

MEETING – AGENDA –

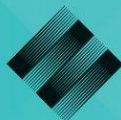
Ngā Take



COUNCIL

Te Kaunihera

C21-8
Thursday, 20 May 2021
Council Chambers
Barkes Corner, Tauranga
9.30am



***Western Bay of Plenty
District Council***

Council

Membership

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

Role:

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

Power to Act:

- To exercise all non-delegable functions and powers of the Council including, but not limited to:
 - The power to make a rate;
 - The power to make a bylaw;
 - The power to borrow money, purchase, or dispose of assets, other than in accordance with the Long Term Plan;
 - The power to adopt a Long Term Plan, Annual Plan or Annual Report;
 - The power to appoint a chief executive;
 - The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement;
 - The power to adopt a remuneration and employment policy;
 - The power to approve a proposed policy statement or plan under clause 17 of Schedule 1 of the Resource Management Act 1991;
 - The power to make a final decision on a recommendation from the Ombudsman where it is proposed that Council not accept the recommendation.
- To exercise all functions, powers and duties of the Council that have not been delegated, including the power to compulsorily acquire land under the Public Works Act 1981.
- To make decisions which are required by legislation to be made by resolution of the local authority.
- To authorise all expenditure not delegated to officers, Committees or other subordinate decision-making bodies of Council, or included in Council's Long Term Plan or Annual Plan.
- To make appointments of members to Council Controlled Organisation Boards of Directors/Trustees and representatives of Council to external organisations;
- To consider and make decisions regarding any matters relating to Council Controlled Organisations, including recommendations for modifications to CCO or other entities' accountability documents (i.e. Letter of Expectation, Statement of Intent) recommended by the Policy Committee or any matters referred from the Performance and Monitoring Committee.

- To approve joint agreements and contractual arrangements between Western Bay of Plenty District Council and Tauranga City Council or any other entity.
- To consider applications to the Community Matching Fund (including accumulated Ecological Financial Contributions).
- To consider applications to the Facilities in the Community Grant Fund.

Procedural matters:

- Approval of elected member training/conference attendance.

Mayor's Delegation:

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

Should there be insufficient time for Council to consider approval of a final submission to an external body, the Mayor (or Deputy Mayor in the Mayor's absence) is delegated authority to sign the submission on behalf of Council, provided the final submission is reported to the next scheduled meeting of Council or relevant Committee.

Power to sub-delegate:

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

Notice is hereby given that a Meeting of Council will be held in the Council Chambers, Barks Corner, Tauranga on:
Thursday, 20 May 2021 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**

Nil

8 COMMUNITY BOARD MINUTES FOR RECEIPT**8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 31 MARCH 2021****File Number: A4045631****Author: Pernille Osborne, Senior Governance Advisor - Community Boards****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Katikati Community Board Meeting held on 31 March 2021, be received.

ATTACHMENTS

- 1. Minutes of the Katikati Community Board Meeting held on 31 March 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. K21-2
HELD IN THE CENTRE - PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI 3129
ON WEDNESDAY, 31 MARCH 2021 AT 7.00PM**

1 PRESENT

Member B Warren, Member N Harray, Member J Clements, Member K Sutherland and Cr J Denyer

2 IN ATTENDANCE

K Perumal (Group Manager Finance and Technology Services) and P Osborne (Senior Governance Advisor)

6 members of the public, including Councillor Don Thwaites

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Katikati Community Board. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION K21-2.1

Moved: Member B Warren

Seconded: Cr J Denyer

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

CARRIED

Paul and Janefrey Goldfinch – Magnolia Trees on Gordet Drive

Mr Goldfinch was in attendance to speak to the Board about the Magnolia Trees on Gordet Drive, noting the below points:

- It is felt that these types of trees are too large for a suburban street;
- They drop seed pods and leaves, and at the moment Mr Goldfinch is incurring the costs of disposing the green waste; and
- Health and Safety issues arising due to the concrete kerb buckling by encroaching tree roots.

Mr Goldfinch would like to see Council remove these trees and replace them with a more suitable tree, giving the examples of; Natives, Kowhai and Titoki.

The Board encouraged Mr and Mrs Goldfinch to raise Service Requests (CCR's) when an issue arises, that they believed should be addressed.

Keith Hay – Previous minutes around Te Rereatukahia Wastewater Scheme

Mr Hay was in attendance to speak on behalf of the Katikati Waihi Beach Residents and Ratepayers Association around the minutes from the last meeting regarding the Crown Infrastructure Partners (CIP) Funding. Mr Hay sought clarification on what this funding was being used for, as he wanted to make it clear that Council's decision for no connection charge being applied to the Te Rereatukahia Wastewater Scheme, is not the type of projects that the ratepayers want to fund.

Councillor Thwaites was in attendance and provided some further background around this decision, reiterating that it was funded by the taxpayer rather than the ratepayer.

Paula Gaelic – Western Bay Museum Director

Ms Gaelic informed the Board of an open day that the Museum was holding on 29 April 2021 to allow members of the public to hear about the Development Plan.

Ms Gaelic also noted that, despite COVID-19, it was good to see a rise in attendance for the Western Bay Museum.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION K21-2.2

Moved: Member B Warren

Seconded: Member N Harray

That the meeting reconvene in formal session at 7.19pm.

CARRIED

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 3 FEBRUARY 2021

RESOLUTION K21-2.3

Moved: Member B Warren

Seconded: Member K Sutherland

That the Minutes of the Katikati Community Board Meeting held on 3 February 2021, as circulated with the agenda, be confirmed as a true and accurate record.

CARRIED

9 REPORTS

9.1 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT - MARCH 2021

The Board considered a report from the Chairperson, and received a brief overview of each item.

The Group Manager Finance and Technology Services clarified that the Long Term Plan (LTP) proposed rate increase cap was at 12% for the first year, and 4% for the following years.

RESOLUTION K21-2.4

Moved: Member K Sutherland

Seconded: Member J Clements

That the Chairperson's report dated 31 March 2021, titled 'Katikati Community Board Chairpersons Report – March 2021', be received.

CARRIED

9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT - MARCH 2021

The Board considered a report from Councillor Denyer, noting the administration error and that the sentence should read;

- *All feedback on the LTP must be received, 5pm Friday 9 April 2021.*

Member Clements felt that there was a lack of transparency in the consultation document around the effects that the decisions being asked of would have. For example, debt increase.

The Group Manager Finance and Technology Services gave the Board a brief outline on the Long Term Plan (LTP) process and how the six key proposals were identified and selected.

RESOLUTION K21-2.5

Moved: Cr J Denyer

Seconded: Member K Sutherland

That the Councillor's report dated 31 March 2021, titled 'Katikati Community Board Councillor's Report – March 2021', be received.

CARRIED

9.3 KATIKATI COMMUNITY BOARD GRANT APPLICATION

The Board considered a report from the Senior Governance Advisor.

The grant was declined, as the Board could not grant funding for an event in retrospect. The Senior Governance Advisor will send a letter to Safety Education Limited on behalf of the Board, explaining the filing error, and encouraging them to apply again prior to the event next year.

The Board still have their full budget, however it was noted that advertisements for grant applications would go out between now and the next meeting.

RESOLUTION K21-2.6

Moved: Member B Warren

Seconded: Member K Sutherland

1. That the Senior Governance Advisor's report dated 31 March 2021 titled 'Katikati Community Board Grant Applications', be received.
2. That the Katikati Community Board not approve the Grant application from Road Safety Education Limited.

CARRIED

9.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD MARCH 2021

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

RESOLUTION K21-2.7

Moved: Member B Warren

Seconded: Member K Sutherland

That the Deputy Chief Executive's report, dated 31 March 2021 titled 'Infrastructure Services Report Katikati Community Board March 2021', be received.

CARRIED

9.4.1 HIGHFIELDS STORMWATER POND DEVELOPMENT TRAIL

It was noted that there is an opportunity to speak to your LTP submissions in front of Councillors on 6 April 2021, and a member of the public is scheduled to speak on his proposal relating to the Highfields Detention Pond, which may be of interest to the Board.

9.4.2 DISTRICT SOLID WASTE

There was clarification that Council was looking at options for those who would have difficulty bringing their bins roadside, however no outcome has been agreed on at this stage.

9.4.3 LEVEL OF SERVICE FOR MOWING RESERVES

The Board would like to understand Council's level of service with the Contractor, for cutting the grass on the Reserves, as it was felt that some were left extremely long.

9.4.4 DEVELOPED LEASED AREA BETWEEN HAIKU RESERVE, DONEGAL PLACE AND HENRY ROAD CYCLE TRAIL

The Minute Action Sheet (MAS) for this project stated that Council was working on a concept plan for this site. The Board requested to see this concept plan.

9.5 FINANCIAL REPORT KATIKATI - FEBRUARY 2021

The Board considered a report from the Management Accountant. The report was taken as read, noting the below amendment to the Committed – Operational expenditure table, which should read;

- Funding up to \$500 to 3129 Graphic Design for marketing and promotion relating to Town and Community Plan (\$329.25 paid as of March 2021).

The Chairperson queried how the Board could seek further funds for footpath and paving improvements. The Board was encouraged to include this in their Long Term Plan (LTP) submission.

RESOLUTION K21-2.8

Moved: Member N Harray

Seconded: Cr J Denyer

That the Management Accountant's report dated 31 March 2021, titled 'Financial Report Katikati – February 2021', be received.

CARRIED

9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

RESOLUTION K21-2.9

Moved: Member B Warren

Seconded: Member N Harray

That the draft schedule of meetings for April, May and June 2021, be received.

CARRIED

The Meeting closed at 8.04pm.

The minutes of this meeting were confirmed at the Katikati Community Board held on 26 May 2021.

.....
Member B Warren
CHAIRPERSON

8.2 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 6 APRIL 2021

File Number: A4045635

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the Minutes of the Maketu Community Board Meeting held on 6 April 2021, be received.

ATTACHMENTS

1. Minutes of the Maketu Community Board Meeting held on 6 April 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU COMMUNITY BOARD MEETING NO. MC21-2
HELD IN THE MAKETU COMMUNITY CENTRE
ON TUESDAY, 6 APRIL 2021 AT 7.00PM**

1 PRESENT

Member S Beech, Member L Rae, Member W Ra Anaru, Member S Simpson, Cr K Marsh and Deputy Mayor J Scrimgeour

2 IN ATTENDANCE

R Davie (Group Manager Policy Planning and Regulatory Services), S Harvey (Roading Engineer – East) and P Osborne (Senior Governance Advisor)

5 members of the public

3 APOLOGIES

APOLOGY

RESOLUTION MC21-2.1

Moved: Deputy Mayor J Scrimgeour

Seconded: Member L Rae

That the apology for lateness from Cr Marsh be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Maketu Community Board. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION MC21-2.2

Moved: Member S Simpson

Seconded: Member L Rae

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

CARRIED

Weina Moko – Arawa Avenue Viewing Area Project

Ms Moko was in attendance to seek clarification on the area upon which the Board is proposing to situate a viewing area. Ms Moko expressed concern that the land being proposed to be used is tuku whenua o Ngati Pukenga. An injunction was placed on the whenua until any further consultation was undertaken, with paperwork received by the Chairperson, Deputy Chairperson and Senior Governance Advisor.

The Chairperson provided clarification that the proposed lookout area is only a widening of the carriageway, and is on full road Reserve. It was made clear that the Board had no intention of using non-Council land. Ms Moko asked that, as neighbouring whenua, they are consulted with before any further work is undertaken, to which the Board agreed.

Shontell Peawini – Maketu Health and Social Services Grant Application

Ms Peawini was in attendance to speak in support of the grant application submitted to the Board on behalf of Maketu Health and Social Services, noting the below points;

- There will be catering for 170 guests, who will share a four course meal and live entertainment.
- The event is a celebration of Matariki.
- This year the event will focus on raising funds to support the following:
 - The purchase of new seating for the Programme Room, which hosts 10 programmes on a weekly basis; and
 - The purchase of a new Cargo Van to support the transportation of kai and equipment.

The Board thanked Ms Peawini for attending to speak in support of the grant application, and the Chairperson advised Ms Peawini that the Maketu Community Board normally look at all grant applications prior to the June meeting, which is the last meeting of the financial year.

Harold Morris – Various Items on behalf of Maketu Kura

Mr Morris, as a Board member of Maketu Kura, submitted two grant applications to the Board.

Application 1: Maketu School replacement of existing synthetic Grass with New Synthetic Grass Turf on the tennis courts; and

Application 2: Maketu School upgrade playground equipment, surface, sandpit area and enhancement of play areas.

Due to the size of the grants being requested Mr Morris was advised that he should submit his requests to the Long Term Plan (LTP). In regards to the Maketu School Playground upgrade, the Deputy Chairperson noted that this may be something that qualified for the Community Matching Fund, as it was noted that they had received \$50,000.00 through the School Improvement Fund.

Mr Morris noted that they wished to hand over the Maketu School swimming pool to the Maketu Community Board. Mr Morris was advised that the Community Board was not an entity, however it was noted that this is something that could be given back to the community.

There was some clarification regarding the ANZAC Commemoration Service 2021, noting that the Board approved funds to the Maketu ANZAC Committee, to contribute to food costs on 25 April 2021.

At 7:21 pm, Cr K Marsh entered the meeting.

Pia Bennett – Community Board Code of Conduct

Ms Bennett was in attendance to speak on behalf of her mother, Raewyn Bennett, in regards to the communication between the Community Board and Raewyn Bennett on Social Media. She was of the belief that a Community Board member had acted out of Code of Conduct.

The Chairperson apologised, noting that this behaviour was not supported by the Community Board.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION MC21-2.3

Moved: Member S Simpson

Seconded: Member W Ra Anaru

That the meeting reconvene in formal session at 7.32pm.

CARRIED

7.32pm the meeting adjourned.

7.37pm the meeting reconvened.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 9 FEBRUARY 2021

RESOLUTION MC21-2.4

Moved: Member S Simpson

Seconded: Member W Ra Anaru

That the Minutes of the Maketu Community Board Meeting held on 9 February 2021, as circulated with the agenda, be confirmed as a true and accurate record, noting the below amendment;

- That the Maketu Community Board approve up to \$500 from the Maketu Community Board Grants Account to be paid to the Maketu ANZAC Committee, to contribute towards food costs on 25 April 2021.

CARRIED

9 REPORTS

9.1 MAKETU COMMUNITY BOARD CHAIRPERSONS REPORT - APRIL 2021

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

- Clarified that the Te Puke parking warden does not patrol Maketu. The Group Manager Policy, Planning and Regulatory Services provided further information to the levels of service for parking wardens around the District.
- The Workforce Development and Cultural Advisor had a korero with Te Kohanga Reo to understand the historical context behind the agreement between themselves and the Maketu Community Board. The Board had a discussion around what they wanted to achieve moving forward, with the proposed load of metal.

RESOLUTION MC21-2.5

Moved: Member S Beech

Seconded: Cr K Marsh

1. That the Chairperson's report dated 6 April 2021, titled 'Maketu Community Board Chairpersons Report – April 2021', be received.

CARRIED

RESOLUTION MC21-2.6

Moved: Member S Beech

Seconded: Cr K Marsh

2. That the Maketu Community Board approve a further \$2,000 from the Maketu Community Board Reserve Account towards entrance signs into Maketu, noting that this is in addition to the original approved amount of \$5,000 (resolution MC14.3.6).

CARRIED

RESOLUTION MC21-2.7

Moved: Member L Rae

Seconded: Member S Simpson

3. That the Maketu Community Board approve up to \$600 from the Roding Account for a load of metal to be placed at the Te Kohanga Reo.

CARRIED

9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021

The Board considered a report from Councillor Scrimgeour, who provided an update on each of the items, as requested.

CEO Recruitment – The process of the CEO recruitment is nearing the end, and Council should be in the position to offer the job to an applicant soon. The Board was informed that the current CEO, Miriam Taris, finishes at Council in July 2021.

Reserve Management Plan – Councillor Scrimgeour noted that, each triennium, one Ward has a Reserve Management Plan review. This triennium was Maketu-Te Puke Ward, with the site visits having occurred on Monday 15 March 2021.

Kerbside Collection – The Board asked for some background as to why the new Kerbside Collection contract was awarded to EnviroWaste over smaller, more local companies, because there was a fear that these small companies would be put out of business.

The Group Manager Policy, Planning and Regulatory Services gave the Board some background into the rationale for the decision, noting that a significant number of locals are employed by EnviroWaste.

RESOLUTION MC21-2.8

Moved: Deputy Mayor J Scrimgeour

Seconded: Member S Beech

That the Councillor's report dated 6 April 2021, titled 'Maketu Community Board Councillor's Report – April 2021', be received.

CARRIED

9.3 MAKETU COMMUNITY BOARD GRANT APPLICATION

The Board considered a grant application from Maketu Health and Social Services, and decided to defer the application until the following meeting, so that any applications in this financial year could be considered together.

Member Simpson spoke in support of the application presented, highlighting the work that Maketu Health and Social Services undertook, especially during the COVID-19 lockdown. The Board also noted that, to date, the Maketu Health and Social Services has not received a grant from the Maketu Community Board.

RESOLUTION MC21-2.9

Moved: Cr K Marsh

Seconded: Member W Ra Anaru

1. That the Senior Governance Advisor's report dated 6 April 2021, titled 'Maketu Community Board Grant Application', be received.
2. That the Maketu Community Board deferred the Grant application from Maketu Health and Social Services till the next Maketu Community Board meeting to be held 1 June 2021.

CARRIED

9.4 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD APRIL 2021

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

Rauporoa Road Kerb and Channel

The Board would like to go ahead with this project, noting that they will have an onsite meeting with neighbouring whenua representatives.

Transportation – Road Improvements LED Lighting

The Roding Engineer (East) gave some clarification around why some LEDs have been replaced to date and some have not, noting that they have not been missed and will get replaced in due

course. There was also some discussion around the difference in light that is produced by the new LEDs.

Maketu Road Cycleway

The Board would like to be invited to the consultation between Council and local residents in regards to Stage 2 of the Cycleway.

Surf Club Car Park Reserve Rock Revetment

The Board expressed concern over the continuing health and safety issues arising due to this issue still not being resolved.

The Group Manager Policy, Planning and Regulatory Services gave the Board some background information relating to the history of this issue, providing the Board with some rationale behind the advice given to the Board to date.

The Board was advised that they can let this issue proceed to a Commissioner Hearing.

The Community Board would like to see both the Council's design plan, and Jim Dahrn's design plan, and agreed that the Community Board will discuss this issue at their upcoming workshop to determine a direction forward.

Spencer Avenue Reserve Levelling

The Community Board requested a meeting with appropriate staff to discuss the Tonkin and Taylor report in order to be brought up to date, and discuss a way forward. The Group Manager Policy, Planning and Regulatory Services provided clarification around the new report being sought, advising the Board that this is due to the request for further information, noting that she will seek further clarification from the Reserves and Facilities Officer East.

Stop Signs on Te Awhe Road and Beach Road

It was noted that this Minute Action Sheet (MAS) should not be closed off yet, as it is still in progress.

Bollards on Sports Ground

The update on this MAS is incorrect, and should not contain Board members names. It was noted that the Roading Engineer (East) has been reassigned this MAS moving forward and that the MAS will be amended to remove the Deputy Chairperson's name.

Maketu Sports Field (Roadway to Skate Park)

The Board acknowledged the comment made in regards to referring this project to the Long Term Plan (LTP) for funding, noting that this was spoken to by the Deputy Chairperson and Member Simpson at the formal 'Have Your Say' workshop in Council Chambers. The Chairperson also advised the Board that they could offer to part fund this project, to help speed up the timeline.

RESOLUTION MC21-2.10

Moved: Member S Simpson

Seconded: Member L Rae

1. That the Deputy Chief Executive's Report, dated 6 April 2021 and titled 'Infrastructure Services Report Maketu Community Board April 2021', be received.
2. That the Maketu Community Board approve \$12,000 from the Maketu Community Board Roothing Account for the Arawa Avenue Viewing Area project.
3. That the Maketu Community Board approve \$40,000 from the Maketu Community Board Roothing Account for the Rauporoa Road Kerb and Channel.

CARRIED

9.5 MAKETU COMMUNITY BOARD FINANCIAL REPORT - FEBRUARY 2021

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

RESOLUTION MC21-2.11

Moved: Member S Simpson

Seconded: Deputy Mayor J Scrimgeour

That the Management Accountant's report dated 6 April 2021 and titled 'Maketu Community Board Financial Report – February 2021', be received.

CARRIED

9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

RESOLUTION MC21-2.12

Moved: Member S Simpson

Seconded: Cr K Marsh

That the draft schedule of meetings for April, May and June 2021, be received.

CARRIED

The Meeting closed at 9.07pm.

The minutes of this meeting were confirmed at the Maketu Community Board held on 1 June 2021.

.....
Member S Beech
CHAIRPERSON

8.3 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 8 APRIL 2021**File Number: A4045639****Author: Pernille Osborne, Senior Governance Advisor - Community Boards****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Te Puke Community Board Meeting held on 8 April 2021, be received.

ATTACHMENTS

- 1. Minutes of the Te Puke Community Board Meeting held on 8 April 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE PUKE COMMUNITY BOARD MEETING NO. TP21-2
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE
ON THURSDAY, 8 APRIL 2021 AT 7.00PM**

1 PRESENT

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

2 IN ATTENDANCE

J Pedersen (Group Manager People and Customer Services), S Harvey (Roading Engineer East) and P Osborne (Senior Governance Advisor)

4 members of public, including 1 Media and Councillor Denyer.

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Te Puke Community Board. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION TP21-2.1

Moved: Member D Snell

Seconded: Member R Crawford

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

CARRIED

Anthony Nel – Graffiti Busters Limited Owner

Mr Nel was in attendance to speak to the Board about his company Graffiti Busters, informing the Board of the services that Graffiti Busters provided. The below points were highlighted:

- Graffiti Busters currently has contracts with two different Councils, that use them for both the removal of graffiti and the painting of their public toilet blocks.

- Graffiti Busters is aware that there is currently a graffiti contractor within the Te Puke area, however noted that they would love to 'get on board' and work alongside Council.
- Graffiti Busters remove any abusive and/or offensive graffiti within two hours, and anything else within 24 hours.
- They have been working with the Beautification Trust in putting together a proposal and presentation to schools, to educate youth around the ramifications of graffiti, if you are caught doing it, and the difference between graffiti and street art.

The Board asked about youth initiatives to help prevent graffiti, to which Mr Nel noted that better lighting and CCTV cameras make a noticeable difference, but that there were mixed reviews in relation to a graffiti designated wall.

Mr Nel left his business cards for the Board and attending staff.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION TP21-2.2

Moved: Member T Rolleston

Seconded: Member D Snell

That the meeting reconvene in formal session at 7.15pm.

CARRIED

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 11 FEBRUARY 2021

RESOLUTION TP21-2.3

Moved: Cr M Gray

Seconded: Member K Ellis

That the Minutes of the Te Puke Community Board Meeting held on 11 February 2021, as circulated with the agenda, be confirmed as a true and accurate record.

CARRIED

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD CHAIRPERSON REPORT - APRIL 2021

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

Main Street

The Roading Engineer (East) informed the Board that he had met onsite with WestLink to discuss maintenance of the long grasses, and requested that they were kept at a shorter length. The Board were reminded that WestLink, as the maintenance manager, assessed each issue as it arose.

The Board expressed frustration over the duration in which the removal of the tall oriental grasses on Palmer Place was taking. The Roading Engineer (East) reminded the Board that it is a slow

process, but WestLink is aware of the Board and Communities concerns, and are working on cutting these shorter before they are completely removed.

The Community Board requested that the Roading Engineer (East) convey to WestLink that the removal of the plants on Palmer Place is the top priority for the Board.

Te Puke Memorial Pool Season

Councillor Gray acknowledged the successful season that the Te Puke Memorial Pool has had, asking for Member Ellis to pass on the Boards congratulations.

CCTV – Police

The Chairperson advised the Board that the Police are using the CCTV cameras to help identify and monitor the current youth issues occurring in Te Puke.

Tsunami Warning

The Chairperson thanked all those who helped the Community Emergency Response Team during the evacuation.

RESOLUTION TP21-2.4

Moved: Member D Snell

Seconded: Member T Rolleston

That the Chairperson's report dated 8 April 2021, titled 'Te Puke Community Board Chairperson Report – April 2021', be received.

