AGENDA

Strategy, Finance and Risk Committee meeting

Tuesday, 6 June 2023

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

Date: **Tuesday, 6 June 2023**

Time: **1pm**

Location: **Ground Floor Meeting Room 1**
306 Cameron Road
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:

(a) 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;

(b) to consider strategic issues facing the city and develop a pathway for the future;

(c) to monitor progress on achievement of desired strategic outcomes;

(d) 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:
    - make a rate;
    - make a bylaw;
    - borrow money, or purchase or dispose of assets, other than in accordance with the Long-Term Plan (LTP);
    - adopt the LTP or Annual Plan;
    - adopt the Annual Report;
    - 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;
    - adopt a remuneration and employment policy;
    - 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 27 March 2023

File Number: **A14695650**

Author: **Sarah Drummond, Governance Advisor**

Authoriser: **Sarah Drummond, Governance Advisor**

RECOMMENDATIONS

That the Minutes of the Strategy, Finance and Risk Committee meeting held on 27 March 2023 be confirmed as a true and correct record.

ATTACHMENTS

1. **Minutes of the Strategy, Finance and Risk Committee meeting held on 27 March 2023**

MINUTES

Strategy, Finance and Risk Committee meeting

Monday, 27 March 2023

Unconfirmed

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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, 27 MARCH 2023 AT 9.30AM

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

IN ATTENDANCE: Marty Grenfell (Chief Executive), Paul Davidson (Chief Financial Officer), Barbara Dempsey (General Manager: Community Services), Nic Johansson (General Manager: Infrastructure), Christine Jones (General Manager: Strategy, Growth & Governance), Sarah Omundsen (General Manager: Regulatory and Compliance), Anne Blakeway (General Manager: City Development & Partnerships), Lisa Gilmour (City Partnership Specialist), Kendyl Sullivan (City Partnerships Specialist), James Wilson (Manager: Arts & Culture), Carl Lucca (Team Leader: Urban Communities), Jeremy Boase (Manager: Strategy & Corporate Planning), Kathryn Sharplin (Manager: Finance), Tracey Hughes (Financial Insights & Reporting Manager), Josh Logan (Team Leader: Corporate Planning), Coral Hair (Manager: Democracy & Governance Services), Robyn Garrett (Team Leader: Governance Services), Sarah Drummond (Governance Advisor), Anahera Dinsdale (Governance Advisor)

1 OPENING KARAKIA

Commissioner Shadrach Rolleston opened the meeting with a karakia.

2 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION SFR2/23/1

Moved: Ms Rohario Murray
Seconded: Commissioner Stephen Selwood

That the apologies for absence received from Committee members Matire Duncan and Te Pio Kawe for lateness and Dr Wayne Beilby for early leaving be accepted.

CARRIED

3 PUBLIC FORUM

Nil

4 ACCEPTANCE OF LATE ITEMS

Nil

Unconfirmed

5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN

Nil

6 CHANGE TO ORDER OF BUSINESS

Nil

7 CONFIRMATION OF OPEN MINUTES AND PUBLIC EXCLUDED MINUTES

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

COMMITTEE RESOLUTION SFR2/23/2

Moved: Commissioner Bill Wasley
Seconded: Dr Wayne Beilby

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

CARRIED

8 DECLARATION OF CONFLICTS OF INTEREST

Deputy Chair Dr Wayne Beilby declared an interest in agenda item 9.1 as a board member of Priority One.

9 BUSINESS

9.1 Western Bay of Plenty International Strategy 2023-2025

Staff Gareth Wallis, General Manager: Central City Development
Lisa Gilmour, City Partnership Specialist

External Greg Simmonds, General Manager: Workforce and Policy, Priority One

Key points

- This was the latest iteration of the strategy. It was last fully updated in 2020, however, given Covid, there had been a refresh. Reengagement on the strategy would now begin in the post-Covid environment.

In response to questions

- The Committee would like to see more work on opportunities with students around how to re-connect and grow the sector back to previous numbers of students within the region.
- Queried whether sister city relationships could be leveraged to increase these numbers.
- The framework would begin to bring all these strands together so there was visibility of what was being achieved in education in Tauranga.
- This year delegations would be going back to Korea and re-engaging with partners in China, mostly in the primary and secondary school areas, to provide chances to grow student numbers.
- The Committee would like to see key performance indicators and metrics around the strategy and would like to see these reported back to the Committee annually.

Unconfirmed

Discussion points raised

- Recognition of mana whenua relationships and partnerships in the sector was raised. It was suggested that the Welcoming Communities programme could be used to develop greater relationships beyond welcoming new migrants.
- At present each partner in Priority 1 has their own framework to engage with mana whenua.
- Education Tauranga as an entity with its own board could undertake further liaising with other organisations with a purpose of destination marketing to attract a wide range of students to Tauranga.

COMMITTEE RESOLUTION SFR2/23/3

Moved: Commissioner Bill Wasley
Seconded: Dr Wayne Beilby

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).

CARRIED

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

Staff Gareth Wallis, General Manager: Central City Development
Kendyl Sullivan, City Partnerships Specialist

External Brian Berry and Sally Cooke - Mainstreet Tauranga
Mahia Martelli - Greerton Mainstreet
Claudia West - Mount Maunganui Mainstreet

Downtown Tauranga

Key points

- The Mainstreet Association felt that the Central Business District (CBD) was in crisis. The association was working to solve the matters concerning them in a timely manner.
- There were perception issues that the CBD was not a destination and was also a hard area to navigate in due to ongoing roadworks and development and construction. Concerned that the area had significant issues with vagrancy and was perceived as being an unsafe area.
- The introduction of paid parking had been confusing and the Association felt that a park and ride system would have assisted in alleviating parking pressure and parks not being utilised.
- The Association was aware of 12 businesses in the CBD that had recently closed or were about to close.
- Solutions in the medium to long-term were being worked through but the Association felt that a solution in the short term would be to provide rates relief across the CBD.
- There was a concern property values had decreased significantly.
- Safety issues within the CBD continued to be seen as a weak point in the CBD development and an area of concern to all businesses in the area.
- A return to use of the Māori Wardens was mooted and questions raised on who could or would fund this option.
- Reports had been received by the Association (particularly from hospitality workers) needing security to get to their cars at the end of shifts and of staff too scared to park in the CBD.

Discussion points raised

- Ferry patronage was strongly weather dependant, but the return of the cruise ships was a welcome addition.

Unconfirmed

- Work on CBD security measures would continue, and the Council aimed to keep working with Mainstreet on safety issues.
- Māori Wardens was a paid service and worked in conjunction with police. There was the potential to work together for solutions and provide more communications on CBD activities and opportunities for retail investment.

Greerton Mainstreet

Key points

- A new board had been appointed and was beginning to bed in.
- 37 trees were yarn bombed this year and the festival had taken a new direction and had proved as popular as ever.
- Fund raising initiatives for the area were being investigated and a new website had been created and was up and running.
- The community was looking forward to Easter and the traditional Easter Egg hunt and fun day.
- Work had commenced at Blake Park for tree planting although with a limited budget.
- Member accounts had been completed and audited on time and in full.

Discussion

- The Committee requested that a letter of appreciation be sent to retiring Greerton Mainstreet Manager Sally Benning for her constant and valuable contribution to Greerton; she was a pillar of the community who tirelessly worked to make her community more visible.

Mount Maunganui Mainstreet

Key points

- The Association was reviewing their yearly progress to develop strategic plans for further community engagement and events particularly to increase foot traffic and patronage through the quieter winter months. To also encourage new membership of the association. They had been heartened to see their work starting to create big and small wins, such as their new website now being live and increasing in receiving traffic.
- The outdoor movies run in conjunction with a local radio station continued to be a great success with good attendance. The Association hoped that these would become a tradition for local families.
- Another success was the decoration of 15 Christmas trees by local schools; it created great excitement with many school groups coming to find their tree.
- The Association was excited to bring the first set of sales data to the Committee. They had distilled the figures down to three major groups into which 73% of their members fitted. The total spend for the 2021/2022 financial year was $153million with $73m of that belonging to the largest group of hospitality retailers.
- The data showed sales slowdowns with Covid lockdowns in Auckland and locally and reflected the seasonal nature of trading in the Mount with foot traffic and sales falling off markedly from March. The Association, as part of their forward planning, was looking to ways of countering the autumn/winter slowdown with increasing both local patronage and tourist numbers.
- The first few months of foot traffic data had been received and would be used in an ongoing capacity to assist with planning and looking at patronage trends.
- The Association was proud of the handbook that had been created for existing and new members which provided information on what the Association offered.
- Security issues continued to be of concern to members and a WhatsApp group chat for members to communicate on security issues as they happened had been formed, which also offered a member-to-member support system and had proved a vital link to police and security companies.
- Financials were now audited and up to date; were currently tracking on budget
- The Association still saw a need for more on-street cameras and would like to progress a Crime Prevention through Environmental Design report to look at other ways safety could be improved.
- Improved safety measures were still needed in laneways and to slow traffic coming through the

Unconfirmed

main streets of the Mount.

- The Association had looked towards ambassadors on bikes helping tourists and providing a safe presence on the streets, with a direct line to council and police.
- Looking ahead, the Association would be working on the strategic plan, having a members' voice session for a range of topics, a session for Association board members in governance training, and ongoing work as key stakeholders in the development of the Mount strategic plan. Noted the desire, as part of this planning, to keep free parking and help reduce congestion in summer months.
  The Association thanked TCC staff member Kendyl Sullivan for her support in developing the handbook, provision of street foot traffic counts and liaising with other groups.

Discussion points raised

- The Committee acknowledged the long journey the Association had been on and were extremely pleased to see the work they were completing and that the financial records had been audited and were on track.
- It was noted that the data collected on Eftpos spend would be invaluable for not only the Mount but for individual retailers to utilise.
- The summer had been a challenging one with adverse weather causing large drops in foot traffic and patronage, contrasted with fine days with large volumes of foot traffic.
- The idea of ambassadors was still currently a work in progress.
- The initiative of the old Mount Events Cinema being an events venue of value to the community had grown organically and involved bringing in other groups to grow ideas. The Association was facilitating this process where possible. Feasibility studies were needed. This may include looking to Council as a partner with other organisations.
- Noted the possibility of shared resourcing with the potential to take these ideas and share them across other Mainstreet organisations.
- Graffiti was still an ongoing problem, but the Association had had a great response from the contractor to remove graffiti when they were contacted. Use of the TCC reporting app had been a key for graffiti removal and clearing of overflowing rubbish bins.
- Regarding the issues of overflowing rubbish bins, extra bins and collections were deployed but over the holiday period in January the bins still overflowed. There was a need for further conversations between the Association, the contractor and Council.

COMMITTEE RESOLUTION SFR2/23/4

Moved: Commissioner Bill Wasley
Seconded: Commissioner Stephen Selwood

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

CARRIED

9.3 Adoption of Public Art Framework

Staff Barbara Dempsey, General Manager: Community Services
James Wilson, Manager: Arts & Culture

Unconfirmed

Key points

- Staff provided a brief overview of the strategy and noted that it was now a 'plan on a page' designed to encourage public art for the artist community and provide art organisation frameworks for Council staff.
- The framework was also developed to provide for community input and to encourage public art with the support of both Council and the community.
- The framework would help to develop the cultural narrative of the city, providing vision and a future development pathway for art works.

In response to questions

- The advisory panel would be appointed by Council and contain at least two local Māori liaison seats. It was also expected that panel members would consult with local mana whenua and Mainstreet Associations.

Discussion points raised

- The Committee commended the framework for its collaborative approach but was concerned that in the past maintenance of artwork had been haphazard and noted the importance of maintenance plans being in place. These should include looking after the artwork currently in and around the city and reconnecting with the Mainstreet Associations. This would be part of the Advisory Panel's working brief.
- Funding was currently through operational expenditure, but where possible there would be work done to see if there were opportunities for private funding partnerships as well.

COMMITTEE RESOLUTION SFR2/23/5

Moved: Commission Chair Anne Tolley
Seconded: Commissioner Bill Wasley

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

CARRIED

9.4 Mount Planning and Delivery Programme Update

Staff Sarah Omundsen, General Manager: Regulatory and Compliance
Carl Lucca, Programme Director: Urban Communities

Key points

- Staff noted this was an overview report to update the Committee on the mahi completed in the last three months across relevant projects.

In response to questions

- Work was currently being completed on the industrial plan to be integrated into the wider spatial plan. This included discussion with the Port Authority.

Unconfirmed

- The Grenada Street cycling track, Maunganui Road and the destination skate park were still in construction; Grenada Street had an estimated completion time of 4-6 weeks.
- A steering group had been created which was working with mana whenua to ensure they were integrated into discussions. There was direct liaison with the Mount Mainstreet Association, and Priority One was preparing an early outline of the group's work which would be presented to Council.

Discussion points raised

- The Committee supported the discussion with the steering group but noted that during engagement a wide range of views from the public must be taken into consideration. The community needed to travel the journey with the steering group and discussion between communities was vital to facilitate better planning.
- The Committee would like to see the process on paper, highlighting a 'red risk' list, timelines of working groups within the steering committee and monitoring of potential gaps within the plan.

COMMITTEE RESOLUTION SFR2/23/6

Moved: Commission Chair Anne Tolley
Seconded: Commissioner Bill Wasley

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.

(c) Requests future reporting to the Strategy, Finance and Risk Committee includes overview of programme risks and a table summary of programme related projects.

CARRIED

Committee member Dr Wayne Beilby left the meeting at 11.30am.

9.5 Refreshed outline plan of Committee's upcoming work programme

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

Key points

- Presently a resource consents policy review was underway, the principal planners would continue with this work given the changes to the Resource Management Act that were progressing through central government.
- The Gambling Venues Policy was due for review and would be added to the work programme.

COMMITTEE RESOLUTION SFR2/23/7

Moved: Commission Chair Anne Tolley
Seconded: Commissioner Bill Wasley

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.

(c) Adds the review of the Gambling Venues Policy to the work programme.

CARRIED

Unconfirmed

The meeting adjourned at 11.34am

The meeting resumed at 11.39am

9.6 Long-term Plan 2021-31 actions tracker

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

Key points
- Staff noted that there may be challenges with staffing levels at Audit NZ in May which had implications for the proposed Annual Plan and the next Long-term Plan.
- Staff would remove from further reports any completed rates postponements.
- A minor error was corrected on page 137: Te Ranga reserve should be noted as Work to be Done.

In response to questions
- Blake Park work was not yet complete; there were further alterations to be made.
- The approximate cost for funding the Gloucester Road work was $4 million. There was community benefit from the project and, as this was an issue of urban growth, could have ongoing benefit to the region, however; the funding issues remained a problem for the Council to consider. There was some potential funding available from central government agencies, but not for the whole budget.

Discussion points raised
- The Committee was pleased with the succinct Kingswood Road update and would receive further updates in future.
- School water and water tanks could be an area of staff focus for water saving.
- The Committee wished to see urgency accorded to the work on the Tauriko Hall and a site wide date for completion to be provided to the Committee.

COMMITTEE RESOLUTION SFR2/23/8

Moved: Commissioner Bill Wasley
Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance and Risk Committee:

(a) Receives the Long-term Plan 2021 – Actions Report.

(b) Notes the progress to date as reported in Attachment 1.

CARRIED

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

Staff Christine Jones, General Manager: Strategy, Growth & Governance
Kathryn Sharplin, Manager: Finance
Tracey Hughes, Financial Insights & Reporting Manager

Key points
- Staff gave a brief overview of the report following the round table discussion previously held with the Committee.
- Encroachments onto public land were estimated at 20 cases, of which three had been finished and dealt with.

