

# MEETING – AGENDA –

Ngā Take

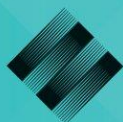


## COUNCIL

### Te Kaunihera

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**C21-10**  
**Thursday, 12 August 2021**  
**Council Chambers**  
**Barkes Corner, Tauranga**  
**9.30am**



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

# Council

## Membership

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

## Role:

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

## Power to Act:

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

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

## **Procedural matters:**

- Approval of elected member training/conference attendance.

## **Mayor's Delegation:**

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

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

## **Power to sub-delegate:**

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

Notice is hereby given that a Meeting of Council will be held in the Council Chambers, Barks Corner, Tauranga on:  
Thursday, 12 August 2021 at 9.30am

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>6</b>
<b>2</b>	<b>In Attendance .....</b>	<b>6</b>
<b>3</b>	<b>Apologies .....</b>	<b>6</b>
<b>4</b>	<b>Consideration of Late Items .....</b>	<b>6</b>
<b>5</b>	<b>Declarations of Interest .....</b>	<b>6</b>
<b>6</b>	<b>Public Excluded Items .....</b>	<b>6</b>
<b>7</b>	<b>Public Forum.....</b>	<b>6</b>
	Nil	
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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 21 JULY 2021**

**File Number:** A4287347

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

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

#### **RECOMMENDATION**

That the Minutes of the Katikati Community Board Meeting held on 21 July 2021 be received.

## **ATTACHMENTS**

- 1. Minutes of the Katikati Community Board Meeting held on 21 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. K21-4  
HELD IN THE CENTRE. PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI 3129  
ON WEDNESDAY, 21 JULY 2021 AT 7.00PM**

## **1 PRESENT**

Member B Warren (Chairperson), Member J Clements, Member K Sutherland, Cr J Denyer and Cr A Sole

## **2 IN ATTENDANCE**

J Pederson (Group Manager People and Customer Services), A Hall (Roading Engineer – West), H Willis (SCADA Systems Engineer) and P Osborne (Senior Governance Advisor)

10 Members of the public, including Councillor Anne Henry.

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION K21-4.1**

Moved: Member K Sutherland

Seconded: Cr A Sole

That the apology for absence from Member N Harray be accepted.

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**CARRIED**

## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

- Councillor Sole declared an interest in item 9.3 '33 Middlebrook Drive'

## **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.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION K21-4.2**

Moved: Cr J Denyer

Seconded: Cr A Sole

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

**CARRIED**

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**Norm Mayo – Katikati Residents and Ratepayers Association**

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

- Concern raised from members of the community in regards to the Long Term Plan (LTP) rate and debt increase;
- Disappointment over the new Kerbside Rubbish Collection contract going to a Chinese company instead of a local company;
- Mr Mayo was of the belief that occupants of Tanners Point were living 'rent free'; and
- The Residents and Ratepayers Association did not support the Three Waters Reform. The Reform proposed was 'opt-in' and consultation was planned for a future date.

**Ewen Luskie – Various Items**

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

- Identified potential health and safety issues relating to the Stormwater retention pond at the end of Park Road. Mr Luskie was worried that, with the amount of water in the pond, it was a potential drowning hazard;
- Stormwater drains on Park Road were not being kept clear;
- Would like to see the levels of visibility at the Levley Lane/Park Road intersection addressed, as Mr Luskie believed that more could be done. The Roading Engineer (West) would make an assessment of the intersection; and
- Clarification was provided in relation to the Yeoman Walkway project. Mr Luskie was informed that consultation was planned for a future date.

**Jim Davison – Various Items**

Mr Davison was in attendance to provide the Board with updates relating to the Katikati Memorial Hall and the Highfields Pond.

**Katikati Memorial Hall**

- Building compliance had been received;
- The stage had a re-paint;
- Curtains had been dry-cleaned;
- An investigation on structural requirements had commenced; and
- Bookings for the hall were busy.

**Highfields Pond**

- Happy with the \$130,000 set aside in the Long Term Plan (LTP) for spending in the 2022/2023 financial year;
- The proposal for Council approval would be drawn up;
- Planning would commence at the beginning of 2022; and
- The present pond would be drained at the same time, to allow earthworks to start.

**Jacqui Knight – Various Items**

Ms Knight was in attendance to speak to the Board on the below items:

- Noted the amount of homeless people in Katikati and wondered if it would be possible to have a public 'pay-as-you-go' shower installed in town.
- Seeking some help with the removal of Councils Main Street security camera system from the Arts Junction (Old Katikati Library). Someone was wanting to lease the space, and despite efforts to try and work with Council, the system was yet to be re-located. The Group Manager People and Customer Service agreed to follow this up for Ms Knight.

- Highlighted a potential use of the C.E Miller fund, with the installation of permanent lights around the playground between the Arts Junctions and the Museum.
- Would be putting in a Service Request to investigate what had happened to the lights that previously shone up from the Uretara Bridge.
- A request for the Community Board to consult with the Katikati Trails Development Group around the potential of using the Boards 2021/2022 Roothing budget towards safer walking and cycling routes in Katikati.
- Noted that the Waitekohekohe Reserve project looked fantastic, and the Community Board was encouraged to familiarise themselves with the area.

### **Don Wallis – Katikati Trails Development Group**

Mr Wallis was in attendance to speak to the Board on behalf of the Katikati Trails Development Group. The Group would like to see safer walking and cycling routes/trails around Katikati, noting that they proposed to focus on one area at a time. Mr Wallis noted that their priority at the moment was the footpath along Waterford Road, from Mulgan Street into the town centre.

It was suggested that more paint and signs would help bring awareness to bikers on the road. Mr Wallace invited the Board to attend the Katikati Trails Development Group to discuss the use of the 2021/2022 Community Board Roothing budget.

The Board encouraged the Katikati Trails Development Group to add their preferred routes for walk/cycleways into the Katikati Community and Town Centre Plan.

The Roothing Engineer (West) informed Mr Wallis that Council funded a group of officers called 'Travel Safe', who worked with schools on safe travel patterns to and from schools. The Roothing Engineer (West) would ask 'Travel Safe' to consult with the school around encouraging kids to bike to and from school.

## **PUBLIC FORUM MEETING RECONVENED**

### **RESOLUTION K21-4.3**

Moved: Cr A Sole

Seconded: Cr J Denyer

That the meeting reconvene in formal session at 7.48pm.

**CARRIED**

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 26 MAY 2021**

### **RESOLUTION K21-4.4**

Moved: Member K Sutherland

Seconded: Cr J Denyer

That the Minutes of the Katikati Community Board Meeting held on 26 May 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

## 9 REPORTS

### 9.1 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT - JULY 2021

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

#### **C.E.Miller Fund**

The Board would be looking at ways to use the funds for beautification around Katikati. The Board would discuss the potential of combining funds later in the agenda, during the financial report.

#### **Local Roothing Budget**

Member Clements circulated a proposal prior to the meeting in regards to how the Board could spend the new Roothing Budget. The Board agreed to discuss this further at a workshop.

#### **School Zone**

The Roothing Engineer (West) provided the Board with the response received from WestLink and Waka Kotahi in regards to the pedestrian crossing outside the school, noting that the response supported advice previously provided to the Board. It was also reiterated that red paint was not Councils Level of Service for Zebra Crossings.

The Board was unhappy with the response received, as they were aware of other areas that had used red paint under the white stripes of a pedestrian crossing. The Board decided to contact Waka Kotahi directly.

#### **Avocado Festival Events Management**

Council staff would be organising a meeting with Community Board members and Katch Katikati to discuss Council contribution and cooperation with the Annual Avocado Festival.

#### **Three Waters Reform**

The Board was reminded that there were still a lot of unknowns surrounding the potential \$20 million funds available to Council, and therefore no further updates were provided.

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### RESOLUTION K21-4.5

Moved: Cr J Denyer

Seconded: Member K Sutherland

That the Chairperson's report dated 21 July 2021, titled 'Katikati Community Board Chairpersons Report – July 2021', be received.

**CARRIED**

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### 9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT - JULY 2021

The Board considered a report from Councillor Sole, noting the below amendment:

- 'Total rate increase for the year 2021-22 of 11.51%.'

Councillor Sole gave a brief overview on each item of his report with clarification that the transfer of the Three Waters assets would take approximately one third of WBOPDC's assets, and close to 70-75% of WBOPDC's debt.

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**RESOLUTION K21-4.6**

Moved: Cr A Sole  
Seconded: Cr J Denyer

That the Councillor's report dated 21 July 2021, titled 'Katikati Community Board Councillor's Report – July 2021', be received.

**CARRIED**

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**9.3 33 MIDDLEBROOK DRIVE**

Councillor Sole declared an interest in this item, withdrew from the meeting and took no part in the discussion or voting thereon.

The Board considered a report from the Strategic Property Manager. The report was taken as read.

The Board expressed concern, as they wanted to hear from each of the interested parties prior to taking the recommendation to Council. The Board agreed that they would invite representatives from each of the interested parties to the next Community Board workshop, to allow the Board to represent all interested parties equally in their decision.

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**RESOLUTION K21-4.7**

Moved: Member B Warren  
Seconded: Cr J Denyer

1. That the Strategic Property Manager's report dated 21 July 2021, titled '33 Middlebrook Drive', be received.
2. That the Katikati Community Board defer this item to allow for further discussion with the interested parties.

**CARRIED**

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**9.4 KATIKATI COMMUNITY BOARD GRANT APPLICATION**

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion around the type of funding assistance that was being sought. The Board noted that, under the funding criteria, the application for funding should relate to activities/projects rather than re-occurring administrative costs. Representatives from the Katikati Boating Club were informed prior to the meeting, and would look at potential funding options for the future.

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**RESOLUTION K21-4.8**

Moved: Member B Warren  
Seconded: Cr A Sole

1. That the Senior Governance Advisor's report dated 21 July 2021, titled 'Katikati Community Board Grant Application', be received.
2. That the Katikati Community Board not approve the Grant Application from Katikati Boating Club.

**CARRIED**

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**9.5 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD JULY 2021**

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

**Property – Town Centre Katikati**

The Board noted that the draft that had been received was more of a sketch than a workable draft.

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**RESOLUTION K21-4.9**

Moved: Member K Sutherland

Seconded: Member J Clements

That the Deputy Chief Executive's report dated 21 July 2021, titled 'Infrastructure Services Report Katikati Community Board July 2021', be received.

**CARRIED**

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**9.6 FINANCIAL REPORT KATIKATI - JUNE 2021**

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

The Board noted that Council staff would report back on work being completed by Boffa Miskell for the review of the Katikati Community and Town Plan.

The Board requested information regarding the merging of the Reserve balance and the C.E Miller Estate Reserve to fund a bigger project. The Board was reminded that each reserve fund had its own criteria, so the project would have to align with both criteria, in order for both funds to be used together.

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**RESOLUTION K21-4.10**

Moved: Cr A Sole

Seconded: Cr J Denyer

That the Management Accountant's report dated 21 July 2021, titled 'Financial Report Katikati – June 2021', be received.

**CARRIED**

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

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**RESOLUTION K21-4.11**

Moved: Member K Sutherland

Seconded: Cr J Denyer

That the draft schedule of meetings for August, September and October 2021, be received.

**CARRIED**

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**The Meeting closed at 8.29pm.**

**The minutes of this meeting were confirmed at the Katikati Community Board held on 15 September 2021.**

.....  
Member B Warren  
**CHAIRPERSON**

Unconfirmed

**8.2 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 27 JULY 2021**

**File Number:** A4296171

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

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

**RECOMMENDATION**

That the Minutes of the Maketu Community Board Meeting held on 27 July 2021 be received.

**ATTACHMENTS**

- 1. Minutes of the Maketu Community Board Meeting held on 27 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU COMMUNITY BOARD MEETING NO. MC21-4  
HELD IN THE MAKETU COMMUNITY CENTRE  
ON TUESDAY, 27 JULY 2021 AT 7.00PM**

**1 PRESENT**

Member S Beech (Chairperson), 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), C McLean (Senior Transportation Engineer) and P Osborne (Senior Governance Advisor)

**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 Community Board. Attending members of the public were invited to take part in the public forum.

**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION MC21-4.1**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member L Rae

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

**CARRIED**

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**Aroha Maxwell – LED Lighting**

Ms Maxwell was in attendance to speak to the Board on the below items regarding the new LED Lighting:

- Holiday homeowners in the community were concerned that the new street lights were too dull, and therefore made it difficult for people to spot potential burglars.
- The duller lighting meant that it was not as safe for children walking home in the darker months, noting that many cars sped along Williams Crescent.

- It was noted that there was surface water and loose rocks on Williams Crescent and Town Point Road. A Service Request (CCR) would be raised for this issue.

A member of the public noted that they found that the lights were bright, however they were directional rather than providing more of a 'flood lighting' effect.

The Board noted that, through their own investigation, they believed more lights should be installed around Maketu.

## **PUBLIC FORUM MEETING RECONVENED**

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### **RESOLUTION MC21-4.2**

Moved: Member S Simpson  
Seconded: Member W Ra Anaru

That the meeting reconvene in formal session at 7.07pm.

**CARRIED**

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## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 1 JUNE 2021**

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#### **RESOLUTION MC21-4.3**

Moved: Cr K Marsh  
Seconded: Member S Simpson

That the Minutes of the Maketu Community Board Meeting held on 1 June 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

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## **9 REPORTS**

### **9.1 MAKETU COMMUNITY BOARD CHAIRPERSONS REPORT - JULY 2021**

The Board considered a report from the Chairperson, who provided the Board with a brief overview of the report.

The Chairperson acknowledged the resignation of the Western Bay of Plenty District Council (WBOPDC) Roading Engineer (East), noting that the Senior Transportation Engineer was in attendance until a replacement was sought.

The Board noted the below items:

- The Church Road barrier had been repaired; and
- The water fountain was being re-located.

The Board noted that they would monitor the rubbish bin currently placed next to the public toilet at the Maketu Sports Ground. There was concern that, due to it being next to the road, people would dump household rubbish in that bin. The Board would monitor this to see if it needed to be addressed at a later date.

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**RESOLUTION MC21-4.4**

Moved: Member S Beech

Seconded: Cr K Marsh

That the Chairperson's report dated 27 July 2021, titled 'Maketu Community Board Chairpersons Report – July 2021', be received.

**CARRIED**

**9.2 MAKETU COMMUNITY BOARD COUNCILLOR'S REPORT - JULY 2021**

The Board considered a report from Deputy Mayor Scrimgeour, who provided the Board with an update on each of the below items.

Long Term Plan (LTP) Adoption

The LTP was adopted by Council at the meeting held 27 June 2021. There would be a rates increase of 11.5% in the first year, with a cap of 4% for the following years.

The request from Maketu School, in regards to a funding contribution for the playground upgrade, was approved. Council would fund half of the project cost, on the condition that the school could fund the other half of the required funds.

Maketu-Te Puke Reserve Management Plan

The Board was involved in the bus tour, and discussions with Council's Senior Recreation Planner, during a Maketu workshop.

Otaiparia Reserve

The name change, from 83 Ford Road, and a concept plan to develop the coastal site, was formally adopted by the Policy Committee on 27 July 2021.

Three Waters Reform

The below updates were provided, following the Local Government New Zealand (LGNZ) Conference:

- It was noted that some Mayors and Councils were questioning the proposal to transfer water assets to a public entity;
- The Honourable Nanaia Mahuta noted that the review had identified the scale of the issue;
- The Board was advised that the Government was proposing that the debt associated with the assets would also be transferred over to the new public entity; and
- The proposal was that the current 67 Territorial Authorities would reduce down to four entities. This would be an amalgamation of Councils within the area, specifically for this purpose. It was noted that the proposal identified the Bay of Plenty, Waikato, Coromandel and Taranaki Regions as 'Zone 2'.

The Group Manager Policy Planning and Regulatory Services entered the meeting at 7.19pm.

Waiāri Katikati Advisory Group – Tauranga City Council (TCC) Consent

The Board was advised that the Committee membership had been altered, and no decisions on the proposals had been made to date.

Wastewater Alternative Discharge Options and Kaitiaki Group – WBOPDC Discharge Consent

A Kaitiaki Group had been established, and was going through an 'education process' to understand what had been done.

**RESOLUTION MC21-4.5**

Moved: Deputy Mayor J Scrimgeour  
Seconded: Member S Beech

That the Councillor's report dated 27 July 2021, titled 'Maketu Community Board Councillor's Report – July 2021', be received.

**CARRIED**

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**9.3 INFRASTRUCTURE SERVICES REPORT MAKETU COMMUNITY BOARD JULY 2021**

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

**Maketu Cycleway**

The Board sought clarification around the prioritisation for the funding of Stage 2. It was noted that Waka Kotahi (NZTA) had not confirmed how much funding Council would receive in the 2021/2022 financial year, however this should be confirmed by late August 2021. The Board was also informed that there were a number a cycleway projects around the District, so these would have to be prioritised.

**Surf Club Carpark Reserve Rock Revetment**

The Board noted that, at the previous Community Board meeting, they had requested to have an on-site meeting with Council staff to discuss the two proposed options. The Board requested that this happen as soon as possible, due to the health and safety concerns around this area.

**Spencer Avenue Reserve Levelling**

The Board was advised that this report would be made available to them by the end of June 2021, however they were yet to see this. The Board requested for this to be followed up.

**Need for Stop Signs on Te Awhe Road**

The Board noted that the vegetation clearance works had not been completed, and therefore Council's Minute Action Sheet (MAS) needed to remain open.

**Annual Plan 2020 Requests – Outdoor Gym/Exercise Equipment**

The Board was advised that an onsite meeting with Council staff had occurred to confirm placement of the two new outdoor gym/exercise equipment pieces. The Board was informed that the current equipment pieces were used very well.

**Water Fountain Installation**

The Board noted that, due to the re-location of this water fountain, Council's MAS should remain open until the project had been completed.

**Annual Plan 2020 Requests – Additional BBQ by the Surf Club**

Member Ra Anaru informed the Board that he had drafted a letter to Te Arawa Lakes to explain the intentions of the Board to install an additional BBQ. The letter would also seek permission to carry out the works.

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**RESOLUTION MC21-4.6**

Moved: Cr K Marsh

Seconded: Member W Ra Anaru

That the Deputy Chief Executive's Report, dated 27 July 2021 and titled 'Infrastructure Services Report Maketu Community Board July 2021', be received.

**CARRIED**

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**9.4 MAKETU COMMUNITY BOARD FINANCIAL REPORT - JUNE 2021**

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

The Board asked for the two 'committed reserves expenditure' resolutions that referenced the 'Entrance Signs into Maketu' project to be merged.

The Board noted that they would like to see Council contribute to the ANZAC Day dawn service in Maketu. The funds had been coming out of the Community Board Grants Account, however the Board agreed that they felt that this was something that the ANZAC Committee should not need to apply for on a yearly basis. The Chairperson was encouraged to write a formal request to Council.

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**RESOLUTION MC21-4.7**

Moved: Member W Ra Anaru

Seconded: Deputy Mayor J Scrimgeour

That the Management Accountant's report dated 27 July 2021 and titled 'Maketu Community Board Financial Report – June 2021', be received.

**CARRIED**

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

The Chairperson reminded the Board that they had been invited to the Te Arawa ki Tai hui taking place at Tia Marae in Rangiora on Thursday 29 July at 10.00am. Member Simpson noted his apologies for this meeting.

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**RESOLUTION MC21-4.8**

Moved: Deputy Mayor J Scrimgeour

Seconded: Member L Rae

That the draft schedule of meetings for August, September and October 2021, be received.

**CARRIED**

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**The Meeting closed at 7.50pm.**

**The minutes of this meeting were confirmed at the Maketu Community Board Meeting held on 21 September 2021.**

.....  
Member S Beech  
**CHAIRPERSON**

Unconfirmed

**8.3 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 29 JULY 2021**

**File Number:** A4297793

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

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

**RECOMMENDATION**

That the Minutes of the Te Puke Community Board Meeting held on 29 July 2021 be received.

**ATTACHMENTS**

- 1. Minutes of the Te Puke Community Board Meeting held on 29 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
TE PUKE COMMUNITY BOARD MEETING NO. TP21-4  
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE  
ON THURSDAY, 29 JULY 2021 AT 7.00PM**

## **1 PRESENT**

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

## **2 IN ATTENDANCE**

K Perumal (Group Manager Finance and Technology Services), C McLean (Senior Transportation Engineer) and P Osborne (Senior Governance Advisor)

13 Members of the public, including Deputy Mayor John Scrimgeour, 1 member of the press and 1 student from Te Puke High School

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION TP21-4.1**

Moved: Cr M Gray

Seconded: Member D Snell

That the apology for absence from Member Rolleston 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 Te Puke Community Board. Attending members of the public were invited to take part in the public forum.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION TP21-4.2**

Moved: Cr M Gray

Seconded: Member K Ellis

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

**CARRIED**

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**Callum Nicholson – Paengaroa Resident**

Mr Nicholson was in attendance to highlight the traffic and road issues on Wilson Road, that had been expressed by local residents.

Mr Nicholson thanked those involved in lowering the speed limit along Wilson Road, however noted that the new speed limit was not being followed by some road users. Local residents felt as though more visible signage, or enforcement, was required.

It was also noted that truck drivers were using Wilson Road as an alternative route, to avoid the weigh station. This was happening at all times of the night, which caused noise and vibration issues for surrounding residents.

Mr Nicholson noted that he believed there was a blind spot when approaching the Wilson Road/McKenzie Road intersection. There was a request for additional signage prior to the bridge, that would warn following traffic of the potential 'hidden queue'. Mr Nicholson was of the belief that the condition of McKenzie Road also needed to be addressed.

Raewyn Butter spoke in support of these issues, requesting feedback on what options could be considered to address these issues moving forward.

**Helen Perry – Security Issues on Stock Road**

Ms Perry was in attendance to speak to the Board on behalf of the Te Puke Playcentre, regarding security issues that the centre was experiencing. Due to the frequency of these events, the Centre had installed their own cameras, as well as hired security, noting that funds were from their own 'pocket'.

Richard Matthews and Donna Garrett from Te Puke Scouts, and Claire McCracken from the Toy Library spoke in support of this issue. As neighbouring buildings, they had also experienced theft and witnessed illegal behaviour.

The three organisations were seeking support and help from Council on this issue, as they were worried about the health and safety of their members and children.

There was clarification that the Playcentre and Toy Library were Council buildings on Council land, however Te Puke Scouts was a New Zealand Scout Building, on Council land.

**Joanne Reha – The Daily Charitable Trust**

Ms Reha was in attendance to advise the Board on an initiative that The Daily Trust was working on in collaboration with Envirohub. The concept is around connecting Tauranga based, Envirohub, with a local street in Te Puke (10 families). This was to help create a culture around utilising the surrounding environment by creating worm farms, composting etc.

**Colleen Scott – Traffic Issues on No. 2 Road**

Ms Scott raised her concerns on the speeding vehicles on No. 2 Road between Fairhaven School and Dudley Vercoe Drive. Ms Scott asked if anything could be done to help slow cars down in this area, also noting that she believed the condition of No. 2 Road could be improved.

Councillor Dally reminded and encouraged members of the public to apply for a Te Puke Community Board grant, where appropriate.

**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION TP21-4.3**

Moved: Member K Ellis

Seconded: Member D Snell

That the meeting reconvene in formal session at 7.28pm.

**CARRIED**

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**8 MINUTES FOR CONFIRMATION****8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 JUNE 2021**

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**RESOLUTION TP21-4.4**

Moved: Member D Snell

Seconded: Member K Ellis

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

**CARRIED**

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**9 REPORTS****9.1 TE PUKE COMMUNITY BOARD CHAIRPERSONS REPORT - JULY 2021**

The Board considered a report from the Chairperson, who gave a brief overview on each item. The Chairperson provided clarification, that the recommendation to re-approve the town flags was as a result of the invoice exceeding (by \$25.00) the original approved amount.

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**RESOLUTION TP21-4.5**

Moved: Member K Ellis  
Seconded: Cr G Dally

1. That the Chairperson's report dated 29 July 2021, titled 'Te Puke Community Board Chairpersons Report – July 2021', be received.

**CARRIED**

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**RESOLUTION TP21-4.6**

Moved: Cr M Gray  
Seconded: Member D Snell

2. That the Te Puke Community Board confirm the designs and approve the payment of \$4,025.00 to OneSource for 50 street flags, from their Street Decoration Account.

**CARRIED**

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**9.2 TE PUKE COMMUNITY BOARD COUNCILLOR'S REPORT - JULY 2021**

The Board considered a report from Councillor Gray, who provided the Board with a brief overview on each item.

Councillor Gray highlighted the hui that took place on Thursday 29 July at Tia Marae. This hui was for Te Ihu o te Waka (Te Arawa ki Tai iwi and hapū) to present their Kawenata to Council.

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**RESOLUTION TP21-4.7**

Moved: Member K Ellis  
Seconded: Member D Snell

That the Councillor's report dated 29 July 2021, titled 'Te Puke Community Board Councillor's Report – July 2021', be received.

**CARRIED**

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**9.3 EXPRESSIONS OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN**

The Board considered a report from the Reserves and Facilities Manager. The report was taken as read.

Councillor Gray supported the Expression of Interest, however, due to the size of the old Girl Guides Hall, she questioned whether The Te Puke MenzShed had a contingency plan if they were to outgrow this building.

The Board felt comfortable that the information provided suggested this was not a shared concern.

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**RESOLUTION TP21-4.8**

Moved: Member K Ellis

Seconded: Member D Snell

1. That the Reserves and Facilities Manager's report dated 15 July 2021, titled 'Expressions of Interest sought for a new lessee of the old Girl Guides Hall on Te Puke Domain', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke Community Board recommends to Council that the Expression of Interest from The Te Puke MenzShed Trust for a new lessee of the old Girl Guides Hall on Te Puke Domain be accepted;

And

That the Te Puke Community Board recommends to Council to exercise the powers conferred on it as the administering body of the reserve by delegation from the Minister of Conservation under the Reserves Act 1977, and grant The Te Puke MenzShed Trust the right to lease up to 5 years, with provision for further rights of renewal, the 154m<sup>2</sup> building situated on Part Section 50 SO 51580 to allow for the operation of a MenzShed.

**CARRIED**

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**9.4 INFRASTRUCTURE SERVICES REPORT TE PUKE COMMUNITY BOARD JULY 2021**

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

**Bus Stop for Hopper Buses on Cameron Road**

The Board noted they were of the belief that bus stops were required outside Te Puke High School, Te Puke Primary School and Te Puke Intermediate. The Board requested an onsite meeting with the Senior Transportation Engineer to discuss further safety options outside the schools.

**Mosaic Artwork outside the Library and Memorial Hall**

Member Ellis noted that Creative Te Puke forum were open to the original options. The Board agreed to workshop all options before approving any funds, with a focus on the metal grate option.

**Padlocks on Rubbish Bins**

The Board noted that they would make a formal resolution to complete this project, once an estimated cost had been sought.

**Main Street Plant Removal**

The Board had a discussion about what options could be considered for the replacement of this area, including grass versus low maintenance plants. These options would be discussed further at an upcoming workshop with the Senior Transportation Engineer.

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**RESOLUTION TP21-4.9**

Moved: Member K Ellis

Seconded: Member R Crawford

That the Deputy Chief Executive's Report, dated 29 July 2021 and titled 'Infrastructure Services Report Te Puke Community Board July 2021', be received.

**CARRIED**

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## 9.5 TE PUKE COMMUNITY BOARD - FINANCIAL REPORT JUNE 2021

The Board considered a report from the Management Accountant. The report was taken as read with further discussion as below.

The Group Manager Finance and Technology Services noted that the 'Public Safety' budget was well over budget.

The Board was provided with some clarification around the new CCTV Policy, adopted through the Long Term Plan (LTP).

The Board requested the below:

- A breakdown of the costs that went into the 'Public Safety' budget line;
- Clarification as to why the Committed Reserves Expenditure included projects that had already been completed; and
- Clarification around the Jubilee Park Skate Park development philanthropic funding.

The Board was encouraged to re-visit any unspent committed funds once a project was complete, in order to identify if the funds could be released back into the Reserve Account.

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### RESOLUTION TP21-4.10

Moved: Cr M Gray

Seconded: Member D Snell

That the Management Accountant's report dated 29 July 2021 and titled 'Te Puke Community Board – Financial Report June 2021', be received.

**CARRIED**

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## 9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

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### RESOLUTION TP21-4.11

Moved: Cr G Dally

Seconded: Member R Crawford

That the draft schedule of meetings for August, September and October 2021, be received.

**CARRIED**

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**The Meeting closed at 8.00pm.**

**The minutes of this meeting were confirmed at the Te Puke Community Board held on 23 September 2021.**

.....  
Member R Crawford

**CHAIRPERSON**

**8.4 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 3 AUGUST 2021**

**File Number:** A4300605

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

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

**RECOMMENDATION**

That the Minutes of the Ōmokoroa Community Board Meeting held on 3 August 2021 be received.

**ATTACHMENTS**

- 1. Minutes of the Ōmokoroa Community Board Meeting held on 3 August 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
ŌMOKOROA COMMUNITY BOARD MEETING NO. OM21-4  
HELD IN THE ŌMOKOROA LIBRARY & SERVICE CENTRE  
ON TUESDAY, 3 AUGUST 2021 AT 7.00PM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), A Hall (Roading Engineer West), B Williams (Strategic Property Manager) and P Osborne (Senior Governance Advisor)

3 Members of the Public, including Councillor James 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 Ōmokoroa Community Board. Attending members of the public were invited to take part in the public forum.

**PUBLIC FORUM ADJOURN MEETING**

**RESOLUTION OM21-4.1**

Moved: Member P Presland

Seconded: Member D Sage

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

**CARRIED**

**Chris Dever – Various Items**

Mr Dever was in attendance to speak to the Board on the below items.

- The Board was advised that the new LED lighting was great. There was a question as to whether the new lighting met standards, due to the directional focus creating darker streets. It was suggested that more street lights could be installed to address this issue.

- Mr Dever believed that Council could be more open to supporting growth in Ōmokoroa, through identifying needs in the community. Mr Dever noted that, when members of the community asked for help on projects that Council would not normally fund, Council should consider ways to support these projects.

Councillor Denyer, who was in attendance, noted that a similar comment was raised at the Maketu Community Board meeting, in regards to the LED lighting being more focused, and therefore creating darker streets.

## **PUBLIC FORUM MEETING RECONVENED**

### **RESOLUTION OM21-4.2**

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the meeting reconvene in formal session at 7.10pm.

**CARRIED**

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 8 JUNE 2021**

#### **RESOLUTION OM21-4.3**

Moved: Cr M Grainger

Seconded: Member P Presland

That the Minutes of the Ōmokoroa Community Board Meeting held on 8 June 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

## **9 REPORTS**

### **9.1 ŌMOKOROA COMMUNITY BOARD CHAIRPERSONS REPORT - AUGUST 2021**

The Board considered a report from the Chairperson. The report was taken as read, and Member Presland commended the Chairperson on a comprehensive report.

#### **RESOLUTION OM21-4.4**

Moved: Member T Sage

Seconded: Member D Sage

That the Chairperson's report dated 3 August 2021, titled 'Ōmokoroa Community Board Chairpersons Report – August 2021', be received.

**CARRIED**

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**9.2 ŌMOKOROA COMMUNITY BOARD COUNCILLOR'S REPORT - AUGUST 2021**

The Board considered a report from Councillor Thwaites, who provided the Board with a brief overview on each item.

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**RESOLUTION OM21-4.5**

Moved: Cr D Thwaites

Seconded: Member T Sage

That the Councillor's report dated 3 August 2021, titled 'Ōmokoroa Community Board Councillor's Report – August 2021', be received.

**CARRIED**

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**9.3 REAPPOINTMENT OF THE ŌMOKOROA COMMUNITY BOARD REPRESENTATION ON COMMUNITY GROUPS**

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

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**RESOLUTION OM21-4.6**

Moved: Member D Sage

Seconded: Cr D Thwaites

1. That the Senior Governance Advisor's report dated 3 August 2021, titled 'Reappointment of the Ōmokoroa Community Board Representation on Community Groups', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of the Council's Significance and Engagement Policy.
3. That the Ōmokoroa Community Board members be reappointed to outside bodies as follows:  
Ōmokoroa Community Policing Group – Member John Evans  
Ōmokoroa Public Arts Group – Member Teresa Sage

**CARRIED**

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**9.4 UPDATE ŌMOKOROA COMMUNITY BOARD PUBLIC SEATING PROJECT**

The Board considered a report from the Customer Service and Governance Manager. The report was taken as read.

Councillor Grainger asked the Board whether they had an appetite to contribute funds towards more seating around Ōmokoroa, as feedback from the community suggested that others would be willing to donate funds.

The Board supported this project, however requested for this to be discussed at a workshop in order to understand all aspects of the project, including whether or not the location of the seats meant that this project could be funded from the Roding Account.

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#### RESOLUTION OM21-4.7

Moved: Member D Sage

Seconded: Member J Evans

1. That the Customer Service and Governance Manager's report dated 3 August 2021, titled 'Update Ōmokoroa Community Board Public Seating Project', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

**CARRIED**

#### 9.5 INFRASTRUCTURE SERVICES REPORT ŌMOKOROA COMMUNITY BOARD AUGUST 2021

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

#### RESOLUTION OM21-4.8

Moved: Member D Sage

Seconded: Member P Presland

That the Deputy Chief Executive's report dated 3 August 2021, titled 'Infrastructure Services Report Ōmokoroa Community Board August 2021', be received.

**CARRIED**

#### 9.6 FINANCIAL REPORT ŌMOKOROA - JUNE 2021

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

#### RESOLUTION OM21-4.9

Moved: Member J Evans

Seconded: Member D Sage

That the Management Accountant's report dated 3 August 2021, titled 'Financial Report Ōmokoroa – June 2021', be received.

**CARRIED**

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

The Chairperson advised the Board that the next Ōmokoroa Community Board workshop would be held Friday 10 September at 6.00pm, in the board room at the Ōmokoroa Library and Service Centre.

**RESOLUTION OM21-4.10**

Moved: Member P Presland  
Seconded: Cr D Thwaites

That the draft schedule of meetings for August, September and October 2021, be received.

**CARRIED**

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**The Meeting closed at 7.24pm.**

**The minutes of this meeting were confirmed at the Ōmokoroa Community Board held on 28 September 2021.**

.....  
Member T Sage  
**CHAIRPERSON**

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

### **9.1 MINUTES OF THE KATIKATI - WAIHĪ BEACH WARD FORUM MEETING HELD ON 22 JUNE 2021**

**File Number:** A4290151

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

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

#### **RECOMMENDATION**

That the Minutes of the Katikati - Waihī Beach Ward Forum Meeting held on 22 June 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

#### **ATTACHMENTS**

- 1. Minutes of the Katikati - Waihī Beach Ward Forum Meeting held on 22 June 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI - WAIHI BEACH WARD FORUM MEETING NO. KWB21-2  
HELD AT THE WAIHĪ BEACH COMMUNITY CENTRE, 106 BEACH ROAD, WAIHĪ BEACH  
ON TUESDAY, 22 JUNE 2021 AT 7.00PM**

**1 PRESENT**

Cr J Denyer, Cr A Henry, and Cr A Sole

**2 IN ATTENDANCE**

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

**3 APOLOGIES**

**APOLOGY**

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**RESOLUTION KWB21-2.1**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the apology for absence from Mayor Webber be accepted.

**CARRIED**

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**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

Nil

**8 PRESENTATIONS**

Nil

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## 9 MINUTES FOR RECEIPT

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

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#### RESOLUTION KWB21-2.2

Moved: Cr A Henry

Seconded: Cr A Sole

That the Minutes of the Katikati - Waihi Beach Ward Forum Meeting held on 2 March 2021 be received.

**CARRIED**

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## 10 REPORTS

### 10.1 KATIKATI - WAIHI BEACH WARD FORUM MINUTE ACTION SHEET

The Committee considered a report dated 22 June 2021 from the Governance Support Administrator. The report was taken as read.

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#### RESOLUTION KWB21-2.3

Moved: Cr A Sole

Seconded: Cr A Henry

1. That the Governance Support Administrator's report dated 22 June 2021, titled 'Katikati - Waihi Beach Ward Forum Minute Action Sheet', be received.

**CARRIED**

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## SUSPENSION OF STANDING ORDERS

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#### RESOLUTION KWB21-2.4

Moved: Cr J Denyer

Seconded: Cr A Henry

A motion was moved that Council suspend standing orders.

**CARRIED**

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## 11 WORKSHOP

### 11.1 WORKSHOP ITEMS

**An update was provided by the Chief Executive Officer (CEO) on the proposed plans for Central/Local Government Three Waters Reform Programme, and what it could mean for the District.**

Key points:

- The Reform was being conducted by Central Government's Department of Internal Affairs (DIA), and was being led by Hon Nanaia Mahuta (Minister for Local Government and Foreign Affairs).
- Three Waters referred to drinking water, wastewater, and stormwater.
- In conjunction with the Three Waters Reform, multiple other reforms were happening at the same time, such as changes to the Resource Management Act (RMA), as well as a Freshwater Reform.
- The CEO was a representative on the Local Government Steering Committee for the Three Waters Reform.
- Local Government's involvement was to assist Central Government with the implementation of the Three Waters Reform. It was noted that a third of the Western Bay of Plenty District Council's (WBOPDC) assets were Three Waters assets.
- If the Reform was to go ahead, the Government was on a short time frame, and at this time, the new service delivery date was expected to be 1 July 2024.
- The DIA had gathered information from local government bodies under a Request for Information (RFI), which Western Bay of Plenty District Council (WBOPDC) had provided. Local bodies were then required to supply further information after receiving a further request from the DIA. This information included asset worth, rates, assets owned and where they were, reticulated and wastewater systems, and was used to analyse the current state of these local bodies.
- The CEO advised that this did not relate to private water supplies, but rather Council's reticulated supplies, wastewater systems, and some aspects of storm water infrastructure.
- The information gathered by Central Government had been peer-reviewed by four reputable external organisations.
- Central Government was looking at a case for change based on public health and safety, the ability for councils to fund those assets going forward, improved asset quality to meet drinking water standards, and current consent conditions. It was noted that environmental impact was also a factor of the Reform, as well as economic development for the future. Inequalities across New Zealand would also be addressed.
- The next stage of work for the Government was to review the information, working alongside experts and the Steering Committee, and receive feedback on how Central Government was going to proceed.
- Following the initial proposal, Local Government had the choice to 'opt-in' or 'opt-out' of the Reform, as it was voluntary.
- Communication and engagement across the country was being run by Central Government. They were currently undertaking discussions with Tangata Whenua.
- If the Council opted in to the Reform, public consultation would be taken out to the community later in 2021, and would then make a final decision whether to take part in the Reform, or not.