CARRIED

9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021

The Board considered a report from Councillor Gray. The report was taken as read, with further updates on the below items;

CEO Recruitment: The CEO Recruitment decision is imminent and will be released to the public soon.

Corrections Meeting: The Maketu – Te Puke Ward Councillors are meeting with Corrections on 16 March 2021 to discuss the Prisoner Rehabilitation Facility on Rangiuru Road.

Community Events: It was noted that it was nice to see all the community events up and running again after the COVID-19 lockdown.

Wai Kōkōpu: Councillor Gray encouraged everyone to check out the wai-kokopu.org.nz website in regards to the work that they are currently doing around the catchment.

RESOLUTION TP21-2.5

Moved: Member T Rolleston

Seconded: Member R Crawford

That the Councillor's report dated 8 April 2021, titled 'Te Puke Community Board Councillor's Report – April 2021', be received.

CARRIED

9.3 TE PUKE COMMUNITY BOARD GRANT APPLICATIONS

The Board considered a report from the Senior Governance Advisor. The report was taken as read, with the below discussion.

Marukukere Marae Committee on behalf of Te Paamu / Tia Marae

The Board wondered if there were subsidies that the Marae could apply for, noting that they do sit outside of the Te Puke Ward. The Matauranga Māori Marae Ora Fund through the Community Matters Government website was highlighted as something that may be worth exploring.

The Board recommended that the Marukukere Marae Committee seek funding through avenues specifically set up to help with similar requests, noting that if they are unsuccessful, the Board would encourage them to reapply for a Te Puke Community Board grant.

Youth Encounter Ministries

The Board noted that they approved a grant for Youth Encounter Ministries in June 2020, the last financial year. The Board noted that Youth Encounter Ministries also sit outside of the Te Puke Ward, however they are helping youth from within the Te Puke Ward, which is why the Board supported a similar request previously.

RESOLUTION TP21-2.6

Moved: Cr G Dally

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 8 April 2021, titled 'Te Puke Community Board Grant Applications', be received.
2. That the Te Puke Community Board do not approve the Grant application from Marukukere Marae Committee on behalf of Te Paamu / Tia Marae.
3. That the Te Puke Community Board approve the Grant application from Youth Encounter Ministries Trust for \$950.00 to be funded from the Te Puke Community Grants 2020/2021 account, subject to all accountabilities being met, including;
 - That the recipient comes from the Te Puke Ward; and
 - That the recipient presents their experience back to the Community Board following the conclusion of the programme.

CARRIED

9.4 TE PUKE COMMUNITY ROADING PROGRAMME 2021

The Board considered a report from the Roding Engineer (East), and was provided with a brief outline and estimated cost rationale on each of the proposed projects.

The Board completed a walk around, with the Roding Engineer (East), prior to the Community Board meeting, to identify and understand some of the proposed projects.

The Board noted that the *King Street Vet Clinic / Jellicoe Street Industrial Service Lane* with *King Street Footpath* are projects that they would merge together.

Cycleway Footpath Extensions to Improve Connectivity

There was a discussion amongst the Board regarding public consultation on the identified links in the Te Puke walking and cycling network. The Board supported the work the Society is doing, however agreed that they would like to see public consultation undertaken prior to committing any Te Puke Community Board funds to the project.

It was noted that there was a spelling error at the top of page 24 of the agenda, that should read:

The Te Kahikatea Society has identified that there are a number of links in the Te Puke walking and cycling network that could be improved to increase connectivity and use.

Redesign of Queen & Jocelyn Street Roundabout

It was agreed that the Board would hold off on the full redesign project, because when the Te Puke Bypass goes ahead, these roundabouts will be captured as part of the Bypass work.

The Board, however, noted that there were bricks on these roundabouts that needed to be reinstated. The funds to carry out this work would come out of the Roding Engineer's Maintenance Budget.

Beatty Avenue Road Crossing

This project was identified as part of the walk around with the Roding Engineer (East).

The Roding Engineer (East) was asked to supply the Board with estimated costs for extending the footpath, and the estimated cost for leaving it where it currently drops off and adding a crossing to the other side.

The Board has left this project on the table, as they believed there was not enough information provided, at this stage.

RESOLUTION TP21-2.7

Moved: Cr G Dally

Seconded: Member T Rolleston

1. That the Roding Engineer's (East) report, dated 8 April 2021 and titled 'Te Puke Community Roding Programme 2021' be received.
2. That the Te Puke Community Board approve the Community Roding Programme and order of priority of the projects listed.

	Proposed Projects	\$	Priority
1.	Te Puke Quarry Road Footpath & Bridge	300,000	2
2.	King Street Vet Clinic / Jellicoe Street Industrial Service Lane	120,000	4
3.	King Street Pedestrian Footpath	50,000	4
4.	Commerce Lane Pedestrian Safety	20,000 (max spend)	3
5.	Te Puke Intermediate School Safety Improvements	80,000	1
6.	Cycleway Footpath Extensions to Improve Connectivity	100,000	-
7.	Better Street Lighting – Corner of Quarry Road & Jellicoe Street		2
8.	Redesign of Queen & Jocelyn Street Roundabout		-
9.	Beatty Avenue Road Crossing		-

CARRIED

9.5 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD APRIL 2021

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

Bus Stop for Hopper Buses on Cameron Road

The Roading Engineer (East) will continue to progress this, as it was clarified by the School that they are simply after bus stop markings on the road.

Rubbish Dumping outside the Opshop

The Deputy Chairperson noted that he thought it would be useful to have a sign that reminded people not to leave their rubbish outside the Opshop, and to note that CCTV cameras are operating. The Roading Engineer (East) will look into this request.

Car Parks – Oxford Street

The Roading Engineer (East) clarified that the staff comment attached to the Minute Action Sheet (MAS) was in relation to the Taxi Stand Car Park outside Mitre 10.

In regards to the Motorcycle Park outside Life Pharmacy, WestLink has declined this request. The rationale provided was that Council was consulted with during the initial planned works and the impact of the loss of car parks due to creating a Motorcycle Carpark and Disabled Carpark, noting that Council agreed on the works progressing. The MAS response will be updated to capture the second part of this request.

RESOLUTION TP21-2.8

Moved: Member T Rolleston

Seconded: Member D Snell

That the Deputy Chief Executive's Report, dated 8 April 2021 and titled 'Infrastructure Services Report Te Puke Community Board April 2021' be received.

CARRIED

9.6 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT FEBRUARY 2021

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

The Board asked the Senior Governance Advisor to follow up with the budget line 'Security' name change request from the meeting held 3 December 2020.

RESOLUTION TP21-2.9

Moved: Cr M Gray

Seconded: Member D Snell

That the Management Accountant's report dated 8 April 2021 and titled 'Te Puke Community Board – Financial Report February 2021', be received.

CARRIED

9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

RESOLUTION TP21-2.10

Moved: Member T Rolleston

Seconded: Member D Snell

That the draft meeting schedule for April, May and June 2021, be received.

CARRIED

The Meeting closed at 8.48pm.

The minutes of this meeting were confirmed at the Te Puke Community Board held on 3 June 2021.

.....
Member R Crawford
CHAIRPERSON

8.4 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 13 APRIL 2021

File Number: A4055609

Author: Horowai Wi Repa, Governance Technical Support

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the Minutes of the Ōmokoroa Community Board Meeting held on 13 April 2021 be received.

ATTACHMENTS

- 1. Minutes of the Ōmokoroa Community Board Meeting held on 13 April 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
OMOKOROA COMMUNITY BOARD MEETING NO. OM21-2
HELD IN THE OMOKOROA LIBRARY & SERVICE CENTRE
ON TUESDAY, 13 APRIL 2021 AT 7.00PM**

1 PRESENT

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

2 IN ATTENDANCE

M Taris (Chief Executive Officer), B Williams (Strategic Property Manager) and P Osborne (Senior Governance Advisor).

34 member of the Public, including Councillor Denyer and Councillor Murray-Benge

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Omokoroa Community Board. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION OM21-2.1

Moved: Cr D Thwaites

Seconded: Member P Presland

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

CARRIED

Mike Hayden – Omokoroa MenzShed President

Mr Hayden was in attendance to speak to the 'Expressions of Interest for the Old Pavilion and the Old Library' report in the agenda.

Prior to the meeting Mr Hayden requested for a letter to be circulated to Omokoroa Community Board members, in support of his verbal address. The letter outlined concerns around the decision made

by the Community Board in relation to the Omokoroa MenzShed Expression of Interest (EOI) for the Old Pavilion.

Mr Hayden made the below points:

- The Omokoroa MenzShed see themselves as a “Hub” in regards to the types of people that that could benefit from the opportunities made available by the MenzShed;
- There was a wide range of support for a MenzShed in Omokoroa;
- Financial support from Bay Trust and TECT once the Omokoroa MenzShed is up and running;
- As the only submitters of an EOI, the Omokoroa MenzShed is of the belief that there is no other identified need for this space from the community; and
- The Omokoroa MenzShed felt as though they had not been provided the opportunity to speak to their EOI, to answer any questions or concerns from the Board prior to the decision being made.

For these reasons, Mr Hayden asked on behalf of the Omokoroa MenzShed, that the Board let their decision lie on the table, until the Omokoroa MenzShed and the Board could sit down face-to-face and discuss some of the issues highlighted.

Wayne Wright – Omokoroa MenzShed

Mr Wright spoke in support of the Omokoroa MenzShed noting the below points:

- The claim that funding and financial planning were unclear was incorrect;
- The EOI specifically referred to the Settlers Hall site as an alternative which he believed would be a poor alternative;
- The report stated that the Board wanted to solve an identified need for a community facility, however Mr Wright was of the opinion that there was no evidence to support such a need;
- The recommendation in that up to \$250,000 of funding from the Omokoroa Town Centre Budget be spent on upgrading the Old Pavilion, when the MenzShed group was the only EOI for this building;
- Queried why the submissions received were not attached to the agenda; and
- The EOI request indicated that there would be an opportunity to speak to the Board to answer questions, noting that this had not happened.

Mr Wright agreed that the report should lie on the table pending discussions with MenzShed to enable the matters raised for declining the request, to be addressed.

Chloe Wright – Omokoroa MenzShed

Ms Wright spoke in support of the Omokoroa MenzShed, informing the Board of the benefits that a MenzShed can have on both men’s mental health and the community.

James Boyes – Omokoroa Policing Trust Member

Mr Boyes was in attendance to speak on the need for a Police presence in Omokoroa, noting the below points:

- Omokoroa used to have a Police Information Centre, which was open to the public Monday, Wednesday and Friday for two hours in the morning.
- Following the introduction of the 105 non urgent communication system, the Police Information Centre was considered unnecessary, and the service was closed.
- The Omokoroa Policing Trust supports the need to have Police presence in Omokoroa.
- A feasibility study will be undertaken to see if Police presence is a viable and/or a necessary option for Omokoroa.

Mr Boyes would like to have the full support and agreement of the Omokoroa Community Board that they too would fully support a Police study of this nature for the residents of Omokoroa.

Councillor Grainger thanked Mr Boyes and his team for the work they have done over the years with the Police Information Centre.

Bruce McCabe – Omokoroa Residents and Ratepayers Association

Mr McCabe was in attendance to share his concerns with the Board regarding the EOI process for the Old Pavilion, noting the below points:

- He is of the opinion that there has been predetermination regarding the decision;
- There was no opportunity for MenzShed to address any of the Boards concerns;
- It is of his belief, that Council were willing to put \$250,000 towards the relocation and renovation work to the Old Pavilion, but withdrew this when the Omokoroa MenzShed were the only submitters of an EOI; and
- The Omokoroa Community Board should have the EOI on an agenda, and made available to all Councillor's.

Mr McCabe is of the belief that due process has not been followed, and supported the previous requests to leave the decision on the table until further consultation has been had with the Omokoroa MenzShed Representatives.

Trish Rankin – Omokoroa Table Tennis Club

Ms Rankin informed the Board that the Omokoroa Table Tennis Club are interested in the Old Pavilion building, noting that they were aware of the process, but did not submit an EOI, as they assumed that the Omokoroa MenzShed had already secured the building.

Ms Rankin noted the benefits of being able to use the Old Pavilion building, over the spaces already available, noting that flooring and room size are issues that they currently run into.

Abraham De Voogd – Proposed Vodafone Light Post Cell Tower

Mr De Voogd was in attendance to seek some advice from the Board around a proposed light post 5G cell tower by Vodafone, noting the below points:

- Concerned neighbours have polled residents with 66 out of 68 signing a petition against the placement of the cell tower on Vivian Drive;
- The petition was presented to Council's Environmental Consents Manager, who informed Mr De Voogd that Vodafone were following due process and were not seeking permission;
- The location was of concern as Mr De Voogd was of the belief that vehicles exiting Bramley Drive onto Vivian Drive would have the 1.8m post as a visual obstruction; and
- Questioned why it could not be positioned on the current 4G tower.

The Strategic Property Manager responded to questions as follows:

- As long as Vodafone comply with the District Plan requirements (which sets a height of 22 metres) they are permitted to put up a smaller tower for cell phone coverage. The legislation allows for this to happen, and Council are not able to stop this.
- Vodafone would be looking for the best location for coverage, and it would be hard for Council to encourage them to look elsewhere, without a good reason;

The Chief Executive Officer suggested that Mr De Voogd have a conversation with Vodafone, to understand why they have chosen that particular site, and suggest an alternative site. The Deputy Chairperson noted that he would put Mr De Voogd in contact with community members who dealt with a similar situation, to see what advice they can provide moving forward.

Councillor Grainger noted the need for more towers when moving up a generation, as 5G does not have the same reach that 4G does.

Allan Hughes – Omokoroa MenzShed

Mr Hughes was in attendance to speak in support of the Omokoroa MenzShed, noting that he was of the belief that they were overlooked due to the inability for the MenzShed to be used by multiple community groups. Mr Hughes believes that this factor has taken precedent over other factors and minimises the impact that MenzShed's can have on the community.

Mr Hughes noted that there are existing facilities for the majority of community activities, but there is no existing facility for older men to undertake practical hobbies/activities.

The Board were informed that the majority of the people who supported the concept of a MenzShed in Omokoroa were women. This is because they find relief and value in having something available for older men who have finished work to continue to contribute and help out in the community.

Mr Hughes finished his speech by sharing the Māori proverb 'He Tangata'.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION OM21-2.2

Moved: Member D Sage

Seconded: Cr M Grainger

That the meeting reconvene in formal session at 7.50pm

CARRIED

8 MINUTES FOR CONFIRMATION**8.1 MINUTES OF THE OMOKOROA COMMUNITY BOARD MEETING HELD ON 16 FEBRUARY 2021**

RESOLUTION OM21-2.3

Moved: Cr D Thwaites

Seconded: Member D Sage

That the Minutes of the Omokoroa Community Board Meeting held on 16 February 2021, as circulated with the agenda, be confirmed as a true and accurate record.

CARRIED

9 REPORTS

9.1 EXPRESSIONS OF INTEREST FOR THE OLD PAVILION AND THE OLD LIBRARY

The Board considered a report from the Strategic Property Manager. The report was taken as read with further discussion as below.

- Clarification was provided around why the proposal for TOLO to lease the Old Library was for a further two periods of 24 months, and not done per triennium. There was no reason the Board could not alter this. The Chief Executive Officer, noted that three years would carry a higher financial risk.
- Following the verbal submissions during Public Forum, the Board agreed that resolution four should be altered to reflect the need for a conversation with MenzShed representatives.
- The Chief Executive clarified that the Community Board EOI process is not subject to the Local Government Act (LGA) consultation requirements.
- Councillor Thwaites spoke to resolution four, noting that he is in full support of a MenzShed, but provided some rationale around the information that the Board sought when considering the Expression of Interest from the MenzShed, including buildings/spaces used by other MenzSheds.
- The Chief Executive noted that rates are calculated on an area of benefit, so a targeted rate would have to be applied if the area of benefit was smaller than the wider community.
- Member Evans gave the Board his opinion relating to the space suitable for using the types of tools that MenzShed require. Member Evans was of the opinion that this should be a purpose built space that is designed specifically to host the big tools and machines, noting that if you were not in the position to do this, then a garage space would be appropriate.

RESOLUTION OM21-2.4

Moved: Member P Presland

Seconded: Cr D Thwaites

1. That the Strategic Property Managers report dated 13 April 2021, titled 'Expressions of Interest for the Old Pavilion and Old Library', 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 Expression of Interest for lease of the Old Sports Pavilion lie on the table for further consultation.

RECOMMENDATION TO COUNCIL

4. That TOLO be leased the old Library at 9 McDonnell Street on Council's standard terms and conditions, for an initial period of 24-months and subject to satisfactory review a further two periods of 24-months.

CARRIED

9.2 OMOKOROA COMMUNITY BOARD CHAIRPERSONS REPORT - APRIL 2021

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

Councillor Grainger informed the Board that two new seats will be placed on the new Golf Course walkway.

RESOLUTION OM21-2.5

Moved: Member D Sage
Seconded: Member P Presland

That the Chairperson's report dated 13 April 2021, titled 'Omokoroa Community Board Chairpersons Report – April 2021', be received.

CARRIED

9.3 OMOKOROA COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021

The Board considered a report from Councillor Thwaites. The report was taken as read with some further updates on the below items:

Omokoroa Stage 3 Structure Plan: Final decisions have not yet been made.

Long Term Plan (LTP) proposed rates increase: The Board had a discussion around the rates increase proposed in the WBOPDC LTP consultation document, including the rationale behind this proposal. This includes the new Kerbside Collection Service, Capital works being brought forward in order to make the most of Government Funding, and a COVID-19 catch-up.

Members of the Board expressed concern regarding the impact on Omokoroa residents, including that they were of the belief that a lot of residents were not aware of the proposed rates increase, which could be the reason Council was not receiving much feedback.

Councillor Thwaites gave the Board an example of the rates 30/70 percent split, and how the Kerbside Collection falls within this.

RESOLUTION OM21-2.6

Moved: Member P Presland
Seconded: Cr M Grainger

That the Councillor's report dated 13 April 2021, titled 'Omokoroa Community Board Councillor's Report – April 2021', be received.

CARRIED

9.4 INFRASTRUCTURE SERVICES REPORT OMOKOROA COMMUNITY BOARD APRIL 2021

The Board considered a report from the Deputy Chief Executive. The report was taken as read.

RESOLUTION OM21-2.7

Moved: Member D Sage
Seconded: Member J Evans

That the Deputy Chief Executive's report dated 13 April 2021, titled 'Infrastructure Services Report Omokoroa Community Board April 2021', be received

CARRIED

9.5 FINANCIAL REPORT OMOKOROA - FEBRUARY 2021

The Board considered a report from the Management Accountant. The report was taken as read, noting the amendment to the resolution from *February 2020* to *February 2021*.

RESOLUTION OM21-2.8

Moved: Cr M Grainger

Seconded: Member P Presland

That the Management Accountant's report dated 13 April 2021 and titled "Financial Report Omokoroa – February 2021" be received.

CARRIED

9.6 COUNCIL, STANDING COMMITTEES AND COMUNITY BOARD MEETINGS**RESOLUTION OM21-2.9**

Moved: Member D Sage

Seconded: Member J Evans

That the draft meeting schedule for April, May and June 2021, be received.

CARRIED

The Meeting closed at 8.22pm.

The minutes of this meeting were confirmed at the Omokoroa Community Board held on 8 June 2021.

.....
Member T Sage

CHAIRPERSON

8.5 MINUTES OF THE WAIHI BEACH COMMUNITY BOARD MEETING HELD ON 19 APRIL 2021

File Number: A4061825

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the Minutes of the Waihi Beach Community Board Meeting held on 19 April 2021, be received.

ATTACHMENTS

1. Minutes of the Waihi Beach Community Board Meeting held on 19 April 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
WAIHI BEACH COMMUNITY BOARD MEETING NO. WB21-2
HELD IN THE WAIHI BEACH COMMUNITY CENTRE
ON MONDAY, 19 APRIL 2021 AT 6.30PM**

1 PRESENT

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

2 IN ATTENDANCE

G Allis (Deputy CEO/Group Manager Infrastructure Services), A Hall (Roading Engineer West) and P Osborne (Senior Governance Advisor)

15 members of the public, including Katikati Community Board Member Clements

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

The Chairperson advised there was one late item for the Board to consider for inclusion in the open section of the agenda, being Waihi Beach Historical Trail Information Boards.

The reason that this item was not included on the agenda was due to the information not being available in time and it could not be delayed to the next scheduled Board meeting because the Waihi Beach Community Board wished to progress the project.

RESOLUTION WB21-2.1

Moved: Cr A Henry

Seconded: Cr J Denyer

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

9.7 Waihi Beach Historical Trail Information Boards

CARRIED

5 DECLARATIONS OF INTEREST

The Chairperson reminded members of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

Members were advised that if they had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table for the item.

(As per the Local Authorities (Members' Interest) Act 1968)

- Member Roberts declared an interest in item 9.7 Waihi Beach Historical Trail Information Boards.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Waihi Beach Community Board. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION WB21-2.2

Moved: Cr A Henry

Seconded: Member D Ryan

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

CARRIED

Ruth Parsons – Broadlands Block Rejuvenation Committee

Ms Parsons provided the Board with the below updates:

- Thanked Rachel Coll, principal of Waihi Beach Primary School, for undertaking discussions with local iwi and confirmed a new name for “Broadlands Block”. The Broadlands Block Rejuvenation Committee would like to put forward a request to Council for an official name change to “Te Mata”.
- Approval from iwi to progress work had been sought.
- Spraying was undertaken by Waihi Environmental Trust (W.E.T).
- A quote had been received from W.E.T of \$800 to undertake clearing of weeds for the area adjacent to the skate park.
- First planting of close to a thousand native trees will start on 25 June 2021, to coincide with Matariki. An invite will go out to community members.
- The Broadlands Block Rejuvenation Committee will be applying for Council’s Matching Fund Grant for this ongoing project.

Ms Parsons also asked Council why it was taking so long for Waihi Beach to get CCTV cameras, when other towns in the District already had them. The Deputy Chief Executive noted that if Council approved the \$50,000 a year for CCTV cameras, there would be a prioritisation process to identify where the greatest demand was. This will initially be undertaken in conjunction with the Police, and review of the current crime statistics.

The Board noted that they have included this in their Long Term Plan (LTP) submission, and they will be submitting an application if the CCTV Policy is approved by Council.

Nicky Austin – Waihi Beach Events and Promotions

Ms Austin was in attendance on behalf of Waihi Beach Events and Promotions, noting the below updates:

- A plan for the year had been produced, allowing the group to also create a strong funding plan.
- The Eco-Walking Festival was in progress, and with the help of good promotion, a majority of the walks had been sold out. Due to rain the festival would most likely span across three weeks rather than two weeks.
- TIDE Waihi Beach will be happening 28 April 2021.
- Waihi Beach “Beach Clean Up Autumn” will be happening at the end of May 2021.

- Events and Promotions are taking over the “Over the Top Fun Run”.
- ANZAC Bay Event “Summer Kick Off” was in the works, with more information to come at the next Waihi Beach Community Board meeting.
- The Autumn addition of the “It’s about time” magazine had been produced and the Winter addition was now underway.
- The Walking and Cycleway brochure will be released shortly, following information on the new Trig Walkway being received.
- Events and Promotions had been undertaking ‘Relationship Building’ with Council, Creative Bay of Plenty, Tourism Bay of Plenty and The Fox. It was also noted that the group had conversations with Dave MacCalman from Halberg Trust, regarding funding options for the disability beach mats.

The Board was informed of the opening hours for the Information Centre heading into Winter, noting that the reason this has been closed some days, is due to volunteers being unwell.

Doug Longdill – Waihi Beach Environment Society

Mr Longdill was in attendance to provide the Board with an update regarding trapping that the Waihi Beach Environment Society had undertaken over the last few months.

There were people trapping in the Athenree Wetlands, the Beach Road Gorge area, Orakawa Reservoir, Bowentown Reserve and 3 Mile Creek areas. There had been a lot of success over the last few months in the number of pests that had been caught due to the trapping that was undertaken.

The Society noted that they struggle to find volunteers to help with the trapping lines, and that despite the work that the Society was doing, there was still a lot of work that could be done, especially within the Orakawa Area.

The Society noted that, if there were any initiatives from Council in relation to pest control, they would like to collaborate.

The Board noted that there was a Predator Free Hui being held 3 May 2021, and that on 5 May 2021, at the Waihi Beach Library, a Council Staff member would be available to discuss Matching Fund applications.

