

Mā tō tātou takiwā

For our District

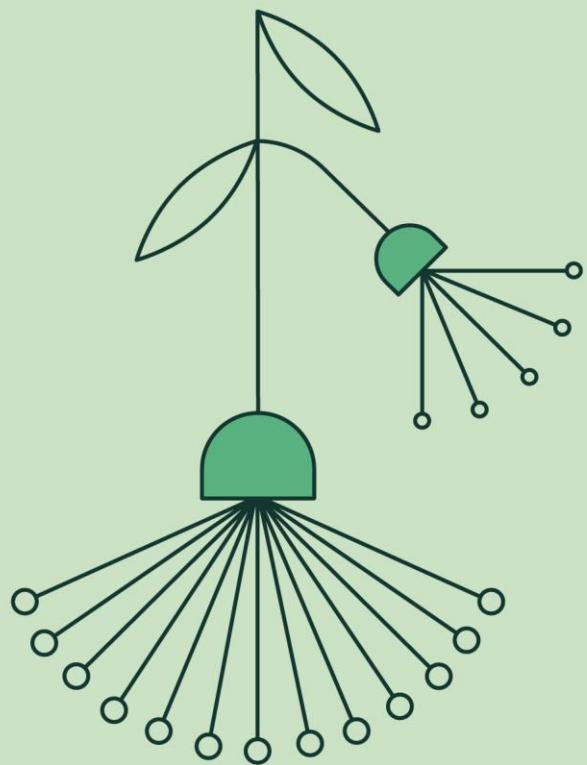
Performance and Monitoring Committee

Komiti Whakahaere

PM21-8

Thursday, 2 December 2021, 9.30am

Council Chambers, Barks Corner, Tauranga



Performance and Monitoring Committee

Membership:

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

Role:

- To monitor and review the progress of the Council's activities, projects and services.

Scope:

- To monitor the operational performance of Council's activities and services against approved levels of service.
- To monitor the effectiveness of Council, community and agency service agreements / contracts.
- To monitor the implementation of Council's strategies, plans, policies and projects as contained in the Long-Term Plan or Annual Plan.
- To monitor Community Service Contract performance, set service delivery requirements and receive annual reports from service delivery contractors.
- To review and monitor agreements between Tauranga City Council and Western Bay of Plenty District Council and recommend to the respective Councils any changes to agreements, as appropriate.
- To monitor performance against the Priority One approved contract.
- To monitor performance of Council Controlled Organisations (CCO's) against their Statement of Intent, including Tourism Bay of Plenty's Statement of Intent and make recommendations to Council on matters relating to CCO's.

- To monitor the on-going effectiveness of implemented joint projects, plans, strategies and policies with Tauranga City Council.
- To monitor performance against any Council approved joint contracts with Tauranga City Council and/or other entities.
- To monitor performance and outcomes relating to:
 - seal extensions and unsealed road maintenance
 - community halls and facilities.
- To report to Council financial outcomes and recommend any changes or variations to allocated budgets.

Power to Act:

- Subject to agreed budgets and approved levels of service, to make decisions to enable and enhance service delivery performance.

Power to Recommend:

- To make recommendations to Council and/or any Committee as it deems appropriate.

Power to sub-delegate:

The Committee 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 provided that any sub-delegation includes a statement of purpose and specification of task.

Notice is hereby given that an Performance and Monitoring Meeting will be held in the Council Chambers, Barks Corner, Tauranga on:
Thursday, 2 December 2021 at 9.30am

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1 PRESENT**2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

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

6 PUBLIC EXCLUDED ITEMS**7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

8 PRESENTATIONS

9 REPORTS

9.1 GROUP MANAGER FINANCE AND TECHNOLOGY SERVICES' REPORT

File Number: A4396405

Author: Kumaren Perumal, Group Manager Finance and Technology Services

Authoriser: John Holyoake, Chief Executive Officer

EXECUTIVE SUMMARY

The purpose of this report is to inform Elected Members on important issues relating to Council's finances.

RECOMMENDATION

That the Group Manager Finance and Technology Services' report dated 2 December 2021 titled 'Group Manager Finance and Technology Services' Report' be received.

KEY FINANCIAL ISSUES REPORT FOR THE FOUR MONTHS ENDING 31 OCTOBER 2021

1. Operating Income

Total income for the four months ended 31 October 2021 was \$38.57m. This was \$3.11m lower than the year-to-date year budget of \$41.67m. This continues to be primarily due to timing of subsidy revenue to be received from Waka Kotahi later in the financial year. The major variances were Subsidies and Grants of \$2.88m being \$2.92m behind year-to-date budget of \$5.79m.

2. Operating Expenditure

Total expenditure of \$31.84m was \$3.74m lower than the year-to-date budget of \$35.58m. The expenditure variance is due to lower than year-to-date budget for additional level of service projects and personnel costs offset by a higher than year to date budget variance for interest expense.

3. Capital Expenditure

Capital expenditure of \$7.39m was \$2.09m lower than the year-to-date budget of \$9.48m. The expenditure variance is largely attributable to lower than budgeted spends in District Reserves of \$483k being \$1.28m lower than year-to-date budget of \$1.61m.

KEY FINANCIAL PERFORMANCE INDICATOR REPORT FOR THE FOUR MONTHS ENDING 31 OCTOBER 2021**4. Debt**

Council's total external debt and net debt balances were \$90.0m and \$30.21m respectively as at 31 October 2021. This represents a \$8.33m decrease from the 30 September 2021 balance of \$38.54m as Council's first rates instalment fell due in September 2021. Council had a positive cash position of \$59.79m at the end of the reporting period.

5. Interest Rate Swaps

Council's total debt covered by interest rate swaps as at 31 October 2021 was 62%, unchanged from September 2021. This level of coverage is within the required policy range of 50%–95%. Council held interest rate swaps totalling \$96.5m as at 31 October 2021. Council was in compliance with all of its key financial ratios at the end of the reporting period.

9.2 SCHEDULE OF PAYMENTS FOR THE MONTH OF SEPTEMBER AND OCTOBER 2021**File Number: A4396483****Author: Sarah Bedford, Financial Controller****Authoriser: David Jensen, Finance Manager****EXECUTIVE SUMMARY**

The purpose of this report is for Elected Members to receive information on payments from ANZ Bank for the months of September and October 2021.

RECOMMENDATION

That the Financial Controller's report dated 2 December 2021 titled 'Schedule of Payments for the Months of September and October 2021' be received.

BACKGROUND

In accordance with the provisions of the legislation, the following payments were made during the months of September and October 2021. Computer printouts listing all the vouchers issued over the period will be available for inspection if required.

Payment Summary – September 2021	
Payment of Accounts	
Direct Credits and Cheques	\$7,814,708.48
Direct Debits (Salary Payments)	\$1,283,379.56
Direct Debits (other accounts)	\$9,138.05
Total	\$9,107,226.09
Payment Summary –October 2021	
Payment of Accounts	
Direct Credits and Cheques	\$8,436,068.32
Direct Debits (Salary Payments)	\$1,327,687.43
Direct Debits (other accounts)	\$21,437.45
Total	\$9,785,193.20

9.3 PROPOSAL TO LEASE – PONGAKAWA HERITAGE HOUSE AND RECLASSIFY PART OF PONGAKAWA DOMAIN RECREATION RESERVE TO LOCAL PURPOSE RESERVE (COMMUNITY USE)

File Number: A4396645

Author: Peter Watson, Reserves and Facilities Manager

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

EXECUTIVE SUMMARY

The Pongakawa Heritage Charitable Trust have applied to Council to lease an area of approximately 465m² in Pongakawa Domain Recreation Reserve, Old Coach Road, Pongakawa, to relocate a building, which will operate as a heritage and archival repository for the local area.

To relocate the building permanently on the proposed lease site, a portion of the Pongakawa Domain, which is currently classified 'Recreation', would need to be surveyed and reclassified 'Local Purpose Reserve' (for community use).

The Performance and Monitoring Committee is required to pass a resolution of its intent to grant a lease to Pongakawa Heritage Charitable Trust and to reclassify the reserve prior to undertaking public consultation.

RECOMMENDATION

1. That the Reserves and Facilities Manager's report dated 2 December 2021 titled 'Proposal to Lease – Pongakawa Heritage House and Reclassify Part of Pongakawa Domain Recreation Reserve to Local Purpose Reserve (Community Use)' 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 application by the Pongakawa Heritage Charitable Trust to lease an area of approximately 465m² on Pongakawa Domain Recreation Reserve to locate and operate a heritage and archival repository facility.
And
4. That if approved, the Performance and Monitoring Committee agrees in principle to the reclassification of the portion of Pongakawa Domain Recreation Reserve as shown in this report from 'Recreation' to 'Local Purpose Reserve' (community use).
Or
5. That the Performance and Monitoring Committee **does not approve** in principle the application by the Pongakawa Heritage Charitable Trust to lease an area of

approximately 465m² on Pongakawa Domain Recreation Reserve to locate and operate a heritage and archival repository facility and the Trust be required to remove the building from its temporary location on the Domain within six months.

