



# **AGENDA**

## **Strategy, Finance and Risk Committee Meeting Monday, 13 December 2021**

**I hereby give notice that a Strategy, Finance and Risk Committee  
Meeting will be held on:**

**Date: Monday, 13 December 2021**

**Time: 10.30am**

**Location: Tauranga City Council  
Council Chambers  
91 Willow Street  
Tauranga**

*Please note that this meeting will be livestreamed and the recording will be publicly available on  
Tauranga City Council's website: [www.tauranga.govt.nz](http://www.tauranga.govt.nz).*

**Marty Grenfell  
Chief Executive**



# Terms of reference – Strategy, Finance & Risk Committee

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## Membership

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<b>Chairperson</b>	Commission Chair Anne Tolley
<b>Deputy chairperson</b>	Dr Wayne Beilby – Tangata Whenua representative
<b>Members</b>	Commissioner Shadrach Rolleston Commissioner Stephen Selwood Commissioner Bill Wasley  Matire Duncan, Te Rangapū Mana Whenua o Tauranga Moana Chairperson Te Pio Kawe – Tangata Whenua representative Rohario Murray – Tangata Whenua representative Bruce Robertson – External appointee with finance and risk experience
<b>Quorum</b>	Five (5) members must be physically present, and at least three (3) commissioners and two (2) externally appointed members must be present.
<b>Meeting frequency</b>	Six weekly

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## Role

The role of the Strategy, Finance and Risk Committee (the Committee) is:

- to assist and advise the Council in discharging its responsibility and ownership of health and safety, risk management, internal control, financial management practices, frameworks and processes to ensure these are robust and appropriate to safeguard the Council's staff and its financial and non-financial assets;
- to consider strategic issues facing the city and develop a pathway for the future;
- to monitor progress on achievement of desired strategic outcomes;
- to review and determine the policy and bylaw framework that will assist in achieving the strategic priorities and outcomes for the Tauranga City Council.

## Membership

The Committee will consist of:

- four commissioners with the Commission Chair appointed as the Chairperson of the Committee
- the Chairperson of Te Rangapū Mana Whenua o Tauranga Moana
- three tangata whenua representatives (recommended by Te Rangapū Mana Whenua o Tauranga Moana and appointed by Council)
- an independent external person with finance and risk experience appointed by the Council.

## Voting Rights

The tangata whenua representatives and the independent external person have voting rights as do the Commissioners.

The Chairperson of Te Rangapu Mana Whenua o Tauranga Moana is an advisory position, without voting rights, designed to ensure mana whenua discussions are connected to the committee.

## Committee's Scope and Responsibilities

### A. STRATEGIC ISSUES

The Committee will consider strategic issues, options, community impact and explore opportunities for achieving outcomes through a partnership approach.

#### A1 – Strategic Issues

The Committee's responsibilities with regard to Strategic Issues are:

- Adopt an annual work programme of significant strategic issues and projects to be addressed. The work programme will be reviewed on a six-monthly basis.
- In respect of each issue/project on the work programme, and any additional matters as determined by the Committee:
  - Consider existing and future strategic context
  - Consider opportunities and possible options
  - Determine preferred direction and pathway forward and recommend to Council for inclusion into strategies, statutory documents (including City Plan) and plans.
- Consider and approve changes to service delivery arrangements arising from the service delivery reviews required under Local Government Act 2002 that are referred to the Committee by the Chief Executive.
- To take appropriate account of the principles of the Treaty of Waitangi.

#### A2 – Policy and Bylaws

The Committee's responsibilities with regard to Policy and Bylaws are:

- Develop, review and approve bylaws to be publicly consulted on, hear and deliberate on any submissions and recommend to Council the adoption of the final bylaw. (The Committee will recommend the adoption of a bylaw to the Council as the Council cannot delegate to a Committee the adoption of a bylaw.)
- Develop, review and approve policies including the ability to publicly consult, hear and deliberate on and adopt policies.

#### A3 – Monitoring of Strategic Outcomes and Long Term Plan and Annual Plan

The Committee's responsibilities with regard to monitoring of strategic outcomes and Long Term Plan and Annual Plan are:

- Reviewing and reporting on outcomes and action progress against the approved strategic direction. Determine any required review/refresh of strategic direction or action pathway.
- Reviewing and assessing progress in each of the six (6) key investment proposal areas within the 2021-2031 Long Term Plan.
- Reviewing the achievement of financial and non-financial performance measures against the approved Long Term Plan and Annual Plans.



## **B. FINANCE AND RISK**

The Committee will review the effectiveness of the following to ensure these are robust and appropriate to safeguard the Council's financial and non-financial assets:

- Health and safety.
- Risk management.
- Significant projects and programmes of work focussing on the appropriate management of risk.
- Internal and external audit and assurance.
- Fraud, integrity and investigations.
- Monitoring of compliance with laws and regulations.
- Oversight of preparation of the Annual Report and other external financial reports required by statute.
- Oversee the relationship with the Council's Investment Advisors and Fund Managers.
- Oversee the relationship between the Council and its external auditor.
- Review the quarterly financial and non-financial reports to the Council.

### **B1 - Health and Safety**

The Committee's responsibilities through regard to health and safety are:

- Reviewing the effectiveness of the health and safety policies and processes to ensure a healthy and safe workspace for representatives, staff, contractors, visitors and the public.
- Assisting the Commissioners to discharge their statutory roles as "Officers" in terms of the Health and Safety at Work Act 2015.

### **B2 - Risk Management**

The Committee's responsibilities with regard to risk management are:

- Review, approve and monitor the implementation of the Risk Management Policy, Framework and Strategy including the Corporate Risk Register.
- Review and approve the Council's "risk appetite" statement.
- Review the effectiveness of risk management and internal control systems including all material financial, operational, compliance and other material controls. This includes legislative compliance, significant projects and programmes of work, and significant procurement.
- Review risk management reports identifying new and/or emerging risks and any subsequent changes to the "Tier One" register.

### **B3 - Internal Audit**

The Committee's responsibilities with regard to the Internal Audit are:

- Review and approve the Internal Audit Charter to confirm the authority, independence and scope of the Internal Audit function. The Internal Audit Charter may be reviewed at other times and as required.
- Review and approve annually and monitor the implementation of the Internal Audit Plan.
- Review the co-ordination between the risk and internal audit functions, including the integration of the Council's risk profile with the Internal Audit programme. This includes assurance over all material financial, operational, compliance and other material controls.

This includes legislative compliance (including Health and Safety), significant projects and programmes of work and significant procurement.

- Review the reports of the Internal Audit functions dealing with findings, conclusions and recommendations.
- Review and monitor management's responsiveness to the findings and recommendations and enquire into the reasons that any recommendation is not acted upon.

#### **B4 - External Audit**

The Committee's responsibilities with regard to the External Audit are:

- Review with the external auditor, before the audit commences, the areas of audit focus and audit plan.
- Review with the external auditors, representations required by commissioners and senior management, including representations as to the fraud and integrity control environment.
- Recommend adoption of external accountability documents (LTP and annual report) to the Council.
- Review the external auditors, management letter and management responses and inquire into reasons for any recommendations not acted upon.
- Where required, the Chair may ask a senior representative of the Office of the Auditor General (OAG) to attend the Committee meetings to discuss the OAG's plans, findings and other matters of mutual interest.
- Recommend to the Office of the Auditor General the decision either to publicly tender the external audit or to continue with the existing provider for a further three-year term.

#### **B5 - Fraud and Integrity**

The Committee's responsibilities with regard to Fraud and Integrity are:

- Review and provide advice on the Fraud Prevention and Management Policy.
- Review, adopt and monitor the Protected Disclosures Policy.
- Review and monitor policy and process to manage conflicts of interest amongst commissioners, tangata whenua representatives, external representatives appointed to council committees or advisory boards, management, staff, consultants and contractors.
- Review reports from Internal Audit, external audit and management related to protected disclosures, ethics, bribery and fraud related incidents.
- Review and monitor policy and processes to manage responsibilities under the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020 and any actions from the Office of the Ombudsman's report.

#### **B6 - Statutory Reporting**

The Committee's responsibilities with regard to Statutory Reporting relate to reviewing and monitoring the integrity of the Annual Report and recommending to the Council for adoption the statutory financial statements and any other formal announcements relating to the Council's financial performance, focusing particularly on:

- Compliance with, and the appropriate application of, relevant accounting policies, practices and accounting standards.
- Compliance with applicable legal requirements relevant to statutory reporting.
- The consistency of application of accounting policies, across reporting periods.
- Changes to accounting policies and practices that may affect the way that accounts are presented.

- Any decisions involving significant judgement, estimation or uncertainty.
- The extent to which financial statements are affected by any unusual transactions and the manner in which they are disclosed.
- The disclosure of contingent liabilities and contingent assets.
- The basis for the adoption of the going concern assumption.
- Significant adjustments resulting from the audit.

### Power to Act

- To make all decisions necessary to fulfil the role, scope and responsibilities of the Committee subject to the limitations imposed.
- To establish sub-committees, working parties and forums as required.
- This Committee has **not** been delegated any responsibilities, duties or powers that the Local Government Act 2002, or any other Act, expressly provides the Council may not delegate. For the avoidance of doubt, this Committee has **not** been delegated the power to:
  - o make a rate;
  - o make a bylaw;
  - o borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan (LTP);
  - o adopt the LTP or Annual Plan;
  - o adopt the Annual Report;
  - o adopt any policies required to be adopted and consulted on in association with the LTP or developed for the purpose of the local governance statement;
  - o adopt a remuneration and employment policy;
  - o appoint a chief executive.

### Power to Recommend

To Council and/or any standing committee as it deems appropriate.



## Order of Business

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- 1      OPENING KARAKIA**
- 2      APOLOGIES**
- 3      PUBLIC FORUM**
- 4      ACCEPTANCE OF LATE ITEMS**
- 5      CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN**
- 6      CHANGE TO ORDER OF BUSINESS**

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## **7 CONFIRMATION OF MINUTES**

### **7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 1 November 2021**

**File Number:** A13115981

**Author:** Robyn Garrett, Team Leader: Committee Support

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### **RECOMMENDATIONS**

That the Minutes of the Strategy, Finance and Risk Committee meeting held on 1 November 2021 be confirmed as a true and correct record.

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### **ATTACHMENTS**

- 1. Minutes of the Strategy, Finance and Risk Committee meeting held on 1 November 2021**





# **MINUTES**

## **Strategy, Finance and Risk Committee Meeting**

**Monday, 1 November 2021**

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**MINUTES OF TAURANGA CITY COUNCIL****STRATEGY, FINANCE AND RISK COMMITTEE MEETING  
HELD AT THE TAURANGA CITY COUNCIL, COUNCIL CHAMBERS, 91 WILLOW STREET,  
TAURANGA  
ON MONDAY, 1 NOVEMBER 2021 AT 10.30AM**

**PRESENT:** Commission Chair Anne Tolley, Dr Wayne Beilby, Commissioner Shadrach Rolleston, Commissioner Stephen Selwood, Commissioner Bill Wasley, Ms Matire Duncan, Mr Te Pio Kawe, Ms Rohario Murray, Mr Bruce Robertson

**IN ATTENDANCE:** Marty Grenfell (Chief Executive), Paul Davidson (General Manager: Corporate Services), Barbara Dempsey (General Manager: Regulatory & Compliance), Susan Jamieson (General Manager: People & Engagement), Nic Johansson (General Manager: Infrastructure), Christine Jones (General Manager: Strategy & Growth), Gareth Wallis (General Manager: Community Services), Jeremy Boase (Manager: Strategy & Corporate Planning), Andy Mead (Manager: City & Infrastructure Planning), Peter Bahrs (Team Leader: Water Services), David Moore (Manager: Capital Projects Assurance), Angelique Fraser (Health & Safety Change Manager), Kathryn Sharplin (Manager: Finance), Tracey Hughes (Financial Insights & Reporting Manager), Mohan De Mel (Treasurer), Malcolm Gibb (Project Manager – Rating Review), Jim Taylor (Transactional Services Manager), Ben Corbett (Team Leader: Growth Funding), Ceilidh Dunphy (Community Relations Manager), Ariell King (Team Leader: Policy), Nigel McGlone (Manager: Environmental Regulation), Coral Hair (Manager: Democracy Services), Robyn Garrett (Team Leader: Committee Support)

**1 OPENING KARAKIA**

Commissioner Rolleston opened the meeting with a Karakia, and acknowledged the passing of Lynne Ririnui, Penetaka Dickson, Louis Te Kani and Marshall Bidois.

**2 APOLOGIES****APOLOGY****COMMITTEE RESOLUTION SFR6/21/1**

Moved: Mr Bruce Robertson

Seconded: Commissioner Bill Wasley

That the apologies for lateness received from Ms Matire Duncan and for early departure from Dr Wayne Beilby and Mr Te Pio Kawe be accepted.

**CARRIED**

**3 PUBLIC FORUM**

Nil

**4 ACCEPTANCE OF LATE ITEMS**

Nil

**5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN**

Nil

**6 CHANGE TO ORDER OF BUSINESS**

Nil

**7 CONFIRMATION OF MINUTES****7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 20 September 2021****COMMITTEE RESOLUTION SFR6/21/2**

Moved: Dr Wayne Beilby

Seconded: Commissioner Bill Wasley

That the minutes of the Strategy, Finance and Risk Committee meeting held on 20 September 2021 be confirmed as a true and correct record.

**CARRIED****8 DECLARATION OF CONFLICTS OF INTEREST**

Nil

**9 BUSINESS**

## 9.1 Local Alcohol Policy

**Staff** Barbara Dempsey, General Manager: Regulatory and Compliance  
Ariell King, Team Leader: Policy  
Jeremy Boase, Manager: Strategy & Corporate Planning  
Nigel McGlone, Manager: Environmental Regulation

### Key points

- The first Local Alcohol Policy (LAP) was a joint venture with Western Bay of Plenty District Council (WBOPDC); this updated policy was for TCC alone. The policy must be reviewed every six years.
- Policy provided guidance to staff in the application of their duties, and also to the District Licensing Committee (DLC).
- Have had initial engagement with the police, iwi and previous submitters.

### In response to questions

- WBOPDC had taken a different approach with its policy. The two councils were facing different issues with alcohol in their different areas; elected members had decided separate policies were more appropriate. TCC and WBOPDC were undertaking reviews at the same time and had been working closely together.
- Engagement with the DLC was not appropriate at this stage due to possible conflicts of interest due to their role further down the process. The Hospitality Association had not been consulted at this stage.
- Whether a District Plan process was a more effective way to manage location of licensed premises was outside the scope of this review. It was easier and quicker to change a LAP than a district or city plan.
- The ability of commissioners to consider matters raised via submission and make adjustments to the final LAP was reasonably constrained; if the final LAP was too different to the draft, there would need to be another consultative process.
- Appeals went to the Alcohol Regulatory and Licensing Authority.
- Delivery of social outcomes and addressing issues of alcohol abuse through this policy were limited; the Sale and Supply of Alcohol Act 2012 set out what could be addressed by the policy and was prescriptive in what could be included in the policy.
- Establishment of off licenses could be controlled through this process but was not looked at as part of this review. There was a grandparenting rule – changed provisions around proximity and licensing would apply to new applications but not existing businesses. Council could be more proactive in widely advertising new applications.
- New off license applications could proactively be sent to iwi. The need to make sure communities were aware of applications in their neighbourhood, including wide notification of applications, was noted.
- Change to opening hours of Tauranga CBD with a reduction in hours from 3am to 2am tied in with the one-way door policy, to ensure that people did not come to the CBD after Mount bars closed. The difference between the CBD and the Mount opening hours was as a result of the consultation undertaken for the previous LAP.
- Consistency across all off-licenses e.g. supermarkets and other off-licences having the same operating hours, was a common theme received in feedback.

## COMMITTEE RESOLUTION SFR6/21/3

Moved: Commissioner Bill Wasley

Seconded: Ms Rohario Murray

That the Strategy, Finance and Risk Committee:

- (a) Receives the information required under section 78(2) of the Sale and Supply of

Alcohol Act 2012 (attachment one)

- (b) Agrees to retain the content of the current Local Alcohol Policy with the following changes:
- (i) Introduce a new section in the draft Local Alcohol Policy for club licences to provide clarity for the community and applicants (option b (1))
  - (ii) Propose a reduction in the opening hours in the Tauranga City Centre with a proposed closing time of 2:00am instead of 3:00am (option b (2))
  - (iii) Amend the one-way door restriction to commence at 1am instead of 2am to align with the proposed change in hours above.
- (c) Notes that the policy will no longer be a joint policy with Western Bay of Plenty District Council.
- (d) Adopts the draft Tauranga Local Alcohol Policy (attachment two) and the Statement of Proposal (attachment three) for consultation from 17 November 2021 to 20 December 2021.
- (e) Authorises the Chief Executive to make any necessary minor drafting or presentation amendments to the draft Local Alcohol Policy, the Statement of Proposal and the related consultation material prior to the commencement of consultation.
- (f) Requests that the following groups be included in consultation on the draft Local Alcohol Policy: iwi, Māori wardens, the Hospitality Association, Hauora, the Chamber of Commerce and the Mainstreet organisations.
- (g) Requests that off-licence applications be widely notified.

**CARRIED**

## **9.2 Update on the City Vision Project**

**Staff** Christine Jones, General Manager: Strategy and Growth  
Jeremy Boase, Manager: Strategy & Corporate Planning

### **Key points**

- City Vision work was approved to proceed in June.
- Largely online driven engagement process. Three weeks only; aimed at people not agencies.
- An agency had been engaged to do the creative design and the analysis of the engagement feedback received, which would be peer reviewed by Council staff.

### **In response to questions**

- Could be responsive and pivot engagement if it became evident that particular groups were not represented.
- Relevant agencies would be included on a theme by theme basis as the vision and strategy were turned into action.
- Due to the restricted time frame, particular groups had been targeted, especially iwi partnership groups.
- Would also pick up views expressed through the Long-Term Plan (LTP) process as well, to ensure broad gathering of information.
- Social media was the main delivery agent.

### **Discussion points raised**

- The tight timeframe was a direction from the Commissioners. The city vision project built on work in 2019/20 and wide consultation during the LTP; noted that three weeks would be challenging to get comprehensive reach into the community of this engagement.

**COMMITTEE RESOLUTION SFR6/21/4**

Moved: Commissioner Shadrach Rolleston

Seconded: Dr Wayne Beilby

That the Strategy, Finance and Risk Committee receives the 'Update on the City Vision Project' report.

**CARRIED**

**9.3 Strategic Framework Refresh Project Update**

**Staff** Christine Jones, General Manager: Strategy and Growth  
Jeremy Boase, Manager: Strategy & Corporate Planning

**Key points**

- Work had progressed since the project was approved in June. The framework would provide strategic direction for commissioners and councillors to guide decision making and the 2024-34 LTP.
- A number of strategies had not been recently reviewed and there were also a number of gaps. A comprehensive strategic framework should be in place by mid-2022.
- The framework would not rework established joint strategies.

**In response to questions**

- There was a strategic gap around sustainability, environmental and economic. Economic performance was a major part of the city's sustainability and there was a need to lift average household income. Broader definition of sustainability included the four wellbeings.
- The key issue of housing affordability should be included in high level strategies/aspirations.
- Strategic framework was externally facing. City Vision was non-Council centric; the strategy outlined what TCC could do to deliver the vision; the executive business plan underneath the strategy effectively becomes the CE's contract with the city and the community.

**COMMITTEE RESOLUTION SFR6/21/5**

Moved: Commissioner Stephen Selwood

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the Strategic Framework Refresh Project Update report; and
- (b) Notes that the Strategic Framework Refresh Project aims to be delivered by July 2022.

**CARRIED**

**9.4 Sustainability - Update**

**Staff** Christine Jones, General Manager: Strategy and Growth  
Jeremy Boase, Manager: Strategy & Corporate Planning

**In response to questions**

- External engagement list should include the Chamber of Commerce, the Port, other big industries e.g. Zespri, Instep (youth forum of Priority1).
- Outcome of consultation needed to demonstrate buy-in, support and ownership of key groups and stakeholders. Acknowledged it was not possible to please everyone and there would be

outliers that would always want more or less done.

- It would be a governance call about where to pitch the process in terms of how aspirational and how quickly progress should be made.
- Noted the Te Rangapū feedback around a tailored approach for Tauranga Moana in terms of the model and suggested a designer could work with Te Rangapū to clearly articulate their vision.

#### **COMMITTEE RESOLUTION SFR6/21/6**

Moved: Commissioner Bill Wasley

Seconded: Mr Te Pio Kawe

That the Strategy, Finance and Risk Committee:

- (a) Receives this report;
- (b) Notes the approach and next steps for development of the council's Sustainability Framework as outlined in this report.

**CARRIED**

### **9.5 Development contributions work programme**

**Staff** Christine Jones, General Manager: Strategy and Growth  
Andy Mead, Manager: City & Infrastructure Planning  
Ben Corbett, Team Leader: Growth Funding

#### **Key points**

- Identified during the LTP that there was a significant work programme needed.
- Outlined the priorities listed and several significant pieces of work required. There was a challenging amount of work for current resourcing.

#### **In response to questions**

- Community relations team were involved in communication planning around development contributions. The development community were generally well-informed about development contribution issues but not builders and the wider community. Messaging on development contributions should be a top priority; a large gap in understanding around development contributions and paying for the cost of development was evident during the LTP process.
- The team were doing their best with prioritising projects and using contractors where possible, but it was a complex area that took time. Delivery and funding of the infrastructure programme was one of Council's most significant challenges; need to make sure council had the right capability.
- Implementation of the development contribution charges for the community infrastructure development programme was on track.



**COMMITTEE RESOLUTION SFR6/21/7**

Moved: Mr Bruce Robertson

Seconded: Dr Wayne Beilby

That the Strategy, Finance and Risk Committee:

- (a) Receives this report; and
- (b) Endorses the work programme for implementation in the upcoming draft Development Contributions Policy 2022/23 and beyond.
- (c) Notes the work programme will be reported against and reviewed on an on-going basis, with significant changes reported through the Executive and this Committee as appropriate.

**CARRIED**

**9.6 Source Water Shortage**

**Staff** Nic Johansson, General Manager: Infrastructure  
Peter Bahrs, Team Leader: Water Services

**Key points**

- Outlined water sources used for TCC take; all three streams were showing decreased flow. This was a definitive trend with no bounce back, following three dry winters in a row.
- Schedule of interventions designed to squeeze the optimum amount of water out of the system; also planned communications to the community around water conservation strategies.
- Noted that TCC water sources were in the Western Bay of Plenty; Bay of Plenty Regional Council was also a partner. Water supply needed to be considered from a regional systemic level e.g. all takes considered, also the state of aquifers.
- Tauranga was looking at more severe water restrictions earlier and for longer.

**In response to questions**

- The Joyce Rd plant was at a higher elevation than the Oropi plant so it was easier to supply water from Joyce than Oropi; a short-term measure was diversion from Oropi to Joyce which would take pressure off the Tautau Stream. There was limited reticulation ability to move water around.
- People needed to value water differently and change their behaviour; utilise what water was available in the best manner. Encourage personal responsibility.
- Leakage rate was monitored – 16%-18% - not unusual for cities this size. There was always a degree of baseline leakage, no water system was totally watertight.
- BOPRC had done a significant amount of work on aquifer usage and underground water resources, and had a good understanding of consented draws but not unconsented draws and that impact on aquifers. More work was needed on the sustainability and resilience of aquifer use.
- Suggested to work with Places and Spaces/Parks teams in terms of appropriate planting, use of rain gardens and stormwater management.
- Diversion of one source stream water into another would raise questions under Te Ao Māori in terms of mixing of mauri of the different streams. If this was intended, consultation with appropriate iwi/hapū would be critical.

**COMMITTEE RESOLUTION SFR6/21/8**

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- (a) Receives the Source Water Shortage report; and
- (b) Supports the mitigation measures being implemented.

**CARRIED**

**9.7 Strategic Procurement Update**

**Staff** Nic Johansson, General Manager: Infrastructure  
David Moore, Manager: Capital Projects Assurance (via Teams)

**Key points**

- The focus was now on moving from review to implementation, with a move away from a purely transactional way of delivering projects in isolation.
- Looking at in terms of building programmes not just projects.
- Looking at developing relationships with key suppliers and de-risking procurement arrangements.

**In response to questions**

- Council was engaged with the Infrastructure Commission and with all organisations capable of delivery projects of this scale and nature. Possibility of better sequencing as a nation via a national infrastructure pipeline.
- Biggest spend was in Three Waters; confident that this type of innovative procurement process would be able to proceed and be picked up by Entity B. Advice was being provided by experienced industry consultants with nation-wide vision.
- Noted that the procurement process followed depended on organisational risk appetite. Considered TCC was heading towards best practice.

**COMMITTEE RESOLUTION SFR6/21/9**

Moved: Commissioner Bill Wasley

Seconded: Mr Bruce Robertson

That the Strategy, Finance and Risk Committee receives the Strategic Procurement Update report.

**CARRIED**

At 12.45pm the meeting adjourned.

At 1.30pm the meeting reconvened.

**9.10 Tauranga City Council Draft Consolidated Annual Report 2020/21**

**Staff** Paul Davidson, General Manager: Corporate Services  
Kathryn Sharplin, Manager: Finance  
Tracey Hughes, Finance Insights & Reporting Manager  
Josh Logan, Team Leader: Corporate Planning

A copy of the tabled document for this item can be viewed on Tauranga City Council's website in the Minutes Attachments document for this committee meeting.

**Key points**

- The audit process was still ongoing; adoption date had been pushed back to December.
- There had not been much change in numbers since previously reported to Council. \$182 m of the capital programme had been delivered; debt was just under \$60m. The debt-revenue ratios for TCC and for Consolidated were noted.
- Outlined the differences in the tabled item, *TCC (Group) Statement of Comprehensive Revenue and Expense*.
- Noted there would be a post balance sheet disclosure around three waters reform included in the final Annual Report.

**In response to questions**

- The Report did not make clear that part of the contract of sale of the Harington St transport hub was still to provide public carparking.
- Many of the not achieved non-financial performance measures were due to the impacts of COVID.
- Clarified the subsequent dissolution of the City Plan Hearing Committee needed to be included.
- A footnote would be added that the review of Chair Tolley and Cmr Selwood's reimbursement was now going to be in November.

**COMMITTEE RESOLUTION SFR6/21/10**

Moved: Commissioner Bill Wasley

Seconded: Mr Bruce Robertson

That the Strategy, Finance and Risk Committee receives the Report - Tauranga City Council Draft Consolidated Annual Report 2020/21.

**CARRIED**

**9.11 Financial and Non-Financial Monitoring Report: Period ended 30 September 2021**

**Staff** Paul Davidson, General Manager: Corporate Services  
Kathryn Sharplin, Manager: Finance  
Jeremy Boase, Manager: Strategy & Corporate Planning

**Key points**

- Financials were on track overall. Noted the difficulty of recruiting and impact on expenditure; had brought down debt forecasts to reflect the slower start to delivery of the capital programme due to COVID.

**In response to questions**

- Progress was picking up in terms of capital delivery with some significant contracts awarded recently, at the \$170m mark for contracts awarded.
- Considered that the impact on the worldwide supply market due to COVID would continue to play a part in capital delivery. The consequences of lock downs in Auckland and the Waikato were being felt through impacts on suppliers.
- Interpretation of the wave survey was clarified; the survey was spread over four different waves of surveys to mitigate the effect of immediate events; noted the slight upswing with the "satisfieds".

**COMMITTEE RESOLUTION SFR6/21/11**

Moved: Dr Wayne Beilby

Seconded: Commissioner Stephen Selwood

That the Strategy, Finance and Risk Committee receives the Financial and Non-Financial Monitoring Report: Period ended 30 September 2021.

**CARRIED**

**9.12 Treasury Strategy**

**Staff** Paul Davidson, General Manager: Corporate Services  
Mohan De Mel, Treasurer

**Key points**

- Treasury strategy was based on the actions approved in the LTP.
- Outlined borrowing, hedging, and fixed and floating interest rates achieved.
- Noted the chart describing predicted interest rates over time.

**In response to questions**

- Reforecasting for 2024 onwards in light of Three Waters reform may be required. Hedging would need to be managed to get the best outcome; also keeping borrowings shorter term. Uncertain how debt would actually transfer to the new entity.
- Sensible to reassess in six months in terms of interest rate rises and inflation rates. Short term rates would definitely increase; longer term rates should stabilise around 2.5%/3%.

**Discussion points raised**

- The Commission acknowledged Mr de Mel's contribution to TCC and his tremendous public service, in advance of his upcoming departure from Council.

**COMMITTEE RESOLUTION SFR6/21/12**

Moved: Ms Rohario Murray

Seconded: Dr Wayne Beilby

That the Strategy, Finance and Risk Committee:

- (a) Receives the Treasury Strategy report.
- (b) Approves the issuance of long and short-term debt on a wholesale basis to manage cash-flows.
- (c) Approves the management of fixed interest rate hedging in the target range of 50% to 60% at 2 years forward, and 30% to 40% at 5 years forward.
- (d) Approves maintenance of a minimum of \$15m of cash and short-term investments to manage cash-flows.
- (e) Approves hedging of all significant foreign exchange exposures.

**CARRIED**

**9.13 Local Government Funding Agency AGM Matters November 2021**

**Staff** Paul Davidson, General Manager: Corporate Services  
Mohan De Mel, Treasurer

**Key points**

- Was an annual process with a number of resolutions required.
- Noted the directors retiring, and the nominations for replacements.
- TCC recommendation was to support Christchurch City Council and New Plymouth District Council to be in the Shareholders Council.
- Noted the recommended changes to the Foundation Policies.
- Noted amendments proposed to the Shareholders Agreement to streamline operations.

**COMMITTEE RESOLUTION SFR6/21/13**

Moved: Commissioner Stephen Selwood

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- a) Receives the Local Government Funding Agency AGM Matters November 2021 report.
- b) Approves the following resolutions to allow voting for the Local Government Funding Agency annual general meeting:
  - i) Approve the re-election of Craig Stobo as an Independent Director (Proxy Form Resolution 1(a));
  - ii) Approve the election of Alan Adcock as a Non-Independent Director (Proxy Form Resolution 1(b));
  - iii) Approve the re-election of Christchurch City Council as a Nominating Local Authority (Proxy Form Resolution 2(a));
  - iv) Approve the election of New Plymouth District Council as a Nominating Local Authority (Proxy Form Resolution 2(b));
  - v) Approve the changes to the Foundation Policies (Proxy Form Resolution 3);
  - vi) Approve the changes to the Shareholders Agreement (Proxy Form Resolution 4);
  - vii) Approve the following increases in directors fee payable (Proxy Form Resolution 5 (a) to (d)):
    - 1) With effect from 1 July 2021, the director acting as chair of the board of directors of \$6,000 per annum, from \$102,000 to \$108,000 per annum;
    - 2) With effect from 1 July 2021, each of the other directors acting as members of the audit and risk committee, an increase of \$4,000 per annum, from \$59,000 to \$63,000 per annum;
    - 3) With effect from 1 July 2021, the director acting as chair of the audit and risk committee, an increase of \$4,000 per annum, from \$63,000 to \$67,000 per annum and
    - 4) With effect from 1 July 2021, each of the other directors an increase of \$3,000 per annum, from \$57,000 to \$60,000 per annum.
- c) Authorises by way of proxy, a nominated member of staff to attend the AGM as shareholder representative of Tauranga City Council or appoint Chair of Local Government Funding Agency to vote on behalf of Tauranga City Council.

**CARRIED**

## 9.14 Rating Policy Review

**Staff** Paul Davidson, General Manager: Corporate Services  
Malcolm Gibb, Project Manager – Rating Review  
Jim Taylor, Transactional Services Manager

### Key points

- The various recommendations from the LTP to review parts of the rating structure had been picked up by this review project.
- This part of the review focused on the business and commercial sectors.
- Noted the changes in kerbside targeted rates for next year.
- Noted the work being carried out around rates remission policies; rates remission was also being looked at a nationwide central level.

### In response to questions

- Wastewater charges were not a high priority and the most equitable mechanism was not available under the Rating Act.
- Parking of buses was an issue; particularly out of service buses parking on residential streets behind temporary interchanges and the subsequent effect on roading network. Those residents were not benefitting from that activity on their streets; residential roads were not built for heavy vehicles. A transport rate looked at users of the networks, who benefits and the impacts of the activity.

## COMMITTEE RESOLUTION SFR6/21/14

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report rating policy review.
- (b) Approves a focus on priority topics for review of rates and rating structure for the 2022-23 year, being:
  - (i) commercial and industrial differential rates, focussing on the funding of the transportation and related stormwater activities.
  - (ii) new targeted rates for different levels of service for kerbside waste and recycling services.
  - (iii) council's remission and postponement policies.
- (c) Agrees that the 2022-23 year review of rates will not include short term online accommodation, higher levels of service for road sealing and options for charging for wastewater services.
- (d) Notes that consideration of options for variable water by meter charges to address demand issues, may be considered further during the year.

**CARRIED**

## 9.8 2021 Q3 Reports: 'Health & Safety' and 'Mental Health & Wellbeing'

**Staff** Susan Jamieson, General Manager: People and Engagement  
Angelique Fraser, Health & Safety Change Manager

### Key points

- Noted the trials undertaken in conjunction with Worksafe around innovative H&S measures.

**In response to questions**

- There had been significant change over the year in terms of staff turnover and retention; a more detailed breakdown identifying the most affected sectors of the organisation would be provided.
- The reduction in H&S events/injuries partly reflected the impact of COVID lockdown levels 3 and 4. Low incident numbers were not always a good thing as could indicate lack of reporting rather than lack of incidents. The Health and Safety team were more interested in content rather than numbers.
- Noted that TCC staff use of counselling services was at a higher rate than the national average. There was a theme of people feeling more disconnected during the second COVID lockdown. The counselling service was also offered to staff whanau.
- Lessons learnt from the last lockdown; mental wellbeing centred around expectations on people leaders and realistic work expectations.
- An estimated 35 staff and an unknown number of contractors were impacted by the health and education vaccination mandates.

**COMMITTEE RESOLUTION SFR6/21/15**

Moved: Commissioner Bill Wasley

Seconded: Ms Rohario Murray

That the Strategy, Finance and Risk Committee receive the following reports:

- (a) 2021 Q3 Health & Safety Report.
- (b) 2021 Q3 MHW Report.

**CARRIED**

At 2.30pm, Ms Rohario Murray and Dr Wayne Beilby left the meeting to attend a tangi. Mr Te Pio Kawe remained in the meeting remotely.

**9.9 Q1 2021/22 LGOIMA and Privacy Requests**

**Staff** Susan Jamieson, General Manager: People and Engagement  
Kath Norris, Team Leader: Democracy Services

**In response to questions**

- Considered it was better practice to be proactive with information release rather than reactive; this also reduced the need for LGOIMAs.

**COMMITTEE RESOLUTION SFR6/21/16**

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report Q1 2021/22 LGOIMA and Privacy Requests.

**CARRIED**



Item - 9.10 Tauranga City Council Draft Consolidated Annual Report 2020/21 - has been moved to another part of the document.

Item - 9.11 Financial and Non-Financial Monitoring Report: Period ended 30 September 2021 - has been moved to another part of the document.

Item - 9.12 Treasury Strategy - has been moved to another part of the document.

Item - 9.13 Local Government Funding Agency AGM Matters November 2021 - has been moved to another part of the document.

Item - 9.14 Rating Policy Review - has been moved to another part of the document.

## **10 DISCUSSION OF LATE ITEMS**

Nil



**11 PUBLIC EXCLUDED SESSION****RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION SFR6/21/17**

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Stephen Selwood

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 - Litigation Report</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)(g) - The withholding of the information is necessary to maintain legal professional privilege</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) - 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 - Corporate Risk Register - Quarterly Update</b>	<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) - 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>11.3 - Internal Audit - Quarterly Update</b>	<p>s6(b) - The making available of the information would be likely to endanger the safety of any person</p> <p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural</p>	s48(1)(a) - 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

	<p>persons</p> <p>s7(2)(d) - The withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>reason for withholding would exist under section 6 or section 7</p>
<b>11.4 - 3 Waters Collaboration Project - funding</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> <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) - 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>
<b>11.5 - Financial Update from Bay Venues Limited</b>	<p>s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a) - 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>

CARRIED

## 12 CLOSING KARAKIA

Commissioner Rolleston closed the meeting with a Karakia.

The meeting closed at 3.10pm.

The minutes of this meeting were confirmed as a true and correct record at the Strategy, Finance and Risk Committee meeting held on 13 December 2021.

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CHAIRPERSON

**8        DECLARATION OF CONFLICTS OF INTEREST**

**9        DEPUTATIONS, PRESENTATIONS, PETITIONS**

**9.1      Presentation - TBE Private Plan Change - Bryce Donne, Element IMF**

**ATTACHMENTS**

**Nil**

## 10 BUSINESS

### 10.1 Issues and Options Report on the Use of Council Land

**File Number:** A12986869

**Author:** Jeremy Boase, Manager: Strategy and Corporate Planning

Rebecca Gallagher, Policy Analyst

Vicky Grant-Ussher, Policy Analyst

**Authoriser:** Christine Jones, General Manager: Strategy & Growth

#### PURPOSE OF THE REPORT

1. To consider the issues arising from the review of council policies associated with the use of council land and enable decisions on the proposed policy options to address the issues raised.

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#### RECOMMENDATIONS

That the Strategy, Finance and Risk Committee provide the following direction for the purpose of the development of a draft policy:

##### **Issue 1: Decisions on the Policy Purpose and Principles**

- (a) Approve the proposed purposes and principles (para 21) for incorporation into the combined draft policy.

##### **Issue 2: Prioritisation of Uses and Users on Council Land**

- (b) Agree to prioritise and update the current booking criteria for outdoor spaces.
- (c) Agree to set policy criteria for selected high use reserves to relieve current pressures.

##### **Issue 3: Management of Active Reserves (Sports fields)**

- (d) Agree to set new prioritisation to specify that the priority of active reserves is community sport and staff will work with stakeholders to determine policy clauses that further prioritise between tournaments, regular games, training, high performance sport, national bodies and regional sporting organisations, users from outside Tauranga, and other uses where they do not displace community sports.