Mike Hickey – Various Items

Mr Hickey was in attendance to speak on the below items:

- Thanked Council for the tarsealing that has been completed around town; and
- Requested that the Community Board receive notification once the proposed new apartments consent was received. Mr Hickey was of the belief that this should be publicly notified.

Mr Hickey raised the on-going issue relating to dogs on beaches, asking Council how members of the public could recognise the monitors and community ambassadors, and why they were not patrolling the full hours that dogs were prohibited from the Beach i.e. weekends. Mr Hickey gave two examples of incidents that had occurred since the last meeting.

The Board noted that Cheryl Steiner had consulted with the Community Board following the last Community Board meeting.

John Clements – Smart Technologies Future Conference

Mr Clements was in attendance to inform the Board on the successful Smart Technologies Future Conference held for community members from Waihi Beach to Katikati, to enhance digital capability. Mr Clements also noted that there was an introduction for all residents, to the Katikati Hub, and that the Katikati Library will be offering digital courses for those interested.

Bryce Bevin – Waihi Beach Action Plan

Mr Bevin was in attendance to speak to the Board about the Katikati-Waihi Beach Action Plan, noting that he was of the opinion that nothing on the action plan had been achieved.

Mr Bevin gave his opinion on what he believed could be done to help action some of the items.

The Board was advised that the speed signs are being installed throughout the district, and are currently working in the Te Puke/Paengaroa end of the District. The installation of the new speed signs has a goal end date of mid May 2021.

The Board noted that they will discuss pedestrian crossings with the Roading Engineer (West) at their upcoming workshop.

Keith Hay – Katikati-Waihi Beach Residents and Ratepayers Association

Mr Hay was in attendance to highlight the below issues to the Board:

- He was of the belief that the minutes from the 22 February 2021 meeting were incorrect, and that Mr Don Oliver did not represent the Waihi Beach Residents and Ratepayers Association;
- He was of the belief that trucks carting rocks from The Crescent were overloaded, and was concerned that this would impact and cause damage to the new road seal; and
- Wanted an update on the Waihi Beach Sewerage Plant, to which he was informed that this was operating fine, but was in a temporary mode at the moment until the permanent repairs were undertaken. The normal monitoring continues and was meeting compliance.

Jim Cowen – Various Items

Mr Cowen spoke to the Board about the Elizabeth Street Carpark and Reserve and sought the Boards support and recommendation for a clay bank to be made here. This would allow for some more planting to be made during Winter 2021.

Mr Cowen would also like to see a sign at the Skate Bowl behind the Community Centre to stop the users from leaving rubbish. Members of the public were in support of this, noting that this area needed to be looked after properly.

Anthony Thompson – Retirement Home proposed on an old Kiwifruit Orchard

Mr Thompson was in attendance to ask the Board how Council was planning on bringing the proposed retirement home to the attention of the public.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION WB21-2.3

Moved: Cr A Henry

Seconded: Member B Hulme

That the meeting reconvene in formal session at 7.16pm.

CARRIED

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE WAIHI BEACH COMMUNITY BOARD MEETING HELD ON 22 FEBRUARY 2021

The Board considered the minutes from the meeting held 22 February 2021, noting the point that Mr Hay made in Public Forum.

It was agreed that the Board would confirm the name of the association that Mr Oliver represented at the 22 February 2021 Waihi Beach Community Board meeting.

RESOLUTION WB21-2.4

Moved: Cr J Denyer

Seconded: Member M Roberts

That the Minutes of the Waihi Beach Community Board Meeting held on 22 February 2021, as circulated with the agenda, be confirmed as a true and accurate record, following confirmation of the association that Mr Oliver represented at this meeting.

CARRIED

9 REPORTS

9.1 WAIHI BEACH COMMUNITY BOARD CHAIRPERSONS REPORT - APRIL 2021

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

Bike Racks

The Board noted that the Waihi Beach Community Centre Hall would like to have the bike racks reinstalled. There was a discussion around the types of bike racks and if it would be best for the Community Board to upgrade the racks to one of the new and improved options, to which the Board agreed would be most appropriate.

Welcome to Waihi Beach entranceway project

Member Hulme provided the Board with an update regarding the entranceway project, noting that they were still awaiting designs that could be taken out for consultation. There should be a further update available at the next meeting.

Cycleway/Walkway

Member Ryan highlighted a priorities, objective, requirements and decisions document to sit aside Resolution 2 within the Infrastructure Report.

The Roding Engineer (West) had a drive around with two Board members to discuss cycle and walkway signage options and requirements. From this it was noted that the Roding Engineer (West) would create a plan for the Community Board to consider at an upcoming workshop. This would allow the Board to create a comprehensive plan, highlighting easy to achieve areas, and priorities.

The Roding Engineer (West) noted that they could not paint a designated "cyclist only" lane on the road, as there was not enough width to maintain credible safe width, however it was noted that the Board could look into 'Sharrow Markings' to create further awareness on the roads.

The Chairperson noted that there had been some confusion around the pathway by 'The Shake', and whether this was private property or not. The Roding Engineer (West) noted that he believed this was private property, however would confirm this for the Board.

Long Term Plan (LTP)

Councillor Henry acknowledged the effort from the Board on their LTP submission, including the presentation given at the formal 'Have Your Say' opportunity presented to Council on 6 April 2021.

RESOLUTION WB21-2.5

Moved: Member R Goudie

Seconded: Cr A Henry

That the Chairperson's report dated 19 April 2021, titled 'Waihi Beach Community Board Chairpersons Report – April 2021', be received.

CARRIED

RESOLUTION WB21-2.6

Moved: Member D Ryan

Seconded: Member B Hulme

The Waihi Beach Community Board give approval for two new Bike Racks to be installed at the Waihi Beach Community Centre and two replacement racks to be installed outside of the Information Centre, following agreement with Waihi Beach Events and Promotions. This will be funded under the Urban Cycleways Improvement project.

CARRIED

9.2 WAIHI BEACH COMMUNITY BOARD COUNCILLOR'S REPORT - APRIL 2021

The Board considered a report from Councillor Henry. The report was taken as read, with further discussion on the Kerbside Rubbish Collection.

The Deputy Chief Executive noted that the bins will start to be delivered in May 2021, and that there had been two main issues that arose from the communities around the District.

1. There was now an agreement around the 'Assisted Service' which had a high criteria; and
2. The 'Put Back Service' (which would be for areas like Waihi Beach and Pukehina Beach) would help those who do not permanently live at the beach. It was noted that there would be an extra cost for this service.

Member Ryan asked about the input that the Community Board had into the LTP key proposal for 'Maintaining our Roding Network'. It was noted that the input sought through the community or Community Board was through Levels of Service, or the setting of the re-sealing policy.

RESOLUTION WB21-2.7

Moved: Cr A Henry

Seconded: Member R Goudie

That the Councillor's report dated 19 April 2021, titled 'Waihi Beach Community Board Councillor's Report – April 2021', be received.

CARRIED

9.3 LIVE WELL WAIHI BEACH - EXTENSION OF TERM FOR FACILITATOR

The Board considered a report from the Senior Governance Advisor. The report was taken as read with the Board noting that the extension was to maintain the website and newsletter, as well as the relationships/connections that had already been established.

RESOLUTION WB21-2.8

Moved: Cr J Denyer

Seconded: Member D Ryan

1. That the report dated 19 April 2021 titled 'Live Well Waihi Beach – Extension of Term for Facilitator', 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 Waihi Beach Community Board approves an extension to the contract term for the Live Well Waihi Beach facilitator up to 30 June 2021.

CARRIED

9.4 INFRASTRUCTURE SERVICES REPORT WAIHI BEACH COMMUNITY BOARD APRIL 2021

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

Transportation – Road Improvements LED Lighting

The Board noted that Tauranga City Council (TCC) may not be able to complete the LED lighting installation in time to qualify for the NZTA subsidy, and sought clarification from the Deputy Chief Executive as to whether this could be the same case for WBOPDC. Council has been assured that the \$1.7 million approved for LED lighting at the 85% NZTA subsidy, would be spent by 30 June 2021.

Pio Shores and Bowentown Lighting Column Concerns

The Board asked if it was possible to get an update on when the Pio Shores lighting column pole replacements should take place.

Waihi Beach Cycle Path Signs and Markings Review

Member Ryan clarified that this work would not commence prior to discussions with the Community Board. The Board will discuss and review the draft plan with the Roading Engineer (West) at an upcoming workshop.

Trig Walkway Loop Track

The Deputy Chief Executive noted that this project will not be completed in May 2021. Due to delays with contractors and archaeological finds on the route, and it looked to be tracking about six weeks behind schedule.

Waihi Beach to Athenree Shared Path

The Board was informed that there was a hui last week to receive feedback from tangata whenua regarding a fourth potential route (as sent out to the Community Board 16 March 2021). There was an agreement of option four from tangata whenua. The Board requested that Member Ryan is kept 'in the loop' regarding the progress of this project and that this be an item on the next Community Board agenda.

RESOLUTION WB21-2.9

Moved: Cr J Denyer

Seconded: Member M Roberts

1. That the Deputy Chief Executive's Report, dated 19 April 2021 and titled 'Infrastructure Services Report Waihi Beach Community Board April 2021' be received.
2. That the Waihi Beach Community Board, Council staff and the Waihi Beach Cycle Trails Charitable Trust develop the Cycleway Masterplan for Waihi Beach.

CARRIED

9.5 FINANCIAL REPORT WAIHI BEACH - FEBRUARY 2021

The Board considered a report from the Management Accountant. The report was taken as read, with Board members noting that this Financial Report was a lot easier to follow than previous reports.

Broadlands Block Reserve Concept Plan

Following the public forum item from Ms Parsons, the Board noted that there was a formal naming process for Reserves, which included public consultation. It was noted that this would be unlikely to be completed by Matariki 2021.

RESOLUTION WB21-2.10

Moved: Cr A Henry

Seconded: Member D Ryan

That the Management Accountant's report dated 19 April 2021 and titled "Financial Report Waihi Beach – February 2021" be received.

CARRIED

9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

RESOLUTION WB21-2.11

Moved: Cr A Henry

Seconded: Member M Roberts

That the draft meeting schedule for April, May and June 2021, be received.

CARRIED

9.7 WAIHI BEACH HISTORICAL TRAIL INFORMATION BOARDS

Member Roberts declared an interest in this item and took no part in the voting.

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion regarding the wording of the steps, which was agreed to be amended as follows;

1. The Board reaffirm their financial commitment of \$10,000, as noted in resolution WB20-5.11.
2. A letter updating mana whenua of the Historical Trail information project is to be sent to Te Whanau o Tauwhao ki Otawhiwhi, Ngati te Wai and Ngai te Rangi, following review by Council's Māori Relationships and Engagement Advisor. A copy of the letter will be forwarded to Board members.
3. That the content and design of the Historical Trail information also feature on the Waihi Beach Community Events and Promotions website.
4. When the final Historical Trail content is finalised and confirmed by the Waihi Beach Community Board, the placement and installation of the Historical Trail QR Code Signs will be undertaken, under the guidance of Western Bay of Plenty District Council staff.

The Board also agreed that they would like to confirm/approve the content, as it would appear online to the user.

The Board thanked the Deputy Chairperson for her work on this project.

RESOLUTION WB21-2.12

Moved: Cr J Denyer

Seconded: Cr A Henry

1. That the Senior Governance Advisor's report dated 19 April 2021, titled 'Waihi Beach Historical Trail Information Boards', be received.
2. That the Waihi Beach Community Board reaffirm their financial commitment of \$10,000 (approved in resolution WB20-5.11) towards the Waihi Beach Historical Trails project detailed by Member Roberts in her proposal, to be funded from the Waihi Beach Community Board Reserve Account.
3. That the steps 1-4 to progress the project as outlined in the 'Waihi Beach Historical Trail Information Boards' report WB21-2, be implemented.

CARRIED

The Meeting closed at 8.35pm.

The minutes of this meeting were confirmed at the Waihi Beach Community Board held on 14 June 2021.

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Member R Goudie

CHAIRPERSON

9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE KATIKATI - WAIHI BEACH WARD FORUM MEETING HELD ON 2 MARCH 2021

File Number: A4044601

Author: Horowai Wi Repa, Governance Technical Support

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the Minutes of the Katikati - Waihi Beach Ward Forum Meeting held on 2 March 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Katikati - Waihi Beach Ward Forum Meeting held on 2 March 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI - WAIHI BEACH WARD FORUM MEETING NO. KWB21-1
HELD AT THE CENTRE PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI
ON TUESDAY, 2 MARCH 2021 AT 7.00PM**

1 PRESENT

Cr J Denyer (Chairperson) and Cr A Henry.

2 IN ATTENDANCE

M Taris (Chief Executive Officer), G Allis (Deputy CEO/Group Manager Infrastructure Services), J Osborne (Governance Support Administrator) and C Irvin (Senior Governance Advisor).

OTHERS IN ATTENDANCE

D Fraser (Waihi Beach Residents and Ratepayers Association), J Davison (Katikati Memorial Hall Committee), Jacqui Knight (Katch Katikati), David Marshall (Pathways for Rangatahi and Young People), Nicky Austin (Waihi Beach Events and Promotions) and Cindy Clare (Waihi Beach Events and Promotions).

Cr M Grainger (Western Bay of Plenty District Council (WBOPDC)) and Cr N Bruning (Bay of Plenty Regional Council (BOPRC)).

3 APOLOGY

APOLOGY

RESOLUTION KWB21-1.1

Moved: Cr J Denyer

Seconded: Cr A Henry

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

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

PUBLIC FORUM ADJOURN MEETING

RESOLUTION KWB21-1.2

Moved: Cr J Denyer

Seconded: Cr A Henry

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

CARRIED

A. Anna Schroeder – Live Well Project Waihi Beach and Community Response Teams

- The Live Well Waihi Beach Project aimed to identify and amplify community groups and services, a large part of which was creating a central connection point in the Waihi Beach community that people and wider service providers could come to.
- Great inroads had been made over the last four months in order to link-in with important players that could help Waihi Beach in reaching its community goals.
- The Live Well Waihi Beach Project started as a COVID-19 lockdown response to connect and support people in the community.
- A meeting was held on 14 February 2021, which brought together groups that played key roles in community preparedness. It was a very productive gathering of people with shared interests, who set about identifying ways to connect and provide support for the community and vulnerable people, should there be another lockdown. The need for community preparedness would be a continued discussion with the aim of providing support in the best possible capacity.
- The Live Well Waihi Beach Project had been connecting and working closely with the Katikati Community Centre, acknowledging the work of Angela Wallace, who they had been working closely with and which was yielding good results.
- Bringing various community groups together had allowed Live Well Waihi Beach Project to collect valuable demographic, groups and services data, providing a good representation of the community. This would be collated and documented to help with future planning for the community.
- Cr Henry spoke on behalf of Marilyn Roberts (Waihi Beach Community Board). The majority of the Waihi Beach Community felt that the Live Well Waihi Beach Project was a vital part of the community. The immediate response of their teams during the February 2021 COVID-19 lockdown, who came together in a very short space of time and put together plans to support the community, was something that the Waihi Beach Community Board fully supported. They intended to put a submission into the next Annual Plan to allow this work to continue.

B. Lawrie Donald – Project Parore

Mr Donald spoke to a power point presentation noting the following points:

- Katikati Hills to Ocean H2O Improvement Project
Funding of \$500,000 from the Ministry for the Environment (MfE).
- Jobs for Nature
Funding of \$1.7 million. A project of five years' duration to improve stream/river water quality, protect stream margins and wetlands, improve stream/estuary habitat and aquatic biodiversity and recreational opportunities.
- Who Are We?
Uretara Estuary Managers Incorporated (UEMI) operated under the trade name of 'Project Parore'.
Help Katikati was an operational arm of Project Parore. All community involvement would be maintained and protected as the original Society intended.
- Existing Programmes Included:

Catchment Management Plans, Dung Beetles and fish passage, bird walk and coastal walkways, clean up of streams, advocating for clean water, riparian (relating to or situated on the banks of a river) planting and Help Katikati.

- Example Ecological Monitoring
Te Mania Catchment – Ecological monitoring as part of Project Parore was carried out during 2018 and 2019, most of it being done by local Te Mania residents.
- Council as Partners
For: information sources, landowner agreements, legislative permissions, commitment, funding and Council land rehabilitation contracts.
- Our UEM Outcomes To Date
Reduction of suspended sediment in streams, increased awareness about catchment issues, willingness by landowners to initiate environmental programmes, improved instream and terrestrial habitat, great education opportunity for students/landowners and extension of monitoring networks.
- Funding Objectives
Improve stream water quality, increase fresh water biodiversity, habitat protection and enhanced collaborative management of fresh water and our estuary.
- The Reality Is Not What People Think
The forests and patches of bush had become hostile to wildlife. Many birds, lizards and other wildlife had become locally extinct. The forests were quiet and nocturnal pests scuffled through the bush, robbing the forest of any vestige of wilderness. Some species were extinct and many were in serious decline. The focus was to control key predators that took a massive toll on birdlife. Other monitoring surveys had shown recovery of insect populations and moss and fern cover on trunks.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION KWB21-1.3

Moved: Cr A Henry

Seconded: Cr J Denyer

That the meeting reconvene in formal session.

CARRIED

8 PRESENTATIONS

Nil

9 MINUTES FOR RECEIPT

9.1 MINUTES OF THE KATIKATI - WAIHI BEACH WARD FORUM MEETING HELD ON 3 DECEMBER 2020

RESOLUTION KWB21-1.4

Moved: Cr J Denyer

Seconded: Cr A Henry

That the Minutes of the Katikati - Waihi Beach Ward Forum Meeting held on 3 December 2020, be received.

CARRIED

10 REPORTS

10.1 KATIKATI - WAIHI BEACH WARD FORUM MINUTE ACTION SHEET.

The Committee considered a report dated 2 March 2021 from the Senior Governance Advisor. The report was taken as read.

RESOLUTION KWB21-1.5

Moved: Cr J Denyer

Seconded: Cr A Henry

That the report from the Senior Governance Advisor dated 2 March 2021 titled 'Katikati-Waihi Beach Ward Forum Minute Action Sheet', be received.

CARRIED

11 WORKSHOP

SUSPENSION OF STANDING ORDERS

RESOLUTION KWB21-1.6

Moved: Cr J Denyer

Seconded: Cr A Henry

That Standing Orders be suspended for the purpose of holding a Workshop.

CARRIED

11.1 WORKSHOP ITEMS

An update was provided on the following items:

A. Cr Denyer – Kerbside Rubbish Collection Update and LTP Consultation

Kerbside

- The delivery of bins would start on 1 May 2021 and the service would start on 1 July 2021.
 - The CEO advised that there were still some logistic issues being addressed, particularly in relation to rural areas. The plan was to make the 'roll out' as smooth as possible.
 - It was confirmed that only residential areas (where there was a dwelling) would receive the service and not businesses.
 - The Deputy CEO confirmed that, in the first instance, the Community would be relied upon to help those who could be in need of assistance with the service.
 - Anyone requiring information could call through to the WBOPDC Contact Centre, place an enquiry and it would be answered in due course. It was important to remember that, due to
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the large number of calls being received each day, it could take more than a day to receive an answer.

Long Term Plan (LTP)

- Consultation for the Long Term Plan for 2021 to 2031 would open on 8 March 2021 and run to 9 April 2021.
- Hard copy forms for submissions were available at local libraries/service centres or there was an option to go online at haveyoursay.westernbay.govt.nz.
- An LTP community event would be held at the Waihi Beach Community Centre on 27 March 2021 from 4pm to 7pm.
- There would be a lot of opportunity to get involved and 'have your say'. Council was wanting input and feedback from across the community and district.

B. Don Fraser – Waihi Beach Residents and Ratepayers Association

- It was felt that the Waihi Beach Community was doing well at the moment, experiencing a real sense of unity.
- There was a willingness at this time for the Community Centre to 'repurpose' to create a Community Hub, with a lot of residents involved in discussions and in support at this time.
- There was a need for Waihi Beach residents to show Council that people were backing each other to have a unified community plan and community centre. The Community Board needed to be on the same page with this as well. However, this needed to be driven/lead by residents outside of the Community Board.
- There was a need for strong leadership and a united approach, working together to be able to approach Council. It was felt that, in the past, Council had been expected to do too much, and that the Waihi Beach Community needed to work together more effectively to be able to apply for and receive Council funding for the Community and its projects.
- The right people on the right path were needed in terms of leadership – people who could lead change and work towards getting a Community Hub established.
- They had a database of 800 people that included the MenzShed, Focus Group and the Waihi Beach Residents and Ratepayers Association.
- It was also important to liaise and work together with the Katikati Community.
- A 'Community Hub' would provide services for people in need, such as senior residents needing help with money, technology and health issues, but in particular for mental health issues which were very prevalent in Waihi Beach. It was envisaged that two people could provide a raft of services to the community and report to a Board formed by community leaders.
- It was asked that Council provide sample rubbish bins at the April 2021 Waihi Beach Focus Group meeting to show (particularly seniors residents) how the new Kerbside Rubbish Collection would work.
- The Waihi Beach Hall Committee supported a 'Community Hub' for Waihi Beach.
- Cr Henry fully supported the idea of a Waihi Beach Community Hub, saying that it would fit very well with the Library and Service Centre. However, the location of this was a very divided issue amongst the community at the moment and this needed to be resolved in order to move forward.

C. Jim Davison – Chairman Katikati Memorial Hall Committee

- In 1943, Cr Henry's grandfather had discussions about building a hall and then in 1946, creating an 'Incorporated Society'. Local residents then raised money and the 'Katikati Memorial Hall' opened in 1954.
- The Katikati Memorial Hall had been maintained, upgraded and cared for over the last 75 years by dedicated Katikati residents who had worked tirelessly and volunteered a lot of time.
- The Hall belonged to the Committee Trust on behalf of the Katikati Community.
- The Hall was often in constant use all day and some prospective bookings were turned away due to there being no capacity.

- The Committee had plenty to do, including upgrading the back and centre stage, upgrading wiring and toilets, the installation of storm drains and considering and implementing the earthquake proofing, which was expected to cost a lot of money.
- At this point in time the Hall had capacity to cater for large (cultural) events but would perhaps get to the stage where it was not big enough sometime in the near future. At the moment, it could accommodate about 500 people, although there were not many events that needed to accommodate this number of attendees.
- Mr Davison thank Jacqui Knight for the administration services of booking events for the Hall.

D. Jacqui Knight – Katch Katikati

- The events scene was a little shaky at moment with the 'Festival of Cultures' cancelled due to COVID-19, however, plans were proceeding for the 'Blokes and Shed Ramble'.
- There would be a 'Volunteer Expo' in May of this year, which would showcase what various volunteer groups do and give them an opportunity to tell their story.
- The 'New Zealand Mural and Arts Festival' was planned for the whole month of October. Funding applications were being prepared and they were knocking on corporate doors.
- There would be a Katikati Avocado Food and Wine Festival Trust meeting this month to see where things sit at this time. The event would no longer be staffed and run by volunteers but would be run as a commercial venture. This was an iconic event for Katikati, that had grown in numbers over the years, and the Trust needed to decide if they wanted to run the event as a commercial venture or whether the event had done its time. The Trust was aware of numbers having to 'stack up' and also of their responsibilities.
- Katch Katikati was still working with Council developing walk and cycle ways around urban Katikati. There were some small gaps to fill with the aim to get a good track right around the Peninsula of the Beach Road area. They were working together with the WBOPDC Roding Engineer West, to highlight either Park Beach or Tetley Road signs to raise awareness of people on bikes.
- Katikati was the 'Avocado Capital' of New Zealand and Katch Katikati was working with Council to upgrade the playground between the Museum and the Arts Junction, putting an 'Avocado' flavour to it. Installations were scheduled to be put in place in June 2021.
- A town centre plan review was coming up and Katch Katikati would like to work on beautifying the town paths and upgrading the main street.
- The 'Arts Junction' was going well and in their second year of operation. Gallery bookings were progressing well and theatre movies were picking up. Visitor Information Centre numbers were down slightly from 2019/2020.
- Pending a final 'tick-off' through the LTP, the Waitekohekohe Reserve was looking like a positive project.
- Meetings had been held with local Iwi who had identified areas of archaeological significance. One of these sites was up on a section of roadside and another was located on a 'stage four' track, which would have to be re-routed.
- Katch Katikati had a big plan to replant natives and do pest control down both sides of Waitekohekohe stream and would like to potentially build new tracks (they were already in partnership with Project Parore).
- They were hoping that within the next two years Waitekohekohe Reserve would become a popular destination for outdoor activities, including mountain biking and horse riding.
- Cr Henry advised that there was one proposed bridge crossing over the river. Ultimately, a bridge would be good but there was still a lot of discussion around this with the 'jury still out'. However, the hope was to get a bridge.
- Lawrie Donald advised that the site proposed for a bridge was currently not ideal. There was a site downstream that was better suited.
- Cr Denyer advised that the Katikati Community Board's first draft of the Community and Town Centre Plan was in early stages but was progressing.