BACKGROUND

The Pongakawa Heritage Charitable Trust (formed in 2020) have applied to Council to lease part of Pongakawa Domain to house the 'Pongakawa Heritage House', a building which the Trust acquired. The Trusts objectives, for the purpose of the building are listed below:

- *To plan, promote and secure funding for the establishment of a heritage and archival repository and to oversee the management and ongoing functioning of this heritage and archival repository for the advancement of education and benefit to the community generally.*
- *To record, collect and preserve, and encourage the collection and preservation of data and material from Pongakawa and its environs and the wider Bay of Plenty District.*
- *To promote historical significance and heritage of Pongakawa, its environs and the wider Bay of Plenty District.*
- *To provide a heritage and archival facility that will promote and advance education and research with a view to increasing the store of historical data and material for the benefit of Pongakawa and the community generally.*
- *To advance education and advisory assistance and information to individuals and groups seeking historical information and materials to formulate and assist in the delivery of education programmes.*

The Trust have investigated the suitability of the site and have provided Council staff with a concept plan, and a geotechnical and effluent disposal assessment (**Attachment 1**).

The trust acquired a bungalow, which was no longer required by its owner, as the land was being cleared for an orchard. To assist the Trust, staff agreed to the building being stored on the Domain until the required statutory lease process has been completed. A condition of storing the building on the Domain was that, if Council did not agree to enter into a lease having followed due process, that the Trust would have six months to remove the building from the Domain.

The building is currently situated in a temporary position within the Pongakawa Domain in a section that is classified 'Local Purpose Reserve' and previously held the Girl Guides hall which was demolished some years ago. The Trust proposes to move the building to its final position as shown on the attached plan. The Trust sees that the proposed location provides more connectivity to the school and action centre than its current siting.

SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy in order to guide decision on approaches of engagement and degree of options analysis. In making this formal assessment it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because the Maketu Ward Reserve Management Plan makes provision for community buildings to be established on reserves as per Generic Policy 3 – Buildings and Structures, and there is a public consultation process that will provide the opportunity for interested parties to be involved.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication	
Pongakawa School and Pongakawa Playcentre	Will be contacted as adjoining neighbour and users of the Domain	Planned
Tangata Whenua	Local Iwi will be contacted for comment.	
Adjoining property owners	Will be contacted as an adjacent property owner	
General Public	If the Committee agree to the proposal to lease, then a one-month period of public consultation will be undertaken.	

ISSUES AND OPTIONS ASSESSMENT

Option A

That the Performance and Monitoring Committee approve in principle the application by the Pongakawa Heritage Charitable Trust to lease an area of approximately 465m² on Pongakawa Domain Recreation Reserve to locate and operate a heritage and archival repository facility.

And

That if approved, the Performance and Monitoring Committee agrees in principle the reclassification of the portion of Pongakawa Domain Recreation Reserve as shown in this report from 'Recreation' to 'Local Purpose Reserve' (community use).

<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages:</p> <ul style="list-style-type: none"> • Investment is made by the proposed Trust into a new facility. • The Trust will then have its own facility and is not subject to potential commercial lease arrangements and high rental costs • Provides an educational facility for the community. • Protects the District's heritage and history <p>Disadvantages:</p> <ul style="list-style-type: none"> • A small area of greenspace will be lost to the new facility.
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<ul style="list-style-type: none"> • All costs relating to the proposed will be met by the Trust.
<p style="text-align: center;">Option B</p> <p>That the Performance and Monitoring Committee does not approve in principle the application by the Pongakawa Heritage Charitable Trust to lease an area of approximately 465m² on Pongakawa Domain Recreation Reserve to locate and operate a heritage and archival repository facility and the Trust be required to remove the building from its temporary location on the Domain within six months.</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages:</p> <ul style="list-style-type: none"> • The existing green space will not be affected by the building of the facility. <p>Disadvantages:</p> <ul style="list-style-type: none"> • The Trust would need to continue to seek premises elsewhere. • The community would lose an opportunity to benefit from this type of facility. • The Trust would need to relocate the building off the Domain at their cost.
<p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<ul style="list-style-type: none"> • An alternative site, if found, may be more costly as it could potentially be subject to a commercial

	lease arrangement and therefore higher rental costs.
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STATUTORY COMPLIANCE

The Reserves Act 1977 – Section 61, determines the requirements for community group type leases over local purpose reserves. Section 16 deals with classification of reserves. Before entering into a lease and classifying any reserve, public notice shall be given in accordance with section 119, specifying the type of lease as per section 61, and classification type proposed, and shall give full consideration in accordance with section 120 to all objections against and submissions in relation to the proposal received pursuant to the said section 120.

To reclassify part of the Domain, a survey will need to be undertaken and a Gazette Notice issued. To reclassify a section of 2435m², as shown on the attached plan, allows further development of the site for utilisation of other community activities or developments.

The Pongakawa Domain is included in the Maketu Ward Reserve Management Plan as attached.

The existing concept plan, adopted in 2010, identifies the area for carparking and a recreation facility e.g., tennis courts. The concept plan is over ten years' old and the community have been working on other ideas, which they intend to put forward during the Te Puke / Maketu Ward Reserve Management Plan review process. The Trust has been involved in the review with the wider community.

Below is the relevant policy relating to the establishment of buildings or structures on reserve land.

A brief assessment of the proposal against the criteria contained in the bullet points within the Policy below has been undertaken and recorded against the assessment criteria.

Policy 3 – Buildings and Structures

Buildings on reserves will be for sporting and recreation purposes and/or to facilitate the appropriate use of the reserve by the public.

Any potential adverse effects of buildings and structures (whether located on or adjacent to reserve land) on the amenity values and physical features of the reserve and on neighbouring properties should be avoided, remedied, or mitigated.

In proposing to locate a new building on a reserve (by Council or by others), or when considering proposals for the extension of an existing building, or when considering the effects of a proposed building on land adjacent to a reserve, the following shall be taken into consideration, as per the Reserve Management Plan.

- **The need for the building to be located on reserve land:**

The Trust aim to provide a heritage and archival facility for the community and visitors. This is in keeping with the purpose of the reserve which would be for community use. Under the Reserves Act 1977, the administering body of a local purpose reserve may lease all or any part of the reserve to any voluntary organisation for a community building or other like purposes.

- **The scale of the proposed structure in relation to the reserve and its foreseeable use:**

The reserve is on rural zoned land and the facility meets the requirements of the District Plan as a permitted activity. When considered against the Pongakawa Hall and the action centre on the adjoining school land, the proposed building is acceptable in terms of scale.

- **The foreseeable need and demand for the recreation facilities to be accommodated:**

The proposal aligns with the objectives of a local purpose reserve and the Trustee's objectives. The nearest similar type of facility would be the Historic Village in Tauranga.

- **Proposals for joint use of the facility:**

The building will be available for school groups for education purposes and community groups' use from time to time.

- **The siting, design, materials and colour of the proposed building or structure:**

The building site has been selected by the Trust and has good visibility from the road, along with being readily accessible to the public.

- **The design and development of buildings and structures are energy and water efficient, and stormwater is managed effectively:**

The building is relatively old but will need to comply with the provisions of the Building Act 2004.

- **The financial position of the applicant to properly construct and maintain the facility, and ongoing associated costs:**

The Trust will be required to provide evidence that they have the required funds in place prior to relocating the building. This requirement will be a condition in the lease.

- **The conservation of open space, views, significant vegetation and significant landscape features:**

The proposed site is currently a mown reserve, and the area is not used for any other purposes, although a concept plan for the Domain was prepared in 2010.

- **The effects of providing access to and parking for the proposed building or structure:**

There is an existing carpark which services the playcentre. Given the potential number of users of the facility, there may be a need for additional car parking to be formed over time.

- **The potential visual or physical effects of the building or structure on neighbouring properties:**

The reserve sits between Ministry of Education Land and private rural property. The intended site for the facility is located next to several large buildings.

The effects of the proposed building will be minor when considered against the effects of the existing action centre building. There are also plans for landscaping around the building and large trees nearby in the reserve will help mitigate the impact of the building.

Where Council determines to approve the location of any building or structure on reserve land, the applicant will be responsible for obtaining all *necessary* resource and building consents before any work commences on site. In addition, the applicant must comply with all bylaws, regulations and statutes pertaining to the construction and operation of the building or structure.

Explanation

Buildings and structures include facilities such as toilets, changing rooms, club rooms, and bridges, viewing platforms or lookouts and the like. Buildings and structures are necessary to facilitate public use of reserves. They can, however, also reduce the open space character and amenity of reserves and need to be carefully sited and designed to complement the reserve.

Buildings and structures also represent significant investment and require ongoing maintenance. Duplication of such facilities should be avoided with joint use, management and funding promoted.

