



AGENDA

Strategy, Finance and Risk Committee meeting Monday, 27 March 2023

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

Date: Monday, 27 March 2023

Time: 9.30am

**Location: Bay of Plenty Regional Council Chambers
Regional House
1 Elizabeth 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.

**Marty Grenfell
Chief Executive**

Terms of reference – Strategy, Finance & Risk Committee

Membership

Chairperson	Commission Chair Anne Tolley
Deputy chairperson	Dr Wayne Beilby – Tangata Whenua representative
Members	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
Quorum	Five (5) members must be physically present, and at least three (3) commissioners and two (2) externally appointed members must be present.
Meeting frequency	Six weekly

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, 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.

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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**

7 CONFIRMATION OF MINUTES

7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 13 February 2023

File Number: A14490942

Author: Anahera Dinsdale, Governance Advisor

Authoriser: Robyn Garrett, Team Leader: Governance Services

RECOMMENDATIONS

That the Minutes of the Strategy, Finance and Risk Committee meeting held on 13 February 2023 be confirmed as a true and correct record.

ATTACHMENTS

- 1. Minutes of the Strategy, Finance and Risk Committee meeting held on 13 February 2023**



MINUTES

**Strategy, Finance and Risk Committee
meeting**

Monday, 13 February 2023

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Unconfirmed

MINUTES OF TAURANGA CITY COUNCIL
STRATEGY, FINANCE AND RISK COMMITTEE MEETING
HELD AT THE BOP REGIONAL COUNCIL CHAMBERS, REGIONAL HOUSE, 1 ELIZABETH
STREET, TAURANGA
ON MONDAY, 13 FEBRUARY 2023 AT 9.30AM

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

IN ATTENDANCE: Marty Grenfell (Chief Executive), Paul Davidson (Chief Financial Officer), Nic Johansson (General Manager: Infrastructure), Christine Jones (General Manager: Strategy, Growth & Governance), Alastair McNeill (General Manager: Corporate Services), Sarah Omundsen (General Manager: Regulatory and Compliance), Gareth Wallis (General Manager: City Development & Partnerships), Marin Gabric (Senior Financial Accountant (Compliance & External Reporting)), Tracey Hughes (Financial Insights & Reporting Manager), Stephanie Keller-Busque (Circular Economy & WMMP Lead), Coral Hair (Manager: Democracy & Governance Services), Robyn Garrett (Team Leader: Governance Services), Sarah Drummond (Governance Advisor), Anahera Dinsdale (Governance Advisor), Sandy Lee (Policy Analyst), Richard Butler (Community Partnerships Funding Specialist), Dianne Bussey (Contractor – Three Water Reforms), Chris Quest (Team Leader: Risk), Heather Burden (Risk Advisor)

Anton Labuschagne and Leon Pieterse (Audit NZ)

1 OPENING KARAKIA

Commissioner Shadrach Rolleston opened the meeting with a karakia.

2 APOLOGIES

COMMITTEE RESOLUTION SFR1/23/1

Moved: Commissioner Bill Wasley

Seconded: Ms Rohario Murray

That apologies from Dr Wayne Beilby for absence and Mr Bruce Robertson for a short absence then return to meeting be received and accepted.

CARRIED

3 PUBLIC FORUM

Nil

4 ACCEPTANCE OF LATE ITEMS

Nil

5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN

COMMITTEE RESOLUTION SFR1/23/2

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That item 11.2 Public excluded business – Re-purposing the City Centre Development Incentive Fund - be transferred into open.

CARRIED

6 CHANGE TO ORDER OF BUSINESS

Nil

7 CONFIRMATION OF MINUTES

7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 5 December 2022

COMMITTEE RESOLUTION SFR1/23/3

Moved: Commissioner Bill Wasley

Seconded: Ms Rohario Murray

That the Minutes of the Strategy, Finance and Risk Committee meeting held on 5 December 2022 be confirmed as a true and correct record

CARRIED

7.2 Minutes of the Strategy, Finance and Risk Committee meeting held on 17 November 2022

COMMITTEE RESOLUTION SFR1/23/4

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That the Minutes of the Strategy, Finance and Risk Committee meeting held on 17 November 2022 be confirmed as a true and correct record.

CARRIED

8 DECLARATION OF CONFLICTS OF INTEREST

Ms Rohario Murray declared a conflict of interest in relation to matters regarding the Resource Management Act, and that she was a member of the Trust referred to in item 9.3.

9 BUSINESS

9.1 Audit New Zealand Report on the audit of Tauranga City Council for the year ended 30 June 2022.

Staff Christine Jones, General Manager: Strategy & Growth
Marin Gabric, Senior Financial Accountant (Compliance and External Reporting)

External Anton Labuschagne and Leon Pieterse (Audit NZ)

Key points

- Audit NZ provided feedback that Tauranga City Council was well prepared, and had committed staff who provided timely and accurate work.
- Audit NZ was in general happy with the internal controls and noted that recommended minor improvements had been made. The open work queue had continued to have items closed and many were in process of being closed or completed.
- The areas of focus on revaluation and on uplift accounting were well covered and timely accurate work.
- The consolidation of journals was well done and no areas of management oversight showed any evidence of fraud.

In response to questions

- Staff to provide the Committee with a six-monthly progress update tracking closed line items.
- The Committee endorsed previous positive comments on reporting and accuracy.
- The Committee sought clarification from staff that they were in agreement on the recommendation of page 81 of the agenda, that pay roll master files were an area that would be a more significant project in future; staff confirmed that was the intention, moving forward.
- There would be further work on the master rolls and, should the project be a large venture, Audit would work with council to make sure vesting numbers were correct.
- The Committee noted their thanks to staff and Audit for the work completing the report.

COMMITTEE RESOLUTION SFR1/23/5

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Audit New Zealand Report on the audit of Tauranga City Council for the year ended 30 June 2022."

CARRIED

9.2 Second Quarter Financial and Non-Financial Monitoring report to 31 December 2022

Staff Christine Jones, General Manager: Strategy & Growth
Tracey Hughes, Financial Insights & Reporting Manager
Josh Logan, Team Leader: Corporate Planning

Discussion points raised

- Large issues, including cost increases, staff retention and project management, were considered and looked into in the report and it was noted that these affected year end forecasts and had the potential for large flow on effects.
- The Committee sought to hold a workshop regarding internal KPIs, accounting treatments,

- previous forecasts and whether these had a large impact on the current capital programme.
- The Committee saw this as a chance for robust discussions on issues such as implications of cost being carried forward.
- Noted the indicative timeframe for the uplift of Ministry For the Environment funding for Tauriko West.
- The Committee sought further staff commentary around the previous residents' survey to provide an understanding of what good looked like and to identify actions moving forward and how this was reflected in the narrative of the report.

COMMITTEE RESOLUTION SFR1/23/6

Moved: Mr Bruce Robertson

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- (a) Leaves the report "Second Quarter Financial and Non-Financial Monitoring report to 31 December 2022" to lie on the table until the next Committee meeting, with the report content to be workshopped with Committee members.
- (b) Notes that accounting treatment requires preliminary costs of Te Manawataki o Te Papa to be expensed in the current financial year.
- (c) Recommends to Council to loan fund in 2022/23 the expenditure for the Te Manawataki o Te Papa project that is unable to be capitalised, to be repaid over 10 years.

CARRIED

9.3 Community Funding Policy Review - Issues & Options Report

Staff Sandy Lee, Policy Analyst
Richard Butler, Community Partnerships Funding Specialist

Key points

- The Committee, while noting that they did not intend to be overly prescriptive, wanted to make the best and widest distribution of funding based on their understanding of how this funding was determined.
- The Elms should have a level of service agreement as with "the neighbourhood report" which set standards for the surrounding area.
- The Committee appreciated the detail of the report and would advise staff any other areas such as sport and recreation that they would like to receive information on.
- The Committee would provide information to staff on partnerships they wished to receive updates and information on, including ownership, delivery and possible advisory roles council could play.
- Staff would provide further feedback to the Committee on risk factors around agreements with Māori providers and non-legally bound or other umbrella groups, and what advice Council could provide to them.
- The wording of the resolution was amended to read 'strategic priorities' in resolution (vii).

COMMITTEE RESOLUTION SFR1/23/7

Moved: Commissioner Bill Wasley

Seconded: Ms Rohario Murray

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Community Funding Policy Review - Issues & Options Report".

(b) Provides the following direction for the purpose of revising the current policy:

Issue 1: More Balanced Funding Across the Sectors

(i) Agree to identify priorities for community grant funding that help balance council's support of different sectors.

Issue 2: Robust Accountability for All Community Funding Streams

(ii) Agree to requiring all forms of community funding to have formal agreements in place with specific accountability, reporting and monitoring requirements commensurate with the value of the funding received.

Issue 3: Clarity and Consistency in Community Organisations' Eligibility for Multiple Sources of Council Funding

(iii) Agree to make explicit that decisions on community grant funding applications will take into consideration any other funding (in-kind and cash) the applicant has received in the last financial year, or currently, and that preference will be given to those who do not already receive some other form of support from council.