E. David Marshall – Pathways for Rangatahi and Young People

- There were various factors affecting young people in the community trying to obtain employment in the district.
- A meeting was held with Katikati College and the Ministry of Education (MoE), out of which came several requests. It became clear that there was a 'gap' in youth leaving school who wanted to gain employment but finding it difficult to do so.
- There were issues of 'where to go' for employment in Katikati – children did not want to be following in their parents footsteps.
- A 'Pathways Hui' was held where a review and a focus on areas of pathways for Katikati youth was considered.

Power Point Presentation:

Update on Katikati Taiao DIA Community-Led Development Project: Engaging Rangatahi & Young People in Positive Pathways:

Project Purpose

- To compile a review of the status, available support and future needs of 14 to 24 year-old NEETs (Not in Employment, Education, or Training) within the catchment area of Katikati College (Waihi Beach to Pahoia).
- To foster implementation of community-led solutions where needed.

Project Scope:

- Analysis of the size and characteristics of the 'NEETs' population in the catchment area.
- Inventory of locally engaged agencies, educational organisations, businesses and organisations defining the support and services they currently offer to 'NEETs'.
- Focus Groups/Interviews with local 14 to 24 year old NEETs/Ex-NEETs/Pre-NEETs to identify their perceived barriers and solutions for successful transition from College to meaningful employment, training, or higher learning.
- Inventory of Agencies and Organisations not currently engaged locally, who may be able to support future initiatives.
- Gap analysis of current services and support versus community needs.
- Recommendations on potential community solutions.

NEETs Feedback Overview

- Youth Research Data collected included: types of participants and gender, ethnicity, qualifications gained at College, age leaving college, access to work which included driving licence status and use of bus services, relevant comments from 'NEETs', and Perceived Value of Potential Community Options.

Community Recommendations

- Katikati Youth Pathways Club: Social Services and Health Support, Mentoring and Coaching Support, Active Engagement with Local and Regional Employers and Institutions and Agencies.
- Leading Collaborating Organisations: Tamawhariua Health and Social Services and Katikati Community Centre.
- Other Collaborating Organisations: Katikati Community Centre, Rereatukahia, Tuapiro, and Otawhiwhi Maraes, Katch Katikati, Uretara Estuary Managers - Project Parore, Katikati Taiao, MOU, Priority One, Ministry of Social Development (MSD), EmployNZ, Department of Internal Affairs (DIA), Fruition, Toi Ohomai Institute of Technology, WBOPDC, and Komet AK.

Youth Employability

- The Youth Employability Programme (YEP) helped 14 to 24 year-olds to gain the insight, confidence and skills to get work, keep work and create careers. It built on the seven key employability skills that employers say they wanted:
 - Positive attitude;
 - Willingness to learn;
 - Communication;

- Thinking skills;
- Teamwork;
- Resilience; and
- Self-management.
- YEP could be customised for the particular needs of the young person involved. The generic programme included:
 - 18 - 20 hours of skill-building workshops;
 - 10 - 20 hours of voluntary work experience;
 - 80 hours work experience with a local business;
 - Skills based assessment;
 - Workshops delivered by a skilled facilitator; and
 - Young people would graduate with a 'Licence to Work' certificate. This showed employers that they were 'work ready'.

Project Funding Status

- \$95,000 secured from DIA, TECT & BayTrust to employ a Youth Employment Coach, a Licence to Work Program, and other services.
- Up to \$40,000 was available from the Katikati Community Centre to support the 2021 program and the purchase of a second hand minibus.
- The project was seeking community and business funding for additional needs to build an effective program.
- He Poutama Rangatahi Youth Employment Pathways Fund submission Q2 2021, for 2022-2024.
- The employment of Melody Lamb, as a Youth Employment Coach and Katikati Taiao - Alan Maxwell, as a Community Activator for Community Lead Development.

Financial Priorities

- The purchase of a second-hand, 12-seater van, for transport and customisation (the majority of funding had been secured for this).
- The purchase and outfitting of a Youth Employment 'Office Caravan' to improve access to schools and communities throughout the Ward, with an indicative budget of \$25-\$35K.
- The employment of Angela Wallace as a Community Connector, Katikati Community Centre.

F. Nicky Austin – Waihi Beach Events and Promotions

- 'Waihi Beach Events and Promotions' worked on bringing many events and people to the town which included a designed marketing campaign and online social media.
- It was recognised that, post lock-down, there was a considerable desire for people to get together individually and as a community. There had been difficulties with postponements, which had created a big rush at the end of the year, with a huge influx of full time residents who, in choosing to work from home, had moved to their beach residences.
- The 'Ladies Lunch' event at Waihi Beach was very pleasing, where 114 women got together to listen to inspirational speakers and raise money.
- The Waihi Beach and Katikati Community Awards had been a great event as were the two 'Movie in the Park' events. Both were very successful.
- Coming into this year, Waihi Beach Events and Promotions was still looking at strategy, but putting on the usual events that they did every year.
- Cindy Clare (Media Listing and Advertising Contact for Waihi Beach Events and Promotions) provided an overview of the Marketing Campaign where changes had been adopted. A brand new website, that was easier to navigate, had been created which contained updates and information for residents. This was still being built on, with new initiatives such as a seasonal magazine called 'About Time'. This provided local news and timely information.
- The social media audience had grown, which had included residents being reactive due to COVID-19.

- 'Waihi Beach Events and Promotions' aimed to work with businesses to be reactive if Auckland (or other) visitors could not come to Waihi Beach. They advocated getting the local community behind local businesses. The collating of information of Waihi Beach events enabled them to sell Waihi Beach as a 'package', streamlining brochures and offerings and making Waihi Beach more accessible. Their vision was to be the best seaside village in New Zealand, to build relationships and become a trusted source of information.
- Cr Denyer suggested Waihi Beach and Katikati working together to avoid a clash of events.

RESUMPTION OF STANDING ORDERS

Moved: Cr J Denyer

Seconded: Cr A Henry

That the meeting reconvene in formal session.

CARRIED

MEETING ADJOURN

RESOLUTION KWB21-1.7

Moved: Cr A Henry

Seconded: Cr J Denyer

That the meeting be adjourned at 8.35pm on Tuesday, 2 March 2021 until Tuesday, 9 March 2021 at 3pm.

CARRIED

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI - WAIHI BEACH WARD FORUM RECONVENED MEETING NO. KWB21-1
HELD AT THE WESTERN BAY OF PLENTY COUNCIL CHAMBERS
ON TUESDAY, 9 MARCH 2021 AT 3PM**

12 PRESENT

Cr J Denyer (Chairperson), Mayor G Webber.

13 IN ATTENDANCE

M Taris (Chief Executive Officer), and C Irvin (Senior Governance Advisor).

ABSENT

Cr A Henry

MEETING RECONVENED

Cr Denyer opened the reconvened meeting and welcomed all present.

PUBLIC FORUM

Cr Denyer acknowledged the presentations from Anna Schroeder (Live Well Project Waihi Beach and Community Response Teams) and Lawrie Donald (Project Parore) and thanked them for their work done in the community.

WORKSHOP**B. DON FRASER – WAIHI BEACH RESIDENTS AND RATEPAYERS ASSOCIATION**

RESOLUTION KWB21-1.8

Moved: Mayor G Webber

Seconded: Cr J Denyer

1. That the presentation from Don Fraser, representing Waihi Beach Residents and Ratepayers Association, be received.
2. That the Deputy CEO/Group Manager Infrastructure Services provide the following at the next Waihi Focus Group meeting on 5 April 2021:
 - a. Samples of the bins that will be used for the Kerbside Rubbish and Recycling Collection Services; and
 - b. A presentation on how the new Kerbside Rubbish Collection will work.

CARRIED

C. JIM DAVISON – CHAIRMAN KATIKATI MEMORIAL HALL COMMITTEE

RESOLUTION KWB21-1.9

Moved: Cr J Denyer

Seconded: Mayor G Webber

That the presentation from Jim Davison, Chairman Katikati Memorial Hall Committee, be received.

CARRIED

D. JACQUI KNIGHT – KATCH KATIKATI

RESOLUTION KWB21-1.10

Moved: Mayor G Webber

Seconded: Cr J Denyer

That the presentation from Jacqui Knight, Katch Katikati, be received.

CARRIED

E. DAVID MARSHALL – PATHWAYS FOR RANGATAHI AND YOUNG PEOPLE

RESOLUTION KWB21-1.11

Moved: Cr J Denyer

Seconded: Mayor G Webber

That the power point presentation from David Marshall, Pathways for Rangatahi and Young People, be received.

CARRIED

F. NICKY AUSTIN – WAIHI BEACH EVENTS AND PROMOTIONS

RESOLUTION KWB21-1.12

Moved: Mayor G Webber

Seconded: Cr J Denyer

That the presentation from Nicky Austin, Waihi Beach Events and Promotions, be received.

CARRIED

THE MEETING CLOSED AT 3.15PM

9.2 MINUTES OF THE KAIMAI WARD FORUM MEETING HELD ON 10 MARCH 2021**File Number: A4045854****Author: Horowai Wi Repa, Governance Technical Support****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Kaimai Ward Forum Meeting held on 10 March 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

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

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

1 PRESENT

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

2 IN ATTENDANCE

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

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

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

3 APOLOGIES

APOLOGY

RESOLUTION KWF21-1.1

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

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

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Kaimai Ward Forum. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION KWF21-1.2

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

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

CARRIED

Linda Somerfield – Te Puna Station Road Business Park

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

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

Ms Somerfield asked the below questions:

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

The Deputy Chief Executive responded as follows:

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

Alison Cowley - Rates

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

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

Colin Hewens – Whakamarama Community Incorporated (WCI)

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

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

- Council has decided on three levels of service; Urban (full service), Rural (partial service) and Remote Rural (no service).

- Some errors in the current database have been identified, and forum members were asked to contact Council if they are currently using a green bag but the new system is saying that they do not qualify, as it was noted that all those currently using a green bag should qualify.

Marie Peterson – New Rubbish Collective

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

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

The Deputy Chief Executive responded as follows:

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

Peter Lochhead – District Plan

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

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

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

Neil Adams – Various Items

Mr Adams addressed the Committee on the two following topics:

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

The Chairperson responded as follows:

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

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

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

PUBLIC FORUM MEETING RECONVENED

RESOLUTION KWF21-1.3

Moved: Cr D Thwaites

Seconded: Cr M Grainger

That the meeting reconvene in formal session at 7.44pm.

CARRIED

8 PRESENTATIONS

Nil

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

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

RESOLUTION KWF21-1.4

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

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

CARRIED

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

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

RESOLUTION KWF21-1.5

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

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

CARRIED

SUSPENSION OF STANDING ORDERS

RESOLUTION KWF21-1.6

Moved: Cr M Grainger

Seconded: Cr D Thwaites

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

CARRIED

11 WORKSHOP

11.1 WORKSHOP ITEMS

A. Western Bay of Plenty District Council Kerbside Collective

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

B. Update on the Long Term Plan (LTP)

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

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

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

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

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

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

The Deputy Chief Executive Officer responded to questions as follows:

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

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

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

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

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

E. Kaimai Councillors Clinic

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

RESUMPTION OF STANDING ORDERS

RESOLUTION KWF21-1.7

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

A motion was moved that Council resume standing orders.

CARRIED

MEETING BE ADJOURNED

RESOLUTION KWF21-1.8

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

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

CARRIED

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

PRESENT

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

PRESENT (VIA ZOOM)

Cr M Grainger

IN ATTENDANCE

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

MEETING RECONVENED

The Chairperson opened the reconvened meeting and welcomed all present.

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

Moved: Cr M Murray-Benge

Seconded: Mayor G Webber

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

CARRIED

12 RECOMMENDATIONS TO COUNCIL/COMMITTEE

12.1 GRAEME MILLS - KAIMAI OMANAWA RURAL RATEPAYERS ASSOCIATION (KORRA)

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

12.2 WAKA KOTAHI (NZTA) SPEED LIMIT REVIEW PROCESS

RESOLUTION KWF21-1.10

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

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

CARRIED

The Meeting closed at 2.16pm.

9.3 MINUTES OF THE MAKETU - TE PUKE WARD FORUM MEETING HELD ON 16 MARCH 2021**File Number: A4045863****Author: Horowai Wi Repa, Governance Technical Support****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Maketu - Te Puke Ward Forum Meeting held on 16 March 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Maketu - Te Puke Ward Forum Meeting held on 16 March 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU - TE PUKE WARD FORUM MEETING NO. MTP21-1
HELD AT THE MAKETU FIRE STATION, 668 WILSON ROAD
ON TUESDAY, 16 MARCH 2021 AT 7.00PM**

1 PRESENT

Cr K Marsh (Chairperson), Cr M Gray, Cr G Dally, Deputy Mayor J Scrimgeour and Mayor G Webber

2 IN ATTENDANCE

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

24 Members of the Public including Maketu Community Board member Laura Rae and Te Puke Community Board Chairperson Richard Crawford.

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Maketu-Te Puke Ward Forum. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION MTP21-1.1

Moved: Cr G Dally

Seconded: Deputy Mayor J Scrimgeour

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

CARRIED

A. COLAB Te Puke – Update

Richard Crawford (COLAB Steering Group Representative) gave an update regarding COLAB Te Puke, a community led development group. Mr Crawford noted that the group is currently a steering group, and is about to become an incorporated society.

COLAB currently work in the food resilience space, housing, youth, community connections, and is also currently working on a housing resolution service. Mr Crawford thanked Council for their input in the Long Term Plan (LTP).

B. The Daily Trust – Update

Richard Crawford (Daily Trust Representative) provided the Committee with the following update. The Daily Trust recently entered a contract with Ministry of Education (MOE) to serve lunches to six local schools (2000 lunches per day). Mr Crawford noted there are currently 32 staff working in The Daily Café and the 'Lunches for Schools' service.

C. Te Ara Kahikatea Pathway Groups – Update

Richard Crawford (Te Ara Kahikatea Pathway Steering Group Representative) provided the Committee with an update regarding the recent meeting, noting the anticipation for the future of Te Ara Kahikatea to Maketu Road cycleway. Mr Crawford acknowledged that this project is in the LTP.

D. Mike Maassen – Pongakawa

Mr Maassen referred to the last Ward Forum meeting relating to discussions with Council about potential improvements for the Arawa Road and Penelope Place area. Mr Maassen acknowledged the meeting took place with three Councillors, Council staff and WestLink, noting that the meeting was positive, and had a great outcome. Mr Maassen requested that any planned future work to enhance the area be communicated to the community.

E. Miah Hammond – Pongakawa Bush Road

Miss Hammond informed the Committee about a bus incident that happened on Pongakawa Bush Road involving her younger brother. Miss Hammond noted that her family is concerned about the lack of seatbelts on the buses, and the speed limit of 100km/h on Pongakawa Bush Road, as they believe this should be reduced to 70km/h. Mayor Webber took Miss Hammonds recorded concerns to the Regional Transport Committee for further discussion.

F. Andrea Marsh – White Shade Cloths

Mrs Marsh raised her concern about the growing number of white shade cloths that are used in orchards in the area. She noted that if they are viewed from the road, they should be green, and that this needs to be enforced. Mrs Marsh was advised that there is a requirement for green or black cloth to be used within 30m of the boundary, however there was no mention of colour requirements for shade cloths outside of the 30m, even if they are visible from the road. This could be considered in the upcoming District Plan review.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION MTP21-1.2

Moved: Cr M Gray

Seconded: Deputy Mayor J Scrimgeour

That the meeting reconvene in formal session at 7.21pm.

CARRIED

8 PRESENTATIONS

Nil

9 MINUTES FOR RECEIPT**9.1 MINUTES OF THE MAKETU - TE PUKE WARD FORUM MEETING HELD ON 15 DECEMBER 2020**

The Committee considered the minutes of the Maketu – Te Puke Ward Forum meeting held on 15 December 2020. The minutes were taken as read.

RECOMMENDATION

Moved: Cr M Gray

Seconded: Cr G Dally

That the Minutes of the Maketu - Te Puke Ward Forum Meeting held on 15 December 2020 be received.

10 REPORTS**10.1 MAKETU-TE PUKE WARD FORUM - MINUTE ACTION SHEETS**

The Committee considered a report from the Governance Support Administrator. The report was taken as read.

RECOMMENDATION

Moved: Cr G Dally

Seconded: Deputy Mayor J Scrimgeour

That the Governance Support Administrator's report dated 16 March 2021, titled 'Maketu-Te Puke Ward Forum – Minute Action Sheets', be received.

SUSPENSION OF STANDING ORDERS

RESOLUTION MTP21-1.3

Moved: Cr M Gray

Seconded: Deputy Mayor J Scrimgeour

A motion was moved that the Maketu-Te Puke Ward Forum suspend standing orders for the purpose of the workshop.

CARRIED

11 WORKSHOP**11.1 WORKSHOP ITEMS****A. Shane Beech – Maketu Coastguard Volunteer**

Mr Beech was in attendance to ask for the Committee's support and guidance regarding Bay of Plenty Regional Council's (BOPRC) proposal to relocate the drain that currently runs parallel to Ford Road. Butch Waterhouse and Geoff Oliver were in attendance to speak in support of Mr Beech's concerns, noting the following points:

- That the project would greatly affect the operations of the Maketu Coastguard Service, as well as Mr Waterhouse's commercial fishing business.
- They are of the understanding that one of the drain relocation options was right next to the Coastguard boat compound, and if progressed would result in the loss of half their current jetty.
- There were concerns regarding the silt and contaminants coming out of the drain, specifically around how this would affect the Coastguard and commercial fishing boats.
- Mr Oliver suggested a cheaper and more effective option, requesting Council's support in their submission to BOPRC.

Western Bay of Plenty District Council will include feedback on the proposal for the drain relocation in their submission to the Bay of Plenty Regional Council's LTP.

B. Mark Boyle – Te Puke Economic Development Group

Mr Boyle spoke on behalf of the Te Puke Economic Development Group and gave an update on the below topics:

- Rangioru Business Park – First 30 hectare plan of the Tauranga Eastern Link (TEL) side of Young Road is underway. There was currently around 12 parties interested in some of the industrial land within the business park.
- Housing in Te Puke – There were a number of houses to be built, particularly in the vicinity of No 3 Road and Macloughlin Drive, as well as the Seddon Street area.
- Te Puke Town Centre – Mr Boyle believed the town centre was strong, acknowledging the funding that Council has contributed towards the continued upgrades.
- Long Term Plan – The Te Puke Economic Development Group will be putting a submission into the Long Term Plan.
- Te Puke Business Awards – These will be relaunched in 2021.

Councillor Marsh acknowledged and thanked the Te Puke Economic Development Group for their continued work within Te Puke.

C. Andre Hickson – Wai Kokopu Catchment Group

Mr Hickson spoke on behalf of the Wai Kokopu Catchment Group, and provided the Committee with some background into the establishment of the Group. Mr Hickson raised the following points in regards to Little Waihi Estuary, noting this was one of the most polluted estuaries in New Zealand.

- The Wai Kokopu Catchment Group had been given some funding by the Ministry for Primary Industries (MPI).
- A scientific based assessment will be done on the catchment that services Little Waihi, to identify outcomes and improve the Estuary.
- A behavioural change mind-set is being encouraged from the top of the catchment to the bottom.

D. Mike Owen – Te Puke Police

Councillor Marsh acknowledged that Mr Owens was an apology, but would be invited to the next Maketu-Te Puke Ward Forum.

E. Catherine Cawte and Joanne Black – Pongakawa Heritage Charitable Trust

Ms Cawte and Ms Black were in attendance to provide the Committee with some background on the establishment of the Trust, noting the following updates:

- After the recent Jubilee for the Pongakawa School, the Trust was keen to find a home for the memorabilia, to preserve and celebrate local history.
- The Trust was donated a house from a local family, to use for this purpose.
- Council was thanked for their ongoing support.
- Councillor's acknowledged the work that the Trust continued to do.

F. Craig Haggio – Pongakawa School Principal

Mr Haggio spoke in regards to the Pongakawa School and surrounding area.

- Mr Haggio acknowledged Miss Hammond's request regarding seatbelts on school buses, noting that the buses are run by the Te Puke Bus Group, on behalf of the Ministry of Education, and are not run by the school itself.
- The speed limit on Pongakawa Bush Road and surrounding roads needs to be reduced because of the school. There is no signage to warn people there are children in the area.
- Acknowledged the work the Ward Councillors and Council staff are doing to reduce the speed limit to 60km/hr on Pongakawa Bush Road.
- Mr Haggio was previously informed that there were future plans for signage to be installed on Pongakawa Bush Road, to make road-users aware there are children in the area, as it was noted that there was currently none.

G. Richard Weld and Colleen Pye – Prisoner Rehabilitation Facility

Mr Weld outlined his concerns with the resource consent for 240 Rangiuru Road, Te Puke. Ms Pye spoke in support of the concerns raised, and presented the Committee with a petition signed by 475 local residents. Ms Pye also highlighted the impact and safety concerns of neighbouring residents.

Ms Pye advised the Committee that Vance Skudder (Tapuika Iwi Authority representative) was an apology for this meeting, and read a letter on his behalf. The letter advised Council that local iwi were also not in support of the resource consent, requesting a kanohi ki te kanohi (face to face) with Council.

The Chief Executive Officer advised forum members of Council's role within the resource consent process, with a reminder that Council must remain neutral regarding the use of the resource consent. If the resource consent is breached, abatement notices can be issued.

Mayor Webber noted that staff will review the process for this resource consent, however cautioned members that changes may not be made.

RESUMPTION OF STANDING ORDERS

RESOLUTION MTP21-1.4

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

A motion was moved that Council resume standing orders.

CARRIED

MEETING BE ADJOURNED

RESOLUTION MTP21-1.5

Moved: Mayor G Webber

Seconded: Cr G Dally

That the meeting be adjourned until Wednesday, 24 March 2021 at 11.00am in the Council Chambers, 1484 Cameron Road, Greerton.

CARRIED

The Meeting adjourned at 8.31pm.

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU - TE PUKE WARD FORUM RECONVENED MEETING NO. MTP21-1
HELD AT WESTERN BAY OF PLENTY COUNCIL CHAMBERS,
ON WEDNESDAY, 24 MARCH 2021 AT 11.00AM.**

PRESENT

Mayor G Webber

PRESENT (VIA ZOOM)

Cr K Marsh (Chairperson), Cr M Gray, Cr G Dally and Deputy Mayor J Scrimgeour

IN ATTENDANCE

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

4 members of the public.

MEETING RECONVENED

The Chairperson opened the reconvened meeting and welcomed all present.

Cr Grant Dally entered the meeting at 11.02am.

12 RECOMMENDATIONS TO COUNCIL/COMMITTEE

12.1 COLAB TE PUKE

RESOLUTION MTP21-1.6

Moved: Cr K Marsh

Seconded: Cr M Gray

That the Maketu-Te Puke Ward Forum invite COLAB Te Puke to make a presentation in the workshop section at the next Ward Forum meeting.

CARRIED

12.2 RICHARD WELD AND COLLEEN PYE - PRISONER REHABILITATION FACILITY

RESOLUTION MTP21-1.7

Moved: Mayor G Webber

Seconded: Cr K Marsh

That the Maketu-Te Puke Ward Forum request that Council staff review the process of the resource consent granted for 240 Rangiuru Road, and provide the outcome of the review to Committee Councillors.

CARRIED

RESOLUTION MTP21-1.8

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr K Marsh

That Mayor G Webber, on behalf of Ward Councillors, requests a meeting with the Department of Corrections in relation to the establishment of the Prisoner Rehabilitation Facility at 240 Rangiuru Road.

CARRIED

THE MEETING CLOSED AT 11.29AM.

