the group.

17. Activities for Which the Board Seeks Compensation

The ongoing activities to identify, develop, procure Shared Services will be budgeted for in advance, subject to a business case and either funded by individual councils without BOPLASS Ltd involvement, or agreed by the Board to be funded by BOPLASS Ltd with consequent recovery from participating councils.

Shareholding councils will make a contribution to the operational costs of the Company on an annually agreed basis.

The Company will also seek contributions by way of a levy or administration charges on services provided or administered. In determining an appropriate charge, the Directors may take into account the cost of running the Company, its future operational requirements, the nature and cost of the service provided, benefits achieved and councils' ability to pay.

The Company may provide services (at a cost recovery or a cost plus basis) to other non-shareholding councils within or beyond the region. Any surplus from such activity will be used to either reduce service costs and/or invest in further developing of that or other services, as agreed by the Advisory Group and by the Board.

18. Value of Shareholder's Investment

The Directors estimate that, at this stage, BOPLASS Ltd has limited commercial value. As each shareholder's investment in BOPLASS Ltd is less than \$20,000, the Board believe that fairly represents the value of their investment. The Directors will reassess the value of this shareholding on or about the 1st of March each year.

19. Financial Forecasts

The Forecast Financial Statements for the years 2023-2026 are included (Appendix A).

The Aerial Photography revenue/expenses reflects the flying programme determined by the participating councils which includes interim flying programmes and extensive region-wide flying programmes over the next five years.

A continued increase in Recoveries has been forecast to reflect the direct recovery of purchases made on behalf of councils through Joint Procurement projects.

It is the company's intention to always fully recover costs incurred on behalf of participating councils.

Appendix A

SOI Forecast 2023/26	Budget 2022/2023	Forecast 2023/2024	Forecast 2024/2025	Forecast 2024/2025
REVENUE				
Revenue - Core	313,992	321,837	329,878	338,120
Bank Interest Received	200	200	200	200
Council Contribution	313,792	321,637	329,678	337,920
Revenue - Projects	1,301,600	1,219,000	1,329,000	1,279,000
Aerial Photography Income	400,000	300,000	400,000	350,000
Bank Interest Received	4,100	9,000	8,000	6,000
Collaboration Portal	50,000	45,000	50,000	52,000
Lease Income - ICN	130,000	130,000	125,000	125,000
Lease Income - Video Confer.	15,000	24,000	24,000	24,000
Rebates	2,500	1,000	2,000	2,000
Recoveries	700,000	710,000	720,000	720,000
Total Operating Revenue	1,615,592	1,540,837	1,658,878	1,617,120
EXPENSES				
Expenditure - Core	384,570	390,103	401,581	410,423
ACC	850	900	950	950
Accommodation & Travel	2,100	2,200	2,200	2,200
Accounting & Audit	21,300	22,000	24,000	24,000
Administration	17,500	18,000	18,500	19,000
Amortisation	7,700	2,000	1,500	1,500
Bank Fees	200	200	200	200
Conferences	2,100	2,200	2,200	2,200
Depreciation	650	5000	4500	4000
Directors costs	21,000	23,000	23,000	25,000
Fringe Benefit Tax	3,500	3,500	4,000	4,000
General & Catering	2,200	2,400	2,400	2,400
Health and Safety	1,000	1,000	1,000	1,000
Insurance	10,500	11,500	13,000	13,000
Interest Paid - TCC Loan	500	0	0	0
Legal	2,000	2,500	2,500	2,500
Salaries	282,170	286,403	292,131	297,973
Salaries - C'Portal Opex	-16,500	-19,000	-18,000	-17,000
Staff Support Costs	17,500	18,000	18,500	18,500
Staff Training Costs	2,000	2,000	2,500	2,500
Subscriptions	1,000	1,000	1,000	1,000
Tax Advice	5,300	5,300	5,500	5,500
Expenditure - Projects	1,231,022	1,150,734	1,257,297	1,206,697
Aerial Photography Expense	400,000	300,000	400,000	350,000
Collaboration Portal Opex	27,122	28,874	30,737	30,137
Lease Expense - ICN	124,800	124,800	120,000	120,000
Lease Expense - Video Confer.	14,100	22,560	22,560	22,560
Projects - Recoveries	665,000	674,500	684,000	684,000
Total Operating Expenditure	1,615,592	1,540,837	1,658,878	1,617,120
Operational Surplus/ (Deficit) before Tax	0	0	0	0

Appendix B

Undertaken Joint Procurement Projects

Requiring ongoing management for performance, renewal or replacement:

- Accounts Payable automation software
- Advertising services
- Aerial imagery and LiDAR
- Air travel
- Antivirus software
- Archaeological services
- Asbestos protocols
- Banking
- Capital construction and civil works
- Cloud services
- Collective training services
- Community engagement app
- Courier services
- Cyber insurance
- Document management – EDRMS
- Document storage
- EFTPOS services
- Electricity
- Electronic purchasing
- EMA membership
- Firewall Services
- FME Server
- Fuel
- Geospatial training services
- GIS regional technical advisor
- GIS software
- GPS vehicle tracking
- Health & Safety benchmarking
- Health & Safety management software
- Health & Safety training services
- Health & Wellbeing online platform
- Historic imagery digitisation
- HR information systems
- Infrastructure as a Service
- Insurance brokerage services
- Insurance – General
- Insurance – Infrastructure
- Internet services
- IPWEA library
- Media monitoring
- N3/GSB membership
- Office supplies
- Postal services
- Print media copyright services
- Provincial Growth Fund co-funding
- Radio telephony
- Rapid antigen tests
- Reprographic – printers/copiers
- Risk management workshops
- Security services
- Telephony – voice, data, mobile
- Tender facilitation
- Transactional banking
- Travel and accommodation services
- Valuation services provider
- Video conferencing services
- Website analytics
- Wireless WAN

Appendix B

Identified Joint Procurement Projects

- Agenda management software
- Business continuity
- CD emergency notifications
- Chemicals
- Civil works contracts
- Civil works materials
- Community communication systems
- Contractor online inductions
- Digital signatures
- Document scanning
- Driver training
- Drug & Alcohol testing
- Engineering Codes of Practice
- Fleet purchasing and management
- Health insurance
- High volume print
- ICT security policies
- Infrastructure valuation services
- IT applications
- Lone worker field solutions
- Media distribution services
- PPE & Uniform
- Property valuation services
- Recruitment/Candidate management
- Risk profiling workshops
- Robotic Process Automation (RPA)
- Surveys and research

Appendix B

Shared Services

Managed by BOPLASS or by one or more constituent councils:

- After hours call management
- Archive service
- Contractor H&S prequalification
- Debt recovery services
- Employee benefit schemes
- FME licensing pool
- GIS imagery data storage
- GIS support (inter-council)
- GIS web services
- Health and safety auditing
- Historic aerial imagery digitisation
- Insurance COE
- Inter-council network
- Internal audit services
- MahiTahi LG Collaboration Portal
- Media monitoring
- Occupational health
- Radio telephony strategy
- Section 17a reviews
- Shared licence server
- Solid waste services
- Standards NZ
- Video conferencing hosting
- Waste Operator Licensing

Projects for Consideration

- Asset Management
- Building consents
- Business continuity planning
- Capital Expenditure projects
- CCTV monitoring
- Centralised insurance resource
- Civil Defence Emergency Management
- Civil works projects marketing
- Consents Processing
- Contractor online inductions
- Digital transformation
- Diversion of putrescible waste from landfill
- Document digitisation
- Driver training
- Electronic Document and Records Management System
- Geospatial services
- HR Information Systems
- Information Services
- Infrastructure development codes
- Insurance valuations
- IT hosting
- Joint software support
- Payroll
- Project management office
- Rates Collection
- Regional Civil Defence
- Risk and total assurance
- Shared datacentre
- Solid waste regional facilities strategy
- Smart cities
- Staff engagement survey systems
- Web services
- Windscreen replacement