(iv) Agree to specifying that any community organisation can only receive one type of community grant (excluding the Development Match Fund Grant) from council for a specific project and/or initiative.

Issue 4: Size and Structure of the Community Grants

(v) Agree to increase the Match Fund Small Grant to \$5,000 max., remove the Match Fund Medium Grant and incorporate the remaining value into the Community Grant Fund (from \$10,001 min. to \$5,001 min.) with the details provided in Table 4, option 4a.

Issue 5: Options to Clarify the Purpose of Partnership Agreements

(vi) Agree to separate partnership agreement funding into two distinct funds: 'Partnership Agreements' and 'Multi-Year Funding' as per the details provided in Table 5, option 5a.

Issue 6: Options for More Specific Purpose and Priorities for Community Funding

(vii) Agree to align the purpose of community funding with the approved strategic vision and the strategic priorities within the approved Action and Investment Plans.

Issue 7: Legal Status Requirement Limiting Kaupapa Māori Groups

(viii) Agree to keeping the status quo, requiring Kaupapa Māori groups without legal status to work with other entities so they provide a legal umbrella for them when making funding applications.

Issue 8: Inconsistent Community Funding Boundaries

- (ix) Agree to include exceptions to the boundary restrictions only for community-led projects that are located on TCC co-managed and/or co-owned sites that are outside TCC boundaries.

CARRIED

Mr Bruce Robertson left the meeting at 10.31am

9.4 Q2 Report 2022/23 LGOIMA and Privacy Requests

Staff Christine Jones, General Manager: Strategy, Growth and Governance
Coral Hair, (Manager: Democracy & Governance Services),

Key points

- The report was taken as read.

COMMITTEE RESOLUTION SFR1/23/8

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report Q2 2022/23 LGOIMA and Privacy Requests.

CARRIED**9.5 Local Alcohol Policy Review**

Staff Sarah Omundsen, General Manager: Regulatory and Compliance

Key points

- Staff provided a brief introduction that noted the recommendation to delay further work until legislation had been passed by central government. A correction was noted that paragraph 5 at point 4 should read *do not support*.

Discussion points raised

- The Committee noted the correction and supported the recommendation.

COMMITTEE RESOLUTION SFR1/23/9

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Local Alcohol Policy Review".
- (b) Approve delaying decisions on the revised Local Alcohol Policy until the Sale and Supply of Alcohol (Community Participation) Amendment Act comes into force.

CARRIED

9.6 Three Waters Reform Update

Staff Nic Johansson, General Manager: Infrastructure Services
Steve Burton, Interface Lead: Three Waters Transition

Key points

- There were two work streams under submission. The Committee noted the work required on staff transition and retention, and that the general public was not aware of how far legislation had progressed.
- The Committee acknowledged staff for the work already underway.
- Staff retention and opportunities were of concern to both the Committee and executive leadership.
- The cost of Council's asset base and how Entity B would ultimately be run were of concern, with Three Waters legislative reform far more advanced than was realised by the general public. There was uncertainty within local government on how the transition would be run.
- Te Rangapū and wider iwi groups were appreciative that consultation was underway, wide ranging and giving a voice in the transition.

COMMITTEE RESOLUTION SFR1/23/10

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Three Waters Reform Update".
- (b) Endorses the Three Waters Project Team to continue with the next steps as documented.

CARRIED

9.7 2022 - 2028 Waste Management and Minimisation Plan - Action Plan Progress Report

Staff Nic Johansson, General Manager: Infrastructure Services
Stephanie Keller-Busque, Circular Economy & WMMP Lead
Dan Smith, Manager: Sustainability and Waste

Key points

- Staff provided the Committee with an overview update on projects in progress and future work as per the action plan.

In response to questions

- Staff would include information on business-as-usual vs uptake, bin size reduction, better collection over the holiday period and what current statistics provided information. Information from around the region on household vs commercial waste stream sizes, and work programmes from other territorial authorities and where these could benefit from cooperation would be useful.

COMMITTEE RESOLUTION SFR1/23/11

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "2022 - 2028 Waste Management and Minimisation Plan - Action Plan Progress Report".

CARRIED

9.8 2022 Q2 Oct-Dec Health and Safety Report

Staff Alastair McNeil, General Manager: Corporate Services
Darren West, Team Leader: Health, Safety & Wellbeing

Discussion points raised

- Staff provided the Committee an overview of the report noting that the incident at Fergusson Park on New Year's Eve was under investigation by both Worksafe and Tauranga City Council.
- While accident and incident reported data trends continued downwards from October 2022, a programme of upskilling and work safety and risk awareness was being rolled out to contractors.
- This would also flow through to providing more information and guidance at an executive and committee level. Anti-social behaviour at libraries and other council community facilities was noted as increasing and the reasons for this increase were being investigated. These issues had existed at past facilities, particularly libraries, and a balance was needed to be welcoming for our community yet providing a safe environment for staff. The development of Te Manawataki o Te Papa would consider this and other security issues in its design.
- A recent example of success was the installation at the pound of a grated window to allow staff to feel more secure when dealing with the public in fraught or potentially dangerous situations. The window had not received negative feedback from the public or increased tensions.

COMMITTEE RESOLUTION SFR1/23/12

Moved: Commissioner Bill Wasley

Seconded: Ms Rohario Murray

That the Strategy, Finance and Risk Committee:

- (a) Receives the 2022 Q2 Oct-Dec Health and Safety Report.
- (b) Receives the 2022 Q2 Mental Health and Wellbeing Report

CARRIED

9.9 Risk Management Policy

Staff Alastair McNeil, General Manager: Corporate Services
Chris Quest, Team Leader: Risk
Heather Burden, Risk Advisor

Key points

- The report was taken as read.

COMMITTEE RESOLUTION SFR1/23/13

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Risk Management Policy".
- (b) Note changes made to the Risk Management Policy post discussion with the Committee as indicated in **Attachment 1**.

CARRIED

11.2 Re-purposing the City Centre Development Incentive Fund

Staff Gareth Wallis, General Manager: Central City Development
Nick Chester, Principal Strategic Advisor

Key points

- Staff provided a brief summary of the report noting that the aim was to allow broader use of existing funding and that staff would bring a full report to a Council meeting in the near future. The purpose was to provide more flexibility for use of the fund around existing and critical projects to maintain current impetus in the city. Provision of student accommodation would still be a focus.
- The importance of partnering with Downtown Tauranga was noted.

COMMITTEE RESOLUTION SFR1/23/14

Moved: Commissioner Bill Wasley

Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Re-purposing the City Centre Development Incentive Fund".
- (b) Endorses broadening the scope of the City Centre Development Incentive Fund to enable a wider range of initiatives that will support the ongoing growth and development of the city centre.
- (c) Notes staff will update the framework for the City Centre Development Incentive Fund and report back to Council for final approval.

CARRIED

10 DISCUSSION OF LATE ITEMS

Nil

11 PUBLIC EXCLUDED SESSION

Resolution to exclude the public

COMMITTEE RESOLUTION SFR1/23/15

Moved: Ms Rohario Murray

Seconded: Commissioner Bill Wasley

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Update on Reserves Projects Funded from Collected Development Contributions	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege	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
11.2 - Re-purposing the City Centre Development Incentive Fund	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege	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
11.3 - Internal Audit & Assurance - Quarterly Update	s6(b) - The making available of the information would be likely to endanger the safety of any person s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(d) - The withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege 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	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>11.4 - Corporate Risk Register - Quarterly Update</p>	<p>s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<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>
<p>11.5 - Public Excluded Minutes of the Strategy, Finance and Risk Committee meeting held on 5 December 2022</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>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>
<p>11.6 - Public Excluded Minutes of the Strategy, Finance and Risk Committee meeting held on 17 November 2022</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>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

At 11.23am the meeting adjourned.

12 CLOSING KARAKIA

Commissioner Shadrach Rolleston closed the meeting with a karakia.

Resolutions transferred into the open section of the meeting after discussion

Item 11.2 was transferred and heard in the open meeting and items 11.3 and 11.4 were transferred to the open after discussion.

11.3 Internal Audit & Assurance - Quarterly Update

COMMITTEE RESOLUTION SFR1/23/17

Moved: Mr Bruce Robertson

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- a) Receives the Audit & Assurance quarterly update report.
- b) Approves the Audit & Assurance plan for the next 3 years.
- c) Transfers this report to open at the conclusion of this meeting.

11.4 Corporate Risk Register - Quarterly Update

COMMITTEE RESOLUTION SFR1/23/18

Moved: Mr Bruce Robertson

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- (a) Receives the Corporate Risk Register - Quarterly Update report.
- (b) Transfers this report and attachments to open at the conclusion of this meeting.

The meeting closed at 12.16pm.

The minutes of this meeting were confirmed as a true and correct record at the Strategy, Finance and Risk Committee meeting held on 27 March 2023.