9.4 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 19 MARCH 2021**File Number: A4036327****Author: Carolyn Irvin, Senior Governance Advisor****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Audit and Risk Committee Meeting held on 19 March 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Audit and Risk Committee Meeting held on 19 March 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE MEETING NO. AR21-1
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON FRIDAY, 19 MARCH 2021 AT 1.30PM**

1 PRESENT

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

2 IN ATTENDANCE

M Taris (Chief Executive Officer), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), R Davie (Group Manager Policy Planning and Regulatory Services), M Dowd (Chief Information Officer), M Palmer (Acting – Finance Manager), L Balneaves (Executive Assistant Finance and Technology Services) and C Irvin (Senior Governance Advisor).

OTHER ATTENDEES

P Jones (PJ & Associates)

Aon

M Wilson (National Client Relationship Manager – Aon Local Government Risk Practice)
D MacDonald (Operations Manager, Aon Local Government Risk Practice)

3 APOLOGIES

APOLOGY

RESOLUTION AR21-1.1

Moved: Cr M Grainger

Seconded: Cr M Dean

That the apology for lateness from Mayor G Webber and absence from Cr K Marsh 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

Nil

10 REPORTS

10.1 SUMMARY OF AUDIT AND RISK AGENDA TOPICS

The Committee considered a report dated 19 March 2021 from the Group Manager Finance and Technology Services, who provided a summary of the reports to be covered in the Agenda. The report was taken as read.

RESOLUTION AR21-1.2

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

That the Group Manager Finance and Technology Services report dated 19 March 2021 titled 'Summary of Audit and Risk Agenda Topics' be received.

CARRIED

10.2 SUMMARY OF COUNCIL'S INSURANCE RENEWAL PROCESS

The Committee considered a report dated 19 March 2021 from the Group Manager Finance and Technology Services who advised that the purpose of the report and the presentation by Aon was to give Committee members an opportunity to gain a better understanding of Council's Insurance Renewal Process.

The Group Manager Finance and Technology Services introduced Matthew Wilson and Deanna Macdonald from Aon who spoke to a power point presentation noting the following:

Renewal Outcomes

- Aon had been reviewing insurance market outcomes from 1 November 2019 to 1 November 2020.
- The current market (from 1 November 2020 to present) was a 'distressed' one.
- There was a significant increase in local councils liability premiums in 2020. Council's across New Zealand had to start looking at ways of reducing policy insurance rates. The continued rise in insurance rates was potentially unsustainable and insurers 'appetite' for insuring was becoming limited.
- There had been a significant number of claims in the Council space over the last five to six years, with a noticeable increase in liability claims.

Western Bay of Plenty Policies Included:

Major Insurance Policies in Respect of Assets	
Material Damage (excl fire)	Above ground assets.
Material damage (fire)	Above ground assets.

Business Interruption	Above ground assets (e.g. lost rental income)
Excess Layer Business Interruption	Accumulation of potential exposure that could affect multiple councils (a belts and braces approach).
Infrastructure cover	Covers reticulation assets – if a council took adequate steps to cover forty percent of their exposure then Central Government would pay sixty percent.
Lower Insurance Policies	
Commercial Motor	Cover for fleet vehicles.
Employers Liability	Injury that could not be claimed from ACC (normally an injury that took a long time to manifest itself).
Statutory Liability	This was mostly around Health and Safety legislation. Cover for an unintentional breach of a piece of statutory legislation – claim for reparations that may be awarded against Council for the cost of defence/fines. There were other pieces of related legislation but Health and Safety was a prominent component of this.
Fidelity/Crime	Protection against crime theft or fraud by an employee/third party.
General Liability	Cover for an organisation for damage caused to a third party or property in the course of undertaking day to day operations.
Professional Indemnity	Claims with clients: a third party suffering a financial loss through poor advice under ordinary operations.
PI & PL Liability Excess Layer	Excess protection – a cost effective way for councils to receive extra protection in the event of large scale loss effecting multiple Councils in the region.
Cyber Liability	Loss arising from an actual breach, or suspected breach, of the Insured's computer systems, or extortion threat with an intent to harm or restrict access to the Insured's computer network or electronic data.
Business Travel	Now reduced due to COVID-19. Would be monitored.
Standing Timber	Covered forestry blocks that Western Bay of Plenty District Council (WBOPDC) own.
Aviation Hull	Cover for a drone and the liability associated with operation of these drones. Normal public liability insurance did not cover anything to do with aviation.
Aviation Non Owners	Amounts which the Insured becomes legally liable to pay to third parties as damages for bodily injuries and/or property damage arising from an occurrence in connection with the operation, hire or charter of an aircraft not owned by the Insured.

Presenters responded to questions as follows:

- A 'big bundle of work' needed to be done in the infrastructure space. Infrastructure cover was executed out of London, with some local market involvement. The current 'material damage' market (which was where infrastructure sat) was a 'distressed' market.
- Infrastructure placement was a natural catastrophe placement, which included earthquakes, storms, and tsunamis.
- Over the last ten years, the cost of natural disasters globally had increased significantly, which affected pricing and capitalisation issues on the market.
- Council's claim history did not have an impact on pricing generally. Bay of Plenty Local Authority Shared Services (BOPLASS) bought their insurance collectively which provided huge benefits, especially for infrastructure pricing. Aon looked at the allocations internally and as a group, and were provided a premium for the group as opposed to individually and/or on claim histories. This provided for 'economy of scale' (cost advantages) and meant that one entities' claim did not necessarily have a big impact on ratings.
- All insurers expected, at some stage, the 'big loss'. Big losses did not necessarily impact the insurance program. High frequency, low value losses had a much bigger impact because the primary insurers didn't necessarily re-insure those losses.
- Global market forces had pushed insurance rates up. If Council was not a member of BOPLASS it could potentially struggle to buy infrastructure insurance.

Enhancing Risk Governance

- Ultimately, it would be better to take what was wanted from the insurance market as opposed to only taking what was being given. Underwriters, by nature, were conservative.
- Council needed to embark on a program, ready for November 2021, that included understanding risk better, increasing certainty and reducing uncertainty, enabling good risk governance decisions, and optimising risk transfer programmes. It needed to become a more discerning buyer, refining it's knowledge of what its exposures and risks were. Narrowing its uncertainty, so that what was taken to the insurer was 'fine tuned', would result in a better outcome.
- Due to the conservative nature of underwriters, an extra charge was likely to be added to ratings if they had doubts about an assets schedule, exposures or requirements.

Insurance Levers – Controlling the Cost

- 'Levers' (things that could be changed) could be 'pulled' to mitigate impacts on the market. The market could not be controlled. However, Council could look at how it engaged with it, and how it's insurance program was tailored in terms of what the market was prepared to offer in pricing.
- There were a number of things that Council had control over, such as how costs could be more effectively managed, establishing what was controllable and what was not, and what Council needed to understand to make more informed decisions.

Presenters responded to questions as follows:

- To ensure that one entity was not being disadvantaged by another in a 'Collective Insurance Agreement', it was important that all entities were maintained at the same standard. This had to be managed well as there could be consequences of greater premiums if the standard was not upheld. There was a lot of work being done on this now by Aon Insurance.
- The CEO advised that, while Council was in the BOPLASS group, there were differentials within the group. It was, however, advantageous for WBOPDC to be in the group due to the 'economy of scale' and had been for some years.

Retentions

- 'Risk Retention' was the financial risk that remained on the balance sheet;

- A 'deductible' removed the most expensive part of risk transfer;
- A 'loss limit' was the limit up to which a claim would be paid; and
- 'Declared Values' was a premium that was calculated by multiplying the rate by the total declared values. Increasing or decreasing the total declared values would directly impact cost. Changing values could require change to deductible and loss limit levels.

Presenters responded to questions as follows:

- Council needed to find the 'sweet spot' where they bought just the right amount of capital.

In Summary:

- Rate:
 - What was controllable? Understanding the risks and the management of active engagement with markets and coverage.
- Retention:
 - Could more risk be retained?
- Declared Values:
 - Were the values sufficient to be able to rebuild what was needed? Did everything need insuring?
- Risk Understanding:
 - Was Council able to quantify its risks, in both severity and frequency? Was the cash flow/balance sheet able to withstand these losses? Did Council have adequate information to make informed decisions?

Presenters responded to questions as follows:

- Council needed to establish that its 'rule of values' was correct. If it was wrong there could potentially be some uninsured assets.
- All of the above 'levers' needed to be investigated and Aon was engaging in these conversations now.

Insurance Strategy

- Informed Risk Governance was needed which, among other things, included:
 - Determining valuations and defining the risk;
 - Risk positioning – financial ability and willingness to accept risk;
 - Loss and volatility estimation for material damage and business interruption;
 - Control and prevention of risk;
 - Asset and organisational resilience and recovery; and
 - Optimising insurance program conditions, limits, retentions and alternatives.

Presenters responded to questions as follows:

- It was important for Council in these 'hardened market times' to have conversations around risk governance.

Next Steps

- The insurance renewal process last year was a difficult one, mainly due to COVID-19.
- BOPLASS had a very good relationship with the London markets/underwriters.
- The insurance renewal process would be started much earlier this year. The London markets had informed Aon that, if they could get all the necessary information to them by the end of August 2021, they would be able to give 'indicative terms' by 1 October 2021.
- Aon had collaborated with a collective group of people and canvassed how they would implement this, and do it better. A work stream had been developed as a result of this which

was starting to be put into action now. It was hoped this new process would relieve time constraints and pressures on people.

- This meant that there would be options available to Council and choices would have to be made from these options. There should ultimately be a cost benefit to Council from this.

Presenters responded to questions as follows:

- It was thought that, at the moment in New Zealand, the rating levels would stay relatively flat.
- There were a raft of changes implemented last year in the infrastructure area, and it would now depend on values and limits. Cumulatively, it was hoped that the level would not rise more than 26 percent.
- If Council could adopt a 'bundle of changes and considerations' in its approach, it would produce a better result. This would be because some of the aforementioned 'levers' would have been pulled.
- New Zealand Insurance issued a paper recently regarding flooding and climate change. It indicated there may be a change in appetite regarding flooding insurance within the next three to five years.
- If Council elected to insure an asset for its functional replacement value, it would be itemised as such on the insurance schedule.
- Global events absolutely impacted the market in New Zealand.

The Chairperson thanked Aon for their presentation.

RESOLUTION AR21-1.3

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the Group Manager Finance and Technology Services report dated 19 March 2021 titled 'Summary of Council's Insurance Renewal Process' be received.

CARRIED

2.45pm The meeting adjourned.

2.55pm The meeting reconvened.

10.3 HEALTH AND SAFETY REPORT

The Committee considered a report dated 19 March 2021 from the Executive Assistant People and Customer Services. The Group Manager People and Customer Services spoke to the report noting the following:

- Health and Safety had been tracking well.
- Incidents of people behaving aggressively at Library and Service Centres was a recurring theme and was being monitored. Due to this, safety systems had been put in place.

Staff responded to questions as follows:

- WBOPDC had security guards from time to time in its Library and Service Centres – particularly in Te Puke where there was a higher incident rate.
 - It was planned to put a permanent hazard-type marker on the concrete lip at the entrance to the Katikati Library. Some planters had already been placed there.
 - Te Puke Library and Service Centre had had one repeat offender in the last five years. This person had been trespassed.
-

- The contractor incidents included in the statistics were generally of a low severity and were predominantly 'near-miss' reports. Contractors were responsible for their own health and safety on site, although Council had a principle responsibility.

3.05pm Mayor Webber entered the meeting.

RESOLUTION AR21-1.4

Moved: Cr M Grainger

Seconded: Cr M Dean

That the Group Manager People and Customer Services report dated 19 March 2021 titled 'Health and Safety Report' be received.

CARRIED

10.4 REPAYMENT OF DEBT MATURITY

The Committee considered a report 19 March 2021 from the Senior Financial Planner. The Group Manager Finance and Technology Services spoke to the report noting the following:

- Council had a debt maturity to be repaid to the Local Government Funding Agency Limited (LGFA) on 15 April 2021. Council could repay the debt from its cash balance or it could be refinanced.
- Staff had reviewed the options and felt that the prudent approach would be to pay off the debt. This was because the holding costs for refinancing were higher than investing money in the bank.

Staff responded to questions as follows:

- The LGFA had bond issuances on a regular basis through each financial year. The capital program would determine the timing of this for each financial year. Officers would look at the capital program for the year, and based on that level of spend, would start looking at the bond issue frequencies for that year, and work with Council's treasury advisors to identify opportunities to raise debt and bring this to Council.
 - Council still had to consider what its capital program was going to be once the consultation process finished and prior to finalising the LTP. Once Council had deliberated on the feedback from the Community, and what the capital program would look like, officers would then look to program the debt profile accordingly.
 - The subsequent annual planning processes would provide Council staff with more certainty around what the debt requirements would be for the years between the two LTP refresh cycles.
 - A 'borrower note mechanism' was something that the LGFA had put in place for any quantum of money that a local authority borrowed. 1.6% of the loan value needed to be invested as capital in the LGFA to meet the capital requirements that the Reserve Bank had set for the company. This money was then repaid to the borrowing local authority upon maturity of that debt.
-

RESOLUTION AR21-1.5

Moved: Cr M Murray-Benge

Seconded: Deputy Mayor J Scrimgeour

1. That the Senior Financial Planner's report dated 19 March 2021 titled 'Repayment of Debt Maturity' 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 recommend to Council that the \$20 million debt maturity payable to the Local Government Funding Agency Limited on 15 April 2021 be repaid from Council's cash balance.

CARRIED

10.5 TREASURY UPDATE

The Committee considered a report 19 March 2021 from the Senior Financial Planner. The report was taken as read.

Staff responded to questions as follows:

- The Group Manager Finance and Technology Services noted that page 15, paragraph 8 of the report should read April 2021.
 - The central government strategy, at the moment, was to try and encourage people to buy a new house as opposed to an old one, mainly to try and cater for the shortage of housing on the market. The intention was to try and create financial mechanisms to be more practical for first time home buyers, with limited financial needs, to get into the new home market as opposed to buying in the existing market.
 - In response to the Government's levels of uncertainty around the housing market, one of the fundamental changes/updates made last year in the Treasury policy philosophy was to be more agile in this space and adopt a more short term pricing regime (as opposed to longer term pricing certainty).
-

RESOLUTION AR21-1.6

Moved: Cr D Thwaites

Seconded: Cr M Dean

That the Senior Financial Planner's report dated 19 March 2021 titled 'Treasury Update' be received.

CARRIED

10.6 TAX GOVERNANCE FRAMEWORK

The Committee considered a report 19 March 2021 from the Senior Financial Planner. The Group Manager Finance and Technology Services spoke to the report noting the following:

- The new Tax Governance Framework was a compliance program that would be a new element in the work program for future Audit and Risk Committee meetings.
 - Council's appointed tax advisor, PwC, would present a work program to the Committee in relation to its tax risk management strategy. This would involve covering Council's tax obligations and the mechanisms that would be needed to implement them.
-

- PwC would be engaged to review councils tax processes, and report back to the Committee in terms of:
 - The robustness of those processes;
 - The risk levels inherent within those processes around how it manages its tax liabilities;
 - How accurately and regularly they are filed;
 - Any other tax strategic items that need to be factored in by the Committee that had any influence on Councils processes.

Staff responded to questions as follows:

- This 'Tax Risk Management Strategy' was common in the sector but new to WBOPDC. Initially, staff would have discussions with PwC in terms of the appropriate frequency to identify which areas of tax would be looked at first. Following that, a draft program would be created for the Committee to consider.

RESOLUTION AR21-1.7

Moved: Cr M Grainger

Seconded: Cr A Henry

That the Senior Financial Planner's report dated 19 March 2021 titled 'Tax Governance Framework' be received.

CARRIED

10.7 UPDATE ON OUTSTANDING AUDIT ITEMS (INTERNAL/EXTERNAL) FEBRUARY 2021

The Committee considered a report 19 March 2021 from the Group Manager Finance and Technology Services. The report was taken as read.

Staff responded to questions as follows:

- The Chief Information Officer advised that Council had reduced the number of staff who had administrator accounts. It was agreed to disable the use of the generic administrator account and allow IT administrators to use their own accounts. This would enable an auditor, for example, to see who had done what.
 - It had taken time to work through the process of change and it was still being worked on. The time frame for this would be the next audit round (next month). This would be the first interim report for the annual audit process. As part of the process, the outstanding audit items from previous reports would be looked at, including what had been done to address these items in order to close them out.
 - The Acting – Finance Manager advised that, to eliminate any risk associated with the self-posting journals, there was a second person who posted the journals. A staff member created the journal and every day a second person posted the journal. This was a manual process that could not be done automatically.
-

RESOLUTION AR21-1.8

Moved: Cr J Denyer

Seconded: Cr A Henry

That the Group Manager Finance and Technology Service's report dated 19 March 2021, titled 'Update on Outstanding Audit Items (Internal/External) February 2021' be received.

CARRIED

11 INFORMATION FOR RECEIPT

Nil

12 RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION AR21-1.9**

Moved: Cr M Gray

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
12.1 - Litigation Updates	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The Meeting closed at 3.45pm.

Confirmed as a true and correct record by Council on 20 May 2021.

9.5 MINUTES OF THE COUNCIL MEETING HELD ON 8 APRIL 2021

File Number: A4065898

Author: Horowai Wi Repa, Governance Technical Support

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the Minutes of the Council Meeting held on 8 April 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Council Meeting held on 8 April 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COUNCIL MEETING NO. C21-3
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON THURSDAY, 8 APRIL 2021 AT 9.30AM**

1 PRESENT

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

2 IN ATTENDANCE

M Taris (Chief Executive Officer), G Allis (Deputy CEO/Group Manager Infrastructure Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), R Davie (Group Manager Policy Planning and Regulatory Services), E Watton (Policy and Planning Manager), D Pearce (Community Manager), D Jensen (Senior Financial Planner), G Payne (Strategic Advisor), C Page (Senior Executive Assistant Mayor/CEO) and B Marynowski (CEO Group Assistant) and C Irvin (Senior Governance Advisor).

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

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

- Councillor Gray advised that she had resigned from the Waiari Water Supply Scheme.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

Nil

8 COMMUNITY BOARD MINUTES FOR RECEIPT

8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 9 FEBRUARY 2021

RESOLUTION C21-3.1

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Murray-Benge

That the Minutes of the Maketu Community Board Meeting held on 9 February 2021 be received.

CARRIED

8.2 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 11 FEBRUARY 2021

RESOLUTION C21-3.2

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Murray-Benge

That the Minutes of the Te Puke Community Board Meeting held on 11 February 2021 be received.

CARRIED

8.3 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 16 FEBRUARY 2021

RESOLUTION C21-3.3

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Murray-Benge

That the Minutes of the Ōmokoroa Community Board Meeting held on 16 February 2021 be received.

CARRIED

8.4 MINUTES OF THE WAIHI BEACH COMMUNITY BOARD MEETING HELD ON 22 FEBRUARY 2021

RESOLUTION C21-3.4

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Murray-Benge

That the Minutes of the Waihi Beach Community Board Meeting held on 22 February 2021 be received.

CARRIED

9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE COUNCIL MEETING HELD ON 9 FEBRUARY 2021

RESOLUTION C21-3.5

Moved: Cr M Dean

Seconded: Cr A Henry

That the Minutes of the Council Meeting held on 9 February 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.2 MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 18 FEBRUARY 2021

RESOLUTION C21-3.6

Moved: Cr M Dean

Seconded: Cr A Henry

That the Minutes of the Policy Committee Meeting held on 18 February 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.3 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING HELD ON 23 FEBRUARY 2021

RESOLUTION C21-3.7

Moved: Cr M Dean

Seconded: Cr A Henry

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 23 February 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.4 MINUTES OF THE COUNCIL MEETING HELD ON 25 FEBRUARY 2021

RESOLUTION C21-3.8

Moved: Cr M Dean

Seconded: Cr A Henry

That the Minutes of the Council Meeting held on 25 February 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

9.5 MINUTES OF THE PERFORMANCE AND MONITORING COMMITTEE MEETING HELD ON 16 MARCH 2021

RESOLUTION C21-3.9

Moved: Cr M Dean
Seconded: Cr A Henry

That the Minutes of the Performance and Monitoring Committee Meeting held on 16 March 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10 REPORTS**10.1 RECOMMENDATORY REPORT FROM PERFORMANCE AND MONITORING COMMITTEE - TWO MILE CREEK BANK PROTECTION WORKS**

The Committee considered a report dated 8 April 2021 from the Deputy CEO. The report was taken as read.

RESOLUTION C21-3.10

Moved: Cr J Denyer
Seconded: Cr A Henry

1. That Council increases the budget for Two Mike Creek Bank Protection Works from \$4,000,000 to \$5,975,000, funded from a transfer from other stormwater projects, in accordance with the attached schedule.
2. That it be noted the construction period for the Two Mile Creek works will be over the 2020/21/22/23 financial years, subject to resolving land entry agreements.
3. 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

10.2 RECOMMENDATORY REPORT FROM AUDIT AND RISK COMMITTEE - REPAYMENT OF DEBT MATURITY

The Committee considered a report dated 8 April 2021 from the Senior Financial Planner. The report was taken as read.

RESOLUTION C21-3.11

Moved: Cr M Grainger
Seconded: Cr J Denyer

1. That Council repay the \$20 million debt maturity payable to the Local Government Funding Agency Limited on 15 April 2021 from Council's cash balance.
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

10.3 BOPLASS LTD HALF YEARLY REPORT TO SHAREHOLDERS 2020-2021 (PERIOD ENDED 31 DECEMBER 2020) AND DRAFT STATEMENT OF INTENT 2021-2024

The Committee considered a report dated 8 April 2021 from the Senior Financial Planner. The report was taken as read.

Staff responded to questions as follows:

- The CEO advised that, under the Bay of Plenty Local Authority Shared Services Ltd (BOPLASS) Statement of Intent 2021-2024, 'Projects for Consideration' were items that were discussed amongst the collective BOPLASS Council and then taken back to the individual Councils for consideration. There were variations due to some Councils having different operating models.

RESOLUTION C21-3.12

Moved: Cr K Marsh

Seconded: Cr M Dean

1. That the Senior Financial Planner's report dated 8 April 2021 titled 'BOPLASS Limited Half Yearly Report to Shareholders 2020-2021 (Period Ended 31 December 2020) and Draft Statement of Intent 2021-2024' be received.
2. That the BOPLASS Limited Half Yearly Report to Shareholders 2020-2021 (Period Ended 31 December 2020) and Draft Statement of Intent 2021-2024 relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the BOPLASS Limited Half Yearly Report to Shareholders 2020-2021 (Period Ended 31 December 2020) be received.
4. That the BOPLASS Limited Draft Statement of Intent 2021-2024 be received.
5. That the Board of BOPLASS Limited be advised of any comments on their Draft Statement of Intent 2021-2024.

CARRIED

10.4 LOCAL GOVERNMENT FUNDING AGENCY LIMITED (LGFA) DRAFT STATEMENT OF INTENT 2021-2022 AND HALF YEAR REPORT 31 DECEMBER 2020

The Committee considered a report dated 8 April 2021 from the Senior Financial Planner. The report was taken as read.

Staff responded to questions as follows:

- The Group Manager Finance and Technology Services advised that the LGFA was looking at exploring reverse mortgage initiatives around 'off balance sheet' financing, and was seeking advice from Cameron Partners (a Central Government advisor) who had provided Central Government with advice around infrastructure funding and financing.

RESOLUTION C21-3.13

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

1. That the Senior Financial Planner's report dated 8 April 2021 titled 'Local Government Funding Agency Limited Draft Statement of Intent 2021-2022 and Half Year Report 31 December 2020' be received.
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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 Local Government Funding Agency Limited's Half Year Report to Shareholders 31 December 2020 (**Attachment 1**) be received.
4. That the Local Government Funding Agency Limited's Draft Statement of Intent 2021-2022 and accompanying cover letter (**Attachment 2**) be received.
5. That the Board of the Local Government Funding Agency Limited be advised of any comments on their Draft Statement of Intent 2021-2022 within two months from 1 March 2021.

CARRIED

10.5 TE PUNA WAR MEMORIAL HALL RATES RESOLUTION REPORT

The Committee considered a report dated 8 April 2021 from the Acting – Finance Manager. The report was taken as read.