- The Government had informed local bodies that the assets would stay in public ownership, and that there was no facility for the assets to be sold.
- The concept of the Reform was that it would be on a user-pays basis. This meant that if a household was already connected to Council's Three Waters service, then that household would be part of the scheme. Included in this would be septic tank users who could change over to a reticulated wastewater system; if eligible.
- Council was hoping to be able to inform the public of their plans by the end of 2021.

In response to questions, the following matters were noted:

- The delivery of Three Waters would be run in much the same way as it was now, but would be operated and managed by newly formed entities.
- Council could be in a better debt to revenue ratio, as a substantial amount of the debt would be allocated to the new entity as part of the Reform. The Government was reviewing overheads as a part of the Reform.
- Fluoridation and chlorination would be handled by Taumata Arowai – the water services regulator for New Zealand.
- Organisations who held private Council partnerships (e.g. for the management of the land around a treatment plant), could potentially transfer this partnership over to the new entity.
- It was yet to be decided what approach would be taken on how solid waste and wastewater would be managed, and the disposal of treated wastewater.
- The RFI that went to Local Government bodies was to gather information around the current financial status of the Three Waters service delivery. This information was critiqued by Scottish Water (a Scottish statutory corporation that provided water and sewerage services across Scotland). A secondary round of the RFI went out for information, and preliminary results came out earlier in 2021. This was reviewed by three consultancy companies - Farrier Swier Consulting, Deloitte, and Beca - who were tasked with an independent review of all the information gathered. They were asked to consider the unique New Zealand environment. All three companies returned similar findings.
- It had not yet been decided who would be responsible for the maintenance of the water consents, but it was thought that this would stay with Bay of Plenty Regional Council.
- The cost estimate of \$120-180billion would be over 30 years, and these costs could be spread over all of New Zealand. The allocation of costs has yet to be addressed..
- Three Waters technical expertise was not the same level for all local bodies. The Government was looking at different reform models to address this.
- The Government would need to review the Reform if the majority of councils were to 'opt-out'.
- All relative information regarding costs would be supplied to ratepayers through summarised information releases from the Government, as part of the consultation later in 2021.
- The CEO emphasised that this was an information update, some of which was still to be confirmed, and was subject to change.

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## RESUMPTION OF STANDING ORDERS

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**RESOLUTION KWB21-2.5**

Moved: Cr J Denyer

Seconded: Cr A Sole

A motion was moved that Council resume standing orders.

**CARRIED**

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**12 RECOMMENDATIONS TO COUNCIL/COMMITTEE**

Nil

**The Meeting closed at 8.05pm.**

**The minutes of this meeting were confirmed at the Katikati - Waihi Beach Ward Forum held on 31 August 2021.**

.....  
Cr J Denyer  
**CHAIRPERSON / MAYOR**

## **9.2 MINUTES OF THE COUNCIL MEETING HELD ON 29 JUNE 2021**

**File Number:** A4286228

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

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

### **RECOMMENDATION**

That the Minutes of the Council Meeting held on 29 June 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

### **ATTACHMENTS**

- 1. Minutes of the Council Meeting held on 29 June 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
COUNCIL MEETING NO. C21-9  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
ON TUESDAY, 29 JUNE 2021 AT 9.30AM**

**1 PRESENT**

Mayor G Webber (Chairperson), Deputy Mayor J Scrimgeour, Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Gray, Cr A Henry, Cr K Marsh, 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), 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 Jensen (Finance Manager), G Payne (Strategic Advisor), M Rencher (Document Specialist) L Balvert (Communications Manager), C Nepia (Maori Relationships and Engagement Advisor), P Martelli (Resource Management Manager), L Mills (Senior Communications Specialist), J Rickard (Senior Policy Analyst) and C Irvin (Senior Governance Advisor).

**OTHER ATTENDEES**

Audit New Zealand

C Susan (Appointed Auditor)

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM**

**PUBLIC FORUM ADJOURN MEETING**

**RESOLUTION C21-9.1**

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

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

**CARRIED**

**A. Mr Ricki Nelson – Tauranga Moana Western Bay – Tangata Whenua Forum**

- The Tauranga Moana Partnership Forum met formally last week and was notified by Western Bay of Plenty District Council (WBOPDC) that the process to propose a Māori Ward in the Western Bay of Plenty needed to be made by 21 May 2021.
- It was felt that WBOPDC had neglected its responsibilities by not informing Mana Whenua of the process to establish a Māori Ward or the deadline for doing so.
- Tauranga Moana Mana Whenua representatives would like answers and/or clarification as to why WBOPDC did not consult, engage or notify Mana Whenua in the District that there was a deadline to progress the establishment of a Māori ward.

The Chairperson thank Mr Nelson for his contribution to Public Forum.

**PUBLIC FORUM MEETING RECONVENED****RESOLUTION C21-9.2**

Moved: Cr K Marsh

Seconded: Cr M Grainger

That the meeting reconvene in formal session.

**CARRIED**

**8 COMMUNITY BOARD MINUTES FOR RECEIPT****8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 26 MAY 2021****RESOLUTION C21-9.3**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the Minutes of the Katikati Community Board Meeting held on 26 May 2021 be received.

**CARRIED**

**8.2 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 1 JUNE 2021****RESOLUTION C21-9.4**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the Minutes of the Maketu Community Board Meeting held on 1 June 2021 be received.

**CARRIED**

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**8.3 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 JUNE 2021**

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**RESOLUTION C21-9.5**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the Minutes of the Te Puke Community Board Meeting held on 3 June 2021 be received.

**CARRIED**

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**8.4 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 8 JUNE 2021**

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**RESOLUTION C21-9.6**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the Minutes of the Ōmokoroa Community Board Meeting held on 8 June 2021 be received.

**CARRIED**

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**8.5 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 14 JUNE 2021**

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**RESOLUTION C21-9.7**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the Minutes of the Waihi Beach Community Board Meeting held on 14 June 2021 be received.

**CARRIED**

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**9 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**

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**9.1 MINUTES OF THE COUNCIL MEETING HELD ON 20 MAY 2021**

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**RESOLUTION C21-9.8**

Moved: Cr A Henry

Seconded: Deputy Mayor J Scrimgeour

That the Minutes of the Council Meeting held on 20 May 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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**9.2 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 20 MAY 2021**

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**RESOLUTION C21-9.9**

Moved: Cr J Denyer  
Seconded: Cr M Grainger

That the Minutes of the Audit and Risk Committee Meeting held on 20 May 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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**9.3 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING HELD ON 31 MAY 2021**

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**RESOLUTION C21-9.10**

Moved: Cr J Denyer  
Seconded: Cr M Grainger

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 31 May 2021 be confirmed as a true and correct record and the recommendations therein be adopted, noting that Resolution APLTP21-3.7 titled 'Key Proposal – Internal Submission – Community Building: CCTV – Provision of Operational Funding' No.2 be amended to read 'between 2022 and 2028'.

**CARRIED**

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**9.4 MINUTES OF THE PERFORMANCE AND MONITORING MEETING HELD ON 8 JUNE 2021**

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**RESOLUTION C21-9.11**

Moved: Cr D Thwaites  
Seconded: Cr M Grainger

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

**CARRIED**

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**10 REPORTS****10.1 RECOMMENDATION TO ADOPT THE LONG TERM PLAN 2021-2031, SCHEDULE OF FEES AND CHARGES 2021-2022 AND RELATED MATTERS**

The Committee considered a report dated 29 June 2021 from the Chief Executive Officer. Clarence Susan of Audit New Zealand spoke to the Audit Opinion noting the following key points:

- The audit opinion was an 'unqualified' one and had one emphasis of matter which was around the uncertainty of the Three Waters Reform. This was because guidance from the finance sector was to include the Three Waters Reform throughout the LTP as details of the reform were not yet known.

Clarence Susan responded to a question as follows:

- There had been some very interesting audit opinions around the country, with 'Emphasis of Matter' being used quite significantly.
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Comments:

- The Chairperson thanked staff for their hard work during the lengthy LTP process, which had culminated in a great result for Council. He also thanked Clarence Susan and his team and acknowledged the good relationship between Council and Audit New Zealand.
- Deputy Mayor Scrimgeour commented that, given the huge changes in the world since work on the LTP began, staff had worked very hard to bring Council to a responsible position, given issues, such as Covid-19, that had arisen. There had been huge escalations in insurance and road maintenance costs, as well as implementing the new Kerbside Collection. He felt that they had achieved a very appropriate plan.
- Cr Murray-Benge said she felt Council had been very well lead by Miriam Taris and that the quality of work produced should not be underestimated.
- The Chief Executive Officer thanked Clarence Susan and Audit New Zealand for their work during the LTP process. She felt that, between Council and Audit New Zealand, there was a great working relationship and a clear understanding of each others roles. She thanked both Councillors and staff for their work over the last 18 months, recognising the challenges during difficult and changing times.

**RESOLUTION C21-9.12****PART 1**

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr A Sole

1. That the Chief Executive Officer's report dated 29 June 2021 titled 'Recommendation to Adopt the Long Term Plan 2021-2031, Schedule of Fees and Charges 2021-2022 and Related Matters' be received.
2. That the report relates to an issue that is considered to be of high significance in terms of Council's Significance and Engagement Policy.
3. That Council approve the draft Long Term Plan 2021-2031 as set out in [Attachment 1](#) and as amended in accordance with the Long Term Plan and Annual Plan Committee resolutions contained in the minutes of APLTP21-3 dated 31 May 2021 and 3 June 2021.
4. That Council resolves that the budget for the 2030/31 financial year is not a balanced budget due to unfunded elements of transportation depreciation.
5. That Council resolves that setting an unbalanced budget for 2030/31 is financially prudent having regard to the matters in section 100(2) of the Local Government Act 2002.

**CARRIED**

**RESOLUTION C21-9.13****PART 2**

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Grainger

6. That the Audit Report from Audit New Zealand regarding the Long Term Plan 2021-2031 be received.

**CARRIED**

**RESOLUTION C21-9.14****PART 3**

Moved: Cr J Denyer

Seconded: Deputy Mayor J Scrimgeour

7. That in accordance with Sections 102 and 103 of the Local Government Act 2002, the final Revenue and Financing Policy (as set out in pages 391-426 of [Attachment 1](#)) be adopted for inclusion in the final Long Term Plan 2021-2031.
8. That in accordance with Section 93 of the Local Government Act 2002, the audited Long Term Plan 2021-2031 set out in [Attachment 1](#) be adopted.
9. That in accordance with section 150 of the Local Government Act 2002, the Schedule of Fees and Charges 2021-2022 (excluding Dog Control) be adopted as set out in [Attachment 2](#) and as amended in accordance with the Long Term and Annual Plan Committee resolutions contained in the minutes of APLTP21-3 dated 31 May 2021 and 3 June 2021.
10. That in accordance with Sections 102(3) and 109 of the Local Government Act, Council adopts the final Multiple Pan Wastewater Remission Policy and the final Water Rates Remission Policy set out in [Attachment 3](#), and as amended in accordance with the Long Term Plan and Annual Plan Committee resolutions contained in the minutes of APLTP21-3 dated 31 May 2021 and 3 June 2021.
11. That as the formal response to submitters, Council approves the decision document set out in [Attachment 4](#) for all submitters, and the individual comment responses set out in [Attachment 5](#) for the respective individual submitters, for dissemination as soon as practicable, following the adoption of the Long Term Plan 2021-2031.
12. That the Chief Executive Officer be delegated authority to make such minor editorial changes to the Long Term Plan 2021-2031, Schedule of Fees and Charges 2021/2022, decision document and comment responses as may be required prior to printing.

**CARRIED**

## **10.2 SETTING OF RATES FOR 2021-2022 FINANCIAL YEAR**

The Committee considered a report dated 29 June 2021 from the Finance Manager. The report was taken as read.

### **RESOLUTION C21-9.15**

Moved: Cr K Marsh

Seconded: Cr M Dean

#### **THAT:**

1. The Finance Manager's report dated 29 June 2021 titled 'Setting of Rates for 2021-2022 Financial Year' be received.
2. The report relates to an issue that is considered to be of high significance in terms of Council's Significance and Engagement Policy.
3. Western Bay of Plenty District Council notes that the rates to be set are expressed exclusive of the Council's GST obligations but that the amount of the rate assessed and invoiced will include GST at the prevailing rate at the time of supply.
4. The Western Bay of Plenty District Council sets the rates as attached (**Attachment 1**) under section 23 of the Local Government (Rating) Act 2002, on rating units in the District for the financial year commencing on 1 July 2021 and ending on 30 June 2022.
5. In accordance with its Rates Postponement for Homeowners Aged Over 65 years Policy, the Western Bay of Plenty District Council sets the following fees under section 88 of the Local Government (Rating) Act 2002 for the financial year commencing on 1 July 2021 and ending on 30 June 2022:
  - (i) Application Fee - \$50

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A fee of \$50 will be added to the rates when Council offers postponement. This fee is non-refundable and covers the administration costs associated with processing the application.

(ii) Counselling Fee - \$300

A fee of up to \$300 may be charged once professional counselling has commenced. This fee is to fund the cost of professional counselling so that an informed decision can be made by an applicant on whether or not to proceed with their application to join the scheme.

(iii) Other Fees

Such other incidental fees as may be necessary to process the application. Any fees charged under this heading will be third party fees and would change from time to time. Any fees charged under this heading will be discussed with any prospective applicant at the time of making their application.

Interest is at wholesale bank rate plus bank margin negotiated, plus applicable bank administration costs (bank rate and margin are exempt from GST). This interest is the interest charged by the bank from time to time and is made up of the bank wholesale rate at the time of each penalty date, plus an additional 25 basis points, and represents the interest rate payable by the applicant, on rates postponed.

In addition, Council will charge 1.25% excluding GST for on-going administration and reserve fund fees.

6. The Western Bay of Plenty District Council sets the due dates for payment of rates, except water consumption rates set under section 19 of the Local Government (Rating) Act, for the financial year commencing 1 July 2021 and ending on 30 June 2022 as follows:

(i) All rates will be payable in two equal instalments:

- The due date for instalment 1 will be 24 September 2021; and
- The due date for instalment 2 will be 25 February 2022.

7. The Western Bay of Plenty District Council sets that the water consumption rates (set under section 19 of the Local Government (Rating) Act) for the financial year, commencing 1 July 2021 and ending on 30 June 2022, will be invoiced twice during the year and the due dates for payment will be 30 days from the date of each invoice being issued.

8. Under sections 57 and 58 of the Local Government (Rating) Act 2002, the following penalties be applied to unpaid rates, except water consumption rates (set under section 19 of the Local Government (Rating) Act):

- (i) A charge of 10 percent on so much of any instalment that has been assessed after 1 July 2021 and which remains unpaid after the relevant due date stated above, to be added on 23 October 2021 for instalment one and 26 March 2022 for instalment two.
- (ii) A charge of 10 percent on so much of any rates assessed before 1 July 2021, which remains unpaid on 6 July 2021, will be added on that date.
- (iii) A further charge of 10 per cent on any rates to which a penalty has been added under (ii) above, that remain unpaid, to be added on 6 January 2022.

9. Where all outstanding rates and the rates for the 2021-2022 year are paid by close of business 24 September 2021, under section 55 of the Local Government (Rating) Act 2002, a discount of 3% on current rates be allowed, with the exception of metered water consumption charges which do not qualify for discount.

10. Rates shall be payable by any of the following methods:

- (i) Online;
- (ii) Direct Debit (annually, invoice due date or monthly payments);

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- (iii) Automatic payment;
  - (iv) Internet/telephone banking; and
  - (v) EFTPOS or cash at Council's office, libraries and service centres – between the hours of 8.00 am and 5.00 pm, Monday to Friday.
- 11 Council will continue to collect rates on behalf of the Bay of Plenty Regional Council. The rates collected will be as specified in the rates resolution of the Bay of Plenty Regional Council.

**CARRIED**

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### **10.3 MAKING PLAN CHANGE 81 (ŌMOKOROA INDUSTRIAL ZONE REVIEW) OPERATIVE**

The Committee considered a report dated 29 June 2021 from the Resource Management Manager. The report was taken as read.

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#### **RESOLUTION C21-9.16**

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

1. That the Resource Management Manager's report dated 29 June 2021 titled 'Making Plan Change 81 (Ōmokoroa Industrial Zone Review) Operative' 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 relevant provisions of the Resource Management Act 1991:
  - Plan Change 81 be approved.
  - Plan Change 81 be made operative on 10 July 2021.
  - The public be notified of the operative date on 3 July 2021 (at least five working days before the date on which the Plan Change will become operative).

**CARRIED**

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### **10.4 RECOMMENDATORY REPORT FROM ŌMOKOROA COMMUNITY BOARD - EXPRESSION OF INTEREST FOR THE OLD PAVILION - ŌMOKOROA MENZSHED**

The Committee considered a report dated 29 June 2021 from the Senior Governance Advisor – Community Boards. The report was taken as read.

Staff responded to a question as follows:

- There was still space for the tennis court extension and for car parking on the reserve. The pavilion would be relocated to the corner by the road, and there would still be car parking available along the road side.
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#### **RESOLUTION C21-9.17**

Moved: Cr M Grainger

Seconded: Cr D Thwaites

1. That the Expression of Interest from the Ōmokoroa MenzShed for use of the Old Sports Pavilion be declined.
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2. That Council request staff work with MenzShed to attempt to facilitate alternative accommodation for a MenzShed on the Ōmokoroa Peninsula.
3. That the Old Sports Pavilion be relocated to the Western Avenue location initially proposed by Council, generally as shown on Plan A (**Attachment 1**).
4. 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**

## **10.5 CHIEF EXECUTIVE OFFICER DELEGATIONS AND APPOINTMENTS**

The Committee considered a report dated 29 June 2021 from the Customer Services and Governance Manager. The report was taken as read.

Staff responded to questions as follows:

- The Chairperson confirmed that the delegations being transferred were the same delegations that the current Chief Executive Officer had now, and were part of Council policy.

### **RESOLUTION C21-9.18**

Moved: Mayor G Webber

Seconded: Cr A Henry

1. That the Customer Services and Governance Manager's report dated 29 June 2021 titled 'Chief Executive Officer Delegations and Appointments' 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 delegates to the Chief Executive Officer all of its responsibilities, duties and powers which are legally capable of being delegated, to act on any matter, including but not limited to those specific powers expressly referred to in the Acts, Regulations and Bylaws listed in the Delegations Manual as may be amended from time to time, but subject to the Exclusions and Conditions set out in the attachment A 'Chief Executive Officer Delegations 2021.'
4. That Council approve the appointment of the incoming Chief Executive Officer, John Holyoake, as Council's representative to Bay of Plenty Local Authority Shared Services Limited.
5. That Council approve the appointment of the incoming Chief Executive Officer, John Holyoake, as an Executive Board Member of Priority One.
6. That Council resolve that Miriam Taris cease being Council's representative of Bay of Plenty Local Authority Shared Services Limited and Executive Board Member of Priority One, effective 19 July 2021.

**CARRIED**

## **11 INFORMATION FOR RECEIPT**

Nil

## 12 RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION C21-9.19

Moved: Cr G Dally

Seconded: Cr K Marsh

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
<b>12.1 - Confidential Minutes of the Audit and Risk Committee Meeting held on 20 May 2021</b>	s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>12.2 - Confidential Minutes of the Council Meeting held on 20 May 2021</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(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

<b>12.3 - Confidential Minutes of the Performance and Monitoring Meeting held on 8 June 2021</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <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>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
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**CARRIED**

**The Meeting closed at 10am.**

**The minutes of this meeting were confirmed at the Council Meeting held on 12 August 2021.**

.....  
 Mayor G Webber  
**CHAIRPERSON / MAYOR**

**9.3 MINUTES OF THE KAIMAI WARD FORUM MEETING HELD ON 1 JULY 2021**

**File Number:** A4287351

**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 1 July 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 1 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KAIMAI WARD FORUM MEETING NO. KWF21-2  
HELD AT THE LOWER KAIMAI HALL, STATE HIGHWAY 29, LOWER KAIMAI  
ON THURSDAY, 1 JULY 2021 AT 7.00PM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

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

11 Members of the public, including Councillor James 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 Kaimai Ward Forum. Attending members of the public were invited to take part in the public forum.

**PUBLIC FORUM ADJOURN MEETING**

**RESOLUTION KWF21-2.1**

Moved: Cr D Thwaites

Seconded: Cr M Grainger

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

**CARRIED**

**David Riley – Whakamarama Community Inc (WCI)**

Mr Riley sought clarification on the “what now” following the latest announcement from Waka Kotahi regarding Stage Two of Takitimu Northern Link. Mr Riley thanked both His Worship the Mayor and Councillor Don Thwaites for advocating for the Ōmokoroa Interchange at the BOP Regional Transport Committee meeting. Mr Riley also noted that it was great to have Councillor Thwaites advocate for the Whakamarama Intersection, as residents would like to see this intersection treated similarly to Ōmokoroa.

WCI would like to have a conversation with Council and the BOP Regional Land Transport Committee, about the future improvements to the Whakamarama Intersection.

His Worship the Mayor advised Mr Riley that there was no funding for Stage Two at this time, however the letter to the Minister of Transport, Michael Wood, in regards to the Ōmokoroa Interchange, had been written. His Worship the Mayor also noted that, as of 1 July 2021, expressions of interest for the Infrastructure Accessibility Fund (IAF) were open, which Waka Kotahi had encouraged Council to apply for, in relation to the Ōmokoroa Interchange. Responses from both the letter and the application would not be received until late August 2021.

### **Bruce McCabe – Ōmokoroa Residents and Ratepayers Association**

Mr McCabe was in attendance to speak to the Committee on two matters, noting the below points:

- He sought clarification on what investigations were taken into consideration regarding the safety aspects of the current Ōmokoroa Intersection, including what the requirements were for Waka Kotahi (NZTA).
- He questioned whether there had been any consideration for interim safety measures that could have been undertaken to help manage the current issues, providing the below examples;
  - A 'pull out bay' for those turning North out of Ōmokoroa; and
  - Slip lanes for traffic heading towards Tauranga, to help with visibility issues for those who are unable to see past vehicles turning north.
- The Bike Rack outside the 'Alma Eatery' was not being used, as some potential users believed that the angles were wrong, and therefore did not hold the bikes correctly. Mr McCabe was informed that Council adhere to the best practice guidelines; however, the Committee will ask Council staff to follow this up.

His Worship the Mayor noted that he was of the opinion the Ōmokoroa Intersection upgrade would take place in the next 5-10 years, as they were approaching this from a safety perspective, to increase the prioritisation of this project for Waka Kotahi.

Don Thwaites reiterated the time aspect of a project like this, due to the fact that multiple parcels of land still need to be purchased.

## **PUBLIC FORUM MEETING RECONVENED**

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### **RESOLUTION KWF21-2.2**

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

That the meeting reconvene in formal session at 7.20pm.

**CARRIED**

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## **8 PRESENTATIONS**

Nil

## **9 MINUTES FOR RECEIPT**

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

The Committee considered the minutes of the Kaimai Ward Forum meeting held on 10 March 2021. The minutes were taken as read.

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**RESOLUTION KWF21-2.3**

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

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

**CARRIED**

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

The Committee considered a report from the Senior Governance Advisor. The report was taken as read, noting that the Speed Limit Review will remain with the Territorial Authorities.

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**RESOLUTION KWF21-2.4**

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

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

**CARRIED**

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**10.2 DISCUSSION TOPICS FROM THE KAIMAI COUNCILLORS CLINIC**

The Committee considered a report from Councillor Dean, who provided the Board with a brief overview of each item that was raised during the Councillors Clinic held 16 June 2021.

There was a particular emphasis on the communication regarding Ward Forums. The Chairperson asked members of the public to ensure they registered at the beginning of the meetings, and provide Council with the correct information regarding Community Group Chairs and contact information. This would allow the invitations for both the Councillors Clinic and Ward Forums to go to the correct contacts. Councillor Murray-Benge also noted that advertisements in the school newsletters would be a good way of spreading the word regarding upcoming Ward Forum meetings in the area.

A member of the public noted that it would be useful to see the list of attendees for the Councillors Clinic. The Chairperson noted that minutes were not taken, because it was an informal meeting, however future notes taken could include those in attendance.

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## SUSPENSION OF STANDING ORDERS

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### RESOLUTION KWF21-2.5

Moved: Cr M Murray-Benge

Seconded: Cr D Thwaites

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

**CARRIED**

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## 11 WORKSHOP

### 11.1 WORKSHOP ITEMS

An update was provided by the Chief Executive Officer (CEO) on the proposed plans for the Three Waters Reform, noting the points listed below:

- The Reform was being conducted by Central Governments Department of Internal Affairs (DIA), and was being led by Honourable Nanaia Mahuta (Minister for Local Government and Foreign Affairs).
- Three Waters referred to drinking water, wastewater, and stormwater.
- In conjunction with the Three Waters Reform, multiple other reforms were happening at the same time, such as changes to the Resource Management Act (RMA), as well as a Freshwater Reform.
- The CEO was a representative on the Local Government Steering Committee for the Three Waters Reform. This was to provide the DIA with an understanding of how Local Government, and the sector as a whole, functioned.
- At this stage the Three Waters Reform was proposed to remain voluntary.
- Currently there were 67 Territorial Authorities, however the proposal was to reduce this down to four entities, which would be an amalgamation of Councils within the area specifically for this purpose. It was noted that the proposal identified the Bay of Plenty, Waikato, Coromandel and Taranaki Regions as 'Zone 2'.
- Council would be rolling out both the communication and engagement strategy later in 2021, which would include outcomes for Councils who 'opted-in' to the reform.
- The Government was looking at transferring assets to the new public entity. The government structure had not been confirmed, however it was likely to be a mixture of the existing Territorial Authorities and Tangata Whenua. It was made clear that the ownership of the assets would remain with the original Councils.
- Western Bay of Plenty District Council (WBOPDC) was in a reasonably good position due to the fact that the majority of its debt was within the Three-Waters space. The Government was proposing that the debt associated with the assets would also be transferred over to the new public entity.
- The DIA released further detail on Wednesday 30 June 2021 following information provided by the Territorial Authorities. This included a 30-year picture for Councils who chose to 'opt-in' as opposed to those who continued to operate as they were.
- The information gathered by the DIA was done under a detailed Request for Information (RFI), where Councils supplied information to 'Scottish Water' (a Scottish Statutory corporation that provided water and sewerage services across Scotland) who were engaged as consultants. This RFI formed the detailed information for the assessment undertaken and released by the Government, and peer reviewed by the consultancy companies;

Scottish Water, Beca, Farrierswier and Deloitte. Feedback from the review supported the direction of the proposal from the DIA.

- The expected transition was to be over three years, with the goal of ensuring that changes are seamless for the public.

The Chief Executive Officer responded to questions as follows:

- The transfer of the Three Water assets would take approximately one third of WBOPDC assets, and close to 70-75% of WBOPDC debt.
- The revenue will be collected by the new entities, not Council.
- The majority of the Western World had moved to this proposed model.
- Part of the rationale behind the proposed 'co-governance' of the new entity was to address equity and access issues to the Three-Waters for Tangata Whenua.
- Residents who were currently using private providers (due to their rural location) were not part of the initial tranche.
- The fluoridation issue would be addressed by the new entities, noting that the standard would be set by Taumata Arowai through the Water Services Bill.
- The DIA had looked at approximately 20 different zone combinations, before settling on the zones that were proposed. This was due to the fact that in order to be advantageous, there needed to be over 800,000 connections within each Zone.
- The DIA had considered multiple options before deciding on the proposed model. However, none of them addressed the issues around water safety and consent consistency, which needed to be resolved across New Zealand. Each outcome was reviewed by members of the steering group, in order to get an understanding of how the DIA decided on the model they had proposed.
- The CEO emphasised that this was an information update, some of which was still to be confirmed, and was subject to change.

In wrapping up the discussion, the Chairperson thanked the Chief Executive Officer, Miriam Taris, for the work that she had undertaken over the last 14 years at Council, and wished her luck for the future, following her final day at Council on 16 July 2021.

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## RESUMPTION OF STANDING ORDERS

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### RESOLUTION KWF21-2.6

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

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

**CARRIED**

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**MEETING BE ADJOURNED**

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**RESOLUTION KWF21-2.7**

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the meeting be adjourned until Tuesday 13 July 2021 at 1.00pm in Council Chambers.

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**CARRIED**

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Unconfirmed

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KAIMAI WARD FORUM RECONVENED MEETING NO. KWF21-2  
HELD AT THE WESTERN BAY OF PLENTY DISTRICT COUNCIL CHAMBERS  
ON TUESDAY, 13 JULY 2021 AT 1.00PM**

**PRESENT**

Cr M Dean (Chairperson) and Mayor G Webber (Ex-Officio)

Via Zoom: Cr M Grainger, Cr M Murray-Benge and Cr D Thwaites

**IN ATTENDANCE**

P Osborne (Senior Governance Advisor)

**MEETING RECONVENED**

The Chairperson opened the reconvened meeting and welcomed all present.

**APOLOGIES****APOLOGY**

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**RESOLUTION KWF21-2.1**

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

That the apology for absence from the Chief Executive Officer be accepted.

**CARRIED**

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**12 RECOMMENDATIONS TO COUNCIL/COMMITTEE****12.1 TE PUNA CYCLEWAY**

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**RESOLUTION KWF21-2.2**

Moved: Mayor G Webber

Seconded: Cr M Grainger

The Kaimai Ward Forum request a staff report on the safety progress of the Te Puna Cycleway.

**CARRIED**

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**12.2 LONG TERM PLAN (LTP) - ELDER HOUSING**

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**RESOLUTION KWF21-2.3**

Moved: Cr M Grainger

Seconded: Cr D Thwaites

The Kaimai Ward Forum request for staff to send Bruce McCabe a link to the Elder Housing paper on the Western Bay of Plenty District Council website.

**CARRIED**

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### 12.3 COMMUNICATION TO KAIMAI WARD COMMUNITY GROUPS AND RESIDENTS

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#### RESOLUTION KWF21-2.4

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

The Kaimai Ward Forum request for Council staff to look into the possibility of communicating through local school newsletters on upcoming Ward Forums in the area.

**CARRIED**

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**The Meeting closed at 1.17pm.**

Unconfirmed

**9.4 MINUTES OF THE MAKETU - TE PUKE WARD FORUM MEETING HELD ON 5 JULY 2021**

**File Number:** A4287353

**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 5 July 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 5 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU - TE PUKE WARD FORUM MEETING NO. MTP21-2  
HELD AT THE PONGAKAWA HALL, 942 OLD COACH ROAD, PONGAKAWA  
ON MONDAY, 5 JULY 2021 AT 7.00PM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

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

**OTHERS IN ATTENDANCE**

17 Members of the public, including Richard Crawford (Te Puke Community Board Chairperson) and Shane Beech (Maketu Community Board Chairperson).

**3 APOLOGIES**

Nil

**4 CONSIDERATION OF LATE ITEMS**

Nil

**5 DECLARATIONS OF INTEREST**

Nil

**6 PUBLIC EXCLUDED ITEMS**

Nil

**7 PUBLIC FORUM****PUBLIC FORUM ADJOURN MEETING****RESOLUTION MTP21-2.1**

Moved: Cr M Gray

Seconded: Cr G Dally

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

**CARRIED**

**A. Deputy Mayor John Scrimgeour – Maniatutu Road**

Deputy Mayor Scrimgeour appeared as a member of the public to speak on behalf of Donn Randell, who was unable to attend the meeting.

Maniatutu Road:

- Mr Randell was of the belief that the corner near 201 Maniatutu Road was an engineering debacle.

- He was pleased to see the widening of the road near the quarry being undertaken.
- He was concerned about the width of the road further south and the speeding motorists.

**B. Neville Marsh – Various Items**

- Mr Marsh spoke in support of the previous speakers concerns, noting that he believed Maniatutu Road was one of the most dangerous roads he had driven on.
- Mr Marsh also noted that the school road had been improved, however he was of the belief that parts of Old Coach Road still required a lot of work.

**C. Mike Maassen – Arawa Road Resident**

- Firstly, Mr Maassen spoke in support of Neville Marsh's comments on the condition of Maniatutu Road, as he felt that the condition of the road appeared to have deteriorated since works had been undertaken.
- He advised that he felt the new Kerbside Collection was a good service.
- The new Arawa Road bus shelter had arrived on Friday. Mr Maassen sought some clarification as to whether the bus shelter was going to have a 'spruce up'.
- The walking track at the bottom of Arawa Road was still to be upgraded to a metal road and he would like an update on the status of this project, as well as the Arawa Road upgrades (including the plans).
- Mr Maassen noted that the demographic of the community was changing, with more young families/children in the local community. Currently there was no playground or park facility in the area, and Mr Maassen believed it would be worthwhile exploring options for the future.

**D. Angie Piper – Pukehina Ratepayers and Residents Association (PRRA)**

- Ms Piper thanked Council for the 'Antenno' App, as she believed it was a great tool and that it should be used more widely in the community for things like distribution of local information, i.e. public meetings in the area.
- The PRRA would like an update regarding the status of the playground equipment in Pukehina, as there were faults in the new equipment.
- There was a request that information from Council be channelled through PRRA, as Ms Piper was of the belief that this information tended to go around the association.
- The PRRA expressed their appreciation towards Cr Marsh and Deputy Mayor Scrimgeour for their attendance at the PRRA's Annual General Meetings. The Association requested that Councillors provided feedback and updates on Council matters that directly affected them at future meetings.

**PUBLIC FORUM MEETING RECONVENED**

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**RESOLUTION MTP21-2.2**

Moved: Deputy Mayor J Scrimgeour

Seconded: Mayor G Webber

That the meeting reconvene in formal session at 7.18pm.

**CARRIED**

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**8 PRESENTATIONS**

Nil

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## 9 MINUTES FOR RECEIPT

### 9.1 MINUTES OF THE MAKETU - TE PUKE WARD FORUM MEETING HELD ON 16 MARCH 2021

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#### RESOLUTION MTP21-2.3

Moved: Cr M Gray

Seconded: Cr G Dally

That the Minutes of the Maketu - Te Puke Ward Forum Meeting held on 16 March 2021 be received

**CARRIED**

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## 10 REPORTS

### 10.1 MAKETU - TE PUKE WARD FORUM MINUTE ACTION SHEET

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

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#### RESOLUTION MTP21-2.4

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

That the Governance Support Administrator's report dated 5 July 2021 titled 'Maketu-Te Puke Ward Forum Minute Action Sheet' be received

**CARRIED**

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## SUSPENSION OF STANDING ORDERS

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#### RESOLUTION MTP21-2.5

Moved: Deputy Mayor J Scrimgeour

Seconded: Mayor G Webber

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

**CARRIED**

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## 11 WORKSHOP

### 11.1 WORKSHOP ITEMS

#### A. Derek Spratt – Waihi Drainage District Society (WDDS)

- The WDDS was concerned that there were only two rateable areas that Council was collecting rates from. There was an area at the back of Old Coach Road (as well as other areas) that were classed as 'C', but were not included in the targeted rate. The Society would like Council to reinvestigate putting a rate charge on all class 'C' blocks that had not been rated. This contribution would help cover costs for cleaning up the canals.
- The WDDS had a contract to clean the rivers and canals. They requested that Council inform the Society about any Government grant applications relating to planting on river banks so that they were aware of what was happening in that space and could act accordingly.
- Mr Spratt informed the Committee that he was resigning at the end of the year and expressed his gratitude towards CEO Miriam Taris for the work she had undertaken at Council, especially working alongside the Waihi Drainage District Society.

#### B. Andy McDowell and Boyd Harris - Pukehina Surf Rescue

- Mr McDowell gave an overview of the 2021 summer season which included volunteer patrol days, numbers of people on the beach, patrol schedules, interacting with beach visitors about rips and swimming between the flags, first aid occurrences and the rescue of a teenager in a near-drowning incident.
- A building consent for the new premises had been granted and a draft of the building was now being drawn up to go out for tender.
- Due to the increasing number of beach visitors there was more pressure on public resources. Mr McDowell thanked Council for the Long Term Plan contribution of new toilets. This was very well received and greatly appreciated.
- Pukehina Surf Rescue was looking at opening up patrols in Taupo. There were too many deaths in the river and lake. It would be a great opportunity for local children to get involved and create connections between Pukehina, Maketu and Taupo.
- Pukehina Surf Rescue would be approaching Council for a contribution to them, as a community facility, and to assist in providing a temporary community amenity while the building of the new facility was being undertaken.
- Mr Harris provided Elected Members with a list of Pukehina Surf Club's community engagements over the last 12 months which included the names of numbers of other organisations involved. They had turned away some events due to lack of space, and often had to put up tents outside to provide further accommodation and sun protection.
- Funding had been confirmed from TECT, WBOPDC, and the general community, with applications for more funding from Surf Life Saving New Zealand, the Lotteries Commission and BayTrust, still to be confirmed.

#### C. Mark Boyle – Te Puke Economic Development Group

- Mr Boyle gave an update on the Te Puke Economic Development Group which included that there had been significant growth in the area, further developments at Rangiuru Business Park, employment numbers, and the challenge of finding staff in certain sectors.
- It was noted that there were two hundred and fifty hectares of new kiwifruit plantings in Te Puke east each year, which created a lot of jobs.
- The settlement pattern in the eastern area of Te Puke was of significance for Te Puke Economic Development Group – particularly housing to meet the demands of jobs and growth.

- At this point in time the town centre had around six empty shops, but landlords were actively involved in leasing them out. There was a new eatery, and other shops, being opened up. There were also things happening in the commercial/machinery sector.
- All in all, Te Puke, at this time, was a positive environment and it was important for residents to let this be known to others.

#### **D. Shane Beech – Maketu Community Board Chairman**

- Mr Beech gave an update on roading upgrades, the new cycleway, the Maketu Community Board's submissions to Council's LTP, and expressed full support for the draft concept plan for 83 Ford Road, commenting that it was all very positive.
- Mr Beech thanked CEO Miriam Taris for the work she had done for Maketu, for working together with the Maketu Community Board, and wished her well for the future.