.....
CHAIRPERSON

8 DECLARATION OF CONFLICTS OF INTEREST

9 BUSINESS

9.1 Western Bay of Plenty International Strategy 2023-2025

File Number: A14251021

Author: Lisa Gilmour, City Partnership Specialist

Authoriser: Gareth Wallis, General Manager: City Development & Partnerships

PURPOSE OF THE REPORT

1. To provide an update from Priority One on the Western Bay of Plenty international strategy activity, as well as an updated strategy framework for 2023 to 2025.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the “Western Bay of Plenty International Strategy 2023-2025” report.
- (b) Endorses the updated Western Bay of Plenty International Strategy 2023-2025 (Attachment 1).

EXECUTIVE SUMMARY

2. Priority One is the Western Bay of Plenty’s economic development organisation, established in 2001 by the business community in partnership with the sub-region’s local authorities. Priority One’s role is to grow the economy of the region. They work with local authorities to ensure local government, and business needs and aspirations are aligned.
3. The Western Bay of Plenty International Strategy, administered by Priority One, helps underpin the sub-region’s sustainable prosperity by supporting a collaborative approach with respect to international relations and activity, whether this happens on- or off-shore.
4. This report and the updated strategy framework, provided at Attachment 1, set out the goals and actions by which the economic development agency works in partnership with councils and sub-regional agencies in supporting trade, investment, tourism, and skills attraction, as well as fostering civic and cultural relationships.
5. This report and the updated strategy framework have been provided by Priority One to Council as part of its role to ensure the economic development agency’s performance is consistent with Council’s partnership agreement with them.

BACKGROUND

6. The Western Bay of Plenty International Strategy was developed as one of New Zealand’s first place-based international strategies in 2015. The place-based approach supports an integrated sub-regional plan to further the region’s civic and economic goals through international activities that leverage migration categories, tourism, arts and investment activities, trade, and international education. The strategy provides a framework that helps coordinate, leverage and support partner agency activity, not to replace existing strategies of partner organisations.
7. The Western Bay of Plenty International Strategy is administered by our economic development agency, Priority One, with support from strategy partners, including:
 - Tauranga City Council
 - Western Bay of Plenty District Council

- Priority One
 - Tourism Bay of Plenty
 - Employers and Manufacturers Association (EMA)
 - Creative Bay of Plenty
 - Toi Kai Rawa
 - Immigration New Zealand (Ministry Business, Innovation and Employment)
 - Education Tauranga
8. A review and refresh of the Western Bay of Plenty International Strategy was undertaken in 2022 and the following two goals were added:
- (i) Strengthen and develop international connections to attract the best people, talent, and opportunities to Tauranga Moana
 - (ii) Enrich the social, cultural, economic, and environmental wellbeing of our people and communities through greater diversity, new ideas, and a sustainable economy.
9. In addition, the updated strategy:
- Recognises the mana whenua status of local Iwi/Māori and supports meaningful engagement between mana whenua and newcomers to the sub-region
 - Supports the identification and delivery of initiatives that increase targeted trade, investment, tourism, skilled people, and international students to the sub-region
 - Supports implementation of the Western Bay's Welcoming Communities Plan
 - Provides a framework for strategy partners to identify, communicate and monitor prioritised actions and outcomes within an international context.
10. Strategy actions, outlined in this report and in more detail in the framework provided at Attachment 1, are based around three themes:
- **People and talent attraction**
Lead agencies: Priority One, Tourism Bay of Plenty, Education Tauranga
 - The western Bay of Plenty needs to attract and retain skilled migrants, and international students, and support temporary flows of migrant workers in key regional industries, such as horticulture and aged care
 - High-value tourism plays an important role in supporting sustainable prosperity within the sub-region.
 - **Trade development and investment attraction**
Lead agencies: Priority One and EMA
 - Developing the export capability of local firms
 - Attracting targeted foreign direct investment to support high-value job creation, build a more diverse industry base, and grow business, governance, and export skills.
 - **International city partnerships**
Lead agencies: Tauranga City Council
 - Sister City and Friendly City arrangements – Tauranga City Council has three active international city partnerships. These relationships have a high degree of collaboration, including partnership activities amongst city agencies:
 - i) Sister City agreement with Yantai, China (established 1986)
 - ii) Sister City agreement with Hitachi, Japan (established 1987)
 - iii) Friendly City agreement with Ansan, South Korea (established 2014).
 - Industry City Partnerships – these involve city-to-city collaboration agreements in specific sectors

- Community Partnerships – generally, these community relationships do not require involvement from a city agency, and therefore sit outside the scope of this strategy.

11. Lead actions for Tauranga City Council in 2023:

Within the area of 'international city partnerships', TCC (supported by Priority One) are leading two initiatives in 2023. Both relate to this year being the 35th anniversary of our sister city relationship with Hitachi, Japan.

1. **Thursday 30th March (2-4pm at University of Waikato Tauranga Campus)** – an afternoon tea with invited local guests who have contributed to the sister city relationship over the last 35 years. Japan's Ambassador to New Zealand, Mr Koichi Ito, has confirmed his attendance.
2. **Early October** – Tauranga City delegation to Hitachi City and Tokyo. This is part of our three-yearly reciprocal visit programme (we were due to visit in April 2020, but unable to do so due to COVID-19). We intend to use this opportunity to strengthen Tauranga's reputation as a destination for international education, tourism and investment attraction.

STRATEGIC / STATUTORY CONTEXT

12. In terms of TCC's community outcomes that are in [Our Direction – Tauranga 2050](#), Council's partnership with Priority One in the Western Bay of Plenty International Strategy helps us deliver our community outcomes and contribute to a city that attracts and supports business and education, creating jobs, and a skilled workforce.
13. It also helps us be an inclusive city – one that celebrates our past, is connected in our present, and invested in our future, where people of all ages, beliefs, abilities and backgrounds are included and feel safe, connected, and healthy.
14. A successful economic development organisation, and TCC's partnership in the Western Bay of Plenty International Strategy, both play a key role in making a significant contribution to the social, economic, cultural, and environmental wellbeing of the region.
15. The Western Bay of Plenty International Strategy is aligned with the Western Bay of Plenty Welcoming Communities Plan, Priority One's Sustainable Economic Development Strategy, and Tourism Bay of Plenty's Te Hā Tāpoi Destination Management Strategy.

FINANCIAL CONSIDERATIONS

16. Financial implications for TCC of partnering in the Western Bay of Plenty International Strategy are relatively low, and will include hosting and visiting sister cities.
17. The Western Bay of Plenty International Strategy helps underpin the sub-region's sustainable prosperity by supporting a collaborative approach concerning international relations and activity, whether this happens on, or offshore.

LEGAL IMPLICATIONS / RISKS

18. The report meets the legislative requirements for the economic development agency to provide Council with an overview of performance.
19. An annual performance report will be completed by Priority One at the end of each calendar year and provided to Council.

CONSULTATION / ENGAGEMENT

20. No consultation or engagement is required or planned.

SIGNIFICANCE

21. 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.

22. 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; and
 - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
23. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance.

ENGAGEMENT

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

NEXT STEPS

25. Priority One will have an opportunity to present their Western Bay of Plenty International Strategy Report and answer any questions during the Strategy, Finance and Risk Committee's consideration of this paper on 27 March.
26. Next steps are outlined in paragraph 6, *Lead actions for Tauranga City Council in 2023*.

ATTACHMENTS

1. **Western Bay of Plenty International Strategy 2023-2025 - A14490286** [↓](#) 
2. **Update report P1 - Western Bay of Plenty international strategy - A14474366** [↓](#) 

Western Bay of Plenty International Strategy 2023-2025

Vision

Te pai me te whai rawa o Tauranga Moana ki ta ao.

The prosperity and splendour of Tauranga Moana to the world.



Goals

- Strengthen and develop international connections to attract the best people, talent, and opportunities to Tauranga Moana.
- Enrich the social, cultural, economic, and environmental wellbeing of our people and communities through greater diversity, new ideas and a sustainable economy.



Underlying Principles

- The Western Bay of Plenty International Strategy recognises the mana whenua status of local iwi.
- Strategy actions benefit both those who arrive in the Western Bay of Plenty and those who already live here.
- A collaborative sub-regional approach, with an emphasis on achieving positive outcomes across all four well-beings, will ensure we make the most of limited resources, and that the activities of individual organisations are effectively leveraged to maximise the benefit to our community.