Staff responded to questions as follows:

- The Group Manager Finance and Technology Services advised that the loan component was already planned as part of the Annual Plan process, which was then not required due to the Hall receiving external funding. By the time Council was notified it could not be taken out of the Annual Plan process. The only way Council could accommodate not charging the area of benefit was to switch off that charge in the invoice process. Therefore the rates resolution needed to be closed off to capture this change.
- The CEO advised that, in accordance with legislation, this was a necessary 'clean up' to make sure the rates were absolutely correct.

RESOLUTION C21-3.14

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

1. That the Acting - Finance Manager's report dated 8 April 2021 titled 'Te Puna War Memorial Hall Rates Resolution Report' be received.
2. That the targeted rate for Te Puna War Memorial Hall be set at zero for 2020/2021.

CARRIED

10.6 DELEGATION OF DECISION MAKING FOR 2021 COMMUNITY MATCHING FUND

The Committee considered a report dated 8 April 2021 from the Community Manager. The report was taken as read.

RESOLUTION C21-3.15

Moved: Cr M Grainger

Seconded: Cr M Gray

1. That the Community Manager's report dated 8 April 2021 titled 'Delegation of Decision Making for 2021 Community Matching Fund' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

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3. That pursuant to Clause 32 Schedule 7 of the Local Government Act 2002, Council delegates to Deputy Mayor Scrimgeour, Councillor Dean and Councillor Denyer, together with the Chief Executive Officer, the power to make decisions in respect of applications to the Community Matching Fund 2021, including but not limited to the following powers:
- To award grants according to the purposes and guidelines of the Community Matching Fund 2021, within the allocated budget of \$140,000; and
 - To make payments to grant recipients as soon as practicable after the award decisions have been made.

CARRIED

10.7 CHIEF EXECUTIVE OFFICER'S EXTRAORDINARY REPORT

The Committee considered a report dated 8 April 2021 from the Executive Assistant Mayor/CEO. The report was taken as read.

RESOLUTION C21-3.16

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

That the Executive Assistant Mayor/CEO's report dated 8 April 2021 titled 'Chief Executive Officer's Extraordinary Report' be received.

CARRIED

10.8 MAYOR'S REPORT TO COUNCIL

The Committee considered a report dated 8 April 2021 from the Executive Assistant Mayor/CEO. The Mayor spoke to the report noting the following:

- Mayor Webber had been invited to attend the Tauranga ANZAC Day Service, along with Cr Murray-Benge, to lay a wreath on behalf of the Western Bay of Plenty District Council (reflected in recommendation seven).
 - SmarthGrowth: The next leadership meeting would be held on 22 April 2021 where a new independent Chairperson would be appointed.
 - Tauranga City Council (TCC): The TCC Commissioners had asked if WBOPDC could look at the possibility of a Common District Plan together with TCC. This would be with a view to exploring any savings that could be achieved if this was done as one entity, and possibly putting a case to Central Government. The respective CEO's were asked to look into this.
 - Three Waters: Elected Members attended the 'Zone Two' meeting on 26 March 2021. The costs of delivering associated infrastructure was likely to be more than first expected. Opinions had been split at rural and provincial meetings, for various reasons, between parties that did want to be a part of the the project and those who did not want to be a part of the associated reform.
-

RESOLUTION C21-3.17

Moved: Mayor G Webber

Seconded: Cr M Grainger

That the Executive Assistant Mayor/CEO's report dated 8 April 2021 titled 'Mayor's Report to Council' be received.

2. That Waihi Beach Councillors attend the Waihi Beach ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
3. That Te Puke Councillors attend the Te Puke ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
4. That Maketu Councillors attend the Maketu ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
5. That Katikati Councillors attend the Katikati ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.
6. That Ōmokoroa Councillors attend the Ōmokoroa ANZAC Day Service and lay a wreath in conjunction with the Ōmokoroa Community Board on behalf of the Western Bay of Plenty District Council.
7. That Mayor Garry Webber and Councillor Murray-Benge attend the Tauranga ANZAC Day Service and lay a wreath on behalf of the Western Bay of Plenty District Council.

CARRIED**11 INFORMATION FOR RECEIPT**

Nil

12 RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION C21-3.18**

Moved: Cr M Dean

Seconded: Cr J Denyer

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
12.1 - Confidential Minutes of the Council Meeting held on 9 February 2021	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
12.2 - Confidential Minutes of the Council Meeting held on 25 February 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely	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>unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(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>	
12.3 - Confidential Minutes of the Performance and Monitoring Meeting held on 16 March 2021	<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)(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>	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
12.4 - Recommendatory Report from Performance and Monitoring Committee -	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the

Property Acquisition - 109 Clarke Road	disadvantage, commercial activities 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)	disclosure of information for which good reason for withholding would exist under section 6 or section 7
12.5 - Mayor's Report to Council	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
12.6 - Chief Executive Officer's Report - Request for Execution of Documents under Seal of Council	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any 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

CARRIED

The Meeting closed at 10:04am.

The minutes of this meeting were confirmed at the Council Meeting held on 20 May 2021.

.....

Mayor G Webber

CHAIRPERSON / MAYOR

unconfirmed

9.6 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 21 APRIL 2021**File Number: A4057048****Author: Horowai Wi Repa, Governance Technical Support****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Extraordinary Council Meeting held on 21 April 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Extraordinary Council Meeting held on 21 April 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING NO. C21-4
HELD AT THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON WEDNESDAY, 21 APRIL 2021 AT 1.00PM**

1 PRESENT

In attendance: Cr G Dally, Cr J Denyer, Cr A Henry, Cr K Marsh, and Cr D Thwaites.

Via Zoom: Mayor G Webber (Chairperson), Cr M Dean, Cr M Grainger, Cr M Gray, Murray Bengie, Cr Scrimgeour.

NOTICE

This meeting took place under the Epidemic Preparedness (COVID-19) Notice 2020 Renewal Notice 2021 (extended to 21 June 2021), enabling Council meetings via audio or visual links to meet quorum requirements regardless of Standing Orders.

2 IN ATTENDANCE

Nil

3 APOLOGIES

Nil

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

The Extraordinary Council meeting has been scheduled to consider one item of business, being a confidential report. The Extraordinary Council meeting was required to be convened in 'Open Session' and for the motion to enter into 'Public Excluded' session to be put in public. In the absence of any other open report on the agenda, this report served to create the Open Agenda in Council's Info-council system.

RESOLUTION C21-4.1

Moved: Cr D Thwaites

Seconded: Cr A Henry

That the Senior Governance Advisor's information report dated 9 February 2021 titled 'Process Requirement' be received.

CARRIED**9 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION C21-4.2**

Moved: Cr K Marsh

Seconded: Cr A Henry

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

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

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
9.1 - Chief Executive Officer Appointment	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The Meeting closed at 1.05pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Western Bay of Plenty held on 20 May 2021.

.....
Mayor G Webber
CHAIRPERSON / MAYOR

9.7 MINUTES OF THE PERFORMANCE AND MONITORING MEETING HELD ON 27 APRIL 2021**File Number: A4064499****Author: Carolyn Irvin, Senior Governance Advisor****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Performance and Monitoring Meeting held on 27 April 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Performance and Monitoring Meeting held on 27 April 2021**

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

1 PRESENT

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

2 IN ATTENDANCE

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

OTHER ATTENDEES

EnviroWaste

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

Waka Kotahi (NZTA)

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

3 APOLOGY

RESOLUTION PM21-3.1

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

That the apology from Cr M Gray be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

PUBLIC FORUM ADJOURN MEETING

RESOLUTION PM21-3.2

Moved: Cr K Marsh

Seconded: Cr J Denyer

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

CARRIED

A. Chris Jackson - Lockington Road Resident

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

The Chairperson thanked Mr Jackson for his presentation.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION PM21-3.3

Moved: Cr G Dally

Seconded: Cr M Dean

That the meeting reconvene in formal session.

CARRIED

8 PRESENTATIONS

Nil

9 REPORTS

9.1 KERBSIDE COLLECTION IMPLEMENTATION

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

Brett Monkley introduced himself and noted the following:

- As part of the Kerbside Collection Implementation Plan, EnviroWaste had been meeting with Council regularly for some time.
 - EnviroWaste was about to roll out the receptacles (bins) on 5 May 2021. Due to global shipping delays, there had been challenges with the food waste containers that had come from the
-

United Kingdom. However, these were now sitting at the Port of Tauranga, ready for distribution.

- The vehicles needed for the service had been on a very tight schedule, however, as of this morning, they were tracking on time.
- The process of procuring people and resources needed for the service was well underway and on schedule.
- EnviroWaste had been holding open days for staff, and had one more planned that targeted the Western Bay of Plenty area.
- The 'Pay as You Throw System' tags were beginning to be distributed.

The presenter responded to questions as follows:

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

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

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

Staff and Brett Monkley responded to questions as follows:

- As part of their due diligence, EnviroWaste had created a data base of roads that could present challenges and/or were deemed unsafe for Kerbside collection. Criteria included whether or not a truck could access a road/driveway without putting anyone in danger. Due to safety issues, EnviroWaste recognised that it was not able to access all roads..
- Although EnviroWaste was Chinese owned, it was first and foremost a New Zealand business and as such run as a New Zealand business.
- EnviroWaste would be open to extending the collection service to more remote rural areas, however, this would require more vehicles and greatly increase costs.

- EnviroWaste recognised that some rural residents would be paying for the service but would not get any bins picked up due to the road not being safe. This would need to be evaluated on a case by case basis, regarding options and charging, by both EnviroWaste and Council.
- The list of roads to be serviced had now been set. EnviroWaste and Council would work together, looking at capacity and funding, if it was felt other roads needed to be added.
- It was recommended that people who were outside the scope of the Kerbside service approach private contractors.
- Brett Monkley stated that WBOPDC was setting a very good example at the moment and it was hoped that this would be mirrored by other Councils.

RESOLUTION PM21-3.4

Moved: Cr M Murray-Benge

Seconded: Cr J Denyer

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

CARRIED

9.2 GROUP MANAGER FINANCE AND TECHNOLOGY SERVICES REPORT

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

RESOLUTION PM21-3.5

Moved: Cr M Grainger

Seconded: Cr K Marsh

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

CARRIED

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

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

RESOLUTION PM21-3.6

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

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

CARRIED

9.4 PEOPLE AND CUSTOMER SERVICES GROUP STATUS REPORT

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

Staff responded to questions as follows:

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

RESOLUTION PM21-3.7

Moved: Cr G Dally

Seconded: Cr M Grainger

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

CARRIED

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

10:45 am The meeting adjourned

11:00 am The meeting reconvened

9.5 DRAFT SEAL EXTENSION PRIORITY LIST 2021

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

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

Staff responded to questions as follows:

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

RESOLUTION PM21-3.8

Moved: Mayor G Webber

Seconded: Cr K Marsh

1. That the Transportation Manager's report dated 27 April 2021 titled 'Draft Seal Extension Priority List 2021' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Draft Seal Extension Priority List 2021 totalling 70.8km, as determined by the selection criteria weighting, be received.

-
4. That staff prepare a background paper for a Performance and Monitoring Committee Workshop to identify any suggestions to improve our current seal extension policy.

CARRIED

9.6 TE PUNA MARAE CONNECTION TO ŌMOKOROA PIPELINE

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

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

Staff responded to questions as follows:

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

RESOLUTION PM21-3.9

Moved: Cr M Grainger

Seconded: Cr M Dean

RECOMMENDATION TO COUNCIL

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

CARRIED

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

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

- Background;
 - Ōmokoroa Transfer Pipeline;
 - Ōmokoroa No. 1 School Location map; and
 - Approximate disposal field locations.
-

RESOLUTION PM21-3.10

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

RECOMMENDATION TO COUNCIL

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

CARRIED

9.8 OPERATIONAL RISK REPORT APRIL 2021

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

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

- Maniatutu Road 1400-2440m – Remedial works.

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

CIP

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

Reserves:

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

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

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

Staff responded to questions as follows:

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

RESOLUTION PM21-3.11

Moved: Mayor G Webber

Seconded: Cr J Denyer

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

CARRIED

10 INFORMATION FOR RECEIPT

Nil

12.35pm The meeting adjourned

1.10 pm The meeting reconvened

11 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION PM21-3.12

Moved: Cr M Grainger

Seconded: Cr G Dally

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

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

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

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

CARRIED**The Meeting closed at 2.41pm.**

9.8 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 27 APRIL 2021**File Number: A4064514****Author: Carolyn Irvin, Senior Governance Advisor****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Extraordinary Council Meeting held on 27 April 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Extraordinary Council Meeting held on 27 April 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING NO. C21-5
HELD AT THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON TUESDAY, 27 APRIL 2021 AT 2.30PM**

1 PRESENT

Mayor G Webber, Deputy Mayor J Scrimgeour, Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Murray-Benge and Cr D Thwaites.

2 IN ATTENDANCE

G Allis (Deputy CEO/Group Manager Infrastructure Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), R Davie (Group Manager Policy Planning and Regulatory Services), D Pearce (Community Manager), G Payne (Strategic Advisor), and C Irvin (Senior Governance Advisor).

3 APOLOGIES

APOLOGIES

RESOLUTION C21-5.1

Moved: Cr M Grainger

Seconded: Cr M Dean

That the apology for absence from Cr M Gray, Cr A Henry and Cr K Marsh be accepted.

CARRIED

2.33pm The meeting adjourned

2.42pm The meeting reconvened

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

Nil

8 REPORTS

8.1 TOURISM BAY OF PLENTY DRAFT STATEMENT OF INTENT 2021/2022 TO 2023/2024

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

RESOLUTION C21-5.2

Moved: Cr M Murray-Benge

Seconded: Mayor G Webber

1. That the report from the Community Manager dated 27 April 2021 titled 'Tourism Bay of Plenty Draft Statement of Intent 2021/2022 to 2023/2024' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council receives the Tourism Bay of Plenty Draft Statement of Intent 2021/2022 to 2023/2024 report.
4. That Council notes that, as joint shareholder of Tourism Bay of Plenty, Tauranga City Council will be asked to approve the shareholder comments on the draft Statement of Intent for TBOP at their 27 April 2021 Council meeting.

CARRIED

8.2 TOURISM BAY OF PLENTY HALF YEARLY REPORT TO 31 DECEMBER 2020

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

RESOLUTION C21-5.3

Moved: Cr D Thwaites

Seconded: Cr M Dean

1. That the report from the Community Manager dated 27 April 2021 titled 'Tourism Bay of Plenty Half Yearly Report to 31 December 2020' 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 Tourism Bay of Plenty's Half Yearly Report to 31 December 2020.

CARRIED

9 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION C21-5.4

Moved: Cr M Grainger

Seconded: Cr J Denyer

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
9.1 - Appointment of Trustee to the Board of Tourism Bay of Plenty 2021	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

ITEM TRANSFERRED INTO OPEN SESSION

9.1 APPOINTMENT OF TRUSTEE TO THE BOARD OF TOURISM BAY OF PLENTY 2021

RESOLUTION C21-5.5

Moved: Mayor G Webber

Seconded: Cr M Dean

1. That the report from the Community Manager dated 27 April 2021 titled 'Appointment of Trustee to the Board of Tourism Bay of Plenty 2021' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council approves the appointment of Jason Hill as Trustee to the Tourism Bay of Plenty Board for a further three years to 30 April 2024, subject to approval by Tauranga City Council as joint shareholder at their meeting on 27 April 2021.
4. That the recommendation be transferred to the Open section of the meeting on 27 April 2021.

CARRIED

The Meeting closed at 2.48pm

The minutes of this meeting were confirmed at the Council Meeting on 20 May 2021.

.....
Mayor G Webber
CHAIRPERSON / MAYOR

9.9 MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 5 MAY 2021**File Number:** A4064315**Author:** Horowai Wi Repa, Governance Technical Support**Authoriser:** Barbara Whitton, Customer Services and Governance Manager**RECOMMENDATION**

That the Minutes of the Policy Committee Meeting held on 5 May 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Policy Committee Meeting held on 5 May 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
POLICY COMMITTEE MEETING NO. PP21-2
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON WEDNESDAY, 5 MAY 2021 AT 1.00PM**

1 PRESENT

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

2 IN ATTENDANCE

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive/Group Manager Infrastructure Services), R Davie (Group Manager Policy Planning and Regulatory Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), E Watton (Policy and Planning Manager), G Payne (Strategic Advisor), and B Clarke (Senior Governance Advisor)

COMMUNITY BOARDS

Nil.

OTHERS

One member of the Media.

3 APOLOGIES

APOLOGIES

RESOLUTION PP21-2.1

Moved: Cr A Henry

Seconded: Cr M Dean

That the apologies for absence from Councillors Marsh, Murray-Benge and 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 MAYOR'S SUBMISSIONS ON BEHALF OF COUNCIL

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

RESOLUTION PP21-2.2

Moved: Cr M Grainger

Seconded: Cr M Gray

1. That the Senior Governance Advisor's report dated 5 May 2021, titled 'Mayor's Submissions on Behalf of Council' be received.
2. That the following three Submissions, as attached, are received by the Policy Committee and the information is noted:
 - i. Submission on the Consultation Documents – Proposed Long Term Plan 2021-2031 submitted to the Bay of Plenty Regional Council (dated 18 March 2021);
 - ii. Feedback on the Draft Bay of Plenty Regional Land Transport Plan 2021 submitted to the Bay of Plenty Regional Council (dated 25 March 2021);
 - iii. Feedback on the SH2 Mangatarata to Katikati Speed Review submitted to Waka Kotahi NZ Transport Agency (dated 20 April 2021).

CARRIED

10 INFORMATION FOR RECEIPT

Nil.

The meeting was declared closed at 1.01pm.

Confirmed as a true and correct record by Council on 20 May 2021.

9.10 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 5 MAY 2021

File Number: A4066987

Author: Horowai Wi Repa, Governance Technical Support

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held on 5 May 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Extraordinary Council Meeting held on 5 May 2021

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING NO. C21-6
HELD AT THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON WEDNESDAY, 5 MAY 2021 AT 3.30PM**

1 PRESENT

Mayor G Webber, Deputy Mayor J Scrimgeour, Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Gray, Cr A Henry, Cr M Murray-Benge, Cr D Thwaites and Councillor-Elect A Sole.

2 IN ATTENDANCE

M Taris (Chief Executive Officer), K Perumal (Group Manager Finance and Technology Services and C Irvin (Senior Governance Advisor).

3 APOLOGY

APOLOGY

RESOLUTION C21-6.1

Moved: Cr M Murray-Benge

Seconded: Deputy Mayor J Scrimgeour

That the apology for absence from Cr K Marsh 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

The Extraordinary Council meeting has been scheduled to consider one item of business, being a confidential report. The Extraordinary Council meeting was required to be convened in 'Open Session' and for the motion to enter into 'Public Excluded' session to be put in public. In the absence of any other open report on the agenda, this report served to create the Open Agenda in Council's Info-council system.

RESOLUTION C21-6.2

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

That the Senior Governance Advisor's information report dated 5 May 2021 titled 'Process Requirement' be received.

CARRIED

9 RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION C21-6.3**

Moved: Cr M Grainger

Seconded: Cr M Dean

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
9.1 - Appointment of Independent Subject Matter Expert - Audit and Risk Committee	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

ITEM TRANSFERRED INTO OPEN SESSION**9.1 Appointment of Independent Subject Matter Expert - Audit and Risk Committee****RESOLUTION C21-6.4**

Moved: Cr J Denyer

Seconded: Cr M Grainger

1. That the Group Manager Finance and Technology Services report dated 5 May 2021 titled 'Appointment of Independent Subject Matter Expert – Audit and Risk Committee' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council appoints Mark Maloney, of Mark J Maloney Consulting Limited, to the position of Independent Subject Matter Expert, Audit and Risk Committee, in accordance with clause 31(1) of Schedule 7 of the Local Government Act 2002.

-
4. That the recommendation be transferred into the Open section of the meeting on 5 May 2021.

CARRIED

The Meeting closed at 3.42.

The minutes of this meeting were confirmed at the Council Meeting held on 20 May 2021.

.....

Mayor G Webber

CHAIRPERSON / MAYOR

**9.11 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING
HELD ON 12 MAY 2021****File Number: A4071782****Author: Barbara Clarke, Senior Governance Advisor****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 12 May 2021 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 12 May 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING NO. APLTP21-2
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON WEDNESDAY, 12 MAY 2021 AT 9.30AM**

1 PRESENT

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

2 IN ATTENDANCE

M Taris (Chief Executive Officer), G Allis (Deputy CEO/Group Manager Infrastructure Services), R Davie (Group Manager Policy Planning and Regulatory Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), E Watton (Policy and Planning Manager), B Whitton (Customer Service and Governance Manager), D Jensen (Senior Financial Planner), L Balvert (Senior Communications Specialist), and B Clarke (Senior Governance Advisor)

3 APOLOGIES

Nil.

Cr K Marsh had been granted a Leave of Absence.

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 2021-2022 DOG CONTROL REGISTRATION FEES

The Committee considered a report from the Compliance and Monitoring Manager. The Group Manager Policy, Planning and Regulatory Services introduced the report noting the following:

- In accordance with the Dog Control Act 1996, Council was required to adopt Dog Control Fees for the coming registration year, ahead of adopting the Long Term Plan and associated documents 'proper'.
- The rationale to adopt the fees and charges was set out in paragraph 3 of the agenda report, which stated that the adopted fees and charges must be publicly notified a least once during the month preceding the start of the registration year, being 1 July 2021.

In response to questions, staff advised as follows:

- Council was not proposing an increase for dogs domiciled on Matakana Island per se. Council had approved a small increase through the adoption of the draft Long Term Plan, as set out in the agenda report. This was to fund the provision of Dog Exercise Parks that would be developed across the District over the next four years. This matter had also been discussed by the Policy Committee.
- The Dog Policy was an 'across-the-District' policy. Council was not intending to amend it to have different areas of benefit. The fee increase was minimal, being \$3, and so a separate funding scheme for Matakana Island was not intended.
- Because there were no submissions to the Long Term Plan received on this topic, there was no scope to suggest a change of that nature.
- Council had always had a separate approach for dogs domiciled on Matakana Island, because they had a different level of service provided there in terms of Officers attending the island. The decision that was made, in terms of funding the provision of Dog Exercise Parks, was that a small fee would be applied across Council's entire registered dog community, and that included Matakana Island.

RESOLUTION APLTP21-2.1

Moved: Mayor G Webber

Seconded: Cr A Henry

1. That the Compliance and Monitoring Manager's report dated 12 May 2021, titled "Recommendation for Adoption of 2021-2022 Dog Control 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 recommends to Council the adoption of the 2021-2022 Dog Control Registration Fees as included in the 2021-2031 draft Schedule of Fees and Charges, and that they be approved for public notification in accordance with the Dog Control Act 1996.

CARRIED

10 INFORMATION FOR RECEIPT

Nil.

The meeting was declared closed at 9.39am.

Confirmed as a true and correct record by Council on 20 May 2021.

9.12 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 12 MAY 2021**File Number: A4071793****Author: Barbara Clarke, Senior Governance Advisor****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the Minutes of the Extraordinary Council Meeting held on 12 May 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Extraordinary Council Meeting held on 12 May 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING NO. C21-7
HELD AT THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA
ON WEDNESDAY, 12 MAY 2021 AT 10.00AM**

1 PRESENT

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

2 IN ATTENDANCE

M Taris (Chief Executive Officer), G Allis (Deputy CEO/Group Manager Infrastructure Services), R Davie (Group Manager Policy Planning and Regulatory Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), E Watton (Policy and Planning Manager), D Pearce (Community Manager), B Whitton (Customer Service and Governance Manager), D Jensen (Senior Financial Planner), L Balvert (Communications Manager), and B Clarke (Senior Governance Advisor)

OTHERS

Mrs Margaret Sole (Cr Sole's wife) and John Borren (Photographer).

3 APOLOGIES

Nil.

Cr K Marsh had been granted a Leave of Absence.

4 CONSIDERATION OF LATE ITEMS

Nil.

5 DECLARATIONS OF INTEREST

Nil.

6 PUBLIC EXCLUDED ITEMS

Nil.

7 PUBLIC FORUM

Nil.

8 REPORTS

8.1 BY-ELECTION FINAL RESULTS 2021

The Committee considered a report from the Customer Services and Governance Manager. The report was taken as read.