#### **E. Craig Haggio – Principle - Pongakawa School**

- Mr Haggio thanked Council for their work in looking at student safety around the school, and for the installation of school signs indicating children in the area.
- Pongakawa School would like the speed limit directly outside the school reduced to 60 kilometres/hour. They would like Council to re-engage with Waka Kotahi to try to get this implemented.
- Many of the school's students were members of the 'Nippers' programme at Pukehina Surf Rescue. This fostered a good and supportive relationship between the school and Surf Club.

#### **F. Richard Glover, Leanne Armstrong, Moira McCallum, Kirsty Garrett - Pukehina Ratepayers and Residents Association**

- Mr Glover advised the following:
  - Kerbside Collection: There had been questions raised as to whether the small recycling bins for glass should be picked up weekly and not fortnightly;
  - Coastal erosion continued to be a major issue for Pukehina residents, some of whom had put in large blocks to try to prevent it from progressing more; and
  - It was felt that the submission for Midway Park in Pukehina had been minimised on the LTP and it was hoped that Council would look at this again.
- Mr Glover wished CEO Miriam Taris good luck for the future.
- Ms Armstrong advised that the PRRA would like an update, and also to be informed about, the progress on the following items:
  - When the new footpath is likely to be completed;
  - When would the boat ramp be replaced;
  - Could the construction trucks be utilised to clean up all the old groynes lying around.
- Ms Armstrong acknowledged the great work being done by Council at Cutwater and the cycle and walkway projects.
- Ms McCallum advised that the Kerbside Collection dates were problematic in that they had been changed from Tuesday to Friday, which meant that people on holiday had to leave their rubbish outside on Sunday when they left and it would not be picked up until the following Friday. It was confusing as to why only number one and two plastics could be recycled. She asked if Council had looked at alternative ways to recycle other types of plastics.
- Ms Garrett thanked Council for the LTP funding for the Pukehina Community Hall. There had been a slight delay in progress due to an engineering report and they were now waiting for another report before being able to continue.
- A Pukehina Trust event was held in March (with a lot of support from Council). It was a big success and raised eighteen and a half thousand dollars in funding, some of which was donated to Pukehina Surf Rescue and the Fire Service.

**G. Richard Crawford –Te Puke Community Board**

- Mr Crawford advised it was good to hear all the positive things happening in the area, noting the following:
  - There was an element of destructive behaviour happening in the community, such as graffiti. They were looking at ways to bring this under control, one of which was through the Graham Dingle Foundation, a leader in positive child and youth development.
  - They had extended their school lunch service to cover the next two years.
- Mr Crawford acknowledged CEO Miriam Taris and her work with the Te Puke Community Board.

**H. Chris Johnstone - COLAB**

- COLAB was a collective of all nations and individuals from across the Maketu - Te Puke Ward, who had come together to achieve better outcomes for the community, one where everyone thrived.
- A lot of progress had been made over the last two years, in particular due to the support received from Council and Elected Members.
- COLAB had four areas of priority: youth, housing, CCC (community, cohesion and connection) and new initiatives.
- **CCC**  
COLAB had been working together with local Iwi running training workshops. It had also partnered with Toi Ohomai and Te Puke High School this year to have a Level 2 Te Reo path. They also supported the upcoming 'Matariki' event and other events such as Christmas in the Park and school holiday programmes in the area.
- **Housing**  
A 'Te Puke Housing Service' (a telephone service for people who were having difficulty accessing housing) had been set up over the last few months and was well under way. A clinic would also be set up in the Council library, providing a safe and comfortable space for people to come for help and advice. This would start in the second week of July 2021.
- COLAB, along with other agencies, was undertaking a data project to capture statistics around housing issues. It was thought that up to eighty percent of people contacting social agencies were doing so due to housing issues. There would be an initial one month trial that would then help to shape the project going forward.
- A group of government and non-government agencies were working together looking at strategies for the region, such as ensuring that there was enough housing for the elderly and young going forward, and supporting people who wanted to buy a property in the area.
- **Food Security Plan**  
COLAB had come together with the 'Hub' and a mayoral task force earlier in the year to do a comprehensive food security plan for the area, which initially came about due to issues that arose from the 2020 COVID lockdown. Workshops had been conducted right across the community, data had been collected and a plan was being developed that would be taken out to the community for consultation before finalisation (due end of July 2021). It was about ensuring that the community could rally and be more self-sustaining in the event of a natural disaster.
- **Future Resilience**  
COLAB had received government funding to engage someone to look at what could be done to make the community, especially vulnerable people, more resilient for the future. During the Covid-19 lockdown in 2020 the community came together and did very well but it also highlighted things that could have been done better.
- **Youth**  
COLAB had been approached by the Te Puke community to help with ongoing youth issues. It was acknowledged there were already some great initiatives in place. COLAB

intended to engage someone to do a 'stock take' of all that was happening in the youth space in Te Puke. All available resources would then be pulled together, and collectively, they would come up with a plan going forward.

#### **I. Ian Hurlock - Maketu Coast Guard**

- Mr Hurlock gave an overview of the tasks completed and jobs done recently which included instructing/training children, rescues, working with council looking at the condition of the rivers, police call-outs, overturned boats, open days and a jet ski night rescue.
- He thanked the Maketu Community Board and Council for the funding they received recently. They were hoping to get their new young recruits overalls and safety gear. This would help them to feel part of the team and give them a sense of belonging.
- Mr Hurlock thanked everyone for their support, and in particular CEO Miriam Taris, wishing her well for the future.

#### **J. Miriam Taris – Brief Update Three Waters Reform**

- The CEO acknowledged the great amount of work being done in the community, particularly in the eastern Bay of Plenty, by Councillors and volunteers and thanked the everyone for their efforts.
- There was major change occurring in local government reform around the delivery of drinking water, waste water systems and storm water (Three Waters). It had to do with reticulated Council water supplies and not private water schemes.
- The current situation/arrangement was not sustainable in terms of affordability and health and safety, and a change was needed to create the same standards throughout New Zealand.
- The Government was also looking at Freshwater and Resource Management Act (RMA) reforms.
- Local Government's were invited to come to the table to look at what the Government was proposing and help with the reforms.
- The information gathered by Central Government had been peer-reviewed by four reputable external organisations, one of which was 'Scottish Water', a statutory Scottish corporation that provides water and sewerage services across Scotland. All peer reviews concluded that New Zealand had shortfalls in terms of quality of drinking water, health and safety, environmental issues and affordability.
- The CEO had been involved in a 'Steering Group' with the Department of Internal Affairs (DIA) across the country, which had given input into the reforms.
- The Government was looking at a voluntary scheme whereby local governments could opt-into the scheme of a different delivery model for the Three Waters.
- WBOPDC was looking at joining up with Waikato, Thames/Coromandel and Taranaki regions to form one of the 'Big Four' water entities across New Zealand to deliver those services going forward. There was still a lot to happen in this space.
- If the Government went ahead with the voluntary model there would be more consultation to come, and there was still a lot of work to do around what the structure of the new reform would look like.
- The Government mandate was that, if the change went ahead, New Zealand would be no worse off than before, but be better off, and that it would be kept in public ownership.
- The aim was that there should be one standard and the same quality of drinking water and wastewater systems for the entire country.
- It was estimated the transition would take at least three years. A 'Transition Authority' would be set up to help with the process.

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## RESUMPTION OF STANDING ORDERS

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### RESOLUTION MTP21-2.6

Moved: Mayor G Webber

Seconded: Cr M Gray

A motion was moved that Council resume standing orders.

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**CARRIED**

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## MEETING BE ADJOURNED

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### RESOLUTION MTP21-2.7

Moved: Cr G Dally

Seconded: Deputy Mayor J Scrimgeour

That the meeting be adjourned until Tuesday, 13 July 2021 at 2.00pm.

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**CARRIED**

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**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
MAKETU-TE PUKE WARD FORUM RECONVENE MEETING NO. MTP21-2  
HELD AT THE WESTERN BAY OF PLENTY DISTRICT COUNCIL CHAMBERS  
ON TUESDAY, 13 JULY 2021 AT 2.00PM**

## **PRESENT**

In Attendance: Mayor G Webber (Chairperson), Deputy Mayor J Scrimgeour, and Cr G Dally.

Via Zoom: Cr K Marsh, and Cr M Gray.

## **IN ATTENDANCE**

P Osborne (Senior Governance Advisor).

## **APOLOGIES**

Miriam Taris

## **MEETING RECONVENED**

The Chairperson opened the reconvened meeting and welcomed all present.

## **FEEDBACK**

The Committee asked for staff comments and feedback on the following items:

1. **Derek Spratt – Waihi Drainage District Society (WDDS)**  
A staff report on the size of the catchment (i.e. starts and parameters) and what was involved.
2. **Craig Hagg – Principle Pongakawa School**  
A comment from staff regarding Waka Kotahi (NZTA) being aware of the issues around speed limits as they were currently undertaking a review of all school locations over the next three years.
3. **Richard Glover – Pukehina Ratepayers and Residents Association (PRRA)**  
Staff comment regarding the Kerbside collection date for Pukehina residents, noting that a review on Kerbside issues would be done after the first 3 months.  
A comment on Midway Park around the LTP submission from PRRA.
4. **Leanne Armstrong – Pukehina Ratepayers and Residents Association (PRRA)**  
The Reserves and Facilities Projects and Assets Manager to provide an update to Leanne Armstrong regarding the Boat Ramp.

## **RECOMMENDATIONS TO COUNCIL/COMMITTEE**

Nil.

**The Meeting closed at 2.23pm.**

**9.5 MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 6 JULY 2021**

**File Number:** A4290176

**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 6 July 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 6 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
POLICY COMMITTEE MEETING NO. PP21-3  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
ON TUESDAY, 6 JULY 2021 AT 9.00AM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

R Davie (Group Manager Policy Planning and Regulatory Services), E Watton (Policy and Planning Manager), P Martelli (Resource Management Manager), B Williams (Strategic Property Manager), T Miller (Senior Policy Analyst Resource Management), J Rickard (Senior Policy Analyst), T Rutherford (Policy Analyst), G Payne (Strategic Advisor), C Lim (Engagement Specialist), and B Clarke (Senior Governance Advisor)

**3 APOLOGIES**

**APOLOGIES**

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**RESOLUTION PP21-3.1**

Moved: Cr D Thwaites

Seconded: Deputy Mayor J Scrimgeour

That the apologies for absence from Cr Marsh and Mayor Webber, and the apologies for lateness from Cr Dally, Cr Dean, Cr Henry and Cr Murray-Benge be accepted.

**CARRIED**

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**4 CONSIDERATION OF LATE ITEMS**

Nil.

**5 DECLARATIONS OF INTEREST**

Nil.

**6 PUBLIC EXCLUDED ITEMS**

Nil.

**7 PUBLIC FORUM**

**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION PP21-3.2**

Moved: Cr A Sole

Seconded: Cr J Denyer

That the meeting adjourn for the purpose of holding a Public Forum.

**CARRIED**

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A. Subject: Ōmokoroa Structure Plan – Stage 3 Consultation Process

Mr David Partington, owner of 429A Ōmokoroa Road, Tabled Item (1), which he read in full. He also spoke to a Powerpoint Presentation (including photographs). Mrs Sandra Partington attended in support.

Scope of Presentation

- Key criteria of Rural Residential Zoning;
- Objectives of residential development;
- Policies of residential development.

Key Points

- He was disappointed with the Ōmokoroa Structure Plan Stage 3 consultation process.
- His property adjoined the large carpark on Ōmokoroa Road east of Prole Road, and had been zoned Future Urban for many years. His expectation was that it would become Urban due to encroaching urbanisation and Council's zoning objectives and policies.
- He objected to the proposed rezoning of his land under Ōmokoroa Structure Plan Stage 3, to Rural Residential, as the result would be that he could not dispose of surplus land by subdivision.
- His property of 5171m<sup>2</sup> had been a good lifestyle block years ago, but the progressive development of this part of Ōmokoroa meant that was no longer the case.
- Directly across Ōmokoroa Road, primary/secondary schools were planned, and to the south of nearby Prole Road a major recreation area with an aquatic centre was planned.
- The lower portion of his property fell within 400m of the proposed new town centre, and within 50m of new dense subdivisions.

9.05am Cr Henry, Cr Dally and Cr Murray-Benge entered the meeting.

- Increased road noise and light pollution had taken away the tranquillity of what was once a rural setting. They had installed garden walls and double glazing, but their property no longer enjoyed a 'rural' environment.
- The proposed rezoning created a hard boundary between the development of existing farmland and a kiwifruit orchard, which had been zoned Residential (development of 500 sections), and the adjacent five properties proposed to be zoned Rural Residential. The boundary appeared arbitrary.
- Those five properties were in a unique position due to their size and location, as they were essentially residential properties with generous sized gardens, and were not rural or commercial.
- At the public engagement meeting he attended, he had raised his concerns with Council staff, who recognised his argument and the effects of urbanisation surrounding them, although they indicated the reference to 'rural' was somewhat misleading (or similar).

9.10am Cr Dean entered the meeting.

- He was concerned that Council staff may have an entrenched view on the decision to rezone his property as Rural Residential. It had been suggested by staff that his land may be unsuitable for development, but the portion for subdivision was flat contour and this was not the case.
- Detailed written submissions had been filed with Council. One specific to his property, and the other on behalf of the five neighbouring properties adjoining the new subdivision. A formal response had not yet been received.
- Staff had advised that the five properties with mature trees and gardens served an aesthetic purpose as a "greenbelt" behind the new development.

- He had two or three plots of land that would make generous sections of approximately 1000m<sup>2</sup>, but they could not be developed under a Rural Residential zoning, because that required lots of 3000m<sup>2</sup> to 4000m<sup>2</sup>.
- He would welcome an independent review of his feedback. He was concerned that Stage 3 was being 'fast tracked' and this may limit independent consideration of concerns. Small landholders did not have the resources to dispute Council's decisions in a court of law.

In response to questions of clarification, Mr Partington advised as follows:

- They had moved into their property two and a half years ago on return from overseas.
- His property was zoned Future Urban when he purchased. No explanation had been given as to why their property would be rezoned to Rural Residential, which he considered to be "going backwards" to rural. With the expansion happening, he anticipated that they would be encapsulated by residential properties.
- The line being drawn was between "the old and the new". He had no objection to most of the development in the area, or to the 500 houses that would be developed next to his property, but there needed to be an evaluation of the five houses adjoining the boundary, because they had different circumstances. Some of his neighbours wanted to put one or two houses on their land, but could not under the rezoning that was proposed.
- He sought an independent review of the Rural Residential zoning of Stage 3, and questioned how that could happen within the process, e.g. the Environment Court or the dispute resolution procedure.

Through the Chairperson, the Group Manager Policy, Planning and Regulatory Services provided clarification in relation to process as follows:

- The opportunities to connect with the community in relation to the Structure Plan process so far, were not the formal consultation phase but were engagement opportunities and were very informal in that regard. If Mr & Mrs Partington had attended those opportunities, they would recall that Elected Members had been present during those engagement efforts. The formal consultation phase would happen shortly.
- She wished to convey an assurance that staff were technical advisors to the Council. Certainly, they were Town Planners with a special suite of skills and expertise, but the ultimate 'decision makers' sat around the Council 'table'. Council's Elected Members had, for many years, been involved in making key decisions around the shape of the Structure Plan and the Residential rules as it had emerged to this point, and they would continue to do so.
- The Policy Committee, with a membership of all Councillors, was the committee that would make the decision to formally notify the Structure Plan or Plan Change, and it was anticipated that would occur in or around August 2021. Following that, there was a formal Resource Management Act 1991 (RMA) process that enabled Mr & Mrs Partington and other effected people to make a formal submission to that consultation process.
- In response to Mr Partington's reference to 'stream lining or fast tracking', it was correct that the Policy Committee would be considering a report during this meeting, on the matter of endeavouring to approach the Minister for the Environment with a view to utilising the Streamlined Planning Process (SPP) available under the RMA. That process still enabled community participation and enabled effected people to make their submission, but the ultimate decision to adopt the Plan Change rested with the Minister for the Environment. There were no opportunities to appeal to the Environment Court, but there was a volume of 'decision making' before that point.
- Bearing in mind this was Public Forum, and not an opportunity for debate, once Council made the decision to formally notify its Plan Change, undoubtedly, Mr & Mrs Partington's submission, along with all submissions to the Plan Change during formal consultation, would be considered by Council.

- No decisions had yet been made. Options had been canvassed with the community. The final 'decision makers' were the Elected Members, informed by the technical advice they received from staff. Any assertion that staff had an "agenda" was refuted, they did not. Staff took their direction from Elected Members. It was a reciprocal arrangement with Elected Members and staff were 'duty bound' to support Elected Members with robust advice.

Mr Partington thanked the Group Manager for her clarification, noting it was reassuring.

In response to questions of clarification from Elected Members and Mr Partington, staff advised as follows:

- It was important to make the distinction that the material provided by Mr and Mrs Partington today was not a formal submission in the 'RMA sense', albeit that they had indicated their 'position'. The Council had not yet formally notified the Plan Change, which was the next step it needed to make. It could not notify dates for a formal consultation period to occur until it did. Notifying the Plan Change was the next step that Council would be making. It was not anticipated that notification would occur until in or around August 2021.
- The 'position' that Mr and Mrs Partington had indicated was considered to be feedback at this time, but could eventually be included in a formal submission during the formal consultation phase, if they desired. Staff would need to consider the implications of this feedback, and ultimately it would be for Elected Members to consider during the process.
- If the Plan Change was notified and still showed a proposed Rural Residential zoning over Mr and Mrs Partington and their neighbours' properties, that would not preclude them from making a formal submission during the process.
- There was a whole process to go through. If Council was successful in its request to the Minister to use the SPP, then there were no appeals to the Environment Court.
- The Council would need to make a decision based on all of the submissions received during the process.
- It was Council's right to pursue the opportunity to utilise the SPP, but it was the Minister who would make the final decision as to whether the SPP could be utilised by Council.

Mr and Mrs Partington were invited to stay to hear the agenda item on the Ōmokoroa Structure Plan following Public Forum. The Group Manager Policy, Planning and Regulatory Services advised that she would be available to meet with them to discuss the matter further, if they wished.

The Chairperson advised that Public Forum must now conclude so that the Committee could continue with agenda business.

## **PUBLIC FORUM MEETING RECONVENED**

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### **RESOLUTION PP21-3.3**

Moved: Cr A Sole

Seconded: Cr A Henry

That the meeting reconvene in formal session at 9.30am.

**CARRIED**

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## **8 PRESENTATIONS**

Nil.

## 9 REPORTS

### 9.1 ŌMOKOROA PLAN CHANGE UPDATE

The Committee considered a report from the Senior Policy Analyst Resource Management, who **Tabled Item (2)**, titled 'Summary of Submissions' and **Tabled Item (3)**, titled 'Full Submissions', which had been circulated to the Committee prior to the meeting.

The Resource Management Manager gave an introductory overview, noting the following:

- As was apparent from the Public Forum speaker this morning, the part of the process that Council was going through currently was an interesting one and there were two parts to it:
  - The first was the Plan Change itself, which Council would eventually adopt to formally notify and seek formal submissions on;
  - The other was the matter for consideration in the report before the Committee today, which was basically about what process Council was going to use to do this eventual Plan Change.
- In due course, staff would report back to the Committee seeking approval for a Plan Change to notify, but that was not today's task.
- Some of an initial draft Plan Change would be discussed, but it was, by no means, the final draft Plan Change. This was because, should the Committee agree to apply to the Minister to utilise the Streamlined Planning Process (SPP), Council must provide, at the least, a draft version of the Plan Change to attach to the application, knowing it was not the final version.
- The Minister also expected Council, in due course, to adopt the Plan Change for notification, and this could be in August or September 2021 when the Committee was available.
- Today, the focus was the Streamline Planning Process that staff had discussed with Elected Members before, much more than the detail or the content of the Plan Change.
- It would be useful to determine today, the preferred option for the Active Reserves adjoining Ōmokoroa Road, to provide a sense of direction for staff in terms of finalising the Plan Change.

The Senior Policy Analyst Resource Management introduced the report, noting the following key points:

- There were three key aspects to consider with regard to the report before Elected Members for consideration today. The consultation Summary of Submissions had been provided as a tabled item; the report recommendation sought a decision on Option 1 or Option 2 for Active Reserves (sports fields) for the purpose of notifying the Structure Plan; and sought a decision on the Streamlined Planning Process (SPP) being recommended.
- The SPP had been spoken about in detail in previous meetings. Key aspects were highlighted as follows:
  - The SPP was an option available to Council, under the RMA, to carry out a Plan Change;
  - The Plan Change process proposed, through the SPP, was similar to the Schedule 1 Plan Change RMA process Council would normally carry out. The key differences were that Council was not planning to have a 'further submissions' process, and there was no appeals to the Environment Court at the end of the process.
- The reasons the SPP was considered to be appropriate, and this must be covered off in the report to the Minister, which was yet to be accepted, were:
  - Ōmokoroa had been consulted on many times over the last several years. This last round of informal engagement that had been completed was the third engagement with that community;
  - The consultation process being proposed was still a rigorous and robust one.

- There would still be a hearing, with Independent Commissioners and possibly Elected Members on a Commission panel.
  - It was considered that what was being proposed with the SPP would actually enable a fair and robust process for consideration of such matters, as had been raised in Public Forum this morning.
- There was a table in the report showing the steps in the process and set out what Council was proposing to give to the Minister. It included the usual consultation process; public notification; and the public hearing process.
- A 'Technical Review' had been proposed, to provide further confirmation to Submitters that Council was able to make the changes to the decision before it went back to the Minister.
- Another important step was to utilise a pre-hearing dispute resolution process. That would provide the opportunity to have discussions with Submitters to try to arrive at solutions prior to the hearing. In this sense, there were steps within a SPP that would enable more discussion and resolution prior to a hearing.
- The Hearing Panel report would go to the Minister, along with copies of all submissions, and the Minister would make the final decision on the Plan Change.

In response to questions, the Committee was advised as follows:

- The engagement process that had just been completed, had highlighted to the Ōmokoroa community the use of the SPP, and that the final decision would rest with the Minister.
- Council would have a rigorous and robust consultation process with the SPP. There was desire and a need to provide housing in Ōmokoroa. If using the standard Schedule 1 process under the RMA, the Plan Change was unlikely to be completed until March 2023.
- The delayed upgrading of the Ōmokoroa State Highway/intersection and the Ōmokoroa Plan Change were two quite separate issues. Looking at the roading history, Transit NZ, in 1999 and in 2002, put in place the Notice of Requirements and Designations to four lane from Tauranga to Ōmokoroa. Transit NZ's traffic modelling at the time, showed that those upgrades would be likely to be needed around 2015. Based on those bodies of work and decisions, Council committed to Ōmokoroa as a growth area in 2002 and had invested significant sums of money. If Council stopped development at Ōmokoroa now, because of the condition of the intersection and State Highway, it would still need to recoup significant sums of money that would have been paid for by development. That would place a severe burden on ratepayers at Ōmokoroa to take up that financial burden. Council could not afford to stop development at Ōmokoroa, based on the decisions it had already made.
- In terms of the SPP, one benefit was the speeding up of the process. The reasons why the Government had offered this process were worth considering. In discussions with counterparts in other councils and from research, other councils were utilising the SPP process. There was the question of how much value was added by involving the Environment Court to resolve issues afterwards. Enabling a pre-hearing dispute resolution process was considered a better way to manage issues for all parties concerned.
- The Environment court was often viewed as a "blunt" process and it should be noted that the majority of appeal cases were settled at mediation. The SPP had been provided by the Government as a preferred mechanism for resolving issues. When the reform agenda progressed, it was anticipated that there would be less emphasis on Environment Court processes.
- It was the responsibility of the District Plan Committee Elected Members, or the Independent Commissioners if no Elected Members were on the panel, to ensure that all Submitters received a fair hearing. This applied to any consultative procedure undertaken by Council.
- In terms of wastewater in the Rural Residential zone, there had been no feedback on that matter at all during engagement.
- The debate before the Committee now, was in relation to the matters raised in the agenda report for consideration only. The matters that had been raised during the Public Forum needed to be brought back to the Committee within the Plan Change proper. It was not appropriate today, to debate those matters now.
- There was nothing proposed to take to the Minister yet. Council needed to propose to adopt its Plan Change in August 2021. This paper was about the process to utilise for the Plan Change. It had been discussed on several occasions.

Staff had been involved in discussions with the Ministry of the Environment to prepare for this. Elected Members were requested to focus on the substance of what the report included, rather than matters raised in Public Forum. This was about process, and in August 2021 it would be about the substance of the Structure Plan. That debate did not need to impact this decision here and now.

- There was no question that Submitters would get a fair hearing, should Council adopt the SPP process.
- In relation to the Tauriko West boundary change, for clarification, the change to the Regional Policy Statement Urban Limit Line for Tauriko West was progressed using the SPP process. The Boundary was processed under different legislation. The SPP that moved the Urban Limit Line was concluded within six months. The boundary adjustment came after it.
- The gestation of this Plan Change had been a long time in the making. The desire to use the SPP was largely in response to the dire need that the sub-region finds itself in, in terms of the need for housing and the need for land for housing. That had been talked about many times around the SmartGrowth table. There had been an unfavourable decision from Waka Kotahi/NZ Transport Agency in relation to the State Highway, which still needed further debate around the Council table, but not today.
- The low significance assessment in the report related to the decision asked to be resolved today. This was primarily to approach the Minister seeking his approval to use the SPP. All Plan Changes at this latter phase were assessed as low significance, because all of the risks were outlined in the statutes, rather than the wider issues. When the final Structure Plan was brought back to adopt, the significance could change at that time.
- The reason preference was sought on the reserves at this time was because Council was obliged to provide the Minister with a draft Structure Plan, which may be subject to change, but must be provided with the application to utilise the SPP. Whichever option preference was made, it would have implications on work on part of the Structure Plan going forward, so the earlier the preference, the more direction was clarified for staff to do that work.
- The fundamental purpose of this paper was about permission to pursue the direction from Elected Members up to this point, and seek formal consent from the Minister to utilise the SPP, broadly outlined in the paper itself. Council had engaged the community in relation to its preferred option for a reserve.

The Chairperson advised that the recommendation would be dealt with 'in parts'.

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#### RESOLUTION PP21-3.4 – PART 1

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

1. That the Senior Policy Analyst's report dated 6 July 2021 titled 'Ōmokoroa Plan Change Update' be received.

**CARRIED**

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#### RESOLUTION PP21-3.5 – PART 2

Moved: Cr A Sole

Seconded: Cr J Denyer

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

**CARRIED**

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Cr Henry voted against the motion and requested that her vote against be recorded.

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**IN RELATION TO PART 3 OF THE REPORT RESOLUTION**

In response to questions, staff advised as follows:

- The decision today did not mean that Council was actually implementing the Plan Change.
- The direction that would come back from the Minister would be quite definitive about how the process was to be applied. In terms of timing, that would also come down to the nature of the Plan Change. If there were concerns about roading delays, that may trigger a decision that the Plan Change would not come into effect until a determined time or until certain action occurred. Council should be mindful about the fact that it may then have to start the whole process again.
- Regardless of Council's decision in relation to the Plan Change, there were other ways that development could be progressed by way of resource consent. If, for example, Council chose not to progress the Plan Change, or to slow it down in August 2021, there would be significant applications lodged for resource consent for non-complying activities and they would need to be assessed on that basis.
- The Minister would receive a full report of all Submissions received by Council. The reporting was similar to the Schedule 1 process where everything was encapsulated and the Minister would have a full copy of all documentation and materials.

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**RESOLUTION PP21-3.6 – PART 3**

Moved: Cr J Denyer

Seconded: Cr M Dean

3. That Council applies to the Minister for the Environment to use the Streamlined Planning Process, in accordance with Section 80C of the Resource Management Act 1991, to process and adopt the Ōmokoroa Structure Plan and associated rules.

**CARRIED**

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**IN RELATION TO PART 3 OF THE REPORT RESOLUTION**

A division was called and was recorded as follows:

For the motion: Cr Dally, Cr Dean, Cr Denyer, Cr Grainger, Cr Gray, Cr Henry, Cr Sole, and Deputy Mayor Scrimgeour.

Against the motion: Cr Murray-Benge and Cr Thwaites.

Absent: Cr Marsh and Mayor Webber

The motion was declared carried.

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**IN RELATION TO PART 4 OF THE REPORT RESOLUTION**

In response to questions, staff advised as follows:

- The Omokoroa campsite (Holiday Park) owners and residents had raised balanced views in their feedback about what was happening in the community currently. Staff had met and had discussions with them, and had also had discussions with Council's property advisor. Although discussions on the property side had been initiated, this was a much broader issue than a simple spatial planning issue. There were some possibilities that could occur. Some options may be subject to property negotiations or, potentially, land swap. However, there was a period of up to ten years to address this matter before Council would need that land.  
In terms of Option 1 (in relation to Active Reserves) being included as part 4 of the report recommendation, from an 'in principle' point of view, the reason staff were asking at this stage was not only to gain an indication required for lodging the application with the Minister, but also because time was needed to be prepare a more final proposed plan to notify. Whichever Option the Elected Members chose had implications on other parts of the Structure Plan.
- Option 1 was the preferred option for Active Reserves.
- The majority of the feedback received from the residents of the Holiday Park was in opposition and they preferred Option 2. Council received sixteen pieces of feedback from others in support of Option 1, and the reasons for that support covered various things, including the connectivity of the school and Town Centre. Considering feedback from the Holiday Park as 'one piece' of feedback, then the preferred option, overall, would be Option 1.
- Both Option 1 and Option 2 went out to the community recently, and these were shown throughout the engagement period as 'equal options'. There was no preferred option declared, however, analysis was provided to support 'pros and cons' for each, for balanced information.
- The reason staff sought direction from Elected Members on Active Reserves, was that Council needed to provide an overall Master Plan approach to show to the Minister. Without having clear direction on Option 1 and Option 2, it was still showing 2 possibilities. If a preferred option was not proposed for sports fields and included in the application to the Minister, there were implications on other pieces of strategic work within the Structure Plan. It should be kept in mind that this was for notification purposes and that Council would still be seeking feedback on a proposed option.
- In Council's discussions with the Ministry of Education, they had confirmed that the school would be primary and secondary years. The school land was somewhat undersized, so from the Ministry perspective, the preference was for Option 1, which would enable the Active Reserve to be utilised for sports.
- It appeared the school was included in the Government budget for September 2021.
- In relation to asbestos mentioned in submissions, testing for this had been undertaken. There was none found in the grounds but there was some in the sheds, which would have to be removed. Council had discussions with the Ministry, who were well aware of the situation.

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**RESOLUTION PP21-3.7 – PART 4**

Moved: Cr M Dean

Seconded: Deputy Mayor J Scrimgeour

4. That, for the purpose of notifying the Ōmokoroa Structure Plan the Active Reserves, Option 1 adjoining Ōmokoroa Road, is included on the Structure Plan as the preferred option for Active Reserve.

**CARRIED**

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## 9.2 DRAFT CCTV MANAGEMENT PLAN

The Committee considered a report from the Policy Analyst. The Strategic Property Manager introduced the report, noting the following key points:

- The report outlined the proposed Management Plan for the CCTV process.
- Staff had been in discussions with NZ Police, who were interested in participating in the process.
- Elected Members had indicated they wished to be involved in the process.
- Staff would view the CCTV facility at Tauranga City Council later that day.
- It was proposed that the Strategic Property Manager would coordinate the process. A CCTV Management Panel would deal with all the applications, and would likely comprise of some Councillors, NZ Police representatives and the Strategic Property Manager.
- The Panel may decide which applications were a priority, and there would be consideration of context. The Panel would bring all recommendations to the Council for decisions.

In response to questions, Staff advised as follows:

- Through the Elected Members' Long Term Plan discussions, in consideration of the Issues and Options Paper, which were quite detailed, the preference was that the Operational costs (OPEX) would be funded through Council, but there was a desire not to stop Community Boards from procuring CCTV cameras, if they were prepared to fully fund them, and if Council considered them to be part of the District network. They would still require permission from Council to procure the camera, but funding should not be a barrier if they wished to fully fund through the life of the camera.
- In terms of the timing for the process to be open, Staff were moving to initiate this as quickly as possible, and were aware of the interest. Now this was approved, an application form was being prepared for use and the information would be brought to Council for consideration. Once that had occurred, there would be some form of advertising to ensure people knew that they could make applications.

Elected Members expressed gratitude to Staff for their work on the project.

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### RESOLUTION PP21-3.8

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

1. That the Policy Analyst's report dated 6 July 2021 titled 'Draft CCTV Management Plan' be received.
2. That the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.
3. That the Policy Committee adopts the CCTV Management Plan set out in Attachment One, of the agenda report, to be effective from 7 July 2021.

**CARRIED**

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### 9.3 SUBMISSIONS ON BEHALF OF COUNCIL

The Committee considered a report from the Senior Governance Advisor.

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#### RESOLUTION PP21-3.9

Moved: Cr M Grainger

Seconded: Deputy Mayor J Scrimgeour

1. That the Senior Governance Advisor's report dated 6 July 2021 titled 'Submissions on Behalf of Council' be received.
2. That the following two submissions are received by the Policy Committee and the information is noted:
  - a) He Pou a Rangi – Climate Change Commission Draft Advice to Government [dated 26 March 2021] - (Attachment 1 of the agenda report); and
  - b) Submission on the Tauranga City Council Long Term Plan 2021-2031 [dated 4 June 2021] – (Attachment 2 of the agenda report).

**CARRIED**

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### 10 INFORMATION FOR RECEIPT

Nil.

The meeting closed at 10.45am.

Confirmed as a true and correct record by Council on 12 August 2021.

**9.6 MINUTES OF THE DISTRICT PLAN COMMITTEE MEETING HELD ON 6 JULY 2021**

**File Number:** A4290173

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

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

**RECOMMENDATION**

That the Minutes of the District Plan Committee Meeting held on 6 July 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

- 1. Minutes of the District Plan Committee Meeting held on 6 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
DISTRICT PLAN COMMITTEE MEETING NO. DP21-1  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
ON TUESDAY, 6 JULY 2021 ON CONCLUSION OF THE POLICY COMMITTEE MEETING  
DP21-1 COMMENCED AT 10.46AM**

**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 and Cr M Murray-Benge

**2 STAFF ATTENDANCE**

R Davie (Group Manager Policy, Planning and Regulatory Services), E Watton (Policy and Planning Manager), A Price (Senior Consents Planner) and B Clarke (Senior Governance Advisor)

**3 APOLOGIES**

Nil.

**4 DECLARATIONS OF INTEREST**

Nil.

**5 REPORTS**

**5.1 APPOINTMENT OF INDEPENDENT COMMISSIONER**

The Committee considered a report from the Senior Consents Planner.

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**RESOLUTION DP21-1.1**

Moved: Cr M Murray-Benge

Seconded: Cr G Dally

1. That the Senior Consents Planner's report dated 6 July 2021, titled 'Appointment of Independent Commissioner' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the District Plan Committee appoints the following Independent Commissioner to consider and determine the land use consent variation RC11484L at 1245 State Highway 2 and 491 Ōmokoroa Road, Ōmokoroa:
  - Commissioner Alan Withy

**CARRIED**

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**The meeting closed at 10.47am.**

**Confirmed as a true and correct record by Council on 12 August 2021.**

**9.7 MINUTES OF THE PERFORMANCE AND MONITORING COMMITTEE MEETING HELD ON 20 JULY 2021**

**File Number:** A4291492

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

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

**RECOMMENDATION**

That the Minutes of the Performance and Monitoring Committee Meeting held on 20 July 2021 be confirmed as a true and correct record and the recommendations therein be adopted.

**ATTACHMENTS**

- 1. Minutes of the Performance and Monitoring Committee Meeting held on 20 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
PERFORMANCE AND MONITORING MEETING NO. PM21-5  
HELD IN THE COUNCIL CHAMBERS, BARKES CORNER, TAURANGA  
ON TUESDAY, 20 JULY 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 M Gray, Cr A Henry, Cr M Murray-Benge, Deputy Mayor J Scrimgeour and Cr A Sole.

## **2 IN ATTENDANCE**

J Holyoake (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), G Payne (Strategic Advisor), M Dowd (Chief Information Officer), M Palmer (Acting - Finance Manager), B Williams (Strategic Property Manager), J Paterson (Transportation Manager), P Watson (Reserves and Facilities Manager), K Little (Operations Manager), K Buckley (Project Manager Kerbside Services), C McLean (Senior Transportation Engineer), B Hickman (Bay of Plenty West Maintenance Contract Manager), G Armstrong (Customer Service Representative Supervisor), and C Irvin (Senior Governance Advisor).

## **OTHERS IN ATTENDANCE**

### Media

K Gillespie

### KM Planning

K McGuire

### Land Owner/Developer - 11 Margaret Drive, Ōmokoroa

J Zhao

### Broadlands Block Rejuvenation Group

R Parsons

L Parsons

L Caves

### Waihi Beach Primary School

R Coll - Principal

### EnviroWaste

B Monkley

## **3 APOLOGIES**

### **APOLOGY**

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### **RESOLUTION PM21-5.1**

Moved: Cr M Gray

Seconded: Cr M Murray-Benge

That the apology for absence from Cr K Marsh be accepted.

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**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 GROUP MANAGER FINANCE AND TECHNOLOGY SERVICES' REPORT**

The Committee considered a report dated 20 July 2021 from the Group Manager Finance and Technology Services. The report was taken as read.

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##### **RESOLUTION PM21-5.2**

Moved: Cr M Dean

Seconded: Cr M Grainger

That the Group Manager Finance and Technology Services' report dated 20 July 2021 titled 'Group Manager Finance and Technology Services Report' be received.

**CARRIED**

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##### **9.2 SCHEDULE OF PAYMENTS FOR THE MONTH OF MAY 2021**

The Committee considered a report dated 20 July 2021 from the Acting – Financial Controller. The report was taken as read.

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##### **RESOLUTION PM21-5.3**

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

That the Acting – Financial Controller's report dated 20 July 2021 titled 'Schedule of Payments for the Month of May 2021' be received.

**CARRIED**

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### 9.3 BAY OF PLENTY LOCAL AUTHORITY SHARED SERVICES (BOPLASS) STATEMENT OF INTENT 2021-2024 (FINAL)

The Committee considered a report dated 20 July 2021 from the Finance Manager. The report was taken as read.

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#### RESOLUTION PM21-5.4

Moved: Cr M Grainger

Seconded: Cr J Denyer

That the Finance Manager's report dated 20 July 2021 titled 'Bay of Plenty Local Authority Shared Services (BOPLASS) Statement of Intent 2021-2024 (Final)' be received.

