



MINUTES

**Strategy, Finance and Risk Committee
Meeting**

Monday, 12 September 2022

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**MINUTES OF TAURANGA CITY COUNCIL
STRATEGY, FINANCE AND RISK COMMITTEE MEETING
HELD AT THE BAY OF PLENTY REGIONAL COUNCIL CHAMBERS, REGIONAL HOUSE,
1 ELIZABETH STREET, TAURANGA
ON MONDAY, 12 SEPTEMBER 2022 AT 9.30AM**

PRESENT: Dr Wayne Beilby (Acting Chairperson), 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 (Chief Financial Officer), Christine Jones (General Manager: Strategy, Growth & Governance), Alastair McNeill (General Manager: Corporate Services), Gareth Wallis (General Manager: City Development & Partnerships), Anne Blakeway (Manager: City Partnerships), Carlo Ellis (Manager: Strategic Māori Engagement), Kendyl Sullivan (City Partnerships Specialist), Sharon Herbst (Policy Analyst), Jeremy Boase (Manager: Strategy & Corporate Planning), Anne Payne (Principal Strategic Advisor), Sandy Lee (Policy Analyst), Ruth Woodward (Team Leader: Policy); Sheree Covell (Treasury and Financial Compliance Manager), Ceilidh Dunphy (Community Relations Manager) Jolene Nelson (Team Leader: Corporate Planning), Andy Mead (Manager: City & Infrastructure Planning), Alistair Talbot (Team Leader: Structure Planning & Strategic Transport), Ayv Greenway (Team Leader: Growth Research & Analytics), Coral Hair (Manager: Democracy & Governance Services), Robyn Garrett (Team Leader: Governance Services), Sarah Drummond (Governance Advisor), Anahera Dinsdale (Governance Advisor),

EXTERNAL Mainstreets presenters: Claudia West - Mt Maunganui; Sally Cooke and Brian Berry - Downtown; Leah Sutton and Julia Maketlow - Papamoa

Acting Chair Dr Wayne Beilby acknowledged the passing of Queen Elizabeth II and the ascension to the throne of King Charles III.

A minute of silence was held in recognition of her late Majesty's long years of service.

1 OPENING KARAKIA

Commissioner Shadrach Rolleston opened the meeting with a karakia.

2 APOLOGIES

Apology

COMMITTEE RESOLUTION SFR9/22/1

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the apology for absence received from Cr Anne Tolley 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

Items 7.1 and 7.2 were moved together.

7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 1 August 2022 and 15 August 2022

COMMITTEE RESOLUTION SFR9/22/2

Moved: Commissioner Bill Wasley

Seconded: Mr Bruce Robertson

That the minutes of the Strategy, Finance and Risk Committee meetings held on 1 August 2022 and 15 August 2022 be confirmed as true and correct.

CARRIED

8 DECLARATION OF CONFLICTS OF INTEREST

Nil

9 BUSINESS

9.1 Mainstreets' Monitoring Reports for the period to 30 June 2022

Staff Kendyl Sullivan, City Partnerships Specialist

External Mainstreets Presenters:

Claudia West, Mt Maunganui Mainstreet

Sally Cooke and Brian Berry, Downtown Mainstreet

Leah Sutton and Julia Maketlow, Papamoa Mainstreet

Mt Maunganui Mainstreet

Ms West presented to the committee and provided an overview of recent events and work that had occurred. These included:

- Jazz Fest – last held in Mt Maunganui ten years ago, there was a large turnout equivalent to a summer's day trade; Matariki at the campground event.
- Mainstreet was looking forward to the cultural connections event and had reached out to Multicultural Tauranga for planned events.
- Outdoor movies had gained popularity and had added vibrancy.