Relevant Strategies

Western Bay of Plenty Welcoming Communities Plan



Priority One Sustainable Economic Development strategy



Tourism Bay of Plenty Te Hā Tāpoi Destination Management strategy



9.2 Mainstreets' Monitoring Reports for the period 1 July to 31 December 2022

File Number: A14392079

Author: Kendyl Sullivan, City Partnerships Specialist

Authoriser: Gareth Wallis, General Manager: City Development & Partnerships

PURPOSE OF THE REPORT

1. For mainstreet organisations to report to Council on their activities for the period 1 July to 31 December 2022, to highlight issues, to provide a financial update, and to outline plans for upcoming activities.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Mainstreets' Monitoring Reports for the period 1 July to 31 December 2022".
- (b) Receives the Mainstreet Tauranga Report to 31 December 2022
- (c) Receives the Papamoa Unlimited Report to 31 December 2022
- (d) Receives the Greerton Village Community Association Report to 31 December 2022
- (e) Receives the Mount Business Association Report to 31 December 2022

EXECUTIVE SUMMARY

2. Mainstreet organisations receive a targeted rate through Council.
3. As part of Council's agreement with the four mainstreet organisations, they are required to report every six months on activities achieved, activities planned, and any issues they want to bring to the attention of Council. They are expected to provide a financial update for each reporting period, and audited financials after the end of the financial year.
4. This report reflects the period 1 July 2022 to 31 December 2022.
5. A summary of performance, both financial and non-financial, is provided for Mainstreet Tauranga, Papamoa Unlimited, Greerton Village Community Association, and Mount Business Association.

BACKGROUND

6. There are agreements in place between Tauranga City Council (TCC) and the four mainstreet organisations for the delivery of services. The intent of the agreements is to the effect that:
 - (a) The mainstreet organisations will contribute to the achievement of a strong and vibrant city and town centres, by promoting the appeal of their respective areas to residents and visitors through events, promotions, and other means.
 - (b) That TCC will provide funding for these mainstreet services by way of a targeted rate on commercial property within each of the respective mainstreet business areas.
 - (c) The mainstreet organisations are incorporated societies and all business operators within their respective targeted rates areas are regarded by the mainstreet organisations as being their members.
 - (d) A summary of the mainstreet reports, including issues to present to Council, is provided at Attachment 1.

DISCUSSION

7. All four mainstreet organisations have successfully held their Annual General Meeting (AGM) during this reporting period, and audited financial accounts for the year ending 30 June 2022 have been received. Audited accounts and AGM minutes are available to view on the [Council website](#).
8. Papamoa Unlimited have requested an increase of \$10,000 to their targeted rate for the next financial year. The motion to request the increase from \$50,000 to \$60,000 was approved at their AGM and they are obtaining letters of support for the increased rate from targeted ratepayers, as this is a change from what was indicated/approved in the Long-term Plan.
9. Mount Business Association and Papamoa Unlimited have both expressed interest in the feasibility of a boundary expansion for their areas. Council staff are working with these organisations to undertake this process.
10. The profit and loss statement provided by Mainstreet Tauranga shows a net loss of \$22,795, which is taken out of reserves left over from previous years. They are operating within budget.
11. Financial statements from Papamoa Unlimited show a net loss of \$16,523 over the last six months. This was taken out of reserves left over from previous years' underspend.
12. The profit and loss statement provided by Greerton Village indicates they are in good financial health, showing a six-monthly operating surplus.
13. The profit and loss statement from Mount Business Association shows a net loss of \$8,330 over this period. This is taken out of reserves left over from previous years' underspend. The allocated spend of the built-up funding is clearly referenced in the profit and loss statement.
- 14. Mainstreet Tauranga**
 - a) The Mainstreet Tauranga Monitoring Report and Profit and Loss Statement to 31 December 2022 are provided at Attachment 2.
 - b) The current agreement for the delivery of mainstreet services has been in place since 1 July 2009. Funding of \$364,552 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2023.
 - c) Mainstreet Tauranga contracts Tuskany Agency for the day-to-day management and delivery of the mainstreet programme in downtown Tauranga. The Tuskany Agency Manager reports to the Board of Mainstreet Tauranga.
 - d) The current management and marketing contract for the provision of services to Mainstreet Tauranga with Tuskany Agency expires on 30 June 2023. A tender for those services went to market on 1 December 2022 requesting proposals from interested parties. Final submissions for proposals closed on 17 March 2023 with a final decision to be made on 21 April 2023, and the announcement of this decision is expected on 1 May 2023.
 - e) Mainstreet Tauranga has set three Key Performance Indicators (KPIs), to be monitored and reported on through the six-monthly reports to Council:
 - Consistent reach, engagement, and growth across digital marketing channels
 - Outcome focused member engagement
 - Audited financials.
 - f) Highlights from the last six months include the harbour ferry service and ancillary promotions including sail to lunch, Christmas in the city domes, Christmas voucher giveaways, school holiday programmes, rediscover your city centre campaign, advocacy, and member support.
 - g) Key issues for Mainstreet Tauranga are:
 - Safety and security
 - Timing of information from Council

- City centre parking
 - Attracting cruise ship passengers to the CBD in greater numbers
 - City centre parking data collection
 - Increase in graffiti.
- h) Mainstreet Tauranga are looking forward to continuing the growth of the 'Rediscover your city centre' campaign, photographic exhibition on The Strand, Flavours of Plenty, the Tauranga National Jazz Festival, supporting city centre activations and the civic development programme, and school holiday programmes.

15. Pāpāmoa Unlimited

- a) The Pāpāmoa Unlimited Monitoring Report and Financial Statements to 31 December 2022 are provided at Attachment 3.
- b) The current agreement for the delivery of mainstreet services has been in place since 1 July 2014. Funding of \$50,000 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2023.
- c) Pāpāmoa Unlimited is managed by a volunteer chair who engages a contractor to assist with the running of events. The sole focus of Pāpāmoa Unlimited is to hold three or four community events each year. An element of each event occurs within the Pāpāmoa business area and, as such, attracts people to that location and in doing so, promotes the business area as well as the vibrancy of Papamoia generally.
- d) Pāpāmoa has set three KPIs for this financial year, which they will report on at the completion of the financial year:
- To deliver three to four events annually to promote Pāpāmoa as a destination for locals and tourists alike
 - To build on turnout from previous events
 - To further promote Pāpāmoa Unlimited to ensure transparency of information for all eligible members and the Pāpāmoa community.
- e) Highlights over this period include a successful AGM and delivering the Santa Parade. The Santa Parade was very well attended with an estimate of over 30,000 people in attendance.
- f) Unfortunately, weather impacted on their Pedal and Pump event, which had to be cancelled.
- g) Pāpāmoa raised two issues in their report:
- The first issue relates to their request for an increase of \$10,000 to their targeted rate for the next financial year. The motion to request the increase from \$50,000 to \$60,000 was approved at their AGM and they are also obtaining letters of support for the increased rate from targeted ratepayers
 - The second issue, also approved at the AGM, is to investigate expansion of the boundary to build member engagement, giving more businesses the opportunity to join the association. Pāpāmoa Unlimited is working with the TCC City Partnerships Specialist on the process for this.
- h) Pāpāmoa are looking forward to their Pedal and Pump Easter event and working towards their Matariki event to be held in July.

16. Greerton Village Community Association

- a) The Greerton Village Community Association Monitoring Report and Profit and Loss Statement is provided at Attachment 4.
- b) The current agreement for the delivery of mainstreet services has been in place since 1 July 2011. Funding of \$141,406 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2023.

- c) Greerton Village Mainstreet employs a manager who is responsible to the organisation's Board for the day-to-day delivery of the mainstreet programme in Greerton, including a range of events and promotions designed to attract people to the Greerton business area. *Note: there has been a change in Manager post-reporting period.*
- d) Greerton Village has set five KPIs to be monitored on and reported on through the six-monthly reports to Council:
 - Reporting on estimated crowd attendance at events
 - Increasing business participation in promotions
 - Confirming that the correct processes are in place to ensure our membership databases are kept up to date
 - Foster and support growth in art and culture via annual yarn bombing activities
 - To create and deliver a "Welcome Pack" to all new businesses.
- e) Highlights from this reporting period include the return of the Cherry Blossom Festival, the new Random Acts of Christmas promotion, and the biggest ever Mid-Winter Madness promotion.
- f) There continue to be issues with cleaning relating to pavements, annual deep cleans, and streetlights.
- g) Greerton is looking forward to the completion of their welcome packs for new businesses, "Julio the Latin Lover" for Valentine's Day, and preparation for the annual yarn bombing and mid-winter madness promotions.

17. Mount Business Association:

- a) The Mount Business Association Monitoring Report and Profit and Loss Statement is provided at Attachment 5.
- b) The current agreement for the delivery of mainstreet services has been in place since 1 July 2011. Funding of \$188,550 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2023.
- c) Mount Business Association contracts a marketing manager for 25 hours per week, responsible for implementing the strategy of the Board, an operations manager working 4-6 hours per week in a support and oversight role, and a new digital marketing manager dealing mainly with social media.
- d) Mount Business Association has set three KPIs for this financial year, which they will report on at the completion of the financial year:
 - Increase member engagement and satisfaction with the Association
 - Effectively govern our organisation in line with our constitution and ensure a balanced board
 - Create a vibrant and inviting environment down the street to drive an economic return.
- e) Highlights over this period include the new website going live, installation of the multi-modal cameras, Christmas Movie in the Park, and increasing member engagement.
- f) Issues were raised around street and laneway safety including vehicle speeds, graffiti, overflowing rubbish bins, and engagement over the Mount Spatial Plan. *Note: Mount Business Association has subsequently had stakeholder meetings with the Spatial Planning Team.*
- g) Mount Mainstreet is looking forward to driving website promotion, completing the member database update, continuing the feasibility of a boundary expansion, updating association processes, developing a strategic plan with their members, engaging in the Mount Spatial Plan, and delivering a range of events and activations.
- h) Mount Mainstreet include in their report an opportunity around use of the premise at 249 Maunganui Road as an events venue, art and community space. They include letters of support for this opportunity and a request for Council to consider this space for this purpose.