##### **Issue 4: Assuring the Quality and Suitability of Temporary Commercial Activities on Reserve Land**

- (e) Agree to set criteria for all temporary commercial activities on reserves.
- (f) Agree to amend the threshold criteria to require operators to meet health and safety requirements, be small scale activities, have a Qualmark certification, and obtain a minimum score in the tender weightings.
- (g) Agree to allow two-year maximum tender length for quality operators with a review after year one.
- (h) Require cultural tour operators to show evidence of engagement with appropriate iwi / hapū representatives.

##### **Issue 5: Decisions on the Payment or Non-payment of Fees to Use Council Land**

- (i) Agree to provide a policy clause to clarify weddings are not charged fees.
- (j) Agree no fee is required for fitness classes or bootcamps but they must book the site and time.
- (k) Agree to require tour operators who charge a fee for service on council land, to obtain a licence and pay a fee to council (amount to be determined by a review of fees and

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charges in the next Annual Plan).

**Issue 6: Allocation of Tendered Licences**

- (l) Agree to the following changes to the allocation of tendered licences:
  - (i) reducing the number on the Mall, Mount Maunganui from 4 to 3
  - (ii) increase the number on Marine Parade, Mount Maunganui (on the beach between Mussel Rock and Oceanbeach Road) from 3 to 4
  - (iii) remove Memorial Park from the tender process
  - (iv) remove Fergusson Park from the tender process
  - (v) increase the number on Kulim Park from 2 to 3
  - (vi) add a maximum limit of 4 on Marine Parade between Adams Avenue and Pacific Avenue from 1 December to 31 March following year (currently no limit)
  - (vii) reducing the number on Marine Parade opposite Tay Street from 2 to 1.

**Issue 7: Community Gardens**

- (m) Agree to keep the status quo with potential minor amendments to current policy.

**Issue 8: Memorials**

- (n) Add policy clauses to clarify that council land is not for the purpose of private memorials but limited provision is made for the donation of memorial seats and trees in designated areas. Memorial seats are in place for 10 years or the lifetime of the seat.

**Issue 9: Sponsorship Signage on Reserves**

- (o) Keep the current criteria but allow discretion by the asset manager for exceptional circumstances and require a final design that must be signed off by council staff.

**Issue 10: Leases and Licences to Occupy**

- (p) Include a policy clause setting a maximum term for a secondary long-term lease.

**Issue 11: Stormwater Reserves**

- (q) Agree to provide policy clauses which clarify the purpose of stormwater reserves, explain why they require a different level of service of grass and vegetation, specify no swimming, and specify no structures or moveable items that can be shifted by water flows in extreme rain events within flowpaths or near waterways.

**Issue 12: Merging and Aligning Content into a Single Policy**

- (r) Agree to the following content changes:
  - (i) remove the procedural elements of the Outdoor Spaces Booking Policy into a separate procedure
  - (ii) keep the minimum criteria operators must meet as set in the Temporary Commercial Activities on Reserves policy provisions, but remove tender attributes and weighting from the policy
  - (iii) simplify the Markets and Stalls policy provisions to set out that a permit is required and may be applied for by supplying the required information on the appropriate application form, and that successful applicants must comply with the conditions of that permit to be allowed to operate
  - (iv) simplify the Community Gardens policy to set out the intended purpose of community gardens, the role of council, the requirement for a licence to occupy and the requirement for a community garden management group and move other content into a template licence to occupy agreement.

**Issue 13: Policy Clarifications**

- (s) Agree to the following policy clarifications:
- (i) clarify that if someone is operating a business off site, but as part of that business uses a reserve, e.g. online bicycle bookings where people collect bikes from a reserve, or online surf school bookings who then offer lessons from a reserve, do constitute a commercial activity on reserves and must obtain a commercial licence
  - (ii) clarify that council is not obliged to offer a licence to all temporary commercial activity applicants or for all sites on reserves
  - (iii) clarify that reserves that have tendered licences are also able to have other temporary commercial activities that don't meet the criteria for a tendered licence
  - (iv) clarify where a tendered site is left empty, it may be filled with another commercial activity provided the operator's activities are outside of the scope of the tendered licence activities
  - (v) clarify that playcentres are excluded from the definition of Early Childhood Education centres (ECE) and are treated the same as other community groups
  - (vi) clarify in the policy that the policy considerations apply when considering a new lease for existing ECE facilities or a variation to a lease and they will be applied to lease renewals and assignments where possible
  - (vii) clarify that ashes are not to be scattered on council land and a garden is provided at the cemetery for this purpose.
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**EXECUTIVE SUMMARY**

2. Tauranga is a growing city and this growth, along with trends such as intensification and climate change, is putting growing pressure on council land. The current decision-making framework for the use of council land spans multiple documents and policies making it difficult for staff and the community to understand.
3. This paper identifies and considers the policy issues and options surrounding the use of land by members of the public that is owned or administered by council (excluding Mauao).
4. The policy review covers nine policies and aims to create a single core policy to govern the use of Council land. A few stand-alone issues related to land use will continue to sit outside of the main policy, for example, the mobile shops policy.
5. Council land is currently used for a wide range of purposes, this paper proposes to set a clear purpose for council land, and principles that will guide how council land is used to give the most benefit to the community. Options are provided to give clarity on how spaces, and specific high-use spaces, could be prioritised.
6. In updating this policy, a series of engagements were undertaken with Te Rangapū Mana Whenua o Tauranga Moana Partnership, the Department of Conservation, Bay Venues Limited, and a survey was conducted with licence holders, lease holders, community groups, commercial groups that use council land, as well as members of the public. The results of the engagement highlighted thirteen issues where a change, or further clarity, was required to the current policy provisions.
7. In consolidating the full eight policies, changes are also recommended to the content of some existing policies, where they contain unnecessary operational elements, or out of date references.
8. A draft policy will be brought to the Committee in the new year for approval for consultation with an expanded group of stakeholders including Te Rangapū Mana Whenua o Tauranga

Moana Partnership, the Department of Conservation, and Bay Venues Limited, Mainstreets, Network Operators, Sport Bay of Plenty, Advisory Boards and the wider communities of Tauranga.

## BACKGROUND

9. The council's decision-making framework for the use of council land is made up of many documents, including legislation, plans and a large number of policies that members of the community and staff must navigate to run an event, negotiate a lease, run a business, or plan/manage activities on council land. This is unwieldy, time consuming for users, can result in rules being missed, and can result in inconsistent decision-making. Outlined in **Attachment 1** is the decision-making framework in more detail.
10. While not all of Council's policies are under review, it has been important during the review to be cognisant of the interface between aspects of different policies also relevant to the use of land by the public.
11. Significant gaps and inconsistencies have been identified in the current policy framework and its application. Many of these policies are old and require amendments to address issues arising since they were written, and as they were written across a long time period with final decisions made by different councils they do not consistently align in direction and application. Many of the policies are also very process focused rather than being true policies as statements of council's position. While the process is important, especially in ensuring fair and consistent outcomes, it is not necessary (or usual practice) to include in the policy documents.
12. It is intended that the decisions on the issues and options contained in this paper will result in a single Community, Private and Commercial Use of Council Land Policy. This policy would incorporate the other existing eight policies; the Community Gardens Policy, Encroachment onto Reserves Policy, Events Policy, Network Operator Licences Policy, Operation of Markets and Stalls Policy, Outdoor Spaces Booking Policy, Sponsorship Signage on Reserves Policy and the Temporary Commercial Activities on Reserve Land Policy. The current policies are available to view online at <https://www.tauranga.govt.nz/council/council-documents/policies>. A few stand-alone issues will continue to sit outside of the main policy<sup>1</sup>.

## STRATEGIC / STATUTORY CONTEXT

13. Currently Council is refreshing its strategic framework and developing a City Vision. Together this work will ensure Council has a current and cohesive strategic framework that provides a clear line of sight from Council activities and policies, to strategy documents and from there to the City's Vision and adopted Community Outcomes. The purpose of this work is to assist Council in matching resources to outcomes and to provide a comprehensive and interconnected picture of Council's strategic landscape. This will allow both the organisation and the community to see how Council's day to day operations deliver on strategic outcomes for the city. Policies, such as those which guide use of Council's land, are an intrinsic part of this chain, ensuring that higher level strategic goals are operationalised in a consistent and transparent manner, and providing staff with delegated authority where appropriate.

## INSIGHTS FROM ENGAGEMENT

14. A number of engagement processes have been undertaken which have informed the issues for consideration. This includes a series of engagements which were undertaken with Te Rangapū Mana Whenua o Tauranga Moana Partnership, the Department of Conservation, Bay Venues Limited. In addition, an engagement survey was conducted with licence holders, lease holders, community groups and commercial groups that use council land, and with members of the public. These engagement processes told us that the environment and

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<sup>1</sup> This includes the Lease of Airspace Above Roads policy, the Community Share Agreement policy, the Operation of Mobile Shops policy, the Prioritising Use of Indoor Facilities policy, the Public Art Policy, the Tauranga Marina Policy and policies relating to road reserves, subsoil of roads and road berms.



green space are important to people and will become more so in the future as people live in smaller private spaces without their own trees and gardens, while there is also the desire to activate and enliven public spaces with events, activities, and commercial vendors.

15. The increased use of council land means that there is growing pressure on the passive users of reserves and the environment. The stakeholder and community feedback on the purpose of council land, the Vital Signs Update Survey and the WSP-prepared Community Engagement summary has told us that people highly value the public use of reserves, and the connection to greenspace, wildlife, and nature.
16. The engagement survey was conducted at the end of 2020 and was provided to licence holders, lease holders, community groups and commercial groups that use council land, and members of the public to hear their views on the purpose of council land. We received over 500 responses with the top six themes being:
  - public use and enjoyment
  - public recreational activity
  - community events
  - give people a place to connect with nature
  - space for wildlife / benefits to nature
  - greenspace to enable higher density residential development, and give people room to move, meet and play.
17. The survey also asked respondents to rank out of 10 a series of reasons why council should hold and maintain land for the community. The results highlighted that commercial activities and private use were considerably less desirable to the community than recreational benefits. The detailed results of the engagement survey are outlined in **Attachment 2**.
18. The competing priorities for public land need to be balanced and prioritised for different spaces as the city grows. To manage competing interests, there is a need for a clear and prioritised decision-making framework to balance the broad outcomes desired for the city.

## OPTIONS ANALYSIS

### Policy Issues Requiring Direction

#### Issue 1: Decisions on the Policy Purpose and Principles

19. With so many policies, it is unclear what the purpose of council land is, and having multiple objectives and principles adds to the uncertainty and inconsistency. Aligning the purposes and principles into a single policy will assist in removing inconsistencies. In proposing the principles we have considered and consulted with the community and stakeholders as to the purpose of council land.
20. As part of Council's decision-making, consideration must be given to the Local Government Act 2002 and the Reserves Act 1977 when determining the purpose of council land. An outline of the relevant sections of these Acts are outlined in Attachment 1.
21. Six key purposes and 13 principles are proposed. These have been developed from the existing policies and issues raised through the review. There are many objectives that could be developed in various levels of detail, but these are considered the most appropriate overarching objectives to apply across council land and activities.

#### Proposed Policy Purposes:

- I. To adopt a consistent approach to the use of council owned and administered land by the community, community organisations, private individuals and entities, and commercial individuals and organisations, including the approach to charging or not charging for this use, and to issuing leases, licences, and permissions.*



- II. To maintain the integrity of council land by ensuring it is used for its intended purpose, and to protect and enhance the ecological values of council land.*
- III. Where appropriate, to accommodate commercial activities that encourage wider public use of reserves, especially where these increase the number of people accessing and using the reserve and where they add to the enjoyment and experience of the reserve user e.g. through events, markets and stalls.*
- IV. To provide consistency in the decision-making process for booking outdoor spaces, while recognising the need for flexibility to cater to a variety of situations, and to provide clarity on council's priorities for the use of outdoor spaces to assist in ensuring the efficient and effective management and operation of these spaces.*
- V. To ensure a consistent approach to allowing sponsorship signage on reserves.*
- VI. To ensure that public open space is used primarily for community use and not for exclusive use by private or commercial users.*

### **Proposed Policy Principles**

- a) Council-owned and administered land should be maintained and managed for its intended purpose.*
- b) Council encourages a range and diversity of activities to occur on council's outdoor spaces network.*
- c) Reserve land should be used primarily for community use in line with the purpose of the reserve.*
- d) Council applies a network approach to use of outdoor spaces to ensure that activities are accommodated on the most suitable space for the type of use, and to minimise the impact on infrastructure, the environment, and other users.*
- e) Council recognises the historical and cultural connection that mana whenua has to the land and will work with mana whenua to give effect to the principles of the Treaty of Waitangi, and the relationship protocols it has with iwi and hapū.*
- f) There is benefit to the community in council owning land and getting a financial return from it.*
- g) Where council land is used for commercial gain it is appropriate that a fair economic charge is applied.*
- h) Commercial activities on council land should be complimentary and relevant to the purpose of the land.*
- i) Issuing leases, licences and permissions for use of land should be fair and consistent.*
- j) Ensuring public safety is paramount.*
- k) Council's aim is to minimise signage on reserves whilst recognising the need for some signage, and the financial benefits for users which can be gained through sponsorship signage.*
- l) Areas of high ecological, cultural and historical value are afforded additional protection from use by community, private and commercial organisations and individuals.*
- m) Council endeavours to provide for users wishing to book council land where the request is appropriate and consistent with the intended purpose of the land, however, there will be situations where a user may not be able to be accommodated within all their requirements or where an event or activity is not suitable for the preferred location or time.*

**Table 1: Options on Policy Purposes and Principles**

<b>Option</b>	<b>Advantages</b>	<b>Disadvantages</b>	<b>\$ Impact</b>
<b>Option 1:</b> Status quo. Keep all current purposes and principles from the nine different policies.	No change for the community.	Current purposes and principles are not aligned and are extensive.  Difficult to form basis of new combined policy without clear overarching objectives and principles.	None.
<b>Option 2: Adopt the proposed purposes and principles for incorporation into the combined draft policy (recommended).</b>	Provides consistency and clear direction for the policy and its application by staff and the community.  Ensures greater consistency in the use of council land.  Still ability to review and consult with stakeholders once draft policy is completed.	Any changes will need to be communicated clearly to the community.	None.
<b>Option 3:</b> Other amendments or additions to the purposes and principles.	Unknown.	Unknown.	Unknown.

**Issue 2: Prioritisation of Uses and Users on Council Land**

22. As Tauranga grows, council land is becoming busier, and the situation is beginning to arise more commonly where more than one user wishes to book an event or activity using the same public space at the same time. There is an identified need for a policy response as to how council should manage and prioritise the growing number of competing demands. Should it prioritise community use for local wellbeing, or economic return to council, or enable certain types of commercial activities to provide specific benefits in public spaces, or national/international promotion, protection of the environment and wildlife, or various other factors?
23. The Outdoor Spaces Booking Policy is seven years old and needs to be updated to reflect current use. The policy is insufficient to address changes in use and fails to adequately provide for decisions on what activity or use takes precedence when making booking decisions. It does not consider how to decline requests based on cumulative pressures on spaces.
24. Any events on outdoor spaces are subject to the Event Approval Process which is co-ordinated by the TCC Event Facilitation Team. This includes vetting requirements prior to an event being approved or declined. For example, waste minimisation plans, health and safety plans, and any conditions required to be adhered to relevant to the proposed location. The Event Approval Process works to manage the impacts of events. For example, the team works with the Department of Conservation when holding events at the Mount Main Beach to manage the impact of events on environmental values.
25. One of the key pressure points for activities and events is the Mount Main Beach. This is a highly sought-after space for sporting and recreational events as well as drawing large crowds of beach goers and tourists over the summer months. The intensity of use over summer coincides with the nesting period of the New Zealand dotterel and other native shore

birds. In particular, the Northern New Zealand dotterels' nesting season is from August-March. This endangered species is listed as "At Risk – Recovering" by the Department of Conservation with fewer than 2500 left, making it rarer than some species of kiwi and protected under the Wildlife Act 1953.

26. Consideration needs to be given to how council can fulfil its obligations under the Wildlife Act to protect New Zealand dotterels and their nesting habitat and facilitate the best use of this iconic location. For such busy and high-profile sites, there is a need to set a clearer decision-making framework regarding activities and events (type, scale, frequency, and any conditions) due to the popularity of high-profile spaces such as the Mount Main Beach.
27. This issue and time period also aligns with concerns being raised over the ability of local residents to enjoy the main beach without encountering crowds of people there for an event or activity.
28. Blake Park is another high use area where there are significant competing priorities by many users. The policy states that one of the purposes of Blake Park is "Sport". However, there is competition for field space between different sporting activities, from community sport through to high performance sport. In addition, active reserves are utilised as event spaces.
29. Work is already underway with users of Blake Park to identify priorities and address issues arising on this reserve. It is recommended that Blake Park be excluded from the policy until such time as that process is completed. Other active reserves such as Gordon Spratt reserve have user group forums and processes underway through Long-Term Plan outcomes, but it is considered these can be utilised to engage on the desired policy prioritisation by the user groups to feed into the draft policy rather than excluding these spaces.
30. It is acknowledged that there are over 300 reserves and various types of council land that serve different purposes and different user groups. It is extremely difficult to create a set of criteria that could apply across all areas of council land. There are specific pressure points at destination spaces such as the Mount Main Beach, Pilot Bay, Blake Park, and Papamoa Domain. The Outdoor Spaces Booking Policy identifies some high use areas and additional ones have arisen since this policy was written in 2014. The recommended approach is that we develop policy criteria for these key destination spaces to ease conflicts and congestion and shift some activities to other spaces across the city. This will allow prioritisation of key desired events and activities and set limits on others which can easily be shifted to alternative locations.
31. A new Events Strategic Plan is currently being developed and will supersede the current Events Policy. It is anticipated that the current Events Policy will be revoked when the Events Strategic Plan is adopted by Council. The Events Strategic Plan has identified a growing demand for more events across the city, from major events through to local community events.
32. The Tauranga Reserves Management Plan recognises the benefits of events to the city, and the need to continue to manage the use of reserves in a way that support events, while mitigating adverse effects on other users and the reserve itself. The Tauranga Reserve Management Plan also specifically identifies premier events spaces (e.g. Mount Main Beach) as reserves that are very popular for event use, and the need to ensure that events that use these spaces are appropriate to that location (e.g. access to water for swimming events) and hold a high profile status or cannot take place elsewhere.
33. A review of the Tauranga Reserve Management Plan could be used to prioritise and potentially restrict the number or frequency of activities on individual reserves. However, this piece of work would be very time and resource intensive. It would take a long time to develop priorities for each individual reserve with each local community and it would not resolve the immediate issues of conflicting desires and needs. To try and address the immediate issues options 2 and 3 outlined in **Table 2** are recommended.
34. Where policy criteria are proposed, these would be developed in consultation with key stakeholders for inclusion in the draft policy which will be brought back to commissioners in

the new year for approval or amendment prior to going out for consultation with the wider communities of Tauranga.

**Table 2: Options for Prioritisation of Uses and Users**

Option	Advantages	Disadvantages	\$ Impact
<p><b>Option 1:</b> Status quo.</p> <p>No set prioritisation and staff assist in negotiating between multiple bookings on a case-by-case basis.</p>	<p>Enables flexibility of spaces.</p>	<p>Does not support staff in a clear decision-making pathway.</p> <p>Regular users get moved for bigger events.</p> <p>Destination spaces under pressure.</p> <p>Lack of protection for dotterels on Mount Main Beach, environmental concerns, passive users and local sports teams.</p> <p>Policy prescribes a purpose to each outdoor space, but this is general and not prioritised.</p> <p>Limited ability to consider the appropriateness of an activity in a particular space.</p> <p>Does not provide clear and consistent direction to assist in declining a request if it is considered inappropriate.</p>	<p>May lose some bookings where we cannot negotiate favourable dates or locations.</p>
<p><b>Option 2:</b></p> <p><b>Prioritise and update the current booking criteria for outdoor spaces.</b></p> <p>The following is proposed for consultation with stakeholders:</p> <ol style="list-style-type: none"> <li>1. Location – is it essential for the success of the activity for it be located on this space?</li> <li>2. Community benefits – will the activity assist in bringing together a large part of the community within Tauranga?</li> <li>3. Established success – has the activity got</li> </ol>	<p>Fair and consistent across users, and everyone is aware of the rules and the priorities for the city.</p> <p>Enables fair and consistent decision making where there are conflicts between different activities and potential bookings.</p>	<p>Will not address at high use spaces where bookings are impacting user experience, the environment and reserve wildlife.</p> <p>May lose a small number of bookings where we cannot negotiate favourable dates or locations.</p>	<p>Minimal as this process is generally used where there is a conflict between multiple bookings.</p>

Option	Advantages	Disadvantages	\$ Impact
<p>a proven track record of success and is there a level of community expectation that it will occur again due to that success?</p> <p>4. Regular booked user impact (if relevant) - to what extent will the activity reduce the ability for a regular booked user to carry out their season or activities? Has this been an issue for this user before?</p> <p>5. Economic benefits – is the activity likely to bring an economic return to the city? If so, to what extent will this occur?</p> <p>6. Impact on passive users of the space and wildlife - to what extent will the activity reduce the ability for passive users, local residents, or wildlife species to carry out their activities?</p> <p><b>(Recommended).</b></p>			

Option	Advantages	Disadvantages	\$ Impact
<p><b>Option 3: Set policy criteria for <u>selected high use reserves</u> to relieve current pressures.</b></p> <p>This option would be an update to Schedule 2 of the current Outdoor Spaces Booking Policy, with the addition of high use spaces arising since this policy was written in 2014 (with the exclusion of Blake Park until a later date).</p> <p>The current reserves:</p> <ul style="list-style-type: none"> <li>• Mount Main Beach</li> <li>• Pilot Bay</li> <li>• Marine Parade</li> <li>• Blake Park</li> <li>• Wharepai Domain</li> <li>• Mt Drury</li> <li>• Coronation Park</li> <li>• Memorial Park</li> <li>• City Centre Waterfront/The Strand/Masonic Park/Aspen Reserve.</li> </ul> <p>Proposed additional reserves:</p> <ul style="list-style-type: none"> <li>• Tauranga Domain</li> <li>• Gordon Spratt Reserve</li> <li>• Soper Reserve</li> <li>• Papamoa Domain.</li> </ul> <p><b>(Recommended).</b></p>	<p>Different priorities enabled for different spaces. Flexibility available for less popular locations. Likely to aid in spreading different groups and uses across different spaces.</p> <p>Enables a consistent and agreed approach across Council departments which will assist in timely coordinated responses.</p> <p>Aim to mitigate the impact on the high use space.</p>	<p>May lose a small number of bookings where we cannot negotiate favourable dates or locations.</p>	<p>Minimal due to the high demand on these reserves.</p>

### Issue 3: Management of Active Reserves (Sports fields)

35. There is also increasing pressure on the capacity of our active reserves to provide for all desired uses. Council's active reserves are under increasing pressure for space and playing time as well as adequate time for maintenance of turfed areas to meet competition standards. Turf fields have limited hours of use per week, depending on environmental factors, before they deteriorate to a less than acceptable quality, and need time for the grass to regrow. Active reserves are also used for events and community activities. There is also

increasing conflict between community sport, professional sport, sports teams coming to use council facilities who are from outside of Tauranga and do not have their own facilities to the same standard, as well as increasing numbers of international teams.

36. The Outdoor Spaces Booking Policy sets out criteria and priorities for sports field management and use. These criteria and priorities need updating based on changes over the last seven years since the policy was adopted and to provide for future decision making that is fair and consistent.
37. It is proposed above that high use and high-profile active reserves Wharepai Domain, Tauranga Domain and Gordon Spratt Reserve have specific criteria and prioritisation developed individually as detailed in the options in **Table 2** above. Blake Park would be excluded until a later date.
38. The options in **Table 3** below have been developed for active reserves generally. These options do not apply to the high-profile active reserves Wharepai Domain, Tauranga Domain, Gordon Spratt Reserve and Blake Park. It is recommended that for active reserves that have a smaller profile and are not used for professional sports, that community sport is prioritised for the growing number of local players and teams who use ratepayer-funded facilities.

**Table 3: Options for Prioritisation of Use on Active Reserves (excluding Wharepai Domain, Tauranga Domain, Gordon Spratt Reserve and Blake Park)**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1:</b> Status quo. No set prioritisation assessed on a case-by-case basis.	Enables flexibility of spaces.	Does not support staff in a clear decision-making pathway. Regular users get moved for bigger events. Destination spaces under pressure. Limited ability to decline a request. Limited ability to consider the appropriateness of an activity in a particular space. Does not reflect current use or adequately provide for current competing demands between different types/levels of sports.	None.
<b>Option 2: New prioritisation to specify priority of active reserves is community sport. Staff will work with stakeholders to determine policy clauses that further prioritise between:</b> <ol style="list-style-type: none"> <li>1. Tournaments</li> <li>2. Regular games</li> <li>3. Training</li> <li>4. High performance sport, national bodies and regional sporting organisations</li> <li>5. Users from outside Tauranga</li> <li>6. Other uses where they do not displace community</li> </ol>	Provides a clear decision-making pathway to determine between different users and bookings. Provides a clear mechanism to make decisions between current competing demands of different types	Applied separately to high profile active reserves which will have different priorities. High performance sport still needs to use other active reserves when high profile spaces are booked.	None.



<b>sports</b> <b>(Recommended).</b>	and levels of sports.		
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#### Issue 4: Assuring the Quality and Suitability of Temporary Commercial Activities on Reserve Land

39. The Temporary Commercial Activities on Reserve Land policy aims to set out a consistent approach to what temporary commercial activities are permitted on reserves. It does not set criteria for commercial activities in general. Commercial operators can apply to the council to operate on reserves, the council will then consider their application in accordance with the Reserves Act and Tauranga Reserves Management Plan.
40. Currently, temporary commercial activities on reserves range from large scale operators to a limited number of tendered temporary commercial activities on specific sites, to regular markets, one-off commercial activities like blow up slides, circuses, gypsy fairs, equipment hire, and art sales. Policy alignment is required to improve the fairness and consistency of process for users.
41. At specific reserves there is a tendered licence process to enable small scale temporary commercial activities<sup>2</sup> to activate the spaces and restrict overuse where there is high demand by vendors<sup>3</sup>.
42. The intention of the Temporary Commercial Activities on Reserve Land policy is to provide the greatest amenity for the community that use that space, and access to commercial activities that complement the existing space and enhance and encourage its use.
43. While the intention of the policy remains to activate spaces, requests from commercial activities that discourage the public from using council land, restrict the use of reserves, are operating unsafely or are inappropriate for particular sites need to be able to be declined.
44. Operationally it is currently difficult to defend a decision to decline an activity as the guiding criteria are enabling and spread across multiple plans and Acts. There is also not a required minimum standard for operators to meet set in the policy, so there is little assurance that operators are providing a high-quality experience to reserve users. Options to address the quality and suitability of temporary commercial activities on reserves in the policy are provided below.

**Table 4: Options to assure the quality and suitability of temporary commercial activities on reserve land**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1:</b> Status quo.	Enables flexibility of spaces.	Not consistent.  Does not address increasing competition for spaces.	None.

<sup>2</sup> Temporary commercial activities provide goods or services or hire equipment at a cost to users of the public space, such as kayak hire or surfing lessons. Note that this is different to mobile shops which require a separate licence under the Operation of Mobile Shops Policy.

<sup>3</sup> Those reserves that have tendered licences are also able to have other temporary commercial activities that don't meet the criteria for a tendered licence e.g., a large-scale circus or water slide.



Option	Advantages	Disadvantages	\$ Impact
<p><b>Option 2: Set criteria for all commercial activities on reserves</b></p> <p>That they should be limited in number, relevant, complementary to the purpose of the reserve and facilitate enjoyment of the space, scale and suitability for the site, capacity of the site to allow the activity without adversely affecting other users, noise impacts, amenity effects, encourage the broadest community participation.</p> <p>They must comply with the Tauranga Reserve Management Plan, Reserves Act, City Plan and Bylaws.</p> <p>Proposed criteria (for consultation) to decline a proposal:</p> <ul style="list-style-type: none"> <li>(i) to protect the known values of the area</li> <li>(ii) to protect the health and safety of people who may visit the area</li> <li>(iii) to protect access to the area or ensure continued use by local users</li> <li>(iv) to protect the environment / wildlife</li> </ul> <p><b>(Recommended).</b></p>	<p>Ensures that activities which are inappropriate for a site and may adversely impact other users are not issued licences.</p>	<p>May result in some commercial activities being turned down.</p>	<p>May lose revenue if less activities are operating.</p>
<p><b>Option 3: Amend the threshold criteria to require operators to meet health and safety requirements, be small scale activities, have a Qualmark certification, and obtain a minimum score in the tender weightings.</b></p> <p><b>(Recommended).</b></p>	<p>Ensures that activities are of a high quality to enhance the experience of users and assist in ensuring public health and safety.</p>	<p>May exclude some current operators who do not meet the threshold.</p>	<p>None.</p>
<p><b>Option 4: Allow two-year maximum tender length for quality operators</b></p> <p>Enable the opportunity in the policy for tendered licences to be issued for longer than 1 year where the licensee has an excellent proven track record and popularity with the public. Limit of 2 years and tenderer must show continued quality or an improvement of service after the first year for licence to continue for the second year.</p> <p><b>(Recommended).</b></p>	<p>Provides security for ongoing business operations which must currently apply annually to ensure the ongoing life of their business.</p>	<p>May stop opportunities for new ventures on those spaces.</p> <p>Will require an audit process to be established to monitor and measure track record, public popularity, and continued quality or an improved level of service.</p>	<p>None.</p>

Option	Advantages	Disadvantages	\$ Impact
<p><b>Option 5: Require cultural tour operators to show evidence of engagement with appropriate iwi / hapū representatives</b></p> <p>Where a Māori cultural tour is proposed to be offered by a tour operator, or where a commercial activity is proposed on a site of cultural significance identified in the City Plan, council may require evidence of engagement with the appropriate iwi / hapū representatives to verify authenticity and cultural integrity.</p> <p><b>(Recommended).</b></p>	<p>Helps ensure the integrity of cultural tours.</p> <p>Assists in maintaining council's relationship with tangata whenua.</p> <p>Some sites and activities will require resource consent and be assessed through that process.</p>	Difficult to assess.	None.

### Issue 5: Decisions on the Payment or Non-payment of Fees to Use Council Land

45. The Community, Private and Commercial Use of Council-Administered Land policy and the Temporary Commercial Activities on Reserve Land Policy set out the activities which require a fee to take place on council land, those which require a licence, and specify some which must book but are not required to pay a fee. For example, tour operators and fitness classes are currently exempt from fees as are casual community uses of the land.
46. User fees and charges are used to assist the administration, operation, and maintenance of council land in accordance with the Revenue and Financing Policy. Revenue from fees reduces the rates revenue required to be collected from ratepayers. The fees do not cover the full costs of administration, operation, or maintenance, but they reduce the burden on ratepayers who would otherwise shoulder the full costs.
47. The results from the engagement survey indicated that people thought that commercial and non-community uses of the land should pay a fee – some a small fee and others at a market rate.
48. This section sets out the current policy and practice and policy options for three non-community uses, wedding ceremonies, bootcamps and fitness classes, and tour operators. The options relate to whether to require these activities to book or obtain a licence, and if a fee should apply to these users.

#### Wedding Ceremonies

49. Approximately 200 wedding ceremonies are held on council land annually and can consume significant staff time with requests and consequently we have moved to an online booking system to try and reduce the administration. Council does not provide any of the services of a wedding venue nor do we provide exclusive use. Only ceremonies are allowed, not receptions. They are held on public space with no exclusive use granted, and members of the public can spectate and occasionally wander through ceremonies.
50. Councils across New Zealand treat wedding ceremonies differently. For example, in Auckland, weddings are booked online with a minimum fee of \$20 depending on the popularity of the site. Results from the engagement survey showed that approximately a quarter of the respondents supported charging no fee (27%), around half supported a small fee being charged (46%), and a quarter supported charging a full market rate (27%).
51. Wedding ceremonies are currently not charged a fee to use council land. Under the current Community, Private and Commercial Use of Council-Administered Land policy, wedding

ceremonies would be considered a one-off private non-exclusive use of council land and should not be charged a fee as they are undertaken by private individuals.

52. **Table 5: Requirement for Fees for Weddings**

Option	Advantages	Disadvantage	\$ Impact
<b>Option 1: provide a policy clause to clarify weddings are not charged fees (Recommended)</b>	No change to current situation so is clear to the community and easy to administer.	None.	None.
<b>Option 2:</b> Charge a small fee to cover administration and monitoring.	Will assist in offsetting the costs of maintenance to ratepayers.	Increased administration to manage and monitor.  May raise public expectation that this provides exclusive use of the space which will not be the case.  May raise expectation that a certain level of service is provided (eg mowing of the grass).  IT changes would be required to allow for online payment.	Increasing the number of activities that are charged for using council land will assist in offsetting the costs of maintenance to ratepayers.  IT costs would be approximately \$10,000 in one-off set up costs and approximately \$10,000 per year to run. If manual invoicing was required, this would have additional operational costs.

**Commercial Bootcamps and Fitness Classes**

53. Under the current Temporary Commercial Activities on Reserve Land Policy, Commercial Bootcamps and Fitness Classes are not required to pay fees to use reserves, but they are required to book the reserve space from the council before using it. However, there is currently no mechanism for operators to book these activities so this is not done in practice.
54. The engagement survey results for questions about bootcamps and fitness classes showed that approximately a quarter of the respondents supported charging no fee (26%), around half supported charging a small fee (49%), and around a quarter supported charging a full market rate (26%).

**Table 6: Requirement for Licences and Fees for Commercial Bootcamps and Fitness Classes**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1:</b> Update policy to reflect current practice, with no booking, licences, or fees for bootcamps and	Easy to administer.  Recognises the public health and community benefit of	Not consistent or fair across all groups and individuals using council land for commercial	Ratepayers bear the costs of maintenance for council land unless users are charged for their use.  Where specific users are charged a fee, this contributes to the

Option	Advantages	Disadvantages	\$ Impact
fitness classes and include policy criteria to direct these activities to appropriate reserves and minimise disturbance of other users and neighbours.	fitness classes and exercise involvement.  Activates reserves for recreation activities.	benefit.  No knowledge of reserve use, impact on other users or reserves, except from complaints.	maintenance costs and reduces the burden on ratepayers. This option means ratepayers are subsidising some commercial activities.
<b>Option 2:</b> All commercial activities where a fee for participation or service is charged, including bootcamps and fitness classes, are required to obtain a licence and pay a fee (amount to be determined by a review of fees and charges in the next Annual Plan).	Consistent and fair that all commercial activities are charged for using council land.	Increased administration to manage and monitor additional operators and activities.  Might discourage operators from offering these services, which reduces opportunities for people to keep fit, and reduces the activation of parks and reserves.  IT changes would be required to allow for online payment.	Increasing the number of activities that are charged for using council land for commercial purposes would assist in offsetting the costs to ratepayers. How much, would depend on the fees applied and the number of operators. It may, however, result in higher administrative requirements to manage the increase in licences, fee recovery and monitoring.  IT changes would be required to allow for online payment, costs would be approximately \$10,000 in one-off set up costs and approximately \$10,000 per year to run. If manual invoicing was required, this would have additional operational costs.
<b>Option 3:</b>  <b>No fee required for fitness classes or bootcamps but must book the site and time.</b>  <b>(Recommended).</b>	Aligns with current policy. An online booking system such as that used for weddings could be utilised.  Enables monitoring for future decision making.	May take a short period to implement online booking changes.  Somewhat difficult to monitor compliance.	Would enable monitoring of the use of reserves and compliance with Reserve Management Plan. Would enable criteria to be applied such as restrictions on the use of heavy equipment, damage to reserves, music early in the morning / disruptions to neighbours, and restrict activities to reserves without high archaeological / ecological values.

### Tour Operators

55. Under the current Temporary Commercial Activities on Reserve Land Policy, tour operators are not required to pay fees to use reserves, but they are required to book the reserve space from the council before using it. However, in practice booking is not required.
56. The engagement survey results to questions about tour operators showed that most respondents supported charging a full market fee (63%), around a quarter supported charging a small fee (23%), and a minority supported charging no fee (13%).

**Table 7: Policy Options on the Requirement for Licences and Fees for Tour Operators**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1:</b> Update policy to reflect practice, and continue with no licences, booking or fees for tour operators.	No administration required.	Not consistent or fair across all groups and individuals using council land for commercial benefit.  Some tour operators have incurred costs to ratepayers for public toilets where their tours operate.	Ratepayers pays land maintenance costs. Where specific users are charged a fee, this contributes to the costs and reduces the burden on ratepayers. This option means ratepayers are subsidising commercial activities.
<b>Option 2: Tour operators who charge a fee for service on council land, are required to obtain a licence and pay a fee to council (amount to be determined by a review of fees and charges in the next Annual Plan).</b>  <b>(Recommended).</b>	Consistent and fair that all commercial activities are charged for using council land.  Recognises the activation of reserves that tour operators can enable.  Allows for oversight of high-use times for commercial activities on council land.	Increased administration to manage and monitor additional operators and activities.	Increasing number of activities charged for using council land for commercial purposes would assist in offsetting the costs to ratepayers. How much, would depend on the fees applied and the number of operators. It may result in higher administrative costs to manage the increase in licences, fee recovery and monitoring. There are currently a very small number of known operators (under 5). Costs will be investigated and reported if this option chosen.

**Issue 6: Allocation of Tendered Licences**

57. The engagement survey results to questions about tendered licences generally indicated support to keep the same number of licences at all current locations. Minor changes are proposed to reduce the number of licences at high pressure points.

**Table 8: Proposed Amendments to Tendered Licences**

Site	Type of activities	Current Max. Number of Licences	Proposed Maximum Number of Licences
The Mall, Mount Maunganui	Family or individual activities. If water based must be wind, pedal or paddle driven or small motor powered.	4	3 due to significant increase in use of this location.