- Micro activations showed they had provided a good return on investment.
- The Annual Plan had been converted to a project plan and results would be reported back in six months.
- Four promotional videos had been launched with the new website.
- Member attendance had fluctuated. Walkabouts and other contact had been completed along with a member onboarding pack to explain how and what the association did.
- Financial expectations were on target or, due to the pandemic, tracking only slightly below forecast.
- Ongoing concerns were street safety, the need for more CCTV and better lighting in laneways and pedestrian areas.
- Road markings had been repainted since a recent accident at the Banks Ave roundabout.
- Mainstreet was looking forward to completing the Strategic Plan, filled board positions and the return of cruise ships.
- Acknowledgement was made of Ms Sullivan's work since she had started at Tauranga City Council, and her professionalism, enthusiasm, diligence and advocacy for the Mainstreet associations was noted.

Discussion

- Night patrols had been instigated and the removal and occurrence of graffiti had improved.
- Contact had been made with the local police to help with street safety.
- Mainstreet had worked well with the resources available.
- The committee thanked Mount Mainstreet for their report and congratulated the team for the remarkable turnaround they had created.

Downtown Mainstreet

Mr Brian Berry and Ms Sally Cooke provided a presentation and update on current and ongoing events and issues in the Downtown area. These included:

- A small cash surplus had been generated mainly due to restrictions from the pandemic. This was carried forward and would allow Downtown to deliver more in the new financial year.
- The "Rediscover your city" was noted as a successful and well received campaign.
- The Downtown Board had turned its focus to an 'end game' and were working with the local police on safety and security in the downtown area, and with Tauranga City Council Central City Refresh team in the development and building of a new and vibrant city centre.
- Ms Cooke provided a more detailed overview of the Central City refresh programme, the opportunities to provide curated and packaged content that used a public lens.
- The challenge was for the public to rediscover what was already here and what was coming. This would require a change in perceptions. To this end Downtown had partnered with a number of publications and was also engaging influencers to change perception.
- The recent school holiday programme was a sold-out event.
- Due to the diverse audience reached, digital channels provided increased recognition.
- Downtown also noted the support and work completed by Ms Sullivan.

Discussion

- The ongoing lack of foot traffic was still a major disruption to the central city; road works and building and demolition added to this.
- Downtown was partnering with the Central City Refresh which would provide hard data to work from. It was anticipated this data analysis would be provided to the committee following the Christmas New Year period.
- The Santa parade would be held again this year.

Papamoa Mainstreet

Ms Sutton and Ms Maketlow introduced themselves as the new Chair and Deputy Chair of the Papamoa Mainstreet board and provided a brief update on activities.

Key points

- The Committee would like to receive any metrics the associations could provide, particularly, if possible, anonymised data on turn over and data on foot traffic statistics.
- A six-monthly survey to association members including questions on needs being met, metrics on vacancy rates and lease turnover, walking numbers and financial reports was suggested.
- It was understood that financials in the form of sales data were not available, but the associations had looked at dashboards solutions that showed more market trends.
- Provided thanks to all the Mainstreets for the work they did and their commitment to support and connect with the communities they worked with.

COMMITTEE RESOLUTION SFR9/22/3

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- a) Receives the Mainstreets' Monitoring Report for the period to 30 June 2022.
- b) Receives the Greerton Village Community Association Report to 30 June 2022 and Annual Plan for 2022/23.
- c) Receives the Mount Business Association Report to 30 June 2022 and Annual Plan for 2022/23.
- d) Receives the Mainstreet Tauranga Report to 30 June 2022 and Annual Plan for 2022/23.
- e) Receives the Papamoa Unlimited Report to 30 June 2022 and Annual Plan for 2022/23.

CARRIED

Attachments

- 1 Presentation from Mainstreet Tauranga
- 2 Presentation from Papamoa Unlimited
- 3 Presentation from Mount Business Association

9.2 Deliberations on Easter Sunday Shop Trading Policy

Staff Sharon Herbst, Policy Analyst

Key points

- Staff provided a short overview of the proposed policy and noted that there were no significant changes.

In response to questions

- The current policy aligned with other territorial authorities. Tauranga City Council was the 'first cab off the rank' to complete a review and hearing process for the policy.
- There was a private members bill before parliament regarding Easter Trading but this was not yet through the parliamentary process.
- Of 67 territorial authorities that had a policy, 42 allowed trading and 23 did not.