9.3 MINUTES OF THE COMMUNITY COMMITTEE MEETING HELD ON 4 MAY 2023**File Number:** A5431166**Author:** Jahneisha Osborne, Governance Support Administrator**Authoriser:** Greer Golding, Governance Manager**RECOMMENDATION**

1. That the Minutes of the Community Committee Meeting held on 4 May 2023 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Community Committee Meeting held on 4 May 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COMMUNITY COMMITTEE MEETING NO. CM23-1
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 4 MAY 2023 AT 9.30AM**

1 PRESENT

Cr M Murray-Benge (Chairperson), Cr G Dally, Cr T Coxhead, Cr R Crawford, Mayor J Denyer, Cr M Grainger, Cr R Joyce, Deputy Mayor J Scrimgeour, Cr A Sole, Cr D Thwaites, Cr A Wickers, J Clements (Chairperson Katikati Community Board), K Ellis (Chairperson Te Puke Community Board), L Rae (Chairperson Maketu Community Board), and P Presland (Chairperson Ōmokoroa Community Board), and R Goudie (Chairperson Waihi Beach Community Board).

2 IN ATTENDANCE

G Allis (Deputy CEO/General Manager Infrastructure Group), R Davie (General Manager Strategy and Community), H Wi Repa (Governance Technical Support), A Henderson (General Manager Corporate Services), P Osborne (Senior Governance Advisor), C Irvin (Senior Governance Advisor), V Duncan (Customer Services Manager), L Balvert (Communications Manager) and G Golding (Governance Manager).

VIA ZOOM

Cr A Henry

3 APOLOGIES

APOLOGY

RESOLUTION CM23-1.1

Moved: Cr M Murray-Benge

Seconded: Cr D Thwaites

That the apology for lateness from Cr Grainger, and Waihi Beach Community Board Chairperson R Goudie be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

9.33am Cr Joyce entered the meeting

9.33am L Rae (Chairperson Maketu Community Board) entered the meeting

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 MAUREENS BINNS – TRUFFLE DOG CLASSIFICATION

Ms Binns was in attendance to speak regarding the classification of Truffle Dogs. The below points were raised:

- Several thousand people visited the Te Puke truffle farm every year, including tour groups and cruise ship visitors.
- Council currently classified truffle dogs as domestic, although they fell under the definition of working dogs within the Dog Control Act 1996.
- It was requested that Council class truffle dogs as working dogs going forward, as the sole purpose for Ms Binn's dogs were for working on the truffle farm.
- Cr Murray-Benge advised Ms Binns that Council would investigate and get back to her.

9.37am Cr Grainger entered the meeting

9.38am P Presland (Chairperson, Ōmokoroa Community Board) entered the meeting

8 REPORTS

8.1 COMMUNITY FORUM OUTCOMES

The Committee considered a report dated 4 May 2023, from the Governance Manager. The report was taken as read, noting the following points:

Kaimai Ward Community Forum

- Cr Thwaites (Convenor) noted that a common theme amongst all three forums, was the level of service from Council contractors, as well as the low quality outcomes of service requests.
- There was a workshop planned for 16 May, to go through the feedback received regarding these issues, and the performance of contractors.
- Cr Murray-Benge said it was worth noting that the public had the ability to request any current resource consent to view.
- The Ōmokoroa Community Board had planned to meet with New Zealand Police to address the crime issues in the Ōmokoroa area.

Katikati-Waihi Beach Ward Community Forum:

- Cr Sole (Co-Convenor), noted that there was a wide range of important presentations at the forum, specifically noting there was a common theme of contractor performance.
- The forum was well attended, and the public were very grateful for the opportunity to speak informally with Councillors.
- Cr Henry (Convenor) noted that members of the public were not receiving sufficient responses to service requests for information.
- Chairperson J Clements raised that there was a lack of preparation for the meetings, noting that the Three Waters presentation did not go ahead. The forums were not a formal meeting and did not follow Standing Orders, so did not require a formal agenda.
- The recycling issue raised at the forum was a concern, and it was noted that the recycling trucks were unable to get into the Patricia Place complex. Large vehicles, such as fire trucks, also could not enter the complex.

9.49am R Goudie (Chairperson, Waihi Beach Community Board) entered the meeting

- There needed to be a clear action plan for the Katikati Boating Club, as they had now presented to Council many times.
- A presentation regarding stormwater issues at Waihi Beach would be presented to the Community Board, then to a Projects and Monitoring Committee (P&M) later in the year.

9.50am Cr Henry withdrew from the meeting (via zoom)

9.57am Cr Henry entered the meeting (via zoom)

Maketu-Te Puke Ward Community Forum:

- The issues regarding levels of service were also a concern raised at the forum.
- It was noted that all Councillors attended their forums, and it was requested that the notes reflected this.
- Feedback to members of the public would be provided through the website, and emails sent directly to speakers regarding actions on their issues. It was noted that a number of the issues raised at the forum had been actioned already.
- Chairperson Laura Rae recognised that the issues that came across at the meeting had also been raised at the Community Board meetings. It was requested that the stormwater issues be actioned as a priority.
- Timelines and processes needed to be clearly communicated to the public, to provide assurance that action was being taken.
- Crime issues were also raised at the forum, and it was noted there was a CCTV Working Party that would be re-established to revisit the cameras in the District. It was noted that often Police did not have instant and ready access to CCTV files. There would be a briefing on the CCTV process at the P&M Committee Workshop on 16 May.
- Speed Indicator Devices (SID's) locations, urbanisational traffic calming measures, and the enforcement of heavy vehicle use in relation to Wilson Road South would also be included in the P&M workshop discussion on 16 May.

Concern was raised that the Waihi Beach Community Board had had no input into the Waihi Beach Library. Mayor Denyer noted that the Community Board had had input on the location and design of the building, and the next step was to ensure funding was in place through the Annual Plan. There would then be further opportunity for the Community Board to provide input.

RESOLUTION CM23-1.2

Moved: Cr M Murray-Benge

Seconded: Cr G Dally

1. That the Governance Manager's report dated 4 May 2023, titled 'Community Forum Outcomes', be received.

CARRIED

RESOLUTION CM23-1.3

Moved: Chair Maketu Community Board L Rae

Seconded: Cr R Crawford

-
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.

CARRIED

RESOLUTION CM23-1.4

Moved: Cr A Sole

Seconded: Chair Ōmokoroa Community Board P Presland

3. That the Committee recommends that the Strategy and Policy Committee review the policy on CCTV Cameras.
4. That the Committee refers the concerns with current levels of service to the Projects and Monitoring Workshop on 16 May 2023.

CARRIED

RESOLUTION CM23-1.5

Moved: Cr A Henry

Seconded: Cr M Grainger

5. That the Committee recommends to the Projects and Monitoring Committee that further consideration be given to the identified district-wide matters relating to levels of operational service/contractor performance/service request responsiveness with a view to identifying priorities for the Transportation Activity Plan review as part of the Long Term Plan 2024-2034.

CARRIED

RESOLUTION CM23-1.6

Moved: Cr A Henry

Seconded: Cr M Grainger

6. That the Committee recommends to the Audit, Risk and Finance Committee that further consideration be given to the identified district wide matter of social/local procurement as part of the review of Council's procurement approach and that the Audit, Risk and Finance Committee discuss and agree its approach to social procurement at an upcoming workshop.

CARRIED

8.2 COMMUNITY FORUM NOTES FOR RECEIPT

The Committee considered a report dated 4 May 2023, from the Governance Support Administrator. The report was taken as read.