Site	Type of activities	Current Max. Number of Licences	Proposed Maximum Number of Licences
Marine Parade, Mount Maunganui – on the beach between Mussel Rock and Oceanbeach Road	Family or individual activities. If water based must be wind, pedal or paddle driven. If the activity is sea related, then the craft should not operate further NW than Moturiki Island.	3	4 – to take up the 1 lost at The Mall as there is much more room on this side of the peninsula.
Memorial Park	Family or individual activities. If water based must be wind, pedal or paddle driven.	2	No applicants for tendered licences for years. Remove, allow on case by case basis.
Fergusson Park	Family or individual activities. If water based must be wind, pedal or paddle driven.	2	No applicants for tendered licences for years. Remove, allow on case by case basis.
Kulim Park	Family or individual activities. If water based must be wind, pedal or paddle driven.	2	3 – the park will likely become more popular now that it's been re-designed.
Marine Park	Family or individual activities. If water based must be wind, pedal or paddle driven.	1	1
McLaren Falls Park (incl. Omanawa Falls)	Family or individual activities. If water based must be wind, pedal or paddle driven.	2	2
Papamoa Domain	Family or individual activities. If water based must be wind, pedal or paddle driven.	2	2
Taylors Reserve	Family or individual activities. If water based must be wind, pedal or paddle driven.	1	2
Marine Parade between Adams Ave and Pacific Avenue from 1 December to 31 March following year.	Family or individual activities. If water based must be wind, pedal or paddle driven.	No maximum number but must operate within designated areas.	Restrict to 4 due to significant increase in use during summer.
Marine Parade opposite Tay Street.	Family or individual activities. If water based must be wind, pedal or paddle driven.	2	1 due to significant increase in use of this location.

### Issue 7: Community Gardens

58. Council currently has a Community Gardens policy which recognises the value of community gardens and encourages the establishment of community gardens. It sets out the criteria for running community gardens on council-owned or administered land.



59. There are lots of benefits to the community from well-run, accessible community gardens, including assisting in food security, community building and participation, and learning skills for participants.
60. Under the current policy, council does not provide community gardens, or maintain them, and does not actively seek out participants. The establishment of community gardens has a very high level of administration which staff assist participants with. However, their success depends on the various volunteers who run them and their leadership and succession plans. Unfortunately, they can quickly become run down if participants do not maintain their interest and leadership on the ground.
61. There are currently several community gardens active in Tauranga City. Three are on council land, while a few others are administered by external organisations on schools, church grounds and in neighbourhoods. Several external agencies are currently operating very successfully in this space, including the Good Neighbour Trust and several local churches.
62. Other councils such as Christchurch are active in facilitating community gardens and encouraging community participation.
63. It is also worth noting that various requests continue to be received from residents to use their road berm as a shared or free-for-all community garden. This scenario will be addressed in a subsequent paper addressing the multiple policies that deal with public use of road reserves.
64. There is a need to set direction as to the future role of council in community gardens.

**Table 9: Options for Approach to Community Gardens**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1: Status quo with potential minor amendments to current policy. (recommended).</b>	Provides opportunity for the community to establish community gardens and consistency in licencing of these.	Success is based on the leadership and enthusiasm of members.	None.
<b>Option 2:</b> Provide additional support, funding, and dedicated spaces as per Christchurch and other councils.	Assists community participation and enhances the benefits gained from community gardens.	Funding required and additional staff requirements to support this.	Yes.
<b>Option 3:</b> Cease to encourage or allow community gardens.	Removes administration requirements in supporting these.	Loss of benefits to the community from community gardens.	None.
<b>Option 4:</b> Consider wider issues of food security and how council land could be used to address this.	Provides multiple community wellbeing benefits.	Funding required and additional staff requirements to support this.  Wider than scope of policy.	Unknown.

**Issue 8: Memorials**

65. Some members of the community offer to donate memorial seats for loved ones who have died. They are able to donate a seat to Council, and in recognition of the donation, Council installs a plaque in remembrance of their loved one, and the seat and plaque are installed where a seat is needed in the reserves network. Managing these donations take a lot of time and administration and most requestors want the same locations (Mount Maunganui, Pilot

Bay and popular harbour locations). Seats last for about 10 years or the lifetime of the wooden seat, and then are replaced and someone else can donate another seat in that location, in memory of their loved one. The plaque on the original donated seat is returned, where possible, to the donor family.

66. Staff have tried to direct people towards donating a memorial tree that is more permanent than a seat and there are specified locations available for these.
67. Many people assume the memorial seats and plaques are for notable person who have contributed to the community, but staff have confirmed that many recent plaques have been for people who have only lived in Tauranga for their last few years and do not have a strong connection to the community. If we continue with memorial seat donations, it has been suggested that they be reserved for those who were long term residents of Tauranga or who have made a significant contribution to the community, particularly in the most popular locations.

**Table 10: Options for Memorials**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1:</b> Status quo. Memorials dealt with operationally.	No change to current situation so is easy to administer.	Unclear and inconsistent to the public. High administration in explaining the situation to lots of customers.	None.
<b>Option 2:</b> Add policy clauses to clarify that council land is not for the purpose of private memorials but limited provision is made for the donation of memorial seats and trees in designated areas. Memorial seats are in place for 10 years or the lifetime of the seat. <b>(Recommended).</b>	Clarifies the situation to the community.  Ensures consistency.	None.	None.
<b>Option 3:</b> Add policy clauses that memorial seats are generally reserved for those who were long term residents or who made a significant contribution to the community, particularly in the most popular locations.	Clarifies the situation to the community. Ensures consistency.  May help to reduce expectations of many who apply who all want the waterfront locations.	May put some persons off applying if they feel they have to justify the contribution of their loved one.  Difficult for staff to assess and sensitive topic to convey to families.	None.

### Issue 9: Sponsorship Signage on Reserves

68. Sports and community groups using reserves may need to access sources of funding to achieve their purposes. From time-to-time opportunities may arise for these sports and community groups to benefit from sponsorship opportunities and sponsorship may include signage on reserves. However, excessive signage, or signage that is poorly designed or placed, can negatively affect a reserve's amenity and ambiance and be confusing or inconvenient. It can imply unjustified commercial or exclusive ownership of a reserve or facilities, discouraging reserve users.



69. Many people consider signs to be visual pollution, particularly in the context of the Resource Management Act and its provisions and interpretation. Council reserves are green space in suburban and intensifying areas. The Tauranga Reserves Management Plan also encourages consideration of the visual landscape when designing facilities and managing reserves.
70. The Sponsorship Signage on Reserves policy<sup>4</sup> aims to ensure a consistent approach to allowing sponsorship signage on reserves. The key principle of the policy is to minimise sponsorship signage on council reserves whilst recognising the financial benefits for clubs which can be gained through sponsorship arrangements with businesses and other organisations. This policy was written many years ago and did not envision the current situation where clubrooms may be shared by multiple teams, sometimes from different codes, many of whom may have multiple sponsors to keep costs affordable for members.
71. The current policy allows one sponsorship sign per clubroom. The engagement survey asked general and specific questions around signage on reserves. The results are shown in Table 5 and Table 6 in Attachment 2. Just over half of respondents supported having one sign or no signs per sport field or building, (54-58%) whereas slightly less than half supported having 2 or more (42-46%).
72. Since the Sponsorship Signage on Reserves Policy was written in 2009, council has shifted largely to a co-location approach for community groups and sports clubs rather than each club having their own building. This means multiple groups may use the same building at different times. The current policy allows one sponsorship sign no bigger than 20% of a wall. Some clubrooms have six clubs but are only allowed 20% of one wall. Where they have an exclusive use lease of land, and are responsible for the ground maintenance, they can have unlimited sponsorship signage on the area covered by the lease, but it must be internally facing.
73. Bay Venues Limited also raised the issue of commercial signage, and particularly naming rights on reserves requesting that the policy set some consistent criteria or allowance for this.
74. Five options have been developed for consideration.

**Table 11: Options for Signage on Reserves**

Option	Advantages	Disadvantages	\$ Impact
<b>Option 1:</b> Status quo.	Easy to administer.	Unfair where multiple groups share a facility.	None.
<b>Option 2:</b> Increase signage only for shared buildings or reserves where multiple groups have leases / licences to occupy.	Allows greater sponsorship opportunities.	Increased visual pollution.	None.
<b>Option 3:</b> Increase signage for all buildings and reserves.	Allows greater sponsorship opportunities.	Increased visual pollution.	None.
<b>Option 4:</b> Set an increased portion of the wall area, sponsorship content and square metreage.	Allows greater sponsorship opportunities.	Increased visual pollution.	None.
<b>Option 5: Keep the current criteria but allow discretion by the asset manager for</b>	Allows greater sponsorship opportunities in more	Some increased visual pollution.	None.

<sup>4</sup> Sponsorship signage is signage which is aimed at acknowledging the partnership between the user of Council owned or administered reserves and a commercial entity. Sponsorship is not signage which is dedicated to advertising a commercial entity.

Option	Advantages	Disadvantages	\$ Impact
<b>exceptional circumstances and require a final design that must be signed off by council staff. (Recommended).</b>	limited circumstances where it is needed and appropriate. Takes into consideration the visual effect of increased signage. Keeps visual pollution in reserves to a minimum.		

### Issue 10: Leases and Licences to Occupy

75. The current Community, Private and Commercial Use of Council Administered Land Policy distinguishes between uses on strategic property and operational property. The maximum use on a strategic property is five years. The policy does not specify the maximum term for a long-term lease on operational land that is for a secondary purpose to the primary purpose of the land (called a secondary long-term lease).
76. There is inconsistency with the term of operational leases. Historically, perpetual leases were given and then changed to leases up to 30 years. With the fast rate of growth in the city and the need to respond to the changing needs of the community and enable council land to be maximised for the benefit of the wider community rather than a single leaseholder. However as many of our leases are ground leases only, community groups may still require long lease terms to allow for financing the infrastructure required for them to utilise the space. It is recommended that the specified term for a long-term lease is defined and options of length will be developed with input from community groups and leaseholders.

**Table 12: Options regarding secondary long-term leases**

Option	Advantages	Disadvantage	\$ Impact
<b>Option 1:</b> Status quo. No policy specification for a secondary long-term lease.	Maintains some flexibility.	Unclear to applicants. Could result in inconsistencies between applicants.  Creates difficulties in negotiations where people desire much longer leases such as those given in recent decades.	None.
<b>Option 2:</b> Include a policy clause setting a maximum term for a secondary long-term lease. <b>(Recommended).</b>	Provides clarity to applicants and the community.  Provides greater consistency and improves negotiations.	Would reduce flexibility.	None.

### Issue 11: Stormwater Reserves

77. The current policies do not provide any specific guidance on stormwater reserves. These reserves are significantly different in purpose to other areas of council land in that they are expected to flood in large rainfall events. Their role is to direct, slow, absorb and remove

stormwater from roads, housing, and infrastructure to avoid flooding and damage. However, they also fulfil other recreational purposes, provide greenspace and ecological functions.

78. In the mind of many of their community neighbours, stormwater reserves are a reserve the same as any other reserve. This results in requests from the community for unsuitable activities, infrastructure, and high levels of service such as short grass mowing that can compromise the function of the stormwater reserve.
79. It is recommended that policy clauses are added to clarify the purpose of stormwater reserves, why they require a different level of service of grass and vegetation, specify no swimming, specify no structures or moveable items that can be shifted by water flows in extreme rain events within flow paths or near waterways (in an extreme rainfall, even cars can be moved by a surprisingly low level of water flowing quickly).

**Table 13: Options for Purpose of Stormwater Reserves**

Option	Advantages	Disadvantage	\$ Impact
<b>Option 1:</b> Status quo. No policy provision for stormwater reserves. Assessed on a case-by-case basis.	None.	Does not provide clarity for community members wishing to undertake specific activities on stormwater reserves.	None.
<b>Option 2: Provide policy clauses clarifying the purpose of stormwater reserves, why they require a different level of service of grass and vegetation, specify no swimming, specify no structures or moveable items that can be shifted by water flows in extreme rain events within flow paths or near waterways. (Recommended).</b>	Provides clarity for community members who wish to undertake specific activities on stormwater reserves.  Ensures only appropriate events or activities occur on stormwater reserves that do not compromise the functioning of the reserve for its intended purpose.	None.	None.

### Issue 12: Merging and Aligning Content into a Single Policy

80. Through this review nine policies will be amalgamated into one policy. Unless highlighted for change in this report, existing policy provisions will be incorporated into the single policy.
81. To consolidate these nine policies, some drafting changes to these original policy provisions will be required to create a cohesive policy. The existing nine policies were developed at different times and have different levels of information and content. Some legislative regulatory or standard references are now out of date (e.g., Network Operation Licences) and will be updated as part of the consolidation process.
82. Several policies include a high level of operational detail that would more appropriately sit in a procedure document or licence agreement. Content identified as able to be provided in operational documents or licence agreements is provided in **Table 14** below.

**Table 14: Original policy content that could be moved into procedures**

Original Policy	Content recommend for removal	Advantages	Disadvantages
<b>Outdoor Spaces Booking Policy</b> - supports decisions around who gets to book an outdoor space when there is competition between users for an outdoor space on the same date and time. It provides criteria to consider when there is a conflict.	Remove the procedural elements of the Outdoor Spaces Booking Policy to a procedure e.g., stated timeframes to secure a booking.	Separates policy issues from operational issues. Simplifies and shortens the policy.	None.
<b>Temporary Commercial Activities on Reserve Land</b> - policy aims to set out a consistent approach to what temporary commercial activities are permitted on reserves.	Keep the minimum criteria operators must meet set in policy but remove tender attributes and weighting from the policy.  Operators will still be informed of the operational weighted tender attributes they will be assessed against prior to submitting a tender to avoid disputes.	Simplifies the policy.  Allows for more frequent updates in response to community feedback or emergent issues, as amendments would not have to wait for a formal policy review.  Enables a more commercial process.	Currently the weighted tender process causes a lot of contention from commercial operators who are not successful, removing this from the policy may be perceived as less transparent by operators.
<b>Markets and Stalls</b> - policy aims to set out a consistent approach to issuing licenses for stall holders and market organisers across all public places.	Simplify the policy to set out that a permit is required and may be applied for by supplying the required information on the appropriate application form, and that successful applicants must comply with the conditions of that permit to be allowed to operate.	Simplifies and shortens the policy.  Separates policy issues from operational issues.  Ensures all information requested is still provided to get a licence.	None.

Original Policy	Content recommend for removal	Advantages	Disadvantages
<b>Community Gardens</b> - policy recognises the value and encourages the establishment of community gardens. It also sets out the criteria for running community gardens on council-owned or administered land.	Simplify the Community Gardens policy to set out the intended purpose of community gardens, the role of council and the requirement for a licence to occupy and a community garden management group, and move other content into a template licence to occupy agreement.	Simplifies and shortens the policy. Separates policy issues from operational issues like what needs to be on the application form.  Ensures what all information requested is still provided in order to get a community gardens licence.  Avoids repetition between the policy and the application form.	None.

### Issue 13: Policy Clarifications

83. In reviewing these policies, several issues have been identified where the policy intent has not been followed due to confusion over the policy wording, unclear definitions or where a policy fails to cover a relevant issue. **Table 15** provided an outline of the policy provisions identified as requiring points of clarification.

**Table 15: Policy Options requiring clarification**

Original policy	Clarification	Advantages	Disadvantages	Recommended
<b>Temporary Commercial Activities on Reserves</b> - policy aims to set out a consistent approach to what temporary commercial activities are permitted on reserves.	Clarify in the policy that if someone is operating a business off site, but as part of that business uses a reserve, e.g. online bicycle bookings where people collect bikes from a reserve, or online surf school bookings, who then offer lessons from a reserve, do constitute a commercial activity on reserves and must obtain a commercial licence and pay a fee.	Ensures all commercial users of reserves are contributing.	Difficult to monitor and enforce.	<b>Yes.</b>
	Clarify that council is not obliged to offer a licence to all applicants or for all sites.	Removes ambiguity.  Supports the aim of ensuring only high-quality suitable activities may operate on reserves.	May result in less commercial activities operating.	<b>Yes.</b>

Original policy	Clarification	Advantages	Disadvantages	Recommended
<b>Temporary Commercial Activities on Reserves</b> - policy aims to set out a consistent approach to what temporary commercial activities are permitted on reserves.	Clarify that reserves that have tendered licences are also able to have other temporary commercial activities that don't meet the criteria for a tendered licence e.g., a travelling circus.	Removes ambiguity.  Increases awareness of opportunities to activate reserves.	None.	<b>Yes.</b>
	Clarify where a tendered site is left empty, it may be filled with another commercial activity provided the operator's activities are outside of the scope of the tendered licence activities.	Removes ambiguity.  Increases awareness of opportunities to activate reserves.	None.	<b>Yes.</b>
<b>The Community, Private and Commercial Use of Council-Administered Land</b> - policy sets out specific provisions for early childhood education centres (ECEs) on council land.	Clarify that playcentres are excluded from the definition of ECEs and are treated the same as other community groups under the policy.	Ensures clarity when reading and interpreting the policy.  Consistent with previous Council decisions.	None.	<b>Yes.</b>
	Clarify in the policy that the policy considerations apply when considering a new lease for existing ECE facilities or a variation to a lease. They will be applied to lease renewals and assignments where possible (may not always be possible due to the need to adhere to the legal requirements of renewals and assignments in the lease).	Provides clarification of the circumstances when the factors can be applied.	None.	<b>Yes.</b>



Original policy	Clarification	Advantages	Disadvantages	Recommended
<b>Memorials</b> – the policy is currently silent on the scattering of ashes in public places.	Clarify that ashes are not to be scattered on council land and a garden is provided at the cemetery for this purpose.	Clarifies the situation to the community.  Ensures consistency.  Aligns with tangata whenua cultural values.	Enforcement difficult.	<b>Yes.</b>
<b>The Sponsorship Signage on Reserves</b> - policy aims to ensure a consistent approach to allowing sponsorship signage on council-owned and administered reserves.	Add a policy clause specifying no commercial signage except where necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve.	Provides clarity for clubs, organisations and sponsors.	Already specified in the Reserves Act (section 54(1) d) which should be consulted when making decisions on issuing leases or licences on reserves.	<b>No.</b>

### FINANCIAL CONSIDERATIONS

84. Financial costs are expected to be minimal depending on how much resource is required to deliver the recommended options. There may be a requirement for resourcing web-based tool development for some options, and monitoring or enforcement for others up to 1 FTE. If the recommended options are selected, the costs will be investigated and reported to commissioners with the draft policy.

### LEGAL IMPLICATIONS / RISKS

85. This report has no legal implications. Any risks associated with the recommended or selected options will be investigated during detailed development of the draft policy wording.

### CONSULTATION / ENGAGEMENT

86. Council has engaged with internal and external stakeholders to provide an assessment of the current policy framework from those who use it. Internal engagement was carried out across staff teams which implement the policies under review and those who work with members of the community who may be impacted by the policies.
87. An engagement survey was provided for members of the public and responses to the survey were directly sought from members of the community who have a lease or licence to occupy, use council land for commercial purposes, or represent a community group which regularly uses public spaces. Over 500 detailed responses from members of the public were received covering a wide range of policy issues. Many respondents provided lengthy details of their current and desired uses of council land and the issues around that use.
88. Direct input to the issues and options paper has been sought and received from Te Rangapū Mana Whenua o Tauranga Moana Partnership, the Department of Conservation, and from Bay Venues Limited.

## SIGNIFICANCE

89. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
90. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
  - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
  - (b) any persons who are likely to be particularly affected by, or interested in, the issue.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
91. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the issue is of medium significance.

## ENGAGEMENT

92. Taking into consideration the above assessment, that the issue is of medium significance, officers are of the opinion that the following consultation/engagement is required.
93. Following today's decisions on the various options, a draft policy will be developed by staff in consultation with key stakeholders including Te Rangapū Mana Whenua o Tauranga Moana Partnership, the Department of Conservation, Bay Venues Limited, Mainstreets, Sport Bay of Plenty, Advisory Boards and Network Operators. This draft policy once approved or amended by commissioners will be consulted on widely with the communities of Tauranga in 2022.

## NEXT STEPS

94. A draft policy will be prepared based on the options decided by the committee. This will be brought back to the committee in the new year for final decision making and approval or amendments prior to consultation. Consultation will subsequently be carried out with both key stakeholders and the community on the draft policy. Hearings will be provided after submissions are received and the committee will deliberate and decide on the final policy wording.

## ATTACHMENTS

1. **Decision Making Framework - A13089329** [↓](#)
2. **Engagement Survey - A13087770** [↓](#)



### Attachment 1 – Decision Making Framework

The council's decision-making framework for the use of council land is made up of many documents, including legislation, plans, bylaws and a large number of policies. It is important to be cognisant of the interface between aspects of different policies, bylaws, plans and legislation that are relevant to the use of land by the public.

#### Legislation

1. Section 10 of the Local Government Act 2002 sets out the purpose of local government as:
  - (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
  - (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
2. The Reserves Act 1977 governs much of the land that the policy covers, and its purpose is:
  - (a) providing, for the preservation and management for the benefit and enjoyment of the public, areas of New Zealand possessing—
    - (i) recreational use or potential, whether active or passive; or
    - (ii) wildlife; or
    - (iii) indigenous flora or fauna; or
    - (iv) environmental and landscape amenity or interest; or
    - (v) natural, scenic, historic, cultural, archaeological, biological, geological, scientific, educational, community, or other special features or value:
  - (b) ensuring, as far as possible, the survival of all indigenous species of flora and fauna, both rare and commonplace, in their natural communities and habitats, and the preservation of representative samples of all classes of natural ecosystems and landscape which in the aggregate originally gave New Zealand its own recognisable character:
  - (c) ensuring, as far as possible, the preservation of access for the public to and along the sea coast, its bays and inlets and offshore islands, lakeshores, and riverbanks, and fostering and promoting the preservation of the natural character of the coastal environment and of the margins of lakes and rivers and the protection of them from unnecessary subdivision and development.

#### Plans

3. **The Tauranga City Plan** regulates land use and development via a rules framework and resource consent processes.
4. **The Tauranga Reserves Management Plan** sets out how council intends to provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent resources permit, the development of reserves. It contains statements that guide how council will manage its reserves and specific controls under the Reserves Act 1977. For example, how we will balance the protection of natural resources with recreational opportunities for the community. The Tauranga Reserves Management Plan was adopted in early 2019 and supersedes 14 earlier reserve management plans. Separate reserve management plans are held for Mauao, TECT All-Terrain Park, and Huharua Park and they are not intended to be covered by the proposed policy.

5. **The Tauranga City Infrastructure Development Code** seeks to ensure that any infrastructural development work in Tauranga City is constructed to an appropriate, long term, cost effective and singular set of standards and specifications. To this end it provides detailed guidance about the design of assets (e.g. transportation, three waters and reserves assets) that are to be vested with TCC which impact the long-term use of public spaces.
6. **The Fees and Charges Schedule** is set through the Annual Plan and Long-Term Plan on an annual basis. User fees and charges are used to assist the operation and maintenance of a variety of services and public spaces provided to the community. User fee revenue reduces the rate revenue required to be collected from ratepayers to supply and maintain public spaces as users pay a portion of the costs. This includes various fees for different activities on council land.

### Bylaws

7. **The Street Use and Public Places Bylaw 2018** sets out regulations for behaviour in public places so everyone can enjoy them safely and without nuisance.
8. **The Airport Bylaw 2016** protects the safety of airport users and property used in connection with the airport. It sets out the types of behaviours and requirements of users including the use of vehicles and aircraft operations.
9. **The Alcohol Bylaw 2018** is intended to reduce alcohol-related harm by controlling the consumption of alcohol in public places. It sets out the agreed permanent, New Year and temporary alcohol-free areas. It also provides the powers of search, seizure and arrest by NZ Police.
10. **The Beaches Bylaw 2018** enables the safe, recreational use of Tauranga's beaches and manages public safety and nuisance issues. It sets out the rules for vehicles on beaches, other craft, longline fishing, horses and fires.
11. **The Dog Management Bylaw 2018** sets out the areas where dogs are allowed whilst on a leash, where they are permanently and temporarily prohibited, location of kennels, a limit on the number of dogs, impounding, menacing dogs, offences and penalties.
12. **The Freedom Camping Bylaw 2019** sets restrictions around freedom camping to ensure our spaces can be enjoyed by all. It sets out where freedom camping is permitted (subject to restrictions) and where it is prohibited, offences and penalties.
13. **The Prostitution Bylaw 2019** provides for the locations of brothels in Tauranga and regulates associated signage and distribution of advertising in public places.
14. **The Speed Limit Bylaw 2009** sets speed limits and allows Council to set speed limits on roads under the ownership and/or control of Tauranga City Council, including public places like beaches.
15. **The Stormwater (Pollution Prevention) Bylaw 2015** seeks to control discharges to the network, retain the network for stormwater only and protect the network from damage/alteration. This bylaw helps to protect our waterways and prevents the misuse of Council's public stormwater network by controlling the discharge of contaminants and protecting the network from damage or alteration.
16. **The Traffic and Parking Bylaw 2012** sets the requirements for control of traffic and parking on roads, public places, parking areas and transport stations owned, controlled or managed by Council.
17. **The Waste Management and Minimisation Bylaw 2012** lays out guidelines for the collection and management of waste and recyclables. It supports the implementation of

the Joint Tauranga City Council and Western Bay of Plenty District Council Waste Management Minimisation Plan 2010 and provides specific provision for events.

18. **The Water Supply Bylaw 2019** protects the health and safety of people using water, the public water supply network from damage, misuse and interference and assists in the provision of reliable, safe and efficient water supply. It contains provisions relating to offsite provision of water e.g. for an event or activity.

#### Policies

19. A policy is a statement of council's position on a matter or issue. The nine policies currently under review relate to council land that is held as reserves under the Reserves Act 1977, and other land used for recreational purposes, as well as general rules relating to the use of council land and particularly commercial uses of that land. The nine policies currently under review are:
20. The [Community, Private and Commercial Use of Council-Administered Land](#) policy is intended to provide a consistent approach to the use of council land by our community, private and commercial users, and covers the types of activities that can occur on council land and specifies those that will be charged or free for users. It is also the lead policy for a number of the policies set out below.
21. The [Community Gardens](#) policy recognises the value and encourages the establishment of community gardens. It also sets out the criteria for running community gardens on council-owned or administered land.
22. The [Encroachments onto Reserves](#) policy sets out to maintain the integrity of reserve land by ensuring it is used for its intended purpose and where appropriate, to protect and enhance ecological values.
23. The [Events](#) policy aims to create a collaborative, positive and encouraging environment for the city's event industry, and to recognise the social, cultural, economic and environmental values that events bring to the city.
24. The [Network Operator Licences](#) policy sets out conditions to grant licences to network operators to place and maintain telecommunication facilities.
25. The [Operation of Markets and Stalls](#) policy sets out to ensure a consistent approach to issuing licenses for stall holders and market organisers across all public places.
26. The [Outdoor Spaces Booking](#) policy aims to provide consistency in the decision-making process for booking outdoor spaces. It supports decisions around who gets to book an outdoor space when there is competition between users for an outdoor space on the same date and time. It provides criteria to consider when there is a conflict.
27. The [Sponsorship Signage on Reserves](#) policy aims to ensure a consistent approach to allowing sponsorship signage on council-owned and administered reserves.
28. The [Temporary Commercial Activities on Reserve Land](#) policy aims to set out a consistent approach to what temporary commercial activities are permitted on reserves.

**Attachment 2: Public Survey on Use of Council Land**

A survey was provided for members of the public and responses to the survey were directly sought from members of the community who have a lease or licence to occupy, use council land for commercial purposes, or represent a community group which regularly uses public spaces. Over 500 detailed responses from members of the public were received covering a wide range of policy issues. Many respondents provided lengthy details of their current and desired uses of council land and the issues around that use.

The survey also asked respondents to rank a series of reasons why council should hold and maintain land for the community out of 10. The results are presented below in order of preference they were:

**Table 1: Reasons for council to hold land**

Reason	Ranking out of 10
Recreational benefits – passive recreation (e.g. walking, picnics)	9.07
Greenspace for people and nature	8.94
Recreational benefits – active recreation (e.g. running, social sports)	8.59
Recreational benefits – competitive sports	7.39
Space for events to take place	7.28
Space for commercial activities which enhance the use of that space	5.48
Space for commercial activities to operate	4.37
Extra land for people to pay to use for their benefit	3.75

**Table 2: Stakeholder Survey Results on Payment or Non-payment for Activities**

Type of use	Free	Small fee	Market rate	N/A	Total
Casual/one-off community use of land with no facilities e.g. family fun day	84%	15.4%	0.3%	0.3%	357
Casual/one-off community use of a facility e.g. community hall for fundraising book sale	43%	55%	2%	0%	356
Ongoing community use e.g. a sports team, scout group	30%	65%	4%	0.3%	356
Casual/one-off private use e.g. birthday party or work function	21%	45%	34%	0.3%	354
Casual/one-off commercial use e.g. art sale	8%	36%	54%	2%	355
Ongoing private use e.g. licence to occupy for private garden	6%	26%	61%	7%	355
Ongoing commercial use e.g. space for tables and chairs outside a café/restaurant next door to a reserve	5%	24%	69%	2%	355
Wedding ceremonies	27%	46%	27%	0.3%	353
Professional photography	25%	34%	40%	1%	353

Professional filming	15%	28%	56%	1%	351
Bootcamps/fitness/yoga classes where people pay to participate	25.7 %	49%	26%	0.3%	352
Tour operators e.g. for cruise ship visitors	13%	23%	63%	1%	350
\Temporary commercial use e.g. skating rink or waterpark	6%	27%	65%	2%	349

**Table 3: Stakeholder Survey Results on Current Fee-Free Commercial Activities**

Activity	Should require licence + pay fee	Require no licence (status quo)	Total
Tour operators	77%	23%	242
Commercial bootcamps	62%	38%	242
Commercial fitness classes	62%	38%	244

**Table 4: Stakeholder Survey Results on Tendered Licence Sites**

Site	Allow more licences	Keep same number of licences	Allow less licences
The Mall, Mount Maunganui (currently 4 licences)	22%	69%	9%
Marine Parade, Mount Maunganui – on the beach between Mussel Rock and Oceanbeach Rd (currently 3 licences)	28%	63%	9%
Memorial Park (currently 2 licences)	42%	55%	3%
Fergusson Park (currently 2 licences)	39%	57%	4%
Kulim Park (currently 2 licences)	33%	61%	6%
Marine Park (currently 1 licence)	37%	59%	4%
McLaren Falls Park (currently 2 licences)	37%	60%	3%
Papamoa Domain (currently 2 licences)	45%	51%	4%
Taylor's Reserve (currently 1 licence)	35%	60%	5%
Marine Parade between Adams Ave and Pacific Ave from 1 December to 31 March (currently no maximum number of licences)	23%	59%	18%
Marine Parade opposite Tay Street (currently 2 licences)	29%	65%	6%

**Table 5: Stakeholder Survey Results on Sponsorship signage on public reserves**

sponsorship signage on public reserves	Allow	Allow some	Allow few	Don't allow	Total
Signage in general on reserves	20%	30%	24%	26%	267
Signage on sports fields / facilities	37%	36%	19%	8%	270
Signage on buildings on reserves	31%	41%	17%	11%	270

**Table 6: Stakeholder Survey Results on Sponsorship signage on public reserves with multiple club facilities**

sponsorship signage on club facilities sited on public reserves where multiple clubs use the same building/facility	Allow several signs each	Allow 2 signs each	Allow 1 sign each	Allow 1 sign per building / facility	Don't allow	Total
Signage on sports fields / facilities occupied by multiple clubs or users	26%	20%	34%	13%	7%	261
Signage on buildings on reserves occupied by multiple clubs or users	25%	17%	39%	12%	7%	261

## 10.2 Update on the City Vision Project

**File Number:** A12993605

**Author:** Sarah Stewart, Strategic Advisor

Lindsay Price, Strategic Community Relations Advisor

Jeremy Boase, Manager: Strategy and Corporate Planning

Ceilidh Dunphy, Manager: Strategic Projects

**Authoriser:** Christine Jones, General Manager: Strategy & Growth

### PURPOSE OF THE REPORT

1. This report provides an update on progress on the City Vision Project, with a focus on an interim progress report (three of four weeks) on the 'My Tauranga Vibe' campaign.

### RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the 'Update on the City Vision Project' report.

### BACKGROUND

2. Over the last few years, we have heard from many parts of our community that we need a vision for Tauranga Moana.
3. Prior to 'My Tauranga Vibe' we involved a diverse range of community sectors including iwi and hapū, social services, tourism, community, and businesses and gathered additional insight from what our community told us through the Long Term Plan process and Vital Update Survey. Collectively, this work has enabled us to hear the many aspirations, priorities, and challenges for our city
4. On 30 August 2021, Council approved the concept design and proposed method for the final information gathering for the City Vision Project. Consideration was given to the uncertainty of the Covid-19 situation, including the impact of Level 3 and Level 4 lockdown restrictions impacting on the safety and ability for people to gather. It was agreed that the last stage of the City Vision project was to progress primarily using on-line methods with the aim to deliver the majority of outputs by December 2021, with the City Vision being finalised early 2022.
5. On 1 November 2021, the Strategy Risk and Finance Committee received an update on the City Vision project. That report updated the Committee on progress, particularly in relation to the development of an online campaign – 'My Tauranga Vibe'.

### PROGRESS REPORT ON 'MY TAURANGA VIBE'

6. At the time of writing the 'My Tauranga Vibe' campaign, developed and implemented by Stanley Street (Creative Agency), is nearing completion. The campaign launched on Monday 8 November and will conclude on Sunday 5 December 2021.
7. Through 'My Tauranga Vibe' we have asked our communities about their values and hopes for the future so we can better understand what people value for themselves, their whanau, their communities, and the city they live in.
8. My Tauranga Vibe was designed to be fresh and youthful as a way of encouraging rangatahi and those who do not usually engage with Council to become involved. To achieve this, a range of media has been used throughout the campaign, including videos on TVNZ and YouTube, radio advertising, social media advertising using Facebook and Instagram, direct mail drops and posters. A 'Humans of Tauranga' (similar to Humans of New York)

component has also been used, where stories from individuals are shared through social media channels.

9. To date, the campaign has achieved a wide reach and considerable engagement with our communities (refer Table 1, please note, statistics relate to the first three weeks of the campaign only).

**Table 1: My Tauranga Vibe Key Monitoring Information**

Engagement	Number
Social media total reach <sup>5</sup> (Facebook & Instagram)	191,966
Instagram poll engagement <sup>6</sup>	7,090
Humans of Tauranga on Instagram engagement	3,078

### Survey responses

10. The campaign's primary purpose was to incite interest in a way that encouraged residents, particularly those that we do not traditionally hear from, to complete the My Tauranga Vibe survey. The graphs below illustrate the number and age groupings for survey participants up until Wednesday 1 December. Of the total 2,293 responses<sup>7</sup>, approximately 60 percent were 44 years of age or under.



11. Survey participants represent communities across the city with the five highest response rates (to date) from residents from the following communities:
- Papamoa Beach (220)
  - Mount Maunganui (178)
  - Otumoetai (171)
  - Welcome Bay (156)
  - Bethlehem (128)

<sup>5</sup> Reach refers to those that have seen content.

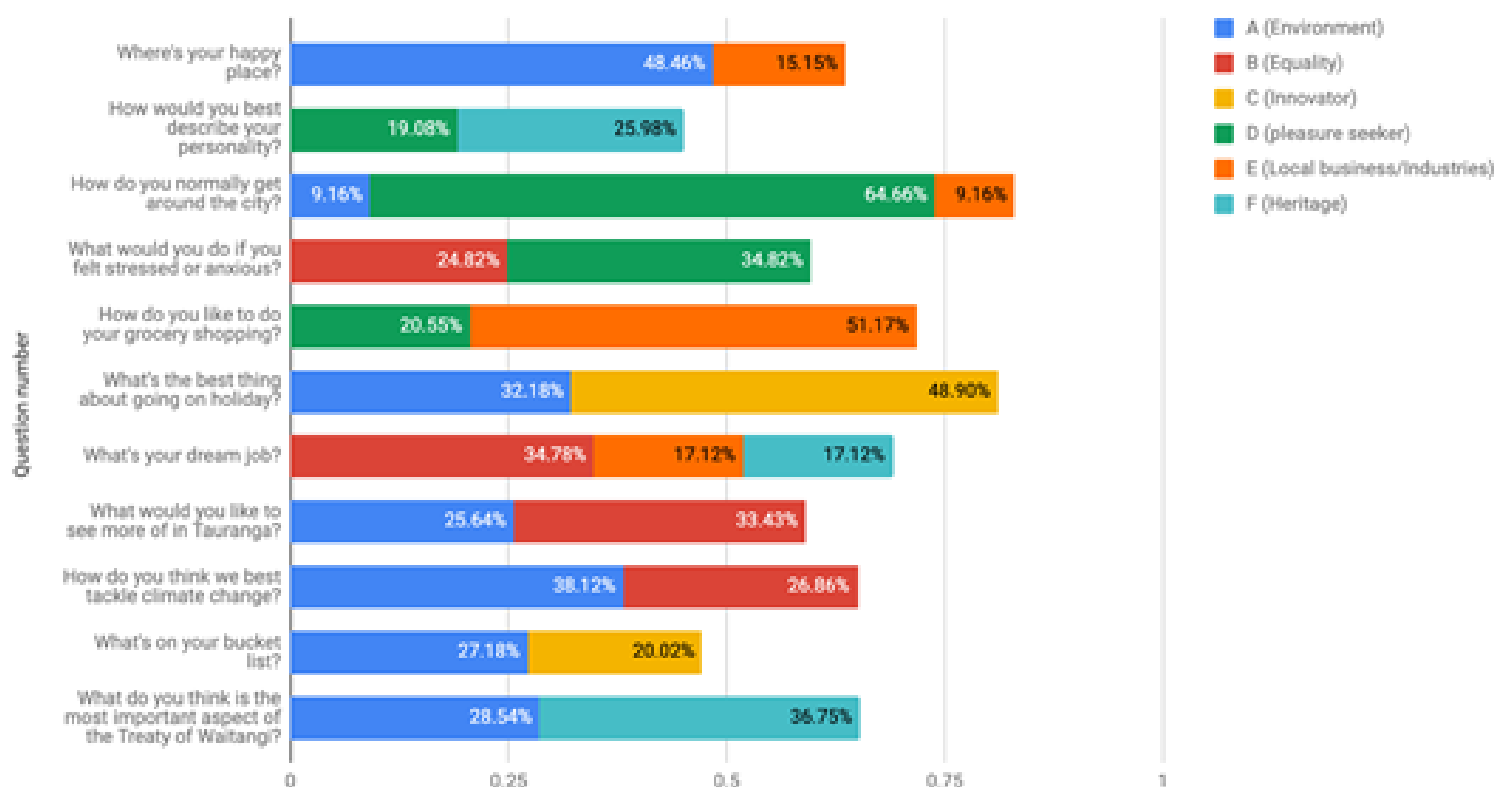
<sup>6</sup> Engagement includes those that have interacted with content i.e. commented, shared, liked or made a choice.