**CARRIED**

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### 9.4 PROPOSAL TO OFFICIALLY NAME THE LAND CURRENTLY KNOWN AS BROADLANDS BLOCK, WAIHĪ BEACH

The Committee considered a report dated 20 July 2021 from the Reserves and Facilities Manager, who introduced Ruth Parsons, Lee Parsons and Lucia Caves of Broadlands Block Rejuvenation Group, and Rachael Coll, Principal Waihi Beach Primary School. The following points were noted:

#### Ruth Parsons

- Through Rachael Coll, and her communications with local Iwi, significant progress had been made over the last six months towards officially changing the name of the block of land.
- It was felt that the current name did not have any significance, but after research and help from an archaeologist, the history of the site was uncovered. It was found that it was originally a Pa Site, known as 'Te Mata'.
- On 25 June 2021, a 'first planting' was done in the area, the total being around five hundred native trees. Of significance, and very emotional, was the planting of a type of flax known as 'Harakeke', brought to Ōtāwhiwhi Marae many years ago by the last Kuia to reside on Tuhua (Mayor Island). Other flax varieties planted on this day were also from Tuhua.
- Mayor Webber advised that he felt the background story of the block of land was important, and should be made known to the public during the consultation process.

Staff and presenters responded to questions as follows:

- Anyone in New Zealand could pick up the consultation notice in the local papers and on the Western Bay of Plenty District Council (WBOPDC) website. After completion of public consultation, Council Committee, as a decision making body, would make the final decision on the new name of the block of land.

#### Rachael Coll

- Due diligence, of consulting with Iwi, had been done in the early stages of this process.

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#### RESOLUTION PM21-5.5

Moved: Cr A Sole

Seconded: Mayor G Webber

1. That the Reserves and Facilities Manager's report dated 20 July 2021 titled 'Proposal to Officially Name the Land Currently Known as Broadlands Block, Waihi Beach' 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 Performance and Monitoring Committee approves that staff initiate the process to officially name an area of land currently identified as 'Broadlands Block'.
4. That if, in Item 3 above, the Committee approves the proposal to rename the Broadlands Block, staff be instructed to initiate a one-month public consultation process before making a recommendation to Council for a formal resolution.

**CARRIED**

#### **9.5 REQUEST TO OFFICIALLY NAME THE MAIN STORMWATER POND WITHIN THE KAIMAI VIEWS SUBDIVISION, ŌMOKOROA**

The Committee considered a report dated 20 July 2021 from the Strategic Property Manager who spoke to the report noting the following:

- After consultation with Pirirākau, the Developer of the subdivision (Classic Developments) within Kaimai Views approached Council with the suggested name of 'Puna Rua', meaning 'Two Springs'.

Staff responded to questions as follows:

- The pond was expected to become an attraction/point of interest for locals, which is part of the reason why the Developer suggested giving it an official name.

#### **RESOLUTION PM21-5.6**

Moved: Mayor G Webber

Seconded: Cr M Murray-Benge

1. That the Strategic Property Manager's report dated 20 July 2021 titled 'Request to Officially Name the Main Stormwater Pond Within the Kaimai Views Subdivision, Ōmokoroa' 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 Performance and Monitoring Committee approve in principle the proposal to name the main stormwater pond within the Kaimai Views subdivision 'Puna Rua'.
4. That if in Item 3 above, the Performance and Monitoring Committee approves the proposal to rename the stormwater pond, staff be instructed to initiate a one-month public consultation process before making a recommendation to Council for a formal resolution.

**CARRIED**

#### **9.6 RIGHT OF WAY AND STORMWATER EASEMENT OVER COONEY RECREATION RESERVE, ŌMOKOROA IN FAVOUR OF LOT 43 DPS 26919 (11 MARGARET DRIVE DRIVE)**

The Committee considered a report dated 20 July 2021 from the Reserves and Facilities Manager, who introduced Kathryn McGuire, of KM Planning and Joe Zhao, landowner and developer of 11 Margaret Drive, Ōmokoroa. The report was taken as read.

Staff and Kathryn McGuire responded to questions as follows:

- The reserve area had a low-volume, internal park road, and as such was a 'slow vehicle' area. This would help to enhance safety in the event that the easement was granted.

- It would be necessary to uplift the Reserve's 'Reserve Status' and go through a public consultation process, in order to extend the street in the Reserve.
- A traffic impact assessment was being done and was in the preliminary stages at the moment. This would determine the topography with which the driveway would be situated.
- The Applicant would be happy to work with Council staff to potentially come up with retaining walls/bunting/fencing where needed.
- Through the Easement Instrument, any maintenance required at the site would be the responsibility of the easement holder.
- When assessing whether or not an easement should be granted, one of the things Council took into consideration was the value of the land without the easement in place, as opposed to its value with the easement in place.
- In order to help mitigate the potential loss of grass area in the Reserve, the Applicant had offered to undertake landscaping in that area.

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### RESOLUTION PM21-5.7

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

1. That the Reserves and Facilities Manager's report dated 20 July 2021 titled 'Right of Way and Stormwater Easement over Cooney Recreation Reserve, Ōmokoroa in favour of Lot 43 DPS 26919 (11 Margaret Drive Drive)' 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 having considered the provisions of Section 48 (3) of the Reserves Act 1977, the Performance and Monitoring Committee approves in principle to its intention to grant a right of way and storm water easement for the reasons contained in Section 2 of this report.
4. That If approval in principle is given, such approval must not be construed by the applicant, as a guarantee that all other consents required by any policy, by-law, regulation or statute, will be forthcoming. The applicant is responsible for obtaining all required consents at it's own cost.

AND

5. If approval in principle is given, that staff be directed to publicly notify the proposal in terms of Section 119 of the Reserves Act 1977.

**CARRIED**

Cr Henry voted against the recommendations.

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## 9.7 OPERATIONAL RISK REPORT JULY 2021

The Committee considered a report dated 20 July 2021 from the Deputy CEO.

### Kerbside Update

The Operations Manager introduced Brett Monkley from EnviroWaste, the Customer Service Representative Supervisor, and the Project Manager Kerbside Services.

The Operations Manager and Brett Monkley spoke to a power point presentation summarising the following items:

- Tonnage through to week two; and
- Implementation Issues.

Staff and Brett Monkley responded to questions as follows:

- The Kerbside Team had a weekly operational meeting that would be happening that afternoon and they would be addressing the issues that had arisen so far. It was recognised that there were significant challenges that needed to be worked through. The team acknowledged that they needed to gain ratepayers confidence and work through solving the issues.
- The types of (pay as you throw) tags that were being used would be reviewed for the next production run, as the current ones could look as if they had not been used, when in fact they had been.
- At their meeting in the afternoon, the Kerbside Team would be addressing the matter of extending the service to side roads for residents who had been using green bags.
- There had been one applicant for the 'Put Back Service' to date. People were advised of this service when they rang the Customer Service Centre.
- EnviroWaste had contracts for Kerbside services with nine other councils. The teething problems WBOPDC faced were similar with other councils and some were unique. It was important to keep reviewing and critiquing the processes to make improvements going forward.
- It was also important that people were aware that the pick-up collection 'window' was from 7am until 6pm, and that this time frame would remain in place.
- There was consideration being given to doing a Saturday pick-up sweep for those bins not put out early enough, but it was important to reinforce the early time for bins to be put out.

The Operations Manager spoke to a power point presentation, providing a summary of the following items:

- Kerbside Coaches;
- Kerbside Connections; and
- Kerbside Additional services.

10:50 The meeting adjourned

11:10 The meeting reconvened

The Transportation Manager spoke to a power point presentation summarising the following items:

- Dudley Vercoe No. 2 Road Footpath;
- Pio Road Rehabilitation;
- Maniatutu Road - Bay Gold Rehabilitation and Widening;
- Athenree and Steele Road Intersection Rehabilitation; and
- Rehabilitation Rework; and
- Ōmokoroa to Tauranga Cycle Trail.

Staff responded to questions as follows:

- In terms of the three sections of Borell Road (Te Puna), a 320-meter section was committed from the stream to Treholme Lane. Staff would be happy to meet with residents to understand their concerns. The second section from Snodgrass Road to the stream at 114 Borell Road was under investigation and design. A path from Te Puna Road to Treholme Lane on the other side of Borell Road was being investigated.

The Deputy CEO spoke to a power point presentation summarising the following items:

- CIP Update;
- Tawhitinui Marae;
- Te Rangihouhiri Marae;
- State Highway 2 Pongakawa;
- Busby Road Trunk Water Main Renewal;
- Athenree Reservoir Cliff Protection; and

- Kutaroa Marae.

Staff responded to questions as follows:

- WestLink provided a detailed report to staff on a monthly basis. This was not regularly included in the Operational Risk Report, but was included in the July 2021 agenda by way of update.

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#### **RESOLUTION PM21-5.8**

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

That the Deputy Chief Executive's Report dated 20 July 2021 titled 'Operational Risk Report July 2021' be received.

**CARRIED**

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### **10 INFORMATION FOR RECEIPT**

#### **10.1 RENTALS FOR ENCROACHMENT ON COUNCIL LAND - PROGRESS REPORT**

The Committee considered a report from the Strategic Property Manager who spoke to the report noting the following points:

- The Encroachment Policy was introduced in 2017. It had proved quite difficult, from that time, to get people who would have historically used a piece of land, knowing in the background that it was Council land, to pay for the use of it.
- In the New Year, Council would implement a change in the way they approached people, to get them to pay what was due to Council.
- It was expected that this would result in an increase in queries and complaints.

Staff responded to questions as follows:

- As far as legal measures were concerned, these properties could not be rated because they were commercial/lease rentals. Council was looking at alternative measures.
- The Encroachment Policy allowed for Council to look at 'Pro-Rata' as a means to alter rental levels to reflect landowner contribution.
- Council had received notification from the Ombudsman that they were investigating a complaint from a property owner.

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#### **RESOLUTION PM21-5.9**

Moved: Mayor G Webber

Seconded: Cr M Grainger

That the Strategic Property Manager's report dated 20 July 2021 titled 'Rentals For Encroachment on Council Land - Progress Report' be received.

**CARRIED**

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### **11 RESOLUTION TO EXCLUDE THE PUBLIC**

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#### **RESOLUTION PM21-5.10**

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Moved: Cr M Gray  
 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
<b>11.1 - Council Contracts Awarded Or Renegotiated For The Months Of May 2021</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>11.2 - Operational Risk Report July 2021 Confidential</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**The Meeting closed at 11:48am.**

**Confirmed as a true and correct record by Council on 12 August 2021.**

## 10 REPORTS

### 10.1 RECOMMENDATORY REPORT FROM TE PUKE COMMUNITY BOARD - EXPRESSION OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN

**File Number:** A4294264

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

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

#### EXECUTIVE SUMMARY

Following the receipt of a report from the Reserves and Facilities Manager at the Te Puke Community Board meeting held on 29 June 2021, the Board resolved to recommend to Council that the Expression of Interest from The Te Puke MenzShed Trust for a new lessee of the old Girl Guides Hall on Te Puke Domain be accepted.

#### RECOMMENDATION

1. That the Expression of Interest from The Te Puke MenzShed Trust for a new lessee of the old Girl Guides Hall on Te Puke Domain be accepted;

And

That Council exercise the powers conferred on it as the administering body of the Te Puke Domain Reserve by delegation from the Minister of Conservation under the Reserves Act 1977, and grant The Te Puke MenzShed Trust the right to lease up to 5 years, with provision for further rights of renewal, the 154m<sup>2</sup> building situated on Part Section 50 SO 51580, to allow for the operation of a MenzShed.

#### RECOMMENDATION FROM THE TE PUKE COMMUNITY BOARD ON 29 JULY 2021

### 9.3 EXPRESSIONS OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN

The Board considered a report from the Reserves and Facilities Manager. The report was taken as read.

Councillor Gray supported the Expression of Interest. However, due to the size of the old Girl Guides Hall, she questioned whether The Te Puke MenzShed had a contingency plan if they were to outgrow this building.

The Board felt comfortable that the information provided suggested this was not a shared concern.

#### Remit No. TP21-4.8 EXPRESSIONS OF INTEREST SOUGHT FOR A NEW LESSEE OF THE OLD GIRL GUIDES HALL ON TE PUKE DOMAIN

Moved: Member K Ellis

Seconded: Member D Snell

#### Recommendation to Council

1. That the Reserves and Facilities Manager's report dated 15 July 2021 titled 'Expressions of Interest sought for a new lessee of the old Girl Guides Hall on Te Puke Domain' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

3. That the Te Puke Community Board recommends to Council that the Expression of Interest from The Te Puke MenzShed Trust for a new lessee of the old Girl Guides Hall on Te Puke Domain be accepted.

And

That the Te Puke Community Board recommends to Council to exercise the powers conferred on it as the administering body of the reserve by delegation from the Minister of Conservation under the Reserves Act 1977, and grant The Te Puke MenzShed Trust the right to lease up to 5 years, with provision for further rights of renewal, the 154m<sup>2</sup> building situated on Part Section 50 SO 51580 to allow for the operation of a MenzShed.

## BACKGROUND

As of June 2020, Te Puke Girl Guides surrendered the lease they have held since 1982 for a portion of Te Puke Domain of 400m<sup>2</sup> more or less, classified as Local Purpose (site for Girl Guide hall) Reserve. The surrender was a result of the Te Puke Girl Guide Chapter winding up.

As part of the lease conditions, the building ownership was passed on to Council from the Girl Guides Association New Zealand Incorporated.

Council subsequently directed that staff seek expressions of interest from community groups who may wish to enter into a new lease of the building (**Attachment 1**). Two advertisements were placed in the Te Puke Times on 26 June 2021 and 1 July 2021 (**Attachment 2**).

One expression of interest was received from The Te Puke MenzShed Trust by the due date (**Attachment 3**).

Staff consider that the intended use by the MenzShed will serve a community purpose, which fits well with the Local Purpose Reserves classification.

Leases under Section 61(2A)(a) of the Reserves Act 1977 for Local Purpose Reserves do not require public consultation under the Act.

The MenzShed have outgrown their current site, and Councils' building at the Domain is a practical site for use by the members, having a storage area beneath the building and room for expansion.

The presence of the MenzShed operations in the park will also provide an increased level of passive surveillance throughout the daytime.

There will be no costs to ratepayers, as the MenzShed will be funding the ongoing maintenance that will be required as a condition of the lease

While the MenzShed cannot accommodate the Girl Guides should they resurrect their Te Puke group, Council staff will endeavour to accommodate their needs on a share basis with another community group within an existing council lease structure such as the Scouts at Jubilee Park.

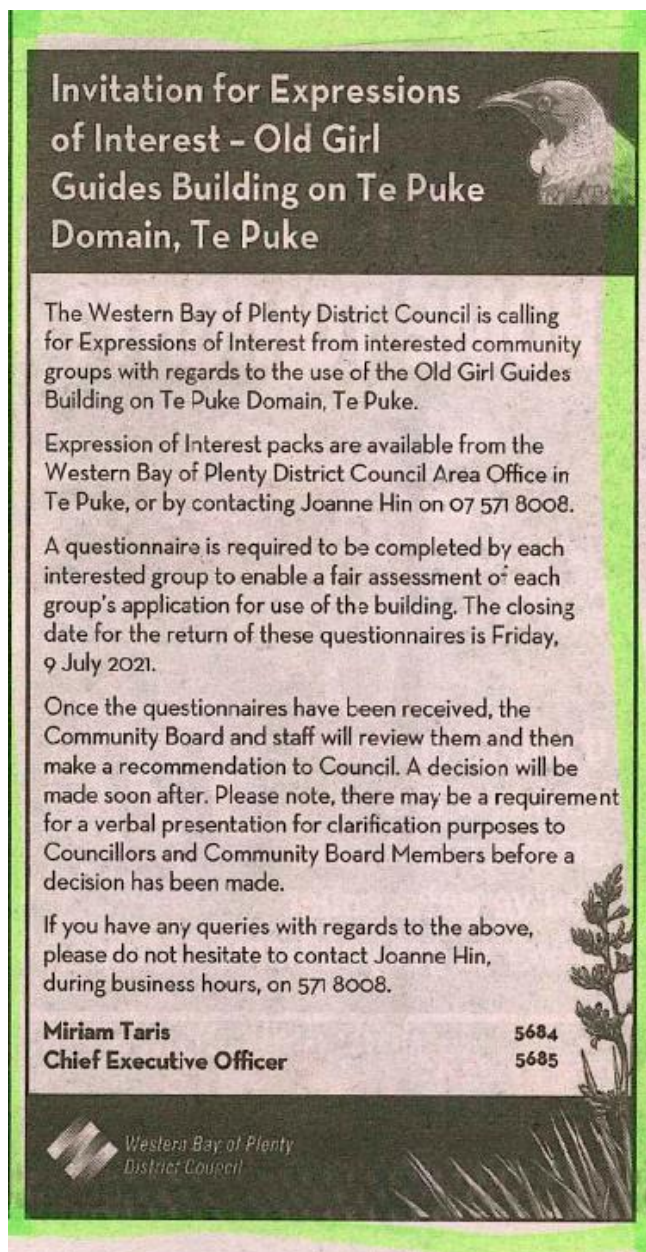
## Staff Comments – Reserve and Facilities Manager

Staff support the recommendation in accordance with the report titled 'Expressions of Interest sought for a new lessee of the old Girl Guides Hall on Te Puke Domain', as considered by the Te Puke Community Board on 29 July 2021.

## ATTACHMENTS

1. **Advertisement 24 June and 1 July 2021** [!\[\]\(6f423bc7bfb7f047744d4593e1ae271e\_img.jpg\)](#) [!\[\]\(4cfd46253d0f856887df3ca6a94b1f79\_img.jpg\)](#)
2. **Information Pack** [!\[\]\(6420b0ef125d583e1999612c5f968395\_img.jpg\)](#) [!\[\]\(d777da6cd4d2111cf1d63345797fc1f2\_img.jpg\)](#)
3. **Application for lease of Community Building Te Puke Domain** [!\[\]\(f1920cfe15aee2d6a721f8dab6319762\_img.jpg\)](#) [!\[\]\(b13c019ddc33e31f2afdd5462579aba3\_img.jpg\)](#)

Advertisement Te Puke Times 24 June and 1 July 2021



**Invitation for Expressions of Interest - Old Girl Guides Building on Te Puke Domain, Te Puke**

The Western Bay of Plenty District Council is calling for Expressions of Interest from interested community groups with regards to the use of the Old Girl Guides Building on Te Puke Domain, Te Puke.

Expression of Interest packs are available from the Western Bay of Plenty District Council Area Office in Te Puke, or by contacting Joanne Hin on 07 571 8008.


A questionnaire is required to be completed by each interested group to enable a fair assessment of each group's application for use of the building. The closing date for the return of these questionnaires is Friday, 9 July 2021.

Once the questionnaires have been received, the Community Board and staff will review them and then make a recommendation to Council. A decision will be made soon after. Please note, there may be a requirement for a verbal presentation for clarification purposes to Councillors and Community Board Members before a decision has been made.

If you have any queries with regards to the above, please do not hesitate to contact Joanne Hin, during business hours, on 571 8008.

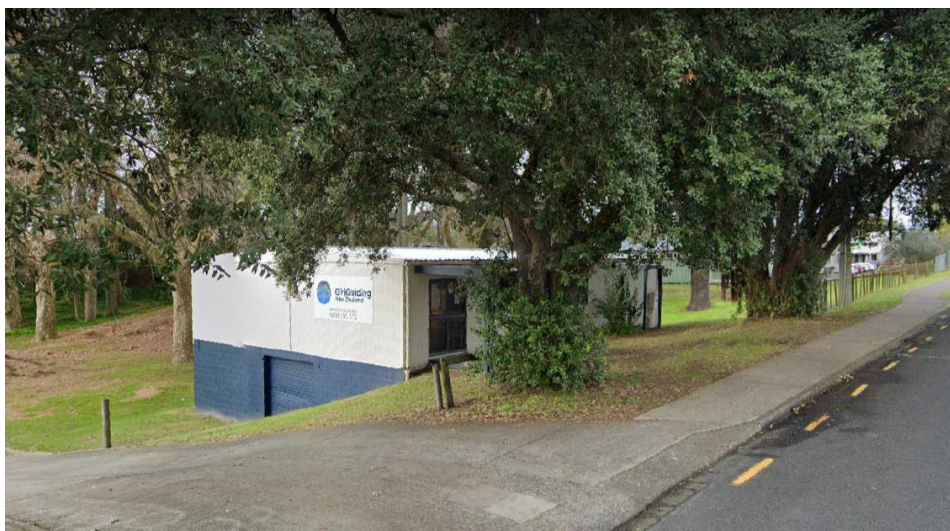
**Miriam Taris**  
**Chief Executive Officer**

5684  
5685

 Western Bay of Plenty  
District Council

# **Old Girl Guides Building, Te Puke Domain**

## **Expressions of Interest Pack**



<b>Contact Details:</b>			
<b>Group's Name:</b>			
<b>Contact Person:</b>			
<b>Address:</b>			
<b>Phone:</b>		<b>Mobile Phone:</b>	
<b>Email:</b>			

## Expressions of Interest Close Friday, 9 July 2021.

# Preamble

**Size of building** 147m<sup>2</sup>

**Location** Part Section 50 Block II Maketu SD (SO 51580)

**Background Information:**

Expressions of interest are being sought on the following basis:

1. Council owns a parcel of land on the Te Puke Domain which in 1982 400m<sup>2</sup> was gazetted as local purpose reserve for the use of the Girl Guides in Te Puke (the "Land"). On the Land is a 147m<sup>2</sup> building, which is now available for lease.
2. Council resolved to make the land and the building available for lease or alternatively lease the land and vest the building in the interested community group.
3. A condition of any lease arrangement will include the provision to make the building available, if required, for use by the Girl Guides.
4. The lease term will be determined by Council but that term shall not exceed 33 years. The lease will be subject to the Section 61(2A)(a) of the Reserves Act 1977:  
 "In addition to the powers of leasing conferred by subsection (2), the administering body, in the case of a local purpose reserve that is vested in the administering body, may lease all or any part of the reserve to any person, body, voluntary organisation, or society (whether incorporated or not) for any of the following purposes:  
  
 (a) community building, playcentre, kindergarten, plunket room, or other like purposes."

5. Council's ground rental policy for Sport and Recreation Club buildings on Council land is calculated as follows:

Annual administration fee:	\$250.00
Exclusive ground rental	\$0.80/m <sup>2</sup>
Exclusive land rental	\$0.10/m <sup>2</sup>

The estimated rental is approximately \$400 per annum.

In addition to the ground rental, the Lessee will also be responsible for the payment of pan charges as a contribution towards the wastewater network. There are two toilet pans in the building with a charge of \$791.92 plus GST each.

The Lessee will also be responsible for the water connection/availability charge of \$97.96 plus GST, along with the usage of water.

### **Expression of Interest**

Expressions of Interest are sought from community groups interested in utilising the building provided the use by the group meets one of the purposes described in 4. above.

The attached questionnaire needs to be completed to enable an objective assessment of the suitability of accommodating your group in the building.

Please complete the questionnaire as fully as possible to ensure that an informed assessment of your group criteria for accommodation can be assessed.

In the event incomplete information is received the assessment could include a request for further information, a presentation, or the decision not to pursue the matter with that group.

### **Attachments**

- A. Aerial Map
- B. Building Plan

### **Queries**

Please contact Joanne Hin [Joanne.Hin@westernbay.govt.nz](mailto:Joanne.Hin@westernbay.govt.nz) should you have any queries or want to clarify anything in this Expressions of Interest Pack.

### **Evaluation**

Submissions will be evaluated by staff and the Te Puke Community Board. The evaluation will be on the basis of the submission received and by a verbal interview if necessary. The Community Board will then make a recommendation to Council.

Interviews are likely to take place in early July 2021, with a recommendation report to the Te Puke Community Board on 29 July. In the event this timetable is not achievable applicants will be communicated with directly to inform them of this.



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## OLD GIRL GUIDES BUILDING, TE PUKE DOMAIN

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### Expression of Interest



JUNE 1, 2021  
TE PUKE MENZSHED  
86b No.3 Road, Te Puke

# Questionnaire:

## Group Descriptor

- 1.(a) Please tell us a little about your organisation; and
- (b) How the service your organisation provides fits into the town's Community Development Plan; <https://www.westernbay.govt.nz/community/community-plans> and
- (c) What community benefit you see as a result of being accommodated on the Te Puke Domain?

The Menzshed is involved in activities such as refurbishing of rubbish bins, construction of BBQ benches and repairing park benches for the Western Bay of Plenty District Council. Repairs toys for the Toy Library. Making white crosses for the returning servicemen to be used at the cemetery and toys for the Shoe Box appeal. Undertakes work for Kindergartens, Play Centres and Schools as and when required. The Shed also undertakes the restoration of furniture and other items brought in by members of the public.

2. Has your organisation undertaken a feasibility study or any other form of needs assessment / background research in support of your application?

A feasibility study has been undertaken and has been established that the building is suitable for purpose. The building has amenities, wheelchair access and space to accommodate woodworking equipment and storage of timber.

3. What are you proposing to use the building for? (please attach plans to this questionnaire)

To run and accommodate the Menzshed and its activities.

The Menzshed provides;

- A place to meet and work together.
- To create a safe, supportive, caring and respectful environment.
- To create an active environment in which skills, talents and knowledge can be shared with others while fostering relationships.

## Community Support

4. What is the level of community support for your location on the Te Puke Domain? How has this been assessed?

The Menzshed is well recognised by the Western Bay of Plenty District Council and the Te Puke Community Board, Kindergartens, Play Centres, Schools and by the public for the work it undertakes and the services it provides.

5. Which other community organisations do you work with / collaborate with that may consider co-locating on the Building?

Collaboration with other organisations would be difficult because of the nature of the work undertaken such as, health & safety and the use of dangerous equipment.

6. What other places have you investigated for accommodating your organisation? Why haven't you taken the accommodation up? Is there alternative accommodation for your organisation elsewhere in Te Puke?

Over the past two years other accommodation has been investigated, such as store sheds, pack houses etc., but where found to be unsuitable and very costly. The shed has become very cramped for space.

7. Please state how many paid up members your organisation has?

30 members. This number will increase over time.

8. On an annual basis, how many people will use the facility?

860 per year.

### **Financial Data**

9. Please provide a set of Financial Accounts for your organisation.

See attached Account.

10. Please provide a copy of your last bank statement.

See attached bank statement.

### **Accommodation Data**

11. How much space do you need for a building? Do you have a preference as to where you go? (Highlight area on attached plan)

From the plan provided, the lower floor would be used to accommodate the heavier/larger machinery and provide timber storage.

The upper floor would be used for lighter machinery, work benches and social meetings. The premises would also allow for future growth.

Refer attached diagrams.

12. Would you need / use outdoor space? (What for? How would you use it?)

No

13. Can you share space? If so, how do you see this working?

No, due to Health & Safety issues.

14. What amenities do you need (e.g., Wi-Fi, toilets, air-conditioning, power points, Physical changes to floor level etc.)

Would require use of kitchen, power points, store room and toilets. No change is required to the floor level.

15. Would you have fixed times that you would occupy the building? i.e., daily at 5.00pm, weekends etc.

Shed times would be 8.30am to 1.0pm Monday to Friday, but want to extend to include certain evenings.

16. Other information you may wish to supply in support of your expression of interest. Please use another sheet of paper if you need to.

The shed will undertake repair work of the spouting, security screens and general maintenance as required. The new site will provide more space to accommodate our machinery/equipment and provide kitchen and toilet facilities. It will provide more exposure to the community which will help to increase membership. It will also provide better access for people with wheelchairs and disabilities.

17. Is your group interested in leasing the building and land or alternatively leasing the land and take ownership of the building?

The shed would be interested in leasing the building and land initially, with the intension of leasing the land and take ownership of the building.

## Balance Sheet

### The Te Puke Community Menzshed Trust As at 31 March 2021

31 MAR 2021

#### Assets

##### Bank

ANZ - 00	97.41
Westpac Card Account	169.93
Westpac Trading Account	6,285.60
<b>Total Bank</b>	<b>6,552.94</b>

##### Current Assets

Accounts Receivable (Xero)	2,859.54
Cash on Hand	150.00
Transfer Between Accounts	(150.00)
<b>Total Current Assets</b>	<b>2,859.54</b>

##### Fixed Assets

Tool and Machinery Purchase	9,527.82
<b>Total Fixed Assets</b>	<b>9,527.82</b>

<b>Total Assets</b>	<b>18,940.30</b>
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#### Liabilities

##### Current Liabilities

GST	(2,272.15)
Resident Withholding Tax (BS)	(7.06)
Rounding	12.03
<b>Total Current Liabilities</b>	<b>(2,267.18)</b>

##### Non-current Liabilities

Loan Repayment	(908.36)
<b>Total Non-current Liabilities</b>	<b>(908.36)</b>

<b>Total Liabilities</b>	<b>(3,175.54)</b>
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<b>Net Assets</b>	<b>22,115.84</b>
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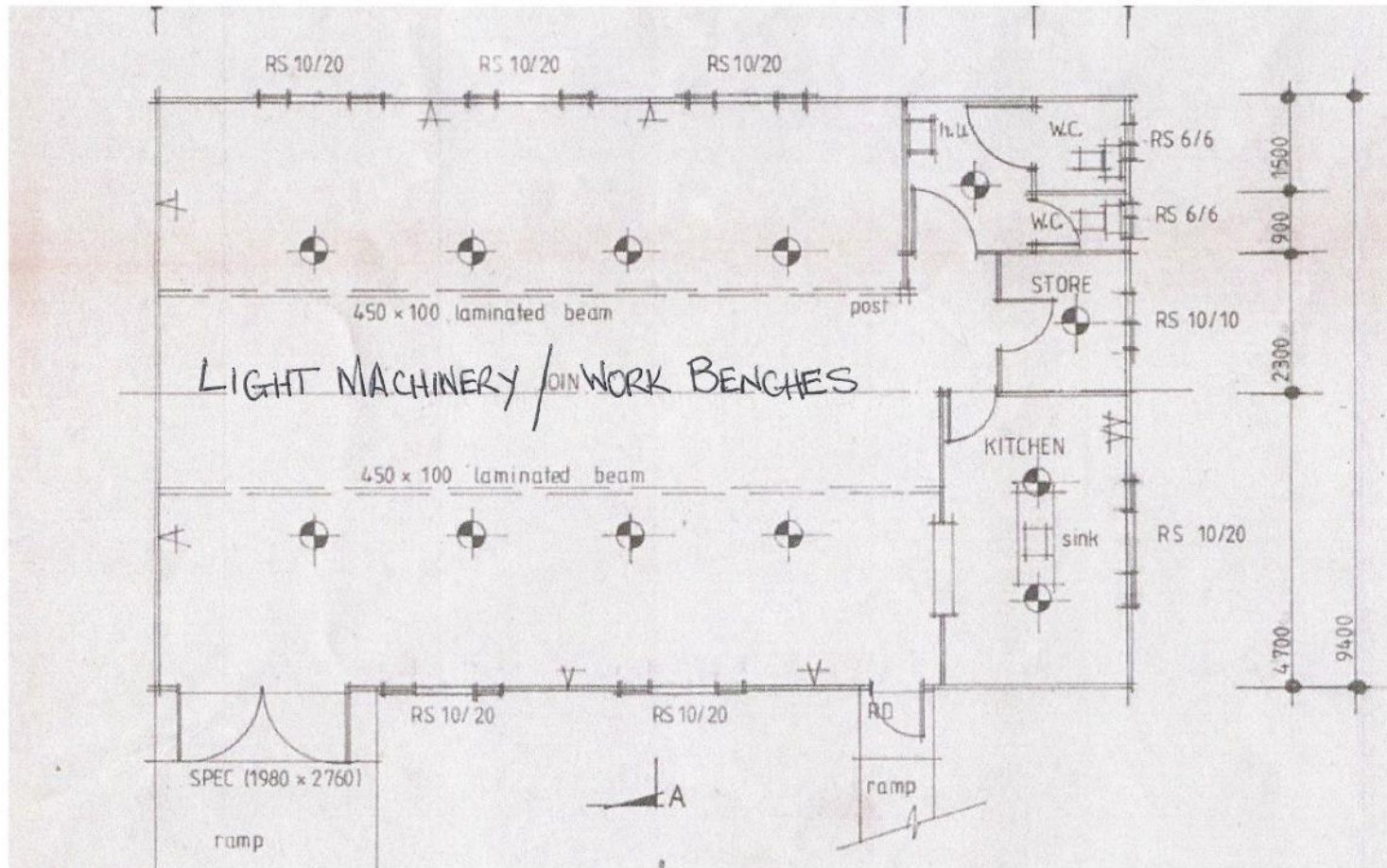
#### Equity

Current Year Earnings	(2,578.18)
Retained Earnings	24,694.02
<b>Total Equity</b>	<b>22,115.84</b>

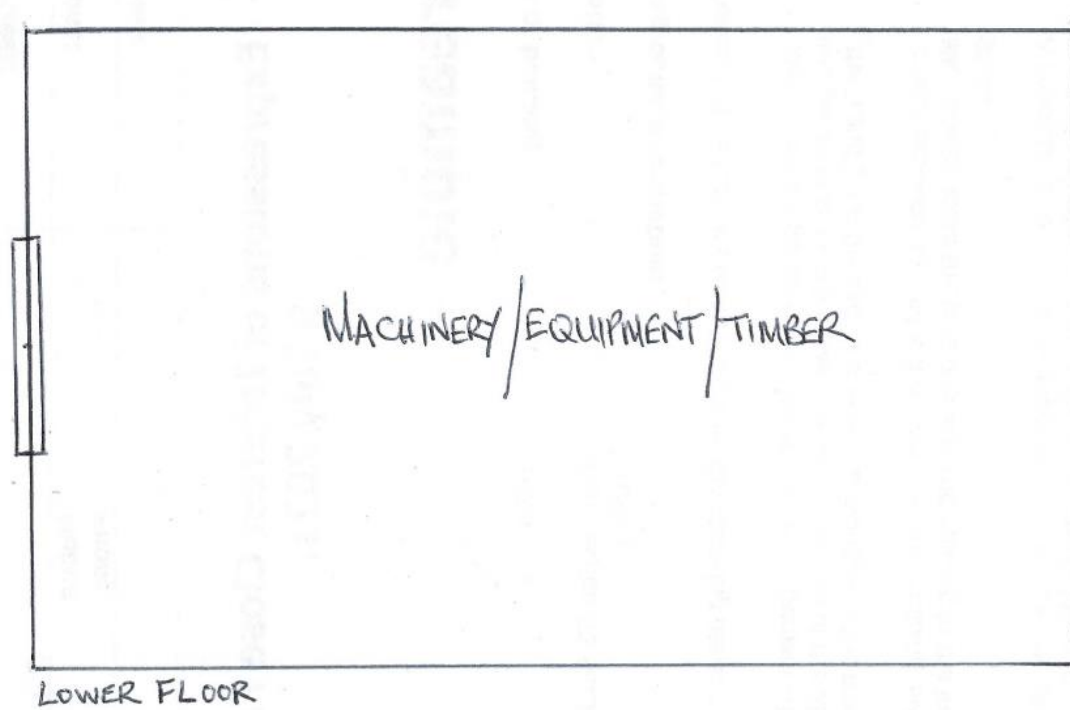
## Profit and Loss

### The Te Puke Community Menzshed Trust For the year ended 31 March 2021

	2021
<b>Trading Income</b>	
Membership Subscriptions	660.00
Menzshed Uniform	21.00
Sales	377.34
<b>Total Trading Income</b>	<b>1,058.34</b>
<b>Gross Profit</b>	<b>1,058.34</b>
<b>Other Income</b>	
Interest Received	4.54
Project Donations	4,577.39
Project Goods Sales	2,581.00
Tea, Coffee contributions	1,137.00
<b>Total Other Income</b>	<b>8,299.93</b>
<b>Operating Expenses</b>	
Accountancy Xero	869.40
Cafeteria consumables	450.00
Entertainment	465.72
Insurance	316.25
Lease and Power	8,210.88
Membership Welfare	132.98
Plant & Equipment (R&M)	127.19
Printing & Stationery	40.81
Project Materials and Consumables	303.51
Protective Clothing	159.62
Repairs & Maintenance	658.89
Subscriptions Menzshed NZ	25.00
Tool Replacements	107.96
Uniforms	53.30
Workshop consumables and materials	14.94
<b>Total Operating Expenses</b>	<b>11,936.45</b>
<b>Net Profit</b>	<b>(2,578.18)</b>



### Upper Floor 1



Lease site highlighted in blue



**10.2 TOURISM BAY OF PLENTY STATEMENT OF INTENT 2021/2022 TO 2023/2024****File Number:** A4257056**Author:** David Pearce, Community Manager**Authoriser:** John Holyoake, Chief Executive Officer**EXECUTIVE SUMMARY**

The purpose of this report is to receive the Tourism Bay of Plenty Statement of Intent 2021/2022 to 2023/2024.

**RECOMMENDATION**

1. That the report from the Community Manager dated 12 August 2021 titled 'Tourism Bay of Plenty 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 and approves the Tourism Bay of Plenty 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 Statement of Intent at their 2 August 2021 Council meeting.

**BACKGROUND**

1. Tourism Bay of Plenty (TBOP) is incorporated under the Charitable Trusts Act (1957) and is a not-for-profit entity established to promote and manage the Western Bay of Plenty sub-region, as a visitor and tourist destination. TBOP is a Council Controlled Organisation (CCO) and accountable to Tauranga City Council (TCC), Western Bay of Plenty District Council (WBOPDC) and, by a separate Letter of Intent, with Whakatāne District Council (WDC). This collective region is known as Te Moananui ā Toi | the 'Coastal Bay of Plenty'.
2. TBOP's purpose, as described in its Trust Deed, is to promote the economic welfare and development of the Western Bay of Plenty Region, and its citizens, through destination marketing, management and any other activity which impacts on that region as a visitor destination. TBOP is also responsible for providing visitor information services in the region.
3. In accordance with the Local Government Act 2002, TBOP provided their draft Statement of Intent (SOI) to Council by 1 March 2021. Both Council's, as shareholders, had an opportunity to comment on the draft SOI, by 1 May 2021, before the SOI was finalised by TBOP.
4. Staff are satisfied that TBOP have incorporated Council's shareholder feedback into the final Statement of Intent document.
5. This annual SOI publicly states the activities and intentions of TBOP for the next three years. It also sets out TBOP's strategic framework, activities, and performance measures, as the basis of organisational accountability.
6. The SOI identifies:
  - Indicative rolling three-year forecast of performance and position, separately identifying any significant intended expenditure;
  - Any likely requests for increased levels of funding from Council;
  - Key actions or initiatives to deliver on the objectives of TBOP; and
  - Upcoming challenges, risks, and opportunities for TBOP.
7. TBOP's Statement of Intent is attached to this report (**Attachment 1**).