RESOLUTION CM23-1.7

Moved: Cr D Thwaites

Seconded: Deputy Mayor J Scrimgeour

1. That the Governance Support Administrator's report dated 4 May 2023, titled 'Community Forum Notes for Receipt', be received.

CARRIED

RESOLUTION CM23-1.8

Moved: Cr T Coxhead

Seconded: Cr A Wichers

2. That the Kaimai Ward Community Forum notes, held on 15 February 2023, be received.

CARRIED

RESOLUTION CM23-1.9

Moved: Cr R Joyce

Seconded: Cr A Henry

3. That the Katikati-Waihi Beach Ward Community Forum notes, held on 27 March 2023, be received.

CARRIED

RESOLUTION CM23-1.10

Moved: Chair Maketu Community Board L Rae

Seconded: Cr R Crawford

4. That the Maketu-Te Puke Ward Community Forum notes, held on 4 April 2023, be received.

CARRIED

9 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 10:29am.

Confirmed as a true and correct record at the Council meeting held 6 June 2023.

UNCONFIRMED

9.4 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING HELD ON 9 MAY 2023

File Number: A5435145

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 9 May 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. **Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 9 May 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING NO. APLTP23-3
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON TUESDAY, 9 MAY 2023 AT 9.30AM**

1 PRESENT

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

2 IN ATTENDANCE

G Allis (Deputy CEO/General Manager Infrastructure Group), R Davie (General Manager Strategy and Community), A Henderson (General Manager Corporate Services), A Ali (Chief Financial Officer), S Bedford (Finance Manager), G Golding (Governance Manager), N Rutland (Environmental Planning Manager), D Elvin (Compliance and Monitoring Manager), M Leighton (Policy and Planning Manager), C Steiner (Senior Policy Analyst – Consultant), H Wi Repa (Governance Systems Advisor) and P Osborne (Senior Governance Advisor)

VIA ZOOM

J Holyoake (Chief Executive Officer)

3 APOLOGIES

APOLOGY

RESOLUTION APLTP23-3.1

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

That the apology for absence from Cr Thwaites be accepted.

CARRIED

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 RECOMMENDATION FOR ADOPTION OF 2023-2024 DOG CONTROL AND HEALTH REGISTRATION FEES

The Committee considered a report dated 9 May 2023 from the Compliance and Monitoring Manager. The report was taken as read with a brief overview regarding the timeframe of this report.

R Joyce entered the meeting at 9.36am

The presenter responded to questions as below:

- A submitter that presented at the Annual Plan Hearing on Thursday 4 May regarding the reclassification of her dog would be considered next year through the re-consideration of the working dog category. This did not affect the recommendations presented to the Committee today.
- The definition of a 'working dog' was defined in legislation however, there were other avenues Council can explore to capture future types.
- Council was doing a big push to get as many registrations as possible prior to the end of May 2023. Council had a 90% KPI and was currently sitting at 96%.

RESOLUTION APLTP23-3.2

Moved: Cr M Murray-Benge

Seconded: Cr R Crawford

1. That the Compliance and Monitoring Manager Regulatory Service's report dated 9 May 2023, titled "Recommendation for Adoption of 2023-2024 Dog Control and Health Registration Fees" 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 Annual Plan and Long Term Plan Committee recommend to Council the adoption of the 2023-2024 Dog Control and Health Registration Fees as included
-

in the 2023-2024 draft Schedule of Fees and Charges and that they be approved for public notification in accordance with the Dog Control Act 1996.

CARRIED

9.2 STRATEGIC ASSUMPTIONS FOR THE 2024-2034 LONG TERM PLAN

The Committee considered a report dated 9 May 2023 from the Senior Policy Analyst, who provided the Committee with an overview on what had been updated since the previous strategic assumptions discussion. The key updates to note were:

- Graphs had been included in the population projections summary.
- The report relating to the climate change assumption would unlikely be completed by the International Panel of Climate Change (IPCC) until late 2024, therefore would not be able to inform the planning of this Long Term Plan (LTP).
- There was a change from “disruptive events” to “resilience” as requested by the Committee at a previous workshop.

Staff responded to questions as per below:

- The climate change assumptions referenced were from the last IPCC report.
 - ‘Insurance retreat’ meant that it was harder for people to get insurance.
 - What was written in red, in relation to interest and inflation, highlighted what the Council had agreed on for the 2023-2024 Annual Plan. Council’s assumptions regarding inflation rates were awaiting the release of BERL’s Local Government Cost Index. The inflation and interest rate assumptions would be completed once this information was available.
 - The Three Water assumptions would also need to be agile, noting that we were yet to receive amended legislation, which was anticipated around August 2023. This was an example of how Council’s assumptions needed to remain agile, as they may need to be updated as further information came to hand.
 - It was felt that household population projections for dwellings needed to be rounded, and that we could modify the wording in relation to the climate change assumptions, to allow for leeway over the definite outcomes that were predicted.
 - The reference within the Tangata Whenua strategic assumptions did not purport to put relationships with Tangata Whenua ahead of the community at large or any other stakeholder group. The reference was recognising Council’s statutory obligations and the status of the treaty.
 - The economic activity plan was being reviewed, so it was timely to have discussions around what Council’s role was in helping to address the equality and equity issues highlighted within the social assumptions.
-

- The Committee requested for the wording within the Tangata Whenua assumption to be updated to “consciously build upon the key relationship with Māori”.

RESOLUTION APLTP23-3.3

Moved: Cr A Henry

Seconded: Cr M Grainger

1. That the Senior Policy Analyst report dated 9 May 2023 titled ‘Strategic Assumptions for the Long Term Plan 2024-2034’ 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 Committee adopt the Draft Strategic Assumptions (Attachment 1) as the basis of preparing the LTP, noting that further changes are required prior to inclusion in the draft and final LTP.
4. That the Committee note that the BERL Local Government Cost Index and Treasury advice will inform the inflation and interest rate assumptions when it is available, and that a new assumption for the Water Services Reform will be added once the LTP implications are known.

CARRIED

10 INFORMATION FOR RECEIPT

The Meeting closed at 9.54am.

Confirmed as a true and correct record by Council on 6 June 2023.

10 COUNCIL AND COMMITTEE MINUTES FOR RECEIPT**10.1 MINUTES OF THE TE KĀHUI MANA WHENUA O TAURANGA MOANA MEETING HELD ON 3 MAY 2023**

File Number: A5435110

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

That the Minutes of the Te Kāhui Mana Whenua o Tauranga Moana Meeting held on 3 May 2023 be received.

ATTACHMENTS

1. Minutes of the Te Kāhui Mana Whenua o Tauranga Moana Meeting held on 3 May 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE KĀHUI MANA WHENUA O TAURANGA MOANA MEETING NO. TKMW23-2
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON WEDNESDAY, 3 MAY 2023 AT 10.00AM**

1 KARAKIA/MIHI

The hui opened with a karakia from Member Leef (Ngati Taka).