<sup>7</sup> Numbers refer to participants who fully completed the survey including personal details. This does not include those that completed the survey but choose not to enter their name and email address. Note that based on feedback from Stanley Street we expect those who completed most of the questions to exceed 3,000. Also note that all information gathered will be utilised.



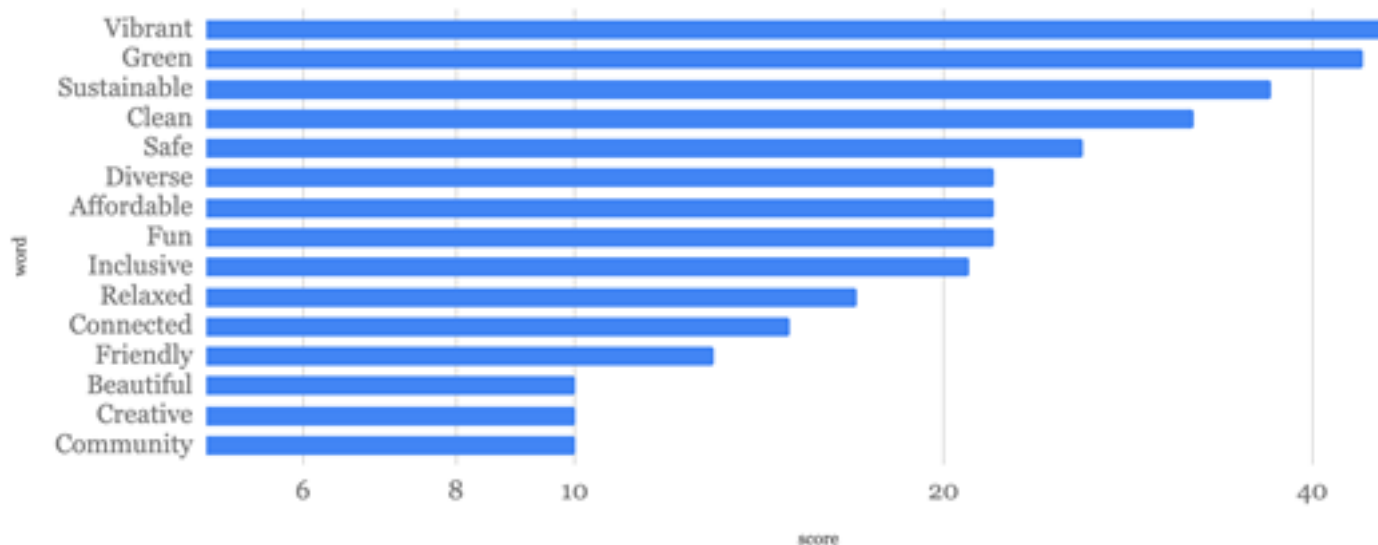
### Interim findings

12. The survey comprised 18 questions that were written in a fun way to encourage participants to engage. At the end of the survey's completion, participants were rewarded with a description of what factors were important for their future based on their survey responses. There were six categories associated with responses which participants were grouped into depending on what was important to them. These were environment, equality, innovator, pleasure seeker, local business/industry and heritage.
13. The graph below represents the two categories with the highest response rates for each question. Interim results indicate a strong relationship to the 'environment', 'equality' and 'pleasure seeker' categories across participants. A full report and key findings will be available in early 2022 following the campaign's completion and analysis.



14. Participants were also asked to write three words to describe their ideal future Tauranga. The graph below represents interim findings for the first 15 most frequent responses to this question.

What three words would you use to describe your ideal future Tauranga?



## STRATEGIC / STATUTORY CONTEXT

15. The City Vision project is one of ten workstreams of the strategic framework refresh project.
16. The strategic framework project is a process (alongside the development of a City Vision) to align all Council's strategies. This process will be completed in the middle of 2022.
17. The framework will provide a clear line of sight between the City Vision, the community outcomes and the 'what and how' of Tauranga City Council delivering on its commitments. The framework process will also allow Council to identify any gaps in its strategies and plans and therefore will enable these gaps to be acknowledged and addressed.
18. The framework consists of eight strands. The strands depict our five community outcomes:
  - an inclusive city
  - a city that values and protects the environment
  - a well-planned city
  - a city that is easy to move around
  - a city that supports business and education.
19. It also weaves the community outcomes with three strategic approaches - Te Ao Māori, sustainability, and working beyond Tauranga.

## FINANCIAL CONSIDERATIONS

20. Financial costs are estimated at approximately \$270K. This includes creative strategy and design, website creation and maintenance, and video production. Budget is available within the approved 2021/22 budget.
21. It should be noted that costs for the My Tauranga Vibe campaign increased by \$25K with the decision to extend the campaign by one week.

## LEGAL IMPLICATIONS / RISKS

22. This report has no legal implications.

## SIGNIFICANCE

23. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and

Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.

24. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
- (a) the current and future social, economic, environmental, or cultural well-being of the district or region
  - (b) any persons who are likely to be particularly affected by, or interested in, the City Vision Project
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
25. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter of a City Vision is of high significance, however the decision proposed in this report is of low significance.

## ENGAGEMENT

26. Taking into consideration the above assessment, that the matter of a City Vision is of high significance, staff are of the opinion that a high level of involvement with our communities is needed for this project.
27. The 'My Tauranga Vibe' is only one of many consultation phases that will feed into the City Vision project. Findings from a range of previous engagement activities will also be used to inform our city vision. These include:
- Future Implications workshops<sup>8</sup> (10 workshops with key stakeholders including the mayor and Councillors, representatives from the community, business sector and other local governments in the sub-region).
  - WSP consultation summary (review of prior recent Council community consultations and identification of key themes)
  - City Futures workshops<sup>9</sup> (5 workshops held with key stakeholders including the mayor and Councillors, representatives from the community, business sector, interest groups and other local governments in the sub-region)
  - LTP engagement (1,800 submissions)
  - Vital Update Survey 2020 (5,222 respondents).
28. Staff are therefore satisfied that there has been sufficient engagement on this project. Further engagement opportunities will occur through the strategic framework process in relation to the different strands discussed in the Strategic Context section.

## NEXT STEPS

29. Next steps to progress the City Vision include the following:
- My Tauranga Vibe campaign closes 5 December 2021
  - Workshops held with Te Rangapū and Kaumatua Forum with the purpose of confirming important elements for a city vision
  - Analysis of all city vision findings and synthesis of key themes
  - Drafting of city vision content

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<sup>8</sup> The results from workshops were analysed, providing insight into what people think are priority response areas for our city as well identifying potential blind spots (i.e. issues which people did not prioritise, but which are likely to significantly impact our city).

<sup>9</sup> Results from these workshops included aspirations for the city's future and a genuine appetite within city partners to achieve alignment to help build forward momentum for Tauranga

- Draft City Vision presented to Commissioners late December
- Report to Council for City Vision adoption – 8 February
- Embedding the City Vision by encouraging take-up by other city leaders
- Reflecting our City Vision through our Council's Strategic Framework.

## **ATTACHMENTS**

**Nil**

**10.3 Wairoa River Valley Strategy review - project update****File Number: A12996214****Author: Anne Payne, Strategic Advisor****Authoriser: Christine Jones, General Manager: Strategy & Growth****PURPOSE OF THE REPORT**

1. This report provides a project update on the review of the Wairoa River Valley Strategy, which was last reviewed in 2013 and is a joint strategy with Western Bay of Plenty District Council.

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Receives the Wairoa River Valley Strategy review project update report.

**EXECUTIVE SUMMARY**

2. The Wairoa River Valley Strategy is a 2005 joint strategy between Western Bay of Plenty District Council, Tauranga City Council, Tangata Whenua and the communities within the strategy area.
3. Key factors for consideration in this strategy review include the pressures of urbanisation on the Wairoa River, significant national and local regulatory changes in freshwater management, along with a lack of overarching governance and monitoring of the strategy to date.
4. Both lead councils committed to this strategy review in 2018, and scheduled scoping work to commence in 2020-2021.
5. An initial hui with Te Kauae a Roopu on 9 February 2021 advised that there needed to be a separate Wairoa River Hapū forum for this review, that the review should include the whole of the Wairoa River and its tributaries (significantly increasing the geographical area from that of the current strategy), and that reviewing and updating the strategy would not be enough - that the desired outcome is a comprehensive and sustainable approach for the entire Wairoa River. This feedback highlighted how important the Regional Council's role was to this process, as many of these outcomes fall more within regional council's mandate than within our district and city councils' scope of activities.
6. An initial hui was held with the identified Wairoa River Hapū representatives on 14 April 2021, which confirmed the previous feedback and agreed that Regional Council (BOPRC) would provide a workshop for the Wairoa River Hapū representatives to explain the National Policy Statement on Freshwater Management, and Hapū/Iwi role in that, in late June / early July.
7. The scheduled workshop on 18 August was postponed due to the Covid-19 lockdown, being held instead online on 24 November 2021. Participants agreed that this important discussion should be continued at another workshop early in the New Year.
8. Council staff are working through a range of next steps but are of the view that the Wairoa River Valley Strategy should remain in place, effectively parking the strategy review process, until the NPS-FM implementation process and Tauriko West structure planning process are completed. At that time, we should revisit the strategy to determine what gaps remain that should be filled and how best to effect that.
9. We will report back to this Committee with a further update in the first quarter of 2022.

## BACKGROUND

### The Wairoa River Valley Strategy

10. The strategy was adopted in 2005, with a desktop review being undertaken in 2013 to ensure alignment with newly released hapū management plans.
11. This is a joint strategy between Western Bay of Plenty District Council (WBOPDC), Tauranga City Council (TCC), Tangata Whenua and the communities within the strategy area, and was envisaged as a partnership between these groups. It is a voluntary commitment to agreed direction and actions, rather than a statutorily binding document.
12. The strategy encompasses the area *“from McLaren Falls Bridge downstream to where the river meets the Tauranga Harbour (Oikimoke Point to the equivalent northern point in Bethlehem). It extends up to the dominant ridgeline beside the river and to encompass the communities of interest either side of the riverbank”*<sup>10</sup> The strategy does not include any of the river's tributaries.
13. The strategy aims to integrate the management of this significant natural environment and open space, and to provide clear future plans for protection, use and development in this area.

### Background to the Wairoa River Valley Strategy review

14. The strategy was developed at a time when urbanisation of this rural area was not planned. While much of the Strategy is still deliverable in an urban context, there are some elements that are not aligned with agreed development plans for the Tauriko West growth area.
15. Additionally, while much on-the-ground progress has been made since the strategy's adoption and 2013 review, there has been little or no overarching governance or progress monitoring.
16. WBOPDC received two submissions to its 2018-2028 Long Term Plan, from Te Kauae a Roopu and Pirirakau Incorporated Society, requesting a comprehensive review of the strategy in light of the plans to develop Tauriko West.
17. In response, WBOPDC included scoping a review of the strategy in its 2020 work programme, noting that this should be jointly progressed with TCC, Bay of Plenty Regional Council (BOPRC) and Tangata Whenua representatives. TCC was aware of and in agreement with this joint commitment and this was reported back to the Roopu in 2018.
18. Recent significant changes in the national and local approaches to freshwater management and the regulations that govern them are also considerations for this strategy review. Key among these are implications of the government's August 2020 Essential Freshwater package, including the National Policy Statement for Freshwater Management (NPS-FM)<sup>11</sup>.

## STRATEGY REVIEW PROCESS AND TIMELINE

19. WBOPDC attended the 26 November 2020 Te Kauae a Roopu hui to confirm that both WBOPDC and TCC have agreed in principle to review the strategy, with scoping to commence in early 2021. The Roopu indicated its expectation for involvement at this time. Scoping work was timed to enable results of the cultural assessment and flood risk assessment work commissioned for Tauriko West to be incorporated into the review process.
20. On 8 December 2020, the Executive Report to the TCC Projects, Services and Operations Committee advised that, together with WBOPDC, we were starting work on this previously-committed strategy review.

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<sup>10</sup> Wairoa River Valley Strategy October 2013, page 2, refer TCC website: [Wairoa River Valley Strategy October 2013](#)

<sup>11</sup> Essential Freshwater and National Policy Statement on Freshwater Management (NPS-FM) explanations: [BOPRC - Essential Freshwater Project](#) and [BOPRC - new freshwater rules](#)

21. On 9 February 2021, an initial discussion was held with Te Kauae a Roopu on how local hapū might like to see the scoping of the strategy review progressed, and to identify who should be involved. Feedback from Te Kauae a Roopu was that:
- (a) There should be a separate forum for the strategy review – involvement must be wider than Te Kauae a Roopu, as other hapū not involved in that group have interests in the Wairoa River.
  - (b) The geographic scope of the review should be broadened – to include the whole of the Wairoa River and its tributaries.
  - (c) Review and updating the strategy was not enough – the desired outcome is a more comprehensive and sustainable management approach for the Wairoa River.
22. On 14 April 2021, as agreed at the 9 February hui, an introductory hui was held with nominated hapū representatives<sup>12</sup> to progress the strategy review discussion. Key points from this hui include:
- (a) Endorsement of Te Kauae a Roopu's direction on the strategy review process and aspirations.
  - (b) Provision of a draft map that outlined the Wairoa River catchment and council boundaries, to enable a comparison to the geographic area encompassed by the Wairoa River Valley Strategy (refer **Attachment 1**, draft map of the Wairoa River catchment area).
  - (c) Discussion of the National Policy Statement for Freshwater Management (NPS-FM) and its implementation by BOPRC, alongside implementation of the wider Essential Freshwater programme – and the potential implications for Hapū/Iwi aspirations for the Wairoa River catchment as a whole. This discussion resulted in:
    - (i) A suggestion that the SmartGrowth Combined Tangata Whenua Forum would be a good place for BOPRC to cover off the NPS-FM process, as one pathway for information on this significant upcoming change process out to Iwi/Hapū in the sub-region; and
    - (ii) The next step being for BOPRC to hold a workshop with this Wairoa River Hapū group in late June to further explain the NPS-FM process and implications, particularly how the Hapū can and want to be involved.
  - (d) Overall, it was agreed that there seems little value in progressing a standard review of the strategy at this time, that active BOPRC and Hapū/Iwi engagement in the NPS-FM and Essential Freshwater programme implementation are more likely to progress Hapū/Iwi aspirations for the Wairoa River catchment. It was noted that the NPS-FM implementation will result in changes to BOPRC's Regional Plan by July 2024. This will in turn have implications for both WBOPDC and TCC district and city plans.
23. On 24 November 2021, the BOPRC hui with the Wairoa River Hapū group was held online. This replaced the in-person hui on 18 August that had been postponed due to the Covid-19 lockdown and ongoing effects. Key points from this hui include:
- (a) BOPRC walked through a powerpoint presentation explaining the NPS-FM including the deadlines BOPRC is required to meet, BOPRC's implementation plan including its engagement with Hapū/Iwi of the region, the Hapū/Iwi capacity and capability support BOPRC can provide for this engagement, and how important Hapū/Iwi involvement is to this process.
  - (b) BOPRC offered to meet with anyone, Hapū/Iwi or council groups, to provide this information and engage on this process. BOPRC provided contact information and encouraged hui participants to make contact to set up time for further hui.

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<sup>12</sup> Wairoa River hapū had been advised as: Ngāti Kahu, Ngāti Pango, Ngāti Rangī, Pirirākau, Ngāti Taka, Ngāti Hangarau and Ngāi Tamarawaho. Appropriate representatives from each of these hapū were nominated by the hapū.

- (c) Participants generally acknowledged how important this kaupapa is to Hapū/Iwi and the criticality of timing for involvement.
- (d) Participants agreed that a follow up workshop would be organised in early 2022 to progress this discussion

### **Where we are now**

- 24. WBOPDC and TCC have worked together to lead this process so far. However, given the clear direction received from both Te Kauae a Roopu and the Wairoa River Hapū representatives, the obligations on BOPRC to lead the NPS-FM implementation, and the current structure planning process relating to Tauriko West development, it seems clear that there is little to be gained in running a separate and more narrowly-focused Wairoa River Valley Strategy review process at this time.
- 25. The view of council staff leading this project is that the Wairoa River Valley Strategy should remain in place for now, until the NPS-FM process and Tauriko West structure planning process have been completed. At that time we will, with our Hapū/Iwi partners, assess whether there are gaps that need to be filled through a strategy, or some other, process.
- 26. Within TCC, staff are considering whether there may be value in arranging for BOPRC to provide their NPS-FM presentation to Te Rangapū Mana Whenua o Tauranga Moana and also for staff and/or Council Committees.
- 27. We will provide a further update to the Committee in the first quarter of 2022.

### **STRATEGIC / STATUTORY CONTEXT**

- 28. Currently TCC is refreshing its strategic framework and developing a City Vision. Together this work will ensure we have a current and cohesive strategic framework that provides a clear line of sight from council activities to strategy documents, and from there to our adopted community outcomes and the City Vision.
- 29. While reviewing joint strategies and plans, such as the Wairoa River Valley Strategy, are out of scope for Council's strategic framework refresh, principles and approaches of the framework refresh will be applied to the Wairoa River Valley Strategy review when it is undertaken.

### **FINANCIAL CONSIDERATIONS**

- 30. There are no significant financial considerations arising from this strategy review project identified at this stage. TCC has provided the hui fees for Hapū participating in hui to date, while WBOPDC has led on communication and hosting of our hui with Hapū representatives.

### **LEGAL IMPLICATIONS / RISKS**

- 31. There are no legal implications arising from this strategy review project.
- 32. Risks relate primarily to the difficulty in ensuring shared awareness about a range of different initiatives and change drivers that affect the Wairoa River catchment and its Hapū/Iwi and communities of interest. Thoughtful and timely communication within councils and between the three councils on these matters can mitigate this risk to an extent, along with ensuring our Wairoa River Hapū/Iwi are included in conversations as they need and wish to be.

### **CONSULTATION / ENGAGEMENT**

- 33. The Wairoa River Valley Strategy review engagement undertaken to date and planned for the future is outlined in the 'Where we are now' and 'Next Steps' sections of this report.

### **SIGNIFICANCE**

- 34. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal



or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.

35. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
  - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
  - (b) any persons who are likely to be particularly affected by, or interested in, the matter.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
36. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter (the Wairoa River Valley Strategy review) is of medium significance. However, the decision proposed in this report (i.e. to receive the project update) is of low significance.

## ENGAGEMENT

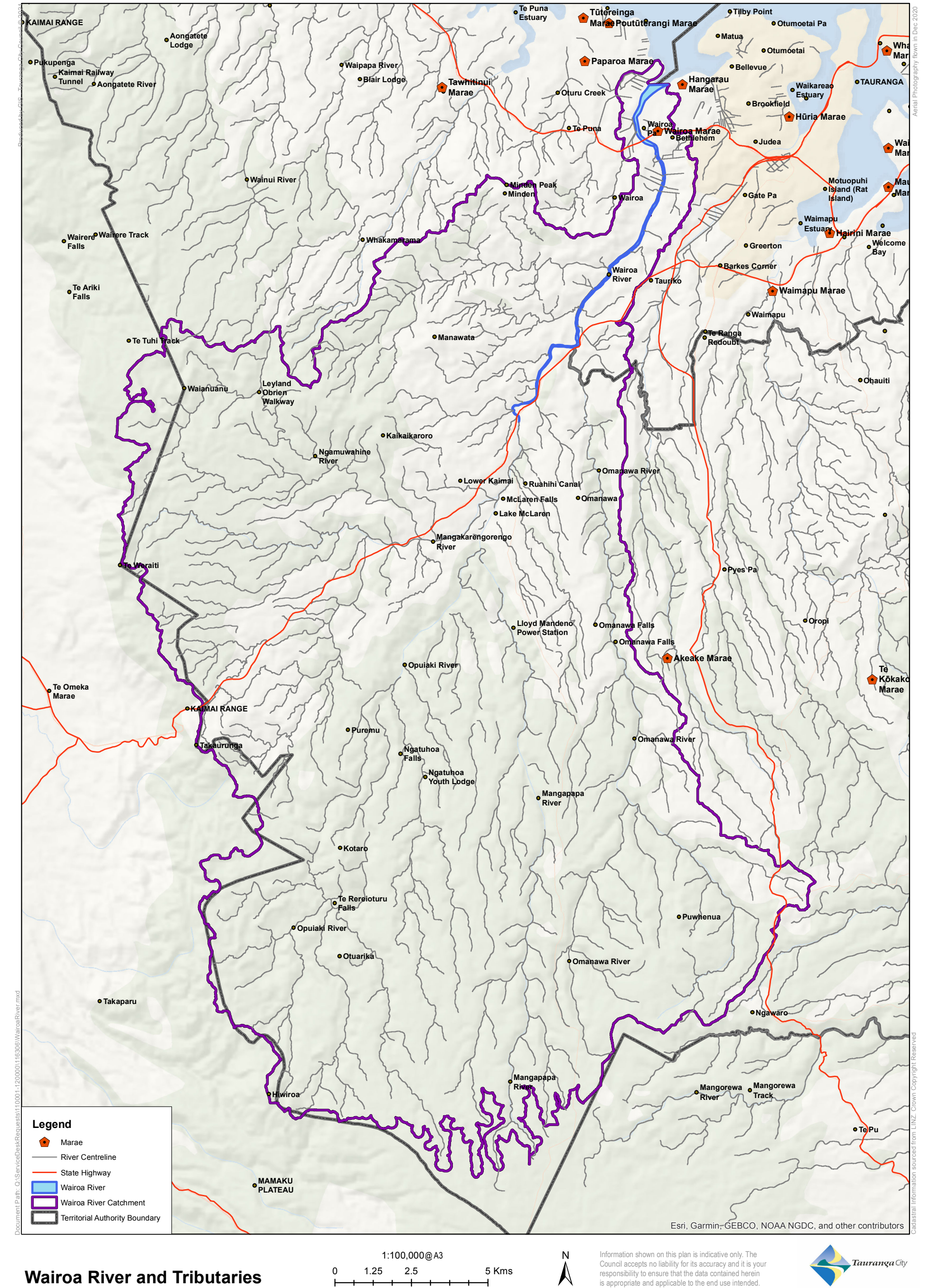
37. Taking into consideration the above assessment, that the matter of the Wairoa River Valley Strategy review is of medium significance, the engagement undertaken to date and planned for the future, is outlined in the 'Where we are now' and 'Next Steps' sections of this report.

## NEXT STEPS

38. Staff from the three councils will meet, ideally pre-Christmas, to confirm next steps and responsibilities for delivering them.
39. A workshop to continue the 24 November discussion (focusing primarily on Hapū/Iwi participation in the BOPRC NPS-FM/Essential Freshwater process) will be held early in the New Year.
40. The Wairoa River Valley Strategy itself should remain in place for now, effectively 'parking' this strategy review until the NPS-FM process and Tauriko West structure planning process have been completed. At that time we will, with our Hapū/Iwi partners, assess whether there are gaps that need to be filled through a strategy, or some other, process.
41. Within TCC, staff are considering whether there may be value in arranging for BOPRC to provide their NPS-FM presentation to Te Rangapū Mana Whenua o Tauranga Moana and also for staff and/or Council Committees.
42. We will provide a further update to the Committee in the first quarter of 2022.

## ATTACHMENTS

1. **Draft Map of Wairoa River Catchment with Council Boundaries - April 2021 - A12466196** [↓](#)





## 10.4 Updated outline work programme for the Committee

**File Number:** A13015274

**Author:** Jeremy Boase, **Manager:** Strategy and Corporate Planning

**Authoriser:** Christine Jones, **General Manager:** Strategy & Growth

### PURPOSE OF THE REPORT

1. To present an update on the outline work programme for the Committee that the Committee approved at its September 2021 meeting.

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### RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Notes the updated outline work programme for the Committee per Attachment 1.

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### BACKGROUND

2. One of the responsibilities of the Committee, noted in the scope section of its terms of reference, is to 'adopt an annual work programme of significant strategic issues and projects to be addressed'. The scope also notes that this programme should be reviewed on a six-monthly basis.
3. On 20 September 2021, the Committee resolved to adopt such a work programme. As part of the discussion on the report preceding that resolution, the Committee noted that a quarterly update on that programme would be appropriate. This report responds to that request.
4. An updated version of the adopted outline work programme is now included as **Attachment 1** to this report.
5. Changes made to the outline work programme since it was adopted on 20 September include:  
  
Structure
  - (a) removal of reference to now-passed September and November 2021 meetings
  - (b) inclusion of the July to September 2022 quarter to maintain a four-quarters perspectiveStrategy reviews
  - (c) deferral of the events strategy by one quarter due to the Covid-related workload on the Events team
  - (d) amendment of the marine strategy item to recognise that the Marine Precinct update was provided to Council on 6 December 2021 rather than to the CommitteeGrowth management and City Plan
  - (e) Removal of the development contributions policy review as that work will now be reported to Council as part of the Annual Plan process
  - (f) addition of the Greerton Maarawaewae Study, the establishment of an urban design panel, planning pathways for greenfield development, and Parau Farms project as separate line items
  - (g) amendment of the City Plan line item to recognise that the formal City Plan review was placed on hold by Council while the impact of the government's Resource Management (Enabling Housing Supply and Other Matters) Amendment Bill is further considered. In

its place the project has been changed to focus on specific individual Plan Change processes

#### Policy development

- (h) deferral of the Committee's engagement with the reviews of the, the risk management policy, the consultation with tangata whenua on resource consents policy, the fraud prevention and management policy, the mobile shops policy, the gambling venues policy, the smokefree places policy, and the open space level of service policy for a combination of reasons including staff resources being reprioritised, new staff in some key roles, to align with other work on greenfields developments, and to allow for further pre-engagement on key issues
- (i) acceleration of the local alcohol policy review as consultation occurred earlier than expected
- (j) removal of the review of the public art policy as this will be absorbed into the sub-regional arts and culture strategy and will likely lead to the revocation of the policy
- (k) removal of the proposed back-flow prevention policy because legislative changes appear to mean that a formal policy is no longer required and operational guidelines will suffice
- (l) removal of the review of the outdoor spaces booking policy and the prioritising use of indoor facilities policy as both have been absorbed into the wider 'use of council land' policy project

#### Annual Report

- (m) deferral of the receipt of the audit management letter to the Jan-March quarter as the audit is not yet complete

#### Other matters

- (n) deferral of a report back on the Whareroa marae project to allow that project to progress.
6. In reading the outline work programme it should be noted that for many projects the timing of 'next steps' will be determined by feedback on, and decisions about, earlier stages in the project. This makes timing of latter stages difficult to determine. This difficulty is recognised in Attachment 1 by the annotation "(?)" as part of various elements of the work programme.
  7. As projects and initiatives are reported to the Committee, each report will have a better indication of the timing of subsequent steps than can be provided by this report.

### STRATEGIC / STATUTORY CONTEXT

8. Many of the priority projects on the outline work programme relate to the city vision and the associated refresh of council's strategy documents. Others relate to the management of growth or the government's reform programme. Each of these matters are of high strategic importance to the city.

### SIGNIFICANCE

9. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
10. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
  - (a) the current and future social, economic, environmental, or cultural well-being of the district or region

- (b) any persons who are likely to be particularly affected by, or interested in, the matter.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
11. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter of the Committee's work programme is of high significance. However, the decision to note the updated outline work programme is of low significance as it is an update on a previous decision and simply collates existing work programmes into one place.

### ENGAGEMENT

12. Taking into consideration the above assessment, that the decision is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision.
13. Note that for many of the projects listed on the outline work programme specific engagement plans and approaches will be prepared that are suitable to that project.

### NEXT STEPS

14. Work will continue on each of the projects listed on the outline work programme. In accordance with the Committee's terms of reference, a refreshed outline work programme will be brought to the Committee in 2022.

### ATTACHMENTS

1. **Outline of topics to SFR Committee 2021-22 (December 2021) - A13083790** [↓](#)

## Outline work programme for the Strategy, Finance Risk Committee for 2021/22 (as at December 2021)

	October-December 2021	January-March 2022	April-June 2022	July-Sept 2022
priority item (projects that the Committee will consider in the next six months that have the most significant impact on the community)	This meeting: 13 December	Established meeting dates: 14 February 28 March	Established meeting dates: 16 May 20 June	Established meeting dates: 1 August 12 September
<b>Strategic framework</b>				
<b>P</b> City vision	Project update			
Council's strategic framework		Project update	Project update	Project update
<b>Strategy development (new)</b>				
<b>P</b> Environment Strategy development		Review draft strategy and action plan		
<b>P</b> Sustainability framework development		Review draft strategy and action plan		
<b>P</b> Spaces & Places (Community Infrastructure) Strategy development		Project update	Review draft strategy and action plan	
<b>P</b> Social Wellbeing Strategy development		Project update	Review draft strategy and action plan	
<b>P</b> Te Ao Māori Strategy development		Project update	Review draft strategy and action plan (?)	
Climate Change Action Plan			Project initiation and scope	Project update
<b>Strategy reviews</b>				
Events Strategy		Review draft strategy		
<b>P</b> Community centres / halls investment plan		Project update and direction	Review draft plan	
Marine Strategy		Project update and direction		Project update
Wairoa River Strategy	Project update		Project update	
City Centre Strategy refresh and action plan	Progress update (as part of Growth and land use projects quarterly report)	Project update	Endorse final plan	
<b>Growth management</b>				
Growth and land use projects progress report	Quarterly report	Quarterly report	Quarterly report	Quarterly report
Transport strategy and planning projects progress report	Quarterly report	Quarterly report	Quarterly report	Quarterly report
<b>P</b> Otumoetai Spatial Plan	Progress update (as part of Growth and land use projects quarterly report)	Project update	Endorse final plan	
Infrastructure Acceleration Fund		Progress update (as part of Growth and land use projects quarterly report)	Progress update (as part of Growth and land use projects quarterly report)	Progress update (as part of Growth and land use projects quarterly report)
Housing Infrastructure Fund		Progress update (as part of Growth and land use projects quarterly report)	Progress update (as part of Growth and land use projects quarterly report)	Progress update (as part of Growth and land use projects quarterly report)

Obj ID: A12730119

## Outline work programme for the Strategy, Finance Risk Committee for 2021/22 (as at December 2021)

	October-December 2021	January-March 2022	April-June 2022	July-Sept 2022
priority item (projects that the Committee will consider in the next six months that have the most significant impact on the community)	This meeting: 13 December	Established meeting dates: 14 February 28 March	Established meeting dates: 16 May 20 June	Established meeting dates: 1 August 12 September
Greerton Maarawaewae Study	Progress update (as part of Growth and land use projects quarterly report)	Project update	Endorse final recommendations	
Urban design panel	Progress update (as part of Growth and land use projects quarterly report)	Project update	Endorse final recommendations	
Greenfield growth - planning pathways			Report on planning pathways for Tauriko West and potentially Te Tumu	
Parau Farms		Project update		
<b>P Resource management issues and options - City Plan</b>		Report on future Plan Change programme	Direction on priority Plan Changes	
<b>Policy development</b>				
Local Alcohol Policy - statutory review		Hearings, deliberations, and adoption of provisional policy	Considering appeals, if any	
Consultation with Tangata Whenua on Resource Consents Policy - review		Issues and options	Review draft policy and adopt for consultation	Hearings, deliberations, and adoption of provisional policy
<b>P</b> Use of Council land - multiple policies under review	Issues and options	Review draft policy and adopt for consultation	Hearings, deliberations, adoption (?)	
Draft Risk management policy - review		Consider revised draft		
Draft Fraud Prevention and Management Policy - review		Consider revised draft		
Mobile Shops Policy - review		Issues and options Review draft policy and adopt for consultation	Hearings, deliberations, adoption (?)	
Gambling Venues Policy - statutory review		Issues and options	Review draft policy (?)	Consultation, hearings, deliberations, adoption (?)
Smokefree Places Policy - review			Issues and options Review draft policy (?)	
Community Amenity Funding framework / prospectus - new		Review draft		
<b>P</b> Rates remission and postponement policies - review		Issues and options Review draft policy (?)		
Open Space Policy - partial review (focused on Te Tumu and Tauriko West)			Review draft policy	

Obj ID: A12730119

## Outline work programme for the Strategy, Finance Risk Committee for 2021/22 (as at December 2021)

	October-December 2021	January-March 2022	April-June 2022	July-Sept 2022
P = priority item (projects that the Committee will consider in the next six months that have the most significant impact on the community)	This meeting: 13 December	Established meeting dates: 14 February 28 March	Established meeting dates: 16 May 20 June	Established meeting dates: 1 August 12 September
<b>Annual report</b>		Audit management letter - 30 June 2021 attest audit	Audit engagement letter - 30 June 2022 attest audit	Review draft 2021/22 Annual Report
<b>Government reform programme</b>	Waters strategy and planning progress report	Watching brief and, as required, contribution to submissions to central government	Watching brief and, as required, contribution to submissions to central government	Watching brief and, as required, contribution to submissions to central government
<b>Risk deep dives</b>	Resourcing	Topic to be confirmed	Topic to be determined	Topic to be determined
<b>Financial and non-financial reporting</b>		Qtr 2, 2021/22 monitoring report	Qtr 3, 2021/22 monitoring report	
<b>Other quarterly reporting</b>				
Health & safety		Quarterly report	Quarterly report	Quarterly report
Risk		Quarterly report (confidential)	Quarterly report (confidential)	Quarterly report (confidential)
Internal audit		Quarterly report (confidential)	Quarterly report (confidential)	Quarterly report (confidential)
Legal & litigation		Quarterly report (confidential)	Quarterly report (confidential)	Quarterly report (confidential)
Cyber maturity update	Quarterly report (confidential)	Quarterly report (confidential)	Quarterly report (confidential)	Quarterly report (confidential)
LGOIMA and Privacy Act requests		Quarterly report	Quarterly report	Quarterly report
<b>Other</b>				
P Whareroa marae project			Project update	
2022 local government elections		Review risk analysis if required		

Obj ID: A12730119



## 10.5 Long-term Plan 2021 - Actions Report

**File Number:** A13071427

**Author:** Josh Logan, Team Leader: Corporate Planning

**Authoriser:** Christine Jones, General Manager: Strategy & Growth

### PURPOSE OF THE REPORT

1. The purpose of this report is to report back and inform Council and the public of the status of progressing the actions list that arose from the deliberations of the Long-term Plan 2021 – 2031 (LTP).

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### RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the Long-term Plan 2021 – Actions Report.
- (b) Notes the progress to date as reported in **Attachment 1**.

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### BACKGROUND

2. In order for Council to improve transparency and also be able to track the actions of decisions made during the course of the LTP this first actions report is presented to Strategy, Finance and Risk Committee providing an update as of 30 November 2021.
3. Of the 101 actions that arose from the LTP deliberations, 32 (32%) have been complete, 60 (59%) have commenced and are on track, 3 (3%) are off track and 6 (6%) not yet started.
4. **Attachment 1** provides a report on each of the actions that arose from the LTP deliberation and how they are tracking as at 30 November 2021.
5. The report also states which group manager and activity are responsible for the action and provides the status and a comment.
6. The aim is that this report will become an ongoing six-monthly report back to the Strategy, Finance and Risk Committee to track the progress of the actions that arose from the LTP.

### STRATEGIC / STATUTORY CONTEXT

7. Monitoring performance of the LTP is a key function of the committee.

### SIGNIFICANCE

8. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
9. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
  - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
  - (b) any persons who are likely to be particularly affected by, or interested in, the matter.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.

10. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of medium significance.