COMMITTEE RESOLUTION SFR9/22/4

Moved: Commissioner Bill Wasley

Seconded: Mr Bruce Robertson

That the Strategy, Finance and Risk Committee:

- (a) In relation to the key deliberation matters that arose from feedback during the consultation period:
 - (i) Agree to continue with the current policy, to allow trading in all of Tauranga on Easter Sunday and include a minor change to show support for events and markets held on Easter Sunday and clarify that 'shops' also include markets.
 - (ii) Amend the draft Easter Sunday Shop Trading Policy to include as an appendix a map of the Tauranga City area.
 - (iii) Does not advocate to Central Government to review the Shop Trading Hours Act
 - (iv) Does not advocate to Central Government to review the Sale and Supply of Alcohol Act to allow unrestricted sale and supply of alcohol on Easter Sunday.
- (b) Recommend to Council to adopt the proposed Easter Sunday Shop Trading Policy included as **Attachment 1** in this report.

CARRIED

9.3 Refreshed outline plan of Committee's upcoming work programme

Staff Jeremy Boase, Manager: Strategy & Corporate Planning

Key points

- The report was an update and information report which followed on from previous reports.
- Noted that each line item was a project, and that some moved faster and some slower.

In response to questions

- It was anticipated that any hearings for the Action and Investment Plans would be held prior to the Annual Plan in March 2023. Most efficient process and timing was considered to be setting aside two to three days of hearings to allow submitters on multiple plans to attend once, and the committee to make the best use of time.
- More information would be provided by the Urban Design Panel once they had been appointed.
- Mount Manganui Spatial Plan: scope work had commenced and had been split into two phases as the work saw six to seven workstreams come together in a package.
- Growth management and the reports completed above to be provided to Smart Growth.

COMMITTEE RESOLUTION SFR9/22/5

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

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

CARRIED

9.4 Strategic framework refresh - Action and Investment Plans update

Staff Anne Payne, Principal Strategic Advisor
Jeremy Boase, Manager: Strategy & Corporate Planning

Key points

- The report was designed to tie in with the work programme update and outlined the next steps and formal process regarding the Actions and Investment Plans.
- Further reporting would provide smaller updates in a summary form. The three consultation documents would stay in draft format until the actions and investment plan hearings were completed.
- Framework would be reported to the Committee before moving to Council but this would not be prior to Christmas.

In response to questions

- The committee confirmed that these would be completed in time to feed into the next Long Term Plan process and that some items would be included in the 2023 Annual Plan.
- The plan was designed to spread the workload, particularly on key stakeholders, to reduce the risk of not achieving timeframes.

Discussion points raised

- Noted the importance of communication of a joined story regarding how the plans sit and what they would achieve for the City.

COMMITTEE RESOLUTION SFR9/22/6

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Strategic framework refresh - Action and Investment Plans update".

CARRIED

9.5 Revocation of Policies

Staff Sandy Lee, Policy Analyst
Ruth Woodward, Team Leader: Policy

Key points

- Provided an overview of policies that were no longer relevant, out of date or overtaken by other legislation.
- All policies were checked by subject matter experts.

In response to questions

- Clarification was sought on paragraph 6 in relation to the current three sister city relationships.
- Current burial policy and bylaw allowed for the time constraints of Muslim burials with an area already established in the cemetery. There would not be a replacement policy as new legislation now covered requirements.

COMMITTEE RESOLUTION SFR9/22/7

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Revokes the Elder Housing Tenant Eligibility Policy 2007
- (b) Revokes the Stewart Trust and Carruthers Trust Funds Policy 2013
- (c) Revokes the Community Partnerships – Relationships – Other Cities Policy
- (d) Revokes the Fluoridation Policy 1992
- (e) Revokes the Exclusive Burial Areas in Council Cemeteries Policy 2010

CARRIED

At 11.02am the meeting adjourned.