Building Act 2004 – A Building Consent will be required for any building work.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
N/A	<p>All costs relating to the processing of the proposal are to be borne by the Pongakawa Heritage Charitable Trust.</p> <p>The costs relative to the surveying of the proposed local purpose reserve and subsequent gazette notice will be met by the Pongakawa Heritage Charitable Trust.</p>

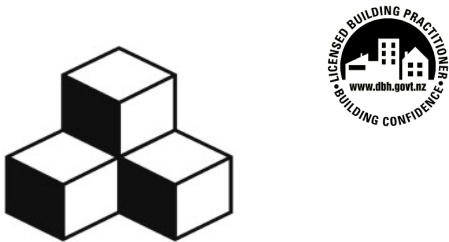
ATTACHMENTS

1. **Concept Plan for Heritage House**  
2. **Heritage House proposed lease area**  
3. **Proposed Local Purpose (Community Use) Reserve area**  
4. **Pongakawa Domain Reserve Management Plan**  

Pongakawa School Heritage House Trust

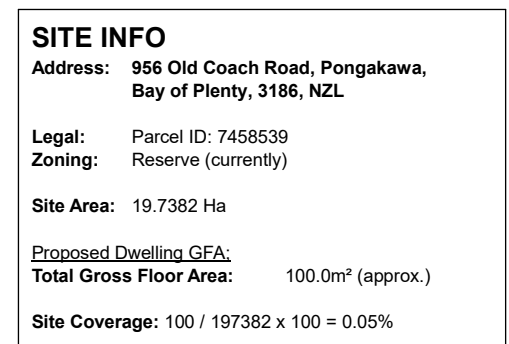
Proposed Pongakawa School Heritage House Relocation Project

956 Old Coach Road,
Pongakawa,
Bay of Plenty, 3186,
NZL



aesthetics_inc
ARCHITECTURE

aesthetics_inc ARCHITECTURE ACCEPTS NO LIABILITY OR RESPONSIBILITY FOR EXECUTIVE DECISIONS MADE ON SITE BY ANY CONTRACTOR.
WHERE THE CONTRACTOR IS UNCERTAIN OF THE DETAIL OR INFORMATION PROVIDED IN THESE DOCUMENTS, THE CONTRACTOR IS TO IMMEDIATELY INFORM THE DESIGNER AND REQUEST FURTHER INFORMATION.



Climate Zone:	2 (BRANZ)
Earthquake Zone:	2 (BRANZ)
Exposure Zone:	C (BRANZ)
Rainfall Range:	80 - 100 (BRANZ)
Wind Zone:	Very High (BRANZ)




tauranga boys' college heritage house
(completed) example image



Site Location Plan

Proposed Site Plan (Conceptual)

 LICENSED BUILDING PRACTITIONERS Building confidence	JOB TITLE: Proposed Pongakawa School Heritage House Relocation Project 956 Old Coach Road, Pongakawa, Bay of Plenty, 3186, NZL	DRAWING TITLE: Proposed Site Plan (Conceptual) aesthetics_inc ARCHITECTURE	NOTES: - Subject to council approval - All measurements to be confirmed on site by the contractor prior to the commencement of work. Copyright 2019 aesthetics_inc ARCHITECTURE. All rights reserved. No part of this work covered by copyright may be reproduced (and/or) copied in any form or by any means without the written permission of aesthetics_inc ARCHITECTURE.	DATE OF ISSUE: 4/10/2021 AMENDMENT DATE: X	DESIGNER: Aaron Hadley DRAWING STAGE: <div style="border: 1px solid black; padding: 2px;">DRAFT_Concept</div> REVISION: X	SCALE: Refer to drawing titles JOB #: J000032	SHEET: <div style="font-size: 2em; font-weight: bold; text-align: center;">101</div>
	contractor to verify all dimensions on site before commencing any work						



donated pongakawa heritage house (existing condition)



original pongakawa school pillars / gates (existing condition)



finished heritage house (example image)




shingle pathway
- around dwelling perimeter
(example image)



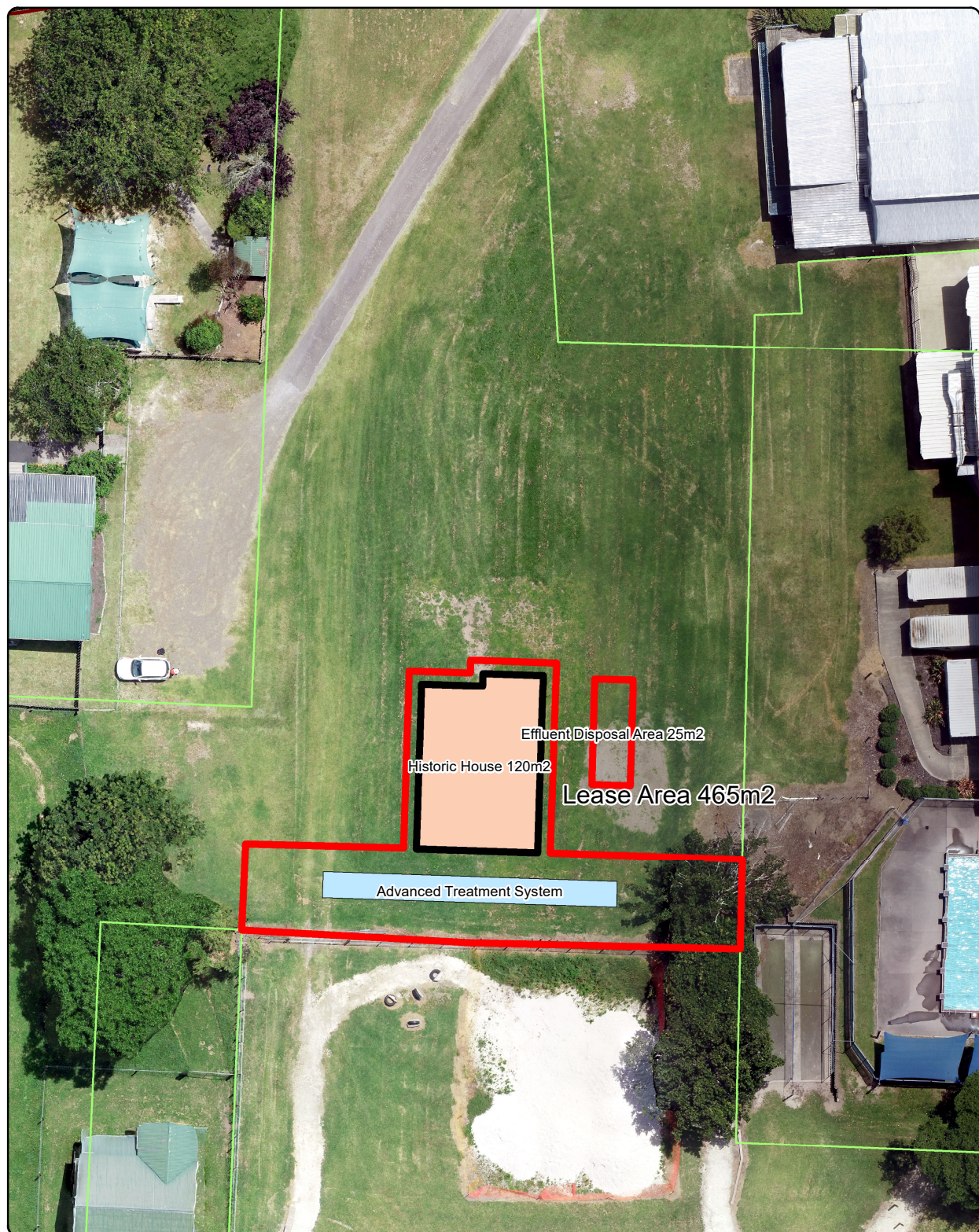
miniature fruit trees 'in-ground'
- to dwelling frontage
(example image)



herringbone brick path "buy a brick"
- to link dwelling to surrounding
(example image)

 LICENSED BUILDING PRACTITIONERS Building confidence	JOB TITLE: Proposed Pongakawa School Heritage House Relocation Project 956 Old Coach Road, Pongakawa, Bay of Plenty, 3186, NZL	DRAWING TITLE: Proposed supporting images (Conceptual) aesthetics_inc ARCHITECTURE	NOTES: - Subject to council approval - All measurements to be confirmed on site by the contractor prior to the commencement of work. Copyright 2019 aesthetics_inc ARCHITECTURE. All rights reserved. No part of this work covered by copyright may be reproduced (and/or) copied in any form or by any means without the written permission of aesthetics_inc ARCHITECTURE.	DATE OF ISSUE: 4/10/2021 AMENDMENT DATE: X	DESIGNER: Aaron Hadley	SCALE: Refer to drawing titles	SHEET: 102
					DRAWING STAGE: DRAFT_Concept	JOB #: J000032	

AESTHETICS_INC ARCHITECTURE ACCEPTS NO LIABILITY SHOULD THE CONTRACTOR MAKE CONSTRUCTION DECISIONS WITHOUT FIRST SEEKING ADVICE FROM AESTHETICS_INC ARCHITECTURE AS TO HOW TO PROCEED WHERE THERE IS A DISCREPANCY IN DOCUMENTATION OR CLARIFICATION IS REQUIRED



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 Location of services is indicative only. Council accepts no liability for any error.
 Archaeological data supplied by NZ Archaeological Assoc/Dept. of Conservation.