2 PRESENT

Mayor J Denyer (Chairperson), Member P Ake (Pirirākau Tribal Authority – Alternate), Cr T Coxhead, Member L Faulkner (Ngati Ruahine), Cr M Grainger, Member H Hamiora (Ngai Tamawhariua), Cr A Henry, Member N Kuka (Ngai Tūwhiwhia), Cr M Murray-Benge, J Shepherd (Pirirākau), Cr A Sole, Cr D Thwaites and Member T U Rolleston (Ngai Tamawhariua)

VIA ZOOM

Cr R Joyce and Member B Leef (Ngati Taka)

3 IN ATTENDANCE

C Nepia (Strategic Kaupapa Māori Manager), R Davie (Group Manager Strategy and Community), G Golding (Governance Manager), M Leighton (Policy and Planning Manager), B Urbanc (Kaupapa Māori Specialist – Kaiārahi Hōnonga (Tauranga Moana)), C Gaunt (Kaimahere Matua), C Nepia (Planning Co-ordinator), H Wi Repa (Governance Systems Advisor) and P Osborne (Senior Governance Advisor)

VIA ZOOM

A Henderson (General Manager Corporate Services)

4 APOLOGIES

APOLOGY

RESOLUTION TKMW23-2.1

Moved: Cr M Murray-Benge

Seconded: Mayor J Denyer

That the apology for lateness from Member T U Rolleston (Ngai Tamawhariua) and the apology for absence from Member D Leef (Pirirākau), be accepted.

CARRIED

INTRODUCTION OF NEW MEMBERS

Councils Kaupapa Māori team had been advised that one of the hapū had a new representative. The Strategic Kaupapa Māori Manager wanted to provide an opportunity for that member to be introduced to the Forum.

J Shepherd was in attendance to help induct and familiarise Member Paea Ake with the Forum, as she was the newly appointed mandated Pirirākau Tribal Authority Alternate.

Confirmation was given, that the primary representative for Pirirākau Tribal Authority on Te Kāhui Mana Whenua o Tauranga Moana, was Carlton Bidois, with Paea Ake as his alternate.

5 CONSIDERATION OF LATE ITEMS

Nil

6 PRESENTATIONS

Nil

7 MINUTES FOR CONFIRMATION

7.1 MINUTES OF THE TE KĀHUI MANA WHENUA O TAURANGA MOANA MEETING HELD ON 9 FEBRUARY 2023

RESOLUTION TKMW23-2.2

Moved: Cr A Henry

Seconded: Cr A Sole

That the Minutes of the Te Kāhui Mana Whenua o Tauranga Moana Meeting held on 9 February 2023 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

8 REPORTS

8.1 REVIEW OF TE ARA MUA

The Strategic Kaupapa Māori Manager introduced this item for discussion, noting that this report was to enable the Forum to move into a space of determining their work programme and to establish a way in which to capture this. Te Ara Mua was the

mechanism used when the Tauranga Moana/Te Arawa ki Takutai Partnership Forum was still active.

Due to the number of new members and Councillor's, the Kaimahere Matua provided a brief overview of Te Ara Mua, which was established to identify priorities and provide a basis for the work of the Tauranga Moana/Te Arawa ki Takutai Partnership Forum.

At a previous Te Kāhui Mana Whenua o Tauranga Moana hui, Tangata Whenua members felt that the approach for progressing significant matters in Te Ara Mua was still fit for purpose. It was noted that working on two to three priorities at a time would be more efficient, and that there needed to be clearer Key Performance Indicators (KPIs), as well as reporting, to maintain accountability of the work in progress.

Staff had identified common themes in the aspirations outlined in iwi and hapū management plans. These were:

- A need for protection and recognition of cultural heritage, waahi tapu, Mātauranga Māori, tino rangatiratanga and the role that Tangata Whenua play as kaitiaki.
- A very clear desire to be involved in decision-making, particularly when it had a direct impact on cultural resources and sites.
- An aspiration to build a strong Māori economy and create pathways for employment and business (Council procurement opportunities).

Member Rolleston entered the meeting at 10.18am.

The Forum was taken through examples of Te Ara Mua high priorities (operational and strategic) and asked to identify key priorities that could be fed into Te Kāhui Mana Whenua o Tauranga Moana work programme.

The below points were noted by members:

- Following the development of Iwi and Hapū Management Plans, there were opportunities for Tangata Whenua to seek support/help through different government agencies.
- Concern was raised over a historic request for Rereatukāhia Road to be sealed.
- The road down to the point on Matakana Island had been fixed. There was special mention to the contractors and the work that they undertook, including the cleaning of culverts.
- Concern was raised over access to Tutaetaka urupā and the compromising position that Tangata Whenua were put in when trying to access significant areas.

Staff responded to questions as below:

- It was noted that through kōrero with a Te Arawa iwi, there was still an aspiration for a whare at TECT Park, specifically for wānanga. There was currently a review of the TECT Park Strategy, which involved a number of iwi and hapū in both the Tauranga Moana and Te Arawa rohe. It was acknowledged that at the beginning of the work at TECT Park there was an agreement, through the joint governance entity that was established, that allowed for Ngāi Tamarāwaho to have a space to hold wānanga. This was never materialised but was however, still an aspiration for iwi and hapū.
- It was clarified that the term 'within budget' on the example of priorities from Te Ara Mua, meant that there was an operational budget that this particular priority/project sat within. The specific amount reflected in the budget column (\$75,000 and \$50,000) had been identified through the Long Term Plan (LTP) for those particular priorities.
- No direct conversation had taken place with any government agency relating to Te Ara Mua in the past. It was noted that if an opportunity arose to form relationships with other government agencies, that worked in a particular space of joint interest, then Council had done so. The work programme in discussion today was about the relationship between Elected Members, Council (as an organisation) and Tangata Whenua representatives that sat around the table.
- There were a number of examples of opportunities where Council had worked alongside other government agencies to progress particular projects, and it was acknowledged that there could be improvement on how that information was fed back to the Forums.
- The Forum was informed that due to more resources within the Emergency Management space, work had been undertaken around the promotion and support for marae being used as emergency centres during emergency events.
- It was noted that if members felt that roading issues were a high priority item that should sit within the work programme for Te Kāhui Mana Whenua o Tauranga Moana, then actions for moving forward could be identified to address some of the current concerns.
- The \$50,000 per annum budget reflected in the example shown, was the budget reflected within the current LTP in relation to the Marae Sustainability Initiative Fund. With the LTP coming up, there was an opportunity for the Forum to review this priority and budget to see whether it needed to be updated. At the next Hui staff would provide some further information regarding how this fund had been spent as well as the work that had been achieved.
- Members were advised that the \$50,000 within the budget was for each financial year. This fund was established because it had been identified that many Māori rate payers were paying toward community halls, due to being within the area of benefit. There was an acknowledgement at the time that Māori would use Marae for the purposes in which other community members would use a community hall.
- It was clarified that the \$50,000 budget was district wide.

- In relation to the first tranche of pūtea received through the Three Waters Reform, Council was able to work alongside iwi, hapū and land owners to understand aspirations for their whenua. A feasibility study around the required infrastructure, to support these aspirations would take place, so that Council could approach Kainga Ora (for example) to seek support.
- As part of the implementation for good quality affordable housing, it was intended that there would be discussions with Māori Land Trusts.
- The District Plan was used to determine zoning, and how the land was used. The Long Term Plan (LTP) related to the funding of projects.
- It was noted that the moemoeā relating to affordable housing should be included in the LTP as well as the District Plan process.

The Strategic Kaupapa Māori Manager sought feedback on the approach that was being taken to identify key priorities of the Forum. It could then be made clear that the opportunities to progress these priorities sat within the Long Term Plan (LTP), District Plan and/or through relationships with other agencies. Some key priorities highlighted through the discussion today were:

- 1) Health of Marae and communities (access issues, roading);
- 2) Housing;
- 3) Where Te Tiriti o Waitangi sat within the work we undertook; and
- 4) How Tangata Whenua were involved in planning and resource consent processes.

Capturing these priorities would form the basis for what could be reported on back to the Forum at subsequent hui.

Due to the Long Term Plan (LTP) being a document that the work programme would feed into, the Policy and Planning Manager gave a presentation to the rūpū on the following points:

- Introduction to the Long Term Plan;
- Wellbeing;
- A three year cycle;
- Content and Process;
- Content – essential topics required;
- Usual LTP review components;
- The LTP development process;
- Approach for Tangata Whenua in developing the LTP; and
- Phase 1 Engagement.