At 11.20am the meeting reconvened.

9.6 Draft Annual Report

Staff Paul Davidson, Chief Financial Officer
Sheree Covell, Treasury and Financial Compliance Manager
Kathryn Sharplin, Manager: Finance
Jolene Nelson, Team Leader: Corporate Planning

Key points

- The Chief Financial Officer provided a brief overview noting the ongoing and changing nature of the process. Adoption of the Annual Report was planned for December.
- Noted did not include a consolidated report at this point so some areas such as council-controlled organisations, equity statements and revaluations were not included.
- There was an operating surplus from interest rate management; \$700,000 of the surplus would be retained in a reserve which could be used to balance any adverse effects going into the future.
- Waters revaluation could put pressure on timeframes and could result in a modified opinion if unable to be completed in time due to resourcing constraints.
- Majority of surplus reflected work that had not been completed in the current financial year and would be carried forward into the coming year.

In response to questions

- Waters revaluation was required. Council operated a three yearly revaluation cycle; additionally, revaluation was required if there had been a material (more than 10%) change; this was the case with the waters revaluation due to the movement in markets and prices.
- Staff noted that there was a lack of auditors and valuers to complete work NZ-wide, which created delays in response and receiving required information.
- In-cycle revaluation was of roading and marine; and waters revaluation was subject to resourcing.
- Noted that the “Highlights, opportunities and challenges” section in the report was useful.
- Noted that there should be a larger Māori component in the ‘snapshot of the city’ section of the report, to better reflect and represent the role of tangata whenua in the city. Māori names used in the draft report to be checked for accuracy.
- Question around assurance of water quality and provision of safe drinking water; not raised by the auditors at this stage.

COMMITTEE RESOLUTION SFR9/22/8

Moved: Commissioner Stephen Selwood

Seconded: Mr Bruce Robertson

That the Strategy, Finance and Risk Committee:

- (a) Receives the Report – Tauranga City Council Draft unaudited Annual Report 2021/22
 - (i) Agrees the proposed presentation of the annual report including the year in review
 - (ii) Agrees that the interest rate variance is transferred to a contingency reserve to assist in managing variability in interest rates over the next few years.
 - (iii) Notes that there is a risk that a waters revaluation will delay the adoption of the 2021/22 Annual Report or result in a modified audit opinion.

CARRIED

Attachments

- 1 Draft Financial Statements

9.7 Long-term Plan 2021-31 actions tracker

Staff Jolene Nelson, Team Leader: Corporate Planning

Key points

- There were 120 actions, 63 from the Long-term Plan, of which 33 had commenced.

In response to questions

- Noted the lack of timeframes in the report which made it difficult to see progress despite the large amount of work commenced.
- Staff would add a target completion date to the February report that also included a risk traffic light.

COMMITTEE RESOLUTION SFR9/22/9

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

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**.

CARRIED

9.8 Annual Residents' Survey 2021/22

Staff Jolene Nelson, Team Leader: Corporate Planning
Ceilidh Dunphy, Community Relations Manager.

Key points

- The report provided a “feeling” of where TCC was at.
- Presented by letter from a sample of the electoral roll and could be completed online.
- Looking for new ways to source views to make sure full information was being gained from the community regarding how they felt about council services. Currently a very long survey that was not fit for purpose or user friendly.

- Staff were exploring other options such as a new customers relationship management system or use of a citizens panel; would be a mix and match approach to information gathering.
- Attitude change would take a long time to reflect in data.

Discussion points raised

- Satisfaction measures were required through the Annual Plan process so reporting would be retained.
- While the report was cumbersome to achieve, it provided a great deal of detail and was insightful.
- Underpinned the commitment made by the Commission to deliver on plans and accountability; showed a slow start to changing perceptions.

COMMITTEE RESOLUTION SFR9/22/10

Moved: Commissioner Stephen Selwood

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Annual Residents' Survey 2021/22".
- (b) Endorses the staff exploring other options to gain more meaningful insights into community sentiment and satisfaction of council services, including consideration of an online citizen panel and bespoke activity surveys.