Email: gis@westernbay.govt.nz
 Date: 17/11/2021
 Operator: sxl
 Map: E:\Shape\Reserves\Map_mxd\drone.mxd

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 0 1.25 2.5 5 7.5 10
 Meters



For our
people

Pongakawa Charitable Heritage
Trust Lease Area





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Location of services is indicative only. Council accepts no liability for any error.
Archaeological data supplied by NZ Archaeological Assoc/Dept. of Conservation.

Email: gis@westernbay.govt.nz
Date: 17/11/2021
Operator: sxl
Map: E:\Shape\Reserves\Map_mxd\drone.mxd

Scale A4 - 1:1,000
0 3.75 7.5 15 22.5 30 Meters



**Western
Bay of Plenty**
District Council

**For our
people**

**Proposed Local Purpose Reserve (Community Use)
Pongakawa Domain**





5.25 Pongakawa Domain



Location	Old Coach Road, Pongakawa	Current Inventory	
Reserve Classification:	Recreation Reserve, Local Purpose (Hall, Community and Play Centre) Reserves		
District Plan Zone	Rural	Car park Hard court Clubrooms Hall Play centre Sports fields Swimming Pool	Medium Medium x 2
ID	108		
Area	20.3047 Ha		
Current State	Swimming Pool. School utilises sports fields. Grazing lease. Play centre lease, Community Hall, Tennis courts.		
Concept Plan	September 2010		
Overview	Provision of community playground proposed for school. Formalise access.		

Background:

- ❑ School utilises the only developed sports field area of the reserve.
- ❑ Formal leases in place to the Play Centre and a local grazier.
- ❑ Hall managed by separate Hall Committee.
- ❑ Council undertaking land exchange (3,500 m2) with Ministry of Education to enable Action Centre development.

Reserve Issues:

- ❑ A significant part of the reserve area is undeveloped.
- ❑ School have identified the future need for their land to be used for building extensions.
- ❑ Land exchange will formalise swimming pool and action centre site issues.



Maketu Ward Reserves Management Plan Review September 2013

Concept Plan

- Concept Plan adopted by Council on 9 September 2010.

Reserve Management Policy:

- 5.25.1 Refine and implement in accordance with Concept Development Plan.
- 5.25.2 Investigate formalising swimming pool site.
- 5.25.3 Work with Pongakawa School and wider community on funding for future development of the Domain including the wetlands identified as H and I in Concept Plan.
- 5.25.4 Develop the reserve in a manner that considers the duplication of recreational facilities provided for in Paengaroa Domain.
- 5.25.5 Generic objectives for Local Purpose and Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth			Preferred Timing	Project No
Information board	14,292				2014/15	322703
Bollards fixed & removable	8,895				2014/15	322704
Future cricket pavilion	220,412				2019/20	322705
Sports field	551,029				2019/20	322706



KEY:

- Proposed Shade tree (brown, deciduous with autumn colours to 8m high)
 - Proposed feature tree - deciduous with autumn colours to 8m high
 - Native specimen tree to 8m
 - Low growing native vegetation to 1.2m
 - Riparian planting
 - Staged fencing
 - Existing stream
 - Legal Boundary
 - Wetland trail - refer to notes
 - Proposed informal walkway/ cross country trail
 - Carpark
 - Proposed future pavilion
 - Interpretive signage/ sculpture
 - Proposed tennis courts
 - Proposed Action Centre
- A Entrance developed in conjunction with Action Centre creating a formal access and dual purpose community hub integrating all facilities.
- B Future grass overflow car parking. Frameworks planting around the perimeter of the future sports field. Medium sized deciduous trees creating a visual threshold, defining the space as well as creating seasonal interest.
- C Proposed car park location for the proposed Action Centre. Refer to notes.
- D Future field to accommodate all sports codes on a north-south orientation. Grass running track shown as indicative only.
- E Proposed outdoor hockey field. Proposed tennis court location is close proximity to Action Centre. Refer to notes.
- F Potential future cricket nets located adjacent to future cricket pavilion, to be developed housing development of tennis courts (E).
- G Junior cricket oval retained on school and reserve land. Final location to be determined.
- H Proposed staged native restoration. Proposed planting through community initiatives. Future space with native planting encouraging indigenous vegetation and birds back into the reserve as well as developing an educational resource by displaying a variety of native species. Opportunity to provide seating, raised boardwalks, sculpture and signage as well as a laser medicinal garden. Refer to notes.
- I Native riparian planting. Existing fence to be moved approximately 5 metres to provide space for riparian planting along the existing stream edge. This will contribute to improving the stream quality. Staged term fencing to allow stream to be encompassed into the proposed wetland restoration scheme.
- J Walking track/roadside boardwalk with proposed bridges providing an informal loop track. Wetland trail shown as indicative. To be developed in conjunction with community. Refer to notes.
- K Walking/Grass Country trail - informal walking trail around the perimeter of the existing farm land defined by marker posts such as farm standards or flags. Farm gate to be installed.
- L Action Centre - footprint indicative. Final location and footprint will be confirmed through discussion with the Pongakawa Community and School Board. Recent community workshops indicate that the proposed location of the Action Centre is to be built where the current tennis courts are located.
- M Future carpark for wetland area.
- N Seaside open for access.
- Notes:
- The above concept acknowledges the Action Centre proposal to develop a central sports hub. The intention of this concept plan is to create a staging map for the future planning of both the School and Reserve land. To allow development as proposed. Council propose to provide the school with a lease to include existing swimming pool, proposed action centre including a possible entrance and car parking, replacement sand court/tennis facility, cricket oval and future sports field. Development of the wetland area to be progressed under an Memorandum of Understanding between Council and the School.
- Proposed car park, Fencing Action Centre development confirmation with building footprint and anticipated car park numbers, events and courtyards can be further addressed in the design development and detailed design stages.
- Hockey Field/Tennis Courts. The above concept acknowledges the suggestion of four tennis courts equating as a hockey field on a 'road cut' (vertical surface) to cater for community. The extension of the tennis courts can be investigated in the future through a community user survey in conjunction with Council. Adequate space for excavation has been allocated for. Retention of space for future access for maintenance and emergency vehicles.
- Wetland. Advice from Inhouse ecologists has been recommended that the existing low lying areas are left as they are, rather than converting into large open bodies of water. Ponds can be high in maintenance in order to preserve their aesthetic appearance and function. Alternatively, these areas can be planted through a wetland restoration scheme. Plants will be quick to establish reducing overall time and costs. There is a potential for the wetland area to process stream water runoff from the school and surrounding reserve land. This is an effective and efficient use of resources and will relieve funds for use on a possible boardwalk through the wetland.



Maketu Ward Reserves Management Plan Review September 2013

NO	CONCEPT PLAN ACTIONS REVIEW JULY 2013	STATUS UPDATE
A	Entrance developed in conjunction with Action Centre.	
B	Future grass car parking. Framework planting around the perimeter. Medium sized deciduous trees.	
C	Car park for the Action Centre.	
D	Future field to accommodate all sports codes.	
E	Outdoor hockey field. Tennis court in proximity to Action Centre.	
F	Cricket nets adjacent to future cricket pavilion.	
G	Junior cricket oval retained on school and reserve land.	
H	Proposed staged native restoration.	
I	Existing farm fence to be moved approximately 5 metres to provide space for riparian planting along the existing stream edge.	
J	Walking track/raised boardwalk loop. Wetland trail is indicative and to be develop in conjunction with community.	
K	Walking/Cross Country trail. Farm gate to be installed.	
L	Action Centre – footprint indicative.	
M	Future car park for wetland area.	
N	Retain open for access.	
Notes	:	
1	Central sports hub on leased area to School to include swimming pool, action centre, entrance and car parking, hard court/tennis facility, cricket oval and future sports field. Development of the wetland area under a M of U between Council and School.	
2	Car park to be addressed in the design phases.	
3	Four tennis courts doubling as a hockey field on a maxi turf (artificial surface).	
4	Existing low lying areas to be left rather than large open bodies of water. OR site can be planted through a wetland restoration scheme. Area can process storm water from School and surrounding reserve land and potential for boardwalk through wetland.	

9.4 MATAKANA POINT ROAD / TIROHANGA ROAD SEAL EXTENSION**File Number: A4326554****Author: Jim Paterson, Transportation Manager****Authoriser: Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services****EXECUTIVE SUMMARY**

The Tirohanga Road seal extension works are planned to be delivered within the current programme as publicly notified on the Council's website and under contracted delivery by WestLink.

There has been representation from some residents to change the location of the seal extension. The petition organiser Mr Bob Rolleston and Tirohanga Road representative Mr Mark Ngatai, (represented by his legal counsel Bill Holland) have been invited to present to the Performance and Monitoring Committee at the commencement of this item.