The presenter responded to questions as follows:

- The impending Government Elections in 2024 should not effect the planning and decisions being made through the Long Term Plan however, it was noted that it could effect certain projects, for example the Three Waters Reform.

- Copies of pages 183 and 172 of the current LTP would be shared with Tangata Whenua members to help highlight certain areas of interest.

The Strategic Kaupapa Māori Manager sought feedback from Tangata Whenua members around the planned pre-engagement, and how they would like to see this undertaken.

The General Manager Strategy and Policy encouraged Tangata Whenua representatives to get in touch with the Kaupapa Māori team if there were specific places that they would like included in the pre-engagement process, as well as certain topics that were of high priority to that particular rūpū. It was important that Council reached out to different areas, and could support those iwi/hapū/rūpū that wished to run their own engagement process.

9 WORKSHOP

Nil

The Meeting closed with a karakia from Member Bob Leef at 11.40am.

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

.....

Mayor James Denyer

CHAIRPERSON

11 REPORTS

11.1 PROPOSAL – LICENCE TO OCCUPY TAHAWAI RESERVE FOR A KAURI TREE NURSERY

File Number: A4683252

Author: Peter Watson, Reserves and Facilities Manager

Authoriser: Gary Allis, Deputy Chief Executive & General Manager Infrastructure Group

EXECUTIVE SUMMARY

This report seeks Council's agreement in principle for Ngati Te Wai (or its elected entity) to enter into a Licence to Occupy for part of Tahawai Reserve, being Allotment 186 SO 56580, in order to operate a Kauri Tree Nursery.

RECOMMENDATION

1. That the Reserves and Facilities Manager's report dated 6 June 2023 titled 'Proposal – Licence to Occupy Tahawai Reserve for a Kauri Tree Nursery' 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 **approves** in principle the request by Ngati Te Wai to enter into a licence to occupy with Council for an area of approximately 2119m² on part of Tahawai Reserve, being Allotment 1860 SO 56580, to locate and operate a Kauri Tree Nursery.
 4. That, if approval in principle is given, staff be directed to publicly notify the proposal in terms of Section 119 of the Reserves Act 1977.
- OR
5. That Council **does not approve** the request by Ngati Te Wai to enter into a licence to occupy with Council for an area of approximately 2119m² on Tahawai Reserve, being Allotment 1860 SO 56580, to locate and operate a Kauri Tree Nursery.

BACKGROUND

Staff are working with Ngati Te Wai hapu and the community on the future use and development of Tahawai Reserve. One of the aspirations is for the hapu, in conjunction with SCION, a Crown research institute that specialises in research, science and technology development for forestry, is to set up a Kauri Tree Nursery on the lower part of the reserve to grow on trees for planting in the Kaimai Ranges and local reserves.

Council is required to enter into a licence to occupy to enable this to occur. A copy of the draft licence that has been prepared recently was provided to the hapu for review and feedback.

The reserve is classified as Local Purpose Reserve (Community Centre). The land does not currently hold a community centre and has been vacant for many years. Previously a grazing licence, as allowed pursuant to the Reserves Act 1977, was granted to the neighbouring property in order to keep the land maintained.

The intended occupied section of Tahawai Reserve under the licence is the lower portion of the reserve being Allotment 1860 SO 56580, refer Attachment 1.

The intended period for the licence is 5 years with the ability to renew for a further 5 years.

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 the Licence is for a limited period and the activity of a nursery has a low impact on the reserve.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication	
Name of interested parties/groups	The Katikati Community Board will be contacted for comment.	Planned
Tangata Whenua	The Licence is with Ngati Te Wai who will develop and manage the nursery. Other local hapu will have the opportunity to provide their feedback.	
General Public	One month period of public consultation will be undertaken.	

ISSUES AND OPTIONS ASSESSMENT

<p style="text-align: center;">Option A</p> <p>That Council approves in principle the request by Ngati Te Wai to enter into a licence to occupy with Council for an area of approximately 2119m² on part of Tahawai Reserve, being Allotment 1860 SO 56580, to locate and operate a Kauri Tree Nursery.</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings:</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<ul style="list-style-type: none"> • Ngati Te Wai will have its own facility and is not subject to potential commercial lease arrangement and high rental costs. • Provides local employment opportunities. • Builds capacity and capability within the hapu • The Kauri Tree Nursery will provide trees that will be planted in the Kaimai Ranges and local reserves that in turn will have a positive environmental influence for those areas.
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>All costs relating to the proposed will be met by Ngati Te Wai.</p>
<p>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</p>	
<p style="text-align: center;">Option B</p> <p>That Council does not approve the request by Ngati Te Wai to enter into a licence to occupy with Council for an area of approximately 2119m² on Tahawai Reserve, being Allotment 1860 SO 56580, to locate and operate a Kauri Tree Nursery.</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings:</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages:</p> <ul style="list-style-type: none"> • The existing green space will not be affected by the building of the facility. <p>Disadvantages:</p> <ul style="list-style-type: none"> • Ngati Te Wai would need to continue to seek premises elsewhere.
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	
<p>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</p>	<p>An alternative site, if found, may be more costly as potentially subject to a commercial lease arrangement and therefore higher rental costs.</p>

STATUTORY COMPLIANCE

Council is the administering body of the reserve as per section of the reserves Act 1977.

Where, in the opinion of the administering body, it is necessary or desirable for the management of the reserve a licence to occupy a local purpose reserve, or any part of any such reserve, may be granted for the following purposes:

(a) Grazing, gardening, or other similar purposes:

It is the opinion of staff that a licence to occupy may be granted under section 74(2)(a) "similar purposes" to that of gardening.

Although Tahawai Reserve is classified as a Local Purpose Reserve (community centre) under Section 61 of the Reserves Act 1977, a lease under Section 61 needs to meet the Local Purpose classification, in this case, use for a nursery does not satisfy the current classification. On this basis, a licence to occupy under Section 74 (2) (a) is the preferred statutory process.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
	A small amount of rental would be received under Council's Rental Policy. A new water connection will need to be installed as the previous one was disconnected due to the recent occupation.

ATTACHMENTS

1. **Tahawai Reserve Proposed Licence Area** 
2. **Katikati & Waihi Beach Reserve Management Plan – Tahawai Reserve** 

Tahawai Reserve – Proposed Licence Area





6.60 Tahawai Reserve

		Current Inventory	
Location	Tanners Point Road	Old hardcourts Fencing	
Classification:	L P Community Centre and Fee Simple		
LTP Category	Neighbourhood Amenity Reserve		
Area	1.5244 Ha		
ID	5		
District Plan Zone	Rural		
Current State	Grazing licence		
Previous RMP	Katikati Ward RMP August 2008		
Concept Plan	No		
Overview	Maintain		

- Background:**
- ☐ Located adjacent to State Highway 2 (SH2) and Tanners Point Road.
 - ☐ Land derived from the Crown.
 - ☐ Former site of the No 1 School now located at the Tauranga Historic Village.
 - ☐ Previously subject to grazing lease.
- Reserve Issues:**
- ☐ Relative isolation from community.
 - ☐ Future potential for esplanade to connect this area to Tanners Point Reserves.
 - ☐ Classifications require review and potential reclassification.
 - ☐ Potential for roadside picnic rest area and community use.
 - ☐ Site previously subject to occupation.