STRATEGIC / STATUTORY CONTEXT

18. Mainstreet organisations are considered key strategic stakeholders in Council's Plans. They provide a valuable link between businesses and Council, and are involved in a number of projects including Tauranga City Council's City Centre Action and Investment Plan, which outlines an overarching plan for the city centre and the programmes of work required to bring it to life, the Mount Spatial Plan, Cameron Road Upgrades in Greerton, and numerous action and investment strategies.
19. In terms of TCC's community outcomes that are in [Our Direction – Tauranga 2050](#), well-run mainstreet programmes make a worthwhile contribution to city centre vibrancy and to "a well-planned city with a variety of successful and thriving compact centres, resilient infrastructure, and community amenities."
20. Well-run mainstreet programmes also have a key role in making a significant contribution "to the social, economic, cultural and environmental well-being of the region."

FINANCIAL CONSIDERATIONS

21. Mainstreet organisations receive a targeted rate through Council, as detailed above, totalling \$744,508 per annum across the four organisations.
22. It is difficult to measure the outcomes achieved by the mainstreet programmes in economic terms. However, informal measures, such as pedestrian counters, EFTPOS data, and estimated numbers of people at events can be useful to ascertain the effectiveness of mainstreet events and promotions.
23. City Development and Partnerships staff have been working with the TCC Digital team and external stakeholders to look at available data collection in the city centre to enable measurability of outcomes. Multi-modal camera reports and Eftpos spend data have been supplied to mainstreets' subsequent to this reporting period, with further data to be supplied when available.

LEGAL IMPLICATIONS / RISKS

24. Each of the mainstreet organisations has met their funding agreement requirements by providing Council with their half yearly reports for 1 July 2022 to 31 December 2022, and audited financials for the financial year 2021/2022.
25. Mainstreets were asked to consider their organisational risks and how those risks may impact on their relationship with Council, with any risks being raised with the City Partnerships Specialist and/or included in TCC's Risk Register.

CONSULTATION / ENGAGEMENT

26. It is not required or expected to consult on mainstreet organisation half yearly reports under the Local Government Act 2002.

SIGNIFICANCE

27. 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.
28. 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; and

- (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.

29. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the decision is of low significance as the receipt of the half yearly reports and activities of the mainstreet organisations would have an impact on a subgroup of people within the city, and it is likely these documents will be of moderate public interest.

ENGAGEMENT

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

NEXT STEPS

31. Feedback will be provided to the mainstreet organisations at the Strategy, Finance and Risk Committee meeting on 27 March 2023, when representatives from the four mainstreets will briefly speak to their reports.
32. Results of an independent survey of businesses within the mainstreet areas are currently being collated, with relevant themes and feedback to be shared with mainstreets and Council.
33. A new policy for mainstreets has been drafted and will be circulated to mainstreets for their information and feedback. The Policy is intended to provide clarity around accountability between the mainstreet organisations and Council.

ATTACHMENTS

1. **Mainstreet monitoring Summary - 1 July to 31 December 2022 - A14474311** [↓](#) 
2. **Mainstreet Tauranga - Monitoring Report to 31 December 2022 - A14465936** [↓](#) 
3. **Papamoa Unlimited - Monitoring Report to 31 December 2022 - A14473851** [↓](#) 
4. **Greerton Village Community Association - Monitoring Report to 31 December 2022 - A14465934** [↓](#) 
5. **Mount Business Association - Monitoring Report to 31 December 2022 - A14465937** [↓](#) 

9.3 Adoption of Public Art Framework

File Number: A14127609

Author: James Wilson, **Manager:** Arts & Culture

Authoriser: Barbara Dempsey, **General Manager:** Community Services

PURPOSE OF THE REPORT

1. To provide an overview of the draft public art framework.
2. To provide detail on the establishment of a public art fund and an independent public art advisory panel

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Adoption of Public Art Framework".
- (b) Adopts the draft public art framework (Appendix 1)
- (c) Establishes a proposed public art fund ("1% for art"), for inclusion in the Long Term Plan as follows:
 - (i) Year 1: 0.25% of total eligible capital spend
 - (ii) Year 2: 0.5% of total eligible capital spend
 - (iii) Year 3: 0.75% of total eligible capital spend
 - (iv) Year 4-10: 1% of total eligible capital spend

EXECUTIVE SUMMARY

3. At the August 5th 2022 meeting of the Strategy, Finance and Risk Committee the Public Art Policy (2015) was rescinded.
4. The Committee adopted in principle a new Public Art Framework, to include:
 - (a) *An independent public art advisory panel*
 - (b) *A Public Art Fund, enabled by a "percent for art" mechanism whereby all council-led above ground capital projects are required to allocate 1% of budget towards public art*
 - (c) *Public art guidelines and assessment process for funding.*
5. Staff have developed a draft public art framework, informed by a range of sector feedback and guidance, including input from artists, arts organisations, mana whenua and relevant CCO's. A sector steering group was informed to develop the key focus areas of the framework, ensuring that a range of community and sector voices have been included in the planning and design of the framework.

BACKGROUND

6. Staff propose a Public Art Framework be adopted to enable and encourage better public art outcomes, applying structure and consistency to Tauranga City Council's involvement with public art. The framework is intended to cover council led projects, and community led projects where council funds are involved, including where the artwork becomes a council asset.

7. The Framework comprises:
 - (a) A **masterplan** identifying suitable sites for a collection of public art.
 - (b) An **action plan** to deliver public art activity- commissions, activations, marketing
 - (c) **Public art fund** to enable commissioning and maintenance of public art
 - (d) **Assessment criteria** and guidelines for public art proposals.
 - (e) Independent public art advisory panel to assess proposals.
 - (f) Capacity building **toolkits** for artists and the community.
8. The framework proposes a bold and aspirational vision for public art across the city:

“Tauranga is renowned for its world-leading public art, an exceptional collection that is accessible to, and developed for, everyone”
9. At the August meeting, the committee members requested further information on the structure and process of two key pieces of the framework; **1. The Public Art Fund; and 2. The Independent Public Art Panel**. This report therefore focuses on these two elements.

PUBLIC ART FUND

10. Staff are proposing that a “**percent for art**” model is introduced to establish a public art fund. This model is well established as a way for local authorities to invest in public art, with the model originating in Philadelphia in the late 1960’s. Several New Zealand cities successfully use this model, staff have looked in detail at the public art funding model currently used in Auckland and Rotorua.
11. The proposed public art fund would see a public art budget established in the LTP, set at 1% of council’s total eligible capital expenditure. Eligible capital expenditure is defined as above-ground capital spend; and excludes capital renewals.
12. The Public Art Fund would have three intentions:
 - (a) To provide a budget for commissioning of public art
 - (b) To create momentum, attracting additional funding from external funders, commercial organisations and private donors.
 - (c) To drive a shift in how Tauranga City Council plans for public art, encouraging the consideration of public art at the outset of a project, rather than as an ‘add on’ late in the day.
13. Activity supported by the public art fund will include:
 - (i) Commissioning of new public art.
 - (ii) Supporting the integration of public art within infrastructure and place-making developments.
 - (iii) Renewal of existing public art.
 - (iv) Re-siting or removal of public art where necessary.
 - (v) Repair and maintenance of the public art collection.
 - (vi) Partnership projects with external organisations including iwi and hapu, arts organisations and trusts, and Council controlled organisations.
14. The activity enabled by the fund would be supported by the arts and culture team, utilising existing operational funding to support the delivery of a city-wide programme connecting the community with Council’s public art collection. This will include:
 - (i) Planning for public art across the city.
 - (ii) The provision of public art expertise and support to staff throughout council.

- (iii) Communication with the community about the public art programme and collection.
- (iv) Work with external organisations and funders (including public and private funding) to secure partnership investment into Tauranga public art.

Allocation of the public art fund

15. The fund will enable three funding pathways, with flexibility to allocate budget to each pathway on an annual basis, in response to key projects or proposals:
- (i) **Pathway 1: Internal Allocation** – Tauranga City Council led capital asset projects. To include standalone public art commissions and integrated artworks. *Examples- Artworks commissioned as part of the Cameron Road redevelopment, artworks integrated into new council buildings such as Te Manawataki o Te Papa.*
 - (ii) **Pathway 2: External Allocation-** A contestable fund to consider projects of significance (commissions of \$50k upwards) proposed by the community (artists, curators, arts organisations, community organisations), which on completion will become Tauranga City Council assets *Example- Park 2 Park Sculpture Trust; Sara Hughes work “Midnight Sun” on Willow Street.*
 - (iii) **Pathway 3: Community projects-** A contestable fund to consider community projects at a grassroots and emerging artist level. Most likely to be temporary installations and activations such as murals. (Projects of up to \$50k). *Example- After Dark light festival, Community mural projects)*
16. Public art projects seeking funding support will be assessed against a matrix, giving robust process for decision making. The matrix has been developed using Creative New Zealand’s guidance for assessing art, considering factors such as strength of idea, viability, and strategic fit with Tauranga City Council’s public art objectives.