It is recommended that the Committee confirm the seal extension on Tirohanga Rd in accordance with the seal extension prioritisation policy. Alternatively, the Committee can recommend to Council a variation to the policy or seek additional funding to seal Matakana Point Rd.

RECOMMENDATION

1. That the Transportation Manager's report dated 2 December 2021 titled 'Matakana Point Road / Tirohanga Road Seal Extension' 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 seal extension on Tirohanga Road proceeds as planned in accordance with the seal extension policy.

BACKGROUND

At the affected resident's pre-construction roadside site meeting, held on 9 October 2020, Mr Bob Rolleston, a resident of Matakana Point Road, asked Council to change the seal extension programme by reducing the length constructed on Tirohanga Road, and relocating it to Matakana Point Road. He intimated that if this did not occur, there would be protest action if the Tirohanga seal extension went ahead as planned. This is a risk to the project and the delivery of the Council's seal extension this summer.

The Tirohanga Road seal extension length is 1.61km.

Matakana Point Road from Matakana Road to the Opuhi Road intersection is 1.14km. Council's seal extension programme, adopted in 2016, includes multiple unsealed roads throughout the District, having more than an average of 50 vehicle movements per day.

The current criteria (under review) for the unsealed road prioritisation are:

- The volume of traffic the road carries – 40%.
- The dust exposure to residents living on the road – 25%.
- The degree of benefit gained relative to the cost of sealing the road – 20%.
- The impact on earnings any dust may have (such as dust on crops like kiwifruit) – 15%.

The selection criteria and resulting seal extension delivery programme are included on Council's Website.

The current combined criteria for the unsealed length of Tirohanga Road has scored higher than Matakana Point Road due to its higher daily traffic volume and the impact on earnings score because of some adjoining kiwifruit production.

The current traffic volumes for the local roads are:

- Tirohanga Road – 102 average vehicles per day; and
- Matakana Point Road – 70 average vehicles per day.

There is an expectation from Council that Matakana Point Road, along with the rest of the District's unsealed roads, be reviewed again for their potential inclusion in Council's next seal extension programme. This review is now underway, with direction provided by Elected Members after a number of workshops, and with an expectation to modify the Seal Extension policy and Māori Roads policy.

Under both the current and proposed ranking criteria, Matakana Point Road sits well below the priority of the other districts unsealed roads.

DISCUSSION

The delivery programme review has determined that the seal extension of Tirohanga Road meets Council's current seal extension policy and priority. The physical works design and normal process for the affected resident's roadside meeting have been undertaken, however due to the petition and, in accordance with the Committee direction, the delivery works have been suspended. This was due to concerns raised by some residents who objected to the Council's delivery programme.

Matakana Point Road did not meet the priority criteria for inclusion in the 2016 Seal Extension programme approval.

Council has committed to the advertised seal extension delivery programme which commenced in 2014. Landowners on Tirohanga Road are expecting it to proceed.

There is a risk that if the project proceeds as planned there maybe protest action by some residents.

POLICY IMPLICATIONS

Council has consistently implemented the seal extension policy and programme over the past 20 years and has delivered in accordance with the policy criteria. There have been similar representations in the past to change the roads being sealed and in each case the Council has declined and consistently applied the policy.

Changing the delivery programme would risk opening up the full programme to submissions and create uncertainty around what is going to be sealed.

SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it only impacts a small part of the community and is consistent with the Councils guiding policy.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties			
Name of interested parties/groups	Affected residents and adjoining land users		Completed
Tangata Whenua	Via Council's Website		
General Public	Via Council's Website		

ISSUES AND OPTIONS ASSESSMENT

Option A	
That the seal extension on Tirohanga Road proceeds as planned in accordance with the seal extension policy.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	Advantages: <ul style="list-style-type: none"> - Reduction of dust on road users, affected residents and adjoining land users - Would deliver the advertised commitment
Costs (including present and future costs, direct, indirect and contingent costs).	<ul style="list-style-type: none"> - Project Budget

Option B	
That it be recommended to Council that there be a variation to the implementation of the Seal Extension Policy to bring forward on an unprioritised basis, the sealing of Matakana Point Road, as well or instead of Tirohanga Road.	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	Disadvantages: <ul style="list-style-type: none"> - Does not comply with Council Policy. - Would accelerate Matakana Point Road ahead of other District roads and would leave a short section of Tirohanga Road requiring ongoing unsealed maintenance. - Opposition would be further voiced from residents on Tirohanga Road. - Changing the delivery programme would risk opening up the full programme to submissions and create uncertainty around what is going to be sealed.
Costs (including present and future costs, direct, indirect and contingent costs).	Disadvantages: <ul style="list-style-type: none"> - Additional costs would be required for design with uncertainty around archaeology and relocation of services.

STATUTORY COMPLIANCE

The recommendation(s) meet:

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

ATTACHMENTS

1. **PM21-8 - 2021-03-16 - Tirohanga Road Sealing - Resolution** 
2. **PM21-8 - 2020-11-24 - Matakana Island - Tirohanga Road Extension - Resolution** 

9.5 TIROHANGA ROAD SEALING

The Committee considered a report dated 16 March 2021 from the Transportation Manager who spoke to the report noting the following:

- Mr R Rolleston came to the Performance and Monitoring Committee meeting on 13 October 2020 asking Council to reconsider their Seal Extension Policy for Matakana Island.
- As a result of a decision relating to the Tirohanga Road seal extension at the Performance and Monitoring Committee Meeting on 2 February 2021, Mr R Rolleston was informed that the extension would be progressed. In response, residents of the area had submitted a petition suggesting options and alternatives in delivering the seal extension on Matakana Island.
- The main request was for Council to re-consider the criteria and potentially move some of the Tirohanga Road investment down on to Matakana Point Road, effectively swapping/taking off 800 metres off the end of Tirohanga Road and putting it down on Matakana Point Road. Doing this would mean that other pieces of the unsealed road would sit uncompleted.
- The recommendation, at this time, was to place the project on hold and arrange to meet with the residents of the two Roads in question, to inform them of Council's Policy and why it was planned to fully seal Tirohanga Road as opposed to Matakana Point Road. It would also be an opportunity to discuss the options of whether or not there was support for delaying or changing the delivery and obtaining feedback from the residents.

Staff responded to questions as follows:

- The Deputy CEO clarified that, in terms of rankings, if the two roads were split, the part that was left out at the top of Tirohanga Road would be at the top of Council's next program.
- Council had a 'Stock Policy' where farmers were required to maintain their entranceways and stock crossings. Some adhered to this, but others did not, which created extra work for Council.
- Council did a count of the unsealed roads every year. The last three counts were taken as an average, which was a 'floating average' over time. Anything that was outside the standard deviation was not used, for example, Kiwifruit picking season where there was a lot more traffic.

RESOLUTION PM21-2.1

Moved: Mayor G Webber

Seconded: Deputy Mayor J Scrimgeour

1. That the Transportation Manager's report dated 16 March 2021 titled 'Tirohanga Road Sealing' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Committee notes the Tirohanga Road Sealing Project is on hold.
4. That a meeting is held with the residents of Matakana Island to discuss the issues raised in the petition dated 11 February 2021.

CARRIED

9.6 MATAKANA ISLAND - TIROHANGA ROAD EXTENSION

The Committee considered a report dated 24 November 2020 from the Transportation Manager, who gave a summary of the report, which included the following points:

- This report was to bring the Committee's attention to the opposition to the extension of Matakana Point Road voiced by a resident of Matakana Island.
- It was a surprise to everyone at the site meeting on 9 October 2020 that a resident disagreed with the proposed seal extension because information about it had been on the WBOPDC's website since 2016. The resident wanted the construction to be reduced on one road and relocated to Matakana Point Road.
- The direction given by Council was to continue with the delivery of the existing Seal Extension Programme. A new Seal Extension Programme would be developed in 2021.

Staff responded to questions as follows:

- Matakana Point Road had not been prioritised over Tirohanga Road because the priority criteria supported other District sites, including Tirohanga Road.
- There had been no discussion with the Objector to date regarding the disused Marae at the end of Matakana Point Road.
- Contractors had the capacity to do all the work, however, it would be important to advise residents of time frames and to advise the objector of any decisions made in advance of anything happening.

RESOLUTION PM20-7.1

Moved: Mayor G Webber

Seconded: Cr A Henry

1. That the report dated 24 November 2020 titled 'Matakana Island – Tirohanga Road' 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 seal extension on Tirohanga Road proceeds as planned.
And
4. That Matakana Point Road be assessed against the seal extension criteria in the next Seal Extension Programme setting report in the first quarter of 2021.

CARRIED

9.5 TE PUKE WASTEWATER ALTERNATIVE OPTIONS OPEN REPORT**File Number: A4392855****Author: Coral-Lee Ertel, Asset and Capital Manager****Authoriser: Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services****EXECUTIVE SUMMARY**

The report on the Te Puke Wastewater Treatment Plant Effluent Disposal Options summarises a five-year journey undertaken by the working group.