Reserve Management Policy:

- 6.60.1 Investigate disposal of whole or part of the reserve.
- 6.60.2 Tangata Whenua have expressed an interest in the site as part of claims to the Waitangi Tribunal.
- 6.60.3 Maintain grazing lease to hold land for future recreation reserve development.
- 6.60.4 Pursue opportunities to link to Tanners Point Reserves via esplanade.
- 6.60.5 Undertake native specimen tree planting.
- 6.60.6 Reclassify as Recreation Reserve when derelict tennis court removed.
- 6.60.7 Freedom Camping is prohibited in the reserve including any associated roads/car parks.
- 6.60.8 Generic objectives for Local Purpose Reserves and generic policies apply.

Actions	
Nil	

11.2 TECT PARK – BLUE LIGHT VENTURES INCORPORATED LICENCE 2021–2036**File Number: A5075943****Author: Bill Wheeler, TECT All Terrain Park Manager Operations****Authoriser: Gary Allis, Deputy Chief Executive & General Manager Infrastructure Group****EXECUTIVE SUMMARY**

A new licence to occupy is required to be entered into with Blue Light Ventures Incorporated for the purposes of operating a residential youth development camp.

RECOMMENDATION

1. That the TECT All Terrain Park Manager Operations' report, dated 6 June 2023 titled 'TECT Park – Blue Light Ventures Incorporated Licence 2021–2036' 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 Western Bay of Plenty District Council is the registered proprietor of TECT All Terrain Park, jointly with Tauranga City Council and is authorised to be the acting Licensor and to sign all agreements and Licenses held within the Park.
4. That Council, in its capacity as administering body (behalf of itself and Tauranga City Council) being part of Part Section 2 Block XV Otanewainuku Survey District and Part Section 4 Block XV Otanewainuku Survey District, **grants/does not grant** Blue Light Ventures Incorporated a licence of approximately 24.4 hectares² for the purpose of a residential youth development camp from 1 December 2021 to 30 November 2036.

BACKGROUND

Blue Light is a registered charity that works in partnership with the police to deliver an extensive range of youth programmes and activities.

The Licensee is a registered charity under the Charities Act 2005 (registration no. CC21948) that provides youth programmes to develop life and leadership skills for young New Zealanders.

The goals of Blue Light are to:

- Reduce the incidence of young people becoming an offender or victim of crime.
- Encourage better relations between the Police, young people, their parents, and the community.

Blue Light aims to assist the Police to achieve its youth and community objectives by providing proactive initiatives to meet a key target market.

It does this by providing young people with positive lifestyle alternatives and strategies to avoid becoming an offender or victim of crime.

For over 35 years the charity has delivered programmes for youth from a residential camp in Taupo but recent urban expansion in the area has limited the range of activities that they are able to provide. They have been seeking an alternative location that would allow access to a wider range of activities and for young people to engage with the natural environment. The unique nature of TECT Park and its proximity to the charity's HQ in Tauranga made it the ideal location.

The initial plan is to provide a standalone facility that would accommodate up to 70 young people on residential training courses. Unlike similar school or youth camps, it is not expected that Blue Light will develop extensive facilities such as high ropes or confidence courses, instead drawing up the resources already in place at TECT Park and supporting the commercial activities already in place.

SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because this development is consistent with the Park's Management Plan and the conditions of the resource consent under which it operates. Youth Camp is a permitted activity under the All Terrain Park zone in the District Plan.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication	
User Group Forum	Completed – the plans and location have been presented to the User Group Forum.	Completed
Tangata Whenua	Completed – blessing of site by local Kaumatua took place on 28 th November 2020. Ongoing – Blue Light's iwi liaison department are maintaining dialogue with local iwi during the design. Build and operation phases.	
General Public	Completed – staff from Blue Light presented their plans to the public at TECT Park's 10 th Anniversary event in 2020.	

ISSUES AND OPTIONS ASSESSMENT

Option A	
That Council, in its capacity as administering body (behalf of itself and Tauranga City Council) being part of Part Section 2 Block XV Otanewainuku Survey District and Part Section 4 Block XV Otanewainuku Survey District, grants Blue Light Ventures Incorporated a licence of approximately 24.4 hectares ² for the purpose of a residential youth development camp from 1 December 2021 to 30 November 2036.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>This development will support local suppliers for the initial construction of the facility, and it is intended to draw upon local businesses to provide services and activities to participants.</p> <p>Blue Light's aim is to reduce the social impact of offending amongst young people and to provide at-risk groups with a pathway to employment.</p> <p>Blue Light are working with tangata whenua to develop cultural programmes alongside their current suit of youth development courses. This includes engaging with the environmental management of the whenua within which the camp sits and TECT Park as a whole.</p>
Costs (including present and future costs, direct, indirect and contingent costs).	The Blue Light Camp is a self-funding project, backed by one of the largest youth charities in New Zealand.
Option B	
That Council, in its capacity as administering body (behalf of itself and Tauranga City Council) being part of Part Section 2 Block XV Otanewainuku Survey District and Part Section 4 Block XV Otanewainuku Survey District, does not grant Blue Light Ventures Incorporated a licence of approximately 24.4 hectares ² for the purpose of a residential youth development camp from 1 December 2021 to 30 November 2036.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Employment and trade opportunities will be lost if the development does not occur.</p> <p>The social benefits of Blue Light's programmes will be greatly diminished if they cannot expand into a new camp at TECT Park or a similar location.</p> <p>The camp affords an opportunity to work alongside local iwi at little or no cost to them. Alternative developments have been discussed in the past, but funding and support have not been available to move forward a solely cultural development.</p> <p>The camp will provide a focus for an environmental programme that will extend across a range of groups, and this may be difficult to achieve without the impetus of this development.</p>
Costs (including present and future costs, direct, indirect and contingent costs).	The opportunity for additional commercial operators setting up at TECT Park with the camp as a keystone, would provide additional revenue streams for TECT Park.

STATUTORY COMPLIANCE

Provisions of the Resource Management Act 1991 together with any other relevant and/or enabling legislation, the Park Management Plan, User Group Management Plan, and Licensor policies as adopted from time to time, will govern the manner in which the intended Licensor manages, operates, and controls the Park.