RESOLUTION C21-7.1

Moved: Cr M Grainger

Seconded: Cr J Denyer

1. That the Customer Services and Governance Manager's report dated 12 May 2021, titled 'By-Election Final Results 2021' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the 'Declaration of Result' of the Western Bay of Plenty District Council By-Election for one Member of the Katikati-Waihi Beach Ward dated 30 April 2021 is received by Council, noting that Allan Sole is the highest polling candidate.

CARRIED

8.2 DECLARATION BY COUNCILLOR 2021

The Committee considered a report from the Customer Services and Governance Manager. The report was taken as read.

Councillor-Elect Allan Sole made his verbal Declaration as a Member of the Western Bay of Plenty District Council in the presence of the Mayor, full Council and staff. His Declaration was witnessed and signed by Mayor Webber. The signing of the Declaration was photographed to mark the occasion. Councillor Sole was joined by his wife, Mrs Margaret Sole, who attended in support.

At the invitation of the Mayor, Councillor Sole addressed the Council, noting that he appreciated the opportunity to serve the people of the District and he promised to work hard in his position as a Katikati-Waihi Beach Ward Councillor. He had noticed on his visits to Council, as a past Community Board Chairperson, that it was a really "well-run" Council. He had always been proud of the Western Bay of Plenty District Council and he looked forward to joining the Council and contributing.

Mayor Webber welcomed Councillor Sole to the Council 'team' with pleasure, acknowledging the diligent job that Councillor Sole had done in the past as a Community Board Chairperson, and noting that his knowledge of Council's decisions and the paths taken would be of benefit to Council.

The Chief Executive Officer welcomed Councillor Sole on behalf of the staff of the Western Bay of Plenty District Council.

RESOLUTION C21-7.2

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

1. That the Customer Services and Governance Manager's report dated 12 May 2021, titled 'Declaration by Councillor 2021' be received.
2. That the Making and Attesting of the Declaration of Councillor Allan Sole is witnessed.
3. That Council instructs the Chief Executive Officer to delegate to the appropriate staff, actions required to update all documentation and website information as required, including the updated Membership of Council, all standing Committees, and Ward Forum Membership as appropriate.

CARRIED

8.3 ELECTED MEMBERS' LEGISLATIVE OBLIGATIONS 2021

The Committee considered a report from the Customer Services and Governance Manager. The report was taken as read.

The Chief Executive Officer emphasised the importance of legislative obligations and advised that Councillor Sole had been briefed on these. Therefore, she was comfortable that the resolution could be put and approved by Council.

RESOLUTION C21-7.3

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

1. That the Customer Services and Governance Manager's Report dated 12 May 2021, titled 'Elected Members' Legislative Obligations 2021' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council notes that a Register of Members Interests has been established in accordance with the provisions of the Local Authorities (Members' Interests) Act 1968.
4. That the newly Elected Member discloses to Council, for entry into the Register of Members, any pecuniary interests the Member or their spouse/partner may have in relation to their dealings with the Western Bay of Plenty District Council and update their disclosures annually, or as required.

CARRIED

8.4 APPOINTMENT OF NEWLY ELECTED COUNCILLOR TO KATIKATI COMMUNITY BOARD

The Committee considered a report from the Mayor, who gave a brief introduction. The report was taken as read.

RESOLUTION C21-7.4

Moved: Cr J Denyer

Seconded: Cr A Henry

1. That the Mayor's report dated 12 May 2021, titled 'Appointment of New Councillor to Katikati Community Board', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That, pursuant to section 50 of the Local Government Act 2002 and section 19S of the Local Government Act 2001, Council appoints newly elected Councillor Allan Sole to the Katikati Community Board.
4. That Council instructs the Chief Executive Officer to delegate to the appropriate staff the updating of the Membership of the Katikati Community Board and all related documentation and website information.

CARRIED

The meeting was declared closed at 10.08am.

Confirmed as a true and correct record by Council on 20 May 2021.

.....
Mayor G Webber
CHAIRPERSON / MAYOR

10 REPORTS

10.1 RECOMMENDATION FOR ADOPTION OF 2021-2022 DOG CONTROL REGISTRATION FEES

File Number: A4067375

Author: Alison Curtis, Compliance and Monitoring Manager

Authoriser: Rachael Davie, Group Manager Policy Planning And Regulatory Services

EXECUTIVE SUMMARY

1. The purpose of this report is to recommend to Council the adoption of the 2021-2022 Dog Control Registration Fees and Charges as included in the 2021-2022 draft Schedule of Fees and Charges.
2. The draft Schedule of Fees and Charges 2021-2022 was released for consultation alongside the Long Term Plan.

RECOMMENDATION

1. That Council adopts the 2021-2022 Dog Control Registration Fees as included in the 2021-2031 draft Schedule of Fees and Charges and that they be approved for public notification in accordance with the Dog Control Act 1996.
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.

BACKGROUND

3. In accordance with the Dog Control Act 1996, Council is required to adopt dog control fees for the coming registration year. The adopted fees and charges for dog control must be publicly notified at least once during the month preceding the start of the registration year, being 1 July 2021.
4. Dog registration invoices are required to be sent to the owners responsible, prior to their expiry date.
5. Proposed dog control fees were included in the 2021-2022 draft Schedule of Fees and charges which was released for consultation alongside the Long Term Plan from 8 March to April 2021. During the consultation period, Council received no submissions relating to dog control fees and charges.
6. These fee increases are based on recovery of costs to deliver dog parks across the District in the four main town centres: Te Puke, Ōmokoroa, Katikati and Waihi Beach. This is over the coming four years in accordance with LTP project number 348 (capital development for reserves and dog parks) and 351 (maintenance for reserves and dog parks,). The recovery of these increased costs and expectations in relation to user funding requirements is set under Council's Regulatory Services Strategy. The fee recovery, through a combination of dog registration fees and rates for the parks, was confirmed through the Policy Committee on 8 September 2020 (resolution PP20-5.6).
7. Legislation requires registration to be undertaken by dog owners in accordance with statutory timeframes. These timeframes require Council to provide registration information prior to the end of the financial year, being 30 June annually, with the opportunity for owners to undertake registration in a timely manner prior to 30 June registration expiry. Due to these timeframes, Council is required to adopt these fees in advance of adopting the Long Term Plan.
8. At the Annual Plan and Long Term Plan Committee meeting held on 12 May 2021, the Committee passed Resolution APLTP21-2.1, recommending to Council the adoption of the 2021-2022 Dog Control Registration Fees as included in the 2021-2031 draft Schedule of Fees

and Charges, and that they be approved for public notification in accordance with the Dog Control Act 1996.

SIGNIFICANCE AND ENGAGEMENT

9. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
10. The Policy requires Council and its communities to identify the degree of significance attached to issues, proposals, assets, decisions, and activities.
11. In terms of the Significance and Engagement Policy this decision is of low significance because it is not expected to have any major financial or social implications for the community.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	Completed - Ratepayers, Dog owners and other stakeholders as part of the 2021-2031 Draft Long Term Plan consultation process.	Planned	Completed
Tangata Whenua	As above		
General Public	Completed – as above, the general public were given the opportunity to provide feedback during consultation.		

ISSUES AND OPTIONS ASSESSMENT

Option 1	
That the Long Term and Annual Plan Committee recommend to Council the adoption of the 2021-2022 Dog Control Registration Fees as included in the 2021-2022 draft schedule of Fees and Charges and that they be approved for public notification in accordance with the Dog Control Act 1996	
Reasons why no options are available Section 79 (2) (c) and (3) Local Government Act 2002	Legislative or other reference
Council is required to set Dog Control Fees and Charges in advance of the registration expiry period. Dog fees and charges must be publicly notified at least once in the month immediately preceding the registration period on an annual basis.	S37, Dog Control Act 1996

STATUTORY COMPLIANCE

12. The resolutions contained within this report meet all relevant statutory requirements.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Nil	Funding information for Dog Control Registration Fees has been considered as part of the overall 2021-2031 Draft Long Term Plan process.

ATTACHMENTS

1. Dog Control Registration Fees 2021 [!\[\]\(d328bb1c8b293dce97ce8ae48fe06a23_img.jpg\)](#) 

Dog Control Registration fees 2021- 2022

All figures include GST

Animal Control Services

\$3 per dog to fund LTP service level increase for dog parks and dog park maintenance

Registration fees 2021/22

Class of dog	Draft Registration fee (if paid on or before 1 August 2021) (\$)	Draft Registration fee Dangerous Dog (if paid on or before 1 August 2021) (\$)	Draft Penalty fee (if paid after 1 August 2021) (\$)	Draft Penalty fee Dangerous Dog (if paid after 1 August 2021) (\$)
All dogs unless otherwise categorised	91.00 88.00	136.50 132.00	136.50 132.00	204.75 198.00
Stock working dog (kept solely or principally for the purpose of herding or driving stock)	50.50 47.50	75.75 71.25	75.75 71.25	113.63 106.50
Spayed or neutered dog	73.00 70.00	109.50 105.00	109.50 105.00	164.25 157.50
Any dog(s) kept by: New Zealand Police Customs Department Ministry of Defence Ministry of Agriculture Ministry of Fisheries Department of Conservation (for carrying out the function of the Police or Department of State)	-	-	-	-
Security dog (kept by a security guard as defined in the Private Investigators and Security Guards Act 1974 - as a bona fide security dog)	-	-	-	-
Search and Rescue dog	-	-	-	-
Disability assist dog ¹	-	-	-	-
Dogs domiciled on Matakana Island	45.50 42.50	68.25 63.75	68.25 63.75	102.38 95.50
Re-registration fee for each additional dog exceeding after five ¹	15.00		22.50	

Notes:

(1) Dog owners who have more than 5 dogs may be entitled to discounted dog registration fees for the sixth and subsequent registration, on the following basis:

- a) All dogs must be registered by 30 June to qualify.
b) All dogs must be microchipped.
c) ~~No verified complaints have been received by Council in the previous registration year for welfare or nuisance complaints (e.g. barking, roaming).~~ c) All dogs must permanently reside at the registered owners address. Registration discount does not apply to dogs that may reside at a separate address when not being used for breeding purposes (e.g. under an agreement or contract).
d) No verified complaints have been received by Council in the previous registration year for welfare or nuisance complaints (e.g. barking, roaming).
Please note: No refund for deceased dogs will be paid to owners of more than five dogs where dogs were registered at a discounted rate.
e) New registrations during the year will be at normal registration fees (prorated) the discounted fee only applies at re-registration.
(f) ~~Perfect Partners Assistance Dogs Trust.~~

(2) **Disability assist dog** has the same meaning as specified in the Dog Control Act 2006. The dog must be certified as a disability dog.**Please note:** No refund for deceased dogs will be paid to owners of more than 5 dogs where dogs were registered at a discounted or no charge, until the total number of dogs falls below 5.

(3) Legislation regarding the micro-chipping of dogs came into force on 1 July 2006; the cost of this process is passed on to the dog owner. Dog owners will be referred to a veterinarian at their own cost to have the dog micro-chipped. Dogs that must be micro-chipped before being released from the pound will be micro-chipped by Council staff. The dog owner will be charged for the cost of this service.

(4) **Disability assist dog** means a dog certified by one of the following organisations as being a dog trained to assist (or as being a dog in training to assist) a person with a disability:

- (a) — Hearing Dogs for Deaf People New Zealand; (d) — Royal New Zealand Foundation of the Blind; (f) — Assistance Dogs New Zealand;
(b) — Mobility Assistance Dogs Trust; (e) — Top Dog Companion Trust; (g) — Perfect Partners Assistance Dogs Trust
(c) — New Zealand Epilepsy Assist Dogs Trust

Western Bay of Plenty District Council - Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru 6

10.2 RECOMMENDATORY REPORT FROM ŌMOKOROA COMMUNITY BOARD - EXPRESSIONS OF INTEREST FOR THE OLD PAVILION AND THE OLD LIBRARY

File Number: A4053512

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

EXECUTIVE SUMMARY

At the Ōmokoroa Community Board meeting held on 13 April 2021, the Board was requested to put forward a recommendation relating to Expressions of Interest for the Old Pavilion and the Old Library.

RECOMMENDATION

1. That Council approve that the group 'The Old Library Ōmokoroa' (TOLO) be leased the former Library and Service Centre at 9 McDonnell Street on Council's standard terms and conditions, for an initial period of 24-months and subject to satisfactory review a further two periods of 24-months.
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.

BACKGROUND

The Ōmokoroa Community Board met informally to consider Expressions of Interest (EOI) received for the above facilities.

Two EOI's were received, one for the Old Library (from TOLO) and one for the Old Pavilion (from the MenzShed).

It was noted that only one EOI was received for each facility. Some disappointment was expressed at this outcome. Having said that, appreciation was expressed by the Board for the professional manner in which the EOI's were presented. Clearly, a lot of time and thought had gone into their completion.

There was a high level of interest and discussion by Board members around the EOI's with a thorough exploration of each of them in light of where the community was at this time, and the growing need for community space over the next 5-10 years as the population of the Peninsula expands.

At the Ōmokoroa Community Board meeting held 13 April 2021, the Board resolved that the Expression of Interest for lease of the Old Sports Pavilion lie on the table for further consultation, and that the following be recommended to Council:

Recommendation to Council

1. That Council approve that the group 'The Old Library Ōmokoroa' (TOLO) be leased the former Library and Service Centre at 9 McDonnell Street on Council's standard terms and conditions, for an initial period of 24-months and subject to satisfactory review a further two periods of 24-months.

The Old Library Building (TOLO)

Board members saw the strong synergies between what TOLO was trying to achieve and the Ōmokoroa Community Plan. The proposed focus on art, culture and the environment, in addition to being an enabler for social and recreational interaction within the broader community, was well received.

Some concern was expressed regarding the financial viability of this proposal based on the papers before the Board. However, it was recognised that a social enterprise of this nature needed time to develop the income streams that would be required to maintain the facility in the long-term.

On this basis, and in consideration of possible new community spaces being opened up in the future, once decisions around the location of the new town centre were made, it was considered by the Board that TOLO be given use of the facility for a 24-month period.

After this period, a review of the services offered and its financial viability is to be undertaken by the new Board and Council to assess TOLO's long-term viability.

The proposed lease should be for an initial 24-month period, with a right of two further extensions for 24-months provided the review is positive. The lease would be on Council's standard terms and conditions.

The Board also noted the old library building might need to be sold sometime in the future if it was not being fully utilised or if required.

Staff Comments – Strategic Property Manager

Staff support the recommendation in accordance with the report titled 'Expressions of Interest for the Old Pavilion and the Old Library' as considered by the Ōmokoroa Community Board on 13 April 2021.

SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because it only affects a small percentage of the community and has low financial implications.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	MenzShed, TOLO, Ōmokoroa Community Board, Council's Reserves and Facilities.	Planned	Completed
Tangata Whenua	N/A		
General Public	The EOI's have been the subject of public discussion within the Ōmokoroa Peninsula		

ISSUES ASSESSMENT

OPTION 1 That TOLO be leased the Old Library at 9 McDonnell Street on Council's standard terms and conditions, for an initial period of 24-months and subject to satisfactory review a further two periods of 24-months.	
Reasons why no options are available Section 79 (2) (c) and (3) Local Government Act 2002	Legislative or other reference
The Ōmokoroa Community Board met in a workshop to consider the EOI's received. The summary resolution reflects the direction in which the Board wish to move.	It was considered that TOLO EOI addressed the concepts of a social, cultural and environmental HUB used by a multiplicity of clubs and organisations that had approached them to use the Old Library Facility.

STATUTORY COMPLIANCE

The recommendation(s) meets:

- Legislative requirements/legal requirements;

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

FUNDING/BUDGET IMPLICATIONS

Maintenance funding will be required for the Old Library.

The library will be leased to TOLO in terms of Council's policy on rentals for community groups. TOLO will be responsible for the interior maintenance and operating costs of the Old Library property.

10.3 RECOMMENDATORY REPORT FROM PERFORMANCE AND MONITORING COMMITTEE - TE PUNA MARAE CONNECTION TO ŌMOKOROA PIPELINE.**File Number: A4064679****Author: Coral-Lee Ertel, Asset and Capital Manager****Authoriser: Gary Allis, Deputy Chief Executive****EXECUTIVE SUMMARY**

Council is required to consider the recommendations and resolve accordingly. The following options are available to Council and where appropriate the preferred option has been recommended.

Please note the following is a recommendation only. The Council may resolve to:

1. Adopt as recommended
2. To modify
3. Refer to another Committee
4. To decline (giving reasons) and refer back to the Performance and Monitoring Committee.

RECOMMENDATION

1. That Council approve the connection of Tūtereinga and Poutūterangi Marae to the Ōmokoroa transfer pipeline.
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.

RECOMMENDATION FROM THE PERFORMANCE AND MONITORING COMMITTEE ON 27 APRIL 2021**9.6 TE PUNA MARAE CONNECTION TO ŌMOKOROA PIPELINE**

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

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

Staff responded to questions as follows:

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

Remit No. PM21-3.9 TE PUNA MARAE CONNECTION TO ŌMOKOROA PIPELINE

Moved: Cr M Grainger

Seconded: Cr M Dean

RECOMMENDATION TO COUNCIL

1. That the Asset and Capital Manager's report dated 27 April 2021 titled 'Te Puna Marae Connection to Ōmokoroa Pipeline' be received.

2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council approve the connection of Tūtereinga and Poutūterangi Marae to the Ōmokoroa transfer pipeline.

STAFF COMMENTS

Staff support the recommendation in accordance with the report titled 'Te Puna Marae Connection to Ōmokoroa Pipeline' as considered by the Performance and Monitoring Committee on 27 April 2021.

10.4 RECOMMENDATORY REPORT FROM PERFORMANCE AND MONITORING COMMITTEE - ŌMOKOROA NO. 1 SCHOOL - REQUEST TO CONNECT TO THE ŌMOKOROA WASTEWATER TRANSFER PIPELINE

File Number: A4064739

Author: Coral-Lee Ertel, Asset and Capital Manager

Authoriser: Gary Allis, Deputy Chief Executive

EXECUTIVE SUMMARY

Council is required to consider the recommendations and resolve accordingly. The following options are available to Council and where appropriate the preferred option has been recommended.

Please note the following is a recommendation only. The Council may resolve to:

1. Adopt as recommended
2. To modify
3. Refer to another Committee
4. To decline (giving reasons) and refer back to the Performance and Monitoring Committee.

RECOMMENDATION

1. That Council approves the connection of the Ōmokoroa No.1 School into the Ōmokoroa transfer pipeline.
2. That Council approves the school be charged a volumetric capital connection charge of \$3,658 per household equivalent.
3. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

RECOMMENDATION FROM THE PERFORMANCE AND MONITORING COMMITTEE ON 27 APRIL 2021

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

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

- Background;
- Ōmokoroa Transfer Pipeline;
- Ōmokoroa No. 1 School Location map; and
- Approximate disposal field locations.

Remit No. PM21-3.10 ŌMOKOROA NO. 1 SCHOOL – REQUEST TO CONNECT TO THE ŌMOKOROA WASTEWATER TRANSFER PIPELINE

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

RECOMMENDATION TO COUNCIL

1. That the Asset and Capital Works Manager's report dated 27 April 2021 titled 'Ōmokoroa No.1 School - Request to Connect to the Ōmokoroa Wastewater Transfer Pipeline' be received.

2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
- 3a. That Council approves the connection of the Ōmokoroa No.1 School into the Ōmokoroa transfer pipeline;
And:
- 3b. That the school be charged a volumetric capital connection charge of \$3,658 per household equivalent.

STAFF COMMENTS

Staff support the recommendation in accordance with the report titled 'Ōmokoroa No.1 School - Request to Connect to the Ōmokoroa Wastewater Transfer Pipeline' as considered by the Performance and Monitoring Committee on 27 April 2021.

10.5 STORMWATER EASEMENT OVER TE PUNA RIVER ESPLANADE RESERVE IN FAVOUR OF 560 OLD HIGHWAY

File Number: A4050097

Author: Joanne Hin, Legal Property Officer Reserves & Facilities

Authoriser: Gary Allis, Deputy Chief Executive

EXECUTIVE SUMMARY

1. The purpose of this report is to seek Council's consent under its delegated authority in respect of the granting of rights of easements in accordance with Section 48(1) of the Reserves Act 1977, for a storm water easement over part of Te Puna River Esplanade Reserve (Lot 4 DPS 44151) in favour of 560 Old Highway, Whakamarama, being Lot 1 DPS 56909, to allow the discharge of storm water into the Te Puna River.

RECOMMENDATION

1. That the Legal Property Officer Reserves and Facilities' report dated 20 May 2021 titled 'Storm Water Easement Over Part of Te Puna Estuary Esplanade Reserve in Favour of 560 Old Highway' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That pursuant to the authority delegated by the Minister of Conservation to the Western Bay of Plenty District Council, and the provisions of Section 48 of the Reserves Act 1977, Council hereby consents to the creation of a storm water easement shown on the attached plan (**Attachment 1**) to allow Lot 1 DPS 56909 to discharge stormwater over Lot 4 DPS 44151.

BACKGROUND

2. The landowner of Lot 1 DPS 56909 (560 Old Highway, Whakamarama) is proposing to build a residential house on the property and a discharge of storm water, from the site via an approved outlet over Te Puna River Esplanade Reserve to Te Puna River, will be required. In order to proceed, an easement is required over the adjacent esplanade reserve as shown in **Attachment 1**.

The owners have formally applied for the Western Bay of Plenty District Council's consent to the storm water easement as per **Attachments 2 and 3**.

A survey plan will need to be created to detail the proposed easement's location.

The land over which the storm water easement is to be created is part of the Te Puna River Esplanade Reserve. Being an esplanade reserve, it is subject to the provisions of the Reserves Act 1977.

It is proposed that the storm water pipe will be situated underground on a small portion of Te Puna River Esplanade Reserve, and will not affect the public's rights to access across the Reserve.

The easement document ensures the protection of the Te Puna River Esplanade Reserve and provides the necessary legal right for the adjoining property owner to discharge stormwater across the esplanade reserve.

The Department of Conservation requires that, in terms of the delegation of the Minister's powers under the Reserves Act 1977, this decision is to be made by Council and recorded as such.

SIGNIFICANCE AND ENGAGEMENT

3. 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.
4. The Policy requires Council and its communities to identify the degree of significance attached to issues, proposals, assets, decisions, and activities.
5. In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because it has little impact on the community and has low financial implications.

ISSUES AND OPTIONS ASSESSMENT

Option A That pursuant to the authority delegated by the Minister of Conservation to the Western Bay of Plenty District Council, and the provisions of Section 48 of the Reserves Act 1977, Council hereby consents to the creation of a storm water easement shown on the attached plan (Attachment 1) to allow Lot 1 DPS 56909 to discharge stormwater over Lot 4 DPS 44151.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	In order for the landowner to be able to effectively discharge storm water they are required to discharge into Te Puna River via the esplanade reserve.
Costs (including present and future costs, direct, indirect and contingent costs).	Costs for the creation of the easement are borne by the landowner. The easement instrument protects Council from further maintenance or replacement costs of the easement facility and provides legal rights to the adjoining land owner.
Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).	N/A
Option B Status Quo	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	If Council declines the easement, the only option for the landowner is to release storm water to a soak pit. While this option is available, it is not a preferred option as Council wants to ensure that storm water runoff from all house roofs and driveways are directed away from soakage to an approved point, in this case the Te Puna River.
Costs (including present and future costs, direct, indirect and contingent costs).	

Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).	
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STATUTORY COMPLIANCE

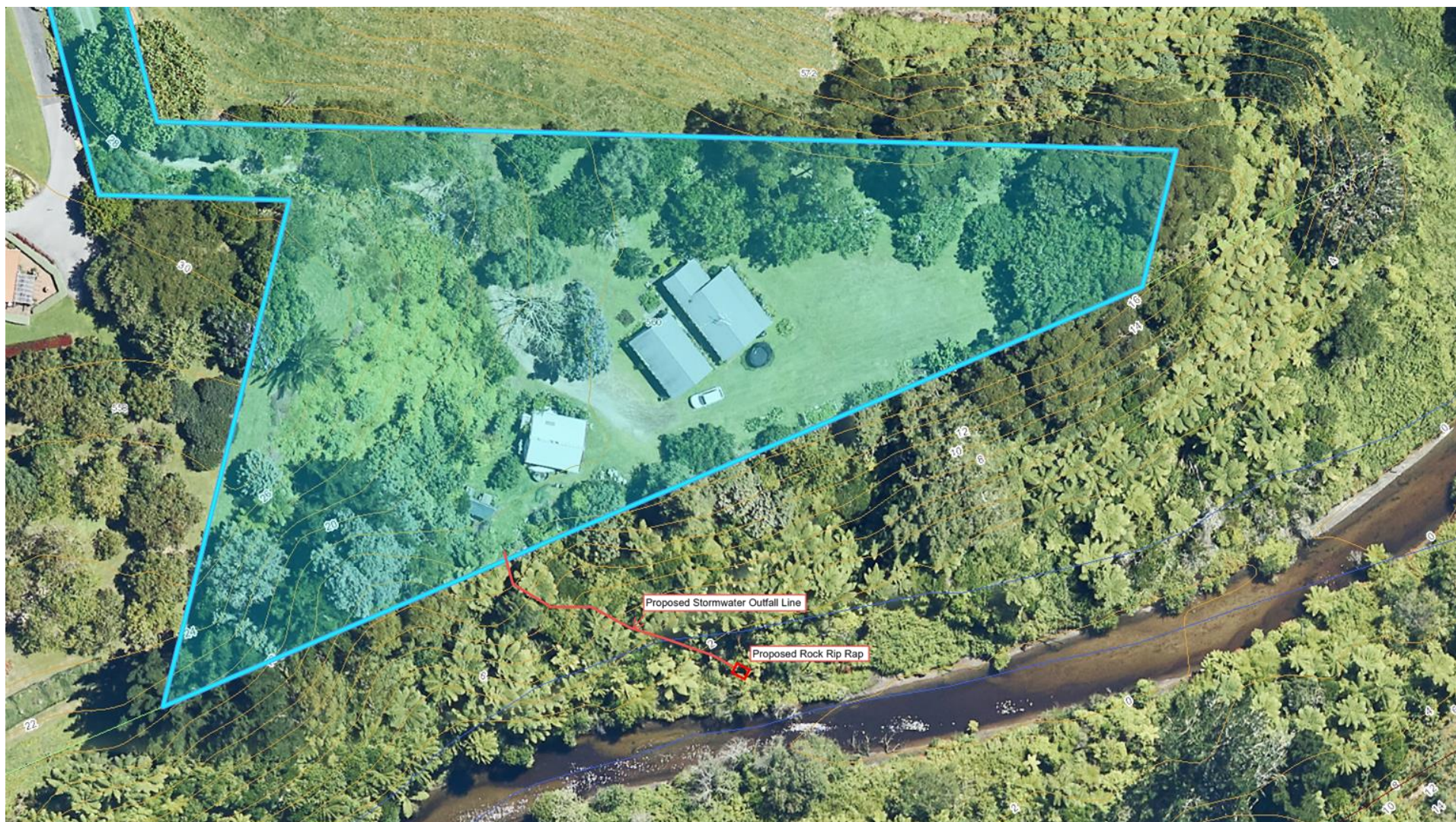
6. Section 48 (1) of the Reserves Act 1977 provides Council with the Statutory authority to grant easements over reserves.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
No funding required	<p>An application fee of \$307 is required from the applicant to allow the processing of the consent. No further costs will be sort from the applicant for the benefit of the easement as Council is encouraging connection into approved storm water points.</p> <p>The easement instrument protects Council from further maintenance or replacement costs of the easement facility.</p> <p>Costs associated with installing the storm water pipe and reinstatement of the site are to be borne by the applicant.</p>

ATTACHMENTS

1. Location of easement [↓](#) 
2. Application [↓](#) 
3. Additional report specifying stormwater installation [↓](#) 



Produced using ArcMap by the Western Bay of Plenty District Council GIS Team.
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Location of services is indicative only. Council accepts no liability for any error.
Archaeological data supplied by NZ Archaeological Assoc/Dept. of Conservation.

Date: 20/04/2021
Operator: Geocortex
A3 Scale 1: 490
0 24 Meters



Title Line 1
Title Line 2
Title Line 3



Application for Easement over Western Bay of Plenty District Council Land

Applicant Name(s)	Steve Garvey
Property Owner Name(s) (if different to applicant)	Steve Garvey and Wendy Artus
Address and Legal Description of Owners property	560 Old Highway Lot 1 DPS 56909 RT 46D/345
Owner's Property Valuation No.	06819 131 08
Applicant Postal Address	23 Waipa Street Birkenhead Auckland 0626
Applicant Contact Phone Number(s)	021333516
Applicant Email	Steve.garvey@landmarkhomes.co.nz
Resource Consent No. (if part of a resource consent)	NA
Name of Reserve and legal description (if known)	Te Puna River Esplanade Reserve Lot 4 DPS 44151 (P/1857/952)
Proposed works (easement type e.g. stormwater/telecommunications) – please enclose aerial plan of proposed easement area, attach any site photos, site plans and drawing. Consider alternative locations.	Refer report
Particulars of structure or pipe works. Please detail construction methods, transport means.	Refer report
Proposed date of construction	TBC
Will the structure or the use of the land materially or permanently affect the public's right to enter on to or use the land for recreational purposes <i>(if it is determined that such an easement or structure will affect the public's right then the administering body must advertise the proposal for a statutory period of one month)</i> Detail any engineering designs to mitigate the impact of the easement.	Not at all None planned. Pipe amongst vegetation will have minimal impact and planting at base will be associated with the rock rip rap.
Application Fee - \$307.00 GST inclusive attached	

Once Council approves the Easement Application:

Council will identify any known significant ecological, historical or archaeological features within the Reserve. This may require mitigation measures to be undertaken to protect them at the cost of the applicant.

Council will obtain a valuation of the easement area. The applicant must pay for the cost of the valuation assessment and the assessed value of the easement area.

The applicant shall also have a survey plan prepared showing the easement area, at their cost. This must be done in consultation with Council staff.

All costs associated with the easement are payable by the applicant. By submitting this application, the applicant confirms they will pay all costs as they fall due. Council will not approve/submit the easement instrument (the document that registers the easement on the title) until all costs applicable to the easement have been paid by the applicant.

If at any time during the process the easement is unsuccessful or the applicant does not wish to continue, any costs that have been incurred in relation to obtaining the easement will require to be paid and no refund will be given.

Signed by Applicant(s):



Date: 20/04/2020.

Office Use Only:

Arch sites checked 1857/952	Date: 20/04/2021
Fee Paid and receipted	Date: Ref:
Applicant Parcel/RC No. – Condition No.	

Our ref. 4564.2
19th April 2021

Steve Garvey
23 Waipa Street
Birkenhead
AUCKLAND 0626



Terrane Consultants Limited
PO Box 13-607, Tauranga 3110, New Zealand
T +64 7 579 9708 E admin@terrane.co.nz
www.terrane.co.nz

Attention: Steve Garvey

PROPOSED HOUSE AT 560 OLD HIGHWAY, WHAKAMARAMA, TAURANGA STORMWATER DESIGN REPORT

1.0 INTRODUCTION

Terrane Consultants Ltd (Terrane) was engaged by Steve Garvey to undertake the design of the stormwater disposal system for the proposed house at 560 Old Highway, Tauranga.

The following sections summarise the basis of design of the stormwater disposal system. A PS1 Producer Statement - Design is appended to this report. Details are given in the attachments to this report.

2.0 GENERAL

Stormwater control is critical to maintaining slope stability. The site is inherently unsuitable for soakpit disposal of stormwater.

The existing uses soakpits for stormwater disposal. The existing situation is to be improved by removing soakpits, catching flows from impermeable surfaces and piping them to the base of the slope on the south side of the site.

Western Bay of Plenty District Council (WBOPDC) have given approval in principle* to dispose of stormwater flows near the base of the southern slope. The pipework and outfall arrangement run through Esplanade Reserve. It is understood an easement is required. Flows are such that a Regional Council Resource Consent is not required (<130 litres per second).

The proposed arrangement is:

- Catchment 1 - Stormwater flows from the proposed house and the existing sleepout/minor unit will go to buried tank situated between the sleepout/minor unit and the southern boundary. The tank will provide detention storage. Flows will be attenuated, with the discharge controlled by the outlet aperture diameter.
- Catchment 2 - Flows from the driveway catchment will bypass the detention tank and go directly to the stormwater outfall.
- The outlet pipe will follow the existing track to the base of the slope. The outfall arrangement will consist of rock rip rap arrangement to prevent scour and selected plantings to provide natural visual screening of the outlet.

Details of the design are shown on the attached Drawing 4564-30.

* Email Joanne Hin (WBOPDC) to Kerry Jervis (Terrane), dated 25/02/2021.

3.0 STORMWATER DISPOSAL

Catchment 1

Concentrated stormwater runoff is to be collected and piped to the detention tank. Contributory areas thus:

New house	300 m ²
Existing sleepout/minor unit	45 m ²
Total	<u>345 m²</u>

Using the Rational Method to calculate surface water run-off discharging from impermeable surfaces:

Peak discharge rate, $Q^{(peak)} = 1/360(CiA)$, where:

$$C = 0.90$$

$$i = 126 \text{ mm (10 min storm/10 year ARI)}^\dagger$$

$$A = 0.0345 \text{ hectares}$$

$$= 1/360 (0.90 \times 126 \times 0.0345)$$

$$\approx 0.011 \text{ m}^3/\text{second}$$

Design runoff volume, $V = Q^{(peak)} \times 60 \text{ seconds} \times 10 \text{ minutes}$

$$= 0.018 \times 60 \times 10$$

$$= 6.52 \text{ m}^3 \text{ for a 10 minute storm}$$

An APD StormLite detention tank is to be used, minimum size = 8,000 litres. The outlet aperture diameter should be restricted to 25mm diameter.

The outlet and the overflow should be connected to a new stormwater manhole (SWMH) as shown on Drawing 4564-30. Calculations indicate a 90 mm ID uPVC pipe will be sufficient between the tank and the manhole.

Catchment 2

Concentrated runoff is to be discharged directly to the SWMH.

Catchment comprises the driveway, area = 220 m².

Peak discharge rate, $Q^{(peak)} = 1/360(CiA)$, where $C = 0.90$

$$i = 126 \text{ mm (10 min storm/10 year ARI)}$$

$$A = 0.022 \text{ hectares}$$

$$= 1/360 (0.90 \times 126 \times 0.022)$$

$$\approx 0.0069 \text{ m}^3/\text{second}$$

Design runoff volume, $V = Q^{(peak)} \times 60 \text{ seconds} \times 10 \text{ minutes}$

$$= 0.018 \times 60 \times 10$$

$$= 4.158 \text{ m}^3 \text{ for a 10 minute storm}$$

Catchment 2 flows bypass the detention tank and go directly to the SWMH.

[†] Rainfall intensity from WBOPDC Development Code - Sheet SW3B

From the SWMH to the outfall

The outlet flows from the SWMH will be piped to the base of the slope and disperse amongst rock rip rap before entering the Te Puna Stream. The following applies:

- Iplex Polyethylene Effluent Pipe with a mean ID of 96.5mm (220.110PN8) and 2500 series compression fittings should be used; and
- Pipework should be securely strapped to waratahs driven a minimum for 700mm below ground surface.

The choice of pipework is based on durability. This pipe is designed to be used above ground, is ridged enough to withstand wear and tear and is flexible enough to aid installation. Other types of pipe may be considered provided they meet durability requirements.

Details of the design are given on Stormwater Plan (Sheet 30). A PS1 Producer Statement- Design is attached to this report.

4.0 APPLICABILITY

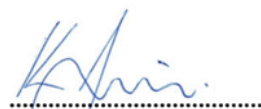
This report has been prepared for Steve Garvey with respect to the specific brief given to us. Conclusions and recommendations provided herein shall not be used in any other context without our prior review and written agreement.

This assessment relates to the specific development proposal described to us. Requirements and recommendations may vary for other development scenarios. If there is any doubt regarding the applicability of the report or its contents, or the site materials encountered are different from those described herein, it is essential that these issues are discussed with Terrane prior to proceeding with any work based on this document.

We trust this report is sufficient for your present purposes. Please contact our office on ph 07-579 9708 or email admin@terrane.co.nz if there are any queries arising.

TERRANE CONSULTANTS LTD

Report prepared by:



Kerry Jervis
NZDE(Civil) DipMS



Authorised for release by:



A.J. Cowbourne
CPEng BE(Hons) MSc(Hons) BSc CEngNZ
DIRECTOR

Attachments:

- PS1 Producer Statement - Design
- Drawing 4564 - 30 : Plan - Stormwater

4564.2 SW.DesRep.docx S: 19/04/2021 P: 19/04/21

Institute of Architects
IncorporatedBuilding Code Clause(s) E1**PRODUCER STATEMENT – PS1 – DESIGN**(Guidance on use of Producer Statements (formerly page 2) is available at www.engineeringnz.org)

ISSUED BY: Terrane Consultants Ltd
(Design Firm)

TO: Steve Garvey
(Owner/Developer)

TO BE SUPPLIED TO: Western Bay of Plenty District Council
(Building Consent Authority)

IN RESPECT OF: Stormwater Disposal
(Description of Building Work)

AT: 560 Old Highway, Whakamarama
(Address)

Town/City: Lot 1 DP 56909 SO _____

We have been engaged by the owner/developer referred to above to provide: Design
(Extent of Engagement)

Services in respect of the requirements of Clause(s) of E1

The Building Code for:

All ☐ or Part only ☒ (as specified in the attachment to this statement), of the proposed building work.

The design carried out by us has been prepared in accordance with:

☒ Compliance Documents issued by the Ministry of Business, Innovation & Employment E1
(verification method / acceptable solution)

or

☐ Alternative solution as per the attached schedule _____

The proposed building work covered by this producer statement is described on the drawings titled
"560 Old Highway – Stormwater Disposal", dated March 2021

_____ and numbered 4564 -30
 together with the specification, and other documents set out in the schedule attached to this statement.
"Design Report", ref: 4564.2, dated March 2021

On behalf of the Design Firm, and subject to:

- (i) Site verification of the following design assumptions; refer Design Report
- (ii) All proprietary products meeting their performance specification requirements;

I **believe on reasonable grounds** that a) the building, if constructed in accordance with the drawings, specifications, and other documents provided or listed in the attached schedule, will comply with the relevant provisions of the Building Code and that b), the persons who have undertaken the design have the necessary competency to do so. I also recommend the following level of construction monitoring/observation:

☐ CM1 ☐ CM2 ☒ CM3 ☐ CM4 ☐ CM5 (Engineering Categories) or ☐ as per agreement with owner/developer (Architectural)

I, Anthony John Cowbourne am: ☒ CPEng 139805 ☐ Reg Arch _____
 (Name of Design Professional)

I am a Member of: ☒ Engineering NZ ☐ NZIA and hold the following qualifications: CPEng, BE (Hons) MSc (Hons) BSc CMEngN

The Design Firm issuing this statement holds a current policy of Professional Indemnity Insurance no less than \$200,000*.

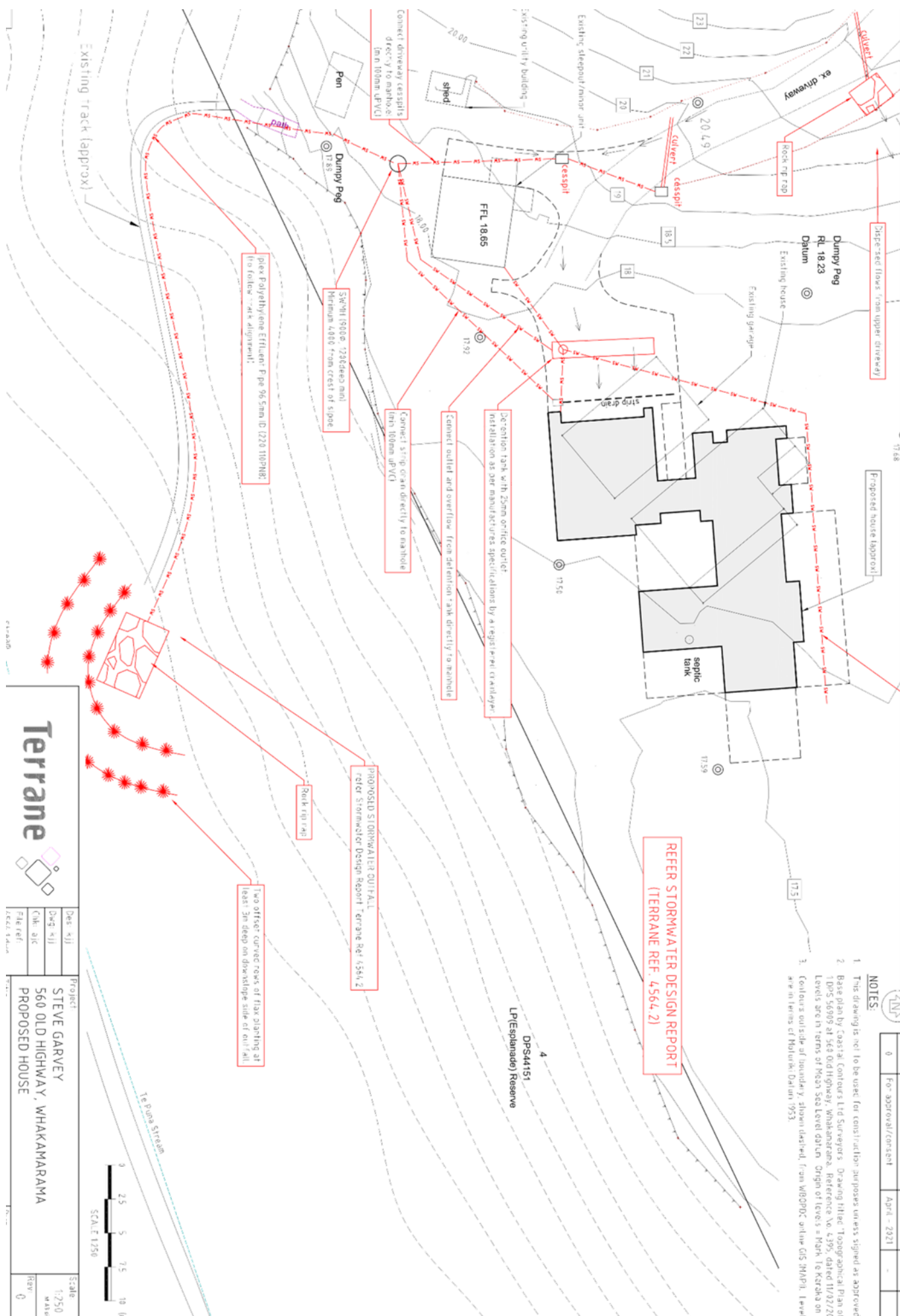
The Design Firm is a member of ACENZ: ☒

SIGNED BY: Anthony John Cowbourne (Signature) _____
 (Name of Design Professional)

ON BEHALF OF Terrane Consultants Ltd Date 19th April 2021
 (Design Firm)

Note: This statement shall only be relied upon by the Building Consent Authority named above. Liability under this statement accrues to the Design Firm only. The total maximum amount of damages payable arising from this statement and all other statements provided to the Building Consent Authority in relation to this building work, whether in contract, tort or otherwise (including negligence), is limited to the sum of \$200,000.*

This form is to accompany **Form 2 of the Building (Forms) Regulations 2004** for the application of a Building Consent
THIS FORM AND ITS CONDITIONS ARE COPYRIGHT TO ACENZ, ENGINEERING NEW ZEALAND AND NZIA.



10.6 CHIEF EXECUTIVE OFFICER'S EXTRAORDINARY REPORT**File Number: A4054718****Author: Charlene Page, Executive Assistant Mayor/CEO****Authoriser: Miriam Taris, Chief Executive Officer****EXECUTIVE SUMMARY**

The purpose of this report is to provide information to Elected Members about the Chief Executive's meetings as attended on behalf of Council including those attended with His Worship the Mayor.

RECOMMENDATION

That the Executive Assistant Mayor/CEO's report dated 20 May 2021 titled 'Chief Executive Officer's Extraordinary Report' be received.

BACKGROUND

The following topics were discussed at the Community Board Chairperson's meetings with the Chief Executive Officer, held over the past 6 weeks:

1. Chairperson Ross Goudie – Waihi Beach Community Board

- Waihi Beach Community Boards Long Term Plan (LTP) Submission;
- Regional Land Transport Plan 2021-2031 Submission;
- Welcome to Waihi Beach entranceway project;
- Cycleway/walkway progress;
- Cleaning creeks from sand build ups;
- Community Hub;
- Predator Free Waihi Beach;
- Bike racks at the Hall; and
- Waihi Beach Historical Trail Information.

2. Chairperson Teresa Sage – Ōmokoroa Community Board

- Expressions of Interest (EOI) for the Old Pavilion and the Old Library;
- Updates on:
 - Drinking fountains;
 - Bench seating;
 - Railway bridge;
 - Western Avenue Reserve pathway;
 - Library and Service Centre; and
 - Temporary Bike Park.

3. Chairperson Ben Warren – Katikati Community Board

- Katikati Town Centre and Katikati Community Plans;
- Waka Kotahi (NZTA) Speed Changes and Road Designs;

- Katikati College School Zone Signage – Markings;
 - Long Term Plan (LTP) Submissions;
 - Katikati-Waihi Beach Ward By-Election 2021 update;
 - Proposed LTP Rate rises of 12% over three years; and
 - Social Housing Moore Park.
4. Chairperson Shane Beech – Maketu Community Board
- Maketu ANZAC Commemorations 2021 Funding;
 - Entrance Signs; and
 - Maketu Kohanga Reo.
5. Chairperson Richard Crawford – Te Puke Community Board
- Youth issues;
 - Rubbish bins;
 - Te Puke Memorial pool;
 - Main Street grasses;
 - Frida Woison;
 - CCTV cameras;
 - Landscape Road;
 - Toy Library/Hāpai Mama Storage Shed;
 - Tsunami warning; and
 - The Western Bay Fun Day Community Series.

BOOKED ENGAGEMENTS AND MEETINGS ATTENDED BY THE CHIEF EXECUTIVE OFFICER

25 March	Meeting with Michelle Cobb;
26 March	Steering Committee members workshop (Rotorua);
29 March	Three Waters Steering Group Zoom;
30 March	Chairperson Kura Martin, Des Tata and Tumatawha Piahana - Te Mana o Ngai Tamarawaho;
06 April	Steering Committee Communications Sub-Group Meeting (Zoom);
07 April	Bay of Plenty Local Authority Shared Services (BOPLASS) Board Meeting; Bay of Plenty Chief Executives Forum;
08 April	Resource Management System Reform: Second Local Government Forum (Zoom);
09 April	Local Government New Zealand and Taituarā Three Waters Steering Group representatives meeting (Zoom);
09 April	Woods Brand Strategy presentation;
12 April	Three Waters Steering Group Meeting (Wellington);
14 April	Planning for the Future – Nicole Rosie - Waka Kotahi (NZTA) (Zoom); Chief Executives Advisory Group Meeting;

16 April	Chief Executive Officer (CEO) staff Roadshow;
19 April	Chief Executives Forum (Wellington);
27 April	Three Waters Steering Committee Meeting (Wellington); and
28 April	Toi Te Ora catch up - Janet Hanvey.

BOOKED ENGAGEMENTS AND MEETINGS ATTENDED BY THE CHIEF EXECUTIVE OFFICER AND MAYOR

23 March	Te Puna Country Club Retirement Village;
24 March	Ōmokoroa Projects 2020-2022 Community Update Meeting No.2;
29 March	Mayor and CEO meeting with Angie Warren Clark;
31 March	Project Tauranga Partner Function;
15 March	Tahawai Reserve (including attendees Gary Allis, Peter Watson, Clifford Paxton and Peter McGregor(Police));
22 April	SmartGrowth Leadership Group Meeting; and
28 April	Meeting with Royce McClure.

11 INFORMATION FOR RECEIPT**12 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
12.1 - Confidential Minutes of the Audit and Risk Committee Meeting held on 19 March 2021	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
12.2 - Confidential Minutes of the Council Meeting held on 8 April 2021	<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> <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</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

	enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
12.3 - Confidential Minutes of the Extraordinary Council Meeting held on 21 April 2021	<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)(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>	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
12.4 - Confidential Minutes of the Performance and Monitoring Meeting held on 27 April 2021	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	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
12.5 - Confidential Minutes of the Extraordinary Council Meeting held on 27 April 2021	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
12.6 - Confidential Minutes of the Extraordinary Council Meeting held on 5 May 2021	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
12.7 - Chief Executive Officer's Report - Request For Execution of Documents under Seal of Council	<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