The Performance and Monitoring Committee is requested to receive the report, thank the members of the Te Puke Wastewater Advisory Group (WWAG) and endorse the next steps in the process.

RECOMMENDATION

1. That the Asset and Capital Manager's report dated 2 December 2021 titled 'Te Puke Wastewater Alternative Options Open Report' 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 staff be instructed to proceed with the staged approach as set out in the Asset and Capital Manager's reported titled 'Te Puke Wastewater Alternative Options Open Report':
 - a. Contact landowners and explain the background to the Te Puke effluent irrigation investigations and the interest in their parcel, likely timing and implications.
 - b. If permission is provided by landowners, undertake site investigations (soil permeability, groundwater level, crop compatibility, effluent sodium potassium levels as well as any other undesirable compounds) to determine feasibility of site.
 - c. If permission is not granted, continue to next site on the list and repeat (c) above.
 - d. Develop a communication plan, that includes a timing schedule, regarding the 'Te Puke Wastewater Alternative Options' and present this at a future Performance and Monitoring committee. The communication plan should be developed in conjunction with the communication plan for the Katikati Alternative Options process.

BACKGROUND

Western Bay of Plenty District Council (WBOPDC) operates a Wastewater Treatment Plant (WWTP) at Gordon Street, Te Puke. The treatment process involves a receiving chamber that screens the wastewater prior to further treatment. The Te Puke WWTP is one of Councils more complex treatment plants. It uses a biological process that breaks down nutrients and organic matter in the wastewater. Solids are settled out and the effluent is then screened further to make sure there are no small particles in the water before passing through a UV unit. The treated effluent is then discharged to constructed wetlands before finally discharging into the Waiari. The Waiari is a pristine water course with cultural significance.

Prior to the existing resource consent expiring in 2018, Council applied to renew this consent and was granted a new consent with a thirty-five-year term.

General feedback from local Tangata Whenua at that time opposed the idea of continuing to discharge treated wastewater directly into a water environment and had serious reservations around Council's intentions to invest in exploring alternative options.

Council profited a condition in the new resource consent that required Council to look at alternative methods of discharging treated wastewater.

Council staff took the initiative to convene a working group – the 'Te Puke Wastewater Advisory Group' (WWAG) when the resource application process commenced. The process was run in parallel with the resource consenting process with no fixed timeframe to complete the alternative discharge options process. The subsequently approved resource consent requires Council to submit a 'Future Directions' report to the Bay of Plenty Regional Council, no later than 2029.

The success of an alternative treated effluent reuse or disposal solution depended on Council engaging with Tangata Whenua (particularly Hapu near the scheme) as well as the wider community at the start of the process.

Iwi representation included representatives from Tapuika, Ngati Whakaue, Ngati Pikiao, and Waitaha. The membership of the group also included Councillors, Community Board Chairs, and other interested parties.

The following approach was taken by Council and the working party:

- Establish a Te Puke Wastewater Advisory Group (WWAG).
- Undertake a review of the existing current treatment system and identify any issues now or into the future.
- Conduct a series of information and educational workshops on wastewater concepts, issues, and options.
- Undertake a series of field trips within the North Island, looking at treatment plants and their current discharge methods.

- Form a long list of options for consideration.
- Undertake a high-level planning, geotechnical and archaeological desktop study to identify which options would be technically feasible, based on treatment effluent storage requirements and nitrogen loading limits.
- Agree on the shortlisted alternative options using the 'Multi Criteria Analysis' (MCA).
- Undertake a GIS based desktop assessment to determine land parcels suitable for disposal.

Eight options were considered, and an MCA was undertaken. The MCA identified four preferred disposal options and 33 potential sites for disposal:

1. Discharge to Pasture Land – 16 potential sites.
2. Discharge to Wildlife Reserve Land – 8 potential sites.
3. Discharge to Recreational Reserve Land – 0 potential sites.
4. Discharge to Forestry Land – 9 potential sites.

Thirty-three potential land parcels have been identified through the investigations, with consideration being given to a maximum distance from the existing WWTP, minimum parcel area, maximum land slope, adequate buffer zones to property boundaries and watercourses. Single land ownership was also considered an advantage.

The study, to date, has been based on a high-level desktop review from information available within Council's files. No approach has been made to engage with any landowners at this stage. The sites and areas considered therefore remain confidential due to the early stage of the process.

This Options Assessment has provided a platform for Council to consider the next steps in the process, which involves engagement with landowners to explain the purpose of project, seek permission to undertake geotechnical investigations, identify detail on the design and costings and potentially entering into an agreement for purchasing of land to implement the plan.

The report at this point provides enough detail for Council to consider its options around including a future project within its long-term planning process. Any new disposal option will require a new resource consent.

No assessment of costs has been undertaken at this point.

Since commencing the options assessment process, several significant announcements have been signalled by Central Government around water reforms and the requirement to improve water discharge quality into the natural receiving environments.

This report demonstrates the time and effort that has been spent to date in addressing options of changing from a water to land based discharge solution.

ENGAGEMENT TO DATE

In advance of the Resource Consent application process, Western Bay of Plenty District Council (WBOPDC) established the WWAG and commenced the alternatives investigation in late November 2015 to demonstrate their commitment to progressing an alternative option to the current Waiāri Stream discharge.

Early engagement included members for the Community Boards, Elected Members, Tangata Whenua and the community. As the project progressed, attendance began to drop off from Tangata Whenua.

The resource consent, when granted in 2019, required Council to establish a Kaitiaki group for the existing wastewater discharge into the Waiāri, with two members from the Kaitiaki group to be represented on the WWAG. At that time the project was put on hold to enable staff to:

- a) Establish the Kaitiaki group – now established and named Te Ohu Parawai o te Waiari.
- b) Enable the Kaitiaki group to nominate two representatives to sit on the WWAG.
- c) Enable Te Maru o Kaituna to nominate a representative to sit on the WWAG.
- d) Ensure adequate Tangata Whenua representation going forward.
- e) Ensure all new members were informed and happy with the process undertaken to date.

The first meeting with all members was held in October 2021. The members were provided with an overview on the process to date and agreed on the next steps. The WWAG also recommended the Te Puke Community Board Chairperson be invited to be a community representative at future meetings.

NEXT STEPS

It is recommended Council proceed with the next steps in the process. This will align with the Katikati WWTP alternative options process and enable Council to undertake wider consultation on the discharge options available for both treatment plants. The recommended next steps are summarised below:

- a) Contact landowners and explain the background to the Te Puke effluent irrigation investigations and the interest in their parcel, likely timing, and implications.
- b) If permission is provided by landowners, undertake site investigations (soil permeability, groundwater level, crop compatibility, effluent sodium potassium levels as well as any other undesirable compounds) to determine feasibility of site.

- c) If permission is not granted, continue to next site on the list and repeat (c) above.
- d) Develop a communication plan, that includes a timing schedule, regarding the 'Te Puke Wastewater Alternative Options' and present this at a future Performance and Monitoring Committee meeting. The communication plan should be developed in conjunction with the communication plan for the Katikati Alternative Options process.

SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because there is minimal impact on the community and minimal financial impact at this stage. Subsequent decisions may be at a different level of significance.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Consultation so far has been limited to the parties involved in the Wastewater Alternative Discharge Options Group.

The subject surrounding procurement of land for any potential development has been kept at a high level via a desktop study. Participants have been advised that confidentiality at this point is paramount.

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	Identified property owners in the assessment report will need to be consulted with if the next stage is to progress.	Planned	Completed
Tangata Whenua	Local Iwi/Hapu have been party to the discussions from the beginning and will continue to be part of the process.		
General Public	As part of the next stage, the signalling of a potential project in the Long Term Plan will require consultation with the wider community.		

ISSUES AND OPTIONS ASSESSMENT

The recommendations at this stage of the project do not require an Issues and Options Assessment.

The Recommendation is for the Committee to receive the report and to instruct staff to move to the next steps in the process. Undertaking the next steps does not commit Council to a preferred outcome.

STATUTORY COMPLIANCE

The process and report meet the terms of the resource consent.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
	The Options Assessment is funded from the Te Puke Wastewater Resource Consent budget.

9.6 CONNECTION OF 58 TE PUNA ROAD TO THE ŌMOKOROA TRANSFER PIPELINE

File Number: A4359274

Author: Coral-Lee Ertel, Asset and Capital Manager

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

EXECUTIVE SUMMARY

The purpose of this report is to request a connection to the Ōmokoroa Wastewater Transfer Main for the property at 58 Te Puna Road, Te Puna.

The property is not currently complying with the Bay of Plenty Regional Council (BOPRC) Onsite Effluent Plan (OSET) and have requested connection to Council wastewater reticulation.

Based on previous decisions of Council it is recommended that the application be declined.