Unconfirmed

In response to questions

- Current projects were still on track and on budget, with a clearer budget update to be provided to the Committee in April that would show any effect of recent adverse weather.
- It was noted that there had been changes to the scope of the Maunganui Road project and, while there had been a cost increase, the value of the project was kept intact and within the funding cap.
- Stage four of these works would cost Council an estimated $8 million.

Discussion points raised

- The Committee thanked staff for the report and noted that it was a good presentation of the last financial quarter, and that expenses had been signed off with little or no change to operational or capital expenditure projections.
- The Committee would write to central government ministers again to express their concerns regarding infrastructure spend and planning and the onflow effect this had on housing availability and the ability of the city to grow.

COMMITTEE RESOLUTION SFR2/23/9

Moved: Commissioner Bill Wasley
Seconded: Commissioner Shadrach Rolleston

That the Strategy, Finance & Risk Committee:

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

CARRIED

10 DISCUSSION OF LATE ITEMS

Nil

11 PUBLIC EXCLUDED SESSION

Nil

12 CLOSING KARAKIA

Commissioner Shadrach Rolleston closed the meeting with a karakia.

The meeting closed at 12.24pm.

The minutes of this meeting were confirmed as a true and correct record at the Strategy, Finance and Risk Committee meeting held on 15 May 2023.

.....

CHAIRPERSON

Unconfirmed

8 DECLARATION OF CONFLICTS OF INTEREST

9 BUSINESS

9.1 Audit Plan for 2023 Annual Report, Fees and Engagement Letter

File Number: **A14438302**

Author: **Sheree Covell, Treasury & Financial Compliance Manager**

Authoriser: **Paul Davidson, Chief Financial Officer**

PURPOSE OF THE REPORT

1. This report presents the Audit New Zealand Audit Plan for the year ended 30 June 2023.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Audit Plan for 2023 Annual Report, Fees and Engagement Letter".

EXECUTIVE SUMMARY

2. Audit New Zealand have provided their plan for the audit of Tauranga City Council for the year ended 30 June 2023. The focus for this year continues to be the value and capitalisation of assets as well as three waters reform and reporting of significant financial transactions and non-financial performance measures.

BACKGROUND

3. The interim audit for the 2023 financial year will commence on 15 May 2023. The interim audit focuses on systems and controls.

4. The final audit is planned to commence on 15 August 2023. A workshop will be conducted with Strategy, Finance and Risk Committee on 4 September to present the draft 2023 Annual Report and provide an opportunity for commissioners to offer feedback on the content and tone of the document.

5. The audit plan for 2023 identifies key matters for attention during the audit for the year ended 30 June 2023. Focus for this year includes the following:

   - Revaluation of three waters, parks & facilities and airport infrastructure assets
   - Fair value assessment of roading, marine, land and building assets
   - Revaluation of investment property
   - Accounting treatments of major capital projects
   - Three waters reform
   - Funding mechanism for new infrastructure projects (IFF)
   - New council head office building (deferred settlement and lease back)
   - Adoption of PBE FRS 48 Service Performance Reporting
   - The risk of management override of internal controls

6. Adoption of final annual report will be on 16 October 2023 at Strategy, Finance and Risk Committee.

STRATEGIC / STATUTORY CONTEXT

7. The audit plan is part of the formal process of financial accounting and reporting set out in the Local Government Act 2022.

OPTIONS ANALYSIS

8. There are no options presented in this report.

FINANCIAL CONSIDERATIONS

9. The audit will have confirm and verify that Tauranga City Council has adhered to all appropriate financial reporting standards and legislation when reporting the financial performance and position of Tauranga City Council.

LEGAL IMPLICATIONS / RISKS

10. There are no specific legal implications or risks as a result of this report.

CONSULTATION / ENGAGEMENT

11. There is no consultation required as a result of this report.

SIGNIFICANCE

12. 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.

13. 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.

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

ENGAGEMENT

15. 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

16. Commission Chair to sign Audit Engagement Letter

17. Council staff will engage with Audit New Zealand on the interim and final audits of Tauranga City Council with agreed audit plan.

ATTACHMENTS

1. TCC Audit Plan 2023 - A14655938

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

Audit plan

Tauranga City Council

For the year ending 30 June 2023

Audit plan

I am pleased to present our audit plan for the audit of Tauranga City Council (the City Council) for the year ending 30 June 2023. The purpose of this audit plan is to discuss:

Audit risks and issues 2

Group audit 9

Our audit process 11

Reporting protocols 17

Audit logistics 18

Expectations 21

The contents of this plan should provide a good basis for discussion when we meet with you.

We will be happy to elaborate further on the matters raised in this plan.

Our work improves the performance of, and the public's trust in, the public sector. Our role as your auditor is to give an independent opinion on the financial statements and performance information. We also recommend improvements to the internal controls relevant to the audit.

If there are additional matters that you think we should include, or any matters requiring clarification, please discuss these with me.

Yours sincerely

Leon Pieterse
Appointed Auditor
2 May 2023

Audit risks and issues

Focus areas

Based on the planning work and discussions that we have completed to date, we set out in the table below the main audit risks and issues. These will be the main focus areas during the audit.

Audit risk/issue	Our audit response
Revaluation of assets - revaluation year (significant audit risk)	
For property, plant and equipment held at fair value PBE IPSAS 17, *Property, Plant and Equipment*, requires that valuations are conducted with sufficient regularity to ensure that the carrying value does not differ materially from fair value. We understand that the City Council will revalue three waters assets, parks facilities assets and airport buildings and improvements as at 30 June 2023. The asset classes being revalued are a significant portion of the Council's assets and there is a risk that errors in the process or calculation could result in a material misstatement. Due to the nature and value of the revaluations any bias or errors in the inputs used or calculations performed could result in a material misstatement in the value of asset classes being revalued.	Our audit procedures will include: • reviewing the information and instructions provided to the valuer; • assessing relevant controls that management has put in place for the valuation; • evaluating the qualifications, competence and expertise of the external valuer used; • reviewing the method of valuing the assets and assessing if the applicable method used is in line with public sector accounting standards (PBE IPSAS 17, Property, Plant and Equipment), including the reasonableness of the assumptions and judgements made by the valuer and other inputs to the valuation; • assessing whether the resulting change in values are correctly incorporated into the financial statements and the assumptions and judgements relating to the valuation are adequately disclosed; and • we will review the City Council's significant variance threshold and assessment of fair value against carrying value for each asset class not scheduled to be revalued this year. We will consider the reasonableness of assumptions and judgements applied in making the assessments.

Audit risk/issue	Our audit response
Fair value assessment for assets - non-revaluation year (area of audit focus)	
The City Council periodically revalues certain asset classes, including land, buildings and infrastructure. PBE IPSAS 17, *Property, Plant and Equipment*, requires that valuations are conducted with sufficient regularity to ensure that the carrying value does not differ materially from fair value. This year the following asset classes are not revalued: • Roading networks assets. • Other roading assets. • Marine assets. • Land and buildings. Fair value assessments will need to be completed for these classes of assets to confirm that there is no material difference between their carrying amount and their fair value. If a material movement between the carrying amount and the fair value of these classes of assets is identified they must be revalued for the City Council to comply with PBE IPSAS 17 *Property, Plant and Equipment*.	We will review the City Council's assessment of fair value against carrying value for each asset class not scheduled to be revalued this year. We will consider the reasonableness of assumptions and judgements applied in making the assessments.
Revaluation of investment property (area of audit focus)	
The fair value of the City Council investment properties needs to be revalued annually in accordance with the requirements of PBE IPSAS 16, *Investment Property*. Given the volatility in the property market there is potential for large valuation movements year on year, which need to be accounted for within the Statement of Comprehensive Income. Due to the nature and value of the revaluations, any bias or errors in the inputs used or calculations performed could result in a material misstatement in the value of the investment property.	We will: • assess relevant controls that management has put in place for the valuation; • obtain an understanding of the underlying data; • evaluate the qualifications, competence and expertise of the external valuer used; and • review the method of valuing the investment properties and assess if the applicable method used is in line with the financial reporting framework, including the reasonableness of the assumptions used.

Audit risk/issue	Our audit response
Major capital projects (area of audit focus)	
The City Council continues to have a significant ongoing capital programme. A number of capital projects are either underway or about to commence. Accounting for capital projects, whether completed during the year or in progress at balance date, requires assumptions and judgements to be made that can have a significant impact on the financial statements. Management and the Commissioners are responsible for managing the financial statement risks associated with capital projects. This includes ensuring: • project costs are reviewed to ensure these are appropriately classified as capital or operational in nature including additional covid related payments to contractors; • work in progress (WIP) balances for projects already completed or available for use are transferred to the appropriate class of asset in a timely manner and depreciated accordingly from the date of capitalisation; • WIP balances on projects that span an extended period of time are assessed regularly for impairment over the period of the project. Costs no longer meeting criteria for recognition as an asset should be expensed in a timely manner; • asset components are identified at an appropriate level, and appropriate useful lives are assigned to these components on completion; • the value and remaining useful life (RUL) of existing assets remains appropriate given replacement projects underway; and • capital commitments related to contracts entered into before balance date are disclosed in the notes to the financial statements.	We will review the accounting for costs incurred on capital projects, including: • the correct classification of costs as either capital or operational in nature; • appropriate capitalisation point for completed assets, including transfers from work in progress; • the reasonableness of depreciation rates and useful lives applied to asset components; and • the disclosures included within the financial statements, including those relating to capital commitments.

Audit risk/issue	Our audit response
Three waters reforms (area of audit focus)	
The Three Waters Reform programme (the reform) is expected to result in significant structural changes to the management and ownership of water supply, wastewater, and stormwater assets in the local government sector. Subsequent to issuing the initial announcement of the Three Waters Reform Programme, the Government announced a number of changes to the reform. On 13 April 2023, the Government announced amendments to the number of water services entities and a staggering of their establishment dates starting from early 2025, with all the water services entities to be established by 1 July 2026. The timing of the transfer of assets and liabilities is therefore uncertain until amendments to existing legislation are passed. The Bill to enable the transfer of three waters related assets and liabilities to the water services entities is currently with the select committee and will need to be passed to enable the Council water assets to transfer to the related water entity. The timing of the legislation through Parliament will impact the 30 June 2023 annual report. If the legislation has not passed before 30 June 2023 an updated disclosure may still be appropriate. If the legislation is passed before 30 June 2023, there will likely be some additional accounting and disclosure requirements. The Council should ensure that sufficient disclosure about impact of the reform (to the extent that the impact is known) is included in the annual report.	Because the impact could be significant, but is uncertain, we are likely to include information in our audit report to draw a reader's attention to Council's disclosure about the Three Waters Reform programme.

Audit risk/issue	Our audit response
Funding mechanism for new infrastructure projects (area of audit focus)	
In the 2021/31 Long Term Plan (LTP) amendment, the Council agreed to make use of a funding mechanism that would not have an impact on the Council's debt limits. The Council proposes to apply for this funding to progress its Transport System Plan and Tauriko West infrastructure development. The new infrastructure projects will be financed by an external party that would charge levies. The Council will administer the levies alongside its own rates. The Council expects the private financing cost to be affordable and similar to that currently available to the Council. Obtaining this funding is dependent on the external party raising the required funds from private investors and requires Government approval. At the time of the LTP amendment, Council did obtain its own accounting opinion from a third party and followed that accounting advice when preparing the final forecast financial statements. We reviewed the draft agreements in conjunction with the draft financial statements and the external accounting advice the Council received. We concluded the accounting treatment was reasonable.	Even though we concluded the accounting treatment was reasonable, we did stress this assessment was made based on the draft agreements provided. If there are any changes to the final signed agreements, the accounting treatment will need to be reviewed, and potentially changed depending on changes to the agreements. We will review any agreements entered by the Council and any further accounting advice obtained by the Council. We will ensure the accounting treatment and disclosures are in line with the agreements and the accounting standards.
New Council head office building (area of audit focus)	
The Council has entered into an arrangement with a third party to build and manage a new head office building. Our understanding is that once completed, the Council will lease the building from the third party. As part of the arrangement, the Council has sold the land to the third party but the settlement will be deferred until the building is complete. The Council should obtain accounting advice on the sale and future lease agreement when preparing the financial statements.	We will review the agreements in conjunction with the financial statements and any external accounting advice the Council will obtain. We will ensure the accounting treatment and disclosures are in line with the agreements and the accounting standards.

Audit risk/issue	Our audit response
Adoption of PBE FRS 48 *Service Performance Reporting* (area of audit focus)	
PBE FRS 48 *Service Performance Reporting* replaced that part of PBE IPSAS *1 Presentation of Financial Statements* that deals with service performance reporting requirements and is effective for annual reporting periods beginning on or after 1 January 2022, that is, for the City Council, it is for the year ending 30 June 2023. PBE FRS 48 imposes additional reporting obligations on entities. For example, paragraph 44 requires an entity to "disclose those judgements that have the most significant effect on the selection, measurement, aggregation and presentation of service performance information reported in accordance with this Standard that are relevant to an understanding of the entity's service performance information". Paragraph 47 allows an entity to cross reference this disclosure to another document, such as the document that sets out the forecast service performance information. Most of these judgements are made at the time the LTP is adopted.	We will provide a PBE FRS 48 *Service Performance Reporting* checklist to the City Council to perform a self-review. We will ensure the disclosures in the annual report are in line with the accounting standards.
The risk of management override of internal controls (significant audit risk)	
Management is in a unique position to perpetrate fraud because of management's ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk is nevertheless present in all entities. Due to the unpredictable way in which such override could occur, it results in a risk of material misstatement due to fraud.	We will test the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements. We will review accounting estimates for biases and evaluate whether the circumstances producing the bias, if any, represent a risk of material misstatement due to fraud. For any significant transactions that are outside the normal course of business, or that otherwise appear to be unusual given our understanding of the entity and its environment and other information obtained during the audit, we will evaluate whether the business rationale (or the lack thereof) of the transactions suggests that they may have been entered into to engage in fraudulent financial reporting or to conceal misappropriation of assets.

Please tell us about any additional matters we should consider, or any specific risks that we have not covered. Additional risks may also emerge during the audit. These risks will be factored into our audit response and our reporting to you.

Fraud risk

Misstatements in the financial statements and performance information can arise from either fraud or error. The distinguishing factor between fraud and error is whether the underlying action is intentional or unintentional. In considering fraud risk, two types of intentional misstatements are relevant – misstatements resulting from fraudulent reporting, and misstatements resulting from misappropriation of assets.

The primary responsibility for the prevention and detection of fraud and error rests with the Council, with assistance from management. In this regard, we will discuss the following questions with you:

- What role do the Commissioners play in relation to fraud? How do you monitor management's exercise of its responsibilities?
- Has a robust fraud risk assessment been completed? If so, are the Commissioners satisfied that it had appropriate input into this process?
- How does management provide assurance that appropriate internal controls to address fraud risks are in place and operating?
- What protocols/procedures have been established between the Commissioners and management to keep you informed of instances of fraud, either actual, suspected, or alleged?
- Are you aware of any actual, suspected, or alleged fraud? If so, have the results of management's investigation been reported to ? Has appropriate action been taken on any lessons learned?

Our responsibility

Our responsibility is to obtain reasonable, but not absolute, assurance that the financial statements and performance information are free from material misstatement resulting from fraud. Our approach to obtaining this assurance is to:

- identify fraud risk factors and evaluate areas of potential risk of material misstatement;
- evaluate the effectiveness of internal controls in mitigating the risks;
- perform substantive audit procedures; and
- remain alert for indications of potential fraud in evaluating audit evidence.

The Auditor-General has published useful information on fraud that can be found at oag.parliament.nz/reports/fraud-reports.