## SIGNIFICANCE AND ENGAGEMENT

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

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

9. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because the financial implications associated with the decision are low and community engagement at this point is minimal.

## ENGAGEMENT, CONSULTATION AND COMMUNICATION

10. Under section 8 of the Local Government Act 2002, no consultation is required.

## STATUTORY COMPLIANCE

11. The Statement of Intent is one of the CCO's key governance and planning documents. Engaging with TBOP throughout the development of the annual SOIs is one of the main ways Council can influence TBOP, while ensuring TBOP are aligned with Council's strategic outcomes.

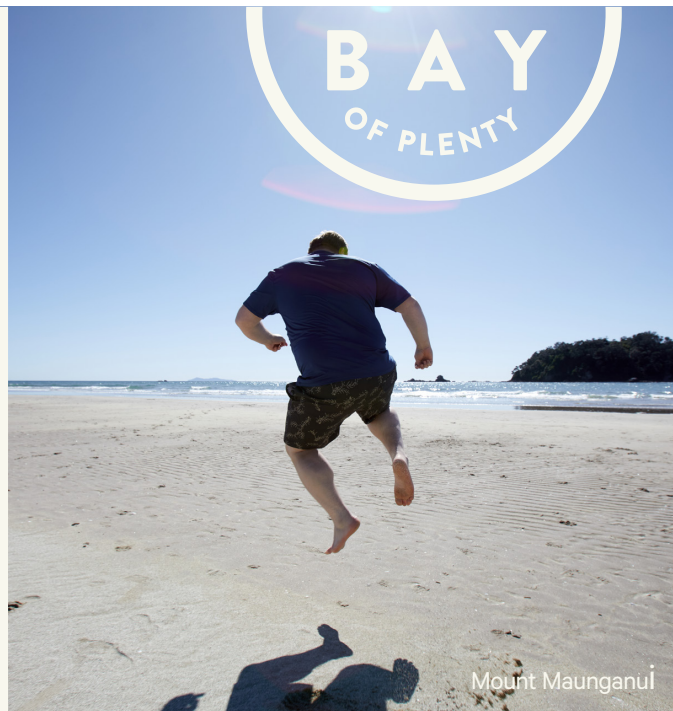
## FUNDING/BUDGET IMPLICATIONS

12.

Budget Funding Information	Relevant Detail
	The TBOP budget, including Council's contributions are included in the Statement of Intent.

## ATTACHMENTS

1. Tourism Bay of Plenty Statement of Intent 2021/2022 to 2023/2024 [!\[\]\(a350ffb84e42b36a26011b30f3a82985\_img.jpg\) !\[\]\(d92d15d4e8eaadf851efd759d6c4e03b\_img.jpg\)](#)



# STATEMENT OF INTENT

2021-2022 TO 2023-2024

**TĀPOI TE MOANANUI Ā TOI | TOURISM BAY OF PLENTY**  
(WESTERN BAY OF PLENTY TOURISM AND VISITORS TRUST)





## 1. OUR REGIONAL BRAND STORY

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

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

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

**HE TAURANGA MAI. HE TAURANGA ATU.**

**TE MOANANUI Ā TOI – HE WAAHI MŌU.**

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

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

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

**THE COASTAL BAY OF PLENTY –  
A PLACE FOR YOU.**



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## 2. PURPOSE OF STATEMENT OF INTENT

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

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

## 3. ABOUT TOURISM BAY OF PLENTY

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

This collective region is known as Te Moananui ā Toi | the Coastal Bay of Plenty.

### 3.1 Purpose of Tourism Bay of Plenty

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

TBOP's growing role as a Destination Management Organisation (DMO) is to lead, advocate, and coordinate a cohesive, collaborative, and balanced approach to managing a destination. This is a partnership approach and requires engagement with the community and the support of the Councils to enhance the visitor experience.

Councils have encouraged TBOP to consider how we contribute to the 'Council Group' and common community outcomes for Tauranga and the wider coastal region. These community outcomes were updated during the development of Tauranga City Council's Long-Term Plan 2021-2031. The new community outcomes are:

- We value and protect our environment - Tauranga is a city that values our natural environment and outdoor lifestyle, and actively works to protect and enhance it.
- We have a well-planned city - Tauranga is a city that is well planned with a variety of successful and thriving compact centres and resilient infrastructure.



- We can move around our city easily-Tauranga is a well-connected city, easy to move around in and with a range of sustainable transport choices.
- We support business and education -Tauranga is a city that attracts and supports a range of business and education opportunities, creating jobs and a skilled workforce.
- We are inclusive, and value our culture and diversity-Tauranga is a city that recognises and values culture and diversity, and where people of all ages and backgrounds are included, feel safe, connected, and healthy.

TBOP will work with councils on the development of a council-controlled organisations' draft Statement of Intent template and common key performance indicators for the Statement of Intent.



### 3.2 Principal Objectives

TBOP takes the leading role in sustainable growth of Te Moananui ā Toi | the Coastal Bay of Plenty visitor economy and management of the destination. TBOP's vision is to "share our love of Te Moananui ā Toi | the Coastal Bay of Plenty with the world" and our mission is "growing a sustainable visitor economy for the benefit of our community." Our principal objectives are to:

1. Provide leadership for the recovery and restart of the visitor economy to mitigate the impacts of the COVID-19 pandemic on the local economy.
2. Help to manage and promote the city and region's reputation nationally and internationally, to increase attractiveness and ensure share of voice.
3. Provide leadership for the visitor economy, including the destination management strategy, and support Councils to explore alternative funding mechanisms.
4. Target the right visitors at the right time with the right messages, which will involve working with stakeholders.
5. Connect with residents to maintain a community social licence, and measure this via likelihood to recommend the area to others to visit and perceptions of the impact of tourism on the community.
6. Enhance the visitor experience by providing fit-for-purpose visitor information services, including the use of digital services.
7. Grow capability of operators and identify supply gaps and potential investment opportunities including identifying and assisting in the product development of indigenous cultural experiences.
8. Identify opportunities to assist with the development of walking and cycling infrastructure planning and promote walking and cycling experiences in the Western Bay of Plenty District.
9. Support TCC's City Events team and other key stakeholders to develop a city-wide events strategy which clearly articulates our event investment priorities, incorporates our Place DNA® and strengthens Tauranga's reputation as a premier events destination.
10. Demonstrate a commitment towards measuring, developing, and improving organisational culture and staff well-being in line with 'Council Group' expectations.



### 3.3 Operating Principles

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

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



### 3.4 Role of Tourism Bay of Plenty

TBOP has identified four strategic priorities which will collectively grow demand for the destination whilst enhancing the visitor experience and increasing investment and supply. These priorities are based on a platform of stakeholder engagement and partnership, and sound governance principles. These strategic priorities will be executed under Te Moananui ā Toi | the Coastal Bay of Plenty Regional Brand Story which defines the unique and compelling attributes of our region. The four strategic priorities are:

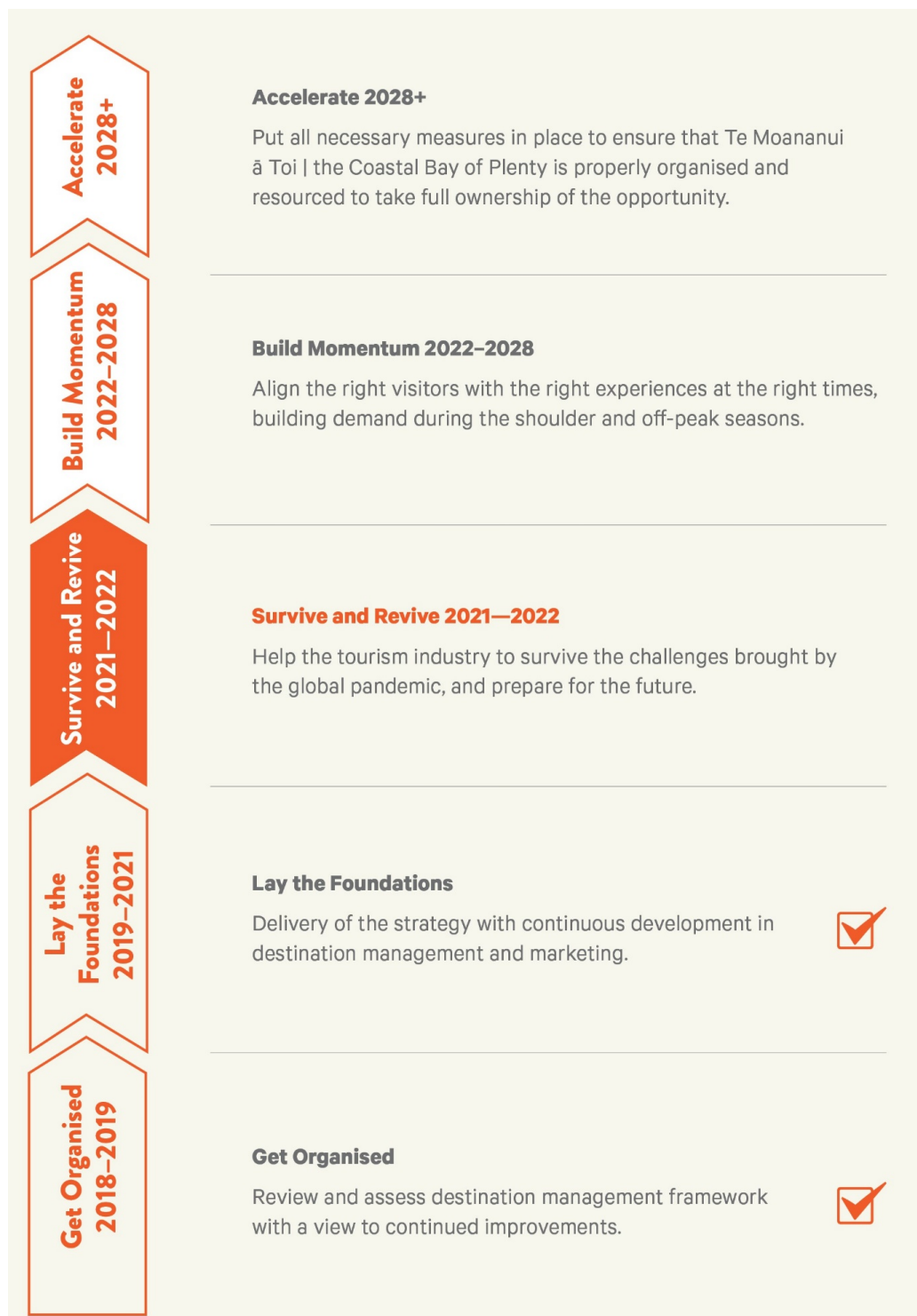
1. Connect with residents.
2. Grow capability and increase supply.
3. Enhance the visitor experience.
4. Target the right visitors at the right time with the right messages.

The diagram below reflects our growing role as Destination Managers – to *lead*, *advocate* and *coordinate* the visitor economy, while considering environmental, social, and cultural interests. We also need to ensure we preserve the region's unique identity and that our visitor-related development is coordinated with residents' interests.





### 3.5 Destination Management Plan





Destination management is an ongoing process that requires destinations to plan for the future and considers the social, economic, cultural, and environmental risks and opportunities. It brings together different stakeholders in a collaborative manner to achieve the common goal to which they are all committed, developing a well-managed, sustainable visitor destination. This requires inclusive and coordinated leadership. Destination management needs to engage residents, tourism enterprises, businesses, Māori/Iwi/Hapū, Regional Tourism Organisations, Economic Development Organisations, Tourism New Zealand, and local/regional and central government as appropriate. In order to be successful, we require the support of our local Councils.

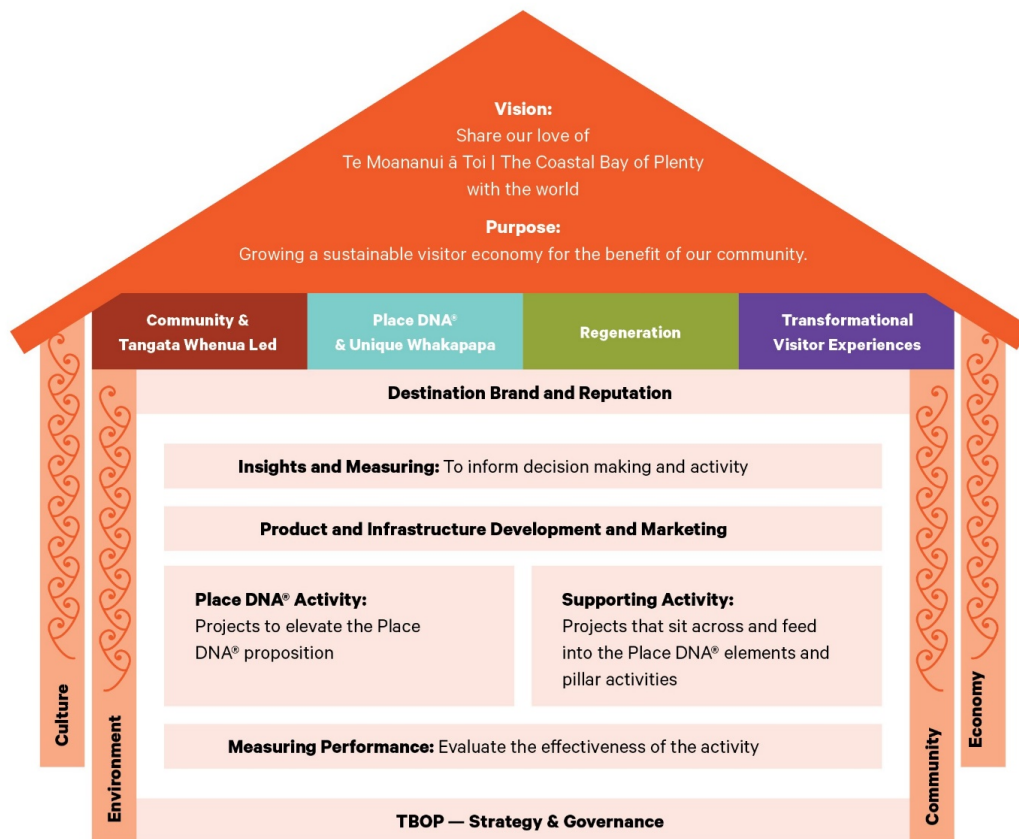
The region and our plan, Te Hā Tāpoi | The Love of Tourism, has been hailed as an innovative exemplar in destination management with the foresight to create a regenerative tourism economy for our people and place. Our destination management plan continues to be globally recognised as a prescient roadmap for this regenerative tourism future.

In recognition of TBOP's leadership of the sector, the Councils will provide opportunities for TBOP to actively contribute their expertise and knowledge of the tourism industry and economic development in planning for population and urban growth led by the Councils.

As a result of the COVID-19 pandemic, the tourism sector is currently in survival mode. TBOP will work to support the region's tourism industry to survive and revive during 2021 – 2022. Principal objectives one and two in section 3.2 outline the additional activities TBOP will undertake during this time. These activities are to help the industry survive the impacts of COVID-19, whilst still building towards the ultimate goal to create a thriving visitor economy in Te Moananui ā Toi | the Coastal Bay of Plenty.



### 3.6 Tourism Bay of Plenty's Strategic Framework





## 4. GOVERNANCE

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

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

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

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

- Acting in accordance with the Trust Deed.
- Developing and overseeing the implementation of TBOP's Visitor Economy Strategy 2018-2028 (VES).
- Advocating and stakeholder management.
- Approving Annual Plans, budgets and the SOI.
- Maintaining Enterprise Risk and Health and Safety systems, policies and controls.
- Monitoring financial performance and achievement of the strategic initiatives and SOI objectives.
- Appointing and monitoring the performance and remuneration of the CE.
- Ensuring the integrity of management information systems and policies.
- Assessing business opportunities and business risks.
- Managing staff engagement, organisational culture and ensuring that TBOP acts as a good employer.
- Complying with relevant law.
- Ensuring TBOP exhibits a sense of social and environmental responsibility.
- Reporting to the Councils.
- Following the decision-making guidelines in the ESE and the TCC Appointment of Directors to Council Organisations Policy and the Significance and Engagement Policies.

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

The Trustees delegate the day-to-day operation of TBOP to the Chief Executive (CE) of TBOP who reports regularly to the Board. Kristin Dunne, who occupied this position since 2015, has resigned. This position (being recruited in July 2021) will be changed to General Manager (GM).



## **4.2 Tourism Bay of Plenty Trustees**

As of 30 June 2021, the TBOP Board comprises the following trustees:

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

Oscar Nathan has stepped down from the Board to take up the position as acting Chief Executive as of 27 April 2021, while Kristin Dunne transitions out of the organisation on a part-time basis.

## **4.3 Reporting to Councils**

### **4.3.1 Communication Protocol**

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

- Two-way dialogue and a commitment to considering the Councils' strategic priorities and objectives.
- A bilateral 'no-surprises' approach.
- Consultation with the Councils prior to external release of significant changes and/or developments.
- Early notification and collaboration on the management of risks and issues.
- Appraise the performance of the TBOP Board of Trustees at a minimum of every two years, alternating between a Board led review and a Council led review.
- Inform Councils of engagement with central government and submissions to external agencies.
- Acknowledge our relationship with Councils and use their logos alongside the TBOP brand as appropriate.



#### **4.3.2 Statement of Intent**

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

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

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

#### **4.3.3 Reporting**

TBOP has adopted 30 June as its balance date.

##### **4.3.3.1 Six Month Report**

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

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

##### **4.3.3.2 Annual Report**

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

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

## 5. TBOP'S STRATEGIC PRIORITIES AND SUCCESS MEASURES

Note: TBOP has received expert advice that given the current VUCA (Volatile, Uncertain, Complex, and Ambiguous) environment, no long-term forecasting of the visitor economy should be undertaken at this time. This will be reconsidered in the next financial year, dependent on market conditions.

### 5.1 External Focus Areas

Focus Area	Performance Area	Performance Measure	Breakdown	Baseline	2021-2022 Goal (June 2022)	2022-2023 Goal (June 2023)	2023-2024 Goal (June 2024)	Source
Economic	Visitor spend	Measure trends in visitor spend in Te Moananui ā Toi   the Coastal Bay of Plenty.  Tourism data expert Shane Vuletich from FreshInfo deems it imprudent to forecast or set targets for future years at the moment (February 2021), due to the current levels of market uncertainty.	Total visitor spend.	In the YE May 2021 total visitor spend in the region was up 18% compared to YE May 2020.	Monitor and report on changes in visitor spend and use the information to set new goals for future years.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Marketview Tourism Dashboard.
			Domestic visitor spend.	In the YE May 2021 domestic visitor spend in the region was up 27% compared to YE May 2020.	Monitor and report on changes in visitor spend and use the information to set new goals for future years.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Marketview Tourism Dashboard.
			International visitor spend.	In the YE May 2021 international visitor spend in the region was down 51% compared to YE May 2020.	Monitor and report on changes in visitor spend and use the information to set new goals for future years, dependent on market conditions.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Marketview Tourism Dashboard.
			Cruise visitor spend.	No baseline result as there was no 2020-21 cruise season due to travel restrictions associated with COVID-19.	If the cruise market returns in 2021-2022, monitor and report on changes in visitor spend and use the information to set new goals for future years.	Meet visitor spend goal set in June 2021, dependent on market conditions.	Meet visitor spend goal set in June 2021, dependent on market conditions.	MBIE Tourism Satellite Account.
	Visitor numbers	Monitor trends in the number of visitors to Te Moananui ā Toi   the Coastal Bay of Plenty.	Te Moananui ā Toi   the Coastal Bay of Plenty	Monitoring average number of visitors each day per month and reporting to stakeholders.	Monitor and report on visitor numbers across the year.	Monitor and report on visitor numbers across the year.	Monitor and report on visitor numbers across the year.	Data Ventures Tourism NZ Tool.
	Employment	Measure the number of jobs provided by the tourism industry. (Includes accommodation, food and beverage services; activity, travel and tour services; and transport services.)	Total number of filled jobs in select tourism industries.	Tourism provides 7,450 jobs in Coastal BOP (April 2021).	Monitor and report on the number of jobs the tourism industry provides and use the information to set new goals for future years.	Meet goal set in June 2021 for number of jobs in the tourism sector job, dependent on market conditions.	Meet goal set in June 2021 for number of jobs in the tourism sector job, dependent on market conditions.	Infometrics.
Environmental	Environmental impact	Measuring the impact (both positive and negative) of tourism on the environment.	Te Moananui ā Toi   the Coastal Bay of Plenty	Started to assess the impact of tourism across the region via ECO-destination certification (50% complete) and in conjunction with stakeholders.	Determine a framework for measuring the impact of tourism and regenerative tourism on the environment and begin monitoring.	Implement framework and revise as needed.	Continue to implement framework and revise as needed.	Report to be developed based on framework.
Cultural	Reach of engagement with iwi and hapū	Monitor the number of iwi and hapū with whom TBOP engages.	Te Moananui ā Toi   the Coastal Bay of Plenty	Relationships with 10 iwi and 11 hapū.	Two new relationships developed with iwi and hapū per year.	Two new relationships developed with iwi and hapū per year.	Two new relationships developed with iwi and hapū per year.	Simpleview CRM system.



Focus Area	Performance Area	Performance Measure	Breakdown	Baseline	2021-2022 Goal (June 2022)	2022-2023 Goal (June 2023)	2023-2024 Goal (June 2024)	Source
	Quality of engagement with iwi and hapū	Monitor the strength of TBOP's relationships with iwi and hapū.	TBOP	Internal assessment of quality of relationships: 48% are classified as 'strong'. 24% are classified as 'moderate'. 29% are classified as 'weak'.	Develop 360° review and implement to establish a new baseline.	Maintain or improve strength of relationships.	Maintain or improve strength of relationships.	360° review
Social	Social licence	Measure resident's sentiment towards tourism. Measured by the percentage of residents who agree that tourism has a positive impact on the community. Residents provide a rating of 1 to 10, where 1 is strongly disagree and 10 is strongly agree.	Tauranga City residents.	The score for the year to date (2020-21) is 66% agree (scores of 7 to 10).	Maintain or improve perceptions of tourism's impact on the community.	Maintain or improve perceptions of tourism's impact on the community.	Maintain or improve perceptions of tourism's impact on the community.	Tauranga City Council residents' satisfaction survey results.
			Western Bay of Plenty District residents.	The score for the year ending June 2021 is 72% agree (scores of 6 to 10).	Maintain or improve perceptions of tourism's impact on the community.	Maintain or improve perceptions of tourism's impact on the community.	Maintain or improve perceptions of tourism's impact on the community.	Western Bay of Plenty residents' satisfaction survey results.
			Whakatāne District residents.	The score for the year ending June 2020 is 79% agree (scores of 6 to 10).	Maintain or improve perceptions of tourism's impact on the community.	Maintain or improve perceptions of tourism's impact on the community.	Maintain or improve perceptions of tourism's impact on the community.	Whakatāne District Council residents' satisfaction survey results.
	Operator social licence	Measure industry operators' satisfaction with Tourism Bay of Plenty's activities.	Operators	No current baseline data, first survey to be undertaken in 2021-2022.	Maintain or improve operators' satisfaction with TBOP's activities.	Maintain or improve operators' satisfaction with TBOP's activities.	Maintain or improve operators' satisfaction with TBOP's activities.	TBOP operator satisfaction survey.
	Stakeholder engagement	Monitor stakeholder engagement volume.	Stakeholders	Averaged 120 engagements with key stakeholders per two-month period from July-December 2020.	Achieve an average of 70 engagements with key stakeholders per two-month period.	Achieve an average of 70 engagements with key stakeholders per two-month period.	Achieve an average of 70 engagements with key stakeholders per two-month period.	Simpleview CRM system.
	Leadership Advisory Group	Hold Leadership Advisory Group meetings.		One meeting in the 2020-21 FY.	Hold three Leadership Advisory Group meetings.	Hold three Leadership Advisory Group meetings.	Hold three Leadership Advisory Group meetings.	Simpleview CRM system.
Visitor experience	Visitor satisfaction	Measure visitor satisfaction with their visit to Te Moananui ā Toi   the Coastal Bay of Plenty.	Total visitor satisfaction.	86% of visitors are satisfied with their last visit to the region (May to April 2021). Sample: n=214 Error margin: +/-7%	Maintain or improve visitors' satisfaction with their visit.	Maintain or improve visitors' satisfaction with their visit.	Maintain or improve visitors' satisfaction with their visit.	Visitor satisfaction survey.
	Potential visitor perceptions	Measure perceptions of Te Moananui ā Toi   the Coastal Bay of Plenty among the New Zealand and Australia markets.	New Zealand market.	23% of adult New Zealand travellers are somewhat informed about the region, consider the region to be highly appealing, and will probably or definitely visit in the next 12 months (YE March 2021).	Maintain or improve propensity to visit score.	Maintain or improve propensity to visit score.	Maintain or improve propensity to visit score.	Market Perceptions research report by Angus & Associates.
			Australia market.	16% of adult Australian travellers are somewhat informed about the region, consider the region to be highly appealing, and will probably or definitely visit in the next 12 months (YE March 2021).	Maintain or improve propensity to visit score.	Maintain or improve propensity to visit score.	Maintain or improve propensity to visit score.	Market Perceptions research report by Angus & Associates.



Focus Area	Performance Area	Performance Measure	Breakdown	Baseline	2021-2022 Goal (June 2022)	2022-2023 Goal (June 2023)	2023-2024 Goal (June 2024)	Source
	i-SITE user experience	Measure i-SITE users' perceptions of their experience.	Tauranga i-SITE	Six responses to i-SITE users' perceptions survey.	Monitor Net Promoter Score™ and set benchmarks for future years.	Maintain or improve Net Promoter Score™.	Maintain or improve Net Promoter Score™.	Customer Radar feedback dashboard.

## 5.2 Internal Focus Area

Focus Area	Performance Area	Performance Measure	Baseline	2021-2022 Goal (June 2022)	2022-2023 Goal (June 2023)	2023-2024 Goal (June 2024)	Source
TBOP team	Employee engagement	Measure organisational culture and staff well-being.	Employee Engagement score: 76% (April 2021).	Maintain or improve Employee Engagement Score.	Maintain or improve Employee Engagement Score.	Maintain or improve Employee Engagement Score.	TBOP Employee Engagement Survey.
	Living wage	Payment of the living wage (as a minimum) to all permanent employees.	All employees are being paid a minimum of the living wage.	Payment of the living wage (as a minimum) to all permanent employees.	Continuing to assess the payment of the living wage (as a minimum) to all permanent employees.	Continuing to assess the payment of the living wage (as a minimum) to all permanent employees.	Financial records.
Regulations	Health and Safety	Measure health and safety capability of Tourism Bay of Plenty.	Safe365 Index of 79% across the ten modules.	Safe365 Index of 80% across the ten modules.	Safe365 Index of 80% across the ten modules.	Safe365 Index of 80% across the ten modules.	Safe365 assessment.
	i-SITE Qualmark status	Monitor the Qualmark status of Tauranga i-SITE.	Achieved Qualmark Sustainable Tourism Business Award with score of 85.	Maintain or improve the Qualmark Sustainable Tourism Business Award score.	Maintain or improve the Qualmark Sustainable Tourism Business Award score.	Maintain or improve the Qualmark Sustainable Tourism Business Award score.	Qualmark.
Sustainability	Carbon footprint	Measure TBOP's carbon output.	Measured carbon footprint and identified opportunities for reduction.	Reduce carbon footprint across the organisation by 10%, and offset or inset the rest.	Reduce carbon footprint across the organisation by 10% (since June 2021), and offset or inset the rest.	Reduce carbon footprint across the organisation by 10% (since June 2021), and offset or inset the rest.	Carbon footprint calculator.
	Waste management	Monitor TBOP's waste management.	TBOP has a worm farm and recycling bins.	Reduce waste to landfill by 10%.	Reduce waste to landfill by a further 5%.	Reduce waste to landfill by a further 5%.	Resource Wise Business through Tauranga City Council.



Focus Area	Performance Area	Performance Measure	Baseline	2021-2022 Goal (June 2022)	2022-2023 Goal (June 2023)	2023-2024 Goal (June 2024)	Source
Governance and finance	Governance	Statutory reporting requirements.	Met statutory reporting requirements for the 2020-2021 financial year.	Meet statutory reporting requirements.	Meet statutory reporting requirements.	Meet statutory reporting requirements.	Audit.
	Finance	Manage P&L budget and aim for best effort cost recovery through revenue growth opportunities and cost management strategies.	Achieved.	Variance of profit to budget for year within 5% of total revenue.	Variance of profit to budget for year within 5% of total revenue.	Variance of profit to budget for year within 5% of total revenue.	TBOP Six Month and Annual Reports.
		Code of Conduct compliance.	Achieved.	Code of Conduct compliance.	Code of Conduct compliance.	Code of Conduct compliance.	TBOP Six Month and Annual Reports.
		Compliance and regulatory obligations met.	Achieved.	Compliance and regulatory obligations met.	Compliance and regulatory obligations met.	Compliance and regulatory obligations met.	Council's feedback.
		Enterprise Risk Management Policy adherence.	Achieved.	Enterprise Risk Management Policy adherence.	Enterprise Risk Management Policy adherence.	Enterprise Risk Management Policy adherence.	Board confirmation.
		Maintain good working relationships with Council staff and elected members, observing the 'no surprises' principle.	Achieved.	No surprises principle maintained.	No surprises principle maintained.	No surprises principle maintained.	Council's feedback.
		Support Councils to explore alternative funding mechanisms.*	Achieved (within TBOP's control).	Support investigation of additional alternative funding mechanisms, dependent on TCC budget and timings.	Support investigation of additional alternative funding mechanisms, dependent on TCC budget and timings.	Support investigation of additional alternative funding mechanisms, dependent on TCC budget and timings.	TBOP Six Month and Annual Reports.
		Manage Strategic Tourism Assets Protection Programme (STAPP) and Tourism Support Recovery and Re-Set (TSRR) funding.	Achieved.	Manage STAPP and TSRR funding to MBIE and TBOP Board expectations.	Manage STAPP and TSRR funding to MBIE and TBOP Board expectations, if applicable.	Manage STAPP and TSRR funding to MBIE and TBOP Board expectations, if applicable.	TBOP Six Month and Annual Reports.
		Manage Regional Events Fund funding.	Achieved.	Manage Regional Events Fund funding to MBIE and TBOP Board expectations.	Manage Regional Events Fund funding to MBIE and TBOP Board expectations.	Manage Regional Events Fund funding to MBIE and TBOP Board expectations.	TBOP Six Month and Annual Reports.

\*While TBOP can support Council with the investigation of additional funding mechanisms, the actual securing of funding is outside of TBOP's control. Thus, this performance measure relates to an outcome TBOP can directly affect.



## 6. FINANCIAL PERFORMANCE TARGETS AND MEASURES

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

## 7. ACCOUNTING POLICIES

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

### 7.1 Asset Management

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

### 7.2 Ratio of Consolidated Funds

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

### 7.3 Estimate of Commercial Value

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

### 7.4 Transactions Between Related Parties

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

### 7.5 Distribution to Shareholders

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



## 8. FUNDING PRINCIPLES

There are six high-level funding principles:

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

### 8.1 Approach to Funding

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

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



## 9. SIGNIFICANT DECISIONS

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

- Form any subsidiary entity.
- Purchase shares in any other entity.
- Dispose of any significant assets e.g. land or buildings.
- Purchase any significant assets e.g. land or buildings.
- Seek partnering solutions that involve the dilution of assets or the commitment of Councils.



## 10. COMPENSATION FROM LOCAL AUTHORITY

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

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

Funder	2021-2022	2022-2023	2023-2024
TCC*	\$2,342,721	\$2,410,660	\$2,482,498
WBOPDC	\$232,000	\$235,480	\$239,012
<b>Total</b>	<b>\$2,574,721</b>	<b>\$2,646,140</b>	<b>\$2,721,510</b>

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

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

### Western Bay of Plenty Tourism & Visitors Trust

<b>BUDGET</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
	\$	\$	\$
<b>Revenue</b>			
Funding - Tauranga City Council	2,342,721	2,410,660	2,482,498
Funding - Western BOP District Council	232,000	235,480	239,012
Funding - Whakatane District Council	84,000	84,000	84,000
Retail Sales	8,000	8,000	8,000
Other Revenue (includes industry contributions)	1,760,137	66,000	66,000
<b>Total Revenue</b>	<b>4,426,858</b>	<b>2,804,140</b>	<b>2,879,510</b>
<b>Less Expenditure</b>			
Cost of Sales	5,000	5,000	5,000
Operating & Marketing	3,547,973	1,925,505	2,000,875
Administration & Overheads	796,885	796,635	796,635
Depreciation & Amortisation	77,000	77,000	77,000
<b>Total Expenditure</b>	<b>4,426,858</b>	<b>2,804,140</b>	<b>2,879,510</b>
<b>Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 11. TERMINATION

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

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



12. SIGNED BY

A blue ink signature of Laurissa Cooney, written over a horizontal line.

Chairperson  
Laurissa Cooney  
Tourism Bay of Plenty

A blue ink signature of Oscar Nathan, written over a horizontal line.

Acting Chief Executive  
Oscar Nathan  
Tourism Bay of Plenty



### 13. GLOSSARY OF TERMS

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

**10.3 2021 COMMUNITY MATCHING FUND****File Number:** A4257058**Author:** David Pearce, Community Manager**Authoriser:** John Holyoake, Chief Executive Officer**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the decisions made by the Working Party, under delegated authority, as per Council resolution C.21-3.15. The Community Matching Fund Working Party met on 8 July 2021 to consider applications submitted to this contestable fund.

**RECOMMENDATION**

1. That the Community Manager's report dated 12 August 2021 titled '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.
3. That the 2021 Community Matching Fund allocations be received as follows:

**Environmental Applications**

Waihi Beach Environmental Society Dot Watch Project	\$4,620.00
Kotukutuku Gully Care Group	\$6,000.00
Maketu Ongatoro Wetland Society	\$8,700.00
New Zealand Landcare Trust	\$2,153.00
Wai Kokopu	\$9,734.00
Te Maru o Kaituna River Authority	\$8,700.00
<b>Total</b>	<b>\$39,907.00</b>

**General Applications**

Pacific Island Community Tauranga Trust	\$5,500.00
Waihi Beach Community Events and Promotions	\$5,000.00
Graeme Dingle Foundation	\$5,000.00
Waihi Beach Community Centre Society Incorporated	\$5,000.00
Pukehina Residents and Ratepayers Association	\$1,500.00
Loved 4 Life	\$1,000.00
The Old Library Ōmokoroa	\$2,000.00
The Te Puke Community Menz Shed Trust	\$3,500.00
Te Puke Knit and Natter Group	\$500.00
People First NZ Inc	\$3,500.00
Katikati Community Centre	\$1,816.00
The Oropi Settlers Incorporated	\$3,780.00
Waihi Beach Primary School	\$5,000.00

Pukehina Community Charitable Trust	\$1,895.00
Te Puke Gymsport	\$2,455.00
Lions Club of Bethlehem / Te Puna	\$2,500.00
Te Puke War Memorial Hall Society Inc	\$1,500.00
Te Puna School Parent Teachers Association	\$5,000.00
Complex Chronic Illness Support Inc	\$2,000.00
Katikati Open Air Art	\$3,000.00
Te Ranga School / Te Ranga Public Hall	\$5,500.00
Western Bay Heritage Trust - Western Bay Museum	\$5,000.00
Ohauti Settlers Association Incorporated	\$3,744.00
The Tauranga Community Trust	\$5,000.00
Ōmokoroa Football Club	\$3,900.00
Friends of the Memorial Pool	\$3,000.00
Ōmokoroa Bowling Club Inc	\$5,000.00
The Te Puke Branch of the New Zealand's Genealogists Society	\$2,000.00
Katikati Horticultural Innovative Trust	\$5,500.00
<b>Total</b>	<b>\$100,090.00</b>

## BACKGROUND

This is the sixth year of Councils contestable Community Matching Fund, with the exception being a hiatus for the 2020 year when funds, because of COVID-19, were diverted to the Community Resilience Fund.

The fund allocates a total of \$140,000 per annum, which is divided into two sections: \$40,000 for environmental initiatives and \$100,000 for general applications, all under the guiding principle of providing public benefit. This was the first year in which all applications were made electronically only, which aligned us with the best practice of other funders.

Applicant groups were asked to 'match' any cash grant from Council with an equivalent amount of their own, which could be made up of volunteer hours, cash in hand, donated services and goods, and other similar 'matching'.

The fund was open from 12 April 2021 to 28 May 2021. A total of 52 applications were received, of which seven were for the environmental fund:

1. Katikati – Waihi Beach Ward – 13 applications;
2. Te Puke – Maketu Ward – 22 applications;
3. Kaimai Ward – 9 applications; and
4. Entire Western Bay District applications – 8 applications.

The total funds requested were \$507,111.

## SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment, there is no intention to assess the importance of this item to individuals, groups, or

agencies within the community, and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

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

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because all decisions result in public benefit.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed Engagement/Communication		
General Public	<p>Grant availability and application process were advertised in the media and through all Council's normal communication channels.</p> <p>Application assistance was given to the public through workshops in Katikati, Ōmokoroa, Te Puke and Waihi Beach. Both successful and unsuccessful applicants, through their nominated first contact person, will be advised of the outcomes in writing within two weeks of the decisions. Successful applicants will be phoned.</p> <p>Community Boards will be advised of the outcomes to ensure there is no breach of Councils policy stating that recipients of the Community Matching Fund grants cannot receive a Community Board grant in the same financial year.</p>		Completed

### ISSUES AND OPTIONS ASSESSMENT

<b>That the Community Manager's report dated 12 August 2021, titled '2021 Community Matching Fund', be received</b>	
<p align="center"><b>Reasons why no options are available</b></p> <p>Council has delegated the Community Matching Fund Working Party the authority to allocate the funds.</p>	
<b>Costs.</b>	\$140,000

### STATUTORY COMPLIANCE

The recommendation complies with statutory and Council plan and policy requirements.