#### **ENGAGEMENT**

11. Taking into consideration the above assessment, that the matter is of medium significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

#### **NEXT STEPS**

12. The next Long-term Plan 2021 – Actions Report will be to the Strategy, Finance and Risk Committee on 16 May 2022.

#### **ATTACHMENTS**

1. **LTP Actions Tracker - November 2021 - A13072174** [↓](#)

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
<b>11.1 Options for the level of investment and implications on rates and debt</b>				
	<del>a) Receives the Deliberations Report – Options for the Level of Investment and Implications for Rates and Debt</del>			
	b) Agrees to the proposed level of capital investment for the LTP proposed in Option 1 and detailed in Attachment A, with the associated level of rates and debt in Attachment C.	Corporate Services (Finance)	Complete	
	<del>c) Notes that the proposed level of rates and debt in later years of the LTP may be reduced as a result of reforms or alternative funding arrangements and that any such impact would be incorporated in subsequent Annual and Long Term Plans.</del>			
	d) Agrees to the proposed capital delivery adjustments in Option 1 that have been increased and adjusted to reflect revised assumptions or uncertainty of timing of funding agreements with partners including Waka Kotahi NZTA (Waka Kotahi) and challenges around project readiness regarding resilience projects identified within the bulk fund.	Corporate Services (Finance)	Complete	
	e) Agrees that the level of maintenance and renewals to be delivered in the first three years of the LTP will be less than budgeted in the draft LTP based on the lower Waka Kotahi funding.	Corporate Services (Finance)	Complete	
	f) Agrees to the list of projects in Attachment B that may be brought forward into 2022 from 2023 and later years to manage deliverability of the overall capital programme and support delivery of key outcomes.	Corporate Services (Finance)	Complete	
	<del>g) Notes the reduction from the draft in rates funded operational costs of \$1.7m from lower opening debt position in July 2021 that resulted from slower capital delivery in 2021, and lower salary market movement than assumed in the draft.</del>			
	<del>h) Notes other deliberations reports recommend additional operational budgets to be added to 2022 and later years, which offsets the reduction in rates requirement noted in (g).</del>			
	<del>i) Notes that deliberation decisions have also increased the economic development rate in 2022 and for the subsequent three years by \$350,000 per annum, and costs in the water</del>			

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
	<del>activity to be covered by water rates and user charges of \$500,000 increasing in later years, which will be reflected in user charges in later years.</del>			
	j) Agrees that the proposed budget includes areas of operating costs to be loan funded including: <ul style="list-style-type: none"> <li>i. Keenan Road and Tauriko Business Estate structure planning and</li> <li>ii. Transport System Plan (TSP) programme management and stakeholder engagement and</li> <li>iii. A portion of the community grants fund that may relate to capital items purchased through the grant</li> </ul>	Corporate Services (Finance)	Complete	
	k) Agree to debt retirement associated with these items over a period of five years to be rate-funded consistent with rate-funding for the appropriate activity	Corporate Services (Finance)	Complete	
	<del>l) Approves a delegation to the Chief Executive to make minor financial and non-financial amendments to the Long Term Plan to be presented to Audit New Zealand; any significant changes will be reported to Council</del>			
	<del>m) Approves a delegation to the Chief Executive to utilise both operational and capital expenditure budgets provided for in the draft Long Term Plan, adjusted for decisions through deliberations, for the period 1 July to 26 July 2021 until the final Long Term Plan is adopted. Any adjustments to the final plan reflected through the audit process will be reported back to Council and/or adjusted through the remainder of the 2021/22 financial year, or subsequent years, if required. A borrowing resolution has previously been obtained for \$30m for the month of July 2021</del>			
<b>11.2 Rating structure proposals</b>				
	<del>(a) Receives the Deliberations Report – Rating Structure Proposals for the 2021-31 Long-term Plan</del>			

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
	(b) Agrees to targeted rates to ring-fence specific investment areas of council vs general rates - option 1	Corporate Services (Finance)	Complete	
	(c) Agrees to commercial differential to be applied during the period of the LTP – option 1	Corporate Services (Finance)	Complete	
	(d) Agrees to a further \$150,000 budget to undertake further work on possible rating categories that reflect different affordability and benefit profiles within the community, including, but not limited to, the Central Business District, Port and related industries, a wider industry grouping, Airbnb, wastewater charging and location-based groups. This would also include future changes to differential levels across these categories and is likely to lead to proposals for higher commercial rates in future years.	Corporate Services (Finance)	On Track	Work is currently underway with Insight Economics assisting the analysis focusing on the commercial and industrial sectors.
	(e) Agrees to undertake further work on possible amendment to rates postponement involving both a review of Tauranga's rates postponement policy including financial implications, and support for the development of a national rates postponement scheme or other third party schemes before February 2022.	Corporate Services and Strategy & Growth (Finance, Policy)	Off Track	Work continues at a national level on this scheme. TCC is on the steering group for this project along with Local Government NZ, the Local Government Funding Agency and a number of larger councils. Work is progressing but will not be delivered for the upcoming Annual Plan. Timeframe would realistically be for the 2023/24 Annual Plan.
	(f) Agrees to contribute \$50,000 from existing finance budget to the design of the national rates postponement scheme referred to in resolution (e).	Corporate Services (Finance)	Complete	

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
<b>11.3 Pitau Road village and Hinau Street village</b>				
	(a) Resolves that Pitau Road village and Hinau Street village are separated from the elder housing portfolio and sold for private redevelopment	<b>Strategy &amp; Growth</b> (Strategic Investment)	On Track	Further report to Council 15 November in confidential. Specific resolution on the properties and direction on the disposal strategy received.
	(b) Resolves that the net proceeds from the sale of Pitau Road village and Hinau Street village are retained, together with the net proceeds from the sale of the elder housing portfolio, in an elder housing and social/public housing reserve, until such time as Council confirms its application	<b>Corporate Services</b> (Finance)	On Track	Refer above comment.
<b>11.4 Community funding policy and community grants fund</b>				
	(a) Approves the inclusion of a contestable community grants fund in the Long-term Plan 2021-2031	<b>Corporate Services</b> (Finance)	Complete	
	(b) Confirms the amount of the contestable community grant funding that will be included in each year of the Long-term Plan 2021-2031 as \$1.81m of which \$500k is loan-funded (with rates funded amount increasing and loan-funded amount decreasing by \$100k per annum from year 2 onwards) (option 1.2.2)	<b>Corporate Services and Community Services</b> (Finance)	Complete	
	(c) Revokes the Community Investment Policy	<b>Strategy &amp; Growth</b> (Policy)	Complete	Policy removed from website.
<b>11.5 Location of civic administration building</b>				
	<del>(a) Receives the Deliberations Report – Location of Civic Administration Premises</del>			

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
	(b) Approves the selection of 90 Devonport Road as the preferred location for Council's administration premises for the medium term, with updated capital budget of \$16.7m over years 2022-2024 of the Long-Term Plan	Corporate Services (Finance)	Complete	
	(c) Delegates to the Chief Executive the authority to negotiate an agreement to lease, and development agreement regarding the fit-out of the office space for Council's purposes, with the developer, Willis Bond	Strategy & Growth (Strategic Investment)	On Track	Negotiations underway. Commissioners informal updates and directions sought as negotiations progress.
<b>11.6 Papamoa East Interchange – options for acceleration</b>				
	<del>(a) Notes that the 2018 Housing Infrastructure Fund arrangement between Tauranga City Council, Waka Kotahi (NZTA) and Ministry of Business Innovation and Employment has not been finalised and expires June 2021 (funding was agreed to enable infrastructure to support Te Tumu Urban Growth Area, including delivery of the Pāpāmoa East Interchange)</del>			
	(b) Provides in the LTP for the delivery of the PEI by 2024 (accelerated timing) and continues to actively explore alternative funding and financing options with central government partners (noting that Staff will report back to Council with funding and financing options for decision before proceeding past the preloading and design stage) as outlined in Option 4  (c) Approves \$4 million to be brought forward in the LTP to cover Pāpāmoa East Interchange preloading and design costs in the 2021/22 financial year to allow for delivery in 2024 if appropriate funding and financing is determined.	Strategy & Growth (C&IP)	On Track	PEI design and pre-load underway.  Revised Housing Infrastructure Fund proposal submitted to the Ministry of Housing and Urban Development. Positive feedback received.  Awaiting Waka Kotahi feedback on decision re Financial Assistance Rate funding and outcome of tolling assessment.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
<b>11.7 Development contributions policy</b>				
	(a) Approves that the 2021/22 citywide development contribution increases be implemented as per Options 3 and 4 being: <ul style="list-style-type: none"> <li>i. From 1 August 2021 based on an increase of \$7,500, for a 3+ bedroom dwelling (and adjusted accordingly for smaller dwellings and non-residential development); and</li> <li>ii. From 1 February 2022 based on a further increase of the lower of \$10,500 or approved development contributions for 2021/22, for a 3+ bedroom dwelling (and adjusted accordingly for smaller dwellings and non-residential development); and</li> <li>iii. Delegate authority to the Chief Executive or his sub-delegate to consider and where appropriate approve on a case-by-case basis further exemptions or reductions in situations where there are warranted by exceptional circumstances (as determined at the discretion of CE or his sub-delegate).</li> </ul>	<b>Strategy &amp; Growth</b> (C&IP)	i) Complete  ii) Underway  iii) Underway	iii) Guideline developed, assessments occurring as applications received.
	(b) Approves the reduction in the funding allocation of Waiāri Water Supply Scheme including associated trunk watermain projects from 100% development contribution funded to 90% development contribution funded.	<b>Strategy &amp; Growth and Corporate Services</b> (C&IP, Finance)	Complete	Incorporated into final DC policy for 21/22
	(c) Notes that where applicable the draft Development Contributions Policy will be amended to reflect other resolutions made through the Long-Term Plan and that changes to Capital Expenditure budgets for growth projects will have an impact on the development contribution levies.	<b>Strategy &amp; Growth</b> (C&IP)	Complete	
	(d) Signals to the development, building and general community that there may be further increases to city-wide or local development contributions from 1 July 2022 including (but not limited to) the growth share of new community facilities, transport projects and Te Papa investment planned for within the 2021 – 2031 Long Term Plan.	<b>Strategy &amp; Growth</b> (C&IP)	Underway	Staff are implementing a communications plan to inform the building community and wider public of the possibility of increased development



## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				contributions in the 2022/23 year. This includes communications via our website, email channels, direct to industry newsletter, Customer Relations training and working with industry bodies to inform their members.
<b>11.8 Economic development and growth management issues and options papers</b>				
Funding for film sector	(a) Provides Priority One with \$100,000 per annum to provide industry co-ordination and distribution to the film and media sector against an agreed set of criteria (Option 3)	<b>Community Services</b> (Arts & Culture)	Complete	Film sector funding agreed with Priority One and communicated to relevant parties: <ul style="list-style-type: none"> <li>\$70k for Film Bay of Plenty</li> <li>\$20k towards Business Case development for Tauranga Studios (Tauriko)</li> <li>\$10k to the Incubator towards grassroots film practitioners and community cinema.</li> </ul>
City centre development initiatives	(b) Creates a \$500,000 City Centre Development Incentive Fund with a range of criteria that can target the costs of development, especially promoting affordable residential development, covering the likes of development contributions, consenting fees, parking fees during development and public amenity in the vicinity of developments (Option 6)	<b>Strategy &amp; Growth</b> (Strategy)	Complete	Criteria adopted by Council 4 October with a slightly different focus to the original LTP resolution.
City centre parking trial	(c) Retains the two-hour free parking until February 2022 when the parking strategy is implemented (Option 2)	<b>Infrastructure</b>	Off Track	A new timeline is being developed as there are

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
		(Transport)		COVID-19 delays in getting resource to develop parking management plans
Gloucester Road link	(d) Approves the request to bring forward funding for the Gloucester Road link, subject to land transfer and with revised conditions for funding contributions (Option 2)	<b>Infrastructure and Strategy &amp; Growth</b> (Transport, Strategic Investment)	On Track	A drafted land agreement has been developed with the owners and is under legal review.
Lakes Community Association	<u>Community centre timing</u> (e) <del>Does not bring forward development of a community centre in the Western Corridor, at this time (Option 1)</del>			S&P team, working with community to identify and implement 'quick win' projects in reserves.
	<u>Funding request</u> (f) <del>Does not add \$2.5 million funding to deliver dispersed smaller recreational facilities in The Lakes but instead, utilises existing budgets, where possible, to support the delivery of recreational facilities (Option 1)</del>	<b>Community Services</b> (Spaces & Places)	On track	Ongoing and regular engagement with the school and members of The Lakes community.
	<u>Working group</u> (g) Continues to work with The Lakes Community Association on projects, which may include the establishment of a Council-Residents working group (Option 1)	<b>People &amp; Engagement</b> (Community Relations)	On track	Community Relations building relationship via project team with a view to ongoing connection.
Wairakei Community Centre Trust	(h) Undertakes a planned review of community centre provision, services and models, and engages with the Wairakei Community Centre Trust through that process (Option 1)	<b>Community Services</b> (Spaces & Places)	On track	Review is well underway with Community Centres plan and recommendations reported to Council in early 2022. Wairakei CCT re-engaged through process.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
Pukehinahina / Gate Pa Community Centre	(i) Undertakes a planned review of community centre provision, services and models, and engages with the Accessible Properties' Limited through that process (Option 2)	<b>Community Services and Strategy &amp; Growth</b> (Spaces & Places, Strategy)	On track	Review is well underway with Community Centres plan and recommendations reported to Council in early 2022.  Feasibility study underway for Accessible Properties proposal for Pukehinahina community centre. Potential Annual Plan proposal.
	(j) Supports the development of a pop-up park/play space (P3) at 899 Cameron Road, by providing a \$20,000 one-off funding grant (Option 3)	<b>Community Services</b> (Spaces & Places)	Underway	Accessible Properties Ltd received \$20,000 in the LTP for activation of this space – a 'pop up' community play space. They are working with Sport BOP, Gate Pa School and the Gate Pa Stakeholders Group on this project. It is planned this will be community space for the next 2-4 years, prior to then being developed for housing.
Tauriko Playcentre	(k) Undertakes a two-stage investigation and reporting process Stage one: <del>a) Confirms the current Tauriko Playcentre land lease expires in 2024 and that the Playcentre is permitted by that lease remain on site until end of the lease term.</del>			
	b) Commits to working with the Tauriko Playcentre & Tauriko Playcentre Association to investigate options for the continuation of the Playcentre in its current location, relocation of the Playcentre to another Council-owned property, or land provided by another entity or new site (either inside Tauriko West or in proximity), commencing following the adoption of the Long Term Plan.	<b>Community Services and Strategy &amp; Growth</b> (Spaces & Places, C&IP)	On track	Working with the Playcentre, school and other stakeholders in Tauriko West to develop workable options.  Have identified and agreed long list of options with

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				Playcentre and Playcentre Assn – next step is multi-criteria analysis with these parties to identify a short list of the most feasible/preferred options.
	<del>e) Notes that the Tauranga Reserve Management Plan requirement for a business case to demonstrate need for and ongoing viability of a facility has been addressed through the LTP submission process (and accepted by the Council as being met).</del>			
	d) Ensures that the issue of land provision and funding of Playcentres is specifically addressed within the review of the "Community, Private and Commercial Use.	<b>Strategy &amp; Growth</b> (Policy)	On track	Included in the Issues & Options Report going to 13 December SFR Committee.
	Stage 2: Report back to Council and seek direction on findings of investigations in regard to a), b) & c) a) The outcomes roading improvements/State Highway 29 alignments and options being progressed by Council and Waka Kotahi NZTA. b) The pros/cons of those options, including consideration of whether Council funds (in part/whole) any of the options, and whether other funding opportunities are available (if required). c) This occur within the 2021/22 financial year, ready for decision by Council on the outcomes through the 2022/23 Annual Plan development.	<b>Strategy &amp; Growth and Community Services</b> (C&IP, Spaces & Places)	Not started	To be undertaken upon the completion of Stage 1, above.
Grants for DCs on papakainga and community housing	(l) Agrees to double the two grant funds to \$500,000 per annum each for three years (total of \$3 million in years 1-3) (Option 2)	<b>Strategy &amp; Growth</b> (Strategy)	Complete	Policies adopted and on TCC website. Operational process being developed in collaboration with Community Partnerships using SmartyGrants online portal.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
Crown-owned land in Greerton	(m) Engages with the Tauranga community, existing users, mana whenua, government partners and key stakeholders to undertake an options study to explore the most appropriate and efficient use of the Recreation Reserve – Tauranga Racecourse land in the short, medium and long term (Option 1)	<b>Strategy &amp; Growth, Community Services and People &amp; Engagement</b> (C&IP, Spaces & Places, Community Relations)	(m) On track	Greerton Maarawaewae study Engagement commenced
	(n) Includes within the 2021/22 financial year \$100,000 to fund engagement with mana whenua, community and key stakeholders and undertaking of an options study for Greerton racecourse, noting that there is a possibility of co-funding with central government		(n) Complete	Budget included. Co-funding agreement entered into with Kainga Ora.
Te Reti B&C Residue Trust	(o) Agrees to fund \$84,790 in year 1 of the LTP to construct the widening of the entrance to papakainga housing between Cambridge Road and Waihi Road (Option 1)	<b>Infrastructure</b> (Transport)	On track	Discussion with iwi groups has been ongoing. Transport have committed to pay this share of the costs.
<b>11.9 Community Partnerships issues and options papers</b>				
Sydenham Botanical Park	(a) Approves the request from Sydenham Botanical Park for investment in Park development, and Council to complete spatial planning to help guide the future development of the Park once the Trust is formally wound up (Option 2)	<b>Community Services</b> (Spaces & Places)	On track	Development of pergola and walkway complete. Otumoetai Spatial Planning on track.
Age Concern – assisted community shopping services	(b) Refers the request from Age Concern Tauranga for an assisted community shopping service to the new Community Grant Fund (Option 1)	<b>Community Services</b> (Community Partnerships)	Not started	Age Concern did not apply for funding in the first round of the Community Grant Fund. Staff will follow up with them (again) and see if any support is required.
Age Concern – Tauranga	(c) Undertakes a planned review of community centre provision, services and models, and engages with Age Concern Tauranga and others through that process regarding the development of a Wellness Centre	<b>Community Services</b>	On track	Review is well underway with Community Centres plan and

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
Wellness Centre		(Spaces & Places)		recommendations reported to Council in early 2022. Age Concern re-engaged through the process.
Citizens Advice Bureau	(d) Supports the request for partnership funding from the Citizens Advice Bureau Tauranga for ongoing operational funding to the new Community Grant Fund (Option 3)	<b>Community Services</b> (Community Partnerships)	Complete	Staff have drawn up a partnership agreement with Citizens Advice Bureau as part of the first round of the Community Grant Fund. Support also being provided with capability building.
	(e) Acknowledges the need to work with the Citizens Advice Bureau Tauranga to find a suitable location for their operation, once the civic precinct development commences	<b>Strategy &amp; Growth and Community Services</b> (Strategic Investment, Community Partnerships)	On track	Staff are working with the Citizens Advice Bureau to find a suitable new location, as part of the civic precinct redevelopment project. They may need to source alternative funding for the lease.
Water Safety Bay of Plenty	(f) Supports the request for partnership funding from Water Safety Bay of Plenty for \$25,000 to the new Community Grant Fund (Option 3)	<b>Community Services</b> (Community Partnerships)	Complete	Unfortunately, Water Safety BOP were unsuccessful in their funding application due to their model not being particularly relevant to the specific needs of our region. However, Water Safety NZ's Global Swim project did receive funding as their programmes are more targeted towards the at-risk

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				Maori and migrant communities.
Arataki Community Liaison Group	(g) Continues to support the Arataki Community Liaison Group and the associated short- and medium-term work noted in the attachment that is underway	<b>Infrastructure, People &amp; Engagement and Strategy &amp; Growth</b> (Transport, Community Relations, Strategy)	Off track	Engagement ongoing but approach requires adaption (Community Relations)
Kāinga Tupu – resilience	<u>Tauranga City Food Security Hub</u> (h) Revisits the decision to provide an in-principle commitment to financially support the Tauranga Food Security Hub project, once the current feasibility study is completed (Option 2)	<b>Community Services</b> (Community Partnerships)	On track	Feasibility study now complete and staff are working on a full business case, and possible funding opportunities with the philanthropic funders, and also the Ministry of Social Development through their Food Secure Communities Fund. An Issues & Options paper will come to Council on 8 Feb for Annual Plan consideration.
	<u>Tauranga Community Wellbeing Hub</u> (i) Revisits the decision to provide an in-principle financial commitment to the Kāinga Ora Community Wellbeing Hub project, once the commercial and financial feasibility tests are completed (Option 2)	<b>Community Services</b> (Community Partnerships)	Not started	Commercial and financial feasibility tests still to be completed by Kāinga Ora. Staff are meeting with Darren Toy on 20 Dec to progress.
Kāinga Tupu – community	<u>People sleeping in private motor vehicles</u>	<b>Community Services</b>	On track	A proposal for a pilot Community Outreach programme via an external

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
spaces and places	(j) Refers the request to support mobile wellbeing checks for people residing in private motor vehicles, in partnership with central government agencies, to the Community Grant Fund	(Community Partnerships)		provider is currently being considered by the Ministry of Social Development. If talks with MSD prove to be unsuccessful, other funding and implementation options will be investigated.
	<u>Increased access to basic amenities</u> (k) Requests staff review existing public amenity to look for opportunities to support broader community access, and update Council's website to provide better information about public access to 24/7 showers, toilets and drinking water (Option 1)	<b>Community Services</b> (Community Partnerships)	On track	Staff are exploring five sites for this, along with mobile and/or temporary options. Budget for this work to be undertaken needs to be identified and/or prioritised.
	<u>Paid personnel at destination parks</u> (l) Requests staff source existing funding to undertake a feasibility study of activation personnel/organisations at key destinations across Tauranga City, to support active play and mitigate safety concerns (Option 2)	<b>Community Services</b> (Community Partnerships)	Not started	This was about increasing passive surveillance through initiating more active play strategies within the parks. The member of staff working on this has since left TCC and this project has been parked for the time being.
Kāinga Tupu – enabling delivery	(m) Confirms a full-time equivalent role (included in the draft LTP) for the ongoing coordination of Kāinga Tupu (Option 1)	<b>Community Services</b> (Community Partnerships)	Complete	Kāinga Tupu role has been recruited.
He Kaupapa Kotahitanga Trust	(n) Supports the request for partnership funding from He Kaupapa Kotahitanga Trust for funding support to the new Community Grant Fund (Option 1)	<b>Community Services</b> (Community Partnerships)	Not started	He Kaupapa Kotahitanga Trust missed applying for funding in the first round of the Community Grant Fund. Staff are working with them to



## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				explore alternative funding opportunities.
<b>11.10 Spaces and Places: sport issues and options papers</b>				
Bay of Plenty Sport Climbing Association	(a) Works with the club to investigate options to provide a location for a climbing facility to be constructed for bouldering training and competitions, in parallel to completing a review of the Sport and Active Living Strategy (Option 1)	<b>Community Services</b> (Spaces & Places)	On track	Initial engagement with the club; further work on site options required once strategy is clear - ongoing.
Memorial Park Aquatics and Recreation Hub	(b) Retains the current proposed capital expenditure programme and assess opportunities to bring forward the indoor courts project, as the development of the aquatics project progresses (Option 2)	<b>Community Services</b> (Spaces & Places)	On track	Memorial Park project team will consider this option in Feb 2022 as part of the broader programme development.  Additional sites and partnerships for indoor court provision currently under investigation.
Roller sports facilities	(c) Adds \$25,000 into year 1 of the LTP to undertake an assessment of the specific needs of outdoor roller sports, which will inform future strategic investment to be delivered through a combination of existing spaces and places projects in the draft LTP, and/or potential new projects in the 2024-34 LTP	<b>Community Services</b> (Spaces & Places)	On track	Initial work undertaken under Destination Skatepark project, with further option(s) development to follow.
	(d) Adds \$50,000 per annum into the first three years of the LTP to support the community to undertake short-term upgrades to existing skatepark facilities, subject to the demonstration of need for the upgrades	<b>Community Services</b> (Spaces & Places)	On track	Initial work undertaken under Destination Skatepark project, with further option(s) development to follow.
	(e) Add \$75,000 into year 1 of the LTP to develop the design for a destination skatepark facility for the city, with a further \$670k provision in year 2 for construction (assumed 50% externally funded)	<b>Community Services</b> (Spaces & Places)	On track	Scope and site assessments complete. Shortlisted sites undergoing detailed assessment. Report to Council expected in early 2022.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
	(f) Through implementation of the Community Facility Investment Plan (CFIP) for indoor sports centres, engage with roller sports representatives/ stakeholders to ensure their aspirations are reflected in the CFIP and future LTPs (all Option 1)	<b>Community Services</b> (Spaces & Places)	On track	Indoor and outdoor roller sports demand and options under early-stage investigation.
Arataki Park sports, cultural and wellbeing facility	(g) Requests staff commence a Sport and Active Living Strategy review and Community Facilities Funding Policy review, with urgency, and delay project commitment via a letter of support pending the review outcomes (Option 2)	<b>Community Services and Strategy &amp; Growth</b> (Spaces & Places, Strategy, Policy)	On track	Active Living review underway with Sport BOP and due in early 2022. Funding framework developed for consideration by Council in February 2022.
	(h) Requests staff work alongside the Arataki Community Liaison Group, Tatai Ora Charitable Trust, Tauranga Whalers Sports Club and Bay Venues Limited to investigate options to enhance/develop the current community centre to meet the aspirations of all current and potential future user groups (Option 3)	<b>Community Services</b> (Spaces & Places)	On track	Consideration of the long-term function of Arataki Community Centre will flow from the Community Centres Plan, currently well underway.
Tauranga City Basketball	(i) Continues to engage with Tauranga City Basketball and other key stakeholders as Council develops plans for the indoor courts network across the city (Option 2)	<b>Community Services</b> (Spaces & Places)	On track	Tauranga City Basketball re-engaged. Options for indoor courts network undergoing assessment.
	(j) Agrees to co-fund a feasibility assessment of indoor courts at the Toi Ohomai Windermere campus to a value of up to \$35,000	<b>Community Services</b> (Spaces & Places)	On track	Initial discussions with Toi Ohomai; opportunities currently constrained by them undergoing a restructure.
Welcome Bay reserves investment,	(k) Requests staff undertake an active reserve study and review of Sport and Active Living Strategy to inform future investments opportunities: i. within the active reserve network, including Waipuna Park, and	<b>Community Services</b>	On track	Community engaged; quick-win projects scoped for delivery in first quarter 2022;

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
including Waipuna Park	ii. for skateparks, pump tracks, mountain bike facilities and outdoor basketball facilities across the City, including Welcome Bay;	(Spaces & Places,)		medium and long-term projects in planning stages.
	(l) Requests staff work with the Welcome Bay community and key stakeholders to give effect to the objectives and management statements in the Tauranga Reserve Management Plan, including Forrester Drive;	<b>Community Services and People &amp; Engagement</b> (Spaces & Places, Community Relations)	On track	Ongoing relationship building with Welcome Bay (Community Relations)
	(m) Adds \$309,000 in 2023 FY towards the development of reserves in Welcome Bay, in accordance with the development proposals identified (as per (l) above); and	<b>Corporate Services</b> (Finance)	Complete	Projects to utilise budgets in design phase, for implementation in 2022/23
	(n) Makes the Forrester Drive encroachment budget of \$443,000 in FY22 available to support outcomes of the engagement (as per (l) above) with the Welcome Bay community	<b>Corporate Services</b> (Finance)	Complete	Projects to utilise budgets in design phase, for implementation in 2022/23
	(o) Requests staff identify further development proposals (as per (k) above) for consideration for funding through the 2024-2034 LTP (Option 1).	<b>Community Services</b> (Spaces & Places)	On track	As per (k) – Community engaged; quick-win projects scoped for delivery in first quarter 2022; medium and long-term projects in planning stages.
Gordon Spratt Reserve	<u>Buildings</u> (p) Commences the Sport and Active Living Strategy review, Gordon Spratt and Alice Johnson Reserve future state project, and Community Facilities Funding Policy review. Slightly delay commitment to both the cricket pavilion and shared club facility projects, pending the outcome of the reviews (Option 1); and	<b>Community Services and Strategy &amp; Growth</b>	On track	Future State process nearing completion with implementation actions to follow. Revised business case for pavilion and shared club rooms initiated.

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60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
		(Spaces & Places, Strategy, Policy)		
	<u>Lights and shelter</u> Adds \$375,000 capex funding into year 1 of the LTP to reflect the full replacement cost of the lights at the Gordon Spratt tennis and netball courts, recognising a 75% club contribution, and delays investment in the shelter structure by one year (Option 1); and	<b>Community Services</b> (Spaces & Places)	On track	Working with user group to prioritise direction forward, final community meeting taking place 6 December. Meeting reporting back on feedback and identifying future priorities.
	<u>Pump track public facilities</u> (q) Retains funding of \$235,000 in year 1 to install pump track public facilities, as per the draft LTP (Option 1); and	<b>Community Services</b> (Spaces & Places)	On track	Currently working through identification of best location and impact on amenities.
	<u>Supply and demand analysis</u> (r) Brings forward to year 1 of the LTP, an operational budget of \$45,000 for a citywide supply and demand review, including investigating the potential for an artificial turf (Option 1).	<b>Community Services and Strategy &amp; Growth</b> (Spaces & Places, Strategy)	On track	Review nearing completion, with site investigations for artificial turf opportunities underway.
Blake Park	(s) Requests staff commence the future state co-design project for Blake Park, the Sport and Active Living Strategy review and Community Facilities Funding Policy review	<b>Community Services</b> (Spaces & Places)	On track	Future State process nearing completion, with options for short, medium and long-term actions to be investigated.
	(t) Confirms approval for BOP Badminton to use the full site at Tatua Reserve for the development of a multi-use sports facility (including but not limited to use for badminton and table tennis), subject to Council agreement on the multi-use nature of the facility, and brings forward funding of \$321,552 from FY 23 to FY 22, to contribute towards Tatua Reserve development costs	<b>Community Services</b> (Spaces & Places)	On track	Working with badminton on business case for Badminton-multiuse facility.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment																														
	(u) Investigates the viability of Mount Maunganui Playcentre using Golf Road Reserve for the location of their activities, and brings forward funding of \$144,310 from FY 23 to FY 22, to contribute to the potential relocation costs	Community Services (Spaces & Places)	On track	Reserve reclassification process initiated for proposed Golf Rd site.																														
	(v) Confirms an annual Council contribution for Tauranga Hockey Association turf renewals, as included in the draft LTP	Community Services (Spaces & Places)	On track	Council contribution confirmed.																														
	<p>(w) Confirms a capital grant to the Bay Oval Trust (with the debt to be retired over a period of up to 11 years) as a third contribution to the Stage 2 Pavilion, event-day toilets, generator shelter and broadcast tower projects, as detailed below:</p> <table> <tr> <th>Proposed project</th><th>Total cost</th><th>Bay Oval Contribution</th><th>Requested Funds</th><th>Contribution by TCC (1/3)</th></tr> <tr> <td>Stage 2 Pavilion</td><td>\$4,289,000</td><td>\$1,750,000</td><td>\$2,539,000</td><td>\$1,429,667</td></tr> <tr> <td>Event-day toilets</td><td>\$424,815</td><td>\$150,000</td><td>\$274,815</td><td>\$141,605</td></tr> <tr> <td>Generator shelter</td><td>\$108,951</td><td>\$50,000</td><td>\$58,951</td><td>\$36,317</td></tr> <tr> <td>Broadcast towers</td><td>\$350,000</td><td></td><td>\$350,000</td><td>\$116,667</td></tr> <tr> <td><b>Total</b></td><td></td><td></td><td></td><td><b>\$1,724,256</b></td></tr> </table>	Proposed project	Total cost	Bay Oval Contribution	Requested Funds	Contribution by TCC (1/3)	Stage 2 Pavilion	\$4,289,000	\$1,750,000	\$2,539,000	\$1,429,667	Event-day toilets	\$424,815	\$150,000	\$274,815	\$141,605	Generator shelter	\$108,951	\$50,000	\$58,951	\$36,317	Broadcast towers	\$350,000		\$350,000	\$116,667	<b>Total</b>				<b>\$1,724,256</b>	Community Services (Spaces & Places)	On track	Contribution calendar established, early instalments paid, works ongoing, being delivered by Bay Oval Trust.
Proposed project	Total cost	Bay Oval Contribution	Requested Funds	Contribution by TCC (1/3)																														
Stage 2 Pavilion	\$4,289,000	\$1,750,000	\$2,539,000	\$1,429,667																														
Event-day toilets	\$424,815	\$150,000	\$274,815	\$141,605																														
Generator shelter	\$108,951	\$50,000	\$58,951	\$36,317																														
Broadcast towers	\$350,000		\$350,000	\$116,667																														
<b>Total</b>				<b>\$1,724,256</b>																														
<b>11.11 Spaces and Places: other issues and options papers</b>																																		
Predator Free Bay of Plenty	(a) Provides operational funding to Predator Free Bay of Plenty for a three-year period, to be reviewed at the next LTP (Option 1)	Community Services (Spaces & Places)	On track	Predator Free are preparing an invoice to be paid.																														

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
Public amenity in reserves and/or open space network	(b) Retain the drinking fountain budget in the LTP and increase it by \$290,000 in year 1 only to include an allocated amount for the installation of additional public amenity/facilities (Option 2)	Community Services (Spaces & Places)	On track	Two parks programmed for this year. Ila Park in Hairini which will be considered along with other planned works at the park. The second planned is Waterford Downs Reserve in Papamoa.
Neighbourhood reserve provision in The Lakes	(c) Engages with Taumata School to investigate innovative opportunities for Council and the school to work together on the delivery of community infrastructure in the surrounding area, including the purchase of Neighbourhood Reserve #6.	Community Services (Spaces & Places)	On track	School and Lakes Association engaged as part of Lakes reserves upgrade assessments.
Shade provision in open space	(d) Retains the existing project in the LTP to enable shade audits and the installation of artificial shade coverage, but also adds an operational budget of \$60,000 for planting more natural shade via larger trees (Option 1)	Community Services (Spaces & Places)	On track	Sites shortlisted for shade projects, with procurement of natural and artificial shade projects underway. First shade project delivered at Te Paeroa Reserve, Bethlehem.
Te Ranga Reserve	(e) Increases and brings forward budget to support the enhancement of Te Ranga Reserve (Option 1)	Community Services (Spaces & Places)	On track	Work underway on site and design for future stages underway in partnership with Trust.
Waiariki Park Region	(f) Refers the request from Envirohub BOP for support for Waiariki Park Region to the new Community Grant Fund (Option 1)	Community Services (Community Partnerships)	Complete	Envirohub BOP successfully awarded \$50k in the first round of the Community Grant Fund.
Welcome Bay estuary / Forrester Drive walkway	(g) Place the project on hold to re-engage with the Welcome Bay community, including Forrester Drive residents, to identify future development opportunities for community amenity in Welcome Bay; using funds allocated per recommendations 11.10 (l) to (n)	Community Services (Spaces & Places)	On track	As per Welcome Bay comments above.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				Ongoing relationship building with Welcome Bay (Community Relations)
Natural burial cemetery	<del>(h) Does not agree to co-fund a feasibility assessment for a natural burial cemetery in Tauranga (Option 1)</del>			
Te Atea neighbourhood reserve in the Manawa subdivision	(i) Agrees to work with the developer to agree a plan for development of Te Atea, however, do not directly fund the development (Option 1)	Community Services (Spaces & Places)	Not started	Work not started on this action.
<b>11.12 Other topics issues and options papers</b>				
NZ War Memorial Museum Trust	<del>(a) Declines the request for funds from the New Zealand War Memorial Museum Trust for the development of a museum in Le Quesnoy, France (Option 2)</del>			
Western Bay Museum	(b) Declines the proposal from the Western Bay Museum to develop an exhibition of taonga from the Heritage Collection in Katikati, however, provide a contribution of \$100,000 in year 1 of the LTP to the Heritage Collection to enable temporary exhibition of parts of the collection in Tauranga (Option 3)	Community Services (Arts & Culture)	On Track	Community engagement plan in process to increase connections between Community and the Heritage Collection. This includes: <ul style="list-style-type: none"> <li>Additional capacity for “Hands on Tauranga” education and outreach programme.</li> <li>Promotion of the Digital Heritage Collection.</li> <li>Pop-up ‘Heritage Moments’ mini exhibitions.</li> </ul>

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60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				<ul style="list-style-type: none"> <li>Development of Heritage displays at temporary library.</li> </ul>
Taonga Tu / Heritage Bay of Plenty	(c) Establishes a heritage fund of \$150k for the first year of the LTP, to be managed by Arts and Culture, for the purpose of working with 3rd party organisations to scope and support business case development, for the establishment of a heritage and taonga collection, and display facility (Option 3)	<b>Community Services</b> (Arts & Culture)	On track	Taonga Tu are working on a business case and feasibility study for a Heritage Centre, due to be completed by March 2022
The Incubator	(d) Confirms support for the Incubator at the level currently included in year 1 of the draft LTP (\$250k) then, subject to achieving a set of community and arts and culture-focused deliverables/KPIs, increases funding by \$110K per annum for years 2 and 3 of the LTP (Option 4)	<b>Community Services</b> (Arts & Culture)	On track	New partnership agreement with Incubator in place. Incubator to open two new spaces by December, with the Community cinema due to open in Feb 2022.
Activate Vacant Spaces programme	<del>(e) Declines the request for funding from Mainstreet Tauranga for the continuation of the Activate Vacant Spaces programme (Option 4)</del>			
Mount Maunganui Business Association	<del>(f) Does not provide for any additional capital budget in the LTP specifically for the Mount Maunganui downtown area, at this time (Option 1)</del>			
Papamoa Residents & Ratepayers Association	(g) Declines the funding request but seeks to establish a more robust structure for greater communication and engagement with the submitter and other community groups (Option 3)	<b>People &amp; Engagement</b> (Community Relations)	On track	Have requested a meeting with Papamoa Residents and Ratepayers Association – nil response
Wednesday Challenge	(h) Approves funding of \$146,250 for the Wednesday Challenge subject to the duplication with existing Travel Safe programmes being removed from the proposal, and that data from the Wednesday Challenge app is made available to Council (Option 1)	<b>Infrastructure</b> (Transport)	On track	Regular meetings held between Wednesday Challenge and the funding



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60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				parties (TCC, BOP Regional Council, Waka Kotahi)
	(i) Notes that funding is contingent on partnership contributions from Waka Kotahi and BOPRC	Infrastructure (Transport)	Complete	All three partners have confirmed funding. An agreement has been set out to pay in instalments after milestone reporting requirements have been met.
Road reseals level of service	(j) Confirms the 'fit for purpose' level of surface for road resealing (Option 1)	Infrastructure (Transport)	Complete	There is an additional piece on this being done as part of the rates review
Tsunami sirens	(k) Defers the siren project for one year to allow the Commissioners and council staff to engage with the community on all issues and resolutions around tsunami sirens and evacuation, and to continue with education and the public awareness programme (Option 1)	Regulatory & Compliance (Emergency Mgmt)	On track	Budget deferred, project to undertake engagement well underway with community working group establishment, plan for engaging with the community during December and January being finalised. Ongoing engagement plan will be stage two.
Envirohub funding request	(l) Supports the request for partnership funding from Envirohub BOP for ongoing operational funding to the new Community Grant Fund (Option 3)	Community Services (Community Partnerships)	Complete	Envirohub BOP successfully awarded \$50k in the first round of the Community Grant Fund.
Marine strategy	(m) Continues with the development of the Marine Strategy project as agreed by Council at its 6 October 2020 meeting (Option 1)	Corporate Services (Property)	On track	Phase 1 of this has been completed to input into the refresh of the Marine Precinct with phase 2 for a complete

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
				strategy underway for completion in 2022.
Gondola feasibility study	(n) Includes \$100,000 in the LTP (split \$50,000 in 21/22 and \$50,000 in 22/23) to enable innovative opportunities for transport movement solutions to be explored including risk assessment and, where appropriate, working with other transport partners	<b>Infrastructure and Strategy &amp; Growth</b> (C&IP and Transport)	On track	Budget included in the LTP. No funding allocations made. Further stages of road pricing work may be good candidate for this fund.
Cultural centre at Gate Pa Reserve	(o) Allocates new operating expenditure of \$125,000, subject to a briefing and further report to Council, and to a satisfactory funding agreement (Option 1)	<b>Community Services and Strategy &amp; Growth</b> (Spaces & Places / Strategy)	On track	Strategic Investment & Commercial Facilitation leading the work on this re land use. Director Places & Spaces has joined the Pukahinahina Trust Board to ensure the Council is part of the group looking at options.
Re-maker	(p) Refers the Remaker Space funding request to the Community Grant Fund.	<b>Community Services</b> (Community Partnerships)	Complete	Remaker Space successfully awarded \$50k in the first round of the Community Grant Fund.
<b>11.13 User fees and charges, revenue &amp; financing policy, KPIs</b>				
	(a) In relation to the following matters released for consultation concurrently with the Long-term Plan, resolves the following preferred options: i. Schedule of Fees and Charges 2021/22: Option 1 - Amend the Sustainability and Waste user fees and charges for additional bins charges as proposed in the body of the report at point 19 and approve the draft User Fees and Charges schedule for 2021/22.	<b>Strategy &amp; Growth</b> (Corporate Planning)	Complete	Completed prior to adoption of LTP and fees and charged adopted alongside the LTP on 26 July 2021.