Group audit

The group comprises:

- Tauranga City Council.
- Bay Venues Limited (BVL) (subsidiary – 100% controlled by parent, non - significant component).
- Tauranga Art Gallery Trust (subsidiary – 100% control by parent, non-significant component).
- Western Bay of Plenty Tourism and Visitors Trust trading as Tourism Bay of Plenty (associate – 50% controlled with Western Bay of Plenty District Council, non-significant component).
- Boplass Limited (investment - 11%, non-significant component).
- Te Manawataki o Te Papa Charitable Trust (50% owned by parent).
- Te Manawataki o Te Papa Limited (subsidiary – 100% owned by parent, non-significant).

Our auditor's report covers the group as a whole. Our audit approach is developed to ensure we have sufficient information to give an opinion on the group. In designing our group audit approach, we considered the structure of the group and identified the entities which are included in the group financial statements. Each entity is referred to as a component. We have assessed the risks of material misstatement and have identified our approach for each component. The table below shows the work planned for each significant component.

Significant component	Work to be performed
Bay Venues Limited	This will be audited by the same Audit New Zealand Appointed Auditor. The significant audit risks relevant to this component are: • Revaluation of property, plant and equipment. • Fair value of property, plant and equipment not being revalued. • Completeness of revenue. • The risk of management override. More information on these audit risks can be found in the Audit Risks and Issues section above. For the completeness of revenue: • We will review the controls the Company has in place to ensure all user fee transactions are captured and accurately recorded in the financial statements.

Significant component	Work to be performed
	• We will perform analytical procedures over user fees revenue on a month-by-month basis to determine whether results are in line with our expectations. • We will investigate and obtain explanations for significant variances which will include corroborating results to source documentation. The audit work on this component will be a reasonable assurance attest audit of the full financial statement and performance report.

For non-significant components, we will perform analytical procedures at the group level to identify unexpected movements.

We will report any significant internal control deficiencies to the Commissioners and management of the group. This will include any deficiencies identified by the group engagement team or brought to our attention by the component auditor. We will communicate deficiencies related to:

- group-wide internal controls; or
- internal controls at each component.

We will also communicate any fraud identified by the group engagement team or brought to our attention by the component auditor.

Our audit process

Initial planning

Initial planning activities include verifying compliance with independence requirements and building the audit team.

Understand your business and environment

We use our extensive sector and business knowledge to make sure we have a broad and deep understanding of Tauranga City Council, your business, and the environment you operate in.

Assess audit risk

We use our knowledge of the business, the sector and the environment to identify and assess the risks that could lead to a material misstatement in the financial statements and performance information.

Evaluate internal controls

We update our understanding of internal controls relevant to the audit. This includes reviewing the control environment, risk assessment process, and relevant aspects of information systems controls. Most of this work is done during the initial audit visits. We evaluate internal controls relevant to the audit for the whole financial year, so we consider internal controls relevant to the audit at all visits.

Finalise the audit approach

We use the results of the internal control evaluation to determine how much we can rely on the information produced from your systems during our final audit.

Gather audit evidence

During the final audit we audit the balances, disclosures, and other information included in the ‘s financial statements and performance information.

Conclude and report

We will issue our audit report on the financial statements and performance information. We will also report to the Commissioners covering any relevant matters that come to our attention.

New auditing standard

ISA (NZ) 315 (Revised 2019), *Identifying and Assessing the Risks of Material Misstatement*, is effective for the audit of your financial statements for the first time this year. The standard sets out how auditors identify and assess the risks of material misstatement in financial statements. The standard requires the auditor to understand the entity, its environment, and its internal controls and use that knowledge to identify and assess risks. There are changes to how this is done compared to the previous standard.

There will be additional work required on your audit compared to previous years. In your case, the impact will be in the following areas:

- A greater emphasis on identifying and understanding the IT applications and the other aspects of your IT environment that are subject to risks arising from the use of IT.
- Evaluating the design and implementation of the general IT controls that address the risks arising from the use of IT.
- Considering the new inherent risk factors and updating our risk assessment documentation where relevant to address these risk factors.
- Revisions to the matters we consider in evaluating your system of internal control.
- Strengthened documentation requirements relating to the exercise of professional scepticism. There is a greater emphasis on demonstrating a questioning mind and a critical assessment of audit evidence gathered when performing our risk assessment procedures.

Enhancing year-end processes

The year-end financial statement close process and the preparation of the annual report requires a large number of resources to be committed to complete it effectively. This diverts the attention of your staff away from the current financial year and focuses them on past events. We want the audit process to run smoothly and we will work with management to achieve this through bringing forward the timing of audit procedures. We will work with management to assess what work can be brought forward.

Bringing forward audit procedures

Substantive audit procedures are traditionally performed after the year-end. Where possible, we will aim to bring audit procedures earlier in the year. This will be focused on, for example, year-to-date transactions for revenue and expenditure. Completion of these tests earlier in the year should allow for more timely identification and resolution of errors.

This testing will be completed during the interim audit. If we can complete this work earlier in the year, we expect this to reduce the final audit onsite work, as these hours will have been performed earlier in the year. This requires us to have the right information available during this visit to enable us to complete this work.

We will work with management to facilitate getting the information required at the right time. We will communicate with management if information is not available as agreed, including any impact on the year-end audit.

Materiality

In performing our audit, we apply materiality. In the public sector, materiality refers to information that if omitted, misstated, or obscured could reasonably be expected to:

- influence readers' overall understanding of the financial statements and service performance information; and
- influence readers in making decisions about the stewardship and allocation of resources, or assessing your performance.

This definition of materiality is broader than the one used in the private sector.

It is a matter of judgement whether information is material. We consider the nature (qualitative) and amount (quantitative) of each item judged in the surrounding circumstances and its impact. In the public sector qualitative considerations are of equal significance as quantitative considerations. Qualitative considerations are of primary importance in our assessment of materiality in the context of disclosures for transparency and accountability reasons, and in evaluating any non-compliance with laws and regulations.

The Commissioners and management need to consider materiality in preparing the financial statements and service performance information and make their own assessment of materiality from a preparer's perspective. IFRS Practice Statement 2, *Making Materiality Judgements*, provides guidance on how to make materiality judgements from a financial statements preparer's perspective. Although this guidance is primarily aimed at for-profit entities, the same principles can be applied by public benefit entities. Management and the Commissioners should not rely on our materiality assessment as a basis for owning and making judgements about the integrity of the financial statements and service performance information.

Financial statements materiality

Description	Parent	Group
	$'000	$'000
Overall materiality	447,800	518,000
Specific materiality	9,400	9,600
Clearly trivial threshold	470	480

For planning purposes we have set overall materiality for the financial statements based on last year's total property, plant and equipment. We are only applying this overall group materiality to the fair value of property, plant and equipment.

We have set a lower, specific materiality for all items not related to the fair value of property, plant and equipment.

Materiality is subject to change once the actual results for the current year are available.

We design our audit procedures to detect misstatements at a lower level than overall materiality. This takes account of the risk of cumulative misstatements and provides a safety net against the risk of undetected misstatements.

We will report all uncorrected misstatements to the Commissioners other than those that are below our clearly trivial threshold unless there are qualitative considerations that heighten its significance. We will ask for each misstatement to be corrected, other than those that are clearly trivial. Where management does not wish to correct a misstatement we will seek written representations from management and the Commissioners on the reasons why the corrections will not be made.

Misstatements

Misstatements are differences in, or omissions of, amounts and disclosures that may affect a reader's overall understanding of your financial statements and service performance information. The effects of any detected and uncorrected misstatements, individually and in aggregate, are assessed against overall materiality and qualitative considerations.

Overall financial statement materiality does not apply to any matters of effectiveness and efficiency, waste, or a lack of probity or financial prudence.

Materiality for service performance information

At an overall level, we assess whether the service performance information is suitable, given your purpose and the nature of your activities, and whether the reporting allows for an informed assessment of the 's performance. In doing this we consider whether the information is relevant, complete, reliable, neutral, and understandable.

We set materiality for service performance information at an individual measure level based on what we expect would influence readers' overall understanding, decision making, or assessment of Tauranga City Council's performance. We consider a variety of factors including the level of public interest and potential public risk. Because of the variety of measurement bases applied, we normally express this materiality as a percentage of the reported result.

We have identified the following measures as material and assessed materiality for planning purposes. We will reassess this during the audit.

Material measure	Materiality
Percentage of building consent applications processed within legal timeframes.	5% of actual reported result.
Percentage of new resource consent applications processed within statutory timeframes.	5% of actual reported result.
The extent to which Council's drinking water supply complies with: a) part 4 of the drinking-water standards (bacteria compliance criteria); and b) part 5 of the drinking-water standards (protozoal compliance criteria).	None applied as the result will be either Achieved or Not Achieved.
Compliance with Council's resource consents for discharge from its sewerage system measured by the number of: a) abatement notices; b) infringement notices; c) enforcement orders; and d) convictions, received by Council in relation those resource consents.	5% of actual reported result.
The number of complaints per 1000 connections received by Council about: sewage odour, system faults, blockages and response to issues.	5% of actual reported result.
The number of habitable floors that were affected by flooding events per 1000 properties.	5% of actual reported result.
Number of complaints received about the performance of the stormwater network per 1000 properties.	5% of actual reported result.
Average speed across key parts of the transport network* (free-flow speed = 59km/hr). Duration of peak across the transport network – 360 min.	5% of actual reported result.
Average quality of ride of the sealed road network as measured by Smooth Travel Exposure e.g., percentage of smooth travel exposure.	8% of actual reported result

Professional judgement and professional scepticism

Many of the issues that arise in an audit, particularly those involving valuations or assumptions about the future, involve estimates. Estimates are inevitably based on imperfect knowledge or dependent on future events. Many financial statement items involve subjective decisions or a degree of uncertainty. There is an inherent level of uncertainty which cannot be eliminated. These are areas where we must use our experience and skill to reach an opinion on the financial statements and performance information.

The term "opinion" reflects the fact that professional judgement is involved. Our audit report is not a guarantee but rather reflects our professional judgement based on work performed in accordance with established standards.

Auditing standards require us to maintain professional scepticism throughout the audit. Professional scepticism is an attitude that includes a questioning mind and a critical assessment of audit evidence. Professional scepticism is fundamentally a mind-set. A sceptical mind-set drives us to adopt a questioning approach when considering information and in forming conclusions.

Exercising professional scepticism means that we will not accept everything we are told at face value. We will ask you and management to provide evidence to support what you tell us. We will also challenge your judgements and assumptions and weigh them against alternative possibilities.

How we consider compliance with laws and regulations

As part of the Auditor-General's mandate, we consider compliance with laws and regulations that directly affect your financial statements or general accountability. Our audit does not cover all of your requirements to comply with laws and regulations.

Our approach involves first assessing the systems and procedures that you have in place to monitor and manage compliance with laws and regulations relevant to the audit. We may also complete our own checklists. In addition, we will ask you about any non-compliance with laws and regulations that you are aware of. We will evaluate the effect of any such non-compliance on our audit.

Wider public sector considerations

A public sector audit also examines whether:

- Tauranga City Council carries out its activities effectively and efficiently;
- waste is occurring or likely to occur as a result of any act or failure to act by Tauranga City Council;
- there is any sign or appearance of a lack of probity as a result of any act or omission by Tauranga City Council or by one or more of its members, office holders, or employees; and
- there is any sign or appearance of a lack of financial prudence as a result of any act or omission by Tauranga City Council or by one or more of its members, office holders, or employees.

Reporting protocols

Communication with management and the Commissioners

We will meet with management and the Commissioners throughout the audit. We will maintain ongoing, proactive discussion of issues as and when they arise to ensure there are “no surprises”.

We understand that Marin Gabric is our key contact for the audit. We will regularly update Marin on progress throughout the audit, and any issues or delays encountered. We expect this information will be shared with management and the Commissioners as appropriate. Any areas of material concern will be raised with Paul Davidson and Kathryn Sharplin in the first instance.

We intend meeting on a weekly basis with key finance team members to discuss matters relevant to the audit during our on-site time of the audit.

Reports to the Commissioners

We will provide a draft of all reports to management (and) for discussion/clearance purposes. In the interests of timely reporting, we ask management to provide their comments on the draft within 10 working days. Once management comments are received the report will be finalised and provided to the Commissioners.

We will also follow up on your progress in responding to our previous recommendations.

Audit logistics

Our team

Our engagement team is selected to ensure that we have the right subject matter expertise and sector knowledge. Each member of the audit team has received tailored training to develop their expertise.

Our senior audit team members are:

Leon Pieterse	Appointed Auditor
Athol Graham	Engagement Quality Review Director
Anton Labuschagne	Audit Manager
Maree Procter	Assistant Manager
Ferdinand Dasigao	Manager Information Systems Audit and Assurance

The Engagement Quality Review (EQR) Director forms an important part of our internal quality assurance process to maintain and enhance the quality of your audit. The EQR Director is an experienced Audit Director who has sufficient and appropriate experience to objectively evaluate the judgements made by the audit team. They are independent from the day-to-day audit field work, and so can provide an independent challenge to the audit team on their judgements. The EQR will work with your Appointed Auditor and the audit team but will not have direct contact with you.

Timetable

Our proposed timetable is:

First Interim audit begins	15 May 2023
Second Interim audit begins	29 May 2023
Draft report to the Commissioners issued	8 June 2023
Final audit begins	15 August 2023
Annual report available, including any Chair and Chief Executive's overview or reports	25 September 2023
Adoption of Bay Venues Limited annual report	26 September 2023
Final financial statements available, incorporating all the amendments agreed to between us	2 October 2023
Verbal audit clearance given	13 October 2023
Audit opinion issued	16 October 2023
Draft report to the Commissioners issued	19 October 2023
Summary Annual Report audit opinion issued	31 October 2023

AuditDashboard

In 2022, we used AuditDashboard, our online portal, to transfer files between your employees and Audit New Zealand. Overall, the use of AuditDashboard was well received and turned out to be an essential tool in completing our audit engagement remotely.

We will again use AuditDashboard for transferring files as part of the audit.

Working remotely

Covid-19 restrictions, such as lockdowns, and resultant changes to our own and our client's work locations, including increasing numbers working from home since the start of the pandemic have meant we changed how we worked with our clients over the last two years.

Lockdowns meant that our clients and our auditors did not always have access to their premises and information and had to work remotely. For clients able to work remotely, with access to systems and electronic documentation, as well as being prepared for the audit, audits continued to progress and progress well.

Performing our audit work during higher alert level restrictions confirmed that aspects of our audit work can be done efficiently off-site. We plan to continue to perform aspects of your audit remotely as there are some benefits to you and us of having our team off-site for parts of the audit. For you these benefits include:

- Staging and sending the information we request for audit over an agreed period of time as opposed to having all the information requested ready for our arrival at one agreed date.
- Less time spent on travel, so we will have more time focus on auditing what matters and raising issues earlier.
- Reduction in disbursements as we will incur less travel and overnight costs.
- Less auditor time on site which allows you to get on with your work and enables planned focused conversations when these take place.

To enable audit work to be completed off-site and fully obtain the benefits detailed above, you will need to ensure that you can provide supporting documents electronically.

During the previous audit, we were able to perform some of our audit work remotely. Based on our experience we found that Tauranga City Council has some systems and processes in place but these will only facilitate a portion of the any off-site work.

We recognise different organisations are positioned differently to enable off-site audit work. We will be discussing and agreeing off-site working expectations in conjunction with our information requests with you as part of your 2023 audit. This will include our continued use of AuditDashboard to manage our information requests.

Expectations

For the audit process to go smoothly for both you and us, there are expectations that each of us need to meet.

Our respective responsibilities are set out in our audit engagement letter.

We expect that:

- you will provide us with access to all relevant records and provide information in a timely manner;
- staff will provide an appropriate level of assistance;
- the draft financial statements, including all relevant disclosures, will be available in accordance with the agreed timetable;
- management will make available a detailed workpaper file supporting the information in the financial statements; and
- the annual report, financial statements and performance information will be subjected to appropriate levels of quality review before being provided to us.