### FUNDING/BUDGET IMPLICATIONS

Type here

Budget Funding Information	Relevant Detail
Budget provided for in the Long Term Plan and Annual Plan.	\$140,000 for the 2020/2021 year

## 10.4 RESOURCE MANAGEMENT ACT 1991 DELEGATIONS

**File Number:** A4289528

**Author:** Greer Golding, Legal Investigations Advisor

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

### EXECUTIVE SUMMARY

1. The purpose of this report is to delegate functions, powers and duties of Council, pursuant to section 34A of the Resource Management Act 1991 (RMA), to the positions ('Delegates') specified in **Attachment 1**, and the specific power to recognise national policy statements under section 55 of the RMA, to the Chief Executive.

### RECOMMENDATION

1. That the Legal Investigations Advisor's report dated 12 August 2021 titled 'Resource Management Act 1991 Delegations' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That, pursuant to section 34A of the Resource Management Act 1991 and clause 32 of Schedule 7 of the Local Government Act 2002, Council delegates those of its functions, powers and duties under the Resource Management Act 1991 to the positions ('Delegates') specified in **Attachment 1**.

### BACKGROUND

2. On 29 June 2021, a report went to Council to formally delegate responsibilities, duties and powers to the incoming Chief Executive Officer. This prompted a review of the Resource Management Act 1991 delegations for the entire organisation.
3. Section 34A of the Resource Management Act 1991 prohibits sub-delegation by the Chief Executive Officer of functions, powers and duties under the RMA to other Delegates. Accordingly, this means that all delegations under this Act must be made by resolution of full Council.
4. The delegations included in **Attachment 1** reflect the functions, powers and duties that Council staff require, in order to fulfil Council's obligations under the Resource Management Act, and to continue to provide efficient and effective service to our customers. For example, the ability to enter land for the purpose of compliance, monitoring resource consent conditions, to make decisions around notification of resource consents and to issue the resource consents.
5. Each delegation must be read and interpreted in conjunction with the legislative provision to which it relates.
6. In accordance with section 34A of the RMA, Council has not delegated to any of its employees, hearings commissioners appointed by Council, or other persons:
  - (a) Its power to approve a proposed policy statement or plan under clause 17 of Schedule 1; nor
  - (b) Its power to delegate its functions, powers and duties under the RMA.
7. Delegates are not permitted to sub-delegate any of the functions, powers and duties delegated to them by Council under the RMA.
8. The Chief Executive Officer is not authorised to sub-delegate under the Resource Management Act 1991.

9. Authority of a Council employee acting in a delegate's position:

- (a) Where a Council employee is appointed to act in the position of a Delegate, that Council employee shall be deemed to have the delegated authority of the Delegate for the duration that he/she is appointed to act in that position.
- (b) This is consistent with section 14 of the Interpretation Act 1999 (Exercise of Powers by Deputies) which specifies that a person lawfully acting in an office may exercise any of the powers conferred on the holder of that office.

10. Authority of a non-Council employee acting in a Delegate's position:

- (a) Where an individual who is not a Council employee is appointed to act in the position of a Delegate (such as a consultant who is seconded to the Council), that individual shall not have delegated authority
- (b) However, the individual shall have the authority to do anything before a final decision on such a matter (if those powers have been delegated to the position holder in whose position the individual is acting).

**SIGNIFICANCE AND ENGAGEMENT**

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

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

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because the act of Council delegating the authority to carry out certain actions under Resource Management Act to Delegates is an internal process. Therefore, it has low community interest.

**ISSUES AND OPTIONS ASSESSMENT**

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

**STATUTORY COMPLIANCE**

12. Council is required to specify what parts of the RMA are delegated to which Delegate. The delegations will be assigned to a position/Delegate, not a staff member, and therefore will apply to any future employees that take over that position.
- *E.g. Section 332 'powers of entry for inspection' will be delegated to the Compliance Officer.*
13. If the position needs additional or fewer delegations, another report to Council will be provided to change the scope of the delegations as per section 34A of the Resource Management Act.

14. If there are delegations that have not been included in this report another report to Council will be provided to change the scope of the delegations as per section 34A of the Resource Management Act.

## ATTACHMENTS

1. **C210812.10.4 - Resource Management Act 1991 Delegations - Council** [!\[\]\(b8e693425bad7264cae8a45e00a5fbe0\_img.jpg\)](#) 

Delegate Role	Title	Section Title
Consents Planner	Resource Management Act 1991	10 - Certain existing uses in relation to land protected
Environmental Consents Manager	Resource Management Act 1991	10 - Certain existing uses in relation to land protected
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	10 - Certain existing uses in relation to land protected
Resource Management Manager	Resource Management Act 1991	10 - Certain existing uses in relation to land protected
Senior Consents Planner	Resource Management Act 1991	10 - Certain existing uses in relation to land protected
Consents Planner	Resource Management Act 1991	10A - Certain existing activities allowed
Environmental Consents Manager	Resource Management Act 1991	10A - Certain existing activities allowed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	10A - Certain existing activities allowed
Resource Management Manager	Resource Management Act 1991	10A - Certain existing activities allowed
Senior Consents Planner	Resource Management Act 1991	10A - Certain existing activities allowed
Consents Planner	Resource Management Act 1991	10B - Certain existing building works allowed
Environmental Consents Manager	Resource Management Act 1991	10B - Certain existing building works allowed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	10B - Certain existing building works allowed
Resource Management Manager	Resource Management Act 1991	10B - Certain existing building works allowed
Senior Consents Planner	Resource Management Act 1991	10B - Certain existing building works allowed
Building Services Manager	Resource Management Act 1991	22 - Duty to give certain information
Compliance and Monitoring Manager	Resource Management Act 1991	22 - Duty to give certain information
Compliance Officer	Resource Management Act 1991	22 - Duty to give certain information
Development Engineering Manager	Resource Management Act 1991	22 - Duty to give certain information
Environmental Consents Manager	Resource Management Act 1991	22 - Duty to give certain information
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	22 - Duty to give certain information
Land Development Engineer	Resource Management Act 1991	22 - Duty to give certain information
Resource Management Manager	Resource Management Act 1991	22 - Duty to give certain information
Senior Compliance Officer	Resource Management Act 1991	22 - Duty to give certain information
Senior Consents Planner	Resource Management Act 1991	22 - Duty to give certain information
Senior Land Development Engineer	Resource Management Act 1991	22 - Duty to give certain information
Senior Land Development Specialist	Resource Management Act 1991	22 - Duty to give certain information
Group Manager Infrastructure Services	Resource Management Act 1991	34A(2) - Delegation of powers and functions to employees and other persons
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	34A(2) - Delegation of powers and functions to employees and other persons
Compliance and Monitoring Manager	Resource Management Act 1991	35 - Duty to gather information, monitor, and keep records
Development Engineering Manager	Resource Management Act 1991	35 - Duty to gather information, monitor, and keep records
Environmental Consents Manager	Resource Management Act 1991	35 - Duty to gather information, monitor, and keep records
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	35 - Duty to gather information, monitor, and keep records
Research and Monitoring Analyst	Resource Management Act 1991	35 - Duty to gather information, monitor, and keep records
Resource Management Manager	Resource Management Act 1991	35 - Duty to gather information, monitor, and keep records
Environmental Consents Manager	Resource Management Act 1991	36(3) - Administrative charges and how they can be fixed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	36(3) - Administrative charges and how they can be fixed
Resource Management Manager	Resource Management Act 1991	36(3) - Administrative charges and how they can be fixed
Compliance and Monitoring Manager	Resource Management Act 1991	36(4) - Administrative Charges - A local authority must fix a charge under this section if required to do so by regulations made under section 360F.
Development Engineering Manager	Resource Management Act 1991	36(4) - Administrative Charges - A local authority must fix a charge under this section if required to do so by regulations made under section 360F.
Environmental Consents Manager	Resource Management Act 1991	36(4) - Administrative Charges - A local authority must fix a charge under this section if required to do so by regulations made under section 360F.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	36(4) - Administrative Charges - A local authority must fix a charge under this section if required to do so by regulations made under section 360F.
Resource Management Manager	Resource Management Act 1991	36(4) - Administrative Charges - A local authority must fix a charge under this section if required to do so by regulations made under section 360F.

Consents Officer	Resource Management Act 1991	36(5) - Administrative Charges - May require the person who is liable to pay the charge to also pay an additional charge to the local authority.
Development Engineering Manager	Resource Management Act 1991	36(5) - Administrative Charges - May require the person who is liable to pay the charge to also pay an additional charge to the local authority.
Environmental Consents Manager	Resource Management Act 1991	36(5) - Administrative Charges - May require the person who is liable to pay the charge to also pay an additional charge to the local authority.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	36(5) - Administrative Charges - May require the person who is liable to pay the charge to also pay an additional charge to the local authority.
Senior Compliance Officer	Resource Management Act 1991	36(5) - Administrative Charges - May require the person who is liable to pay the charge to also pay an additional charge to the local authority.
Compliance and Monitoring Manager	Resource Management Act 1991	36AA - Local authority policy on discounting administrative charges
Development Engineering Manager	Resource Management Act 1991	36AA - Local authority policy on discounting administrative charges
Environmental Consents Manager	Resource Management Act 1991	36AA - Local authority policy on discounting administrative charges
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	36AA - Local authority policy on discounting administrative charges
Resource Management Manager	Resource Management Act 1991	36AA - Local authority policy on discounting administrative charges
Senior Consents Planner	Resource Management Act 1991	36AA - Local authority policy on discounting administrative charges
Consents Planner	Resource Management Act 1991	37 & 37A - Power of waiver and extension of time limits & Requirements for waivers and extensions
Environmental Consents Manager	Resource Management Act 1991	37 & 37A - Power of waiver and extension of time limits & Requirements for waivers and extensions
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	37 & 37A - Power of waiver and extension of time limits & Requirements for waivers and extensions
Resource Management Manager	Resource Management Act 1991	37 & 37A - Power of waiver and extension of time limits & Requirements for waivers and extensions
Senior Consents Planner	Resource Management Act 1991	37 & 37A - Power of waiver and extension of time limits & Requirements for waivers and extensions
Chief Executive Officer	Resource Management Act 1991	38 - Authorisation and responsibilities of enforcement officers
Group Manager Infrastructure Services	Resource Management Act 1991	38 - Authorisation and responsibilities of enforcement officers
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	38 - Authorisation and responsibilities of enforcement officers
Environmental Consents Manager	Resource Management Act 1991	44A - Local authority recognition of national environmental standards
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	44A - Local authority recognition of national environmental standards
Project Manager District Plan Review	Resource Management Act 1991	44A - Local authority recognition of national environmental standards
Resource Management Manager	Resource Management Act 1991	44A - Local authority recognition of national environmental standards
Environmental Consents Manager	Resource Management Act 1991	55 - Local authority recognition of national policy statements
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	55 - Local authority recognition of national policy statements
Resource Management Manager	Resource Management Act 1991	55 - Local authority recognition of national policy statements
Environmental Consents Manager	Resource Management Act 1991	58I - Local authority recognition of national planning standards
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	58I - Local authority recognition of national planning standards
Project Manager District Plan Review	Resource Management Act 1991	58I - Local authority recognition of national planning standards
Resource Management Manager	Resource Management Act 1991	58I - Local authority recognition of national planning standards
Environmental Consents Manager	Resource Management Act 1991	86D - Environment Court may order rule to have legal effect from date other than standard date
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	86D - Environment Court may order rule to have legal effect from date other than standard date
Resource Management Manager	Resource Management Act 1991	86D - Environment Court may order rule to have legal effect from date other than standard date
Environmental Consents Manager	Resource Management Act 1991	87AAD - Overview of application of this Part to boundary activities and fast-track applications
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	87AAD - Overview of application of this Part to boundary activities and fast-track applications
Resource Management Manager	Resource Management Act 1991	87AAD - Overview of application of this Part to boundary activities and fast-track applications
Senior Consents Planner	Resource Management Act 1991	87AAD - Overview of application of this Part to boundary activities and fast-track applications
Environmental Consents Manager	Resource Management Act 1991	87BA - Boundary activities approved by neighbours on infringed boundaries are permitted activities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	87BA - Boundary activities approved by neighbours on infringed boundaries are permitted activities
Resource Management Manager	Resource Management Act 1991	87BA - Boundary activities approved by neighbours on infringed boundaries are permitted activities
Senior Consents Planner	Resource Management Act 1991	87BA - Boundary activities approved by neighbours on infringed boundaries are permitted activities
Environmental Consents Manager	Resource Management Act 1991	87BB - Activities meeting certain requirements are permitted activities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	87BB - Activities meeting certain requirements are permitted activities
Resource Management Manager	Resource Management Act 1991	87BB - Activities meeting certain requirements are permitted activities
Senior Consents Planner	Resource Management Act 1991	87BB - Activities meeting certain requirements are permitted activities

Environmental Consents Manager	Resource Management Act 1991	87E - Consent authority's decision on request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	87E - Consent authority's decision on request
Resource Management Manager	Resource Management Act 1991	87E - Consent authority's decision on request
Senior Consents Planner	Resource Management Act 1991	87E - Consent authority's decision on request
Consents Planner	Resource Management Act 1991	87F - Consent authority's subsequent processing
Environmental Consents Manager	Resource Management Act 1991	87F - Consent authority's subsequent processing
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	87F - Consent authority's subsequent processing
Resource Management Manager	Resource Management Act 1991	87F - Consent authority's subsequent processing
Senior Consents Planner	Resource Management Act 1991	87F - Consent authority's subsequent processing
Asset and Capital Manager	Resource Management Act 1991	88 - Application for resource consent - Making an application
Group Manager Infrastructure Services	Resource Management Act 1991	88 - Application for resource consent - Making an application
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	88 - Application for resource consent - Making an application
Reserves and Facilities Manager	Resource Management Act 1991	88 - Application for resource consent - Making an application
Transportation Manager	Resource Management Act 1991	88 - Application for resource consent - Making an application
Utilities Operations Manager	Resource Management Act 1991	88 - Application for resource consent - Making an application
Consents Planner	Resource Management Act 1991	88(3) - Making an application - Returning an incomplete application
Environmental Consents Manager	Resource Management Act 1991	88(3) - Making an application - Returning an incomplete application
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	88(3) - Making an application - Returning an incomplete application
Resource Management Manager	Resource Management Act 1991	88(3) - Making an application - Returning an incomplete application
Senior Consents Planner	Resource Management Act 1991	88(3) - Making an application - Returning an incomplete application
Consents Planner	Resource Management Act 1991	88B - 88E - Time limits from which time periods are excluded in relation to applications and excluded time periods for further information, direct referral and other matters
Environmental Consents Manager	Resource Management Act 1991	88B - 88E - Time limits from which time periods are excluded in relation to applications and excluded time periods for further information, direct referral and other matters
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	88B - 88E - Time limits from which time periods are excluded in relation to applications and excluded time periods for further information, direct referral and other matters
Resource Management Manager	Resource Management Act 1991	88B - 88E - Time limits from which time periods are excluded in relation to applications and excluded time periods for further information, direct referral and other matters
Senior Consents Planner	Resource Management Act 1991	88B - 88E - Time limits from which time periods are excluded in relation to applications and excluded time periods for further information, direct referral and other matters
Environmental Consents Manager	Resource Management Act 1991	91 - Deferral pending application for additional consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	91 - Deferral pending application for additional consents
Resource Management Manager	Resource Management Act 1991	91 - Deferral pending application for additional consents
Senior Consents Planner	Resource Management Act 1991	91 - Deferral pending application for additional consents
Consents Planner	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Consents Technician	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Environmental Consents Manager	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Resource Management Manager	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Resource Management Technical Advisor	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Senior Consents Planner	Resource Management Act 1991	92, 92A & 92B - Further information, responses to requests & responses to notification
Environmental Consents Manager	Resource Management Act 1991	95 - Time limit for public notification or limited notification
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95 - Time limit for public notification or limited notification
Resource Management Manager	Resource Management Act 1991	95 - Time limit for public notification or limited notification
Senior Consents Planner	Resource Management Act 1991	95 - Time limit for public notification or limited notification
Environmental Consents Manager	Resource Management Act 1991	95A - Public notification of consent applications
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95A - Public notification of consent applications
Resource Management Manager	Resource Management Act 1991	95A - Public notification of consent applications
Senior Consents Planner	Resource Management Act 1991	95A - Public notification of consent applications
Environmental Consents Manager	Resource Management Act 1991	95B - Limited notification of consent applications

Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95B - Limited notification of consent applications
Resource Management Manager	Resource Management Act 1991	95B - Limited notification of consent applications
Senior Consents Planner	Resource Management Act 1991	95B - Limited notification of consent applications
Environmental Consents Manager	Resource Management Act 1991	95C - Public notification of consent application after request for further information or report
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95C - Public notification of consent application after request for further information or report
Resource Management Manager	Resource Management Act 1991	95C - Public notification of consent application after request for further information or report
Senior Consents Planner	Resource Management Act 1991	95C - Public notification of consent application after request for further information or report
Environmental Consents Manager	Resource Management Act 1991	95D - Consent authority decides if adverse effects likely to be more than minor
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95D - Consent authority decides if adverse effects likely to be more than minor
Resource Management Manager	Resource Management Act 1991	95D - Consent authority decides if adverse effects likely to be more than minor
Senior Consents Planner	Resource Management Act 1991	95D - Consent authority decides if adverse effects likely to be more than minor
Environmental Consents Manager	Resource Management Act 1991	95E - Consent authority decides if person is affected person
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95E - Consent authority decides if person is affected person
Resource Management Manager	Resource Management Act 1991	95E - Consent authority decides if person is affected person
Senior Consents Planner	Resource Management Act 1991	95E - Consent authority decides if person is affected person
Environmental Consents Manager	Resource Management Act 1991	95F - Meaning of affected protected customary rights group
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	95F - Meaning of affected protected customary rights group
Resource Management Manager	Resource Management Act 1991	95F - Meaning of affected protected customary rights group
Senior Consents Planner	Resource Management Act 1991	95F - Meaning of affected protected customary rights group
Group Manager Infrastructure Services	Resource Management Act 1991	96 - Making Submissions
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	96 - Making Submissions
Consents Officer	Resource Management Act 1991	98 - Advice of submissions to applicant
Consents Planner	Resource Management Act 1991	98 - Advice of submissions to applicant
Consents Technician	Resource Management Act 1991	98 - Advice of submissions to applicant
Environmental Consents Manager	Resource Management Act 1991	98 - Advice of submissions to applicant
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	98 - Advice of submissions to applicant
Resource Management Manager	Resource Management Act 1991	98 - Advice of submissions to applicant
Resource Management Technical Advisor	Resource Management Act 1991	98 - Advice of submissions to applicant
Senior Consents Planner	Resource Management Act 1991	98 - Advice of submissions to applicant
Environmental Consents Manager	Resource Management Act 1991	99 - Pre-hearing meetings
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	99 - Pre-hearing meetings
Resource Management Manager	Resource Management Act 1991	99 - Pre-hearing meetings
Senior Consents Planner	Resource Management Act 1991	99 - Pre-hearing meetings
Environmental Consents Manager	Resource Management Act 1991	99(5) and (6), (8) - Pre-hearing meetings - Chairperson's responsibilities and Failure to attend a meeting
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	99(5) and (6), (8) - Pre-hearing meetings - Chairperson's responsibilities and Failure to attend a meeting
Resource Management Manager	Resource Management Act 1991	99(5) and (6), (8) - Pre-hearing meetings - Chairperson's responsibilities and Failure to attend a meeting
Environmental Consents Manager	Resource Management Act 1991	99A - Mediation
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	99A - Mediation
Resource Management Manager	Resource Management Act 1991	99A - Mediation
Environmental Consents Manager	Resource Management Act 1991	100 - Obligation to hold a hearing
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	100 - Obligation to hold a hearing
Resource Management Manager	Resource Management Act 1991	100 - Obligation to hold a hearing
Senior Consents Planner	Resource Management Act 1991	100 - Obligation to hold a hearing
Environmental Consents Manager	Resource Management Act 1991	100A - Hearing by commissioner if requested by applicant or submitter
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	100A - Hearing by commissioner if requested by applicant or submitter
Resource Management Manager	Resource Management Act 1991	100A - Hearing by commissioner if requested by applicant or submitter
Senior Consents Planner	Resource Management Act 1991	100A - Hearing by commissioner if requested by applicant or submitter
Environmental Consents Manager	Resource Management Act 1991	101 - Hearing date and notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	101 - Hearing date and notice
Resource Management Manager	Resource Management Act 1991	101 - Hearing date and notice

Senior Consents Planner	Resource Management Act 1991	101 - Hearing date and notice
Environmental Consents Manager	Resource Management Act 1991	102 - Joint hearings by 2 or more consent authorities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	102 - Joint hearings by 2 or more consent authorities
Resource Management Manager	Resource Management Act 1991	102 - Joint hearings by 2 or more consent authorities
Senior Consents Planner	Resource Management Act 1991	102 - Joint hearings by 2 or more consent authorities
Consents Planner	Resource Management Act 1991	103 - Combined hearings in respect of 2 or more applications
Environmental Consents Manager	Resource Management Act 1991	103 - Combined hearings in respect of 2 or more applications
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	103 - Combined hearings in respect of 2 or more applications
Resource Management Manager	Resource Management Act 1991	103 - Combined hearings in respect of 2 or more applications
Senior Consents Planner	Resource Management Act 1991	103 - Combined hearings in respect of 2 or more applications
Consents Planner	Resource Management Act 1991	103A - Time limit for completion of hearing of notified application
Environmental Consents Manager	Resource Management Act 1991	103A - Time limit for completion of hearing of notified application
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	103A - Time limit for completion of hearing of notified application
Resource Management Manager	Resource Management Act 1991	103A - Time limit for completion of hearing of notified application
Senior Consents Planner	Resource Management Act 1991	103A - Time limit for completion of hearing of notified application
Consents Planner	Resource Management Act 1991	104 - Consideration of applications
Consents Technician	Resource Management Act 1991	104 - Consideration of applications
Environmental Consents Manager	Resource Management Act 1991	104 - Consideration of applications
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	104 - Consideration of applications
Resource Management Manager	Resource Management Act 1991	104 - Consideration of applications
Resource Management Technical Advisor	Resource Management Act 1991	104 - Consideration of applications
Senior Consents Planner	Resource Management Act 1991	104 - Consideration of applications
Environmental Consents Manager	Resource Management Act 1991	104A - Determination of applications for controlled activities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	104A - Determination of applications for controlled activities
Resource Management Manager	Resource Management Act 1991	104A - Determination of applications for controlled activities
Senior Consents Planner	Resource Management Act 1991	104A - Determination of applications for controlled activities
Environmental Consents Manager	Resource Management Act 1991	104B - Determination of applications for discretionary or non-complying activities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	104B - Determination of applications for discretionary or non-complying activities
Resource Management Manager	Resource Management Act 1991	104B - Determination of applications for discretionary or non-complying activities
Senior Consents Planner	Resource Management Act 1991	104B - Determination of applications for discretionary or non-complying activities
Environmental Consents Manager	Resource Management Act 1991	104C - Determination of applications for restricted discretionary activities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	104C - Determination of applications for restricted discretionary activities
Resource Management Manager	Resource Management Act 1991	104C - Determination of applications for restricted discretionary activities
Senior Consents Planner	Resource Management Act 1991	104C - Determination of applications for restricted discretionary activities
Environmental Consents Manager	Resource Management Act 1991	104D - Particular restrictions for non-complying activities
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	104D - Particular restrictions for non-complying activities
Resource Management Manager	Resource Management Act 1991	104D - Particular restrictions for non-complying activities
Senior Consents Planner	Resource Management Act 1991	104D - Particular restrictions for non-complying activities
Environmental Consents Manager	Resource Management Act 1991	106 - Consent authority may refuse subdivision consent in certain circumstances
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	106 - Consent authority may refuse subdivision consent in certain circumstances
Resource Management Manager	Resource Management Act 1991	106 - Consent authority may refuse subdivision consent in certain circumstances
Consents Planner	Resource Management Act 1991	108 - Conditions of resource consents
Consents Technician	Resource Management Act 1991	108 - Conditions of resource consents
Development Engineering Manager	Resource Management Act 1991	108 - Conditions of resource consents
Environmental Consents Manager	Resource Management Act 1991	108 - Conditions of resource consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	108 - Conditions of resource consents
Land Development Engineer	Resource Management Act 1991	108 - Conditions of resource consents
Resource Management Manager	Resource Management Act 1991	108 - Conditions of resource consents
Resource Management Technical Advisor	Resource Management Act 1991	108 - Conditions of resource consents
Senior Consents Planner	Resource Management Act 1991	108 - Conditions of resource consents

Senior Land Development Engineer	Resource Management Act 1991	108 - Conditions of resource consents
Senior Land Development Specialist	Resource Management Act 1991	108 - Conditions of resource consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	108 - Conditions of resource consents
Development Engineering Manager	Resource Management Act 1991	108A - Bonds
Environmental Consents Manager	Resource Management Act 1991	108A - Bonds
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	108A - Bonds
Resource Management Manager	Resource Management Act 1991	108A - Bonds
Building Services Manager	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Consents Planner	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Consents Technician	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Development Engineering Manager	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Environmental Consents Manager	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Land Development Engineer	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Resource Management Manager	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Resource Management Technical Advisor	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Senior Consents Planner	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Senior Land Development Engineer	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Senior Land Development Specialist	Resource Management Act 1991	108AA - Requirements for conditions of resource consents
Development Engineering Manager	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Environmental Consents Manager	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Land Development Engineer	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Resource Management Manager	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Senior Consents Planner	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Senior Land Development Engineer	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Senior Land Development Specialist	Resource Management Act 1991	109 - Special provisions in respect of bonds or covenants
Chief Financial Officer	Resource Management Act 1991	110 - Refund of money and return of land where activity does not proceed
Environmental Consents Manager	Resource Management Act 1991	110 - Refund of money and return of land where activity does not proceed
Group Manager Infrastructure Services	Resource Management Act 1991	110 - Refund of money and return of land where activity does not proceed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	110 - Refund of money and return of land where activity does not proceed
Consents Planner	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Consents Technician	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Development Engineering Manager	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Environmental Consents Manager	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Resource Management Manager	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Resource Management Technical Advisor	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Senior Consents Planner	Resource Management Act 1991	113 - Decisions on applications to be in writing, etc
Consents Planner	Resource Management Act 1991	114 - Notification
Environmental Consents Manager	Resource Management Act 1991	114 - Notification
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	114 - Notification
Resource Management Manager	Resource Management Act 1991	114 - Notification
Senior Consents Planner	Resource Management Act 1991	114 - Notification
Consents Planner	Resource Management Act 1991	115 - Time limits for notification of decision
Environmental Consents Manager	Resource Management Act 1991	115 - Time limits for notification of decision
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	115 - Time limits for notification of decision
Resource Management Manager	Resource Management Act 1991	115 - Time limits for notification of decision
Senior Consents Planner	Resource Management Act 1991	115 - Time limits for notification of decision
Senior Governance Advisor	Resource Management Act 1991	115 - Time limits for notification of decision

Compliance and Monitoring Manager	Resource Management Act 1991	125 - Lapsing of consents
Environmental Consents Manager	Resource Management Act 1991	125 - Lapsing of consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	125 - Lapsing of consents
Resource Management Manager	Resource Management Act 1991	125 - Lapsing of consents
Senior Consents Planner	Resource Management Act 1991	125 - Lapsing of consents
Environmental Consents Manager	Resource Management Act 1991	126 - Cancellation of consent
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	126 - Cancellation of consent
Resource Management Manager	Resource Management Act 1991	126 - Cancellation of consent
Environmental Consents Manager	Resource Management Act 1991	127 - Change or cancellation of consent condition on application by consent holder
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	127 - Change or cancellation of consent condition on application by consent holder
Resource Management Manager	Resource Management Act 1991	127 - Change or cancellation of consent condition on application by consent holder
Senior Consents Planner	Resource Management Act 1991	127 - Change or cancellation of consent condition on application by consent holder
Environmental Consents Manager	Resource Management Act 1991	128 - Circumstances when consent conditions can be reviewed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	128 - Circumstances when consent conditions can be reviewed
Resource Management Manager	Resource Management Act 1991	128 - Circumstances when consent conditions can be reviewed
Senior Consents Planner	Resource Management Act 1991	128 - Circumstances when consent conditions can be reviewed
Environmental Consents Manager	Resource Management Act 1991	129 - Notice of review
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	129 - Notice of review
Resource Management Manager	Resource Management Act 1991	129 - Notice of review
Senior Consents Planner	Resource Management Act 1991	129 - Notice of review
Environmental Consents Manager	Resource Management Act 1991	130 - Public notification, submissions, and hearing, etc
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	130 - Public notification, submissions, and hearing, etc
Resource Management Manager	Resource Management Act 1991	130 - Public notification, submissions, and hearing, etc
Senior Consents Planner	Resource Management Act 1991	130 - Public notification, submissions, and hearing, etc
Consents Planner	Resource Management Act 1991	131 - Matters to be considered in review
Environmental Consents Manager	Resource Management Act 1991	131 - Matters to be considered in review
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	131 - Matters to be considered in review
Resource Management Manager	Resource Management Act 1991	131 - Matters to be considered in review
Senior Consents Planner	Resource Management Act 1991	131 - Matters to be considered in review
Environmental Consents Manager	Resource Management Act 1991	132 - Decisions on review of consent conditions
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	132 - Decisions on review of consent conditions
Resource Management Manager	Resource Management Act 1991	132 - Decisions on review of consent conditions
Senior Consents Planner	Resource Management Act 1991	132 - Decisions on review of consent conditions
Environmental Consents Manager	Resource Management Act 1991	133A - Minor corrections of resource consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	133A - Minor corrections of resource consents
Resource Management Manager	Resource Management Act 1991	133A - Minor corrections of resource consents
Senior Consents Planner	Resource Management Act 1991	133A - Minor corrections of resource consents
Environmental Consents Manager	Resource Management Act 1991	138 - Surrender of consent
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	138 - Surrender of consent
Resource Management Manager	Resource Management Act 1991	138 - Surrender of consent
Environmental Consents Manager	Resource Management Act 1991	139 - Consent authorities and Environmental Protection Authority to issue certificates of compliance
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	139 - Consent authorities and Environmental Protection Authority to issue certificates of compliance
Resource Management Manager	Resource Management Act 1991	139 - Consent authorities and Environmental Protection Authority to issue certificates of compliance
Senior Consents Planner	Resource Management Act 1991	139 - Consent authorities and Environmental Protection Authority to issue certificates of compliance
Environmental Consents Manager	Resource Management Act 1991	139A - Consent authorities to issue existing use certificates
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	139A - Consent authorities to issue existing use certificates
Resource Management Manager	Resource Management Act 1991	139A - Consent authorities to issue existing use certificates
Senior Consents Planner	Resource Management Act 1991	139A - Consent authorities to issue existing use certificates
Environmental Consents Manager	Resource Management Act 1991	142 - Minister may call in matter that is or is part of proposal of national significance
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	142 - Minister may call in matter that is or is part of proposal of national significance

Resource Management Manager	Resource Management Act 1991	142 - Minister may call in matter that is or is part of proposal of national significance
Environmental Consents Manager	Resource Management Act 1991	149 - EPA may request further information or commission report
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	149 - EPA may request further information or commission report
Resource Management Manager	Resource Management Act 1991	149 - EPA may request further information or commission report
Environmental Consents Manager	Resource Management Act 1991	149B - Local authority's obligations if matter called in
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	149B - Local authority's obligations if matter called in
Resource Management Manager	Resource Management Act 1991	149B - Local authority's obligations if matter called in
Environmental Consents Manager	Resource Management Act 1991	149K - How members appointed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	149K - How members appointed
Resource Management Manager	Resource Management Act 1991	149K - How members appointed
Environmental Consents Manager	Resource Management Act 1991	149M - Process if matter is request for regional plan or change and particular circumstances apply
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	149M - Process if matter is request for regional plan or change and particular circumstances apply
Resource Management Manager	Resource Management Act 1991	149M - Process if matter is request for regional plan or change and particular circumstances apply
Environmental Consents Manager	Resource Management Act 1991	149V - Appeal from decisions only on question of law
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	149V - Appeal from decisions only on question of law
Resource Management Manager	Resource Management Act 1991	149V - Appeal from decisions only on question of law
Environmental Consents Manager	Resource Management Act 1991	149W - Local authority to implement decision of board or court about proposed regional plan or change or variation
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	149W - Local authority to implement decision of board or court about proposed regional plan or change or variation
Resource Management Manager	Resource Management Act 1991	149W - Local authority to implement decision of board or court about proposed regional plan or change or variation
Asset and Capital Manager	Resource Management Act 1991	168 - Notice of requirement to territorial authority
Group Manager Infrastructure Services	Resource Management Act 1991	168 - Notice of requirement to territorial authority
Transportation Manager	Resource Management Act 1991	168 - Notice of requirement to territorial authority
Utilities Operations Manager	Resource Management Act 1991	168 - Notice of requirement to territorial authority
Environmental Consents Manager	Resource Management Act 1991	168A - Notice of requirement by territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	168A - Notice of requirement by territorial authority
Resource Management Manager	Resource Management Act 1991	168A - Notice of requirement by territorial authority
Senior Consents Planner	Resource Management Act 1991	168A - Notice of requirement by territorial authority
Environmental Consents Manager	Resource Management Act 1991	168A(5) - Notice of requirement by territorial authority - Sections 173, 174, and 175 apply, with all necessary modifications
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	168A(5) - Notice of requirement by territorial authority - Sections 173, 174, and 175 apply, with all necessary modifications
Resource Management Manager	Resource Management Act 1991	168A(5) - Notice of requirement by territorial authority - Sections 173, 174, and 175 apply, with all necessary modifications
Senior Consents Planner	Resource Management Act 1991	168A(5) - Notice of requirement by territorial authority - Sections 173, 174, and 175 apply, with all necessary modifications
Senior Governance Advisor	Resource Management Act 1991	168A(5) - Notice of requirement by territorial authority - Sections 173, 174, and 175 apply, with all necessary modifications
Environmental Consents Manager	Resource Management Act 1991	169 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	169 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Resource Management Manager	Resource Management Act 1991	169 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Senior Consents Planner	Resource Management Act 1991	169 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Environmental Consents Manager	Resource Management Act 1991	170 - Discretion to include requirement in proposed plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	170 - Discretion to include requirement in proposed plan
Resource Management Manager	Resource Management Act 1991	170 - Discretion to include requirement in proposed plan
Consents Planner	Resource Management Act 1991	171 - Recommendation by territorial authority
Environmental Consents Manager	Resource Management Act 1991	171 - Recommendation by territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	171 - Recommendation by territorial authority
Resource Management Manager	Resource Management Act 1991	171 - Recommendation by territorial authority
Senior Consents Planner	Resource Management Act 1991	171 - Recommendation by territorial authority
Asset and Capital Manager	Resource Management Act 1991	172 - Decision of requiring authority

Environmental Consents Manager	Resource Management Act 1991	172 - Decision of requiring authority
Group Manager Infrastructure Services	Resource Management Act 1991	172 - Decision of requiring authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	172 - Decision of requiring authority
Resource Management Manager	Resource Management Act 1991	172 - Decision of requiring authority
Transportation Manager	Resource Management Act 1991	172 - Decision of requiring authority
Utilities Operations Manager	Resource Management Act 1991	172 - Decision of requiring authority
Environmental Consents Manager	Resource Management Act 1991	173 - Notification of decision on designation
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	173 - Notification of decision on designation
Resource Management Manager	Resource Management Act 1991	173 - Notification of decision on designation
Senior Consents Planner	Resource Management Act 1991	173 - Notification of decision on designation
Asset and Capital Manager	Resource Management Act 1991	174 - Appeals
Environmental Consents Manager	Resource Management Act 1991	174 - Appeals
Group Manager Infrastructure Services	Resource Management Act 1991	174 - Appeals
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	174 - Appeals
Resource Management Manager	Resource Management Act 1991	174 - Appeals
Transportation Manager	Resource Management Act 1991	174 - Appeals
Utilities Operations Manager	Resource Management Act 1991	174 - Appeals
Environmental Consents Manager	Resource Management Act 1991	175 - Designation to be provided for in district plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	175 - Designation to be provided for in district plan
Resource Management Manager	Resource Management Act 1991	175 - Designation to be provided for in district plan
Asset and Capital Manager	Resource Management Act 1991	176(1)(b) - Effect of designation - preventing or hindering a public work or project
Group Manager Infrastructure Services	Resource Management Act 1991	176(1)(b) - Effect of designation - preventing or hindering a public work or project
Transportation Manager	Resource Management Act 1991	176(1)(b) - Effect of designation - preventing or hindering a public work or project
Utilities Operations Manager	Resource Management Act 1991	176(1)(b) - Effect of designation - preventing or hindering a public work or project
Asset and Capital Manager	Resource Management Act 1991	176A(1) - Outline plan - Request for changes before construction is commenced
Group Manager Infrastructure Services	Resource Management Act 1991	176A(1) - Outline plan - Request for changes before construction is commenced
Transportation Manager	Resource Management Act 1991	176A(1) - Outline plan - Request for changes before construction is commenced
Utilities Operations Manager	Resource Management Act 1991	176A(1) - Outline plan - Request for changes before construction is commenced
Environmental Consents Manager	Resource Management Act 1991	176A(2)(c) - Outline plan - territorial authority waives the requirement for an outline plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	176A(2)(c) - Outline plan - territorial authority waives the requirement for an outline plan
Resource Management Manager	Resource Management Act 1991	176A(2)(c) - Outline plan - territorial authority waives the requirement for an outline plan
Senior Consents Planner	Resource Management Act 1991	176A(2)(c) - Outline plan - territorial authority waives the requirement for an outline plan
Environmental Consents Manager	Resource Management Act 1991	176A(4) - Outline Plan - timeframe for a request to make changes to the outline plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	176A(4) - Outline Plan - timeframe for a request to make changes to the outline plan
Resource Management Manager	Resource Management Act 1991	176A(4) - Outline Plan - timeframe for a request to make changes to the outline plan
Senior Consents Planner	Resource Management Act 1991	176A(4) - Outline Plan - timeframe for a request to make changes to the outline plan
Asset and Capital Manager	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Environmental Consents Manager	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Group Manager Infrastructure Services	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Resource Management Manager	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Senior Consents Planner	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Transportation Manager	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Utilities Operations Manager	Resource Management Act 1991	176A(5) - Outline Plan - requiring authority decides not to make the changes requested under subsection 4
Asset and Capital Manager	Resource Management Act 1991	177 - Land subject to existing designation or heritage order
Group Manager Infrastructure Services	Resource Management Act 1991	177 - Land subject to existing designation or heritage order
Transportation Manager	Resource Management Act 1991	177 - Land subject to existing designation or heritage order
Utilities Operations Manager	Resource Management Act 1991	177 - Land subject to existing designation or heritage order
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	179 - Appeals relating to sections 176 to 178
Environmental Consents Manager	Resource Management Act 1991	181(3) - to alter a designation in its district plan or a requirement in its proposed district plan

Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	181(3) - to alter a designation in its district plan or a requirement in its proposed district plan
Resource Management Manager	Resource Management Act 1991	181(3) - to alter a designation in its district plan or a requirement in its proposed district plan
Asset and Capital Manager	Resource Management Act 1991	182 - Removal of designation
Environmental Consents Manager	Resource Management Act 1991	182 - Removal of designation
Group Manager Infrastructure Services	Resource Management Act 1991	182 - Removal of designation
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	182 - Removal of designation
Resource Management Manager	Resource Management Act 1991	182 - Removal of designation
Transportation Manager	Resource Management Act 1991	182 - Removal of designation
Utilities Operations Manager	Resource Management Act 1991	182 - Removal of designation
Asset and Capital Manager	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Environmental Consents Manager	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Group Manager Infrastructure Services	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Resource Management Manager	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Senior Consents Planner	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Transportation Manager	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Utilities Operations Manager	Resource Management Act 1991	184 - Lapsing of designations which have not been given effect to
Environmental Consents Manager	Resource Management Act 1991	184A - Lapsing of designations of territorial authority in its own district
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	184A - Lapsing of designations of territorial authority in its own district
Resource Management Manager	Resource Management Act 1991	184A - Lapsing of designations of territorial authority in its own district
Environmental Consents Manager	Resource Management Act 1991	189A - Notice of requirement for heritage order by territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	189A - Notice of requirement for heritage order by territorial authority
Resource Management Manager	Resource Management Act 1991	189A - Notice of requirement for heritage order by territorial authority
Senior Consents Planner	Resource Management Act 1991	189A - Notice of requirement for heritage order by territorial authority
Environmental Consents Manager	Resource Management Act 1991	190 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	190 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Resource Management Manager	Resource Management Act 1991	190 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Senior Consents Planner	Resource Management Act 1991	190 - Further information, notification, submissions, and hearing for notice of requirement to territorial authority
Environmental Consents Manager	Resource Management Act 1991	191 - Recommendation by territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	191 - Recommendation by territorial authority
Resource Management Manager	Resource Management Act 1991	191 - Recommendation by territorial authority
Senior Consents Planner	Resource Management Act 1991	191 - Recommendation by territorial authority
Consents Planner	Resource Management Act 1991	192 - Application of other sections
Environmental Consents Manager	Resource Management Act 1991	192 - Application of other sections
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	192 - Application of other sections
Resource Management Manager	Resource Management Act 1991	192 - Application of other sections
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	193 - Effect of heritage order
Group Manager Infrastructure Services	Resource Management Act 1991	195 - Appeals relating to sections 193 and 194
Environmental Consents Manager	Resource Management Act 1991	195A - Alteration of heritage order
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	195A - Alteration of heritage order
Resource Management Manager	Resource Management Act 1991	195A - Alteration of heritage order
Environmental Consents Manager	Resource Management Act 1991	196 - Removal of heritage order
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	196 - Removal of heritage order
Resource Management Manager	Resource Management Act 1991	196 - Removal of heritage order
Environmental Consents Manager	Resource Management Act 1991	198C - Territorial authority's decision on request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	198C - Territorial authority's decision on request
Resource Management Manager	Resource Management Act 1991	198C - Territorial authority's decision on request
Senior Consents Planner	Resource Management Act 1991	198C - Territorial authority's decision on request
Consents Planner	Resource Management Act 1991	220 - Condition of subdivision consents
Consents Technician	Resource Management Act 1991	220 - Condition of subdivision consents

Development Engineering Manager	Resource Management Act 1991	220 - Condition of subdivision consents
Environmental Consents Manager	Resource Management Act 1991	220 - Condition of subdivision consents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	220 - Condition of subdivision consents
Land Development Engineer	Resource Management Act 1991	220 - Condition of subdivision consents
Resource Management Manager	Resource Management Act 1991	220 - Condition of subdivision consents
Resource Management Technical Advisor	Resource Management Act 1991	220 - Condition of subdivision consents
Senior Consents Planner	Resource Management Act 1991	220 - Condition of subdivision consents
Senior Land Development Engineer	Resource Management Act 1991	220 - Condition of subdivision consents
Senior Land Development Specialist	Resource Management Act 1991	220 - Condition of subdivision consents
Development Engineering Manager	Resource Management Act 1991	221 - Territorial authority to issue a consent notice
Environmental Consents Manager	Resource Management Act 1991	221 - Territorial authority to issue a consent notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	221 - Territorial authority to issue a consent notice
Resource Management Manager	Resource Management Act 1991	221 - Territorial authority to issue a consent notice
Senior Consents Planner	Resource Management Act 1991	221 - Territorial authority to issue a consent notice
Development Engineering Manager	Resource Management Act 1991	222 - Completion certificates
Environmental Consents Manager	Resource Management Act 1991	222 - Completion certificates
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	222 - Completion certificates
Resource Management Manager	Resource Management Act 1991	222 - Completion certificates
Senior Consents Planner	Resource Management Act 1991	222 - Completion certificates
Development Engineering Manager	Resource Management Act 1991	223 - Approval of survey plan by territorial authority
Environmental Consents Manager	Resource Management Act 1991	223 - Approval of survey plan by territorial authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	223 - Approval of survey plan by territorial authority
Resource Management Manager	Resource Management Act 1991	223 - Approval of survey plan by territorial authority
Senior Consents Planner	Resource Management Act 1991	223 - Approval of survey plan by territorial authority
Development Engineering Manager	Resource Management Act 1991	224 - Restrictions upon deposit of survey plan
Environmental Consents Manager	Resource Management Act 1991	224 - Restrictions upon deposit of survey plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	224 - Restrictions upon deposit of survey plan
Resource Management Manager	Resource Management Act 1991	224 - Restrictions upon deposit of survey plan
Environmental Consents Manager	Resource Management Act 1991	226 - Restrictions upon issue of certificates of title for subdivision
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	226 - Restrictions upon issue of certificates of title for subdivision
Resource Management Manager	Resource Management Act 1991	226 - Restrictions upon issue of certificates of title for subdivision
Environmental Consents Manager	Resource Management Act 1991	234 - Variation or cancellation of esplanade strips
Group Manager Infrastructure Services	Resource Management Act 1991	234 - Variation or cancellation of esplanade strips
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	234 - Variation or cancellation of esplanade strips
Reserves and Facilities Manager	Resource Management Act 1991	234 - Variation or cancellation of esplanade strips
Resource Management Manager	Resource Management Act 1991	234 - Variation or cancellation of esplanade strips
Senior Consents Planner	Resource Management Act 1991	234 - Variation or cancellation of esplanade strips
Environmental Consents Manager	Resource Management Act 1991	235 - Creation of esplanade strips by agreement
Group Manager Infrastructure Services	Resource Management Act 1991	235 - Creation of esplanade strips by agreement
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	235 - Creation of esplanade strips by agreement
Reserves and Facilities Manager	Resource Management Act 1991	235 - Creation of esplanade strips by agreement
Resource Management Manager	Resource Management Act 1991	235 - Creation of esplanade strips by agreement
Environmental Consents Manager	Resource Management Act 1991	237 - Approval of survey plans where esplanade reserve or esplanade strips required
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	237 - Approval of survey plans where esplanade reserve or esplanade strips required
Resource Management Manager	Resource Management Act 1991	237 - Approval of survey plans where esplanade reserve or esplanade strips required
Senior Consents Planner	Resource Management Act 1991	237 - Approval of survey plans where esplanade reserve or esplanade strips required
Asset and Capital Manager	Resource Management Act 1991	237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
		237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
Environmental Consents Manager	Resource Management Act 1991	Council's behalf

Group Manager Infrastructure Services	Resource Management Act 1991	237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
Reserves and Facilities Manager	Resource Management Act 1991	237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
Resource Management Manager	Resource Management Act 1991	237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
Utilities Operations Manager	Resource Management Act 1991	237B(1) to (4) - Access strips - Power to agree to acquire an easement over land for an access strip and to execute the instrument on Council's behalf
Asset and Capital Manager	Resource Management Act 1991	237B(8) - Access strips - The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account
Group Manager Infrastructure Services	Resource Management Act 1991	237B(8) - Access strips - The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	237B(8) - Access strips - The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account
Reserves and Facilities Manager	Resource Management Act 1991	237B(8) - Access strips - The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account
Resource Management Manager	Resource Management Act 1991	237B(8) - Access strips - The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account
Utilities Operations Manager	Resource Management Act 1991	237B(8) - Access strips - The registered owner and the local authority may, by agreement, vary or cancel the easement if the matters in subsection (4) and any change in circumstances have been taken into account
Asset and Capital Manager	Resource Management Act 1991	237C - Closure of strips to public
Group Manager Infrastructure Services	Resource Management Act 1991	237C - Closure of strips to public
Utilities Operations Manager	Resource Management Act 1991	237C - Closure of strips to public
Asset and Capital Manager	Resource Management Act 1991	237D - Transfers to the Crown or regional council
Group Manager Infrastructure Services	Resource Management Act 1991	237D - Transfers to the Crown or regional council
Reserves and Facilities Manager	Resource Management Act 1991	237D - Transfers to the Crown or regional council
Utilities Operations Manager	Resource Management Act 1991	237D - Transfers to the Crown or regional council
Group Manager Infrastructure Services	Resource Management Act 1991	237E - Compensation for taking of esplanade reserves or strips on allotments of less than 4 hectares
Reserves and Facilities Manager	Resource Management Act 1991	237E - Compensation for taking of esplanade reserves or strips on allotments of less than 4 hectares
Group Manager Infrastructure Services	Resource Management Act 1991	237F - Compensation for taking of esplanade reserves or strips on allotments of 4 hectares or more
Reserves and Facilities Manager	Resource Management Act 1991	237F - Compensation for taking of esplanade reserves or strips on allotments of 4 hectares or more
Group Manager Infrastructure Services	Resource Management Act 1991	237G - Compensation
Reserves and Facilities Manager	Resource Management Act 1991	237G - Compensation
Group Manager Infrastructure Services	Resource Management Act 1991	237H - Valuation
Reserves and Facilities Manager	Resource Management Act 1991	237H - Valuation
Environmental Consents Manager	Resource Management Act 1991	239 - Vesting of reserves or other land
Group Manager Infrastructure Services	Resource Management Act 1991	239 - Vesting of reserves or other land
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	239 - Vesting of reserves or other land
Reserves and Facilities Manager	Resource Management Act 1991	239 - Vesting of reserves or other land
Environmental Consents Manager	Resource Management Act 1991	240 - Covenant against transfer of allotments
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	240 - Covenant against transfer of allotments
Resource Management Manager	Resource Management Act 1991	240 - Covenant against transfer of allotments
Senior Consents Planner	Resource Management Act 1991	240 - Covenant against transfer of allotments
Environmental Consents Manager	Resource Management Act 1991	241 - Amalgamation of allotments
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	241 - Amalgamation of allotments
Resource Management Manager	Resource Management Act 1991	241 - Amalgamation of allotments
Senior Consents Planner	Resource Management Act 1991	241 - Amalgamation of allotments
Environmental Consents Manager	Resource Management Act 1991	243 - Survey plan approved subject to grant or reservation of easements

Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	243 - Survey plan approved subject to grant or reservation of easements
Resource Management Manager	Resource Management Act 1991	243 - Survey plan approved subject to grant or reservation of easements
Senior Consents Planner	Resource Management Act 1991	243 - Survey plan approved subject to grant or reservation of easements
Environmental Consents Manager	Resource Management Act 1991	245 - Consent authority approval of a plan of survey of a reclamation
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	245 - Consent authority approval of a plan of survey of a reclamation
Resource Management Manager	Resource Management Act 1991	245 - Consent authority approval of a plan of survey of a reclamation
Senior Consents Planner	Resource Management Act 1991	245 - Consent authority approval of a plan of survey of a reclamation
Compliance and Monitoring Manager	Resource Management Act 1991	267 - Conferences
Development Engineering Manager	Resource Management Act 1991	267 - Conferences
Environmental Consents Manager	Resource Management Act 1991	267 - Conferences
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	267 - Conferences
Project Manager District Plan Review	Resource Management Act 1991	267 - Conferences
Resource Management Manager	Resource Management Act 1991	267 - Conferences
Senior Consents Planner	Resource Management Act 1991	267 - Conferences
Senior Policy Analyst	Resource Management Act 1991	267 - Conferences
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	267 - Conferences
Senior Policy Analyst Resource Management	Resource Management Act 1991	267 - Conferences
Compliance and Monitoring Manager	Resource Management Act 1991	274 - Representation at proceedings
Development Engineering Manager	Resource Management Act 1991	274 - Representation at proceedings
Environmental Consents Manager	Resource Management Act 1991	274 - Representation at proceedings
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	274 - Representation at proceedings
Project Manager District Plan Review	Resource Management Act 1991	274 - Representation at proceedings
Resource Management Manager	Resource Management Act 1991	274 - Representation at proceedings
Senior Consents Planner	Resource Management Act 1991	274 - Representation at proceedings
Senior Policy Analyst	Resource Management Act 1991	274 - Representation at proceedings
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	274 - Representation at proceedings
Senior Policy Analyst Resource Management	Resource Management Act 1991	274 - Representation at proceedings
Compliance and Monitoring Manager	Resource Management Act 1991	276A - Evidence of documents
Development Engineering Manager	Resource Management Act 1991	276A - Evidence of documents
Environmental Consents Manager	Resource Management Act 1991	276A - Evidence of documents
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	276A - Evidence of documents
Project Manager District Plan Review	Resource Management Act 1991	276A - Evidence of documents
Resource Management Manager	Resource Management Act 1991	276A - Evidence of documents
Compliance and Monitoring Manager	Resource Management Act 1991	322 - Scope of abatement notice
Compliance Officer	Resource Management Act 1991	322 - Scope of abatement notice
Environmental Consents Manager	Resource Management Act 1991	322 - Scope of abatement notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	322 - Scope of abatement notice
Senior Compliance Officer	Resource Management Act 1991	322 - Scope of abatement notice
Compliance and Monitoring Manager	Resource Management Act 1991	323(2) - Compliance with abatement notice
Compliance Officer	Resource Management Act 1991	323(2) - Compliance with abatement notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	323(2) - Compliance with abatement notice
Senior Compliance Officer	Resource Management Act 1991	323(2) - Compliance with abatement notice
Compliance and Monitoring Manager	Resource Management Act 1991	325A - Cancellation of abatement notice
Compliance and Monitoring Manager	Resource Management Act 1991	325A - Cancellation of abatement notice
Environmental Consents Manager	Resource Management Act 1991	325A - Cancellation of abatement notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	325A - Cancellation of abatement notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	325A - Cancellation of abatement notice
Compliance and Monitoring Manager	Resource Management Act 1991	327 - Issue and effect of excessive noise direction
Compliance Officer	Resource Management Act 1991	327 - Issue and effect of excessive noise direction
Environmental Consents Manager	Resource Management Act 1991	327 - Issue and effect of excessive noise direction

Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	327 - Issue and effect of excessive noise direction
Senior Compliance Officer	Resource Management Act 1991	327 - Issue and effect of excessive noise direction
Compliance and Monitoring Manager	Resource Management Act 1991	328(3) - Compliance with an excessive noise direction
Compliance Officer	Resource Management Act 1991	328(3) - Compliance with an excessive noise direction
Environmental Consents Manager	Resource Management Act 1991	328(3) - Compliance with an excessive noise direction
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	328(3) - Compliance with an excessive noise direction
Senior Compliance Officer	Resource Management Act 1991	328(3) - Compliance with an excessive noise direction
Asset and Capital Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Building Control Officer (Inspections)	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Building Services Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Compliance and Monitoring Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Compliance Officer	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Compliance Officer Building Act	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Development Engineering Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Environmental Consents Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Group Manager Infrastructure Services	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Land Development Engineer	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Reserves and Facilities Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Senior Building Control Officer	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Senior Compliance Officer	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Senior Land Development Engineer	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Senior Land Development Specialist	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Team Leader Inspections	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Transportation Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Utilities Operations Manager	Resource Management Act 1991	330 - Emergency works and power to take preventive or remedial action
Group Manager Infrastructure Services	Resource Management Act 1991	331 - Reimbursement or compensation for emergency works
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	331 - Reimbursement or compensation for emergency works
Building Control Officer (Inspections)	Resource Management Act 1991	332 - Power of entry for inspection
Compliance and Monitoring Manager	Resource Management Act 1991	332 - Power of entry for inspection
Compliance Officer	Resource Management Act 1991	332 - Power of entry for inspection
Compliance Officer Building Act	Resource Management Act 1991	332 - Power of entry for inspection
Consents Planner	Resource Management Act 1991	332 - Power of entry for inspection
Development Engineering Manager	Resource Management Act 1991	332 - Power of entry for inspection
Environmental Consents Manager	Resource Management Act 1991	332 - Power of entry for inspection
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	332 - Power of entry for inspection
Land Development Engineer	Resource Management Act 1991	332 - Power of entry for inspection
Senior Building Control Officer	Resource Management Act 1991	332 - Power of entry for inspection
Senior Compliance Officer	Resource Management Act 1991	332 - Power of entry for inspection
Senior Consents Planner	Resource Management Act 1991	332 - Power of entry for inspection
Senior Land Development Engineer	Resource Management Act 1991	332 - Power of entry for inspection
Senior Land Development Specialist	Resource Management Act 1991	332 - Power of entry for inspection
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	332 - Power of entry for inspection
Senior Policy Analyst Resource Management	Resource Management Act 1991	332 - Power of entry for inspection
Team Leader Inspections	Resource Management Act 1991	332 - Power of entry for inspection
Building Control Officer (Inspections)	Resource Management Act 1991	333 - Power of entry for survey
Building Services Manager	Resource Management Act 1991	333 - Power of entry for survey
Compliance and Monitoring Manager	Resource Management Act 1991	333 - Power of entry for survey
Compliance Officer	Resource Management Act 1991	333 - Power of entry for survey
Compliance Officer Building Act	Resource Management Act 1991	333 - Power of entry for survey

Consents Planner	Resource Management Act 1991	333 - Power of entry for survey
Development Engineering Manager	Resource Management Act 1991	333 - Power of entry for survey
Environmental Consents Manager	Resource Management Act 1991	333 - Power of entry for survey
Land Development Engineer	Resource Management Act 1991	333 - Power of entry for survey
Resource Management Manager	Resource Management Act 1991	333 - Power of entry for survey
Senior Building Control Officer	Resource Management Act 1991	333 - Power of entry for survey
Senior Compliance Officer	Resource Management Act 1991	333 - Power of entry for survey
Senior Consents Planner	Resource Management Act 1991	333 - Power of entry for survey
Senior Land Development Engineer	Resource Management Act 1991	333 - Power of entry for survey
Senior Land Development Specialist	Resource Management Act 1991	333 - Power of entry for survey
Team Leader Inspections	Resource Management Act 1991	333 - Power of entry for survey
Compliance and Monitoring Manager	Resource Management Act 1991	334 - Application for warrant for entry for search
Environmental Consents Manager	Resource Management Act 1991	334 - Application for warrant for entry for search
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	334 - Application for warrant for entry for search
Senior Compliance Officer	Resource Management Act 1991	334 - Application for warrant for entry for search
Compliance and Monitoring Manager	Resource Management Act 1991	336 - Return of property seized under sections 323 and 328
Environmental Consents Manager	Resource Management Act 1991	336 - Return of property seized under sections 323 and 328
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	336 - Return of property seized under sections 323 and 328
Senior Compliance Officer	Resource Management Act 1991	336 - Return of property seized under sections 323 and 328
Team Leader Compliance Support	Resource Management Act 1991	336 - Return of property seized under sections 323 and 328
Compliance and Monitoring Manager	Resource Management Act 1991	343C - Infringement notices
Environmental Consents Manager	Resource Management Act 1991	343C - Infringement notices
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	343C - Infringement notices
Senior Compliance Officer	Resource Management Act 1991	343C - Infringement notices
Compliance and Monitoring Manager	Resource Management Act 1991	356 - Matters may be determined by arbitration
Development Engineering Manager	Resource Management Act 1991	356 - Matters may be determined by arbitration
Environmental Consents Manager	Resource Management Act 1991	356 - Matters may be determined by arbitration
Group Manager Infrastructure Services	Resource Management Act 1991	356 - Matters may be determined by arbitration
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	356 - Matters may be determined by arbitration
Resource Management Manager	Resource Management Act 1991	356 - Matters may be determined by arbitration
Asset and Capital Manager	Resource Management Act 1991	357 - Right of objection against certain decisions
Group Manager Infrastructure Services	Resource Management Act 1991	357 - Right of objection against certain decisions
Reserves and Facilities Manager	Resource Management Act 1991	357 - Right of objection against certain decisions
Transportation Manager	Resource Management Act 1991	357 - Right of objection against certain decisions
Utilities Operations Manager	Resource Management Act 1991	357 - Right of objection against certain decisions
Environmental Consents Manager	Resource Management Act 1991	357C - Procedure for making and hearing objection under sections 357 to 357B
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	357C - Procedure for making and hearing objection under sections 357 to 357B
Resource Management Manager	Resource Management Act 1991	357C - Procedure for making and hearing objection under sections 357 to 357B
Senior Consents Planner	Resource Management Act 1991	357C - Procedure for making and hearing objection under sections 357 to 357B
Environmental Consents Manager	Resource Management Act 1991	357D(1)(b) - To uphold the objection in whole
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	357D(1)(b) - To uphold the objection in whole
Resource Management Manager	Resource Management Act 1991	357D(1)(b) - To uphold the objection in whole
Senior Consents Planner	Resource Management Act 1991	357D(1)(b) - To uphold the objection in whole
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 1(2) Where any time limit is set in this schedule, a local authority may extend it under section 37.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 1(2) Where any time limit is set in this schedule, a local authority may extend it under section 37.
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 1(2) Where any time limit is set in this schedule, a local authority may extend it under section 37.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 1(2) Where any time limit is set in this schedule, a local authority may extend it under section 37.
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 3(2) - A local authority may consult anyone else during the preparation of a proposed policy statement or plan.

Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 3(2) - A local authority may consult anyone else during the preparation of a proposed policy statement or plan.
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 3(2) - A local authority may consult anyone else during the preparation of a proposed policy statement or plan.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 3(2) - A local authority may consult anyone else during the preparation of a proposed policy statement or plan.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 5 - Public notice and provision of document to public bodies
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 5 - Public notice and provision of document to public bodies
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 5 - Public notice and provision of document to public bodies
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 5 - Public notice and provision of document to public bodies
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 5 - Public notice and provision of document to public bodies
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 5A - Option to give limited notification of proposed change or variation
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 5A - Option to give limited notification of proposed change or variation
Compliance and Monitoring Manager	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Development Engineering Manager	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Group Manager Infrastructure Services	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Policy and Planning Manager	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 6 - Power to approve the making of submission on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegates position description and role
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 7 - Public notice of submissions
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 7 - Public notice of submissions
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 7 - Public notice of submissions
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 7 - Public notice of submissions
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 7 - Public notice of submissions
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 7 - Public notice of submissions
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 8 - Power to approve the making of further submissions on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegate's position description and role
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 8 - Power to approve the making of further submissions on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegate's position description and role
Policy and Planning Manager	Resource Management Act 1991	Schedule 1 - Clause 8 - Power to approve the making of further submissions on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegate's position description and role
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 8 - Power to approve the making of further submissions on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegate's position description and role
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 8 - Power to approve the making of further submissions on behalf of Council provided that the subject matter of the submission falls within the scope of the Delegate's position description and role
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 8A - Service of further submissions
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 8A - Service of further submissions
Policy and Planning Manager	Resource Management Act 1991	Schedule 1 - Clause 8A - Service of further submissions
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 8A - Service of further submissions
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 8A - Service of further submissions
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 8AA - Resolution of disputes
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 8AA - Resolution of disputes

Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 8AA - Resolution of disputes
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 8B - Hearing by local authority
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 8B - Hearing by local authority
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 8B - Hearing by local authority
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 8B - Hearing by local authority
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 8C - Hearing not needed
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 8C - Hearing not needed
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 8C - Hearing not needed
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 8C - Hearing not needed
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 8D(2) - The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 8D(2) - The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 8D(2) - The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 8D(2) - The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 8D(2) - The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 8D(2) - The local authority shall give public notice of any withdrawal under sub clause (1), including the reasons for the withdrawal.
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 9 - Recommendations and decisions on requirements
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 9 - Recommendations and decisions on requirements
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 9 - Recommendations and decisions on requirements
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 9 - Recommendations and decisions on requirements
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 10 & 11 - Decisions on provisions and matters raised in submissions & notification of decision
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 10 & 11 - Decisions on provisions and matters raised in submissions & notification of decision
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 10 & 11 - Decisions on provisions and matters raised in submissions & notification of decision
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 10 & 11 - Decisions on provisions and matters raised in submissions & notification of decision
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 13(3) - The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 13(3) - The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 13(3) - The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 13(3) - The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 13(3) - The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 13(3) - The territorial authority shall alter the proposed district plan to show the modification or delete the requirement in accordance with the requiring authority's or heritage protection authority's notice.
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 13(4) - The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 13(4) - The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.

Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 13(4) - The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 13(4) - The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 13(4) - The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 13(4) - The territorial authority shall ensure a notice of decision by the requiring authority or heritage protection authority and a statement of the time within which an appeal may be lodged is served on every person who made a submission on the requirement, and on the land owners and occupiers who are directly affected by the decision, within 15 working days of the territorial authority receiving the decision.
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 14 - Appeals to Environment Court
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 14 - Appeals to Environment Court
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 14 - Appeals to Environment Court
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 14 - Appeals to Environment Court
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 16(1) - A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 16(1) - A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 16(1) - A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 16(1) - A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 16(1) - A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 16(1) - A local authority must, without using the process in this schedule, make an amendment to its proposed policy statement or plan that is required by section 55(2) or by a direction of the Environment Court under section 293.
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 16(2) - A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 16(2) - A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 16(2) - A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 16(2) - A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.

Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 16(2) - A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 16(2) - A local authority may make an amendment, without using the process in this schedule, to its proposed policy statement or plan to alter any information, where such an alteration is of minor effect, or may correct any minor errors.
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 16A - Variation of proposed policy statement or plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 16A - Variation of proposed policy statement or plan
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 16A - Variation of proposed policy statement or plan
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 16A - Variation of proposed policy statement or plan
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 20 - Operative date
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 20 - Operative date
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 20 - Operative date
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 20 - Operative date
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 20 - Operative date
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 20 - Operative date
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 20A - Correction of operative policy statement or plan
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 20A - Correction of operative policy statement or plan
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 20A - Correction of operative policy statement or plan
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 20A - Correction of operative policy statement or plan
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 20A - Correction of operative policy statement or plan
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 20A - Correction of operative policy statement or plan
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 21 & 22 - Requests and Form of request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 21 & 22 - Requests and Form of request
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 21 & 22 - Requests and Form of request
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 21 & 22 - Requests and Form of request
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 23 - Further information may be required
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 23 - Further information may be required
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 23 - Further information may be required
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 23 - Further information may be required
Senior Policy Analyst Built Environment and Urban Design	Resource Management Act 1991	Schedule 1 - Clause 23 - Further information may be required
Senior Policy Analyst Resource Management	Resource Management Act 1991	Schedule 1 - Clause 23 - Further information may be required
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 23(6) - Power to reject a request or decide not to approve the plan change if there is insufficient information to consider or approve a request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 23(6) - Power to reject a request or decide not to approve the plan change if there is insufficient information to consider or approve a request
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 23(6) - Power to reject a request or decide not to approve the plan change if there is insufficient information to consider or approve a request
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 23(6) - Power to reject a request or decide not to approve the plan change if there is insufficient information to consider or approve a request
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 24 - Modification of request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 24 - Modification of request
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 24 - Modification of request
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 24 - Modification of request
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 25(2)(a)(i) - The power to notify a plan change request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 25(2)(a)(i) - The power to notify a plan change request
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 25(2)(a)(i) - The power to notify a plan change request
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 25(2)(a)(i) - The power to notify a plan change request
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 25(3) - Power to exercise any of the Delegate's authority under Part 6 of the RMA to deal with a request for a plan change as if it was an application for Resource Consent

Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 25(3) - Power to exercise any of the Delegate's authority under Part 6 of the RMA to deal with a request for a plan change as if it was a an application for Resource Consent
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 25(3) - Power to exercise any of the Delegate's authority under Part 6 of the RMA to deal with a request for a plan change as if it was a an application for Resource Consent
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 25(3) - Power to exercise any of the Delegate's authority under Part 6 of the RMA to deal with a request for a plan change as if it was a an application for Resource Consent
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 25(5) - Power to notify a person who requested a plan change of a decision under clause 25
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 25(5) - Power to notify a person who requested a plan change of a decision under clause 25
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 25(5) - Power to notify a person who requested a plan change of a decision under clause 25
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 25(5) - Power to notify a person who requested a plan change of a decision under clause 25
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 27 - Power to appeal to the Environment Court against the decision of the another Local Authority for a plan change S
Group Manager Infrastructure Services	Resource Management Act 1991	Schedule 1 - Clause 27 - Power to appeal to the Environment Court against the decision of the another Local Authority for a plan change S
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 27 - Power to appeal to the Environment Court against the decision of the another Local Authority for a plan change S
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 27 - Power to appeal to the Environment Court against the decision of the another Local Authority for a plan change S
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 28(1) - Power to withdraw a request to another Local Authority for a plan change
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 28(1) - Power to withdraw a request to another Local Authority for a plan change
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 28(1) - Power to withdraw a request to another Local Authority for a plan change
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 28(1) - Power to withdraw a request to another Local Authority for a plan change
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 28(2) - Power to seek withdrawal of request by notice
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 28(2) - Power to seek withdrawal of request by notice
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 28(2) - Power to seek withdrawal of request by notice
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 28(2) - Power to seek withdrawal of request by notice
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 28(6) - Power to give notice of withdrawal of request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 28(6) - Power to give notice of withdrawal of request
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 28(6) - Power to give notice of withdrawal of request
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 28(6) - Power to give notice of withdrawal of request
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 29(2) - Power to send copies of submissions on the plan or plan change
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 29(2) - Power to send copies of submissions on the plan or plan change
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 29(2) - Power to send copies of submissions on the plan or plan change
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 29(2) - Power to send copies of submissions on the plan or plan change
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 29(5) - Power to serve copies of Council's decision on a request
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 29(5) - Power to serve copies of Council's decision on a request
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 29(5) - Power to serve copies of Council's decision on a request
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 29(5) - Power to serve copies of Council's decision on a request
Environmental Consents Manager	Resource Management Act 1991	Schedule 1 - Clause 29(9) - Power to initiate a variation on the plan or plan change
Group Manager Policy Planning and Regulatory Services	Resource Management Act 1991	Schedule 1 - Clause 29(9) - Power to initiate a variation on the plan or plan change
Project Manager District Plan Review	Resource Management Act 1991	Schedule 1 - Clause 29(9) - Power to initiate a variation on the plan or plan change
Resource Management Manager	Resource Management Act 1991	Schedule 1 - Clause 29(9) - Power to initiate a variation on the plan or plan change

## 10.5 TE ARAWA KAWENATA

**File Number:** A4293460

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### EXECUTIVE SUMMARY

1. At a meeting held at Tia Marae, Rangiuru on 29 July 2021, Elected Members were presented with the Te Arawa ki Tai Kawenata (**the Kawenata**). This document outlines the relationship that the iwi/hapū/Marae of coastal Te Arawa want to have with Western Bay of Plenty District Council. This report seeks to formalise the resolution made at the 29 July 2021 by adopting the Kawenata in principle.

### RECOMMENDATION

1. That the Māori Relationship and Engagement Advisor's report dated 12 August 2021 titled 'Te Arawa Kawenata' 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 resolve to adopt the Te Arawa Kawenata, in principle, as the basis of its relationship with the iwi and hapū of Te Arawa ki Tai as outlined in the Te Arawa Kawenata, collectively known as 'Te Ihu o te Waka'.
4. That Council staff continue to work with representatives of Te Arawa ki Tai to address any operational issues arising from the Te Arawa Kawenata, including confirming an approach to ensure the correct iwi/hapū/marae delegates are engaged with by Council at the right time and in the right way for the particular kaupapa (matter) at hand.

### BACKGROUND

2. Following the last meeting of the Tauranga Moana and Te Arawa ki Takutai Partnership Forum held on 29 July 2020, Te Arawa ki Takutai disengaged from the Tauranga Moana and Te Arawa ki Takutai Partnership Forum. Since then they have been working on a means of reframing the relationship they want to have with Council.

A number of workshops were held by the following iwi, hapū and Marae of Te Arawa ki Takutai: Tapuika, Waitaha, Ngati Pikiao, Ngati Rangiwewehi, Ngati Tuheke, Ngati Moko, Ngati Kuri, Ngati Marukukere, Makahae, Tawakepito, Ngati Whakaue, Ngati Makino, Ngati Whakahemo, Te Awhe, Tuhourangi. Collectively they are known as 'Te Ihu o te Waka'.

The purpose of the workshops were to develop a document that would form the basis of their relationship with Council. The Kawenata (Covenant) (**Attachment 1**) is that document.

The Kawenata outlines the following main elements –

#### Principles

Guiding principles underpinning the relationship, anchored by the Treaty of Waitangi. This includes integrity, humility, respect, reciprocity, empowerment, sharing, mutual learning and sustained long-term engagement.

#### Supporting documents

The Treaty of Waitangi, He Whakaputanga o te Rangatiratanga o Niu Tirenī, Treaty of Waitangi deeds of settlement, and Te Ara Mua.

#### Membership

Te Ihu o te Waka and Western Bay of Plenty District Council represented by His/Her Worship the Mayor and the Ward Councillors for Te Puke Maketu. Members of Te Ihu o te Waka

	can appoint alternates to attend meetings of Te Ihu o te Waka and Council, however, they are only entitled to vote and be remunerated if the primary representative is absent. The quorum for these meetings shall be seven (7) members – three (3) Elected Members and four (4) marae/iwi/hapū.
<b>Kahui Koeke</b>	Te Ihu o te Waka can establish a Kahui Koeke (Council of Elders) as an acknowledgment of the importance of Kaumatua. Up to two members of the Kahui Koeke will have the right to attend meetings of Te Ihu o Te Waka and Council. They will not have voting rights but are entitled to be remunerated for their attendance.
<b>Functions</b>	Ensure Council compliance with its legislative obligations to Māori and the principles of the Treaty of Waitangi. Build Council's understanding about Treaty of Waitangi Settlements, and determine and make recommendations or actions to enhance Māori capacity and capability to contribute to Council's decision making process.
<b>Issues of substance</b>	Te Ihu o te Waka and Council shall determine issues of substance to frame into a work programme for the parties to progress.
<b>Working relationships</b>	Official meetings between Te Ihu o te Waka and Council shall be held every quarter. A Chairperson shall be selected from among Te Ihu o te Waka members at the inaugural meeting between Te Ihu o te Waka and Council. Membership for both Te Ihu o te Waka and Council shall be re-affirmed every 3 years.
<b>Training</b>	Will be provided to members of Te Ihu o te Waka on Council structures, roles and responsibilities, rules and procedures, effective meetings and dispute resolution.
<b>Funding</b>	Te Ihu o te Waka and Council will jointly develop an annual budget for the work that comes out of their work programme. Council will provide resource and support to the meetings of Te Ihu o te Waka and Council.
<b>Dispute resolution</b>	Relates to the terms of the Kawenata and where agreement cannot be reached on their interpretation the matter will be referred to a specialist panel.

At the meeting held at Tia Marae, Rangiuru on 29 July 2021, Te Ihu o te Waka presented the Kawenata to the Mayor and Councillors and stepped them through these matters.

It is important to note that the Kawenata does not preclude individual hapū, iwi or Marae of Te Ihu o te Waka working with Council on projects that are specific to those hapū, iwi or Marae outside the provisions of the Kawenata. The Kawenata is intended to reflect the relationship between Council and the collective hapū and iwi of Te Ihu o te Waka. For example, Council has worked with individual Marae to upgrade their onsite wastewater treatment systems. This was achieved by Council staff working directly with the respective Marae committees.

Operating the Kawenata will be funded by existing budgets approved in the Long Term Plan (LTP) as they relate to Māori governance arrangements. In the past this funding has supported the meeting fees paid to members of Te Kōmiti Māori and the Partnership Forums. In the past three financial years Council has never exhausted the budget provided for supporting Māori governance arrangements. In those three years the following amounts have been spent from an annual budget of \$75,000:

**2018/2019** - \$34,218.54

**2019/2020** - \$15,822.59

**2020/2021 - \$17,826.91**

It should be noted that, over the last two financial years, we did not have a fully operational Partnership Forum, however these amounts include payments for both Tauranga Moana and Te Arawa governance representatives. It is for this reason that it is not envisaged that there will be an issue supporting the operation of the Kawenata, as the Māori governance membership of both Te Ihu o te Waka and that being progressed with Tauranga Moana is largely unchanged.

While the Kawenata provides for Te Ihu o te Waka and Council to agree an annual budget for the work programme developed under the Kawenata, any such budget would need to align with Long Term Plan/Annual Plan processes. It is anticipated that the development of a work programme and specific budget implications would be considered and debated by Council through the 2022/23 Annual Plan process. Until that time, Council staff will endeavour to progress specific kaupapa through approved LTP budgets.

3. The members of Te Ihu o te Waka were seeking the support of the Mayor and Councillors for the Kawenata, noting that the document represented the mana of the members of Te Ihu o te Waka. By way of unanimous agreement among members of Te Ihu o te Waka and Council's Elected Members present at the hui, the Kawenata was accepted in principle.

This report seeks to confirm the action that was taken at Tia Marae by way of a formal resolution of Council.

**STATUTORY CONTEXT**

4. Section 81 of the Local Government Act states:

- (1) A local authority must:

- (a) Establish and maintain processes to provide opportunities for Māori to contribute to decision-making of the local authority; and
    - (b) Consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and
    - (c) Provide relevant information to Māori for the purposes of paragraphs (a) and (b).

5. The Kawenata is considered a solid foundation upon which to progress Council's legislative obligations under section 81 of the Local Government Act.