## LTP Actions Tracker – November 2021

60	3	32	6
On track	Off track	Complete	Not Started

Agenda item and topic	Resolutions (struck through = no action required)	Group (Activity)	Status	Comment
	<ul style="list-style-type: none"> <li>ii. Revenue and Financing Policy: Option 1 - Amend the draft Revenue and Finance Policy with one minor wording change as proposed in the body of the report at point 25.</li> <li>iii. Groups of Activities: Option 1: Amend the Groups of Activities to reflect the changes proposed to the descriptions and targets for the key performance indicators for the Stormwater, Wastewater, Water Supply and Environmental Planning activities at point 30 and 32 of this report.</li> </ul> <p>(b) Directs staff to present the final Groups of Activities, Policies and User Fees and Charges 2021/22 documents (as amended by resolution a) for adoption to Council at its meeting on 26 July 2021.</p>			

**10.6 Growth & Land Use Projects Progress Report - December 2021****File Number: A13049839****Author: Andy Mead, Manager: City & Infrastructure Planning****Authoriser: Christine Jones, General Manager: Strategy & Growth****PURPOSE OF THE REPORT**

1. Tauranga City is continuing to experience rapid growth. Managing this growth is a significant issue for Council. The report enables the Committee to monitor progress on key projects related to managing growth in a sustainable manner.

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Receives the Growth and Land Use Projects Progress Report – December 2021.

**EXECUTIVE SUMMARY**

2. Managing growth is a significant issue for Council, particularly the challenge of ensuring growth is sustainable in a four well-beings context for both current and future communities.
3. The attached report outlines the progress being made in relation to a number of projects necessary to manage this continued growth. This information is also regularly reported to the SmartGrowth partners & the SmartGrowth forums.
4. Key points to note in this update include:
  - (a) Completion of the 2021 Industrial Land Report which identifies high levels of industrial land demand in recent years and the need to progress development of the proposed Tauriko Business Estate within the next 3-5 years to meet demand. It also reinforces the lack of long-term industrial land supply in the 10-30+ year period.
  - (b) TCC has submitted to MfE's review of the wetland provisions contained in the recent freshwater reforms, supporting the direction to better enable urban development, but noting further matters that require addressing to ensure there is a viable planning pathway for projects like Te Tumu and Tauriko West. Further engagement has occurred post lodgement of our submission indicating that the points we have raised are being given due attention.
  - (c) TCC and Kainga Ora, in conjunction with other stakeholders, are undertaking an assessment of process options for rezoning Tauriko West, including the Streamline Plan Change process, a Specified Development Project under the Urban Development Legislation and opportunities that may be afforded as part of the government's RMA Housing Amendment Bill.
  - (d) Kainga Ora have become a significant landowner in Tauriko West and committed to delivering over 1,000 homes, including 200 public houses and 200 affordable homes.
  - (e) Private Plan changes for the Tauriko Business Estate extension and residential development in upper Ohauiti are underway and expected to be lodged with TCC in early 2022.
  - (f) As the result of the government's Resource Management reform programme, TCC has put the review of its City Plan on hold and agreed instead to focus on priority plan changes. These priority plan changes will be determined in early 2022. At this stage it appears unlikely the City Plan review will be completed and instead will be replaced with a new regional planning document for the Bay of Plenty under new legislation.

- (g) The Select Committee report back on the exposure draft of the Natural and Built Environments Act has occurred. There appears to be little recognition of the issues raised in the TCC submission and a clear direction to progress as previously signalled.
- (h) Hearings for Plan Changes 27 (Flooding from Intense Rainfall) and 30 (Earthworks) have been completed and decisions are expected in early 2022.
- (i) The new housing Bill has resulted in Plan Change 26 (Housing Choice) hearings being deferred. Indications are that the Bill may change to enable the Plan Change to proceed and we are considering how best to progress this work and how long it will take to complete.
- (j) Preliminary work on the Otumoetai Spatial Plan is underway with further reporting planned in February 2022.
- (k) Assessment of options for the establishment of an urban design panel is well underway with reporting also planned for February 2022.
- (l) Consultation of the proposal to sell Parau Farm for housing is underway and outcomes will be reported to Council for decisions in February 2022.
- (m) Funding of growth related infrastructure remains a significant challenge. A number of growth funding projects are underway including:
  - (i) Multi party discussions in Tauriko West involving IFF levies, the Infrastructure Acceleration Fund and Waka Kotahi funding. Progress is being made but these have been complicated by National Land Transport Programme funding shortfalls and project cost escalation.
  - (ii) Infrastructure Acceleration Fund RFP applications for Tauriko West, Wairakei Town Centre, Te Papa and Parau Farm, due mid-December.
  - (iii) Potential IFF levies for Tauriko West and our citywide transport programme to deliver the Transport System Plan.
  - (iv) Establishing new citywide development contributions for community infrastructure projects like libraries and pools in the 22/23 financial year.
- (n) The SmartGrowth partnership is now regularly reporting to the SmartGrowth Leadership Group on the progress of Priority Development Areas (refer attachment 2).

## OPTIONS ANALYSIS

5. There is no options analysis; this report is for information only.

## SIGNIFICANCE

6. While growth is a significant issue for Tauranga City, this report does not require any decisions and is not significant in itself.

## NEXT STEPS

7. Council will continue to progress the projects and works as identified in the report attachments.

## ATTACHMENTS

1. **Attachment 1 - Quarterly Update - Growth and Land Use - December 2021 - A13049673**



### Quarterly Update – Growth / Land Use Planning Projects – December 2021

PROJECT	PROGRESS UPDATE	NEXT STEPS
<b>The Otumoetai Spatial Plan</b>	<p>This project seeks to deliver a 30-year blueprint that provides strategic direction for growth of the area, forming the basis for the coordination of decision making within and across multiple agencies in a growth context. The plan will create an integrated land use and transport network for the local area that connects with the wider city, supported by public amenities, including a future implementation programme to achieve the intended outcomes.</p> <p>The following workstreams are currently underway:</p> <ul style="list-style-type: none"> <li>• <b>Project establishment phase</b> – including preparation of communication and engagement plan, risk register and stakeholder register.</li> <li>• <b>Engagement Stocktake analysis</b> – review of existing engagement feedback for relevance and recency to inform a gap analysis of further community feedback required. This includes Vital Update, Quality of Life Survey and LTP submissions.</li> <li>• <b>Existing situation analysis/data gathering</b> – this covers the following layers: land use, transport, infrastructure, community facilities, open space.</li> <li>• <b>Mana whenua engagement</b> – first hui scheduled for December 2021.</li> </ul> <p>The next steps will focus on stakeholder and community engagement and draft option development, to inform design sprints planned in March 2022.</p> <p>A summary of the feedback to date, as well as the engagement approach for the draft Spatial Plan will be reported back to Council in early 2022 for endorsement. This will include consideration of whether to use the special consultative procedure as defined by the Local Government Act 2002 (section 83), taking into account wider considerations such as consultation on future plan changes.</p>	<p><b>February 2022:</b></p> <ul style="list-style-type: none"> <li>• Reporting to Council on engagement approach</li> <li>• Stakeholder and community engagement</li> </ul> <p><b>March 2022</b></p> <ul style="list-style-type: none"> <li>• Design sprint workshop</li> </ul> <p><b>April/May 2022</b></p> <ul style="list-style-type: none"> <li>• Draft plan, testing and engagement</li> </ul> <p><b>June 2022</b></p> <ul style="list-style-type: none"> <li>• Review and refinement</li> </ul> <p><b>Mid 2022</b></p> <ul style="list-style-type: none"> <li>• Final Spatial Plan including implementation strategy</li> </ul>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
<b>Greerton Racecourse and Golf Course Options Study and Engagement</b>	<p>Tauranga City Council in partnership with Kaianga Ora is engaging with existing users, mana whenua, other government partners, other key stakeholders and the community to undertake an options study to explore the most appropriate and efficient use of the Greerton Racecourse and Golf Course land in the short, medium and long term. The purpose of the Greerton Maarawaewae study is to identify opportunities that will support wellbeing and liveability as the city continues to grow.</p> <p>The procurement process has been completed and stage 1 of the project is now underway. In conjunction with resource and data analysis, the following engagement is now occurring:</p> <ul style="list-style-type: none"> <li>• Engagement with mana whenua</li> <li>• Connecting with the existing users, government partners and key stakeholders</li> <li>• Drop-in sessions for the community</li> <li>• Release of the online survey to inform options development</li> <li>• Focus group sessions with members of the community.</li> </ul> <p>Next steps are to progress to high level options development which will be taken back to mana whenua, existing users, key stakeholders and the community for further feedback and refinement.</p>	<p><b>November – December 2021</b></p> <ul style="list-style-type: none"> <li>• Engagement, site assessment and high-level options development</li> </ul> <p><b>January/February/March 2022:</b></p> <ul style="list-style-type: none"> <li>• Engagement on options, option assessment and recommendation for preferred option(s)</li> </ul> <p><b>April 2022</b></p> <ul style="list-style-type: none"> <li>• Reporting to Council</li> </ul>
<b>Urban Design Panel</b>	<p>Council are currently investigating next steps required to establish an Urban Design Panel. The focus of this project is to set up the Terms of Reference for a Tauranga City Council Urban Design Panel, including recommendations on Council resources and systems to support the Panel and design outcomes for the city.</p> <p>The following tasks are currently underway and anticipated to be completed by the end of this year:</p> <ul style="list-style-type: none"> <li>• <b>Research</b> - understanding how an Urban Design Panel is typically established, lessons learned from other Council's, and what TCC seeks to achieve through an UD Panel.</li> </ul>	<p><b>February 2022</b></p> <ul style="list-style-type: none"> <li>• Report update to Council draft Urban Design Panel Terms of Reference</li> </ul> <p><b>Early 2022</b></p> <ul style="list-style-type: none"> <li>• Finalise Urban Design Panel Terms of Reference and commence establishment.</li> </ul>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<ul style="list-style-type: none"> <li>• <b>Draft Recommendations</b> – a first draft of the three components needed to successfully establish an UD Panel (Terms of Reference, triggers, and methods to raise the urban design profile in Tauranga)</li> <li>• <b>Testing</b> – reviewing and testing the recommendations to ensure that they are fit for purpose for Tauranga - and achieve the following overarching goals: <ul style="list-style-type: none"> <li>– facilitates good quality, context-appropriate development;</li> <li>– supports the resource consent application process; and</li> <li>– encourages use by applicants, and is part of a wider toolkit to embed urban design into Council and the development community.</li> </ul> </li> <li>• <b>Revision / Finalisation</b> - revise and finalise draft recommendations</li> </ul> <p>This process includes engagement with internal TCC staff, other Council's with established Urban Design Panels and also testing with external experts in the fields of urban design, architecture, landscape architecture, planning, local developers and market feasibility.</p>	
<b>City Centre Strategy and Action Plan</b>	<p>SmartGrowth, UFTI and the Te Papa Spatial Plan identify the strategic role the city centre has to play as the commercial, cultural and civic heart of the sub-region and the need for the immediate focus on ongoing city centre regeneration. To help the city centre reach its potential, Council are now looking to prepare a refreshed <b>City Centre Strategy and Action Plan</b> to determine the next steps in enhancing public realm, movement (access, parking management, public transport and safety), culture and identity, community infrastructure and land use (including encouraging residential development in the city centre).</p> <p>Key project objectives include:</p> <ol style="list-style-type: none"> <li>1. A <b>refresh</b> of current City Centre Strategies</li> <li>2. Creating a clear <b>Action Plan</b> with a focus on <b>investment prioritisation</b> over the coming ten years+ (including funding pathways)</li> <li>3. Supporting city centre rejuvenation, including residential living</li> <li>4. Integration of transport, land use, public realm, cultural and social outcomes, with a place-based focus and including a movement plan</li> </ol>	<p><b>November 2021</b></p> <ul style="list-style-type: none"> <li>• Review of work to date, stakeholder, mana whenua and partner engagement and analysis</li> </ul> <p><b>January 2022</b></p> <ul style="list-style-type: none"> <li>• Early document review and engagement to identify common and agreed priority investments</li> </ul> <p><b>April 2022:</b></p> <ul style="list-style-type: none"> <li>• Draft refreshed City Centre Strategy and Action Plan</li> </ul>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>5. Supporting delivery through governance and partnership.</p> <p>This process will assist to deliver on the existing \$180m of city centre investment identified in the Long-term Plan, as well as setting out any additional interventions and investment priorities required to make our plans a reality. It will consider both the longer term vision and have a focus on what needs to be delivered in the next 10 years. The process will include engagement with mana whenua and key stakeholders, as well as subsequent engagement as specific projects are delivered. Whilst there is an opportunity for innovation through the process, a critical aspect of the work is the 'refresh' as opposed to 'reinvent' approach, acknowledging a significant platform of work to build off.</p>	<p><b>June 2022</b></p> <ul style="list-style-type: none"> <li>Final refreshed City Centre Strategy and Action Plan</li> </ul>
<b>Plan Change 26 - Housing Choice</b>	<p>Plan Change 26 (Housing Choice) is to enable substantial residential intensification opportunities across the city's residential zones in the form of duplex, terraced housing and apartment typologies. This includes giving effect to the Te Papa spatial plan urban form.</p> <p>Council adopted the plan change for public notification on 13 October 2020 and the submission period extended from 10 November until 1 February 2021. This included 10 open days and opportunity to book a one on one session with staff. The further submission period was from 31 May to 25 June.</p> <p>Council appointed four independent hearings commissioners to the hearings panel for Plan Changes 26, 27 and 30 on 30 August 2021. A hearing was scheduled for early February 2022.</p> <p>On 19 October 2021, central government released the Resource Management (Housing Supply and Other Matters) Amendment Bill. The Amendment Bill sets out clear direction which does not fully align the Plan Change 26 outcomes. Council lodged a submission on 16 November and presented to the Select Committee on 19 November.</p> <p>As a result of the Amendment Bill, Plan Change 26 hearings were deferred until there is more clarity on the final Amendment legislation. Council are working with central government to enable Plan Change 26 to proceed.</p>	<p>Monitor progress of and any changes to the Resource Management (Housing Supply and Other Matters) Amendment Bill. Assess implications and required actions for TCC.</p> <p>In the meantime, prioritise progressing those parts of PC26 least likely to be affected by the Bill, in preparation for hearings. Once those complete, move to progressing other parts of PC26 forward.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
<b>Plan Change 27 - Flooding from intense rainfall Plan Change</b>	<p>The purpose of Plan Change 27 is to ensure that future land use, subdivision and development within Tauranga is planned to be resilient to flooding. The plan change introduces a new rule framework to the Tauranga City Plan to manage the effects of flooding from intense rainfall on people, properties and infrastructure.</p> <p>Council adopted the plan change for public notification on 13 October 2020 and the submission period extended from 10 November until 1 February 2021. This included 10 open days and opportunity to book a one on one session with staff. The further submission period was from 31 May to 2 July.</p> <p>Council appointed four independent hearings commissioners to the hearings panel for Plan Changes 26, 27 and 30 on 30 August 2021. The hearing for Plan Change 27 was held on 30 November to 3 December 2021.</p>	Hearings Panel will release their decision in early 2022.
<b>Plan Change 30 - Earthworks</b>	<p>Plan Change 30 is being progressed to address a small number of technical issues associated with the earthworks provisions in the City Plan including erosion and sediment controls on development sites.</p> <p>Notification, submissions and community engagement occurred in line with the other plan changes. Council appointed four independent hearings commissioners to the hearings panel for Plan Changes 26, 27 and 30 on 30 August 2021. The plan change is being considered 'on the papers' as there were no submitters who wish to be heard.</p>	Hearings Panel will release their decision in early 2022.
<b>City Plan Review</b>	<p>The review of the City Plan is a statutory requirement every 10 years under the Resource Management Act 1991.</p> <p>Workshops and hui were held with key stakeholders and tangata whenua in March and July 2021 to understand issues and opportunities for the key resource management issues facing</p>	Prepare a draft work programme of priority plan changes to be considered at a Strategy, Finance and Risk Committee meeting in the first half of 2022.

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>the city. Phase 2 is now complete with discussion documents on issues and options to key stakeholders to provide feedback. One on one engagement with hapu are ongoing.</p> <p>On 15 November 2021, Council considered the implications of the Resource Management reforms on the City Plan Review. Council resolved to put the City Plan Review on hold pending outcomes of the government's Resource Management reforms and instead progress with priority plan changes. The outcome of this meeting has been communicated with key partners.</p>	
<b>Tauriko West Urban Growth Area</b>	<p>The Structure Plan is well advanced for the Tauriko West growth area with an expected yield of 3,500 to 4,000 dwellings when fully developed. In parallel with the urban development related work for infrastructure servicing and re-zoning, council is working with Waka Kotahi NZTA on both the enabling works (for the first 2000 dwellings), and long term options for SH29/SH29A upgrades.</p> <p>In September 2021, Ministry for the Environment (MfE) released the discussion document, "Managing Our Wetlands" with proposed changes to the NPSFM and NESF identifying a consenting pathway for urban development in identified growth areas. Full details on the TCC submission are in the 'Government Policy &amp; Initiatives' section in this appendix. Our submission supported the changes proposed but also setting out why the gateway test of 'functional need' would still be a significant barrier to urban development proceeding, and why the restrictive policy framework of 'no further loss' of wetlands/rivers and streams should be amended to a 'no net loss' approach.</p> <p>To address climate change, resilience requirements and managing natural hazards including flood risk and liquefaction, it is necessary to raise the ground level for housing development in Tauriko West up to 5m above the existing levels, manage stormwater runoff, and design steep gradients appropriately around stream corridors and wetland areas (creating lateral spread risk). Hence, to provide the housing yield required, and ensure that there is a cohesive landform (not fragmented around wetlands/streams remaining at existing ground levels) and that the finished developable land shape supports large scale high density</p>	<p>Continue technical and engagement workstreams, and pursue funding for infrastructure servicing, spine road and enabling works.</p> <p>Await outcomes from MfE on the NPS-FM discussion document on wetlands.</p> <p>Recognise that the timeframe for the Structure Plan and Plan Change have been impacted by the enabling works process, and the long term upgrade options assessment by Waka Kotahi NZTA for SH29/SH29A, and the uncertainties generated by the restrictive NPSFM / NESF requirements around wetlands and stream protection, as well as the MfE process underway to provide for a consenting pathway for urban development in identified growth areas.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>development, it is necessary to provide for offsetting through enhancement, restoration and recreation of wetlands and streams. The council submission to MfE demonstrates why this approach is both necessary for growth areas, and what changes are required for the NPSFM / NESF provisions to ensure the consenting pathway is indeed workable. This is also applicable to Te Tumu urban growth area.</p> <p>TCC has continued to work with mana whenua through Te Kauae a Roopu and built on the Cultural Values Assessment work completed - which sets out cultural amenity treatments for council, developers, Ministry of Education and Waka Kotahi NZTA when developing the growth area.</p> <p>While liaison with the main Tauriko West landowners continues on a fortnightly basis, there has been recent follow up with Redwood Lane residents, including a combined TCC/Waka Kotahi NZTA workshop on 13 October 2021 to consider SH29/SH29A upgrade options, the southern bypass concept; and also consideration of the alternative alignments possible to link the spine road with the new roundabout at SH20/Kaweroa Drive/Redwood Lane (westerly, central and easterly). There was full support from the Redwood Lane residents for the easterly alignment which impacted one landowner significantly, with that landowner being supportive.</p> <p>In preparing for the plan change process, to rezone rural land to urban, TCC is following up on the Streamlined Planning Process (SPP) under the RMA 1991; and is engaging with MfE regarding a proposed SPP application.</p> <p>Other workstreams include follow up on infrastructure servicing, staging considerations, and funding options for the enabling works, spine road an infrastructure provision (including work on the IAF application to KO, liaising with Crown Infrastructure Partners on IFF, and liaison with Waka Kotahi NZTA on the 2021 – 2024 National Land Transport Plan funding priorities for Tauriko West / Western Corridor).</p> <p>The combined effect of the MfE related process on NPSFM / NESF changes required for a workable consenting pathway, and the enabling works business case timeframe being</p>	<p>Report to Council for direction on a preferred planning / rezoning pathway for Tauriko West.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>pushed out till early 2022, as well as the long term upgrade options assessment by Waka Kotahi NZTA for SH29/SH29A, means that the timeframe for the Structure Plan completion and a Plan Change process commencing, as well as lodgement of the comprehensive stormwater consent (CSC) with BOP Regional Council are now anticipated be in mid-2022.</p> <p>Consideration is being given to a number of Plan Change pathways including a Streamline Plan Change process, a Specified Development Project approach under the Urban Development Legislation and opportunities that may be provided by the government's new housing Bill. We anticipate reporting to Council for direction on a preferred approach in the first quarter of 2022.</p> <p>It is also significant that Kainga Ora have acquired 95ha of land in Tauriko West to deliver 1,000+ homes, including at least 200 public houses and 200 affordable homes.</p> <p>An update on the State Highway 29 Detailed Business Case is provided in the Quarterly Report - Transport Projects.</p>	
<b>Te Tumu Urban Growth Area</b>	<p>Work on the Te Tumu Growth Area project has involved the completion of various technical assessments to inform the creation of a draft structure plan. The inputs for the technical reports have been based on three population scenarios to ensure that appropriate infrastructure can be delivered. These three population scenarios range from a base of 15,500 people up to 25,000 people.</p> <p>Most technical workstreams are now complete with final reporting of these now informing the identification of appropriate land use zoning and supporting spatial overlays and the development of RMA planning provisions to inform necessary plan change documentation and support the delivery of the draft structure plan. Development of planning provisions includes consideration to enabling greater residential density and improved urban form outcomes across the growth area in accordance with relevant national planning direction (i.e. NPS-UD). This now also includes consideration to the recently released Resource Management Amendment Bill and the expectations of this in terms of adopting the medium</p>	Continue technical and engagement workstreams, including Māori land issues.

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>density residential standards. Updates to some natural hazard work has also been completed to account for updated Ministry for the Environment (MfE) guidance on sea level rise – including updates to tsunami and coastal erosion modelling. Details of the recently completed submission to MfE concerning the discussion document on Managing Wetlands is set out within this report. The submission does highlight concerns on both the existing provisions and changes proposed to the National Policy Statement for Freshwater Management (NPS-FM) and associated national environmental standards (NES-F). For Te Tumu, whilst a consenting pathway is now proposed, there remains uncertainty over the actual ability to satisfy many of the regulatory tests that remain with the regulations and the significant technical work that will be required at the time of development to accurately define the extent of wetland areas on the ground. Unchanged, these regulations will continue to have a detrimental impact on the delivery of several critical elements of the draft structure plan, including road corridors and stormwater infrastructure, and lead to an inevitable loss of development yield. Delays related to resolution of these matters means that notification of a plan change to rezone this area has been delayed until 2022.</p> <p>In addition to working with an established landowner working group on the development of planning provisions for this growth area, discussions are also ongoing with these landowners on the preparation of funding agreements for the delivery of infrastructure and services within this urban growth area, along with the potential staging of the delivery of these assets. Work has also commenced on potential timing for re-engagement with iwi authorities, and the wider community in relation to project updates and progression of a future plan change.</p> <p>On 9 April 2020 the Māori Appellate Court released its decision affirming the earlier decision of the Māori Land Court which was to dismiss the application by the Trustees of the Tumu Kaituna 14 Māori land block for a change of status to part of the land (from Māori land to general land) and a Trust order variation. The Trust subsequently lodged an appeal of this decision with the NZ Court of Appeal, which was heard in April 2021. The Trust were advised of a decision being released three months following this hearing, however no decision has yet been released. If successful, the likely outcome would be that the Trust be directed to prepare a new application to the Māori Land Court in order to achieve their</p>	

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>desired outcomes. To support a future application, legal advice on options for enabling infrastructure corridors through Māori land has been received and the Trust is planning to hold a number of hui with its beneficial landowners to discuss these options. Hui dates have been set with 3 scheduled in February 2022 and one in March 2022. A further April date has been scheduled if it is required (depending on outcomes of first 4 hui. Provision of infrastructure corridors through this land block to support delivery of development across the remainder of the growth area will likely be subject to not only the outcomes of the Court of Appeal process, but also ensuring that any potential future applications to the Māori Land Court reflect a robust and detailed engagement process between the Trust and its beneficial owners. The recommencement of council-led engagement on this project, particularly with iwi authorities does rely on the Trust commencing its engagement programme with its beneficial owners. The Trust has legal, communication and digital channel advisors who are all providing professional assistance to the Trust on matters associated with infrastructure corridors and beneficial owner engagement. This is positive and provides a pathway forward, noting that there are significant issues to be worked through and actual development is still some years away.</p>	
<p><b>Future Urban Growth Areas:</b></p> <p><b>Keenan Road</b></p>	<p>The Keenan Road area is located south of The Lakes. It is earmarked for residential development of circa 2,000-2500 homes. The city's jurisdictional boundary was recently shifted to include all of this area. There are a range of landowners (including developers) in Keenan Road ready to develop.</p> <p>We intend to structure plan the area over the next few years. Wider water/wastewater planning is already underway as part of planning for Tauriko West, and the wider Western Corridor.</p> <p>Prior to progressing rezoning of Keenan Road, the Regional Council will need to change the Urban Limits Line within the Regional Policy Statement (i.e approx. 1/3 of the growth area is outside of the urban limits line). This work has commenced, with a change to the RPS due in March 2022 (Plan Change 6).</p>	<p>Continue to work with BoPRC to progress the change to the Urban Limits Line in the Regional Policy Statement.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	Planning for Keenan Road will also require a business case to be progressed for transport access and investment.	
<b>Future Urban Growth Areas:</b>  <b>Lower Belk Road area (Tauriko Business Estate Extension)</b>	<p>The Lower Belk Urban Growth Area jurisdictional boundary was shifted into the TCC jurisdiction by the Local Government Commission on the 1 March 2021.</p> <p>The majority landowner of the area proposes to extend the Tauriko Business Estate, and they are preparing a private plan change request to rezone and structure plan this area. The landowners propose to use the streamlined planning process (SPP). This will require TCC to formally accept or adopt the plan change under Schedule 1 of the RMA, prior to seeking ministerial approval for use of the SPP.</p> <p>The landowners have commissioned a number of technical assessments in support of their request, including stormwater, transport, archaeology, landscape and urban design etc. which are currently underway. The landowners propose to have the draft plan change request ready for TCC review and consideration by early 2022.</p> <p>TCC has appointed a staff lead to work with the landowners and coordinate TCC involvement in this process, and regular monthly meetings have been established. Wider water and wastewater planning is already underway by TCC as part of planning for Tauriko West, and the wider Western Corridor.</p> <p>Development of this growth areas relies on the implementation of the Tauriko West enabling works, which includes a roundabout on SH29 which connects to the growth area via Kaweroa Drive. As with other development in the Western Corridor, the ability to fully develop this growth area is restricted by the timing of proposed long-term transport upgrades to SH29 and SH29A.</p> <p>The plan change is also affected by proposed changes to the Bay of Plenty Regional Policy Statement regarding the urban limits line, as a small area proposed for rezoning lies outside the existing urban limits.</p>	<p>Continue to work with majority landowner to progress a private plan change using the SPP.</p> <p>Continue to work with BoPRC to progress the change to the Urban Limits Line in the Regional Policy Statement.</p> <p>Continue to work with Waka Kotahi to progress the implementation of the Tauriko West enabling works, the long term upgrade of SH29 and SH29A, and associated improvements to the transport network.</p>

Objective ID: A13049673



PROJECT	PROGRESS UPDATE	NEXT STEPS
<b>Upper Ohauiti</b>	<p>Upper Ohauiti is an area of rural zoned land located at the southern edge of the existing urban area, on either side of Ohauiti Road. It lies entirely within TCC jurisdiction and is identified in the Bay of Plenty Regional Policy Statement for urban development post-2021.</p> <p>The landowner of the area proposes to lodge a private plan change request to rezone and structure plan this area for residential development. This will require TCC to formally accept or adopt the plan change under Schedule 1 of the RMA for processing. The process will be dependent on the outcome of the Resource Management (Enabling Housing Supply and Other Matters) Amendment Bill, which affects private plan changes for residential zones.</p> <p>The landowners have commissioned a number of technical assessments in support of their request, including stormwater, transport, archaeology, landscape and urban design etc. which are currently underway. The landowners propose to have the draft plan change request ready for TCC review and consideration by early 2022.</p> <p>TCC has appointed a staff lead to work with the landowners and coordinate TCC involvement in this process, and regular meetings have been established.</p>	Continue to work with majority landowner to progress a private plan change, subject to the outcomes of the RM Amendment Bill.
<b>Smiths Farm</b>	<p>As part of the Takitimu North Link (TNL) project NZTA will deliver the Smiths Farm access road which will provide access and reticulated services to enable development of this site. The TNL project is expected to take 5-6 years to be completed and as such the site cannot be developed immediately.</p>	Await delivery of access road and outcomes of discussions on Parau Farm including investigations into alternative sports field location options
<b>Parau Farm</b>	<p>Parau Farms has been earmarked for sports field development for some time. However, given the housing challenges facing the city and the delays in being able to develop Smiths Farm TCC is working with the government on the possibility of developing this site for housing. It has a number of positive attributes including high amenity, relatively large size</p>	Confirm MOU with Kainga Ora and tangata whenua.

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>and scale, close to the Bethlehem town centre, schools and public transport. As these investigations continue there will be engagement with tangata whenua and the local community. Should housing proceed on site the Smiths Farm site may revert to sports fields.</p> <p>Our Infrastructure Acceleration Fund expression of interest for Parau Farms was successful and the second stage Request for Proposal is being prepared for lodgement in mid December.</p> <p>Consultation is underway on the prospect of selling the land for housing.</p>	Report outcomes of consultation to Council in February 2022
<b>Government Policy &amp; Initiatives</b>	<p><u>Resource Management (Enabling Housing Supply and Other Matters) Amendment Bill</u> The Government has released the Resource Management (Enabling Housing Supply and Other Matters) Amendment Bill for public submissions, with submissions closing on the 16 November. This Bill amends the Resource Management Act 1991 with a purpose of rapidly accelerating the supply of housing where the demand for housing is high to help address some of the issues with housing choice and affordability. TCC prepared a submission, which has been reported on separately to Council.</p> <p><u>RMA Reform</u> The Government is reforming the resource management system. It intends to repeal and replace the Resource Management Act 1991 (RMA) with three new Acts – the Natural and Built Environments Act (NBA), Strategic Planning Act, and Climate Change Adaption Act.</p> <p>TCC lodged a submission on the Select Committee Inquiry on the exposure draft of the NBA, which was retrospectively received by the Strategy, Finance and Risk Committee at the 16 August 2021 meeting. Commissioners Tolley and Wasley presented the submission to the Select Committee on Monday 6 September.</p>	Continue to make submissions as appropriate and, advocate and engage with the Government and its officials on matters as they relate to Tauranga.