To help you prepare for the audit, we will liaise with management and provide them with a detailed list of the information we will need for the audit.

Health and safety

The Auditor-General and Audit New Zealand take seriously their responsibility to provide a safe working environment for audit staff.

Under the Health and Safety at Work Act 2015, we need to make arrangements with management to keep our audit staff safe while they are working at your premises.

We expect you to provide a work environment for our audit staff that minimises or, where possible, eliminates risks to their health and safety. This includes providing adequate lighting and ventilation, suitable desks and chairs, and safety equipment where required. We also expect management to provide them with all information or training necessary to protect them from any risks they may be exposed to at your premises. This includes advising them of emergency evacuation procedures and how to report any health and safety issues.

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

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9.2 Quarter 3 Update of Capital Programme, presentations from Delivery Teams

ATTACHMENTS

Nil

9.3 Q3 Financial and Non-Financial Monitoring report to 31 March 2023

File Number: **A14644661**

Author: **Kathryn Sharplin, Manager: Finance**
Tracey Hughes, Financial Insights & Reporting Manager
Raj Naidu, Corporate Planner

Authoriser: **Paul Davidson, Chief Financial Officer**

PURPOSE OF THE REPORT

1. The purpose of this report is to provide information of council's performance for the first three quarters of the 2022/23 financial year and identify key variances risks and implications for the performance for the year.
2. This report also includes an overview of the results from the Annual Residents Survey for the third quarter and a summary of initial benchmarking data for spaces and places including facilities.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Q3 Financial and Non-Financial Monitoring report to 31 March 2023".

EXECUTIVE SUMMARY

3. This report along with the material in attachment one outlines council's financial performance against budget for the 9 months to 31 March 2023.
4. The operating deficit for the 9 months is favourable to budget overall with a smaller than budget net deficit ($12.3m favourable).
5. However, including budgeted asset development revenue the 9 months result is reported as unfavourable to budget. Most of the full year forecast variance is due to a change in accounting treatment rather than unfavourable performance. It is due to a change from budget in the accounting treatment of the Tauriko West capital works undertaken by NZTA and partially funded by TCC. Overall, this contributes $21.6m toward the $30.8m forecast unfavourable result.
6. The remaining $9.2m of unfavourable net movements arise from lower revenue across various activities, including some subsidies now not expected to be received in this financial year, and higher transportation operational costs. These are partially offset by some operational costs not occurring in the year.
7. Capital Expenditure is currently tracking below budget. However, as some projects are tracking more slowly, others have been delivered more quickly or costs have increased so that overall an additional $40m of project budgets have been brought forward into the year from later years under CE delegation or as new budget approved by council.
8. The level of expenditure across the capital programme and lower revenue from user fees and delays in subsidies and asset sales has put pressure on debt levels relative to budget and on debt servicing costs.
9. **Attachment 2** presents how Council, and the community are tracking towards achieving Council's non-financial performance measures and levels of service in Quarter three.

10. Of the 100 non-financial performance measures, 16 measures (16%) have achieved the annual target, 48 measures (48%) are on track and 26 measures (26%) are off track. Data is not yet available for ten (10%) of measures.

11. **Attachment 3** presents a high-level summary of the wave three results of the Annual Residents Survey.

12. **Attachment 4** provides some high-level expenditure benchmarks in spaces and places including facilities. These benchmarks indicate that TCC is broadly in line with other councils of a similar size when looking at a per hectare or per playground comparison. However, there is quite a lot of variation across cities in the amount of green space and playgrounds provided and the data available for comparison either through public documents or the yardstick benchmarking is incomplete and does not allow ready comparisons.

BACKGROUND

13. This report is for monitoring and reporting purposes showing Council's financial and non-financial quarterly performance in delivering services to the community.

14. The operational budgets were set during the annual plan process with some changes to year two of the Long-term Plan (LTP) to deliver on agreed service levels and capital investment. In an LTP, the level of service that the council will deliver along with operational budgets and the capital investment programme are agreed upon by the council in consultation with the public. Rates and user charges are set based on these budgets.

15. The Local Government Act 2002 requires local authorities to report on how well they are performing in delivering these levels of service to their communities as measured by the non-financial performance indicators.

16. In the 2021-31 LTPA there were 100 KPIs that were agreed upon, 23 of which are mandatory measures as per section 261B of the Local Government Act.

17. Council requested some information on benchmarking against other councils. In the December quarterly report high-level benchmarks were provided for transportation and three waters. The spaces and places benchmarks have taken more time to put together because of limited available information and the significant variation in the services included in budgets and the size of areas and facilities provided.

STRATEGIC / STATUTORY CONTEXT

18. Maintaining expenditure within budget ensures delivery of services in a financially sustainable way.

19. Monitoring non-financial performance is a key function of the committee.

DISCUSSION

Part 1: Financial Performance

20. The financial results for the first 9 months of the financial year are presented in **Attachment 1**. The results to date are favourable to budget in terms of operational revenue and expenditure recording a deficit of $17.9m, which is $12.3m favourable to budget. However, once Asset Development Revenue is included the overall surplus is $88m year to date, which is $14m unfavourable to budget.

21. Most of this result is not due to poor financial performance but instead is caused by a change in accounting treatment to that assumed in the budget. A portion of the Tauriko West capital programme is State Highway rather than local road works and are to be delivered by Waka Kotahi. As a result, the projects initially budgeted as capital have now been recognised as operational expenditure. This has resulted in an additional $4.1m of operating deficit. The deficit created by this treatment is not intended to be rate funded. The change in delivery of Tauriko West is forecast to reduce the reported year end surplus by $21.6m. This is because along with the forecast $6m net operational expenditure there is a loss of NZTA capital subsidy revenue of $15.6m.

Revenue Variance

22. Operating revenue is forecast to be slightly ahead of budget only due to the accounting treatment of Tauriko West. User fee revenue is significantly below budget. Key areas of lower revenue include building services and environmental planning where volumes have been reducing and in the case of planning, delays in consents processing have led to higher than budgeted discounts, parking revenue has been down due to the extension of the free parking trial and airport revenue is still recovering post covid.

23. Rates revenue is under budget year to date and forecast to be $4.8m in total under budget for the full year. This reflects lower than expected water by meter revenue due to reduced consumption, and lower rates to be charged to properties as a result of challenges to values resulting from the last property valuation.

24. Subsidies and grants are an area of increasing focus as we strive to identify sources of funding other than the ratepayer. Attachment 1 also provides an overview of how we are tracking against budgets for both operating and capital subsidies, noting that where forecast subsidies are forecast to not be received by year end they are expected to be received in 2023-24.

Expenditure Variance

25. Operational expenditure shows a year-to-date positive variance of $7.5m. By year end this variance is expected to be unfavourable as community grants are paid and the operational costs of projects including digital projects and the Civic precinct are brought to charge as operational rather than capital. Transportation is the main activity where an unfavourable operating result is recorded. The cost pressure on the transportation activity has been reported to council, which has approved over-spend to budget on transport operations and maintenance costs through to the end of the year ($5.5m). Benchmarking analysis provided in December had indicated that prior to recognising these additional costs TCC expenditure was tracking significantly below comparator councils.

26. Personnel expenses are on budget year to date and are forecast to be $1.8m over budget for the full year as vacancies are filled by permanent staff or contractors at higher rates and a concentration of staff time in the preliminary project stages is unable to be capitalised. Capitalised salaries (which reduce the reported expenditure) are considerably behind budget and further work is underway to ensure the correct level of capitalisation occurs. Even so, capitalisation is expected to be under budget at year end, generating the forecast negative variance in Personnel expenses.

27. Consultants are $4.8m under budget year to date. This is largely in the City & Infrastructure Planning activity which has forecast $1.4m under budget for the full year.

28. Depreciation is over budget due to the very large roading revaluation in 2022.

29. Other operational expenditure is underspent particularly in community contributions and grants (timing of grants particularly for Community Partnerships, BVL and Bay Oval) and operational costs (slower expenditure for biosolids disposal, software licenses and general operational costs).

Full Year Forecasts

30. Full year forecasts have now been assessed for both capital and operational costs and reflect the ongoing impacts of Tauriko West, increased interest rates, the 2022 asset revaluation and salaries capitalisation.

    Overall, the full year surplus is forecast at $91m, which is $31m below that budgeted. Exlcuding the impact of Tauriko West the surplus is forecast to be $9m less than budgeted.

Overall the biggest drivers of the deficit increase are:

(a) Tauriko West change in accounting treatment and programme timing $21m

(b) Net borrowing costs $2.6m greater due to higher interest costs and higher borrowing levels

(c) Depreciation $5.3m greater than budget mainly in tansportation

(d) Transport costs $6.4m increase including maintenance contract, mowing level of service increase greater than budget and capitalisation below budget

(e) Community contributions and grants $3.9m not paid out by year end

(f) Various other differences across revenue and expenditure largely offset each other. They are summarised in Attachment 1.

31. Higher expenditure in rate funded transportation will also put pressure on the year end rates position.

Capital

32. Capital delivery has continued to ramp up in the third quarter with the spend for March recorded at $40.6m.

33. The annual plan budget was set at $298m. Attachment 2 records the overall upward revision in budgets of $77m which means that even though some annual plan projects have been delayed (valued at about $79m). Other projects have been undertaken to replace this spend so that overall we expect to spend $296m. Overall, these adjustments primarily represent movement in timing of projects across the LTP years and some strategic land purchases.

34. In summary, the capital programme budget has been revised up by $77m throughout the year including:

(a) carryforwards from 2022 ($23.3m),

(b) bring forward of budget from later years of LTP ($27.5m),

(c) cost increases on existing projects ($2.2m) and

(d) new projects approved by council relating to airport, strategic land purchase and the SH2 Wairoa Bridge ($22m).

(e) Movements to reflect adjustments including the Waka Kotahi delivery of Tauriko west projects and elder housing sale delays.

35. Transportation spend year to date is ahead of budget reflecting Cameron Road Stage 1 capital works forecast to be $5.6m ahead of budget due to both cost and timing differences. Te Manawatake O Te Papa which is delivering slower than budget and forecast to be $19m behind revised budget by year end. Similarly, the Te Maunga Transfer Station redevelopment is tracking behind budget and forecast to be $6.6m behind revised budget. These projects will continue through 2023-24.

Borrowing and Debt

36. The level of expenditure across the capital programme and lower revenue from user fees and delays in subsidies and asset sales has put pressure on debt levels relative to budget and on debt servicing costs. It is forecast the debt to revenue position at year end will increase by 16% over budget to 220% which is still within limits (295% in 2023). The cost of borrowing has increased particularly for short-term borrowing with longer term borrowing rates beginning to track back down to earlier levels (under 4%0 which puts less pressure on our average cost of borrowing which is currently 4.29%.

Benchmarking – Spaces and Places

37. Further work has been undertaken to assess available benchmarking information with other councils for spaces and places including facilities (BVL). For these activities there are no standardised benchmarks across the local government sector unlike for waters and transportation. There is also inconsistency in what services are included in this activity group and in the level of service provided. The attached benchmarks have reported on total spend as provided in funding impact statements and some level of service data available through annual reports. Overall Tauranga Council provides more land area in open space and when costs are adjusted for land area and population appears to be within a competitive range.

Part 2: Non-Financial Performance to March 2023

38. **Attachment 2** presents how Council, and the community are tracking towards achieving Council's non-financial performance measures and levels of service.

39. Of the 100 non-financial performance measures, 16 measures (16%) have achieved the annual target, 48 measures (48%) are on track and 26 measures (26%) are off track. Data is not yet available for ten (10%) of measures.

40. Where data is not available, the majority relate to annual measures which are only surveyed at one point through the year.

41. 26 measures, across 11 groups of activities, are off-track. In detail, these are:

- Regulatory and Compliance – nine off-track from 17 measures
- Community Services – five off-track from 20 measures
- Transportation – three off-track from nine measures
- Community, People and Relationships – two off-track from six measures
- Stormwater – one off-track from six measures
- Sustainability and Waste – one off-track from four measures
- City and Infrastructure Planning – one off-track from three measures
- Economic Development – one off-track from eight measures
- Marine Precinct – one off-track from three measures
- Emergency Management – one off-track from three measures
- Spaces and Places – one off-track from five measures.

Part 3: Annual Residents Survey

42. The Annual Residents' Survey supports non-financial reporting by measuring the perceptions of residents regarding various aspects of services that Council provides.

43. The survey is conducted in four waves across the year. Each wave's mail out quotas are applied according to age, gender and ward, to ensure that a representative sample of Tauranga City's population is achieved. The data is weighted to account for variances in the achieved quotas and to ensure that the sample reflects the population profile achieved.

44. The overall results have an anticipated margin of error of +/- 4.6% at the 95% confidence level. Scores for the reporting periods exclude 'Don't know' responses.

45. A summary of the highlights is attached at **Attachment 3**. The summary helps provide an insight into how different elements of Council's core service deliverables, reputation and the perception of value for money contribute to respondents' perception of Council's overall performance.

46. Overall performance, the year-to-date result is 38% of respondents are satisfied or very satisfied with Tauranga City Council in general, which is up from the 32% result from 2021/22.

47. Reputation measures the community's perception of four key areas – leadership, faith and trust, financial management and quality of services/facilities. Under reputation, the year-to-date result is that 29% of respondents are satisfied or very satisfied, up from the full year result for 2021/22 which was 23%.

48. Within reputation, there is the measure in terms of respondent's trust in Council, the year-to-date result is that 29% of respondents are satisfied or very satisfied, up from the full year result for 2021/22 which was 24%.

49. A summary of the rest of the high-level survey results of the 2021/22 full year compared to the year-to-date result for 2022/23, and their trend is summarised in the table below:

Measure	**2021/22 result**	**2022/23 YTD**	**Trend**
Overall performance	32%	38%	▲
Overall image and reputation	23%	29%	▲
Overall value for money	36%	36%	=
Overall core services deliverables	56%	59%	▲
Overall water management	55%	54%	▼
Overall road and footpaths	44%	31%	▼
Overall waste management	63%	71%	▲
Overall outdoor spaces	73%	65%	▼
Overall public facilities	70%	70%	=

50. The final wave is due to be collected in May 2023 with the results retuned in June 2023, and a performance report scheduled to be submitted to this committee in the August 2023 meeting.

OPTIONS ANALYSIS

51. There are no options associated with this report. The report is provided as information only.

FINANCIAL CONSIDERATIONS

52. This report monitors performance to budget to ensure council delivers on proposed expenditure within allocated budgets to ensure financial sustainability and accountability.

LEGAL IMPLICATIONS / RISKS

53. This monitoring report has no specific legal implications or risks.

CONSULTATION / ENGAGEMENT

54. This report is made public.

SIGNIFICANCE

55. 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.

56. 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.

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

ENGAGEMENT

58. 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

59. This report ensures monitoring of Council performance to ensure compliance with Council's budgets, policies and delegations. The non-financial monitoring report summary will be presented on the Council website.