INDEPENDENT PUBLIC ART PANEL

17. An independent public art panel will be established to provide expert advice on proposed public art projects at all stages of development and implementation. The panel will provide an independent review of public art proposals and make recommendations to staff for the allocation of the fund.
18. The panel will consist of up to seven members, serving a term of three years. Appointments to the panel are made by council by way of a report from staff, following expressions of interest, and an in-person interview. The panel will be remunerated for attendance at meetings, and will meet on a quarterly basis.
19. Panel will have expertise in commissioning and / delivery of public art. The panel will include at least two members with ngā toi Māori expertise and one member nominated from the urban design panel. The Panel will be guided by terms of reference.

How will the public art fund be budgeted for?

OPTIONS ANALYSIS

20. OPTION 1: (recommended option)

- (a) Forecast capital expenditure guides the setting of a ‘bulk fund’ public art budget.
 - (i) A public art budget line will be established in the arts and culture activity in the Long-Term Plan from 2024 onwards.
 - (ii) Annual public art budget will be set at the level of forecast eligible capital expenditure for each year of the 2024-34 Long Term Plan
 - (iii) Eligible capital expenditure is defined as above Ground capital expenditure, excluding renewals.

- (b) A phased approach is taken to build towards a 'one percent' budget for public art over the first four years of the 2024-34 Long Term Plan. This would mean that the public art budget would be set at the following levels:
- (i) Year 1: 0.25% of total eligible capital spend
 - (ii) Year 2: 0.5% of total eligible capital spend
 - (iii) Year 3: 0.75% of total eligible capital spend
 - (iv) Year 4-10: 1% of total eligible capital spend

Advantages	Disadvantages
<ul style="list-style-type: none"> • Enables robust planning for public art, with flexibility to enable significant projects which may require additional investment from external funders. • Demonstrates confidence in artists and in the local arts sector, sending a clear message about Council's commitment public art • Provides resourcing and support to council project managers, without the need for individual project budgets to be increased • Ensures that a range of public art objectives can be met, as funding is not automatically tagged to infrastructure projects, where there is no viable public art opportunity. 	<ul style="list-style-type: none"> • Variable impact on rates, depending on forecast annual capital spend. • Potentially less ability to require council led projects to consider public art at the outset of a project

Budget – Capex: Variable depending on forecast capital spend.

Recommended? **Yes**

Option 2: Project managers are required to allocate 1% of eligible capital project budgets to public art.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Encourages council project managers to consider public art at the outset of project planning. 	<ul style="list-style-type: none"> • Variable impact on rates, depending on forecast annual capital spend. • Potentially leads project managers to increase project costs to accommodate public art component, rather than factoring public art into existing budgets. • Risks compromising the ability of the public art panel to support proposals that are led by the community, as focus is placed on council-led commissions.

Budget – Capex: Variable depending on forecast capital spend.

Recommended? **No**

SIGNIFICANCE

21. 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.
22. 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.
23. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the proposal is of low significance.

ENGAGEMENT

24. 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.

NEXT STEPS

25. If adopted, the public art framework would be implemented from April 2023 onwards. Council staff are already engaged in a range of public art projects. The intention is that the framework would support these existing projects, with the public art team providing support such as curatorial advice and project guidance.
26. Staff will seek expressions of interest for the public art panel between April-June 2023. Once the panel is established, staff will begin seeking proposals for the public art fund, to be considered from 1st July 2024, when the public art fund commences.
27. If adopted, the public art fund would be budgeted as part of the 2024-34 Long Term Plan process.
28. This phasing will enable projects to be developed, assessed and selected so that there is a clear pipeline of projects ready to commence once funds become available.

ATTACHMENTS

1. **Public Art Framework_Plan on a page - A14479245**  

9.4 Mount Planning and Delivery Programme Update

File Number: A14495383

Author: Carl Lucca, Team Leader: Urban Communities

Authoriser: Sarah Omundsen, General Manager: Regulatory and Compliance

PURPOSE OF THE REPORT

1. The purpose of this report is to provide an update on the Mount Planning and Delivery Programme.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Mount Planning and Delivery Programme Update".
- (b) Notes the coordination underway and proposed across significant projects in the Mount to Arataki area including tangata whenua, stakeholder and community engagement related matters.

EXECUTIVE SUMMARY

2. The proposed Mount Planning and Delivery Programme (the Mount Programme) was presented to the Strategy, Risk and Finance Committee on 5 December 2022. This report provides an update on key areas of progress in relation to the Programme in the past three months, including:
 - (a) Relevant project updates, particularly where there is targeted coordination occurring between projects and/or milestones of interest. Of note is the ongoing delivery and integration between the Mount to Arataki Spatial Plan, Mount Industrial Planning Study and Connecting Mount Maunganui projects.
 - (b) Update on working with tangata whenua, including further integration of engagement between projects where possible.
 - (c) Outline of the communications and engagement approach for the wider Mount Programme, including key messages, the Tauranga City Council Mount Collab Space and websites.
 - (d) Other updates, including on the Mount Air Quality Working Party and legal advice on Mount Maunganui Industrial Area Existing Use Rights.
3. A summary of next steps is provided, including:
 - (a) Ongoing community engagement on the MSP (commenced on 13 March) until 10 April. Feedback received will assist to inform the MSP and Mount Industrial Planning Study, as well as providing input into wider projects such as Connecting Mount Maunganui and Accessible Streets.
 - (b) The Tauranga City Council Mount Collab Space is expected to be open to the public from May onwards, with staff resourcing, project and general collateral and engagement events continuing to be planned.
 - (c) Council will work with tangata whenua to identify how we can more effectively engage with them in a coordinated approach across all work within the area.

- (d) A 'stocktake' of previous projects directly involving Whareroa is currently underway, with outstanding actions being identified (including input required by other partners and key stakeholders).

INTRODUCTION

4. As outlined in the Mount Planning and Delivery Programme report presented to the Strategy, Risk and Finance Committee on 5 December 2022, there are currently over thirty Tauranga City Council (TCC) projects of varying scale planned or underway for the Mount Maunganui to Arataki area (including Bayfair, Omanu, Whareroa and the Mount industrial area) over the next 12 months and beyond.
5. The **key objectives** for the Mount Programme are to:
 - (a) Provide a coordinated and aligned approach to the management and implementation of TCC projects planned or underway within the area
 - (b) Provide a cohesive communications and engagement approach internally and externally (including with tangata whenua, key stakeholders and the community) of TCC projects planned or underway within the area
 - (c) Provide internal awareness of significant projects being led by external partners and stakeholders (e.g., Waka Kotahi and Bay of Plenty Regional Council Toi Moana) within the area
 - (d) Provide an ongoing framework that assists to facilitate the outcomes of the Mount to Arataki Spatial Plan.
6. This report provides an update on the Mount Programme in relation to the above objectives.

PROJECT UPDATES

7. There are currently over thirty Council-led projects of varying scale planned or underway for the Mount Maunganui to Arataki area over the next 12 months and beyond, and additional projects being delivered by other agencies. This section provides an update on a number of the significant projects underway where there is targeted coordination occurring and/or notable milestones of interest.

Mount to Arataki Spatial Plan (MSP)

8. The MSP seeks to deliver a 30-year blueprint that provides strategic direction for existing and future growth needs of the area, forming the basis for the coordination of decision making within and across multiple agencies in a growth context. The project is in initial stages of preparation, with community engagement currently underway.
9. Initial engagement with tangata whenua and key stakeholders occurred during the first quarter of this year, including:
 - (a) Individual and combined hui with tangata whenua to agree the partnership approach to involvement throughout the process, including participation in the project Reference Group, a series of hui and wānanga to provide input into the project, and involvement in design workshops.
 - (b) Project Reference Group workshops with project partners and key stakeholders were held in February. A draft set of problem statements summarising the issues and opportunities for the Mount to Arataki area was produced from these workshops, which will form part of wider outcomes from stakeholder and community engagement.
 - (c) A wider stakeholder workshop was held on Thursday 9 March at Club Mount Maunganui to inform stakeholders of the project and identify the issues and opportunities for the Mount to Arataki area from a stakeholder perspective. Individual one-on-one stakeholder meetings have also occurred through March.
10. Community engagement commenced on 13 March and will close on 10 April. This includes a comprehensive campaign to encourage people to give feedback through resident mail drop,

advertising, press, social media and through community networks. Methods for feedback include:

- (a) An online survey
- (b) Online webinars
- (c) Drop-in sessions throughout the study area
- (d) Pop-ups throughout at Bayfair, Markets, outdoor locations.