ATTACHMENTS

1. **Plan of Licence Area Blue Light Ventures Inc**  

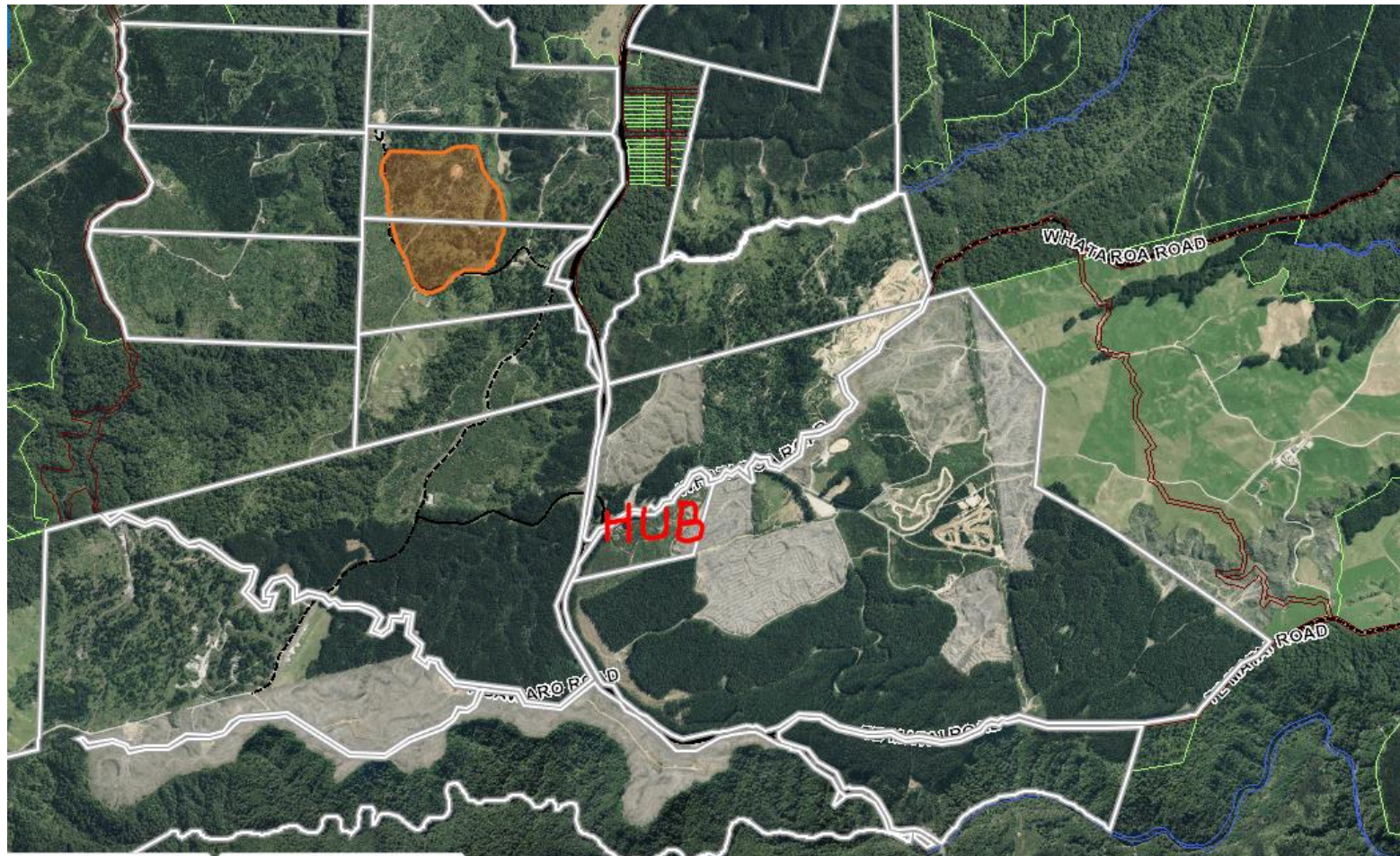
Licence area within TECT Park**Blue Light Ventures Incorporated
Plan showing Licence Area**

The Licence Area is the area on the above plan outlined and highlighted in orange – approximately 25.4ha.



Existing Public Trails

Licence Area within TECT Park



11.3 APPOINTMENT OF INDEPENDENT HEARINGS COMMISSIONERS – JUNE 2023**File Number:** A5383552**Author:** Natalie Rutland, Environmental Planning Manager**Authoriser:** Rachael Davie, General Manager Strategy and Community**EXECUTIVE SUMMARY**

1. The purpose of this report is for Council to establish an Independent Hearings Panel and approve the appointment of Independent Hearings Commissioners.
2. An Independent Hearings Panel is required to hear and make recommendations on two planning processes:
 - (a) Plan Change 92 Ōmokoroa and Te Puke Enabling Housing Supply and other supporting matters, and
 - (b) the Notice of Requirement for Active Reserve, Ōmokoroa.

RECOMMENDATION

1. That the Environmental Planning Manager's report, dated 6 June 2023, titled 'Appointment of Independent Hearings Commissioners – June 2023' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council establishes an Independent Hearings Panel and delegate the necessary functions to conduct a hearing and make recommendations to Council on Plan Change 92 Ōmokoroa and Te Puke Enabling Housing Supply and other supporting matters, and the Notice of Requirement for Active Reserve, Ōmokoroa.
4. That Council appoints the following accredited Commissioners to the Independent Hearings Panel to consider and make recommendations to Council on Plan Change 92 Ōmokoroa and Te Puke Enabling Housing Supply and other supporting matters, and the Notice of Requirement for Active Reserve, Ōmokoroa:
 - a. Commissioner Greg Carlyon, The Catalyst Group, as the Independent Hearings Panel Chair;
 - b. Commissioner Alan Withy, Alandale Associates;
 - c. Commissioner Lisa Mein, Mein Urban Design and Planning Ltd; and
 - d. Commissioner Pia Bennett.

BACKGROUND

3. In response to the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021 (RMA Amendment Act), Western Bay of Plenty District Council (Council) has notified changes to the District Plan as Plan Change 92 – Ōmokoroa and Te Puke Enabling Housing Supply and other supporting matters. This Plan Change is an Intensification Planning Instrument (IPI) under section 80E of the Resource Management Act 1991 (RMA).
4. Council is required in accordance with clause 96 (1) of Schedule 1 of the RMA to establish an Independent Hearings Panel (Hearings Panel) to act under delegated authority from Council to hear and make recommendations to Council on their IPI using the Intensification Streamlined Planning Process (ISPP). The Hearings Panel has the duties and powers set out in clause 98 of Schedule 1 of the RMA.
5. The necessary functions to be delegated to the Independent Hearings Panel are set out within clause 96 of Schedule 1 of the RMA and include:
 - (a) the functions, powers or duties that the independent hearings panel requires to carry out its role in hearing and making a recommendation to Council.
 - (b) The functions, powers or duties that Council requires in order to hold a hearing on submissions to the plan change including giving notice to relevant parties on the date, time and place of hearings.
6. The delegation to the Independent Hearings Panel does not include the approval of the proposed plan or Notice of Requirement or the power of this delegation.
7. Concurrent with notification of Plan Change 92, Council notified a Notice of Requirement for Active Reserve at Ōmokoroa (NoR), this is associated with the greenfield structure plan area that makes up a part of the urban plan change area. Submissions were received on the NoR and a hearing by a Hearings Panel is also required as Council is the 'Requiring Authority' (applicant).
8. While the processing timing and steps for the ISPP and the NoR are different, there is a relationship between the two, and hearing and making recommendations on both by the Hearings Panel would be beneficial.
9. The commissioners to make up the Panel have been selected based on their specific and complimentary areas of expertise. The commissioners have knowledge and experience with resource management processes and the issues that are relevant to Plan Change 92 and the NoR. All commissioners are Making Good Decisions certificate holders. Greg Carlyon also holds a chairing endorsement which is necessary for his appointment as the panel chair.
10. Clause 96(2) of Schedule 1 of the RMA states that before establishing an independent hearings panel, Council must—

- (a) consult tāngata whenua through relevant iwi authorities on whether it is appropriate to appoint a member of the panel with an understanding of tikanga Māori and of the perspectives of local iwi or hapū; and
 - (b) if tāngata whenua consider it appropriate, appoint at least 1 member of the panel with an understanding of tikanga Māori and the perspectives of local iwi or hapū, in consultation with relevant iwi authorities.
- 11. The appointment of commissioner Pia Bennett is recommended, after consultation through the Relevant Iwi Authorities confirmed it is appropriate to appoint an Independent Hearings Commissioner with an understanding of tikanga Māori and of the perspectives of local iwi or hapū.
 - 12. Council's Appointment of Independent Hearings Commissioners Policy is relevant to this proposal. While the legislative requirements are the key reason for establishing an independent panel, the panel is also appropriate with regard to the complexity of issues and conflict of interest.
 - 13. Council's register of commissioners has been used to inform selection of appropriate commissioners to the panel. Only one commissioner from the register (Alan Withy) has been selected. Other commissioners with the relevant expertise who are appropriately accredited have been needed as there was not sufficient availability from others on the register with the specific technical expertise required.
 - 14. Following appointment of the commissioners, staff will undertake the necessary preparations for the hearing.