ATTACHMENTS

1. **Financial Report - 9 Months to 3 March 2023 - A14667089**
2. **Quarter 3 Non-Financial Performance Off Track Measures Report - A14652547**
3. **Annual Residents Survey Wave 3 Performance Report - A14652544**
4. **Benchmarking - Parks - 2022 Data Yardstick & FIS - A14665577**

Financial Statements

Year to 31 March 2023

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

$'000	Actual YTD	Budget YTD	Variance (Favourable (Unfavourable))	Variance %	FULL YEAR Forecast	FULL YEAR Total Budget	FULL YEAR Variance
OPERATING REVENUE							
Rates	173,738	172,923	816	0%	229,364	230,564	(1,200)
Rates - metered water	26,876	29,812	(2,936)	-10%	35,747	39,319	(3,572)
Subsidies & Grants	10,339	6,881	3,458	50%	14,431	9,153	5,278
Subsidies & Grants - Tauriko West NZTA works	4,804	0	4,804	0%	5,610	0	5,610
Other Revenue	43,187	46,858	(3,671)	-8%	56,313	61,374	(5,061)
Finance Revenue	5,039	2,703	2,336	86%	5,500	3,604	1,896
Total Operating Revenue	**263,983**	**259,176**	**4,807**	**2%**	**346,965**	**344,014**	**2,951**
ASSET DEVELOPMENT REVENUE & OTHER GAINS							
Development Contributions	28,462	26,245	2,217	8%	34,993	34,993	0
Other Gains/(Losses)	4,500	1,035	3,465	335%	5,500	1,380	4,120
Subsidies & Grants Capital Expenditure Contributions	61,034	79,385	(18,351)	-23%	83,501	89,080	(5,579)
Subsidies & Grants - Tauriko West NZTA works	0	7,950	(7,950)	-100%	0	15,588	(15,588)
Assets vested to Tauranga City Council	11,734	17,846	(6,113)	-34%	23,795	23,795	0
Assets Vested to Other Entities							
Total Asset Development Revenue & Other Gains	**105,729**	**132,462**	**(26,732)**	**-20%**	**147,789**	**164,837**	**(17,047)**
TOTAL REVENUE	**369,713**	**391,638**	**(21,925)**	**-6%**	**494,754**	**508,851**	**(14,096)**
OPERATING EXPENDITURE							
Personnel Expense	67,795	67,969	174	0%	92,453	90,667	(1,786)
Depreciation & Amortisation Expense	57,750	56,410	(1,340)	-2%	80,513	75,213	(5,300)
Finance Expense	24,757	23,419	(1,338)	-6%	35,725	31,225	(4,500)
Consultants & Contractors	21,061	25,860	4,799	19%	36,001	34,431	(1,570)
Consultants & Contractors - Tauriko West NZTA works	8,930	0	(8,930)	0%	11,590	0	(11,590)
Other Expenses:	101,596	115,770	14,174	12%	146,611	154,677	8,066
R&M	*23,995*	*23,557*	*(438)*	*-2%*	*33,165*	*32,436*	*(729)*
Community contributions & grants	*17,111*	*23,717*	*6,606*	*28%*	*27,530*	*31,457*	*3,927*
Rent, rates & utilities	*11,523*	*11,927*	*404*	*3%*	*14,312*	*14,944*	*632*
Administration	*8,533*	*10,941*	*2,408*	*22%*	*14,613*	*14,686*	*73*
Other Operational costs	*40,434*	*45,628*	*5,194*	*11%*	*56,991*	*61,154*	*4,163*
Total Operating Expenditure	**281,889**	**289,428**	**7,539**	**3%**	**402,893**	**386,213**	**(16,680)**
OTHER EXPENSES							
Investment Property Revaluation Movements	0	0	0	0%	0	0	0
Loss on Disposal of Assets	0	0	(0)	0%	0	0	0
Assets Vested by TCC to Outside Entitles	0	0	0	0%	0	0	0
Provision Expense	0	0	0	0%	1,200	1,200	0
Total Other Expenses	**0**	**0**	**(0)**	**0%**	**1,200**	**1,200**	**0**
TOTAL EXPENDITURE	**281,890**	**289,428**	**7,538**	**3%**	**404,093**	**387,413**	**(16,680)**
SURPLUS/(DEFICIT)	**87,823**	**102,210**	**(14,387)**	**14%**	**90,661**	**121,437**	**(30,776)**
OPERATING SURPLUS/(DEFICIT)	**(17,906)**	**(30,252)**	**12,346**	**41%**	**(55,929)**	**(42,199)**	**(13,729)**
Portion of total variance due to Tauriko West							**(21,568)**

Overall Comments on Year to Date and Forecast Balances

Operating Revenue

Rates revenue in total is behind budget, reflecting lower water by meter revenue due to reduced water consumption and approximately $1.2m of rates unable to be recovered due to revaluation objections.

Subsidies & Grants revenue from Waka Kotahi for roading maintenance is ahead of budget (along with expenditure), with a full year forecast $4.1m more than budget agreed with the agency. The remainder of the year to date variance and the forecast variance relates to subsidies received from Central Government to fund the water reform transition work and unbudgeted funds received for City Events and Community Development.

Subsidies & Grants - Tauriko West NZTA project subsidies are now accounted for as operating subsidies, generating the positive variance. This income is offset against unbudgeted consultants and contractors costs. Full year forecast is $5.6m. This arrangement replaces the annual plan budget for capital subsidies ($15.6m full year budget now forecast to zero).

Other Revenue, primarily user fees, are significantly below year to date budget in several activities. Nearly $1m in the Parking activity due to the extension of the free parking trial, $1.5m in Environmental Planning due to lower volumes and higher discounts than planned, $2.3m in Building Services due to a budget duplication and lower than anticipated volumes, $0.6m Airport income due to reduced passenger numbers and $0.5m of Forestry income postponed until 2024. These have been offset by unbudgeted insurance proceeds, an increase in revenue from traffic fines, higher recoveries for lab testing in City Waters and vessel demolition in the Marine Precinct and more income than anticipated from the Cemeteries activity. Year to date variances flow through to the full year forecast, and where the variances are activity or volume related they have been extrapolated for the full year.

Finance Revenue, Interest revenue has a positive variance to budget due to higher interest rates and deposit balances than anticipated at the time of the annual plan. A positive variance of $1.9m has been forecast.

Asset Development Revenue & Other Gains

Development Contributions are primarily from city-wide development contributions, Papamoa East and Tauriko Business Estate development contributions.

Subsidies & Grants Capital Expenditure Contributions are primarily related to Crown Infrastructure Partnership (CIP) subsidies for the Cameron Road upgrade project (ahead of budget by $5m year to date) and Waka Kotahi funding for the Roading capital programme (behind budget by $13m). Revenue is claimed as works are undertaken. The Waka Kotahi shortfall relates to the slower capital programme delivery, and we are not currently claiming Waka Kotahi funding for PEI as final approval is reliant on HIF funding approval (which we do not expect until later on in the financial year). The forecast indicates that the Waka Kotahi variance will decrease to $5m behind budget for the full year. IFF income is now being claimed and received. Budgeted grants relating to the the Te Maunga Transfer Station project have not yet been received ($3.3m) and are not now expected to be received by year end ($4.4m). This is due to delays in meeting project milestones. The funding is now expected to be received in 2023/24. Tauriko West project subsidies are now accounted for as operating subsidies.

Other Gains and Losses includes non-cash accounting entries in relation to:
- an unbudgeted gain recognised from the Housing Infrastructure Fund loan ($131m loan for Waiari and Te Maunga), which recognises a zero percent interest rate as a gain over market, and
- a budgeted gain relating to the Totara Farm (Te Tumu) land transaction.

Assets vested to Tauranga City Council - revenue recognition is dependent on the timing of project completion of infrastructure projects by developers.

Operating Expenditure

Personnel Expense variance comprises an underspend on employment costs due to a significant number of unfilled positions, which is offset by below budget capitalisation credits. Forecasting $1.8m over budget due largely to project support costs that are unable to be capitalised but will be loan-funded.

Depreciation is above budget due to a significant increase in asset values following the 2022 revaluation of infrastructure assets (mainly roads).

Finance Expense costs are increasing as loans are renegotiated at the higher prevailing interest rates and debt levels increase due to the ramp up in capital expenditure. A sizeable full year overspend is forecast, with a projected official cash rate (OCR) significantly higher than the budgeted OCR average of 3.5%.

Consultants and Contractors: Year to date underspend is related to City Planning ($5.5m) due to delays in government guidance, changes to legislation, and more work completed in-house. The Full year forecast for City Planning has been reduced by $1.4m. Offsetting this is an overspend in Transport ($1.2m), generated by an increase in maintenance contract costs which had not been negotiated at the time of setting the Annual Plan. This overspend is forecast to be $2.4m by the end of the financial year.

Consultants and Contractors - Tauriko West NZTA: Unbudgeted YTD expenditure of $8.9m offset with subsidies of $4.8m. Forecast is for $11.6m expenditure for the full year and $5.6m subsidies. The remainder is loan-funded until all revenues related to the enabling works have been received.

Other Expenditure:

Repairs & Maintenance: Year to date expenditure ahead of budget due to increased roading maintenance contract costs and remedial work required in Wastewater from the Weather events early in the year. The full year forecast is expected to be ahead of budget as a result.

Community contributions & grants: $3.4m capital grant for Bay Oval has been delayed to 2023 (a carry forward for this funding will be requested), and BVL renewals are running behind budget ($2.7m) due mainly to the timing of the Greerton pool project. This budget is expected to be fully utilised by the end of the year. Additional BVL Operating grant of $320k has been included in the forecast to fund decisions on the living wage.

Other Operating costs: The year to date underspend has been generated by a number of significant items. Public information and engagement costs are under budget by $1.6m. This variance is expected to reduce by year end as costs are likely to be transferred out of capital projects. Digital operating and project costs ($1.4m) are expected to be spent by year end. The Biosolid waste project ($1.7m) has been delayed due to asbestos found in the ponds, and Waste Management is under budget by $2.2m due to the delays in the Te Maunga development along with a 25% reduction in waste tonnage. Offsetting this, Transport is overspent by $2m relating to vegetation control costs.

Rent, rates, & utilities: Year to date and forecast underspends are generated from savings in metered water and electricity costs, predominantly in the Waters activities.

Administration: $1.9m underspend year to date in Digital and Marketing and advertising costs less than budget by $350k. The forecast to year end is that expenditure will catch up to budget.

Subsidies & Grants Contributions

Capital Subsidies	Act YTD $000	Bud YTD $000	YTD Var Fav / (Unfav) $000	YTD Variance Explanation	FY Forecast Variance Fav / (Unfav) $000	Forecast Variance Explanation
CIP - Cameron Rd Upgrade	18,852	14,769	4,083	Project is ahead of budget resulting in larger CIP claims.	5,381	Expecting to fully draw CIP funding by May 2023.
Waka Kotahi - Capex Subsidies	11,070	23,999	(12,929)	Tracking behind budget due to timing of renewals and LCLR programme delivery, The spend in these two areas is expected to increase in the last quarter of the FY.	(5,151)	Not currently claiming for PEI as funding is reliant on HIF approval. Full year forecast excludes any PEI claim until we have more certainty.
IFF for Tauranga System Plan	26,876	29,097	(2,221)	February and March claims, paid.	1,193	Final claim for the year will be submitted for June drawdown.
Ministry for the Environment - Reducing Landfill	-	3,330	(3,330)	Nothing yet claimed due to delays in finalising design and consenting of Te Maunga Transfer Station.	(4,440)	Project and milestones are not expected to be completed before year end. Revenue will be forecast into 2023/24
Miscellaneous - Spaces & Places	1,348	1,132	216	YTD Skatepark funding tracking ahead of budget	764	Higher than budgeted Skatepark funding anticipated before year end.
DIA - City Development (Better Off Funding)	1,210	6,750	(5,540)	Tracking behind budget due to timing of Better Off funding application.	(4,500)	$1.2m received in Feb (10% of approved initial tranche of $12.1m). Detailed Design work on the funded projects continuing but not expected to complete until Jan 2024.
DIA - Three Waters	1,678	308	1,370	Unbudgeted 3 Waters CIP funding.	1,174	Unbudgeted 3 Waters CIP funding.
	61,034	**79,385**	**(18,351)**		**(5,579)**	
Waka Kotahi - Tauriko West (now classified as opex)	-	7,950	(7,950)	Tauriko West reclassified as an operational project. Tracking behind budget due to timing of land purchases.	(15,588)	23FY budget includes land purchases which are progressing but now not expected to be completed this FY.
	61,034	**87,335**	**(26,301)**		**(21,167)**	
Capex subsidies total	**61,034**	**87,335**	**(26,301)**		**(21,167)**	

Operating Subsidies	Act YTD $000	Bud YTD $000	YTD Var Fav / (Unfav) $000	YTD Variance Explanation	FY Forecast Variance Fav / (Unfav) $000	Forecast Variance Explanation
Waka Kotahi Opex Subsidies - excl Tauriko West	6,061	4,770	1,291	As result of seasonal peak and contract expense variation due to the budget being prepared prior to the maintenance contracts being awarded	3,339	Forecast agreed with Waka Kotahi
Waka Kotahi Opex Subsidies - Tauriko West	4,804	0	4,804	Tauriko West annual plan budget is under Capex subsidies.	5,610	Initial budget included land purchases which are progressing but now not expected to be completed this financial year
Opex grants and subsidies central government	1,002	963	39	Waste levy allocation provided by Central Government based on population. Central government calculates and difficult to forecast.	(0)	Forecast to be on budget.
Fuel tax	682	917	(235)	Due to fuel tax reduction by 25 cents per litre.	(352)	Due to fuel tax reduction by 25 cents per litre.
3Waters (DIA) & Community Partnerships sponsorship	2,593	230	2,363	Unbudgeted 3Waters (DIA) & Community Partnerships sponsorship	2,290	Unbudgeted 3Waters (DIA) & Community Partnerships sponsorship
Operating subsidies total	**15,143**	**6,881**	**8,262**		**10,888**	

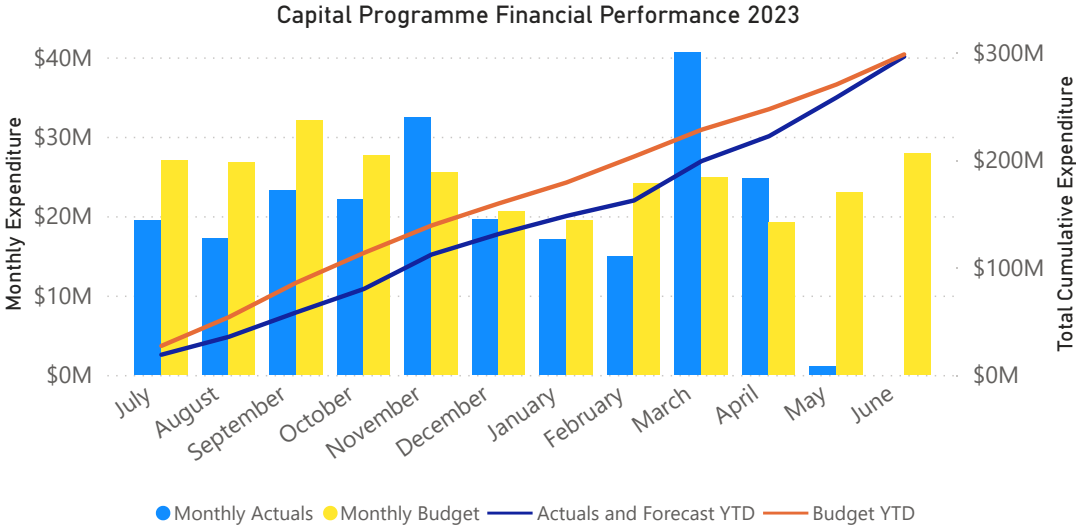
Capital Programme - 2023 Financial Year - March 2023

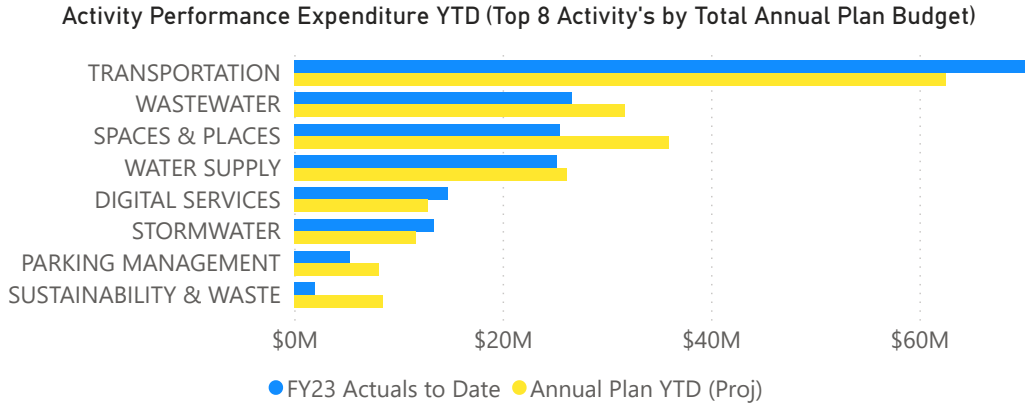
Month: March
Fiscal Year: 2023

For the recent quarter, expenditure exceeded budget, mainly due to the large spend in March which consisted of $11m of land purchases. Actuals to date are still lower than expected with the largest variance due to delays in the Civic & Waterfront programme and slower than expected delivery of the Te Maunga Transfer Station Upgrades.