11. Outcomes of the engagement will be reported back to Council in May and will inform a series of design sprint workshops starting at that time, to prepare options to respond to the key issues identified. Engagement outcomes will also be used to inform related projects such as the Mount Industrial Planning Project, Connecting Mount Maunganui, and Accessible Streets.

Mount Industrial Planning Project

12. The Mount Industrial Planning Project is being prepared at the same time as the MSP. The purpose of the industrial study is looking to plan for the future of the industrial area and identify a programme of actions, which considers current issues and the needs of all stakeholders. Those issues include future land use, cultural and social impacts, natural hazards, air quality, transportation and economic growth. An integrated approach is being taken to the two projects, particularly in relation to engagement with tangata whenua and key stakeholders, and proposed design sprint workshops.
13. A stakeholder workshop was held on Tuesday 7 March at Club Mount Maunganui to inform stakeholders of the project and identify the issues and opportunities for the Mount Industrial area from a stakeholder perspective.
14. Stakeholders were also asked what their vision is for the area in 2053 and what is required to achieve that vision. Alongside relevant outcomes of the MSP community engagement, this information will inform the subsequent design sprint workshops.
15. The Mount Industrial Planning Project will explore a range of scenarios together with possible interventions / actions to better manage future industrial land use. That work will include consideration on what can be done to achieve the aspirations of Whareroa marae hau kainga, tangata whenua within the context of future land use. (With respect to existing activities refer to report on the 27 February 2023 Council agenda "Existing Use Rights in the Mount Maunganui Industrial Area").
16. It is noted that Priority One are preparing a 'blueprint' for the Mount industrial area, similar to the one they prepared for the Tauranga CBD last year. An online survey was sent to over 850 business in the industrial area in December with more than 150 responses received. The questions included whether businesses are likely to stay in their current location, whether a business has an environmental management plan and whether a business is looking to grow or expand. The information from the survey and blueprint will inform the Mount Industrial Planning Study.

Connecting Mount Maunganui Business Case

17. Waka Kotahi, tangata whenua (Ngāti Kuku and Ngāi Tukairangi), Tauranga City Council and Bay of Plenty Regional Council are working together towards solutions to boost more travel choices, improve safety and travel time reliability and improve environmental outcomes for the Mount Maunganui transport system including State Highway 2/Hewletts Road, Totara Street and Maunganui Road.
18. The MSP, Mount Industrial Planning Study and Connecting Mount Maunganui teams are liaising closely and integrating where possible. This includes involvement in Reference Group workshops, stakeholder workshops, tangata whenua engagement and communications and engagement.

Plan Change 33

19. Plan Change 33 implements the Resource Management (Enabling Housing Supply and other Matters) Amendment Act to apply the Medium Density Residential Standards to residential zones and gives effect to Policy 3 in the National Policy Statement on Urban Development which requires Council to provide height and density around identified commercial centres to enable residential intensification.
20. Submissions and further submissions on the plan change have been received and the planning team is currently preparing the Section 42aA hearings report. The hearing is planned for July 2023. The MSP team is working closely with the planning team to understand the level of growth likely to be enabled through Plan Change 33, noting that decisions on submissions will be subject to the outcomes of the hearings process.

Regional Plan Change (PC) 13 (Air Quality)

21. The Environment Court issued an interim decision in January 2023 for PC13 to the Regional Natural Resources Plan in relation to the rule which seeks to require resource consent for handling of bulk solid material and logs. Previously, these were permitted activities and as such they have not held a resource consent and are therefore considered new activities. In summary:
 - (a) Bulk solid material handling and log handling will be permitted activities for a three-year interim period – managed according to an interim permitted activity rule (IPAR)
 - (b) Following the IPAR period, the activities will become restricted discretionary activities and will require resource consent. Prior to this, if parties apply for and are granted a Certificate of Compliance, Regulation 17 will not apply
 - (c) The Court will direct the Regional Council to introduce provisions to manage unsealed yards in the MMA using the section 293 process of the Resource Management Act.
22. The Court requested parties to the appeal to submit comments on specific matters and these are due to be filed with the Court at the end of March 2023.

Accessible Streets Area A

23. Accessible Streets Area A includes the primary cycle network on three distinct transport corridors: Tauranga CBD to Bayfair; Mount Maunganui to Bayfair; and Papamoa to Bayfair. Additionally, the primary and secondary bus network will be included in the project where they are planned for the same corridor. This project is a vital part of the overall aspiration of creating a multimodal transport system for the city and sub-region.
24. A Point of Entry is being prepared by TCC in partnership with Waka Kotahi for lodgement by the end of March for the funding of the business case. The scope of the business case has been revised to better align with the Transport Choice Grenada Street Project.
25. The Accessible Streets team will be involved in the MSP design sprint workshops and will be provided outcomes of the MSP engagement.

Marine Parade Coastal Path

26. Fulton Hogan, the main contractor for the project, commenced construction onsite on 13 March starting in the vicinity of the Cenotaph. Work will proceed towards Papamoa in the first instance, to avoid ANZAC Day events around the Cenotaph itself. The two existing sets of barbecues between Pacific and Banks Avenues along with the shower facilities will be reconstructed in the initial works.
27. Construction within the natural dune areas will not commence until later in autumn. Vegetation removal will be carefully managed to ensure habitat for native lizards is protected as much as possible. Similarly, earthworks will be minimised and restoration planting on exposed embankments will be carried out as soon as the main path has been completed. The path is programmed to be open for full use late in 2023 although aspects of the project

such as supplementary planting; pest plant and animal management; information signage and mahi toi (art) is planned to be implemented over subsequent years.

Destination Skatepark

28. The enabling works have begun on 13 March in preparation for the destination skatepark build with GT Civil as the main contractor and AMC as skatepark contractor. This work includes installing fencing and drainage, connecting water supply, and starting earth and tree works. The skatepark contractor will be on site in April/May and is expected to take approximately 1 year to complete.
29. The skatepark will have amenities such as toilets, lighting, barbeque, drinking fountains and seats. A key dependency for the skatepark opening is the completion of the Maunganui Rd Safety Improvements project to ensure safe passage for pedestrians across Maunganui and Hull Rds.

Transport projects

30. Tay St/Marine Parade: Consultants have been engaged to design a roundabout at this intersection. The installation works are expected to be completed in mid-2024. This will further support outcomes of the Marine Parade Coastal Path.
31. Marine Parade/Te Ngaio Reserve: A raised pedestrian crossing is being installed and should be completed by the end of May 2023.

WORKING WITH TANGATA WHENUA

32. Council is committed to working in partnership with tangata whenua.
33. Council does not determine who holds tangata whenua or mana whenua in Tauranga Moana. Engagement is identified in accordance with 17 iwi and hapū protocol agreements between Council and Tauranga's iwi and hapū and, where appropriate, Te Rangapū Mana Whenua o Tauranga Moana.
34. We are currently working in partnership with tangata whenua on the MSP, Mount Industrial Planning Study and Connecting Mount Maunganui projects with the support of Council's Takawaenga team. Where possible, an integrated approach is being taken to communications and engagement across these projects, including through joint hui and wānanga.
35. Moving forward, we will work with tangata whenua to identify how we can more effectively engage with them in a coordinated approach across all within the area, in order to more efficiently make the most of their time and resources (which are currently stretched across many of the projects in the area).
36. A 'stocktake' of previous projects directly involving Whareroa is currently underway, with outstanding actions being identified (including input likely required by other partners and key stakeholders).

MOUNT AIR QUALITY WORKING PARTY UPDATE

37. The Mount Air Quality Working Party facilitated by BOPRC continue to meet quarterly and report to the Tauranga Moana Advisory Group. The most recent working party meeting was held on 22 February where presentations were received on the Priority One industrial area survey, an update on the Connecting Mount Maunganui project and the key findings of the interim decision of the Environment Court on Plan Change 13 to the Regional Natural Resources Plan. It is expected that a health impact study commissioned by Toi Te Ora will be available at the next meeting on 17 May.

LEGAL ADVICE ON MOUNT MAUNGANUI INDUSTRIAL AREA EXISTING USE RIGHTS

38. As part of the work for the both the MSP and the Mount Industrial Planning Project TCC sought legal advice to understand the rights and ability to change existing land use activities. The legal advice was presented to the Council meeting on 27 February 2023.

ENGAGEMENT

Tauranga City Council Mount Collab Space

39. To assist in communications and engagement with the community, particularly in relation to projects and other matters within the Mount to Arataki area, a Tauranga City Council Collaboration Space is being set up in the Mount area at Prince Street.
40. The purpose of this space is to provide a local premise where:
 - (a) The community have access to speak with Council staff (face to face), enabling quicker access to information about local projects and other matters
 - (b) Engagement and related events for projects in the area can be undertaken (e.g., MSP engagement)
 - (c) Information on projects and other matters of interest to the community can be displayed (e.g., current and future projects, local culture and history)
 - (d) Local project workshops can be held.
41. The Collaboration Space is expected to be open to the public from May onwards.