CARRIED

9.9 Growth & Land Use Projects Progress Report - September 2022

Staff Andy Mead, Manager: City & Infrastructure Planning
Alistair Talbot, Team Leader: Structure Planning & Strategic Transport

Key points

- Plan change 33 was notified and covered town centre medium density and applied greater height allowance and tolerance to shading.
- There could be significant cultural and landscape issues and staff expected submissions to be extensive.
- The Western Corridor and Tauriko West had seen significant process with development like the proposed Kainga Ora development.
- Staff would be reporting back later this year regarding Resource Management Act, notification and plan change processes.
- Grant funding for the Tauriko enabling works, transport and water was applied for.

In response to questions

- The committee commended the team for their reporting and would like to see the same level of reporting for upcoming transport projects.
- Emissions reduction would be reported back to the committee once guidance from central government had been received.
- It was envisaged that the same consultant for emissions would be kept for other work to allow consistency.
- Further monitoring and historical data related to Māori land would be reported back to the committee.
- The next update report would provide that data and other information requested, along with sub-regional data on water that would be available at that time.

COMMITTEE RESOLUTION SFR9/22/11

Moved: Commissioner Stephen Selwood
Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the Growth and Land Use Projects Progress Report – September 2022.

CARRIED

9.10 Housing Sufficiency and Affordability, Tauranga City

Staff Andy Mead, Manager: City & Infrastructure Planning
Ayv Greenway, Team Leader: Growth Research & Analytics

Key points

- Staff provided a handout that contained the most up to date figures available.
- Background and factors were provided on why the shortage of housing had occurred.
- Noted that there was negative population growth in the Auckland area and yet building houses at pace continued.

In response to questions and discussion

- Reporting underpinned and confirmed issues faced in the city.
- Good to receive the analysis and be able to move forward with more understanding.
- Discussions would be planned on the affordability gap.
- Greenfields development required developers to release land; the committee would like to be made aware of any issues that might be preventing this happening.
- Figures needed to be collected and data provided on how unaffordability affected Māori and the option of papakainga housing. Lack of infrastructure and capital funding were known restrictions; noted a possible lack of alignment coming from central government.
- Needed to be a focus on solutions.

COMMITTEE RESOLUTION SFR9/22/12

Moved: Commissioner Stephen Selwood
Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- a. Receives the report “Housing Sufficiency and Affordability, Tauranga City”
- b. Receives the memorandum titled “Tauranga Land Supply, Update Overview” by Veros (**Attachment 1**)
- c. Receives the report titled “Impact of a housing shortage, An update of effects on Tauranga City” by the NZ Institute of Economic Research (NZIER) (**Attachment 2**)
- d. Notes the estimated shortfall in housing provision in the short to medium term (next 10 years), its potential economic impact, and its potential broad implications for the Council and our community.
- e. Notes the urgency of addressing these matters in partnership with the other SmartGrowth Partners and the Government by enabling new residential development capacity in the City and broader Western Bay sub-region as quickly as possible.

CARRIED

Attachments

- 1 Updated tables - housing sufficiency

10 DISCUSSION OF LATE ITEMS

Nil

11 PUBLIC EXCLUDED SESSION

Resolution to exclude the public

COMMITTEE RESOLUTION SFR9/22/13

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

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
<p>11.1 - Public Excluded Minutes of the Strategy, Finance and Risk Committee meeting held on 1 August 2022</p>	<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 persons</p> <p>s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(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)(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>

	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	
11.2 - Cybersecurity Update - 2022 Q1-Q2	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

CARRIED

12 CLOSING KARAKIA

Commissioner Shadrach Rolleston closed the meeting with a karakia.

Resolutions transferred into the open section of the meeting after discussion

Nil

The meeting closed at 12.56pm.

The minutes of this meeting were confirmed as a true and correct record at the Strategy, Finance and Risk Committee meeting held on 3 October 2022.

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CHAIRPERSON