The total TCC delivered capital programme is currently forecasting to achieve 79% of revised budget this year.

Budget Current Month	$24.9M
Actuals Current Month	$40.6M
FY23 Budget to Date	$228.1M
FY23 Actuals to Date	$206.5M
FY23 Annual Plan Budget	$298.2M
FY23 Revised Budget	$375.0M
FY23 Variance to Annual Plan	$76.8M
FY23 Forecast	$296.1M
FY23 Variance to Revised Budget	-$78.8M





Capital Programme - 2023 Financial Year - March 2023

Month: March
Fiscal Year: 2023

Project Category	FY23 Budget	FY23 Revised Budget	FY23 Forecast	FY23 Variance	Commentary
High Strategic Impact Projects	$239.6M	$250.7M	$188.7M	-$62.0M	See attached high strategic projects for more detail
Balance of Growth Projects	$30.1M	$48.3M	$46.5M	-$1.7M	Growth Projects forecast is tracking close to revised budget. Increase in budget is primarily due to an accelerated purchase of strategic properties.
Capital Delivery Adjustment Growth Projects	-$45.0M	-$45.0M	-$11.3M		Smoother applied to forecast
Balance of Level of Service Projects	$48.7M	$87.3M	$47.6M	-$39.7M	Level of service projects actual expenditure is tracking at 34% of revised budget. Increase in budget is primarily due to unanticipated purchase of strategic properties. Main areas of risk are within the Transport low cost low risk programme, however this is expected to be delivered within the 3 year Waka Kotahi funding period
Capital Delivery Adjustment Level of Service Projects	-$10.0M	-$10.0M	-$2.5M		Smoother applied to forecast
Renewal Projects	$34.8M	$43.6M	$27.0M	-$16.6M	Renewals programme is forecasting under the budget at this stage, due to some delays caused by extreme weather conditions
Total Capital Programme	$298.2M	$375.0M	$296.1M	-$78.8M	
Other Capital (Land Sales and capital delivered by third parties)	$37.2M	$0.8M	$25.2M	$24.4M	Forecasting to be significantly under budget due to delays with the Waka Kotahi led delivery of the Tauriko West Network Connection Projects, and timing of the realisation of the Elder Housing portfolio sale.
Total Capital Programme and Other	$335.4M	$375.7M	$321.3M	-$54.4M	

High Strategic Impact Project Performance

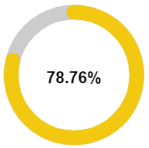
Activity: All
Month: March
Fiscal Year: 2023

Actuals YTD	Annual Plan Budget YTD	Variance YTD
$130.5M	$182.6M	-$52.1M

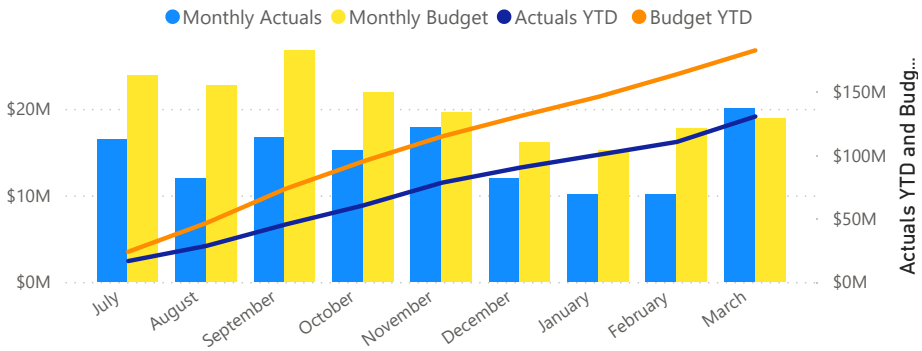
Variance YTD %

End of Year Forecast	Annual Plan Budget	Variance Forecast
$188.7M	$239.6M	-$50.9M

Forecast FY %



Capex Financial Year Performance



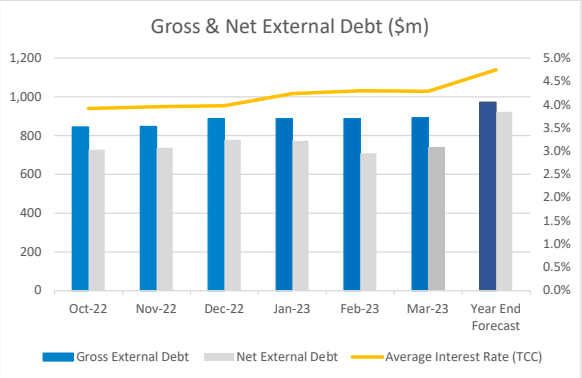
High Strategic Impact Project Performance

Reference	Actuals YTD	Annual Plan Total	Budget Total FY (Proj)	Forecast Total	Forecast Budget Variance FY (Proj)	Forecast - Annual Plan Total Variance
ACTIVE RESERVE DEVELOPMENT PROGRAMME	$1,281,140	$4,278,300	$4,278,300.00	$1,611,142	-$2,667,158.00	-$2,667,158
ARATAKI SAFETY IMPROVEMENTS	$177,293	$2,326,990	$2,326,990.00	$305,293	-$2,021,697.00	-$2,021,697
AREA B (OTUMOETAI LOOP)	$1,310,245	$3,665,899	$3,665,899.00	$1,791,189	-$1,874,710.00	-$1,874,710
CAMERON ROAD STAGE 1	$25,266,270	$31,391,955	$31,391,955.00	$37,038,159	$5,646,204.00	$5,646,204
CAMERON ROAD STAGE 2	$776,986	$2,930,607	$2,559,535.00	$1,342,883	-$1,216,652.00	-$1,587,724
CARPARK SEISMIC STRENGTHENING	$3,601,089	$6,762,000	$6,631,849.00	$5,101,090	-$1,530,759.00	-$1,660,910
COMMUNITY CENTRE DEVELOPMENT	$246,761	$1,301,177	$1,301,177.00	$366,762	-$934,415.00	-$934,415
DIGITAL PROGRAMME	$14,725,646	$16,331,406	$16,331,406.00	$21,030,080	$4,698,674.00	$4,698,674
DIVE CRESCENT & STRAND WATERFRONT	$1,946,677	$9,922,000	$9,998,279.00	$3,371,142	-$6,627,137.00	-$6,550,858
ELIZABETH ST STREETSCAPE	$162,879	$1,250,000	$1,661,032.00	$422,878	-$1,238,154.00	-$827,122
INFRASTRUCTURE RESILIENCE	$436,160	$680,000	$781,983.00	$611,160	-$170,823.00	-$68,840
KOPURERERUA VALLEY DEVELOPMENT	$2,083,376	$3,017,270	$3,214,796.00	$2,423,375	-$791,421.00	-$593,895
LOCAL ROAD REHABILITATION AND RESURFACIN	$8,351,959	$15,238,914	$15,618,480.00	$13,407,146	-$2,211,334.00	-$1,831,768
MARINE PARADE BOARDWALK	$1,006,410	$5,185,436	$5,211,761.00	$2,628,310	-$2,583,451.00	-$2,557,126
MARINE PRECINCT - OFFLOADING WHARF	$81,838	$3,181,000	$3,702,718.00	$87,839	-$3,614,879.00	-$3,093,161
MAUNGANUI ROAD SAFETY IMPROVEMENTS	$5,273,416	$5,942,305	$6,414,707.00	$7,334,312	$919,605.00	$1,392,007
MEMORIAL PARK AQUATICS FACILITY	$0	$2,279,369	$2,359,059.00	$0	-$2,359,059.00	-$2,279,369
OMANAWA FALLS	$2,659,688	$4,713,227	$4,910,890.00	$4,201,689	-$709,201.00	-$511,538
OPAL DRIVE WASTEWATER PROGRAMME	$4,932,587	$5,989,825	$5,989,825.00	$1,355,784	-$4,634,041.00	-$4,634,041
PAPAMOA EAST INTERCHANGE	$12,333,532	$17,569,983	$18,010,516.00	$18,132,563	$122,047.00	$562,580
SKATEPARK FACILITY	$392,766	$1,023,877	$1,083,024.00	$1,342,767	$259,743.00	$318,890
STRAND EXTENSION	$283,355	$3,600,000	$3,600,000.00	$543,355	-$3,056,645.00	-$3,056,645
TE MANAWATAKI O TE PAPA (CIVIC REDEVELOP	$5,587,523	$25,690,076	$29,623,797.00	$10,308,212	-$19,315,585.00	-$15,381,864
TE MAUNGA TRANSFER STATION REDEVELOPMENT	$1,532,892	$8,992,200	$9,931,884.00	$2,082,893	-$7,848,991.00	-$6,909,307
TE MAUNGA WASTE WATER TREATMENT PLANT	$8,660,591	$20,763,078	$20,813,081.00	$14,165,707	-$6,647,374.00	-$6,597,371
TOTARA STREET IMPROVEMENTS	$4,530,101	$1,600,000	$3,518,570.00	$4,640,100	$1,121,530.00	$3,040,100
TRANSPORTATION SAFETY PROGRAMME (LCLR)	$1,277,319	$6,203,668	$6,203,668.00	$5,358,021	-$845,647.00	-$845,647
TURRET RD & 15TH AVE CORRIDOR	$847,651	$1,164,110	$1,354,870.00	$1,447,955	$93,085.00	$283,845
WAIARI WATER TREATMENT PLANT	$17,819,882	$18,737,817	$19,260,797.00	$20,606,176	$1,345,379.00	$1,868,359
WAIRAKEI STREAM LANDSCAPING	$793,327	$1,837,108	$2,950,587.00	$1,133,327	-$1,817,260.00	-$703,781
WESTERN CORRIDOR STAGE 1A (WASTE WATER)	$2,105,131	$6,040,000	$6,040,000.00	$4,514,632	-$1,525,368.00	-$1,525,368
Total	**$130,484,487**	**$239,609,597**	**$250,741,435.00**	**$188,705,941**	**-$62,035,494.00**	**-$50,903,656**

Treasury Policy Compliance Monthly Report to SFR

As at 31 March 2023

Debt

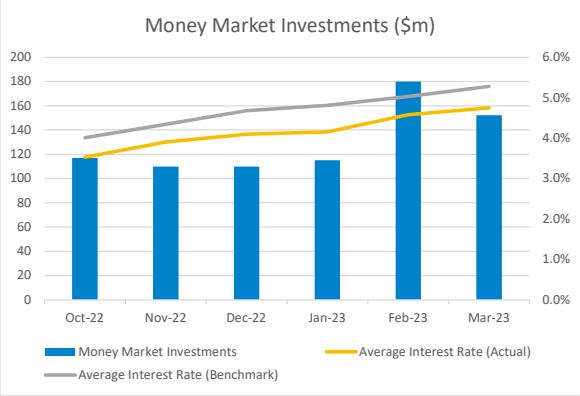


Current:
Gross debt as at 31 March 2023 was $892.8m and net debt is $740.6m.
New long-term debt of $125m has been issued since the beginning of the financial year, all with LGFA except $8m HIF loan.

Forecast:
Planned net debt for 30 June 2023 is $922.5m which is $69.5m more than budget.

Borrowing Resolution:
Additional $69.5m borrowing for the year as per updates to the borrowing resolution via council reports in Nov 2022 and April 2023. .

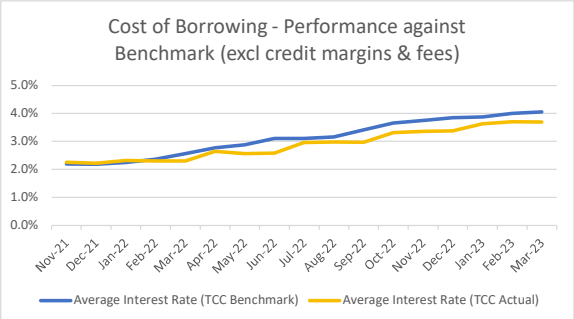
Money Market Investments



Money market investments and bank balances are at $153m. The high balance on deposit reflects a significant portion of rates being paid in February which has been put on short term deposit. This will reduce in April 2023 when a $50m LGFA loan matures.

Average Interest Rate (investments)	4.75%

Interest



Both interest rate hedging and debt maturity levels are within recommended levels. $567m of total debt (64%) is at fixed interest rates as at 31 March 2023.

The Official Cash Rate ("OCR") is currently 5.25% following a 50bp increase in April 2023. There will be another announcement from RBNZ in May 2023.

A five year fixed rate from LGFA is 5.26% and one year floating is around 80bp above OCR.

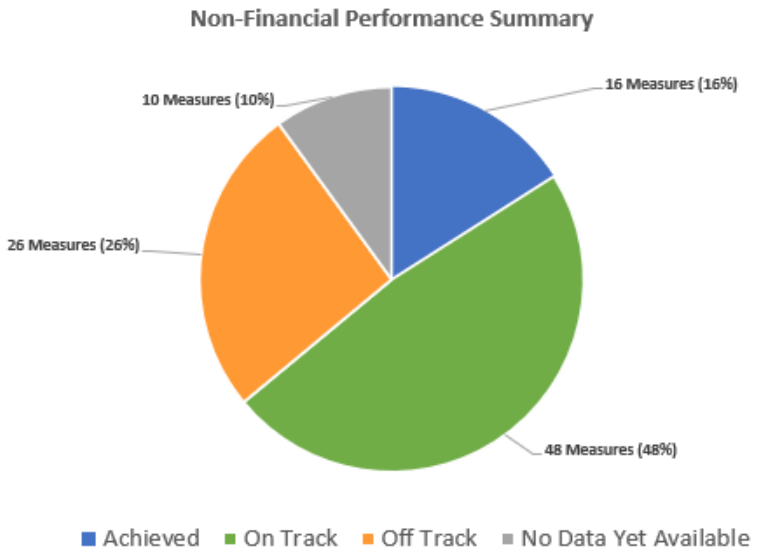
Average Interest Rate (borrowing)	4.29%

Non-financial performance measures monitoring report

Quarter three | January - March 2023

Non-financial performance measures overview

- Performance measures help us report back on our service performance. Targets are set for the full financial year.
- See below an overview of how we're tracking on our performance measures across council for nine months of the financial year 2022/23. The current reporting period is Q3 (01 Jan - 31 March 2023). Our performance is grouped by the number of measures we're on track to achieve, those already achieved, and measures where we're off track. In some cases, performance data is not available, due to the relevant information only being available on an annual basis or for other reasons.
- The term 'off track' represents measures that are behind target and need attention in order to be achieved by financial year-end, or at a minimum to bring them closer to target.