Key messages

42. Overarching initial key messages have been developed to support an integrated approach and better community understanding of wider outcomes being sought for the Mount to Arataki area. These key messages will assist to inform any Mount Programme specific communications and will also be adapted and utilised as a base layer in individual project communication plans to tell the overarching Mount story when talking with the community/media about their various projects.
43. The key messages recognise:
 - (a) The importance of history, culture and community identity
 - (b) That the area is getting busier and there are a lot of projects underway or planned
 - (c) The need to work closely with the community as we move ahead and plan for the future
 - (d) Recognising that some projects will cause disruptions
 - (e) Working alongside our partners, including tangata whenua and partner organisations.

Mount to Arataki Spatial Plan and Mount Projects Websites

44. Two webpages have been created and are now live to support communications and engagement with the community:
 - (a) **Mount to Arataki Spatial Plan webpage:** this is a specific website to the project, outlining the purpose of the project, background information, next steps and engagement resources, including a link to the online survey.
<https://www.tauranga.govt.nz/council/council-documents/strategies-and-plans/action-investment-plans-aips/aips-current-and-under-development/mount-to-arataki-spatial-plan>
 - (b) **Mount Projects webpage:** this webpage provides an overview of the various project currently underway within the Mount to Arataki area, including the overarching key messages outlined above and links to specific project webpages where available. TCC will continue to build the content of this page as the Mount Programme and specific projects progress.
<https://www.tauranga.govt.nz/our-future/mount-projects>

NEXT STEPS

45. Ongoing community engagement on the MSP (having commenced on 13 March) until 10 April. Feedback received will assist to inform the MSP and Mount Industrial Planning Study, as well as providing input into wider projects such as Connecting Mount Maunganui and Accessible Streets. A series of design of MSP and Mount Industrial Planning Study will follow in May / June.
46. The Tauranga City Council Mount Collab Space is expected to be open to the public from May onwards, with staff resourcing, project and general collateral and engagement events continuing to be planned.
47. Council will work with tangata whenua to identify how we can more effectively engage with them in a coordinated approach across all within the area.
48. A 'stocktake' of previous projects directly involving Whareroa is currently underway, with outstanding actions and required resourcing being identified (including input required by other partners and key stakeholders).

ATTACHMENTS

Nil

9.5 Refreshed outline plan of Committee's upcoming work programme

File Number: A14380363

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

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

PURPOSE OF THE REPORT

1. To present an update on the Committee's outline work programme that was last considered at the Strategy, Finance and Risk Committee meeting of 12 September 2022.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Refreshed outline plan of Committee's upcoming work programme".
- (b) Notes the updated outline work programme for the Committee per Attachment 1.

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. Updates to the work programme have subsequently been considered by the Committee at its meetings of 13 December 2021, 16 May 2022 and 12 September 2022.
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 last updated in September include:

Structure

- (a) Removal of reference to now-passed meetings from September 2022 through February 2023.
- (b) Inclusion of the July-September 2023 and October-December 2023 quarters to maintain a four-quarters perspective.

Strategy framework, development and reviews

- (c) The Committee considered each of the new action and investment plans at workshops on 31 January, 14 February and 21 February 2023. The next steps for most of the action and investment plans is to undertake community engagement in the middle of the year. The Tauranga Climate Action & Investment Plan will be further considered at a Committee workshop following its meeting of 27 March (today).
- (d) Following the public engagement phase, the action and investment plans and the two new strategies which were consulted on in 2022 will be formally adopted by Council.
- (e) The Committee will receive an update once the engagement phase has been completed as part of a close-out report on the wider project.

Growth management

- (f) The Otumoetai Spatial Plan project has been removed as it is now intended that the final document will be approved by Council at its 1 May 2023 meeting.
- (g) The Infrastructure Acceleration Fund line-item has been removed and any further updates will be incorporated into the regular Executive Report to Council.
- (h) The Mount Maunganui projects have been split into the specific Mount Maunganui spatial plan, and the more general 'Mount Maunganui Programme' for which a quarterly update of the various sub-projects will be provided.

Long-term Plan

- (i) A new heading has been created with two elements: the six-monthly update on progress made on resolutions made by Council during deliberations on the 2021-2031 Long-term Plan in mid-2021; and a number of initiatives that Council will consider for inclusion in the 2024-2034 Long-term Plan.

Policy & bylaw development

- (j) Removal of the use of Council land policy item as the revised policy was adopted by the Committee at its 5 December 2022 meeting.
 - (k) Removal of the risk management policy item, the fraud prevention and management policy item, and the protected disclosures policy item as all three revised policies were adopted by the Committee at its 5 December 2022 meeting (as part of the Integrity Framework agenda item).
 - (l) Removal of the open space policy item as the revised policy was adopted by the Committee at its 5 December 2022 meeting.
 - (m) Removal of the Easter Sunday shop trading policy item as this was considered by the Committee at its meeting of 12 September 2022 and then adopted by Council at its meeting of 3 October 2022.
 - (n) Deferral of deliberations on submissions on the draft local alcohol policy as determined by the Committee at its 13 February 2023 meeting due to the passage through parliament of the Sale and Supply of Alcohol (Community Participation) Amendment Bill.
 - (o) Deferral of the reviews of the two policies relating to grants for development contributions due to other work priorities within the relevant teams.
 - (p) Introduction of a review of the property acquisitions and disposals policy, consistent with a commitment made when the policy was adopted by Council in October 2021.
 - (q) Introduction of reviews of several policies related to codifying council's levels of service and, separately, related to the museum and civic art collections (with a view to simplifying and merging those policies).
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 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 decisions to receive this report and to note the updated outline work programme are of low significance as this report 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. A further updated outline work programme will be brought to the Committee in late 2023.

ATTACHMENTS

1. **Outline of topics to SFR Committee 2023 (March 2023) - A14379208** [↓](#) 

9.6 Long-term Plan 2021-31 actions tracker

File Number: A14426888

Author: Raj Naidu, Corporate Planner

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

PURPOSE OF THE REPORT

1. The purpose of this report is to report back and inform Council and the public of the status of progress on the actions list that arose from the deliberations of the Long-term Plan 2021-2031 (LTP) and the Annual Plan 2022/23 (incorporating the Long-term Plan Amendment 2021-31).

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

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

BACKGROUND

2. In order for Council to improve transparency and also be able to track the actioning of decisions made during the course of the Long-term Plan (“LTP”), this actions report is presented to the Strategy, Finance and Risk Committee (SFRC) providing an update as of February 2023.
3. As requested in SFRC meeting on 12 September 2022, a risk indicator has been added to the LTP Actions Tracker.
4. For the period September 2022 to February 2023 (six months), the progress on the remaining actions are as follows:

	On Track	Off Track	Not Started	Completed
LTP	10	5	0	29
LTPA/AP	15	2	0	16

5. The progress report (**Attachment 1**) provides detailed information on which activity is responsible for the action and provides the status, expected delivery date where possible, the level of risk, the completed actions to date, and supporting commentary.
6. Attachment 1 has been separated into four parts.
 - Part A (LTP) encompasses progress on actions from the 2021 LTP that were incomplete as at February 2023.
 - Part B (LTPA/AP) includes the Long-term Plan Amendment/Annual Plan 2022/23 process actions.
 - Part C lists completed actions from the LTP up until August 2022.
 - Part D lists completed actions the LTPA/AP up until August 2022.

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, though the decision (to receive the report) is of low 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 actions of the past 12 months' work will be formally reported in the Annual Report 2022/23.
13. This is an ongoing six-monthly report to the Strategy, Finance and Risk Committee. The next report will be prepared in September 2023.

ATTACHMENTS

1. **LTP Actions Tracker (September 2022 to February 2023) - A14491767** [↓](#) 

9.7 Second Quarter Financial and Non-Financial Monitoring report to 31 December 2022**File Number:** A14525906**Author:** Kathryn Sharplin, Manager: Finance
Tracey Hughes, Financial Insights & Reporting Manager
Josh Logan, Team Leader: Corporate Planning**Authoriser:** Christine Jones, General Manager: Strategy, Growth & Governance**PURPOSE OF THE REPORT**





1. To return the report, left on the table at the previous meeting of 13 February 2023, to the Committee for receipt.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Second Quarter Financial and Non-Financial Monitoring report to 31 December 2022".

ATTACHMENTS

1. **Appendix 1 - Second Quarter Financial and Non-Financial Monitoring report to 31 December 2022 - A14529250** [↓](#) 
2. **Appendix 2 - December 2023 Financial Report - A14380321** [↓](#) 
3. **Appendix 3 - Q2 (Oct-Dec2022) - Non-Financial Performance Off Track Measures Report - A14379421** [↓](#) 
4. **Appendix 4 - Annual Residents Survey 2022/23 - Wave 2 Performance Report - A14379436** [↓](#) 

10 DISCUSSION OF LATE ITEMS

11 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:

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 13 February 2023</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>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or</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>

	use of official information for improper gain or improper advantage	
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12 CLOSING KARAKIA