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>While our submission was supportive of the government objectives for reform, we were not convinced that the objectives will be achieved or that existing challenges will be overcome. We are also concerned that the reforms are misaligned with other programmes across government, and do not address reform of funding mechanisms for investment by central and local government in the delivery of infrastructure.</p> <p>The Select Committee delivered their final report to Parliament on 1 November 2021. Although the committee made a number of recommendations for the future development of the Bill, including elements of the NBA that were not included in the exposure draft, the overall direction and structure of the reforms appears unchanged. The report does not substantively address the key points of our submission.</p> <p>In addition to the Select Committee Inquiry, several TCC staff are involved in an informal practitioner group advising Ministry for the Environment on the development of key provisions and processes under the NBA – this process is ongoing. TCC also has a representative on the Taituara Resource Management Reform Reference Group.</p> <p><u>Government Policy Statement on Housing and Urban Development (GPS-HUD)</u> Te Tūāpapa Kura Kāinga – Ministry of Housing and Urban Development (HUD) has developed the GPS-HUD, which is intended to communicate the long-term vision and change needed in housing and urban development in New Zealand.</p> <p>TCC lodged a submission on the discussion document for the GPS-HUD with HUD on 29 July 2021 which was subsequently retrospectively received at the 16 August Strategy, Finance and Risk Committee. HUD released the final GPS-HUD in late September 2021. The final version was more focussed, and included specific wording around funding and infrastructure, which reflected issues raised in our submission.</p> <p><u>National Policy Statement for Freshwater Management (NPSFM) and National Environmental Standard for Freshwater (NESF)</u></p> <p>This matter is addressed in the Tauriko West and Te Tumu projects above.</p>	

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p><u>National Policy Statements for Highly Productive Land and Indigenous Biodiversity</u></p> <ul style="list-style-type: none"> <li>The Government is progressing further National Direction on highly productive land and indigenous biodiversity. TCC Staff were recently invited by MfE and MPI to participate in an exposure draft testing workshop for highly productive land. These regulations primarily seek to protect highly productive land for use in land-based primary production. These regulations do impact on several of TCC's identified growth areas, however current drafting does allow for these areas to be excluded from being identified in statutory mapping where they are necessary for Council to achieve its purpose under other national directions such as NPS-UD. TCC staff have provided further feedback as a result of this testing workshop and will continue to be informed of the development of these regulations. MfE have recently advised that an exposure draft for indigenous biodiversity will be available for targeted consultation in the next few months.</li> </ul>	
<b>Natural Hazards &amp; Resilience Planning</b>	<p>Natural hazard work is progressing as follows:</p> <ul style="list-style-type: none"> <li>Modelling of open coast inundation from Mount to Te Tumu is currently being undertaken by NIWA for BoPRC and the results will be incorporated into TCC hazard maps. Release of this information to the community is anticipated late-2021. It is likely to impact a number of properties along the coast only in the higher order likelihood events, with 100 years plus sea level rise.</li> <li>City wide land stability assessment is currently being undertaken by WSP consultants. This is a technical advance on our current static hazard lines and will incorporate probability into the analysis for the first time. Release of this information to the community is now anticipated in 2022.</li> <li>Work is underway to test varying options for liquefaction and lateral spread treatment to identify potential options for compliance with the Bay of Plenty Regional Policy Statement. A review of the RPS likelihoods for liquefaction is now underway, jointly funded by TCC, BoPRC and SmartGrowth. TCC has taken the Project Management lead on this project. The first stage of the project is to review RPS likelihoods. A second</li> </ul>	<p>Completion of studies on land stability, liquefaction and open coast inundation.</p> <p>Continuation of programme planning for implementation of resilience project.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>stage is then to test feasible mitigations for land/foundation types. Additional work which is to be undertaken by Council includes a review of the existing groundwater surface model.</p> <ul style="list-style-type: none"> <li>Infrastructure Resilience CAPEX works are progressing.</li> </ul>	
<b>Industrial Land Survey 2021, Tauranga City</b>	<p>The Tauranga City Industrial Land Survey report, was released in November 2021 and is now available on the Tauranga City Council <a href="#">website</a>. The industrial land survey monitors the status of industrial zoned land in Tauranga City, including land occupancy, uptake rates, employee and business unit numbers, and land or buildings for sale and/or lease at time of survey.</p> <p>Key findings in respect to industrial land provision:</p> <ul style="list-style-type: none"> <li>Net site area uptake rates of industrial land have varied between 10 hectares per annum (last 10 year average) to 18 hectares per annum (last 3 year average).</li> <li>In the short term (next 3 years) industrial land provision appears to be sufficient with around 172 hectares of net vacant industrial land of which 75 hectares is serviced and ready to accommodate industrial activity.</li> <li>Notwithstanding this, Element IMF provided an update for TBE as at November 2021 which is included in the report. Element IMF expect there may be as little as 5 years supply remaining in TBE from a land development and supply perspective, with full build out (including TBE extension Stage 4) neared by 2031. Element IMF advised that there is currently no land at all available for sale, other than a limited number lots being on-sold.</li> <li>In the medium term (4-10 year timeframe) Wairakei/Te Tumu, Rangiuru, and the TBE extension are needed. A further 91.8 net hectares of industrial land is currently being progressed as an extension of TBE ("Stage 4"). by its developer Element IMF.</li> <li>In the long term (11-30 year timeframe) additional industrial land is required to meet projected demand. Additional areas are yet to be identified but are unlikely to be in Tauranga City due to land constraints.</li> <li>The theoretical land supply could be reduced by a number of factors including, faster uptake of industrial land than estimated, delay in the provision of key infrastructure and/or works to enable development, the non-industrial use of industrial zoned land,</li> </ul>	<p>The industrial land survey and report will be updated in 2022 to inform the development of the full Housing and Business Assessment (HBA) and Future Development Strategy (FDS) required under the NPS on Urban Development. The full HBA and FDS need to be completed in time to inform the 2024-2034 LTP.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>ground conditions reducing the developable area, and landowners not releasing their land for industrial purposes.</p> <ul style="list-style-type: none"> <li>Land that is pre-sold (including a significant area of Tauriko Business Estate (TBE)) means that less vacant land is available to the general market than suggested by the vacant land figures.</li> <li>For delivery of additional zoned industrial land, the lead in time to structure plan, rezone land, and deliver infrastructure typically takes 5 to 7 years at a minimum depending on the size and complexity of the City Plan change.</li> </ul>	
<b>Infrastructure Acceleration Fund applications</b>	<p>TCC submitted four Infrastructure Accelerator Fund (IAF) applications in August 2021. These are for developments at Tauriko West, Te Papa intensification, Wairakei Town Centre and Parau Farms. All four applications were successful in the first round and have moved to the second (and final) round of the application process.</p> <p>Staff are in the process of preparing RFP responses for each of the four applications.</p> <p>Applications for Te Papa intensification, Wairakei Town Centre and Parau Farms have not materially changed since the first applications.</p> <p>The application for Tauriko West has benefited from:</p> <ol style="list-style-type: none"> <li>Updated costings for waters and transport and the inclusion of escalation. Overall, costing for this project has increased substantially and this increase will be reflected in a higher IAF funding application.</li> <li>Kainga Ora's purchase of Ferncliffe Farm has now settled and Kainga Ora is looking to undertake residential housing with a focus on social and affordable housing (a focus of the IAF evaluation criteria).</li> </ol> <p>TCC has been working closely with various central government agencies in order to clarify the existing 'funding stack' and residual funding gap and to agree a mutually acceptable path forward to fund the Tauriko West project.</p>	<p>Reach consensus with central government regarding the scale of funding required prior to year end.</p> <p>Submit all four second round applications by 17 December 2021.</p> <p>Successful applicants will be notified early in the new year thereafter progressing to funding negotiations in second quarter 2022.</p> <p>Kainga Ora is looking to finalise all funding agreements by October 2022.</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<p>All four applications are due to be submitted on 17 December 2021. Staff intend to submit applications directly without further approval from Council noting the future IAF agreements would be subject to Council approval.</p> <p>We note staff were originally working with Kainga Ora to progress a Tauriko West agreement on a fast track timeframe before the end of 2021. However due to the complex nature of funding for this project and other factors this is not possible.</p> <p>All applications are due by 17 December 2021. Kainga Ora has indicated successful applications will be notified in the first quarter of 2022 will negotiations to follow thereafter.</p>	
<b>Infrastructure Funding &amp; Financing</b>	<p>TCC is actively working on two Infrastructure Funding and Financing Act proposals (IFF). One for financing a portion of the transport costs associated with the Transport Systems Plan (TSP) and the other for financing a portion of the infrastructure costs of development at Tauriko West.</p> <p>TCC's goal is to reach financial close on both projects by September 2022. To smooth workflows and leverage learnings, TCC has decided to pursue IFF TSP first and then follow with IFF Tauriko West.</p> <p>IFF TSP: TCC has been working closely with Crown Infrastructure Partners and professional advisors to develop an agreed commercial framework for this project. This is in the final stages of development. Staff and CIP are running several conversations concurrently:</p> <ul style="list-style-type: none"> <li>• TCC and CIP are working together to refine and finalise the levy model</li> <li>• TCC and CIP presented to MHUD and Treasury on the substance of the commercial framework in November in order to begin to socialise the proposed structure. This was met positively.</li> <li>• CIP has begun conversations with its panel of potential lenders regarding finance options.</li> </ul>	<p>Finalise commercial framework (first quarter 2022).</p> <p>Engagement with community through the Annual Plan 2022/23 / LTPA</p> <p>Continue early engagement with ministries, progressing into formal Order in Council approval process (2022)</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	IFF Tauriko West: TCC and CIP continue to develop a draft commercial framework. This workstream will be picked up in the new year once the IFF TSP workstream has moved towards implementation (thereby freeing up staff resource to further develop this project).	
<b>Housing Infrastructure Fund</b>	<p>TCC's approved Housing Infrastructure Fund (HIF) loan to fund a portion of the Papamoa East Interchange (PEI) was approved in 2017 and was due to expire this year. the facility was not drawdown prior to expiration as the project was not sufficient progressed at that date.</p> <p>Prior to expiration of the loan staff engaged with the MBIE and Waka Kotahi to explore our options for extending the timeframe for drawdown. This would enable the HIF loan to be used to fund a portion of the PEI.</p> <p>Our understanding is that central government is amenable to extending the loan facility. In order to gain approval, we are working to secure sufficient co-funding to ensure TCC is in a position to meet it's repayment obligations.</p> <p>This is part of a broader co-funding discussion with multiple central government ministries encompassing:</p> <ul style="list-style-type: none"> <li>• Tolling: discussions with Waka Kotahi regarding the opportunity to introduce tolling as a revenue source to partially fund repayment of HIF debt. In order to better understand the possibility of tolling we are in the process of updating the Tauranga Transport Strategic Model (TTSM). This will enable Waka Kotahi to complete a tolling assessment. Once complete, this will guide the next stage of negotiations – Waka Kotahi reverting to TCC on next steps;</li> <li>• FAR subsidy: discussions with Waka Kotahi regarding their FAR subsidy of the PEI project. We are awaiting confirmation of FAR subsidy from Waka Kotahi which is expected this year;</li> </ul>	<p>Receive Waka Kotahi FAR subsidy confirmation (First quarter 2022)</p> <p>Confirm HIF loan (first quarter 2022)</p> <p>Complete transport modelling in February 2022 and continue tolling conversation with Waka Kotahi on their proposed timeline (TBC)</p> <p>IFF TSP to be concluded in September 2022</p>

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PROJECT	PROGRESS UPDATE	NEXT STEPS
	<ul style="list-style-type: none"> <li>• IFF TSP: discussions with Crown Infrastructure Partners (among others) regarding establishing IFF TSP to fund a portion of the PEI and other transport projects (see above); and</li> <li>• IAF: discussions with Kainga Ora regarding TCC's Wairakei Town Centre funding application (see above).</li> </ul> <p>Of these, we expect to conclude discussions with Waka Kotahi regarding the FAR subsidy and MBIE regarding HIF funding first. Approval of these funding sources is not conditional on approval of IFF or tolling. We will then continue the latter conversations over the course of 2022.</p>	
<b>Development Contributions</b>	<p>Staff are in the process of preparing the draft Development Contributions Policy 2022/23 for public consultation. The most significant change proposed to the existing policy is the introduction of funding for a broad range of community infrastructure. This includes pools, libraries, indoor courts, etc.</p> <p>Staff are proposing to bring a report to Council in December 2021 for formal approval for inclusion in the draft Development Contributions Policy 2022/23 including calculation methodology and impact on the level of development contribution charges. This will be published alongside the Annual Plan 22/23 consultation document for public feedback before being approved in June 2022.</p> <p>Staff are engaging in a board communications strategy highlighting both the agreed upcoming increase in citywide development contributions (from 1 February 2022 – relating to the Waiari water treatment plant) and the proposed further increases likely to come into effect on 1 July 2022. This includes leveraging existing networks and communications channels.</p> <p>Staff will continue to work on a shortlist of prioritised projects as set out in the work programme approved by Council. This includes planning the introduction of contributions for community centres through local development contributions and a new Te Papa &amp; city centre catchment in 2023/24.</p>	<p>Report to Council on proposed community infrastructure contributions on 13 December 2021</p> <p>Prepare draft amendments to DCP 2022/23 for public consultation</p> <p>Council to adopt DCP 2022/23 in June 2022</p>

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**10.7 Transport Strategy and Planning Progress Report - December 2021****File Number: A13049857****Author: Andy Mead, Manager: City & Infrastructure Planning****Authoriser: Christine Jones, General Manager: Strategy & Growth****PURPOSE OF THE REPORT**

1. The purpose of this report is to provide the Committee with an update on the current progress, next steps and identified risks with transport projects that are in the strategy and early planning phases.

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Receives the Transport Strategy and Planning Progress Report – December 2021.

**EXECUTIVE SUMMARY**

2. Tauranga continues to experience rapid urban development pressure and growth which creates increased demand on the transport system. Growth is expected to remain strong in the medium to long-term and is a key driver of transport investment alongside other matters such as poor existing levels of services on some parts of the network, transport emissions and mode shift.
3. The attached report outlines the progress being made in relation to projects necessary to provide for this continued growth and respond to broader issues. This information is regularly reported to the SmartGrowth partners.
4. Of specific note are:
  - (a) The Parking Strategy has now been adopted and moves into implementation through development of parking management plans for specific centres, starting with the City Centre.
  - (b) Significant progress is being made with priority TSP business cases for projects such as Hewletts Rd sub-area, 15<sup>th</sup>/Turret/Welcome Bay Road, Cameron Rd Stage 2 and Public Transport Services and Infrastructure. Business case point of entries have been or are nearly approved by Waka Kotahi and procurement activities for business case providers are commencing.
  - (c) The government's proposed Emissions Reduction Plan has a focus on transport including the proposal to significantly reduce vehicle kilometres travelled. This is likely to have a significant bearing on future business case processes and influence the preferred options for investment.
  - (d) Waka Kotahi have entered into a construction contract for the Takitimu North Link (TNL) project.
  - (e) There is significant cost pressure on transport projects, especially land and construction components. This is already creating pressure on the fully allocated National Land Transport Programme which has only just been adopted by Waka Kotahi.
  - (f) The Tauriko enabling works programme is a good example of this cost escalation issue and is one of a number of issues creating challenges in finalising this business case for TCC and Waka Kotahi endorsement. Completing this business case is a priority focus area.

- (g) In regards to the Tauriko Long Term business case, Waka Kotahi are continuing work to confirm the preferred option for the long-term transport improvements. The emerging preferred option Waka Kotahi is developing further is Option B – Offline ([The transport system - Tauriko West \(taurikofortomorrow.co.nz\)](http://The transport system - Tauriko West (taurikofortomorrow.co.nz))) and next steps include developing a staging plan for delivery.
- (h) Investigations to determine the preferred location for a City Centre bus facility will form part of the 'Movement Plan' component of the City Centre Strategy Refresh project. The intention is that the preferred location for the bus facility is established in early phases of this project to support fast-tracking the establishment of the permanent facility. A business case 'point of entry' will need to be agreed with Waka Kotahi to ensure eligibility to obtain National Land Transport Fund investment in a facility is not precluded.
- (i) The Arataki bus facility business case is developing with initial community engagement in late November and early December. This seeks feedback on issues and opportunities of the two locations (on, off street or a combination thereof in the Farm Street and Girven Road locations). Option development will be informed by this feedback.

## STRATEGIC / STATUTORY CONTEXT

- 5. The transportation projects covered in this report are framed under the strategic direction of SmartGrowth and UFTI, the draft Future Development Strategy, the 30-year Infrastructure Strategies and Long-Term Plan.

## OPTIONS ANALYSIS

- 6. There are no options; this report is for information only.

## SIGNIFICANCE

- 7. While growth and transport system challenges are a significant issue for Tauranga City, this report does not require any decisions and is not significant in itself.

## NEXT STEPS

- 8. Council continues to progress the projects and workstreams identified in this update.

## ATTACHMENTS

- 1. **Appendix A - Quarterly Update - Transport Projects - December 2021 - A13049674** [↓](#)

**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project Description	Current Update (key matters)	Next Steps and Identified Risks
<b>Planning Projects</b>		
<p><b>Western Bay of Plenty Transport System Plan (TSP)</b></p> <p>The purpose of the WBTSP is to identify the preferred strategic form of the City's key transport network to deliver appropriate levels of service for all transport modes. As part of this, there will be a specific focus on long-term options and solutions for key pinch points in the network such as the Hewletts Road area.</p>	<ul style="list-style-type: none"> <li>The TSP partners have been progressing the procurement processes associated with the priority activities (business cases; policy reviews) to appoint suppliers to deliver the required Waka Kotahi business cases. This has included developing the procurement plans and supporting documentation, detailed project planning and resource planning. These priority activities include: <ul style="list-style-type: none"> <li>Improvement project business cases for: <ul style="list-style-type: none"> <li>Public Transport Services &amp; Infrastructure</li> <li>Cameron Rd Stage 1 and Te Papa and wider multi-party programme governance</li> <li>Cameron Rd Stage 2</li> <li>15th Ave / Turret Rd / Welcome Bay Rd</li> <li>SH2/Hewletts Rd/Totara St/Hull Rd/Manganui Rd sub-area</li> </ul> </li> <li>Policy initiatives related to the Travel Demand Management &amp; Behaviour Change, completing the Tauranga Parking Strategy, and BoPRC Bus Fares review.</li> </ul> </li> <li>The TSP partners have agreed the appointment of the independent TSP Programme Manager. This role is for an initial 12-month period and will take over from the previous independent TSP Programme Director role. The focus of the Programme Manager will be on coordinating the delivery of the various TSP activities across the TSP partners.</li> </ul>	<ul style="list-style-type: none"> <li>The key next step includes the procurement of suppliers to deliver the priority business case projects. Tender processes related to these projects will commence from early December 2021. Details of the timing of procurement for specific projects is provided under the relevant Project update later in this Table.</li> <li>There is already high demand for transport planning and business case professional services support across the transport sector. Early engagement and advance notice of the various procurement processes is underway with the supplier market. The staged release of procurement processes across the TSP partners is also to occur. These actions are to help ensure the receipt of high-quality and competitive responses from professional service suppliers to the requests for proposals.</li> </ul>
<b>Inter-regional rapid rail investigation</b>	<ul style="list-style-type: none"> <li>In August 2020 the Government announced that it will undertake an Indicative Business Case (IBC) to investigate the potential for rapid rail between</li> </ul>	<ul style="list-style-type: none"> <li>MoT staff provided an update on the project to the Regional Transport Committee at its meeting on 5 November.</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project Description	Current Update (key matters)	Next Steps and Identified Risks
<b>Planning Projects</b>		
	<p>Hamilton and Auckland. Cabinets agreement included a mandate to initiate an investigation of a separate IBC for extending rapid rail to Tauranga, and how that would fit with the Hamilton to Auckland IBC.</p> <ul style="list-style-type: none"> <li>In May 2021 the Minister of Transport considered advice from the Ministry of Transport outlining the options to develop the next stages of the project. This included:  <i>“investigating a possible extension of Hamilton to Auckland rapid rail to Tauranga (focussing within the Waikato region) where this is important for informing the Hamilton to Auckland business case work or does not require additional resource.”</i></li> <li>MoT staff have advised that this means the next stages of the project won't be looking at options and scenarios for a Hamilton to Tauranga connection. Rather, the focus is on investigating a possible extension within the Waikato Regional boundaries and further design development to refine the cost estimates, benefits assessment, and considering the commercial viability, affordability and deliverability of the project.</li> <li>In August 2021, MoT officials advised that they expected to commence the next stages of the project in October and have this completed by mid-2022.</li> </ul>	<ul style="list-style-type: none"> <li>More recently, MoT staff have advised that there has been some delay to the procurement of a consultant to deliver the IBC with the supplier only being appointed in mid-November. With a consultant now appointed to progress the IBC, MoT have signalled the intent to hold initial stakeholder engagement before the end of 2021 and have confirmed that they will keep TCC updated on that.</li> </ul>
<b>Tauranga Parking Strategy</b>	<ul style="list-style-type: none"> <li>Following consultation on the draft Parking Strategy during September and early October 2021, the Council adopted the Parking Strategy at its meeting on 15 November 2021.</li> <li>The Parking Strategy now moves into its implementation phase through development of Parking Management Plans (PMP). A PMP for the City Centre is programmed to be developed first.</li> </ul>	<ul style="list-style-type: none"> <li>Next steps involve the development of PMP's with the first area of focus being the City Centre.</li> <li>With the Parking Strategy now adopted and moving to implementation updates on PMP development will be provided via the Infrastructure Group reporting. Given this, it is proposed to remove the Parking Strategy from this report in the future.</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project Description	Current Update (key matters)	Next Steps and Identified Risks
<b>Planning Projects</b>		
<b>Regional Public Transport Plan (RPTP) review</b> <p>The RPTP is a statutory document prepared by the Bay of Plenty Regional Council (BoPRC). It provides policy direction and guidance to support investment in public transport across the BOP region.</p>	<ul style="list-style-type: none"> <li>The BoPRC are responsible for leading the RPTP review which is required to be undertaken every 3-years. The RPTP was last reviewed in 2018. Since 2018 there have been significant changes to the operating environment for public transport in Tauranga City and the wider western Bay of Plenty.</li> <li>At the Regional Public Transport Committee meeting in August 2021, BoPRC staff provided a project update which identified the research papers and initial engagement that is proposed as part of the review. Examples of the research paper topics include: Network planning principles and concepts; School services; Public transport accessibility; Zero emission public transport; Fares, Rail; Infrastructure.</li> <li>In October a workshop was held with the Regional Public Transport Committee to seek feedback on the vision statement and set the objectives for the RPTP. Draft objectives relating to public transport role in enabling mode shift, the need for integration of services and infrastructure, service optimisation, recognising sub-regional differences across the region and the issue of fare and financial sustainability are developing.</li> </ul>	<ul style="list-style-type: none"> <li>TCC staff continue to work with BoPRC staff on the development of the Research Topic Papers with a particular focus on the Infrastructure topic.</li> <li>Work remains ongoing to clarify the role and purpose of the RPTP review relative scope of the TSP Combined Public Transport Services &amp; Infrastructure business case. This is to ensure clarity of the role and purpose of each activity including in relation to the review of the current public transport service model.</li> <li>The next steps for the RPTP review project includes another workshop with the Regional Public Transport Committee programmed for December to consider the policies needed to give effect to the vision and objectives.</li> </ul>
<b>Eastern Corridor Transport Planning (Te Tumu &amp; Wairakei)</b>	<p>A number of transport focussed workstreams remain underway related to the Te Tumu structure planning process, Wairakei Town Centre development and the Papamoa Eastern Interchange (PEI), these include:</p> <ul style="list-style-type: none"> <li>Continued development of the detailed design for the PEI to provide access onto the Tauranga Eastern Link to provide for development of the Wairakei Town Centre area and for Te Tumu in the future.</li> <li>Through the LTP it was agreed to bring forward delivery of the PEI, subject to revision of the Housing Infrastructure Fund (HIF) application. The</li> </ul>	<ul style="list-style-type: none"> <li>Progress Te Tumu transport infrastructure business case. First steps include procurement of a supplier to support delivery of the business case.</li> <li>Complete Te Tumu structure planning workstreams and funding negotiations with developers / landowners. This work is informed by the Waka Kotahi business case.</li> <li>Development of Design Philosophy statement to agree principles for The Sands Ave and part of Te Okuroa Drive corridor cross-sections within the Wairakei Town Centre. This work is being undertaken with Bluehaven.</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project Description	Current Update (key matters)	Next Steps and Identified Risks
<b>Planning Projects</b>		
	<p>documentation and analysis to support the revised HIF and IAF bids are developing and supported by a close working relationship with the relevant government department officials.</p> <ul style="list-style-type: none"> <li>Waka Kotahi has approved the 'point of entry' to deliver the business case to identify potential co-funding of transport infrastructure through the Wairakei town centre (e.g. bus facility) and Te Tumu.</li> <li>Transport planning workstreams associated with Te Tumu structure planning are well advanced. The structure plan includes dedicated public transport lanes on The Boulevard through Te Tumu to the Wairakei Town Centre, high-quality walking and cycling connections, and general traffic lanes and will guide the development of the Waka Kotahi business case.</li> </ul>	<ul style="list-style-type: none"> <li>Initial discussions between Bluehaven and SmartGrowth partners is underway on the potential urban development of Rural zoned land in Bell Road within Western Bay of Plenty District Council jurisdiction to the south of the Papamoa East Interchange. This includes work to consider how the potential urban development of this land could be addressed through the PEI design and the costs associated with this.</li> <li>Complete the documentation and analysis to support the revised HIF and IAF applications.</li> </ul>
<p><b>Bay of Plenty region Travel Demand Management (TDM) program</b></p> <p>A project that will identify and deliver a range of TDM interventions across the BOP region. The work includes a section which is to focus on the WBoP sub-region and the identification of interventions to complement the broader TSP infrastructure program.</p>	<ul style="list-style-type: none"> <li>The first stage of the project which involved a stocktake exercise has been undertaken to establish a baseline of material and TDM activities already available and being implemented across the BoP.</li> <li>In August a technical workshop, facilitated by Regional Council staff and attended by staff representing the regions local councils, was held to identify key areas of focus for the Project. This identified higher level TDM strategic responses that could be used to manage (usually reduce) demand that are of most relevance to the BoP. Examples of the strategic responses include the use of technology, creating a culture of change that encourages the use of active and public transport modes, or providing sustainable transport awareness and options ahead of change (i.e. before moving house or work or opening up a new growth area).</li> </ul>	<ul style="list-style-type: none"> <li>Regional Council are leading the development of the scope for Phase 2 (program development) for Tauranga and Western Bay of Plenty sub-region and TCC staff are actively involved in this work. Once developed a consultant will be procured to deliver Phase 2. This procurement process is expected to be released to the market early in 2022. The aim is to have a prioritised programme three-year programme for each of the sub-regions by the end of June 2022.</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project Description	Current Update (key matters)	Next Steps and Identified Risks
<b>Planning Projects</b>		
	<ul style="list-style-type: none"> <li>The Regional Council is leading the scoping of Phase 2 (program development) for the region. The Request for Proposal to deliver Phase 2 for the Eastern and Central Bay of Plenty sub-regions is being released to the market in November. The Western Bay component is expected to follow shortly after.</li> </ul>	
<b>Emissions Reduction Plan</b>  The Climate Change Response Act requires the Government to prepare emissions reduction plans setting out how New Zealand will meet emissions budgets, which will act as stepping-stones (or interim targets) towards the 2050 emissions reduction targets.	<ul style="list-style-type: none"> <li>On 13 October the Government invited responses on 'Te hau mārohi ki anamata - Transitioning to a low-emissions climate-resilient future' which is the first draft Emissions Reduction Plan (ERP). The document contains a range of policy ideas to decrease the emissions, including a particular focus on transport.</li> <li>A Council response to the draft ERP, which included a response on the draft ERPs approach to transport was provided in mid-November 2021. The key areas of focus for the transport part of the broader Council response related to:               <ul style="list-style-type: none"> <li>The lack of funding to make the changes required and need to identify funding to deliver the ERP;</li> <li>The need for more detail on how the proposed transport emissions targets (e.g. 20% reduction in vehicle kilometres travelled by 2035) would be achieved and the need for clearer prioritisation of the related actions;</li> <li>The need for a broader response than just improving travel options to achieve a reduction in Vehicle Kilometres Travelled (VKT) by cars and light vehicles by 20% by 2035. Related to this issue the need for a broader metric to inform this</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The draft ERP has an impact on the delivery of the Councils' and its UFTI/TSP partners transport projects. A key area of focus will be the draft ERPs target related to a 20% reduction in vehicle kilometres travelled by improving travel options by 2035.</li> <li>Both the Urban Form and Transport Initiative (UFTI) and the TSP undertook emissions analysis. The TSP identified that an holistic approach is needed to reduce transport emissions with this including a focus on urban/town planning, flexible/remote working initiatives, improving the carbon efficiency of fuel, an uptake in elective and hydrogen vehicles, achieving mode shift and carbon off-setting.</li> <li>In addition to the Council response to the draft ERP on this matter, advice has been requested from Waka Kotahi on how the draft ERP and this target should be applied to the development of business cases, like the SH2/Hewletts Road sub-area or Cameron Road Stage 2 business cases. This guidance will influence the design options that are considered through the business case (i.e. how do they contribute to a reduction in VKT and how is VKT measured).</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project Description	Current Update (key matters)	Next Steps and Identified Risks
<b>Planning Projects</b>		
	<p>target that includes consideration of both VKT and Vehicle Minutes Travelled;</p> <ul style="list-style-type: none"> <li>○ The need to work more closely with local government to support implementation of the ERP.</li> </ul>	
<b>Hewletts Road Sub-Area Business Case</b>	<ul style="list-style-type: none"> <li>• The 'point of entry' for the business case was approved by Waka Kotahi in early November. This confirms the Waka Kotahi approach to funding and delivery of the business case.</li> <li>• Waka Kotahi decided that the next stage of business case investigation will be an Indicative Business Case that identifies the suite of interventions to support the around and across harbour network function and mode priorities identified by UFTI and the TSP.</li> <li>• Waka Kotahi have advised that they expect the IBC to take 9-12 months to be completed with progression to the DBC (concept design of identified interventions) expected to occur following an investment decision.</li> </ul>	<ul style="list-style-type: none"> <li>• Key next steps include: <ul style="list-style-type: none"> <li>○ Establishment of the joint-partner project team</li> <li>○ Development of procurement plan and Request for Proposal (RFP) document. Waka Kotahi have this programmed for release to the market in March with a consultant appointed by May 2022.</li> <li>○ Development of a cost-share funding agreement between Waka Kotahi and Council for development on the IBC which covers both the State Highway network and local road network in the study area.</li> <li>○ Confirm with Waka Kotahi the approach to ensuring investment outcomes are consistent with the draft Emissions Reduction Plan in respect to the target related to reducing Vehicle Kilometres Travelled. This advice will influence the options considered by the business case (e.g. a 20% reduction in VKT at a project level will mean a strong focus on options that improve public transport and walking &amp; cycling modes over options that reduce congestion for single occupancy vehicles).</li> </ul> </li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>State Highways Projects</b>		
<b>State Highway 2 North (Waihi To Tauranga) including the Takitimu North Link &amp; 15<sup>th</sup> Avenue on-ramp</b>	<ul style="list-style-type: none"> <li>In January 2020 the Government announced the New Zealand Upgrade Programme (NZUP) (<a href="https://www.nzta.govt.nz/planning-and-investment/nz-upgrade/overview/">https://www.nzta.govt.nz/planning-and-investment/nz-upgrade/overview/</a>)</li> <li>For the BoP, the \$993m investment package included the TNL (\$478m) and the SH2 Te Puna to Omokoroa (\$455m) projects. Relevant links:  <a href="https://www.nzta.govt.nz/planning-and-investment/nz-upgrade/waikato-and-bay-of-plenty-package/tauranga-northern-link/">https://www.nzta.govt.nz/planning-and-investment/nz-upgrade/waikato-and-bay-of-plenty-package/tauranga-northern-link/</a> <a href="https://www.nzta.govt.nz/planning-and-investment/nz-upgrade/waikato-and-bay-of-plenty-package/te-puna-to-omokoroa/">https://www.nzta.govt.nz/planning-and-investment/nz-upgrade/waikato-and-bay-of-plenty-package/te-puna-to-omokoroa/</a></li> <li>The NZUP now provides funding of \$655m for construction of Stage One from Tauranga to Te Puna, including the 15<sup>th</sup> Avenue on-ramp.</li> <li>In June 2021, the Government decided the route protection of Stage Two, a 7km extension between Te Puna and Omokoroa will be progressed as part of NZUP. However, further work beyond route protection, including construction, will require funding through the National Land Transport Programme.</li> <li>At the Regional Transport Committee meeting on 5 November 2021 a request from Waka Kotahi to vary the Regional Land Transport Plan was approved to introduce a new project to investigate and design short to medium term safety improvements (e.g. wide centrelines and intersection safety improvements) on the existing alignment between SH2/Omokoroa intersection and Te Puna. This request was for 'pre-implementation' (feasibility investigation, design and costing) phase only and will inform Waka Kotahi's timing for any request to include a Construction phase. The pre-implementation phase is</li> </ul>	<ul style="list-style-type: none"> <li>Waka Kotahi are still to confirm their process for considering matters like: <ul style="list-style-type: none"> <li>The potential tolling of TNL (programmed for 2023)</li> <li>The revocation of the existing State Highway 2 through Bethlehem and Te Puna that is bypassed by the project.</li> <li>The managed lane approach on TNL</li> <li>Addressing the managed lane gap between the Takitimu Drive end of the TNL and Cameron Rd.</li> </ul> </li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>State Highways Projects</b>		
	<p>programmed to be delivered over 2021/22 – 2022/23.</p> <ul style="list-style-type: none"> <li>Waka Kotahi's has procured services to deliver the final detailed design and technical investigations for the TNL and has now awarded the construction contract. The Smiths Farm access road is delivered through the TNL project.</li> </ul>	
<p><b>Western Corridor (SH29 Tauriko / Tauriko West)</b></p> <p><u>Tauriko Enabling Works Business Case</u></p> <p>The Enabling Works business case seeks to enable the Tauriko West urban growth area (UGA) to be opened for approximately the first 2,000 households. Key elements of the Enabling Works improvement package include:</p> <ul style="list-style-type: none"> <li>Improvements to SH29 / Cambridge Rd / Whiore Avenue intersection.</li> <li>A new access to Tauriko West from SH29 near the existing service station in Tauriko Village.</li> <li>A southern roundabout connection at SH29/Redwood Lane to the Tauriko Business Estate and Tauriko West</li> <li>An extension of the western corridor ring road to connect SH29 to the Tauriko Business Estate.</li> <li>Walking / cycle paths and bus infrastructure, including a bus only connection to Whiore Ave which links to Tauranga Crossing.</li> </ul>	<p>Both the Long-Term and Enabling Works business cases are taking longer to complete than anticipated. This is likely to affect the project timeframes for progressing the Tauriko West project. This issue is subject to ongoing discussion between TCC and Waka Kotahi.</p> <p><u>Tauriko Enabling Works Business Case</u></p> <ul style="list-style-type: none"> <li>Continued the project cost share discussions with Waka Kotahi for transport infrastructure to support the Enabling Works package.</li> <li>Progress on the potential IFF and IAF project funding has continued. The IAF Expression of Interest has been successful and moved to a Request for Proposal stage (due mid-December).</li> <li>Revised cost estimates for the transport elements have been developed which are significantly higher than previous estimates.</li> <li>Continued to develop the Tauriko West internal collector road cross section with landowners / developers.</li> <li>Continued to progress the technical analysis (cost estimation; transport modelling; economic analysis) to complete the business case and support its reporting to TCC and Waka Kotahi governance structures in early to mid-2022.</li> </ul>	<p><u>Tauriko Enabling Works Business Case</u></p> <p>Next steps include:</p> <ul style="list-style-type: none"> <li>Completion of the technical analysis (e.g. further design testing to reduce costs; cost estimation; transport modelling; benefit cost analysis) to support completion of the business case document.</li> <li>The Tauriko West Spine Road has been identified as a high-cost element. Further work (modelling &amp; economic analysis) is being undertaken to confirm how this element affects the feasibility of the business case (e.g. does its cost outweigh its benefits and impact the overall BCR of the business case).</li> <li>Technical review of the draft business case document by the Project team including Waka Kotahi and specialist peer reviewers. These reviews are programmed to take place concurrently to support finalisation of the business case and achieve reporting to Council for a decision early (February) in 2022 with Waka Kotahi decision-making to follow.</li> </ul> <p>Identified risks relate to:</p> <ul style="list-style-type: none"> <li>Council reporting timeframe in February 2022: achieving this timeframe will be dependent on a satisfactory resolution of the cost review and cost share discussions. It is also dependent on completing the technical analysis and associated peer review</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>State Highways Projects</b>		
<ul style="list-style-type: none"> <li>○ A new main road through Tauriko West (known as 'Spine Road')</li> <li>○ A Travel Demand Management (TDM) package to encourage multi-modal transport patterns.</li> </ul> <p><u>Tauriko Long-Term Business Case</u></p> <p>A Waka Kotahi New Zealand Transport Agency lead business case to confirm the long-term transport solution for the western corridor. A key focus is on the state highway corridor but also public transport solutions, walking and cycling, and local road networks.</p>	<ul style="list-style-type: none"> <li>• Waka Kotahi have indicated their intent to lead the construction delivery of the Enabling Works projects once the business case has been completed and endorsed. Work continues to reach agreement between TCC and Waka Kotahi on how this delivery will occur.</li> </ul> <p><u>Tauriko Long-Term Detailed Business Case</u></p> <ul style="list-style-type: none"> <li>• Waka Kotahi NZ Transport Agency is working towards confirming the preferred option for the long-term transport improvements.</li> <li>• From investigations and analysis of the input from partners, stakeholders, potentially affected parties and the wider community, the emerging preferred option Waka Kotahi is developing further is Option B – Offline (<a href="#">The transport system - Tauriko West</a> (<a href="http://taurikofortomorrow.co.nz">taurikofortomorrow.co.nz</a>)).</li> <li>• The analysis has identified that Option B offers improvements for mode shift; with walking, cycling and high frequency public transport connections through the area; protects the freight route and improves safety with a new four lane state highway alongside the existing SH29 and SH29A (offline).</li> <li>• Under this option the existing SH29 and SH29A would be retained as a local road.</li> <li>• The option will integrate with the short-term improvements and it is being proposed to be built in stages.</li> <li>• Waka Kotahi is working on developing the long-term emerging preferred option in more detail, resolving aspects of the alignment and proposed sequencing, and confirming the implementation of the enabling works. TCC staff are working closely with Waka Kotahi on this.</li> </ul>	<p>processes (e.g. benefit cost analysis) required by Waka Kotahi for the business case.</p> <ul style="list-style-type: none"> <li>• Inability to report the business case to Council in February followed by Waka Kotahi decision-making shortly after raises a risk of being able to close the IFF transaction by September 2022.</li> <li>• Project costs will continue to be a risk. Factors that have driven project cost estimates higher in the recent past (e.g. increasing land costs; material costs) are expected to continue to place upward pressure on project delivery costs.</li> </ul> <p><u>Tauriko Long-Term Business Case</u></p> <p>Next steps:</p> <ul style="list-style-type: none"> <li>• Continue to work with Waka Kotahi to support them to confirm the long-term preferred option, this includes: <ul style="list-style-type: none"> <li>• Consideration of Waka Kotahi staging options and the assessment of these (e.g. impact on the agreed Settlement Pattern; local network operations; wider transport investment programme)</li> <li>• Further investigation of a public transport facility near Tauranga Crossing to support the multi-modal objectives of the project.</li> </ul> </li> <li>• Waka Kotahi and Tauranga City Council plan to undertake further landowner and community engagement on the business case in mid-2022 (dates yet to be confirmed).</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>Multi Modal Projects</b>		
<b>Bus facility – Arataki</b> Project to confirm the permanent bus facility for the Arataki area	<ul style="list-style-type: none"> <li>A project update paper (A12550571) was presented to Council on 21 June 2021 setting out the next steps, issues and estimated timeframes for the delivery of the project. Since then a consultant team has been appointed to undertake the investigation to confirm the preferred location and develop the concept design for the facility.</li> <li>Initial project engagement seeking feedback on the two locations (on, off street or a combination thereof of in the Farm Street &amp; Girven Road locations or split across the two locations) for the bus facility and the issues and opportunities with each is to be undertaken in late November and early December. This will include meeting with Arataki Community Liaison Group, a face-to-face survey, and the ability to provide feedback via an internet link. The feedback received will be used to inform the option assessment of the two locations and develop the concept design.</li> </ul>	<ul style="list-style-type: none"> <li>This stage of the project to identify the preferred location and develop a concept level design is programmed to be completed in late March 2022. However, this timeframe is subject to the feedback received from planned public engagement, the ability to engage with the community satisfactorily given the Covid situation, and the ability to undertake necessary technical analysis to meet Waka Kotahi's business case requirements (e.g. sufficiently robust option development and assessment). There is already some pressure on the ability to meet this timeframe.</li> <li>At the time of writing this report initial engagement on the project is planned for late November and early December. This project level engagement happening at the same time as other projects (e.g. Links Avenue trail; BayLink project construction) are impacting on this community. This context could affect community feedback and levels of support for a new bus facility.</li> </ul>
<b>Bus Facility – City Centre</b> An improved City centre bus facility is identified as important in UFTI, the TSP and the Te Papa Spatial Framework.	<ul style="list-style-type: none"> <li>Work to determine the preferred location for a City Centre bus facility will form part of the 'Movement Plan' component of the City Centre Strategy Refresh project. This will include consideration of previous assessment work to identify a location for a facility.</li> <li>A consultant has been appointed and commenced work on the City Centre Strategy Refresh project. The intention is that the preferred location for the bus facility is established in early phases of this project to support the direction from Commissioners for fast-tracking of the identification and establishment of the permanent facility.</li> </ul>	<ul style="list-style-type: none"> <li>The future bus service operating model (e.g. hub-spoke; thru-routing; hybrid; other) is to be investigated and confirmed through the RPTP review and also the TSP Public Transport Services and Infrastructure business case (PTS&amp;I business case). Direction from these projects will contribute to the planning for facilities like the City centre bus facility (e.g. scale, timing and form to support the service).</li> <li>The City Centre Strategy Refresh Project is developing slightly ahead of the PTS&amp;I business case. Agreement needs to be reached between Waka Kotahi and BoPRC as to how to manage this project timing misalignment so respective projects can progress with sufficient confidence of assumptions.</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>Multi Modal Projects</b>		
		<ul style="list-style-type: none"> <li>Any lack of agreement with Waka Kotahi could impact their ability to support the findings of the Movement Plan and subsequently their ability to invest in the City Centre bus facility. Any lack of agreement with BoPRC could lead to the identification of a site and facility that impacts on the successful operation of bus services across the City.</li> <li>A business case point of entry will need to be agreed with Waka Kotahi. This will need to include justification for bringing forward investment in the business case investigation for the City Centre bus facility and how risks (e.g. incomplete PTS&amp;I business case) can be satisfactorily managed.</li> <li>The next step is to develop and deliver the procurement process to appoint a consultant to develop the business case.</li> </ul>
<b>Cameron Road – Stage 2</b> A multi-modal improvement project for Cameron Road, between 17 <sup>th</sup> Ave (end of Cameron Road Stage 1) and Pyes Pa road, through Barkes Corner. This project supports the delivery of the urban development identified by the Te Papa Spatial Plan and at Tauriko West.	<ul style="list-style-type: none"> <li>At the time of writing this report the 'point of entry' has been approved by the Waka Kotahi Delegations Committee and is now awaiting funding approval from the Waka Kotahi Chief Financial Officer.</li> <li>Cultural Value Assessments (CVAs) underway by Ngai Tamarawaho and Ngati Ruahine (both delayed due to Covid engagement restrictions), with both now being due prior to the end of the year. Hapu representatives are being updated on general Stage 2 project progress as additional information attached to Cameron Road Stage 1 project partner updates (as agreed).</li> <li>Procurement Plan prepared and Advanced Notice put to market on Mon 8th Nov, outlining intent to put Request for Proposal (RFP) to market by 10th December.</li> </ul>	<ul style="list-style-type: none"> <li>Awaiting confirmation of final Business case funding approval from Waka Kotahi. In meantime, proceeding with procurement, ensuring the RFP contains clear advice that supplier contract subject to final Waka Kotahi approval.</li> <li>Finalise RFP and release tender to the market to enable a consultant to be appointed (programmed for February/March 2022 subject to tender responses, evaluation and contract negotiations).</li> <li>Complete and review CVA's.</li> <li>Develop engagement plan.</li> <li>Establish a project team structure including cross organisational partnership with Waka Kotahi and the BoPRC.</li> <li>Confirm with Waka Kotahi the approach to ensuring investment outcomes are consistent with the draft</li> </ul>