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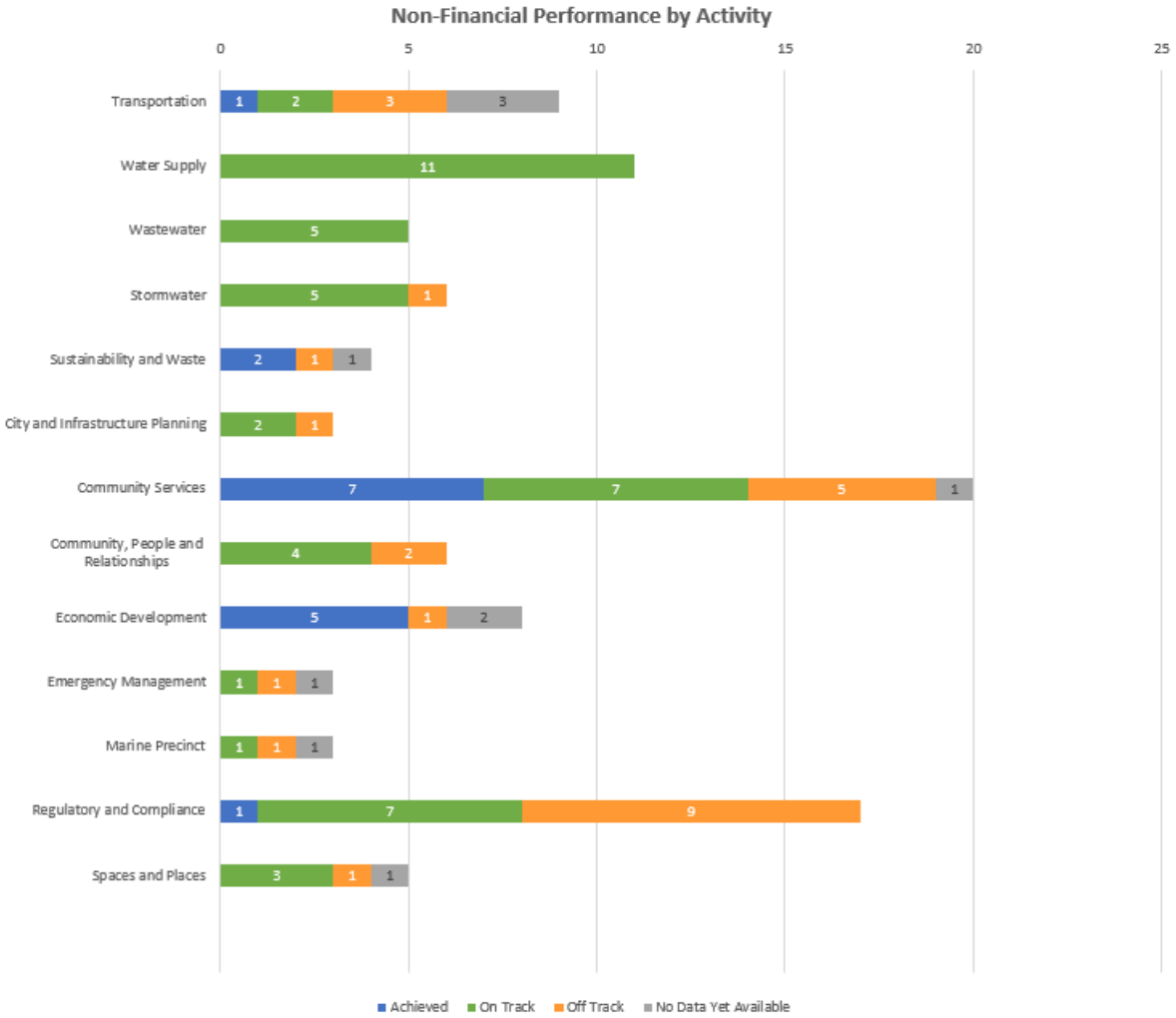
Non-financial performance graph by Group of Activities



Off track measures report

Groups of Activities	% Achievement of targets Achieved · On Track · Off Track · No Data	KPI off track				Discussion and action taken to improve result
Transportation	11% · 22% · 33% · 33% 3 of 9 measures off track	**We will provide an efficient transport network, minimising all-day congestion**	**Target Year 2**	**Q3 Result**	**YTD Result**	• The duration of peak across the transport network* (where traffic is travelling at 50% of freeflow speed of 59k/h) was 469 mins and 453 min YTD. This measure reflects the citywide pressure on the transport network and shows that the period of day during which traffic flows are high and congestion effects are being felt is increasing. The peak periods are spreading and significant road works on the network is also contributing to the increased periods of congestion.
		Duration of peak across the transport network* (where traffic is travelling at 50% of freeflow speed of 59k/hr) ** Hewletts Road (between Aerodrome Road and Totara Street); Turret Road/15th Avenue (between Hairini Bridge and Fraser Street); Cameron Road (between 15th Avenue and Elizabeth Street); Totara Street (between Hull Road and Hewletts Road)*	**345min**	469min	**453min**	
		We will provide opportunities for walking, cycling and bus travel, and encourage increasing awareness of sustainable transport initiatives, including school walking/cycling programmes	**Target Year 2**	**Q3 Result**	**YTD Result**	Proportion of people journey to work via: 1) a vehicle as the driver – achieved – with 5% more than the targeted proportion travelling to work as the driver 2) a vehicle as a passenger – achieved – with 3% of those travelling to work as a vehicle passenger 3) walking/jogging – not achieved – with 2% of those getting to work, doing so on foot 4) cycling – not achieved – the target of 8% was not met, with 2% cycling to work. 5) bus – not achieved – the target of 10% was not met with 2% of individuals travelling to work by bus 6) didn't go to work or not stated – 26% of individuals did not travel to work or did not state their mode of transport, which was 1% more than expected 7) Worked from home – achieved – 7% of individuals worked from home, which was 1% more than expected.
		Proportion of people journey to work via: 1) a vehicle as the driver 2) a vehicle as a passenger 3) walking/jogging 4) cycling 5) bus 6) didn't go to work or not stated 7) Worked from home	**1) 54%** **2) 2-3%** **3) 3%** **4) 8%** **5) 10%** **6) 23-25%** **7) 5-6%**	1) 51% 2) 2% 3) 1% 4) 1% 5) 4% 6) 29% 7) 10%	**1) 59%** **2) 3%** **3) 2%** **4) 1%** **5) 2%** **6) 26%** **7) 7%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
		We will provide a well-maintained and fit-for-purpose road and footpath network, and well-utilised and available city centre parking	**Target Year 2**	**Q3 Result**	**YTD Result**	• The percentage of the sealed local road network that is resurfaced is 3.2%. The team is currently working on the delivery of resurfacing programme with the aim of achieving better results. It should also be noted that the slow delivery can also be attributed to significant rainfall and weather events experienced in the region.
		The percentage of the sealed local road network that is resurfaced. **(DIA measure)**	**4%**	3.20%	**3.20%**	
Stormwater	83% 17% 1 of 6 measures off track	**We will provide a conveyance and treatment network to effectively manage stormwater and to deliver safety to persons**	**Target Year 2**	**Q3 Result**	**YTD Result**	• Five flooding events for habitable floors were reported from our 61,699 (water) connections.
		The number of flooding events that occur in a territorial authority district. **(DIA measure).*** ** A flooding event refers to an overflow of stormwater that enters a habitable floor (meaning a building, including a basement, but does not include garden sheds or garages).*	**No more than one flooding event**	5	**5**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
Sustainability and Waste	50% 25% 25% 1 of 4 measures off track	**We will provide a rubbish collection service to all residential properties in urban and rural-residential areas**	**Target Year 2**	**Q3 Result**	**YTD Result**	• The 2022/23 result YTD from the Annual Residence Survey was 71% which is currently tracking higher than the full year result for 2021/22 which was 63%. Staff are initiating a number of campaigns over the next few months to educate and encourage better use of the service; as well as working with the service provider to address any issues with the service.
		Percentage of residents that are satisfied with Council run rubbish collection service.	**75%**	71%	**71%**	
City and Infrastructure	67% 33% 1 of 3 measures off track	**We will deliver and monitor a planning framework for the city that provides sufficient development capacity to accommodate ongoing growth**	**Target Year 2**	**Q3 Result**	**YTD Result**	• The 2021 Housing and Business Assessment (HBA) identified a short-term (next three years) housing shortfall for Tauranga City as at 30 June 2020 of 400 dwellings, rising to a 1,120 dwelling shortfall when the required NPS-UD competitiveness margin of (20%) was applied. - In Q3, 259 dwellings were issued consents. - From 1 July 2020 to 31 March 2023, around 120 more dwelling consents were issued than projected for this period (i.e., 3,410 dwelling consents issued vs 3,290 consents projected). This reduced the remaining forward development capacity faster than expected, with dwelling consent issue rising in Q3 in comparison to Q2. As a result, short-term non-compliance over the next three years from 1 April 2023 will likely increase due to this reduced forward supply.
		Compliance with the National Policy Statement for Urban Development Capacity which require 3, 10 and 30 years of development capacity and infrastructure capacity to be provided/identified along with additional buffers	**Short term compliance achieved**	Not Achieved	**N/A**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
Community Services *Activities Include:* Arts and Culture Community Partnerships Elder Housing Libraries Venues and Events	35% 35% 25% 5% 5 of 20 measures off track	**Library spaces are community hubs for place making in the city centre and neighbourhood centres**	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, the number of visits to all libraries was 155,950. Numbers of visitors are improving on last year as COVID-19 recovery continues although it is unlikely target will be reached in Q4.
		Visits to council libraries (all four combined)	**600,000**	155,950	**442,374**	
		Provide a comprehensive and fully functional performing arts venue, which is for use by the community and to attract high quality performing arts events to our city.	**Target Year 2**	**Q3 Result**	**YTD Result**	• Number of patrons attending ticketed events at Baycourt from 01 January 2023 to 31 March 2023 was 3,315. Q3 is traditionally the quietest period of the year, which is why the results are significantly less than Q1 and Q2. Compared to the same period last year, we have seen a 258% increase in attendance, mainly due to having operated under the 'red' COVID-19 restrictions during Q3 in FY 2021/22. With Q4 to go, it is highly unlikely that we will meet the 70,000 target because current programming means that a very high percentage of shows will need to sell out in order to reach target. Despite this measure being 'off track', at the Q3 milestone our attendance is already up considerably on the total annual result from last year. Total attendance last year was 25,599, compared to 41,001 to the end of Q3 of this year - a 60% increase with Q4 pending.
		Number of patrons attending ticketed events at Baycourt	**70,000**	3,315	**41,001**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
		Deliver a diverse programme of arts experiences and events through a year-round programme.	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, the number of event days that Baycourt was occupied from a total possible available days using booking information was 27. Of the 53 days that could be booked in Q3, there were 27 days (or 51%) occupied. As mentioned above, Q3 is traditionally the quietest month of the year therefore this result is not unexpected. As Q4 progresses, the team are tracking 113 event days behind the 280 target; with 91 days left in the year the shortfall won't be met.
		The number of event days that Baycourt is occupied from total possible available days using booking information.	**280**	27	**167**	
		We will provide a well maintained and managed Historic Village as a community facility, available for commercial and community tenancies and as a function and events venue	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, the occupancy rate of Historic Village leasable village space was 87%. Three new tenants have been secured and will be reflected in Q4 would bring the result closer to target. • For the period 01 January 2023 to 31 March 2023, the occupancy rate of Historic Village hireable venue space was 2%. The result can be attributed to construction works on the Balcony Room and School House. The School House is set to come back online in April 2023, however the Balcony Room (C2 Project) is experiencing delays which will render the room offline for the rest of the year at this stage.
		Occupancy rate of Historic Village leasable village space	**95%**	87%	**86%**	
		Occupancy rate of Historic Village hireable venue space	**25%**	2%	**6%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
Community, People and Relationships Activities Include: Community Relations Customer Service Democracy Services Te Pou Takawaenga Māori Unit	67% 33% 2 of 6 measure off track	**We will provide a Land Information Memoranda service**	**Target Year 2**	**Q3 Result**	**YTD Result**	• 618 (90%) of 689 LIMS were issued within the 10-day statutory timeframe. The LIM/Service Centre team has had a high staff turnover this year. Two additional staff have recently completed LIM training and all vacancies have now been filled. This additional resource will positively impact the year end results. Whilst some LIMs have not met the 10-day timeframe, the team are meeting customers urgent requests for LIMs and are also working with customers to understand their own deadlines and working to meeting those. To this end, our Net Promoter Score customer satisfaction score for LIMs remains high at 62.
		10 Day Statutory timeframes are met	**100%**	90%	**94%**	
		We provide opportunities for the community to participate in decision making.	**Target Year 2**	**Q3 Result**	**YTD Result**	• The 2022/23 result YTD from the Annual Residence Survey was 30% which is currently tracking lower than the full year result for 2021/22 which was 50%. Verbatim responses for those dissatisfied can be widely attributed to criticism relating to the postponement of the October 2022 elections until July 2024. Council is currently trialling new ways of direct community participation in decision making e.g. the opening of the community collaboration space at Mount Maunganui. Work is also underway to find ways for the community to engage with council more easily through investigating digital panels and reference groups.
		Percentage of residents who are satisfied or neutral with the way the Council involves the public in decision-making processes.	**60%**	28%	**30%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
Economic Development	63% 13% 25% 1 of 8 measures off track	**Resident likelihood to recommend Tauranga as visitor destination**	**Target Year 2**	**Q3 Result**	**YTD Result**	• The 2022/23 result YTD from the Annual Residence Survey was 36%, which is currently tracking slightly lower than the full year result for 2021/22 which was 38%.
		Net promoter score	**Maintain**	34%	**36%**	
Emergency Management	33% 33% 33% 1 of 3 measures off track	**We will provide community education initiatives increase public awareness and preparedness**	**Target Year 2**	**Q3 Result**	**YTD Result**	• The 2022/23 result YTD from the Annual Residence Survey was 79% which is currently tracking lower than the full year result for 2021/22 which was 81%. The Emergency Management (EM) team were involved in response to the significant weather events, followed by Cyclone Gabrielle, and this impacted BAU activities. The team formed part of the Incident Management Team (IMT), Emergency Operation Centre (EOC) and recovery team (deployed to Tairawhiti, Wairoa and Hawkes Bay on 7-day rotation) and a number of the team continue to be involved in recovery. During this quarter there was: - Ongoing community education activities with local schools and ECEs to increase awareness and preparedness. - Continued to support and build capability of local community response teams. - Collaborated with Western Bay of Plenty District Council and the Western Bay of Plenty Disability Support Trust to develop disability emergency planning resources. - Supported the filming of Mount Maunganui Primary School's ShakeOut video, where the school documented their annual earthquake drill and tsunami hikoi.
		Percentage of residents that know they need to be self-reliant in the event of a major civil defence emergency	**95%**	77%	**79%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
Marine Precinct	33% 33% 33% 1 of 3 measures off track	**We will provide the marine industry with access to efficient and reliable large/heavy vessel lifting and hardstand facilities**	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, the average hardstand occupancy was 38% and YTD 48%. One of the factors that may have contributed to this shortfall is the absence of customers in January due to the holiday period. Customers also prefer the Super yacht Coatings shed as they are protected from the weather. To achieve better results, the team have been marketing heavily, including a stand at the Auckland Boat Show, and will continue to try and attract more customers.
		Average annual hardstand occupancy	**50%**	38%	**48%**	
Regulatory and Compliance Activities Include: Animal Services Building Services Environmental Health and Licensing Environmental Planning Regulation Monitoring	6% 41% 53% 9 of 17 measures off track	**We will provide an effective dog registration process that supports a safe community**	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, there were 14,803 dogs registered from a database of 15,618 known dogs. Of the 815 unregistered dogs, 380 infringements were issued, leaving 435 dogs (53%) for which there were no enforcement action. The constant addition of new dogs to the database (some of which are not registered) is contributing to the result not making target.
		All known dogs are registered, or appropriate enforcement action is taken.	**100%**	97%	**95%**	
		We will provide a prompt response time to animal behavioural issues	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, 92% of all urgent requests (12) were responded to within 60 minutes. Of complaints that had potential ongoing risk(s), 1 (8%) was not responded to within the required timeframe due to an internal processing error, which has since been addressed and the team are going to undertake a process review to minimise this issue going forward.
		All urgent animal requests are responded to within 60 minutes where there is an ongoing risk to safety	**100%**	92%	**83%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
		We will provide technical advice and consent decisions within statutory timeframes	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, 68% of building consent applications were processed within legal timeframes. The improvements with statutory timeframe have plateaued since significant improvements through the 2022 calendar year by team. The backlog of consents is effectively zero and the volume of consents received is down compared with previous years. Additionally, the team has increased contractor usage again to try and improve timeframe compliance, however it appears that the consents which are going over time are predominantly older consents (which were received when there was a significant backlog already) and the more complex consents (which take longer to process).
		Percentage of building consent applications processed within legal timeframes	**98%**	68%	**67%**	
		Ensure Building warrant of fitness are current and compliant.	**Target Year 2**	**Q3 Result**	**YTD Result**	• 336 of the 368 (91%) building warrant of fitnesses were renewed on time and were compliant for the period 01 January 2023 to 31 March 2023. Eight 'Notice to Fix' have been issued in this quarter. Ministry of Business, Innovation and Employment have confirmed to territorial authorities that there is no means of renewing a warrant if the full 12 months of checks and inspections have not been undertaken. During the COVID-19 lockdowns short-warrants were permitted due to access difficulties but this is no longer valid. MBIE have directed independent qualified persons (IQP) can issue a statement to the owners stating the building is safe, but it does not constitute a Warrant of Fitness.
		Ensure Building warrant of fitness are renewed on time and are compliant with the building compliance schedule	**94%**	91%	**88%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
		We will undertake audits of all food premises registered with Tauranga City Council	**Target Year 2**	**Q3 Result**	**YTD Result**	• From 01 January 2023 to 31 March 2023, 96 of 163 food premises verifications were completed. In addition, Food Safety Officers conducted 15 food safety investigations and one of these required enforcement action. Given that the team is now fully staffed, and together with contractors, work is progressing to reduce the backlog of verifications which will assist towards improving the result for next quarter.
		Percentage of TCC verified food premises that have been inspected and had appropriate enforcement action taken	**100%**	59%	**54%**	
		Council will aim to reduce alcohol-related harm by annually inspecting alcohol licensed premises to ensure compliance with the Sale and Supply of Alcohol Act 2012 and licensing conditions in general.	**Target Year 2**	**Q3 Result**	**YTD Result**	• From 01 January 2023 to 31 March 2023, there were 29 renewals of which all 29 were inspected. In addition, there were 11 new licensed premises inspected. Of the total (40) new and renewal licensed premises inspected, none required enforcement action to be taken against them. Due to results of Q1 and Q2, this KPI remains off-track but as resourcing, staff levels, and training of new staff increase, improvements to the result will be made.
		Percentage of new and renewed licensed premises inspected and appropriate enforcement action taken	**100%**	100%	**54%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
		We will meet the community's expectations through making informed decisions, delivering fit for purpose vested infrastructure through robust engineering assessments and by taking an education first approach to compliance.	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, 18 of 26 resource consent applications were processed within statutory timeframes. The level of service is still well below the target but has lifted from Q2. Performance has been affected by further resignations of Planners and continued complexity of workload. The level of service is expected to continue to improve as new staff and consultant capacity increase to assist in workload. • For the period 01 January 2023 to 31 March 2023, feedback was received from 0.02% of applicants (three responses). Of this feedback, two were satisfied and one was unsatisfied. The Q3 result very close to meeting target and level of responses overall continues to be low. The team is exploring alternative ways of generating responses.
		Percentage of new resource consent applications processed within statutory timeframes	**95%**	69%	**68%**	
		Percentage overall satisfaction with level of advice given, response times and clarity of communication	**75%**	67%	**72%**	
		We will monitor traffic and parking bylaw and related legislation, taking an education approach to raise awareness in the community, or enforcement where appropriate.	**Target Year 2**	**Q3 Result**	**YTD Result**	• Of the 582 parking complaints received, 539 (93%) were responded to within 24 hours. Levels of service continued to be impacted by vacancies in the team, and whilst all vacancies have now been filled, not all of the new staff are fully trained which impacts upon the result.
		Respond to all parking complaints within 24 hours	**100%**	93%	**93%**	