SIGNIFICANCE AND ENGAGEMENT

- 15. 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.
- 16. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
- 17. In terms of the Significance and Engagement Policy this decision is considered to be of low significance, because the establishment of a hearings panel with independent commissioners as required by legislation has minimal community and financial impact.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

- 18. The Resource Management Act prescribes the legislative process for considering an IPI and NoR. The requirements under the Resource Management Act include

providing sufficient written notice of information and decisions to submitters and the general public and ensuring key reports and information is publicly available on Councils website.

Interested/Affected Parties	Completed Consultation		
Ōmokoroa & Te Puke Residents and landowners	Prior to notifying the IPI and NoR, public community events were held in both Te Puke and Ōmokoroa, and targeted engagement was carried out. The IPI and NoR were then publicly notified. Submissions have been received from residents and landowners. Those submitters will have direct contact from Council regarding the hearing process. Public notices and information will be made available on Council's website and in newspaper circulations, in accordance with legislative requirements for those residents and landowners that did not make a submission.	Planned	Completed
Tangata Whenua	Council staff have presented information and updates on the IPI and NoR to both the Te Ihu o Te Waka o Te Arawa and Te Kāhui Mana Whenua o Tauranga Moana forums. Most recently that has included discussion and confirmation on the need to consult on an appropriate panel member.		
General Public	The general public has had an opportunity to make a submission on both the IPI and NoR. Direct contact with submitters is made in accordance with legislation, advising on the process and information. Information and reports will be made available to the general public via Council's website and notified in newspaper circulations.		

ISSUES AND OPTIONS ASSESSMENT

- The requirement for the establishment of an Independent Hearings Panel and appointment of independent commissioners is set out and prescribed by the Resource Management Act.

That Council establish and delegate necessary functions to an Independent Hearings Panel and the appointed commissioners as per above resolution.	
Reasons why no options are available Section 79 (2) (c) and (3) Local Government Act 2002	Legislative or other reference
Plan Change 92 – IPI process The RMA sets out in Clause 96 of Schedule 1 the requirements for an Independent Hearings Panel to hear and make recommendations on an IPI.	RMA Amendment Act 2021
Notice of Requirement In accordance with the Appointment of Independent Commissioners Policy, as the NoR application is made by Western Bay of Plenty District Council; and, there is an outcome from the application that benefits the Western Bay of Plenty District Council, the appointment of Independent Hearings Commissioner(s) are sought to consider and determine the NoR.	Council's "Appointment of Independent Commissioners" Policy at Section 4.1: Conflict of Interest. Where Council has a material conflict of interest as applicant, submitter or landowner, or circumstances may create a perception of bias (e.g. involving a claim, or legal action).

STATUTORY COMPLIANCE

20. The Plan Change and NoR have been processed in accordance with the statutory requirements of the Resource Management Act 1991.
21. A request has been made to the Ministry for the Environment to amend the timeframe set in a Direction from the Minister in which to publicly notify a decision from August 2023 to March 2023. The amended timeframe will enable a hearing to occur in September 2023, with decisions anticipated in December 2023.
22. The recommendations are consistent with Council's Appointment of Independent Hearings Commissioners Policy.

FUNDING/BUDGET IMPLICATIONS

23. The need for a hearing is set out in legislation and well understood as forming a part of plan making processes. The costs associated with hearing processes are anticipated within operational budgets and project plans.

Budget Funding Information	Relevant Detail
Independent Hearings Commissioner Charges	In the case of the IPI and the NoR, Council will bear the costs of both processes as budgeted for within the related activity cost centres.

11.4 CHIEF EXECUTIVE OFFICER'S MEETING REPORT**File Number:** A5382994**Author:** Charlene Page, Senior Executive Assistant Mayor/CEO**Authoriser:** John Holyoake, Chief Executive Officer**EXECUTIVE SUMMARY**

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

RECOMMENDATION

That the Senior Executive Assistant Mayor/CEO's report dated 6 June 2023 titled 'Chief Executive Officer's meeting report' be received.

BACKGROUND**Booked engagements and meetings attended by Chief Executive Officer, John Holyoake**

- | | |
|----------|--|
| 05 April | SmartGrowth Leadership Group Meeting |
| | Katikati Community Board |
| 17 April | Kelvin French and senior managers from COLAB Solutions |
| | Priority One Young director interviews |
| | Smart Growth Chief Executive Advisory Group Informal meeting |
| 26 April | Priority One Young director interviews |
| 27 April | Meet and greet Craig Batchelar (Interim SmartGrowth Strategic Advisor) |

Booked engagements and meetings attended by Chief Executive Officer, John Holyoake and Mayor

- | | |
|----------|-----------------------------|
| 21 April | Bay of Plenty Mayoral Forum |
|----------|-----------------------------|

11.5 MAYOR'S REPORT TO COUNCIL – 6 JUNE 2023**File Number:** A5380485**Author:** Charlene Page, Senior Executive Assistant Mayor/CEO**Authoriser:** James Denyer, Mayor**EXECUTIVE SUMMARY**

This purpose of this report is for the Mayor to provide updates to Council on the below subjects.

RECOMMENDATION

That the Senior Executive Assistant report dated 06 June 2023 titled 'Mayor's Report' be received.

BACKGROUND**Meetings**

External functions and meetings attended by Mayor between 4 April and 14 May include:

Acorn Foundation, 20 th birthday event, Tauranga	4	April
Brendan Gibbs, farewell dinner, Katikati	5	April
Te Poho (Tahawai Reserve) blessing and site discussions	6	April
Greg Tims, CEO salary review Zoom	6	April
Mayors Taskforce for Jobs (MTFJ) National Office visit	12	April
Minister McAnulty, 3Waters update Zoom	13	April
Agricultural Advisory Committee, Te Puke	13	April
Annual Plan community engagement event, Te Puke	17	April
Rotary Youth Leadership Award speaker event, Cambridge	17	April
Annual Plan community engagement event, Te Puna	19	April
Business After 5, Katikati	19	April
Rotary Youth Leadership Award gala dinner, Hamilton	20	April
Chair Doug Leeder, Tauranga	21	April
Bay of Plenty Mayoral Forum	21	April
Tourism Bay of Plenty trustee farewell lunch, Ōmokoroa	21	April
Interview with Mediaworks, radio	24	April
Susan Hope et al, stormwater site visits, Waihi Beach	24	April
Anzac Day dawn parade, Katikati	25	April
Anzac Day civic service, Tauranga	25	April
Sam Uffindell MP	27	April
Kaimai/Omanawa Tō Wāhi engagement event, Kaimai	28	April

Service delivery contractors event, Te Puke	28	April
Kevin Moynahan, Te Puna	29	April
Remembrance service for Battle of Pukehinahina/Gate Pa	29	April
Whakamarama Community Inc.	1	May
Kassie Ellis et al, Te Puke	4	May
Coronation tree planting event, Te Puke	6	May
Coronation tree planting event, Ōmokoroa	6	May
Coronation tree planting event, Katikati	6	May
BOP Times interview	7	May
Mayor Toby Adams, Mayor Len Salt and Scott Simpson MP, Paeroa	8	May
Stuart Crosby, Local Government New Zealand	9	May
Communities 4 Local Democracy (C4LD) plenary group Zoom	9	May
Service delivery contractors event, Katikati	11	May
Local Government New Zealand (LGNZ) Leaders Zoom	11	May
LGNZ Zone 2 meeting, Karapiro	12	May
BOP Times interview	12	May
The Great Debate charity event, Tauranga	13	May

12 INFORMATION FOR RECEIPT

13 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
13.1 – Confidential Minutes of the Council Meeting held on 27 April 2023	<p>s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) – the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) – the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p>	s48(1)(a)(i) – the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</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>	
13.2 - Chief Executive Officer's Report - Request for Execution of Documents Under Seal of Council	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the</p>	<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>

	information would be likely otherwise to damage the public interest	
13.3 - Application for Rates Remission	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7