**SIGNIFICANCE AND ENGAGEMENT**

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

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

7. For the purposes of Council's Significance and Engagement Policy a decision to adopt the Kawenata in principle is considered to be of low significance because the decision does not relate to a significant alteration to a level of service or a transfer of ownership or control of a strategic asset. In addition this decision relates to a part of our community – being members of Te Ihu o te Waka and the Kawenata carries the mana of those members.

This in no way diminishes the Kawenata itself or its significance in resetting the relationship between Te Ihu o te Waka and Council. Having first presented the Kawenata at Tia Marae, named for the eponymous ancestor of iwi and hapū of Te Ihu o te Waka, it shows the mana contained within the document and its importance for the relationship between the parties that it covers.

**ENGAGEMENT, CONSULTATION AND COMMUNICATION**

8. There has been no Council consultation as the presentation of the Kawenata has been lead by Te Ihu o te Waka.

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication	
Name of interested parties/groups	Te Ihu o te Waka have developed a Kawenata relationship document outlining the relationship they wish to have with Council.	Completed
Tangata Whenua	See above.	
General Public	The Kawenata is a relationship document between Te Ihu o te Waka and Council. It has not been communicated or consulted on with the general public.	

**ISSUES AND OPTIONS ASSESSMENT**

<b>Option A</b> <b>That Council resolve to adopt the Te Arawa Kawenata in principle as the basis of its relationship with the iwi and hapū of Te Arawa ki Tai as outlined in the Te Arawa Kawenata.</b>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul>	<p>While adopting the Kawenata in principle does not itself impact on each of the four well-beings, the work that is intended to fall out of it, in seeking better outcomes for members of Te Ihu o te Waka, will fit within these four well-beings. Where a Council resolution is needed for that work, it will be assessed against these well - beings.</p> <p>Formally adopting the Kawenata in accordance with this resolution will provide a reset of the relationship that Council has with Te Ihu o te Waka. With important work being undertaken in our district, particularly in the Te Arawa rohe (tribal area) it is important that the relationship with members of Te Ihu o te Waka is strong.</p>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	<p>There has always been an annual budget to support Māori committee arrangements. Currently that annual budget is \$75,000. Of that amount, the following has been spent in the previous financial years (noting that this spend includes resourcing of iwi and hapū of Tauranga Moana who are not covered by the Kawenata):</p> <p>2018/2019 - \$34,218.54</p> <p>2019/2020 - \$15,822.59</p>

	2020/2021 - \$17,826.91 The annual budget of \$75,000 is provided as an ongoing budget in Council's Long Term Plan.
<b>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</b>	Staff Resources: the Kawenata outlines that Council will provide administrative support as well as technical support.
<b>Option B</b> <b>Council does not adopt the Kawenata in principle</b>	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	There are no advantages of Council not agreeing to adopt the Kawenata in principle. As a document, the Kawenata represents the significance that Te Ihu o te Waka places on its relationship with Council. If Council resolves not to adopt the Kawenata in principle, it would represent a complete departure from the decision made at the hui at Tia Marae on 29 July 2021 and will cause significant harm to the relationship with Te Ihu o te Waka.
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	The budget referred to in Option A is provided for regardless of whether Council formally resolves not to adopt the Kawenata.
<b>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</b>	Staff resources will likely be engaged to resolve the relationship implications if this is the option Council chooses to pursue.

### STATUTORY COMPLIANCE

9. The recommendations made in this report meet Council's relative statutory obligations, particularly as they relate to Māori.

### FUNDING/BUDGET IMPLICATIONS

10. The funding and budget implications are outlined in both Option A and Option B

### ATTACHMENTS

1. Te Arawa Kawenata [!\[\]\(7a29278671199c4ea6b3a2f236fd0434\_img.jpg\)](#) 

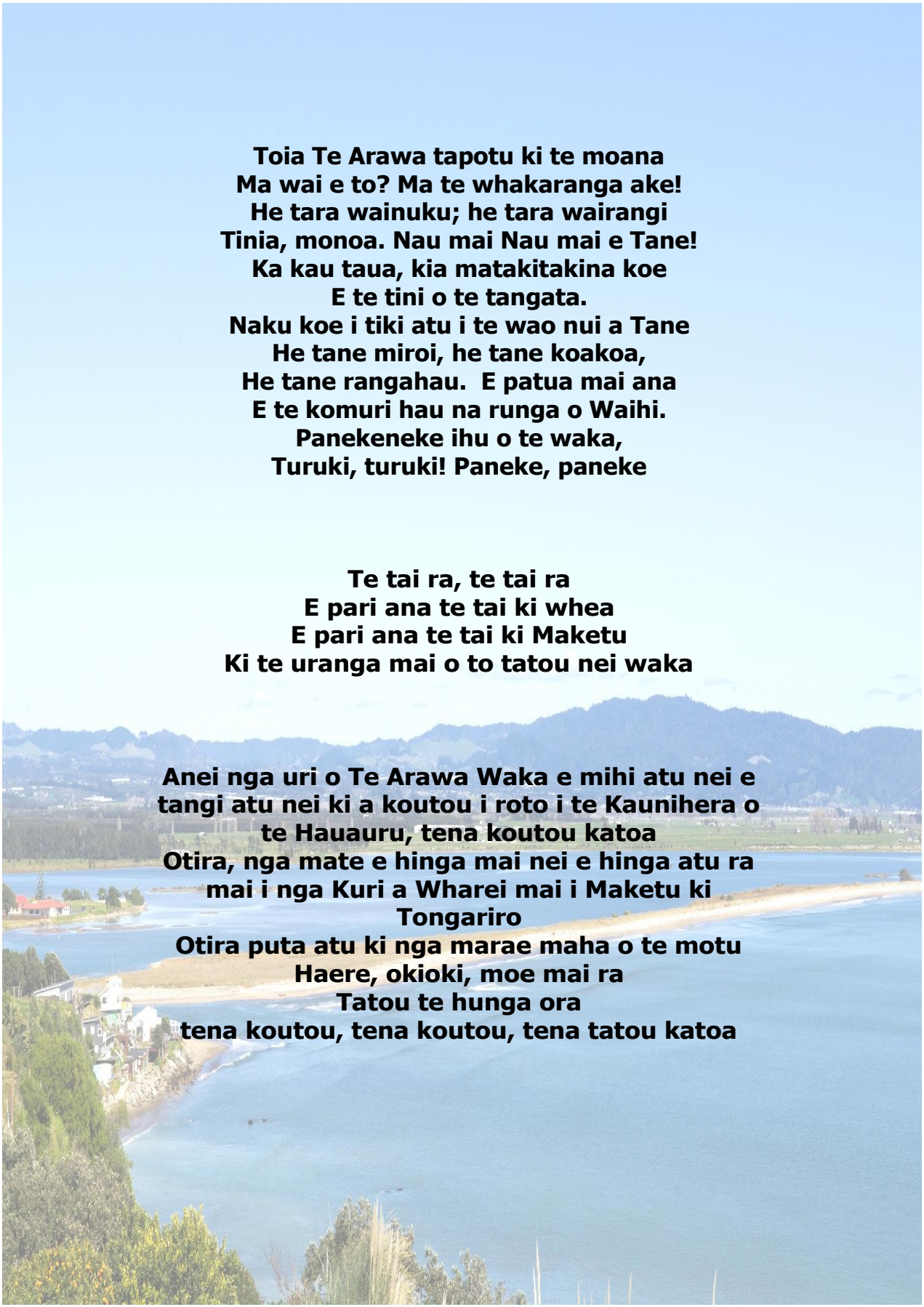
## **Kawenata**

Between: **Te Ihu o te Waka**  
Tapuika, Waitaha, Ngati Pikiao, Ngati  
Rangiwewehi, Ngati Tuheke, Ngati Moko, Ngati  
Kuri, Ngati Marukukere, Makahae, Tawakepito,  
Ngati Whakaue, Ngati Makino, Ngati Whakahemo,  
Te Awhe, Tuhourangi

and: **Western Bay of Plenty District Council**

Deputy Mayor John Scrimgeour  
Councillor Grant Dally  
Councillor Monique Gray  
Councillor Kevin Marsh





**Toia Te Arawa tapotu ki te moana  
Ma wai e to? Ma te whakaranga ake!  
He tara wainuku; he tara wairangi  
Tinia, monoa. Nau mai Nau mai e Tane!  
Ka kau taua, kia matakitakina koe  
E te tini o te tangata.  
Naku koe i tiki atu i te wao nui a Tane  
He tane miroi, he tane koakoa,  
He tane rangahau. E patua mai ana  
E te komuri hau na runga o Waihi.  
Panekeneke ihu o te waka,  
Turuki, turuki! Paneke, paneke**

**Te tai ra, te tai ra  
E pari ana te tai ki whea  
E pari ana te tai ki Maketu  
Ki te uranga mai o to tatou nei waka**

**Anei nga uri o Te Arawa Waka e mihi atu nei e  
tangi atu nei ki a koutou i roto i te Kaunihera o  
te Hauauru, tena koutou katoa  
Otira, nga mate e hinga mai nei e hinga atu ra  
mai i nga Kuri a Wharemai i Maketu ki  
Tongariro  
Otira puta atu ki nga marae maha o te motu  
Haere, okioki, moe mai ra  
Tatou te hunga ora  
tena koutou, tena koutou, tena tatou katoa**

**Hitori (History)**

For a number of years Western Bay of Plenty District Council (**Council**) has provided for Māori representation through a dedicated committee – the most recent name for this committee being the Tauranga Moana and Te Arawa ki Tai Partnership Forum (**the Partnership Forum**). The Partnership Forum had been established principally to strengthen the relationships between Council and tangata whenua and was able to make recommendations to Council on matters pertaining to Māori.

The Partnership Forum was a forum of Council whose function was to develop a work programme to escalate tangata whenua priorities for action and to make recommendations to Council on matters pertaining to Māori. This was progressed through a strategic plan developed by the Partnership Forum, known as Te Ara Mua.

In 2020, Te Arawa ki Takutai decided to withdraw from the Joint Partnership Forum and establish themselves as a separate entity to work with Council. As a result, **Kawenata** has been created as the new model and strategy for **Te Ihu o te Waka**.

**Kawenata** has been prepared as the basis for a new relationship with Western Bay District Council, Te Puke Community Board and Maketu Community Board. This relationship is to be based on tikanga Māori and Te Tiriti o Waitangi.

**Kaupapa - (Purpose)**

To enhance and increase the opportunity for Te Ihu o te Waka to contribute to Local Government decision making processes leading to better outcomes for Māori

**Moemoea - (Vision)**

Te Ihu o te Waka marae, iwi and hapū, and whanau are healthy, prosperous and empowered by Iwi working collectively and collaboratively with Council and the relevant Community Boards of Maketu and Te Puke

**Te Mahi – (Mission)**

To establish an equal partnership as envisaged under Te Tiriti o Waitangi and all the Principles of Te Tiriti o Waitangi as formally adopted by the Western Bay District Council

**Nga Tikanga – (Principles)****Mana Tukuiho (heke iho):**

Tangata Whenua Rights are the foundation upon which all discussions will be initiated. Following Te Tiriti o Waitangi and international best practices, this includes the right to exercise;

- Whenua rights;
- Our own ways of defining mauri, mana, and wairua.

**Mana Whakahonohono**

Relationships must be based on integrity, humility, respect, reciprocity, empowerment, sharing, mutual learning, and sustained long-term engagement.

**Mana Whakahaere**

Is founded on the worldview of the iwi and hapū that are impacted. Processes must have integrity and will be achieved with;

- Clear communication;
- Transparent decision making;
- Ongoing monitoring;
- Respect to our timelines;
- Collective endorsement

**Tino Rangatiratanga**

The right of Maori to exercise under lore/law, authority and control over their rohe, land, rivers, resources and taonga

These are Tangata Whenua tikanga for measuring the value of our relationship.

**1. Nga Korero Tautoko - (Supporting Documents)**

- Te Tiriti o Waitangi
- He Wakaputanga o te Rangatiratanga o Niu Tireni
- Deeds of Settlement
- Principles of the Treaty of Waitangi (Schedule D)
- Te Ara Mua
- The Aashukan Declaration a best practice guide for international impact assessment professionals (Schedule E)
- The Mataatua Declaration on Cultural and Intellectual Property Rights of Indigenous Peoples and the Treaty of Waitangi Principle (Schedule F)
  - United Nations Declaration on the Rights of Indigenous Peoples
  - Local government Act 2002
  - Resource Management Act 1991
  - Iwi/Hapū Management Plans
  - Environmental Management Plan

**2. Whakaaetanga – (Agreement)**

The parties to this agreement are:

- Te Ihu o te Waka
- Western Bay District Council

**3. Whakauru (Membership)**

- a) Only those marae, iwi and hapū that have interests within the Te Ihu o te Waka are entitled to be represented. They shall have one primary representative and one alternate representative. The total number of representatives will correspond to the number of marae (12) and recognised Iwi (4) within the boundaries of this Kawenata.
- b) Council membership will comprise the four (4) Councillors of the Te Puke/Maketu ward.
- c) Marae, Iwi and hapū will appoint their representatives in accordance with their tikanga.
- d) Representatives must be good advocates for their marae, iwi and hapū and able to represent the interests of their respective marae, iwi and hapū impartially. They should have the ability to understand due process and Meeting procedures with experience in local Government, environmental resource management issues and have an awareness of the needs and concerns of the marae, iwi and hapū that they represent.
- e) If both the primary and alternate representative for a marae, iwi or hapū attends a meeting, only the primary representative will have the right to vote in accordance with this Kawenata. The alternate representative shall not be entitled to remuneration for their attendance.
- f) Should there be any dispute over who is the rightful representative for the marae, iwi, hapū, the matter must be referred back to the respective marae for clarification.
- g) Quorum will be seven members, three (3) Elected Members and four (4) Marae, Iwi /Hapū representatives.

**4. Kahui Koeke – (Council of Elders)**

Te Ihu o te Waka recognises the importance of our Kaumatua (elderly persons of mana) within their respective iwi and hapū and therefore a Kahui Koeke will be established to provide appropriate advice and counsel to Te Ihu o te Waka as it may consider necessary or appropriate.

Any two (2) members of the Kahui Koeke will have the right to attend meetings of Te Ihu o te Waka and Council and they will have speaking rights but not the right to vote. Each member of the Kahui Koeke who attends a meeting under this clause shall be remunerated in accordance with Schedule 3 (1).

**5. Nga Ahuatanga – (Functions)**

- a) Ensure that Council complies with its duties and obligations to Maori in terms of the Local Government Act 2002 and the Resource Management Act 1991 and will ensure proper compliance with the Principles of Te Tiriti o Waitangi.
- b) Build Council's understanding about Te Tiriti o Waitangi Settlements (including statutory acknowledgements), identify Iwi Stakeholders and identify the implications for Council (including decision making processes).
- c) Determine or make recommendations on any actions to enhance Maori capacity and capability that will contribute to Council's decision making processes for inclusion in the development of the Ten Year Plan.

**6. Nga Take Kiko – (Issues of Substance)**

- a) Te Ihu o te Waka and Council will define what is an "Issue of Substance" by way of a set of developed and approved criteria; and
- b) Once an Issue of Substance has been identified a Schedule of Issues of Substance that are important to marae, iwi and hapū will be established which will be jointly agreed upon and categorized separately as follows:
  - High level strategic issues and
  - Specific operational issues and timeframes
- c) A work programme will then be developed to address the Issues of Substance. Timeframes and priorities will be determined within the work programme.

**7. Hononga Mahi – (Working relationships)**

- a) Official meetings of Te Ihu o te Waka and Council shall be held every quarter (3 months). All meetings will be held on a nominated marae of Te Arawa in the Western Bay District.
- b) A Chairperson shall be selected from among marae, iwi and hapū representatives at the beginning of the inaugural meeting between Te Ihu o te Waka and Council.
- c) The Group Manager Policy and Planning Services shall be responsible for resourcing Te Ihu o te Waka.
- d) Once membership has been confirmed in accordance with clause 3 above, all representatives – both Councillors and marae, iwi/hapū shall be revalidated every three (3) years. For Councillors the same time as local body elections and for marae, iwi/hapū representatives, the year following local body elections.
- e) Te Ihu o te Waka does not preclude individual marae, iwi or hapū from working with Council on matters of their own concern, nor does it preclude marae, iwi and hapū representatives from holding workshops outside of official meetings of Te Ihu o te Waka.
- f) Agenda matters that are specific to the kaupapa can be provided for by either marae, iwi and hapū or Council.

- g) The Kawenata will be adopted at the inaugural meeting of the Te Ihu o Te Waka and Council.
- h) If Council establishes a Tangata Whenua Standing Committee, Te Ihu o te Waka may nominate iwi/hapū members onto that Standing Committee in accordance with its terms of reference.
- i) Te Ihu o te Waka and Council can agree to engage specialist advice and support to progress the work undertaken under the Kawenata.

## **8. Akoranga – (Training)**

All Marae, Iwi and Hapū representatives will be required to attend an induction training workshop which will cover;

- Council Structures
- Roles and responsibilities
- Rules and Procedures
- Effective Meetings
- Disputes and Conflicts

It is suggested that all Elected Members attend a Cultural Induction training workshop covering the Kawa and tikanga of Te Arawa.

## **9. Putea Moni – (Funding and remuneration)**

- a) Pursuant to the obligations outlined in sections 81 and 82 of the Local Government Act (**see schedule B**) Council in collaboration with Te Ihu o te Waka will develop an annual budget for Te Ihu o te Waka to conduct its business and give effect to their respective kaupapa. This will be an annual amount negotiated and agreed in advance in April of each year.

The budget allocation shall be used to cover:

- Meetings venue and catering costs;
  - Member hui and travel expenses;
  - Administration fees;
  - Strategic planning;
  - Special projects;
  - Annual reporting;
- b) Council will also provide funding for specific workshops held outside of official meetings within a budget agreed upon.
  - c) Te Ihu o te Waka representatives will be entitled to a meeting fee and travel expenses for official business, to be paid at the prescribed rate. (**see Schedule C**).
  - d) If a member of Te Ihu o te Waka is appointed to another group established under this Kawenata, that person is only entitled to be remunerated as a member of the

group that he/she is appointed to.

**10. Rauemi – (Resources)**

In addition to the budget referred to in clause 9, Council will provide a support people whose duties will be to:

- Prepare agreed agenda items;
- Attend and minute all meetings;
- Prepare and distribute minutes from meetings.

**11. Whakatika Raruraru – (Dispute Resolution)**

- a) In the event that a dispute arises in terms of the meaning/operation of these terms of the Kawenata, Te Ihu o te Waka and Council will firstly endeavor to resolve the matter by way of consensus.
- b) Should a resolution not be reached the issue will be referred to a Specialist Panel convened to make a final determination on the issue. If it relates to Tikanga Maori, the panel shall comprise members of the Kahui Koeke.
- c) Dispute resolution processes shall take account of Nga tikanga/ Principles of the Kawenata.

**12. Kawenata Arotake – (Review of Kawenata)**

The representatives of Te Ihu o te Waka will accept responsibility for reviewing the Kawenata every 3 years and recommending updates as deemed necessary.

**Schedule A - Iwi/hapū entitled to representation on the Te Arawa Waka ki tai****Iwi**

Tapuika  
Waitaha  
Pikiao  
Tuhourangi

**Hapū**

Ngati Rangiwewehi  
Ngati Tuheke  
Ngati Moko  
Ngati Kuri  
Ngati Marukukere  
Makahae  
Tawakepito  
Ngati Whakaue  
Ngati Makino  
Ngati Whakahemo  
Te Awhe

**Nga Marae**

Hei  
Haraki  
Makahae  
Tapuika (Te Matai)  
Moko  
Tia  
Tawakepito  
Tuhourangi  
Tawakemoetahanga  
Waitaha-a-Hei  
Whakaue Kaipapa  
Te Awhe

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**Schedule B - Relevant legislation****Local Government Act 2002****Section 4**

In order to recognise and respect the Crown's responsibility to take appropriate account of the principles of the Treaty of Waitangi and to maintain and improve opportunities for Māori to contribute to local government decision making processes, Part 2 and Part 6 provide principles and requirements for local authorities that are intended to facilitate participation by Māori in local authority decision making processes.

**Part 2 – section 14(1)(d)**

A local authority should provide opportunities for Māori to contribute to its decision making processes.

**Part 6 – section 81**

- 1 A local authority must -
  - (a) establish and maintain processes to provide opportunities for Māori to contribute to the decision-making process of the local authority; and
  - (b) consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and
  - (c) provide relevant information to Māori for the purposes of paragraphs (a) and (b).
- 2 A local authority, in exercising its responsibility to make judgments on the manner in which subsection (1) is to be complied with, must have regard to –
  - (a) the role of the local authority, as set out in section 11; and
  - (b) such other matters as the local authority considers on reasonable grounds to be relevant to those judgments.

**Section 82(2)**

A local authority must ensure it has in place processes for consulting with Māori in accordance with subsection 1 (principles of consultations 82(1)).

**Resource Management Act 1991****Part 2 – 6**

In achieving the purpose of this Act, all persons exercising functions and powers under it, in relation to managing the use, development, and protection of natural and physical resources, shall recognise and provide for the following matters of national importance:

- (e) the relationship of Māori and their culture and traditions with their ancestral lands, water, sites, waahi tapu and other taonga
- (f) the protection of historic heritage from inappropriate subdivision, use and development
- (g) the protection of recognised customary activities.

**Part 2 – 7**

In achieving the purpose of this Act, all persons exercising functions and powers under it, in relation to managing the use, development and protection of natural and physical resources, shall have particular regard to –

- (a) Kaitiakitanga
- (aa) the ethic of stewardship.

**Part 2 – 8**

In achieving the purpose of this Act, all persons exercising functions and powers under it, in relation to managing the use, development and protection of natural and physical resources, shall take into account the principles of the Treaty of Waitangi (Te Tiriti o Waitangi).

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**Schedule C – Meeting fee rates****1. Marae, Iwi/Hapū representatives:**

\$300.00 per meeting

**2. Chair (When chairing a meeting):**

\$350.00 per meeting

**3. Member of a project team:**

Rate to be negotiated through project

Mileage shall be paid at 79c per kilometer. All amounts referred to above are inclusive of GST.

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**Schedule D – Principles of the Treaty of Waitangi**

It is understood that Council, as recommended through engagement with iwi and hapū has adopted a set of understandings of Treaty of Waitangi principles, as outlined in Council's Long Term Plan as follows

**Treaty of Waitangi Principles Understandings adopted by Council and Tangata Whenua**

- 1. Principle of Tino Rangatiratanga - Self Management**  
The right of Maori to exercise under the law, authority and control over their Rohe, land, rivers, resources and taonga.
  - 2. Principle of Kawanatanga – Governance**  
The Government has the right to make laws for the good order and security of the country, subject to the duty imposed (on the Crown) to Maori under the Treaty.
  - 3. Principle of Whakawhanautanga – Partnership**  
A duty on both iwi/hapū and the Council to interact in the best possible way with reason, respect and in good faith.
  - 4. Principle of Oritetanga – Equality**  
The right of tangata whenua to fair and equal treatment under the law.
  - 5. Principle of Kaitiakitanga –Guardianship**  
The right of Maori to exercise guardianship over their ancestral lands, water, sites, waahi tapu and other taonga.
  - 6. Principle of "He here kia mohio" -Co-operation and Consultation**  
The duty to listen to what others have to say, consider their responses and then decide what will be done.
  - 7. Principle of Whakatika I te he - Redress Past Breaches**  
The duty of the Crown to work towards settlement of grievances under the Treaty of Waitangi.
-

## **Schedule E – Aashukan Decalaration**

### **The Aashukan Declaration**

We, the participants of *Aashukan*, have gathered over four days in Waskaganish, Eeyou Istchee, the traditional territory of the James Bay (Qc) Crees, in March 2017. Our experiences and the guidance passed on from our respected elders, past and present, have taught us to be responsible for our ecosystems of origin; our peoples have flourished based on these principles for hundreds of generations. The geographic specificity of Indigenous Knowledge is the fundamental way of knowing our ecosystems of origin. We wish to continue to engage in all efforts to live more harmoniously with the Earth for the benefit of all of humanity.

In Waskaganish, we have shared story with regards to our origins and identities, and our experiences in protecting and enhancing our land and culture, which are intimately intertwined. Development has affected and altered all our lives in profound and lasting ways. As such, we address the following message to the Impact Assessment community. Impact Assessment must meet the following principles regarding Indigenous Peoples' rights, relationships, processes, and outcomes.

1. **Indigenous Peoples' Rights** are the foundation upon which all discussions must be initiated. Following international best practices, this includes territorial Rights, the Right to self-determination and the Indigenous Right to say YES or NO.
2. **Relationships** must have integrity and be based on humility, respect, reciprocity, community empowerment, sharing, mutual learning, and sustained and long-term engagement. Our timelines are based on our values, processes and social organization, and should be respected.
3. **Processes** must achieve clear communication, transparent decision making, be inclusive and be founded on the worldview of the Indigenous Peoples that are impacted.
4. **Outcomes** must be multi-faceted and oriented towards mutual benefits, a commitment towards the prevention of harm, and the enhancement of the well-being of Indigenous Peoples based on their own definitions and criteria.

We believe that Impact Assessment is a pedagogical process that involves mutual learning and can be tremendously rewarding for all parties involved.

We invite the Impact Assessment community to apply these principles in their work with Indigenous communities to achieve the unrealised potential of fully participatory processes.

**We may support development, but not at any price!**

**We welcome Impact Assessment, but not of any kind!**

**Schedule F – Mataatua Declaration****The Mataatua Declaration on  
Cultural and Intellectual Property Rights of Indigenous Peoples**

Commission on Human Rights  
Sub-Commission of Prevention of  
Discrimination and Protection of Minorities  
Working Group on Indigenous Populations  
19-30 July 1993

First International Conference on the  
Cultural & Intellectual Property Rights of Indigenous Peoples  
Whakatane, 12-18 June 1993 Aotearoa, New Zealand  
June 1993

In recognition that 1993 is the United Nations International Year for the World's  
Indigenous Peoples;

The Nine Tribes of Mataatua in the Bay of Plenty Region of Aotearoa New Zealand  
convened the First International Conference on the Cultural and Intellectual Property  
Rights of Indigenous Peoples. (12-18 June 1993, Whakatane).

Over 150 delegates from fourteen countries attended, including indigenous  
representatives from Ainu (Japan), Australia, Cook Islands, Fiji, India, Panama, Peru,  
Philippines, Surinam, USA, and Aotearoa.

The Conference met over six days to consider a range of significant issues, including; the  
value of indigenous knowledge, biodiversity and biotechnology, customary  
environmental management, arts, music, language and other physical and spiritual  
cultural forms. On the final day, the following Declaration was passed by the Plenary.

**PREAMBLE**

Recognising that 1993 is the United Nations International Year for the World's  
Indigenous Peoples;

Reaffirming the undertaking of United Nations Member States to-

"Adopt or strengthen appropriate policies and/or legal instruments that will protect  
indigenous intellectual and cultural property and the right to preserve customary and  
administrative systems and practices." - United Nations Conference on Environmental  
Development; UNCED Agenda 21 (26.4b);

Noting the Working principles that emerged from the United Nations Technical Conference on Indigenous Peoples and the Environment in Santiago, Chile from 18 - 22 May 1992 (E/CN.4/Sub. 2/1992.131);

Endorsing the recommendations on Culture and Science from the World Conference of Indigenous Peoples on Territory, Environment and Development Kari-Oca, Brazil, 25 - 30 May 1992;

Declare that Indigenous Peoples of the world have the right to self determination and in exercising that right must be recognised as the exclusive owners Of their cultural and intellectual property

Acknowledge that Indigenous Peoples have a commonality of experiences relating to the exploitation of their cultural and intellectual property'

Affirm that the knowledge of the Indigenous Peoples of the world is of benefit to ail humanity;

Recognise that Indigenous Peoples are capable of managing their traditional knowledge themselves, but are willing to offer it to all humanity provided their fundamental rights to define and control this knowledge are protected by the international community'

Insist that the first beneficiaries of indigenous knowledge (cultural and intellectual property rights) must be the direct indigenous descendants of such knowledge;

Declare that all forms of discrimination and exploitation of indigenous peoples, indigenous knowledge and indigenous cultural and intellectual property rights must cease.

## 1. RECOMMENDATIONS TO INDIGENOUS PEOPLES

*In the development of policies and practices, indigenous peoples should:*

1.1 Define for themselves their own intellectual and cultural property.

1.2 Note that existing protection mechanisms are insufficient for the protection of Indigenous Peoples Intellectual and Cultural Property Rights.

1.3 Develop a code of ethics which external users must observe when recording (visual, audio, written) their traditional and customary knowledge.

1.4 Prioritise the establishment of indigenous education, research and training centres to promote their knowledge of customary environmental and cultural practices.

1.5 Reacquire traditional indigenous lands for the purpose of promoting customary agricultural production.

1.6 Develop and maintain their traditional practices and sanctions for the protection, preservation and revitalization of their traditional intellectual and cultural properties.

1.7 Assess existing legislation with respect to the protection of antiquities.

1.8 Establish an appropriate body with appropriate mechanisms to:

- a) preserve and monitor the commercialism or otherwise of indigenous cultural properties in the public domain
- b) generally advise and encourage indigenous peoples to take steps protect their cultural heritage
- c) allow a mandatory consultative process with respect to any new legislation affecting indigenous peoples cultural and intellectual property rights.

1.9 Establish international indigenous information centres and networks.

1.10 Convene a Second International Conference (Hui) on the Cultural and intellectual Property Rights of Indigenous Peoples to be hosted by the Coordinating Body for the Indigenous Peoples Organisations of the Amazon Basin (COICA).

## 2. RECOMMENDATIONS TO STATES, NATIONAL AND INTERNATIONAL AGENCIES

*In the development of policies and practices, States, National and International Agencies must*

2.1 Recognise that indigenous peoples are the guardians of their customary knowledge and have the right to protect and control dissemination of that knowledge.

2.2 Recognise that indigenous peoples also have the right to create new knowledge based on cultural traditions.

2.3 Note that existing protection mechanisms are insufficient for the protection of Indigenous Peoples Cultural and Intellectual Property Rights.

2.4 Accept that the cultural and intellectual property rights of indigenous peoples are vested with those who created them.

2.5 Develop in full co-operation with indigenous peoples an additional cultural and intellectual property rights regime incorporating the following:

- collective (as well as individual) ownership and origin
- retroactive coverage of historical as well as contemporary works
- protection against debasement of culturally significant items
- cooperative rather than competitive framework

- first beneficiaries to be the direct descendants of the traditional guardians of that knowledge
- multi-generational coverage span

#### BIODIVERSITY AND CUSTOMARY ENVIRONMENTAL MANAGEMENT

2.6 Indigenous flora and fauna is inextricably bound to the territories of indigenous communities and any property right claims must recognise their traditional guardianship.

2.7 Commercialization of any traditional plants and medicines of Indigenous Peoples, must be managed by the indigenous peoples who have inherited such knowledge.

2.8 A moratorium on any further commercialisation of indigenous medicinal plants and human genetic materials must be declared until indigenous communities have developed appropriate protection mechanisms.

2.9 Companies, institutions both governmental and private must not undertake experiments or commercialisation of any biogenetic resources without the consent of the appropriate indigenous peoples.

2.10 Prioritise settlement of any outstanding land and natural resources claims of indigenous peoples for the purpose of promoting customary, agricultural and marine production.

2.11 Ensure current scientific environmental research is strengthened by increasing the involvement of indigenous communities and of customary environmental knowledge.

#### CULTURAL OBJECTS

2.12 All human remains and burial objects of indigenous peoples held by museums and other institutions must be returned to their traditional areas in a culturally appropriate manner.

2.13 Museums and other institutions must provide, to the country and indigenous peoples concerned, an inventory of any indigenous cultural objects still held in their possession.

2.14 Indigenous cultural objects held in museums and other institutions must be offered back to their traditional owners.

### 3. RECOMMENDATIONS TO THE UNITED NATIONS

In respect for the rights of indigenous peoples, the United Nations should:

3.1 Ensure the process of participation of indigenous peoples in United Nations fora is strengthened so their views are fairly represented.

3.2 Incorporate the Mataatua Declaration in its entirety in the United Nations Study on Cultural and Intellectual Property of Indigenous Peoples.

3.3 Monitor and take action against any States whose persistent policies and activities damage the cultural and intellectual property rights of indigenous peoples.

3.4 Ensure that indigenous peoples actively contribute to the way in which indigenous cultures are incorporated into the 1995 United Nations International Year of Culture.

3.5 Call for an immediate halt to the ongoing 'Human Genome Diversity Project' (HUGO) until its moral, ethical, socio-economic, physical and political implications have been thoroughly discussed, understood and approved by indigenous peoples.

#### 4. CONCLUSION

4.1 The United Nations, International and National Agencies and States must provide additional funding to indigenous communities in order to implement these recommendations.

**10.6 CHIEF EXECUTIVE OFFICER'S EXTRAORDINARY REPORT****File Number:** A4301101**Author:** Charlene Page, Executive Assistant Mayor/CEO**Authoriser:** John Holyoake, Chief Executive Officer**EXECUTIVE SUMMARY**

To provide information on the Chief Executive Officer'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 12 August 2021 titled 'Chief Executive Officer's Extraordinary Report' be received.

**Booked engagements and meetings attended by Chief Executive Officer, Miriam Taris, with His Worship the Mayor.**

10/11 June 2021	Rural and Provincial Meeting – Wellington;
11 June 2021	Three Waters update - Mayors, Chairs and Chief Executives Zoom;
17 June 2021	Sub Regional Housing Action Plan Meeting (TCC/WBOPDC/BOPRC);
18 June 2021	Bay of Plenty Mayoral Forum - Taupō District Council;
22 June 2021	SmartGrowth Leadership Group Meeting;
22 June 2021	Katikati/Waihi Beach Ward Forum;
24 June 2021	Three Waters update - Mayors, Chairs and Chief Executives Zoom;
25 June 2021	Civil Defence Emergency Management Group;
01 July 2021	Kaimai Ward Forum;
05 July 2021	Maketu/Te Puke Ward Forum;
12 July 2021	CEO Farewell; and
15/16 July 2021	LGNZ Blenheim Conference to introduce CEO John Holyoake.

**Booked engagements and meetings attended by Chief Executive Officer, Miriam Taris.**

08 June 2021	Chief Executives Advisory Group Meeting;
15 June 2021	Live call with Waka Kotahi Chief Executive - 2021 Moving Together;
21 June 2021	Chief Executives Forum – Wellington;
22 June 2021	Workshop on reform support package – Zoom;
23 June 2021	Bay of Plenty Westpac Economic Update – Tauranga;
28 June 2021	Three Waters Steering Group – Zoom;
01 July 2021	Western Bay Leaders Event;
05 July 2021	RM system reform: Fifth Local Government Forum; and
13 July 2021	Chief Executives Advisory Group Meeting.

**The following topics were discussed at the Community Board Chairpersons meetings with the Chief Executive officer between 17 May – 28 July 2021.**

**1. Chairperson Ross Goudie – Waihi Beach Community Board**

- Orokawa Scenic Reserve – Dog Signage;
- Cycleways around Waihi Beach Ward;
- Waihi Beach Historical Trail Information Project;
- Emergency Management;
- COVID-19 Vaccinations;
- Welcome to Waihi Beach Entranceway Project;
- Wilson Road Ground Plants and Tree Pruning;
- Signs at Athenree Corner;
- Trig Lookout Walkway Loop Track;
- Two Mile Creek;
- Waihi Beach Library Upgrade Site Selection;
- District Plan and Village Update for the next 20 Years;
- Resource Management System Reform; and
- Waihi Beach Community Centre Update.

**2. Chairperson Teresa Sage – Ōmokoroa Community Board**

- Proposed Vodafone Light Post Cell Tower;
- Ōmokoroa MenzShed;
- Roadworks;
- Speed Signs;
- Western Avenue;
- Ōmokoroa Domain Playground;
- Community Resilience Advisor (Ben Wilson);
- Matthew Farrell;
- Local Government New Zealand (LGNZ) Conference Report;
- Ōmokoroa Bridges;
- Skate Park;
- New Bins (Kerbside Collection); and
- Ōmokoroa Seating.

**3. Chairperson Ben Warren – Katikati Community Board**

- Katikati Town Centre and Katikati Community Plans;
- Waka Kotahi (NZTA) Open Days;
- Councillor Election Allan Sole;
- Presentation to Council Long Term Plan (LTP) Committee;
- Council Long Term Plan (LTP) decision;
- C.E Miller Fund;
- Local Community Board Roading Budget;
- School Zone;
- Avocado Festival Events Management;
- Three Waters Reform – Community Conversation;
- Park Road Walkway; and
- Public Toilets at Moore Park.

4. Chairperson Shane Beech – Maketu Community Board

- Maketu Cycleway Official Opening Ceremony – Stage 1;
- Williams Crescent Kerb and Channelling;
- 83 Ford Road – ‘Have Your Say’ Day;
- Kaituna Groyne;
- Long Term Plan (LTP);
- Refurbishment of the Maketu Community Building;
- Water Fountain Installation;
- Matariki Ball; and
- Community Hub.

5. Chairperson Richard Crawford – Te Puke Community Board

- Youth Issues;
- Lunches in Schools Programme;
- CoLab;
- EPiC Te Puke;
- Girl Guide Building;
- Town Project;
- Town Flags;
- Mosaic Artwork Outside the Library and Memorial Hall;
- Te Ara Kahikatea Pathway (TAKP) Group;
- Local Business Awards; and
- Matariki Festival.

**10.7 MAYOR'S REPORT TO COUNCIL - 12 AUGUST 2021****File Number:** A4298542**Author:** Charlene Page, Executive Assistant Mayor/CEO**Authoriser:** Garry Webber, Mayor**EXECUTIVE SUMMARY**

The purpose of this report is for the Mayor to provide (verbal) updates to Council on the below subjects.

**RECOMMENDATION**

That the Executive Assistant – Mayor/CEO's report dated 12 August 2021 titled 'Mayor's Report to Council – 12 August 2021' be received

**BACKGROUND**

1. Three Waters; and
2. SmartGrowth.

**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
<b>12.1 - Confidential Minutes of the Council Meeting held on 29 June 2021</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, 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

	(including commercial and industrial negotiations)	
<b>12.2 - Confidential Minutes of the Performance and Monitoring Committee Meeting held on 20 July 2021</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(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
<b>12.3 - Chief Executive Officer's Report - Request For Execution of Documents Under Seal of Council</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7