RECOMMENDATION TO COUNCIL

1. That the Asset and Capital Manager's report dated 2 December 2021 titled 'Connection of 58 Te Puna Road to the Ōmokoroa Transfer Pipeline' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council **does not approve** the connection of 58 Te Puna Road, Te Puna into the Ōmokoroa transfer pipeline.

BACKGROUND

Bay of Plenty Regional Council (BOPRC) is requiring the property at 58 Te Puna Road, Te Puna to either upgrade their onsite wastewater system or connect to a Council scheme. Council is currently extending its wastewater network to service the existing commercial properties within the Te Puna Village. The properties will be connected to the Ōmokoroa transfer pipeline, via a new wastewater main along Te Puna Road. The new wastewater main runs directly past the property at 58 Te Puna Road (refer **Attachment 1**).

The Ōmokoroa transfer pipeline has been installed to service the Ōmokoroa community. Western Bay of Plenty District Council's (WBOPDC) agreement with Tauranga City Council (TCC) limits the total daily volume of wastewater that can be discharged to their wastewater treatment plant.

Extensive modelling undertaken on the pipeline and future flows from Ōmokoroa indicate that there is some spare capacity to allow additional connections. Connections into the pipeline should be limited to ensure additional flows do not restrict growth at Ōmokoroa.

Council has recently approved the connection of the Te Puna Village, Te Puna Marae and Ōmokoroa No.1 School to the transfer pipeline due to existing space constraints for on-site disposal and health and safety risks posed by poor performing systems in this community. While additional properties were proposed to be connected during this process, Council declined any additional connections. Council has subsequently declined an application from the Newham Road Business Park to connect to the pipeline as they had sufficient onsite space to manage their wastewater.

Additional connections to the pipeline require specific Council approval.

The property at 58 Te Puna Road, Te Puna operates as a venue hire (Persimmon Lane), which can hold up to 60 people. Modelling indicates they will add a peak of 2.2m³/day, however, the average daily discharge is expected to be significantly less than this.

The wastewater systems at venue hire facilities operate like halls and Maraes. They often require large amounts of infrastructure to buffer high loads, which are not always utilised. This can make them complicated to manage. Persimmon Lane has an approved WBOPDC consent for their activity. They have had ongoing issues with their resource consent for their OSET system with BOPRC. They have an upgraded OSET system with large storage tanks. The system requires a large disposal field and BOPRC have requested they extend the existing field. Due to space constraints on-site, the only location for the disposal field will require the removal of large oak trees and for it to be located within an existing picnic area. The owners of the property are concerned this may pose a health and safety risk at their facility.

The property owner would like to proceed with the option of connecting to Council's scheme.

SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because it has no impact on the wider community or the long-term viability of the wastewater scheme and has no additional costs to Council.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	Property owner – 58 Te Puna Road, Te Puna. Request made from the property owner. Bay of Plenty Regional Council		Complete

Tangata Whenua	Pirirakau Hapu has consistently opposed additional connections to the transfer pipeline on the basis that it has the potential to enable and facilitate the urbanisation of the Te Puna which they oppose.		
General Public	N/A		

ISSUES AND OPTIONS ASSESSMENT

Option A	
<p>That Council approves the connection of 58 Te Puna Road into the Ōmokoroa transfer pipeline.</p> <p>And</p> <p>That the property at 58 Te Puna Road, Te Puna be charged a volumetric capital connection charge of \$3,658 per household equivalent.</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	<p>Advantages</p> <ul style="list-style-type: none"> • Best public health outcome (removes potential for interaction of wastewater with the public). • Best environmental outcome. <p>Disadvantages</p> <ul style="list-style-type: none"> • Takes capacity from the Ōmokoroa transfer pipeline. • Perceived urbanisation of Te Puna through the provision of reticulated wastewater however in this case its an existing activity and not an additional activity.
<p>Costs (including present and future costs, direct, indirect, and contingent costs).</p>	<ul style="list-style-type: none"> • Costs for connection to be funded by the property owner • Property owner to pay a capital contribution for connection. • Uniform Targeted Rate to be charged to the property per annum in accordance with their activity.
<p>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</p>	N/A
Option B	
<p>That Council does not approve the connection of the property at 58 Te Puna Road, Te Puna into the Ōmokoroa transfer pipeline.</p>	

Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	Advantages <ul style="list-style-type: none"> • Property owner to manage own wastewater onsite. • Increases capacity within the pipeline for further growth at Ōmokoroa. Disadvantages <ul style="list-style-type: none"> • Poor public health outcome. • Poor environmental outcome. • Removal of mature oak trees
Costs (including present and future costs, direct, indirect and contingent costs).	Costs for upgrade to onsite system to be managed by the property owner. No cost implications to Council.
Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).	N/A

STATUTORY COMPLIANCE

The recommendation(s) meet:

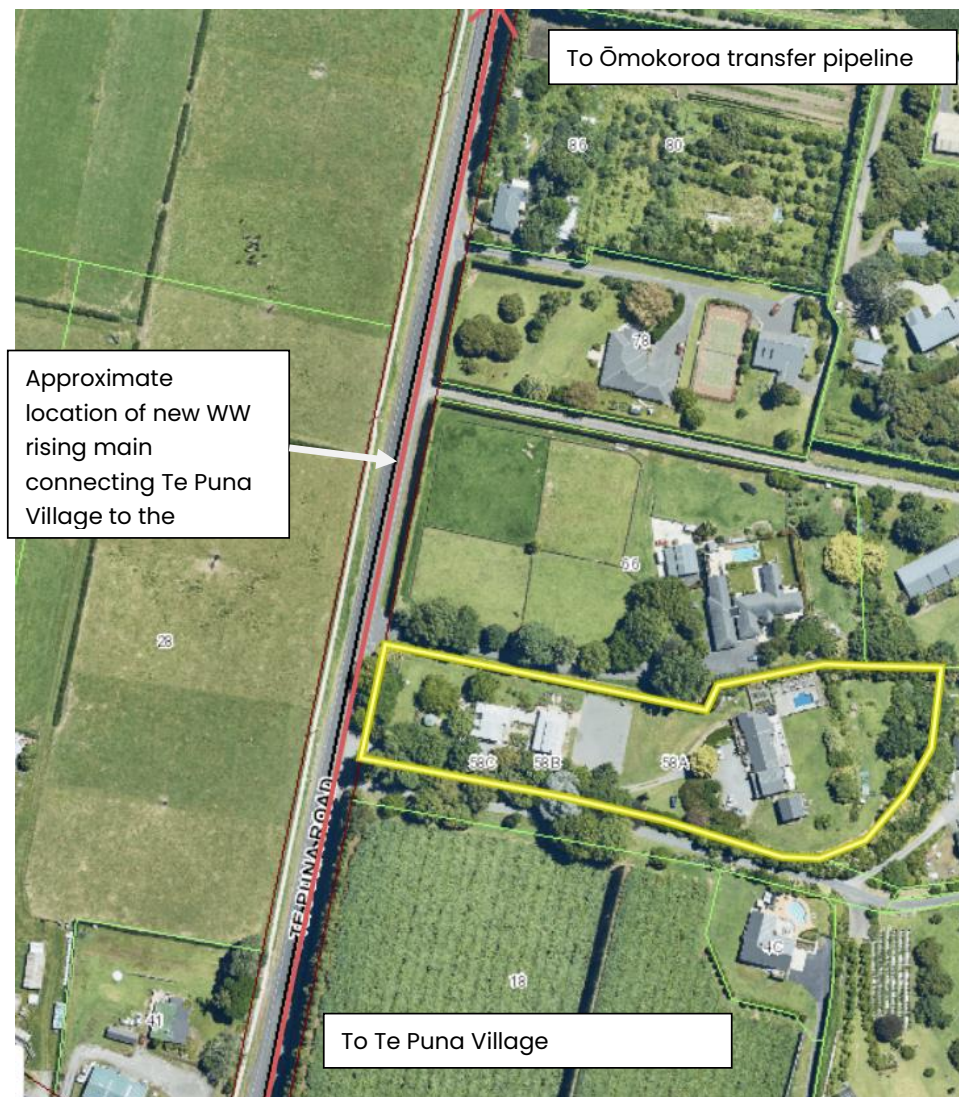
- Legislative requirements/legal requirements
- Current council plans/policies/bylaws and
- Regional/national policies/plans.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
N/A	There are no funding or budget implications to Council

ATTACHMENTS

1. **Location of 58 Te Puna Road, Te Puna Relative to New Te Puna Village WW Rising Main** 



10 INFORMATION FOR RECEIPT

10.1 WELLBEING PLAN IMPLEMENTATION UPDATE

File Number: A4411859

Author: Jodie Rickard, Senior Policy Analyst

Authoriser: Emily Watton, Policy and Planning Manager

EXECUTIVE SUMMARY

1. The purpose of this report is to provide an update on the Wellbeing Plan implementation. No decision is required. The report is for information only.
2. Council adopted the Wellbeing Plan as part of the Long Term Plan 2021–2031 (LTP).
3. The Wellbeing Plan includes a number of local priority actions to be progressed over the next 3 years. Council approved a budget of \$180,000 to support delivery of these actions. The budget is divided evenly between the three Wards.
4. This report gives an update on progress on those local actions.