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Project	Current Update (key matters)	Next Steps and Identified Risks
<b>Multi Modal Projects</b>		
	<ul style="list-style-type: none"> <li>Infrastructure Funding &amp; Financing Housing Acceleration Fund application for Te Papa included Cameron Road Stage 2 multi modal upgrade implementation as key project. The Expression of Interest stage was successful and the next RFP stage is under-development (due mid-December).</li> <li>Councils Waters team carrying out a stormwater quality options assessment, based on case study locations at sites along Cameron Road. This will inform potential whole of life stormwater quality treatment options to feed into business case.</li> </ul>	<p>Emissions Reduction Plan in respect to the target related to reducing Vehicle Kilometres Travelled. This advice will influence the options considered by the business case (e.g. a 20% reduction in VKT at a project level will mean a strong focus on options that improve public transport and walking &amp; cycling modes over options that reduce congestion for single occupancy vehicles).</p> <ul style="list-style-type: none"> <li>Commence business case optioneering process.</li> </ul>
<b>15<sup>th</sup> Ave/Turret/Welcome Bay</b> A business case for the 15 <sup>th</sup> Ave/Turret Road/Welcome Bay corridor, to identify the preferred route and associated concept design and delivery approach (e.g. staging & sequencing).	<ul style="list-style-type: none"> <li>At the time of writing this report the 'point of entry' is still with Waka Kotahi and programmed for their Delegations Committee decision-making in late November.</li> <li>Hapu and iwi representatives are being updated through an initial hui in late November, following on from which agreed tangata whenua liaison group and protocol will be established to provide partnership input.</li> <li>Procurement Plan prepared with Advanced Notice put to market on 8th November outlining the intent to put RFP to market by 10th December. RFP is now under development.</li> <li>RFP being drafted, including evaluation criteria review. Internal Subject Matter Experts will review and request for partners (BOPRC and WK) to review by the end November.</li> <li>Environmental monitoring baseline data being sought from relevant BoPRC environmental scientists, along with Waka Kotahi air quality sites and TCC noise monitoring sites.</li> </ul>	<ul style="list-style-type: none"> <li>Awaiting confirmation of final delegation approval of PoE. In meantime, proceeding with procurement, ensuring procurement plan and RFP contain clear advice that supplier contract subject to WK formal approval.</li> <li>Set up tangata whenua liaison group and protocols.</li> <li>Progress with wider area modelling to inform both this business case and the Hewletts Road sub-area business case.</li> <li>Finalise RFP and release tender to the market to enable a consultant to be appointed (programmed for March 2022 subject to tender responses, evaluation and contract negotiations).</li> <li>Establish a project team structure including cross organisational partnership with Waka Kotahi and the BoPRC.</li> <li>Develop engagement plan.</li> <li>Confirm with Waka Kotahi the approach to ensuring investment outcomes are consistent with the draft Emissions Reduction Plan in respect to the target related to reducing Vehicle Kilometres Travelled. This</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>Multi Modal Projects</b>		
		<p>advice will influence the options considered by the business case (e.g. a 20% reduction in VKT at a project level will mean a strong focus on options that improve public transport and walking &amp; cycling modes over options that reduce congestion for single occupancy vehicles).</p> <ul style="list-style-type: none"> <li>Commence business case optioneering process.</li> </ul>
<p><b>Public Transport Services and Infrastructure Business Case</b></p> <p>The purpose of the business case is to investigate options and recommend an investment strategy to improve public transport services and infrastructure across the Western BoP sub-region in order to increase the uptake of public transport. The delivery plan developed by the business will focus on the short and medium term (i.e. 10 years) but will have a 30-year outlook to ensure all necessary interventions are considered through the process.</p>	<ul style="list-style-type: none"> <li>The project is being led by BoPRC in partnership with TCC and Waka Kotahi.</li> <li>The 'point of entry' was approved by Waka Kotahi in October 2021. This describes that the business case will investigate and recommend a preferred public transport service model, service network and infrastructure improvements for the western Bay sub-region.</li> <li>The point of entry identifies that the business case will need to support the development of other corridor / area-based business cases by providing robust public transport assumptions including: <ul style="list-style-type: none"> <li>Confirmation of changes to PT services across the whole network (building on the Western Bay Transport System Plan (TSP) which provides the primary PT network) including routing, frequencies, fares and location of transport hubs/points of interchange or transfer; in particular to support the planning, design and timing of new infrastructure improvements which will be undertaken in detail through the corridor / area business cases;</li> <li>Confirmation of the level of infrastructure needed on the rest of the network to support the PT</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Joint project team and the project management structure is being developed.</li> <li>Detailed project plan is being developed. This is currently indicating that the business case would be completed by December 2022.</li> <li>Procurement documents to appoint a consultant to deliver the business case are being developed and programmed to be released to the market early in 2022.</li> </ul>

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**Attachment A: Quarterly Update - Transportation Planning Projects – December 2021**

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>Multi Modal Projects</b>		
	service changes (including bus priority and transport hubs); and <ul style="list-style-type: none"> <li>○ An agreed Level of Service for PT infrastructure and services across the 'hierarchy' of the network.</li> </ul>	

Project	Current Update (key matters)	Next Steps and Identified Risks
<b>Projects - Funding</b>		
<b>Waka Kotahi (NZTA) Funding</b> National Land Transport Programme 2021-24 (NLTP). The NLTP 2021-24 is available: <a href="https://www.nzta.govt.nz/planning-and-investment/national-land-transport-programme/2021-24-nltp/">https://www.nzta.govt.nz/planning-and-investment/national-land-transport-programme/2021-24-nltp/</a> The NLTP includes a Bay of Plenty Regional Summary: <a href="https://www.nzta.govt.nz/planning-and-investment/national-land-transport-programme/2021-24-nltp/regional-summaries/bay-of-plenty/">https://www.nzta.govt.nz/planning-and-investment/national-land-transport-programme/2021-24-nltp/regional-summaries/bay-of-plenty/</a>	<ul style="list-style-type: none"> <li>• The NLTP was released by Waka Kotahi New Zealand Transport Agency (Waka Kotahi) on 7 September 2021. A report (A12897239) updating Council on the outcome of the NLTP was presented to Council on 4 October 2021. In brief, from a TSP perspective (which includes a broader western BoP focus rather than just TCC):               <ul style="list-style-type: none"> <li>○ 81.8 % of submitted projects by value are recognised in the NLTP as being Committed or Probable; and</li> <li>○ 97.1 % of submitted projects by value are recognised in the NLTP as being Committed, Probable or Possible.</li> </ul> </li> <li>• From a TSP Tauranga City Council perspective, all submitted projects are categorised as either Committed, Approved or Probable activities. There are no Possible categorisations (Note: Waka Kotahi have their SH29 / Cambridge Road intersection safety improvement as a 'Possible' activity which means funding is unlikely. Discussions as part of the Tauriko Enabling Works business case are to confirm the implication of this on the availability of funding for this activity to contribute to the broader Enabling Works intersection solution).</li> </ul>	<ul style="list-style-type: none"> <li>• Council staff to continue working closely with Waka Kotahi staff to progress the next stage investment decisions following the NLTPs release (e.g. point of entry approvals; low cost low risk project funding; business case delivery).</li> <li>• Increasing project costs to those anticipated by Waka Kotahi and Councils at the time the NLTP was developed (mid to late 2020 through to mid-2021) and then released (September 2021) could mean current levels of NLTP commitment to projects need to be re-visited by Waka Kotahi. Staff continue to work very closely with Waka Kotahi to seek early advice on any changes to NLTP availability as a result of changes in circumstances (e.g. cost escalation; timing for project delivery) at a national NLTP programme level that could impact on TCCs deliver programme. The Tauriko Enabling Works business case is an example of where we are working with Waka Kotahi on this issue.</li> </ul>

Objective ID: A13049674

**10.8 Waters Strategy and Planning Progress Report - December 2021****File Number: A13091231****Author: Claudia Hellberg, Team Leader: Waters Strategy & Planning****Authoriser: Nic Johansson, General Manager: Infrastructure****PURPOSE OF THE REPORT**

1. The purpose of this report is to provide the Committee with an update on the current progress, next steps and identified risks with strategic long-term water projects.
- 

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Receives the Waters Strategy and Planning Progress Report - December 2021.
  - (b) Supports in principal the development of a sub-regional long-term system plan for water.
- 

**EXECUTIVE SUMMARY**

2. Tauranga continues to experience rapid urban development pressure and growth which creates increased demand on the regions water system. Growth is expected to remain strong in the medium to long-term and is a key driver of 3 waters infrastructure investment.
3. In addition, Tauranga's raw water supply sources are under stress after three years of low rainfall, which resulted in lower aquifer and stream flow levels. This reduction in the availability of raw water highlights Tauranga's vulnerability to climate change and the need for a long-term system view.
4. This report outlines the progress being made in relation to projects necessary to provide for this continued growth and addressing 3 waters challenges.
5. The three specific projects covered in this report are:
  - (a) Establishment of a Freshwater Management Tool,
  - (b) Development of a sub-regional long-term system view for water, and
  - (c) Reconsenting of existing water takes.

**BACKGROUND**

6. There are three key strategic water projects aiming to prepare Tauranga for the long-term future.

**Freshwater Management Tool**

7. The "Freshwater Management Tool" is a model suite, which allows TCC to simulate the current hydrological and water quality run off state and will be able to predict future changes based on intervention options and climate change predictions. This tool will support good decision making and value for money investment decisions. The focus of this modelling suite is the average everyday situation on a long-term basis.
8. Key drivers for TCC to develop this tool are:
  - (a) To better enable TCC to understand future quantum and reliability of water supply from existing water take locations, and
  - (b) To enable TCC to explore the effectiveness of various urban and where applicable rural contaminant management options.

9. The Freshwater Management Tool will support decision making on the following key matters:
  - (a) Re-consenting of existing water takes,
  - (b) Testing of BOPRC proposed target setting under the NPSFM and cost implications for TCC,
  - (c) Development of capital and operational works programme to meet NPSFM objectives, which will be determined by BOPRC, and
  - (d) TCC City Plan review (stormwater rules and land use development).
10. The development of the Freshwater Management Tool has been approved through the LTP process and a contract has been awarded. Development and calibration of this tool will take around a year, and thereafter TCC will be able to use the tool to test scenarios to inform decision making.
11. BOPRC staff have been engaged during the set-up of this project and agreed to be involved on an ongoing basis. This includes providing data, and review of the development of the tool and outputs.

### **Sub-regional long-term system view for water**

12. Tauranga faces a range of challenges around our three waters delivery, which includes catering for ongoing growth, the need to adapt to climate change, changes in regulation, and a potentially new service delivery model.
13. In addition, Te Mana o Te Wai is now embedded in legislation and councils will have to give effect to it, which will have a significant impact on three waters delivery. Te Mana o Te Wai recognises that there is a hierarchy of obligations for water:
  - (a) The first obligation is to protect the health and wellbeing of the water and freshwater ecosystems.
  - (b) The second is to provide for essential human health needs (such as drinking water).
  - (c) The third obligation is to enable other consumptive use.
14. To address these challenges a sub-regional programme is most likely required. Hence, we are engaging with regional partners to establish a working group, which has been agreed to in principle, and for it to be a sub-set and report to Smart growth leadership. The problem definition and intent of the working group was presented to the Smart growth Leadership on the 1<sup>st</sup> December.
15. Such a programme would likely be set up in various stages from initiation, baseline assessment and stocktake, options development and assessment/selection, to final strategy documentation. The specific scope and objectives would have to be developed in conjunction with potential partners.
16. The idea of such a project was also shared as part of a water update at the last Te Rangapu hui held in November of this year and was well received. Te Rangapu members raised their desire to be actively involved in such a project, be regularly informed about progress, and raised the interlinkage between the quantity and quality of water.

### **Reconsenting of existing water takes**

17. The Joyce and Oropi consents are due for re-consenting in 2026. The Waiari consent is due in 2042.
18. The 30-year infrastructure plan flagged issues with potential over allocation, as BOPRC consider all streams from these supplies as over allocated. There is the possibility that the consent will be re assessed at a lower level to meet NPSFM limits.
19. Should this be the outcome then alternative raw water supply sources will need to be investigated to address potential shortfall in consented supply.

20. Given the importance of these consents to Tauranga a consultant experienced with these type of large water consents has been engaged to support staff for these applications. The first phase of this project is the preparation of a consenting and engagement strategy. These are expected to be delivered by mid-2022.

### **STRATEGIC / STATUTORY CONTEXT**

21. The waters projects covered in this report are framed under the 30-year Infrastructure Strategies and Long-Term Plan. The Long-Term Plan also contains provisions for future growth planning to support a sub-regional network view for water.

### **OPTIONS ANALYSIS**

22. There are no options; this report is for information and only seeks general endorsement for developing a programme for a sub-regional long-term system view for water, which will include the development and assessment of various options.

### **CONSULTATION / ENGAGEMENT**

23. The three projects covered in this report are of interest as outlined in this report to Bay of Plenty Regional Council, Western Bay of Plenty District Council and iwi and hapu. TCC staff will continue to work closely with these partners across all three water projects.

### **SIGNIFICANCE**

24. While growth and water management challenges are a significant issue for Tauranga City, this report does not require any core decisions. However, the support to develop a sub-regional long-term system view for water will provide the opportunity to develop a programme to address the growth and water management challenges in an integrated manner.

### **NEXT STEPS**

25. Council continues to progress the projects and workstreams identified in this update.

### **ATTACHMENTS**

**Nil**

**10.9 He Puna Manawa: Naming of temporary Library and Customer Service Centre****File Number: A13085898****Author: Carlo Ellis, Manager: Strategic Maori Engagement****Authoriser: Gareth Wallis, General Manager: Community Services****PURPOSE OF THE REPORT**

1. The purpose of this report is to understand and endorse the name and concept of He Puna Manawa, as gifted to Tauranga City Council by mana whenua representatives.

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Endorses the name and concept of He Puna Manawa, as gifted by mana whenua to the temporary location for the Central Library and Customer Services Centre.

**EXECUTIVE SUMMARY**

2. The Council has been offered He Puna Manawa as a name and a concept that reflects the history, function and future utilisation of the former Goddards Centre.
3. The name and concept are offered by mana whenua having considered the matters above in order to arrive at a suitable offering that marries the history and significance of the area with the future aspirations of the site.
4. The name and concept add depth, authenticity and character to the site.

**BACKGROUND**

5. The Tauranga City Council Central Library and the Customer Services Centre are required to relocate from Tauranga City Council civic buildings at Willow St to enable redevelopment of the site.
6. The former Goddards Centre on Devonport Road in Tauranga has been identified as the future location for these services and a lease has been secured.
7. The opportunity in the shift is to create an exciting and vibrant centre that not only houses the Library and Customer Services Centre but adds character and interest by programming heritage displays, storytelling, active learning and interactive touchpoints throughout.
8. In doing so, the aim is to create a space that is active and attractive – we want citizens, schools, interest groups and businesses to utilise the space as a hub of activity and information. By bringing together information, heritage, café offerings and active programming we are looking to create a responsive space that the community can all find a place to engage with.
9. Part of that process is to identify a theme and an identity for the centre that will invoke and inspire the kinds of engagement that will bring the place to life.
10. In planning the relocation and design of the refit to the former Goddards Centre, a hui was called by the project management team including the design team alongside kaumātua from mana whenua of the site, being Ngāi Tamarāwaho and Ngāti Tapu.
11. Discussions included the history and importance of the site to all of Tauranga – both historically and currently, the natural features of the area, the many activities undertaken in the area, and the future intended utilisation of the tenancy once the refit has been completed.

12. Pre-European arrival the area was a hub of activity for Tauranga Moana being an area known for substantial horticulture, extensive gardening, trade and exchange, as well as homes for many people tending to these activities. It was an area adjacent to defensive and fortified areas such as Taumatakahawai and Otamataha Pā, as well as other pā so it was a place of relative safety.
13. From a natural resource point of view, the area was fertile and productive, and particularly well-served by puna or freshwater springs in the area, several of which are in close proximity to the site. Today we see the name of Spring St and a prominent sculpture by the late master carver Tuti Tukaokao depicting a calabash in the form of a fountain on the corner of Spring and Grey Streets, which all maintain reference to some of these puna.
14. The historical activities of gardening, provision of the necessities of life – especially shelter, food and water, as well as a focal point for community activity and gathering, were prevalent throughout the history and pre-history of Tauranga, and continue today in more contemporary forms.
15. The future utilisation of the site includes being a repository of history, information and support in various forms. Through the Library Services, through the Customer Service Centre functions, and through the ancillary activities of a café, storytelling through programmed displays and theming that attracts interest and activity from the community, the site is intended to be a new hub of action for Tauranga.
16. The culmination of these discussions led to several concepts being considered by mana whenua. Through wānanga the attendees landed on the concept **He Puna Manawa** to reflect the collective mauri (life force) of the site both historically and into the future.
17. He Puna Manawa can be literally translated into the heart of a spring however, it is better described as an oasis, being the collective pool created by many springs feeding in. The summary approved by mana whenua is as follows:

### He Puna Manawa.

*'He puna wai, he puna kōrero, he puna mātauranga, he puna ora'*

*'An oasis – A water spring, a spring of information, a spring of knowledge, a spring of life.'*

This would encompass all aspects of the site, acting as a place of respite (he tānga manawa) from the bustle of the city, acknowledging the heritage, the springs which sustained the people of Te Papa. A place to connect and talk with council (customer services) an archive of knowledge and library, where people are gathered, there is life.

18. Subsequently, local artist and designer Quinton Bidois was engaged to design a logo that supports the discussion, name and concept of He Puna Manawa. Quinton has whakapapa to the mana whenua involved, as well as being a Senior lecturer in Toi Māori at Toi Ohomai. As a result the following tohu was developed.



19. The tohu utilises the calabash theme for correlation to the aforementioned Spring Street sculpture, but also as a vessel for collecting life sustaining water and making it more widely utilised, whether for drinking or for irrigation. The three koru represent the three iwi of Tauranga Moana, the many notches represent the many peoples of the wider community and they all culminate in the joining and combining of many people and resources into the centre of the vessel. The colours represent the merging of the moana and the whenua as is featured here in Tauranga.

### STRATEGIC / STATUTORY CONTEXT

20. The early engagement and involvement of mana whenua in the planning stages for the project reflects a commitment to involving Māori in decision making as required by the Local Government Act.
21. The offering of a name and concept that supports the civic and community functions planned for the site demonstrates a partnership approach to the development of Tauranga City.

### OPTIONS ANALYSIS

22. Council has the option to:
- (a) Leave the site without a name or theme altogether.
  - (b) Reject He Puna Manawa as an offering from our tangata whenua partners.
  - (c) Endorse He Puna Manawa, recognising the name and concept as having been offered by our tangata whenua partners thereby complimenting and enhancing the intentions for the site.

### FINANCIAL CONSIDERATIONS

23. There are no financial implications in this decision.

### LEGAL IMPLICATIONS / RISKS

24. There are no legal implications/risks in this decision.

### SIGNIFICANCE

25. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
26. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
- (a) the current and future social, economic, environmental, or cultural well-being of the district or region.
  - (b) any persons who are likely to be particularly affected by, or interested in, the proposal.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
27. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the proposal is of low significance.

### ENGAGEMENT

28. Taking into consideration the above assessment, that the proposal is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision. *Click here to view the [TCC Significance and Engagement Policy](#)*

**NEXT STEPS**

- 29. The rejection or endorsement of He Puna Manawa should be communicated back to our mana whenua partners.
- 30. If rejected, no further action required.
- 31. If endorsed, mana whenua will continue to be engaged on appropriate application of the name and concept, as the refit is completed and the site is activated.

**ATTACHMENTS**

**Nil**



**10.10 Te Manawataki o Te Papa: Naming of Civic Precinct****File Number: A13085908****Author: Carlo Ellis, Manager: Strategic Maori Engagement****Authoriser: Susan Jamieson, General Manager: People & Engagement****PURPOSE OF THE REPORT**

1. The purpose of this report is to understand and endorse the name and concept of Te Manawataki o Te Papa for the Tauranga Civic Precinct as gifted to Tauranga City Council by mana whenua representatives.

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Endorses the name and concept of Te Manawataki o Te Papa as offered by mana whenua to the Tauranga Civic Precinct.

**EXECUTIVE SUMMARY**

2. The Council has been offered Te Manawataki o Te Papa as a name and a concept that captures the intent of a revitalised civic centre as intended by the redevelopment of the Civic Precinct.
3. The name and concept are offered by mana whenua in the course of revisiting the masterplan for the civic precinct.
4. The name and concept add depth, authenticity and character to the site bringing to life the historic mauri contained within the whenua to support the future activities.

**BACKGROUND**

5. In August 2021 the Council commenced a review of the Civic Precinct Masterplan (2018) to include public submissions received as part of the Long Term Council Plan 2021-31 including the inclusion of a Museum on the site, emphasis on cultural interpretation of the site and the Councils decision to locate the Civic Administration Building at 90 Devonport Road.
6. As part of that process mana whenua were invited to participate in a co-design process to refresh the Civic Precinct Masterplan. Representatives of Ngāi Tamarāwaho and Ngāti Tapu participated in the review having been part of the preparation of the 2018 Masterplan.
7. Several workshops were held with mana whenua representatives to collate feedback that reflected the input, aspirations and opportunities for the site.
8. As part of that process, mana whenua discussed the history, natural features and the future aspirations for the site including the opportunity to offer a name and a concept that reflected the mauri of the whenua both historically and into the future.
9. The area on and around the proposed Civic Precinct was known as Te Papa by both Māori and early settlers. In the 1800's the area was a hive of activity which included the settlements trading hub and large scale cultivations and kāinga. The shoreline on the waterfront (The Strand) was the landing site for numerous waka whilst the trading ships moored in the harbour and along the wharves. The bustling Te Papa settlement eventually grew into what we know as Tauranga today.
10. Te Papa was an important area for many cornerstone moments in the history of Tauranga. A thriving pre-European village, the nearby scene of pre European battles, the arrival of traders, the arrival of missionaries, the arrival of troops, the surrendering of arms, the peaceful interactions of Māori and non-Māori and everything in between.

11. For a long time it was the thriving centre for the new City as it grew and developed over time with businesses and services adding to the shared history of the place.
12. In recent times the CBD has seen a decline in activity often hearing Tauranga City referred to as a diminishing force.
13. Mana whenua see an opportunity to offer up a name and concept that adds culture and a sense of character back into the CBD, bringing to life the mauri that lies within the whenua and looking to contribute to the revitalisation.
14. Discussions centred on reviving the original name of Te Papa but adding a modern dimension that inspired action and progress in an authentic manner. Through wānanga the representatives landed on the concept **Te Manawataki o Te Papa**.
15. Literally Te Manawataki o Te Papa can be translated as the heartbeat of Te Papa and the intention was to not only be a heart but to be an active pulse or heartbeat for the City of Tauranga.
16. The history clearly shows the place was the focal point of Tauranga as it developed but also the buildings, resources and activities planned for the future include a range of civic and community focussed activities conducive to creating a living and breathing city centre.
17. Local artist and designer Quinton Bidois was engaged to design a tohu that supports the discussion, name and concept of Te Manawataki o Te Papa. Quinton has been a practitioner of toi māori for over 20 years largely designing and applying moko. He holds a Masters in Creative Professional Practice and currently lectures at Toi Ohomai. His involvement resulted in the following tohu.



18. This tohu is a representation of the whenua, Te Papa, and the waterways of Te Awanui. Ko Te Awanui te moana, ko Te Papa te whenua. The heartbeat of Te Papa - the deep springs, the richness of the land, the landing of many canoes, the home of the people. This name and narrative describes the many facets of Te Papa as it was in our past, giving perspective as to the richness this space offers to the many people today and insight into its value for our collective future. The puhoro design is one that is prevalent in Tauranga representing the strength, power and mana in the movement of the tides. In this case it also represents the merging of people into the centre of the City reflected as a treasure in the form of a paua inlay.

## STRATEGIC / STATUTORY CONTEXT

19. The early engagement and involvement of mana whenua in the planning stages for the project reflects a commitment to involving Māori in decision making as required by the Local Government Act;

20. The offering of a name and concept that supports the civic and community functions planned for the site demonstrates a partnership approach to the development of Tauranga City.

### OPTIONS ANALYSIS

21. Council has the option to:
- (a) Leave the site without a name or theme altogether.
  - (b) Choose another name not necessarily offered or endorsed by mana whenua, thereby rejecting Te Manawataki o Te Papa as an offering from our tangata whenua partners.
  - (c) Endorse Te Manawataki o Te Papa recognising the name and concept as having been offered by our tangata whenua partners thereby complimenting and enhancing the intentions for the site.

### FINANCIAL CONSIDERATIONS

22. There are no financial implications in this decision.

### LEGAL IMPLICATIONS / RISKS

23. There are no legal implications/risks in this decision.

### SIGNIFICANCE

24. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
25. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
- (a) the current and future social, economic, environmental, or cultural well-being of the district or region
  - (b) any persons who are likely to be particularly affected by, or interested in, the proposal.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
26. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the proposal is of low significance.

### ENGAGEMENT

27. Taking into consideration the above assessment, that the proposal is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

Click here to view the [TCC Significance and Engagement Policy](#)

### NEXT STEPS

28. The rejection or endorsement of Te Manawataki o Te Papa should be communicated back to our mana whenua partners.
29. If rejected, no further action.
30. If endorsed, mana whenua will continue to be engaged on appropriate application of the name and concept as the masterplan is completed and the site is activated.

**ATTACHMENTS**

**Nil**

**10.11 BOPLASS Estimated Savings to Tauranga City Council****File Number: A13104184****Author: Anne Blakeway, Manager: Community Partnerships****Authoriser: Gareth Wallis, General Manager: Community Services****PURPOSE OF THE REPORT**

1. The purpose of this report is to provide an update on the total estimated savings to date achieved by Bay of Plenty Local Authority Shared Services (BOPLASS) on behalf of Tauranga City Council.

**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Receives the BOPLASS Estimated Savings to Tauranga City Council report.

**DISCUSSION**

2. BOPLASS is a company owned by nine councils, including Tauranga City Council (TCC). The company was established in 2010 to promote shared services between local authorities in the Bay of Plenty/Gisborne regions and elsewhere.
3. BOPLASS is a small organisation, operating with only 2.5 full time equivalent (FTE) staff.
4. TCC contributed \$55,662 per annum in the last financial year to BOPLASS, as well as providing office space at 91 Willow Street for the BOPLASS team.
5. At a recent board meeting of BOPLASS, staff presented total savings achieved by BOPLASS: (a) for the financial year ending 30 June 2021, and (b) to date since BOPLASS' inception in 2010. The BOPLASS Board asked staff to provide it in a separate document for each council.
6. Estimated savings for TCC are provided as Attachment 1, with total savings for the financial year ending 30 June 2021 estimated at \$968,765, and total savings to date estimated at just over \$6 million (since 2010).
7. These included better insurance cover with updated contracts (\$3.7 million to date), joint procurement of telephony services (\$452,000 to date), collaboration in purchasing provided discounts in print costs and equipment optimisation of Multi-Functional Devices for printing, copying and scanning (\$469,000 to date), and Infrastructure Insurance (\$409,000 to date).
8. These estimations are based upon market rates or amounts paid/available to councils prior to joint procurement.
9. The savings do not include or recognise:
  - Significant financial and resource savings made by running a single procurement process across multiple councils.
  - Long-term savings achieved through the central management of contracts.
  - Ongoing savings achieved through the sharing of information/expertise across councils.

**NEXT STEPS**

10. Following receipt of the report by the Strategy, Finance and Risk Committee, any feedback from the Committee will be forwarded by staff to the BOPLASS team.

**ATTACHMENTS**

1. **BOPLASS Estimated Savings to Tauranga City Council, 30 June 2021 - A13104811** [↓](#)



## Joint Procurement – Estimated Savings\* for Tauranga City Council

**TOTAL SAVINGS TO DATE - \$6 MILLION**

	BENEFITS SUMMARY	2020-2021	TOTAL SAVINGS
Insurance	Better insurance cover with updated contracts. Material Damage renewed on rolling subscription. Continued full coverage for all councils in all categories, incl Material Damage, Business Interruption and Motor covers, following major events and hardening markets. Increased loss limits and coverage.	\$690,114	\$3,777,620
Office Supplies	Overall reduction cost of supplies plus initiation of better ordering process online with minimum order values reduces hidden invoicing and courier costs. 2015, councils encouraged to move to AoG contract after review completed by BOPLASS.	-	\$91,017
SOPHOS Antivirus	Established collective anti-virus software agreement providing financial savings to all councils. Now provided under ALGIM.	-	\$32,070
Internal Audit	2010-2012, Use of a single consultant to do Internal Audits across councils with resultant learning circulated in form of summaries to councils. RFP and new agreement 2015. Savings in audit costs and annual insight meetings.	\$20,000	\$136,000
Aerial Imagery	Agreed programme achieving better quality, consistency and planned coverage bringing savings on cost, or extended coverage for same expenditure. LiDAR capture undertaken in conjunction with LINZ including PGF contribution.	\$26,866	\$126,365
Print Advertising	2010 – 2016. Contract for print advertising cost reduction through procurement and establishing common processes.	-	\$135,000
Fuel	Review of fuel pricing identified savings opportunities consistent with accessibility. N3 contract. 2015 BOPLASS facilitated participation in Defence Forces syndicated contract for some councils.	-	\$25,231
N3 Membership	Group membership to N3 providing discounts above individual council membership rates and access to N3 contracts.	\$400	\$3,900
Video Conferencing	Combined approach from 7 councils resulted in significant reduction in cost through negotiation plus savings from reduced travel and meeting times. Canon video conferencing services migrated to collective Zoom contract.	-	\$10,191
Telephony	Significant savings achieved through joint procurement, free calling within councils, provision in contract for collaboration in services over time. BOPLASS recommendation for all councils to move to AoG 2015.	-	\$452,400
Geocortex Software	Significant reduction in Year 1 cost through combined approach to purchase. Additional ongoing licence and maintenance savings.	\$501	\$21,716
XTools Software	GIS advanced data processing and analysis software. Single BOPLASS licence provides savings to councils and simplifies purchase and upgrades.	\$2,120	\$18,453
NZAA	ArchSite NZ Archaeological Association membership. Single BOPLASS licence covering all councils. Discounted membership and full data access for all councils.	\$540	\$4,860
GPS Fleet Mgmt	Combined approach to purchasing provided substantial discounts. Utilised by councils on a requirements base.	-	\$9,000



	BENEFITS SUMMARY	2020-2021	TOTAL SAVINGS
MFD Devices	Collaboration in purchasing provided discounts in TCO, print costs, equipment optimisation and integration with EDMS workflows. Common technology platform established for integration of future services. Incremental savings through equipment optimisation. No lease costs – extremely beneficial during COVID lockdown and periods of low print volumes.	\$30,000	\$469,572
Postal & Courier	Combined approach in conjunction with Waikato councils resulted in significant reduction in courier costs, additional courier services, reduction in mail charges and introduction of business centric mail product. Contract locks in discounted fixed rates.	\$12,391	\$111,521
Media Monitoring	Single portal provides media monitoring and reporting services – print, radio, TV, social media – to all councils with heavily discounted rates. Significant resource savings for councils.	\$1,660	\$11,620
FME Software	Joint purchasing of GIS software resulted in reduction of number of licences required and reduced annual maintenance fees.	\$300	\$2,700
Infrastructure Insurance	Underwritten by Lloyds of London syndicates. Improved levels of cover, significantly reduced premiums. Able to secure full placements for councils in hardening market through existing relationships and dilution of risk within our collective scheme.	\$151,196	\$409,657
PMCA	Print and media copyright licences. Councils paying approximately 50% of their previous costs for individual licences while, in many cases, also receiving enhanced licences.	\$1,387	\$9,709
EFTPOS	Improved pricing through collective agreement. Account moved to key account with Eftpos NZ with councils now on premium tier including dedicated account management and improved service levels.	\$722	\$4,332
H&S Pre-Qual	Reduced cost in design and development of the service through collaboration between BOPLASS and Waikato LASS. Annual resource savings for councils through standardisation and automation of the process.	\$10,000	\$73,000
Retrolens	Single storage repository and delivery process for large imagery datasets – developed in conjunction with other NZ councils. Significant savings in development and ongoing operation. Ensures readily accessible historic aerial imagery by communities.	\$10,000	\$50,000
Occupational Health	Collective contract with Waikato Occupational Health Consultancy providing discounted rates and consistent service delivery across BOPLASS & WLASS councils. 2021, contract renewed, in conjunction with Waikato LASS.	\$5,000	\$15,000
Antenno	Common community engagement platform across multiple councils. Ease of use for communities. Discounted group pricing.	\$5,568	\$19,488
TOTAL SAVINGS FOR TAURANGA CITY COUNCIL		\$968,765	\$6,020,422

*\*Estimations based upon market rates or amounts paid/available to councils prior to joint procurement.*

*Savings do not include or recognise:*

- Significant financial and resource savings made by running a single procurement process across multiple councils.
- Long-term savings achieved through the central management of contracts.
- Ongoing savings achieved through the sharing of information or expertise across councils.

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**10.12 Deep Dive - Resourcing****File Number: A13077986****Author: Chris Quest, Team Leader: Risk****Authoriser: Paul Davidson, General Manager: Corporate Services****PURPOSE OF THE REPORT**

1. To provide the committee an opportunity to gain a fuller understanding of this area of risk.
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**RECOMMENDATIONS**

That the Strategy, Finance and Risk Committee:

- (a) Receives the Deep Dive - Resourcing report
- 

**EXECUTIVE SUMMARY**

2. The purpose of a risk deep dive is to provide the committee an opportunity to more fully understand how a particular area of risk is viewed. In particular, it is an opportunity for the committee to be assured as to management controls and planned actions to address risk.
3. Officers directly involved in aspects of managing this risk will present to the committee.

**BACKGROUND**

4. Council approved an ambitious and progressive Long-Term Plan with numerous projects to deliver improved outcomes for the community of Tauranga.
5. Since the Long-Term Plan was established, the risk of resources to the delivery of the plan has increased due to various external factors.
6. Resources in the context of this risk can be categorised as People, Systems, Supply Chain, and Financial. For the purpose of this deep dive the focus will be on People. The remaining areas of this risk will be considered in separate deep dives at a later date where appropriate.
7. TCC is currently realising risks related to our people which are reported to be impacting across all sectors; continuing closed borders, low unemployment, and high numbers of job vacancies being listed are all contributing to a constrained labour market and salaries / market pressure. There is also additional pressure caused by the housing market.
8. The impact is being realised by TCC in the attraction, retention and wellbeing of our staff. We are seeing an increase in staff turnover, greater difficulties in recruiting the right people, and there is an increasing pressure to pay a premium to recruit or retain talent. The potential impact on the delivery of outcomes to the community will increase if the risk is not addressed.
9. A series of initiatives are either planned or in place to address this risk, including amending recruitment strategies, and investing in our people. TCC recognises that we need to adapt our approach to manage this risk.
10. The intention of this deep dive is
  - (a) To expand upon the current understanding of the risk to the organisation
  - (b) To explain further how People & Engagement and the activity areas are working together to reduce the risk
  - (c) To allow the committee to be assured that the risk is appropriately understood and that robust plans are in place to manage the risk to an acceptable level.
11. The deep dive will be presented by risk owners with a slide presentation to be tabled at the Committee meeting.



## STRATEGIC / STATUTORY CONTEXT

12. The Long Term Plan 2021/31, adopted 26 July 2021, contains the most significant programme of works that TCC has ever embarked upon. The effective management of the risks to resourcing will be key to delivering the outcomes to the community.

## SIGNIFICANCE

13. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
14. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
  - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
  - (b) any persons who are likely to be particularly affected by, or interested in, the matter.
  - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.

In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the issue is of high significance, however the decision proposed in this report is of low significance as it is to receive an update on a particular work stream.

## ENGAGEMENT

15. Taking into consideration the above assessment, that the issue is of high significance, however the decision proposed in this report is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

## NEXT STEPS

16. Officers will continue to implement actions to manage the risks to resourcing as presented to this Committee.

## ATTACHMENTS

Nil

## **11 DISCUSSION OF LATE ITEMS**

**12 PUBLIC EXCLUDED SESSION****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATIONS**

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

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>12.1 - Public Excluded Minutes of the Strategy, Finance and Risk Committee meeting held on 1 November 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)(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)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	s48(1)(a) - 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 - Cyber Security Update - 2021 Q3</b>	s7(2)(c)(ii) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	s48(1)(a) - 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 - Supplementary Legal Issues Report</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)(c)(ii) - The withholding of the information</p>	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure

	<p>is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(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>of information for which good reason for withholding would exist under section 6 or section 7</p>
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## 13 CLOSING KARAKIA