RECOMMENDATION

That the Senior Policy Analyst's report dated 2 December 2021 titled 'Wellbeing Plan Implementation Update' be received.

BACKGROUND

5. Councils' Wellbeing Plan was developed as part of the Long Term Plan 2021–2031. The purpose of the Wellbeing Plan is to outline how Council meets its purpose under the Local Government Act 2002, to 'promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.'
6. The Wellbeing Plan sets out the outcomes across the four wellbeings that Council is wanting to contribute towards.
7. Under these outcomes, there are also local priorities for action. These are priorities that were identified for each ward, which people and organisations in those communities felt would make a difference to their community's wellbeing.
8. Each ward has two to three local priorities for action. These were identified through considering previous consultation and engagement (such as community plans), looking at relevant statistics for each ward, and through workshops with community groups and stakeholders.
9. Council approved a budget of \$180,000 per year, to contribute to delivering those local priorities. The budget equates to \$60,000 per Ward, per year.
10. Staff have been working with local organisations to deliver the actions.
11. This report gives an update on progress.

TE PUKE / MAKETU WARD ACTIONS

12. The key actions for Te Puke / Maketu Ward are:
 - (a) Create signage in different languages of common sayings, to welcome and embrace all cultures.
 - (b) Support and facilitate community-led food security initiatives.
 - (c) Support and facilitate local housing initiatives that align with identified housing needs of the community.
13. Action (a) has not yet been progressed. This action could be delivered via Colab in Te Puke. There is likely to be external funding available for this action (such as Creative Communities funding).
14. Action (b) has coincided with the development of the Western Bay Food Sovereignty and Security Plan – Mana Kai, Mana Ora. Led by Poutiri Trust and funded out of Covid response funds, the sub-regional plan aims to eliminate food poverty in the western bay and ensure all resident have access to healthy Kai.
15. Council is now working with Te Puke / Maketu stakeholders on delivery of the local actions that were included in Mana Kai, Mana Ora. There is a strong network of local providers and people in the community that can support actions to be successful. The local actions include things like supporting community gardens, creating networks for sharing Kai, providing workshops on how to grow, preserve and use homegrown fruit and vegetables, mapping where all the local community Kai places are (such as free community meals, community gardens, sharing sheds etc).
16. Action (c) is also one where ongoing progress is being made. A draft housing action plan has been prepared by local community organisations including several involved directly in providing housing. Council staff are working with Ministry of Housing and Urban Development (MHUD) and Kāinga Ora on endorsement of the plan, which is based on sound housing statistics for the local area. There is also ongoing liaison with Tapuika, Waitaha and Te Arawa to support progress on their identified housing aspirations.

KAIMAI WARD ACTIONS

17. The key actions for the Kaimai Ward are:
 - (a) Support rural communities with community safety initiatives, including providing funding for security cameras and support for establishment of local neighbourhood watch groups.
 - (b) Work with groups on walking/cycleway safety, such as signage and parking provision.
 - (c) Advocate for Ultra Fast Broadband (UFB) connection for the Whakamarama and other rural Kaimai communities (in particular in areas where UFB is already provided to local schools).

18. Action (a) has been progressed in partnership with Kaimai Omanawa Residents and Ratepayers Association (KORRA), Tauranga City Council, and Trustpower. New lighting and security cameras have been installed at the entrance to McLaren Falls Park. These will be owned and monitored by Tauranga City Council.
19. The next step is progressing a wider concept plan for that area. Part of the vision of that plan is to create an attractive entrance way to the park, that also can act as a deterrent to anti-social behaviour.
20. For action (b), staff have had discussions with Te Puna Heartlands about a review of the Te Puna Community Plan. This was also part of the Te Puna Heartlands submission to the Long Term Plan 2021-2031. Staff are working to align further actions with that review.
21. For action (c), staff have been working with the Rural Connectivity Group (RCG) on improving telecommunications in rural communities – with a current focus on Whakamarama. RCG is an independent entity established to acquire site locations, build, operate and maintain the 4G wireless network across rural New Zealand. They are funded through the government's Telecommunications Development Levy, with additional funding from Spark, Vodafone and Two Degrees. RCG has found a location in Whakamarama where a new pole could be installed to extend broadband coverage. This will require a resource consent, which RCG is currently progressing.

KATIKATI / WAIHI BEACH WARD ACTIONS

22. The key actions for Katikati / Waihi Beach are:
 - (a) Create a hub for youth, using the Katikati Action Centre as a base. This would be a place where locals can drop in and take part in activities or impromptu sports / dance activities.
 - (b) From this hub, create a network of mentors that can connect youth to local businesses – like the "Youth 2 Work" scheme in Porirua.
 - (c) For Waihi Beach, a 'connector' role is needed, similar to the Colab coordinator role in Te Puke. This is someone who can help create a network, provide support to get projects off the ground and keep groups motivated to work together.
23. The 'hub' action in Katikati has evolved further through ongoing engagement with stakeholders. It was decided that one base is not what is needed – but rather a range of places where activities can be held, so people can connect where they feel most comfortable. In terms of engaging with youth, Katikati Community Centre (KCC) has been working closely with the Sports and Recreation Club on establishing an after school 'hub'. KCC will provide oversight at the hub.
24. KCC is currently recruiting for a youth connector role, with funding support from the wellbeing plan implementation budget. This role is part of a wider team based out of KCC who are working on youth to employment initiatives and engagement with youth.

25. In Waihi Beach, a network of community organisations has been set up, called Live Well Waihi Beach. A steering group is in place. Representatives on the steering group are Waihi Beach Events and Promotions, Katikati Community Centre, Focus on Waihi Beach, Waihi Beach Environmental Society, Waihi Beach Sustainability Trust, and Waihi Beach Community Board. The coordinator for Live Well Waihi Beach is Sam Mortensen. Sam's position is being funded from the wellbeing plan implementation budget.
26. The network has a clear purpose – to identify who is doing what in the community, connect people and organisations with shared ideas or activities, and support them to coordinate their efforts.
27. A key focus is on working with environmental groups to progress Predator Free Waihi Beach. This initiative is an ideal way to involve the schools, marae and community in activities at the beach. Once those connections are made, further initiatives and projects can be progressed.

NEXT STEPS

28. Staff are engaging with Colab and Poutiri Trust on the local actions to be progressed under Mana Kai Mana Ora Food Sovereignty and Food Security Plan.
29. Staff are engaging with Te Puna Heartlands on the process for review of the Te Puna Community Plan, and looking at key local actions that can be progressed under the Wellbeing Plan. At this stage the focus is on activities to improve community safety as that was a priority that came out of the local workshops.
30. Staff will report back to the Performance and Monitoring Committee in May next year to provide a further update on progress.

10.2 THE CENTRE – PĀTUKI MANAWA DIGITAL HUB**File Number: A4411913****Author: Barbara Whitton, Customer Services and Governance Manager****Authoriser: Jan Pedersen, Group Manager People And Customer Services****EXECUTIVE SUMMARY**

Western Bay of Plenty District Council is required to provide the Ministry of Business, Innovation and Employment with a six-monthly report providing a description and analysis of the progress and achievement of any project deliverables. The six-monthly report for the period of April to September 2021 report has been made available to Councillors on Stellar in the Agenda folder.

RECOMMENDATION

That the Customer Services and Governance Manager's report dated 2 December 2021 titled 'The Centre – Pātuki Manawa Digital Hub' be received.

BACKGROUND

In 2020, Western Bay of Plenty District Council and Priority One successfully applied to the Provincial Growth Fund's \$100 million funding for digital connectivity, receiving a total of \$450,000 paid in instalments over five years.

There is a co-funding component to the Funding Agreement, and Digital Enablement Plan (DEP) funding, already approved in the 2021 – 2031 Long Term Plan, will be used to meet this requirement.

We have received the first four payments: one of \$150,00 for the digital enablement of the Hub building and the installation of the second operable wall; one of \$70,000 for phase one of Digital Capability Building – engage and activate; and two of \$20,000 for phase two of Digital Capability Building – support and sustainability. All agreed KPI's relative to this period have been met as per community engagement, use statistics, and successful partnerships, as described in the report.

11 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
11.1 – Council Contracts Awarded or Renegotiated for the months of September and October 2021	s7(2)(b)(ii) – the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) – the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) – the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.2 – Waka Kotahi (NZTA) Update and Presentation	s7(2)(h) – the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) – the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.3 – Te Puke Wastewater Alternative Options Confidential Report	s7(2)(i) – the withholding of the information is necessary to enable Council to carry on, without prejudice or	s48(1)(a)(i) – the public conduct of the relevant part of the proceedings of the meeting would be likely to

	disadvantage, negotiations (including commercial and industrial negotiations)	result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.4 - Construction of Pensioner Housing - Beach Road, KatiKati	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
11.5 - Operational Risk Report December 2021 Confidential	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7