Groups of Activities	% Achievement of targets Achieved On Track Off Track No Data	KPI off track				Discussion and action taken to improve result
Spaces and Places Activities Include: Cemeteries Mount Beachside Holiday Park Marine Facilities Spaces and Places	60% 20% 20% 1 of 5 measure off track	**We will provide high quality coastal and reserve land and structures, including**	**Target Year 2**	**Q3 Result**	**YTD Result**	• For the period 01 January 2023 to 31 March 2023, there was removal of zero coastal encroachments from public land. The team had programmed to focus on an area that combined reducing coastal encroachments with the development of a walkway, unfortunately newly adopted National Policy Statement for Freshwater Management meant the walkway had to be postponed hence a change of focus. This is an extremely challenging project as many people with encroachments have benefitted from the extra land for many years. The team will start working on a city-wide encroachment plan, along with public education program along with enforcement planned, to focus results for this KPI measure in 2024 Financial Year and into next Long-Term Plan.
		Removal of 20 coastal encroachments from public land each year.	**20**	0	**3**	

Annual Residents Survey

Wave three: 6 March 2023 - 3 April 2023

Introduction

The Annual Residents Survey measures the perceptions of residents regarding various aspects of services that Council provides. The results of this survey feed into the Tauranga City Council Long-term Plan reporting process and allow Council to assess the performance of the Council against a set of pre-determined actions and performance levels.

What does this report show?

This report summarises the responses received from the third wave of Tauranga City Council's 2022/23 annual residents survey. In this wave, 147 people responded. A final wave will be undertaken in May 2023; with a goal of a minimum of receiving feedback from at least 600 responses in total across all waves.

A high-level view of the responses received to date and how they compared to previous years is presented in this report. It is important to note that as the full year survey has not yet been completed, these results are indicative but do not meet the threshold of statistical relevance to be reflective of the views of the whole city.

Research Objectives:

- To determine residents' satisfaction with various Council services and facilities.
- To determine residents' perceptions about aspects of living, working, and playing in Tauranga.
- To identify progress towards Key Performance Indicators (KPIs) in Council's Annual Report.
- To assess trends in perceptions and satisfaction through comparisons with previous survey results.

Methodology:

The 2022/23 annual study will target 600 responses from the residents in the Tauranga City Council area, with approximately 150 per wave.

Each wave's mail out quotas are applied according to age, gender, and ward, to ensure that a representative sample of Tauranga City's population is achieved.

The data is weighted to account for variances in the achieved quotas and to ensure that the sample reflects the population profile achieved.

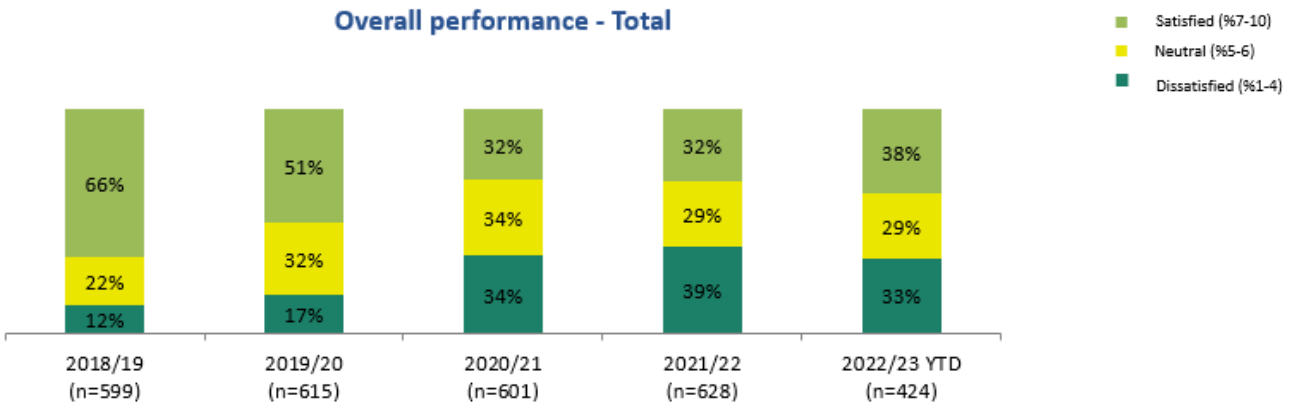
Data collection is taking place in four waves between September 2022 and May 2023 to align with the quarterly reporting of the non-financial performance targets.

The overall results have an anticipated margin of error of +/- 4.6% at the 95% confidence level.

Overall Performance

Overall Performance – YTD 2022/23 = 38%

Results



Overall, the results for Performance year on year are improving.

Declining satisfaction trends worth noting are in:

- Roading and footpaths, based on the comments, is mainly due to the extensive roadworks.
- Outdoor spaces, which from the comments, is mostly due to the decline in satisfaction with the parks' maintenance.

However, there has also been some good improvements:

- Image and reputation increased in satisfaction by +6%.
- Waste management also saw an increase in satisfaction y more than 8%.

Further details on these are contained hereunder.

Summary of key measures

▼ Trending down ▲ Trending up = No Change

Satisfied (%7-10)
Neutral (%5-6)
Dissatisfied (%1-4)

<table>
<tr><th>Measure/Result</th><th>Comments</th><th>Graph</th></tr>
<tr>
<td>▲ Overall image and reputation

Wave three
2022/23: 29%</td>
<td>The YTD result shows a significant increase in the overall image and reputation of Council from full year result for 2021/22.

Sub-drivers for this measure include:
<table>
<tr><th></th><th>Result</th><th>YTD Result</th><th>Trend</th></tr>
<tr><th>Driver</th><th>21/22</th><th>22/23</th><th></th></tr>
<tr><td>Overall</td><td>23%</td><td>29%</td><td>▲</td></tr>
<tr><td>Leadership</td><td>29%</td><td>32%</td><td>▲</td></tr>
<tr><td>Trust</td><td>24%</td><td>29%</td><td>▲</td></tr>
<tr><td>Financial Management</td><td>19%</td><td>25%</td><td>▲</td></tr>
<tr><td>Quality of services</td><td>40%</td><td>43%</td><td>▲</td></tr>
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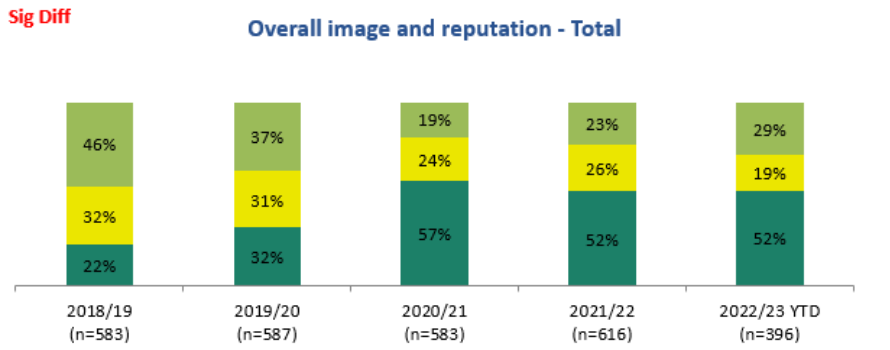
<td> 
</td>
</tr>
<tr>
<td>= Overall value for money

Wave three
2022/23: 36%</td>
<td>The YTD result has equalled the full year result from 2021/22

Sub-drivers for this measure include:
<table>
<tr><th></th><th>Result</th><th>YTD Result</th><th>Trend</th></tr>
<tr><th>Driver</th><th>21/22</th><th>22/23</th><th></th></tr>
<tr><td>Overall</td><td>36%</td><td>36%</td><td>=</td></tr>
<tr><td>Annual rates fair and reasonable</td><td>28%</td><td>27%</td><td>▼</td></tr>
<tr><td>Water rates fair and reasonable</td><td>41%</td><td>42%</td><td>▲</td></tr>
<tr><td>Invoicing clear and correct</td><td>73%</td><td>72%</td><td>▼</td></tr>
<tr><td>Payment arrangements fair and reasonable</td><td>72%</td><td>75%</td><td>▲</td></tr>
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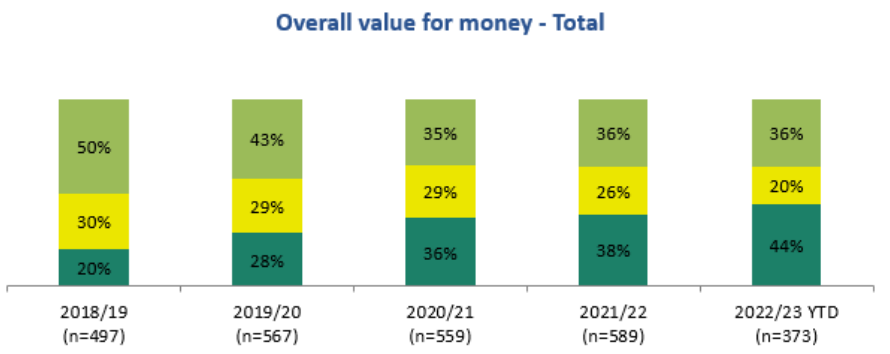
<td> 
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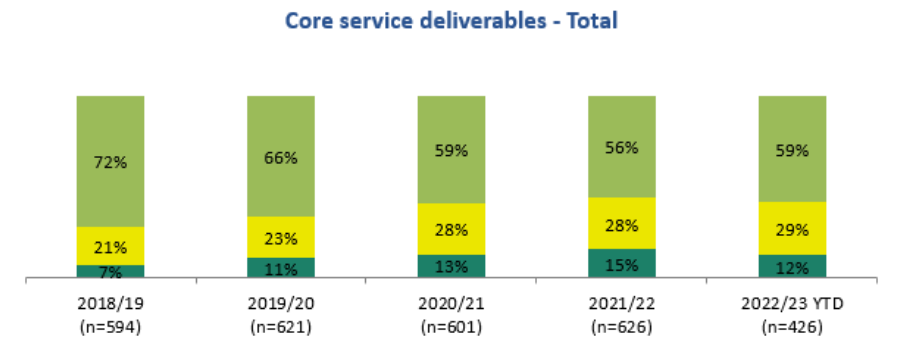
<table>
<tr><th>Measure/Result</th><th>Comments</th><th>Graph</th></tr>
<tr>
<td>▲ Overall core service deliverables

Wave three
2022/23: 59%</td>
<td>The YTD results for satisfaction and dissatisfaction remain consistent with only marginal changes when compared to results from 2021/22.</td>
<td> 
</td>
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<tr>
<td>▼ Overall water management

Wave three
2022/23: 54%</td>
<td>Those that were dissatisfied commented on irregular stormwater drain management, water restrictions, and water quality (taste) as primary reasons for dissatisfaction. Additionally, The YTD result shows a significant decrease in satisfaction in protection from flooding.

Sub-drivers for this measure include:
<table>
<tr><th></th><th>Result</th><th>YTD Result</th><th rowspan="2">Trend</th></tr>
<tr><th>Driver</th><th>21/22</th><th>22/23</th></tr>
<tr><td>Overall</td><td>55%</td><td>54%</td><td>▼</td></tr>
<tr><td>Protection from flooding</td><td>71%</td><td>65%</td><td>▼</td></tr>
<tr><td>Quality of drinking water</td><td>74%</td><td>69%</td><td>▼</td></tr>
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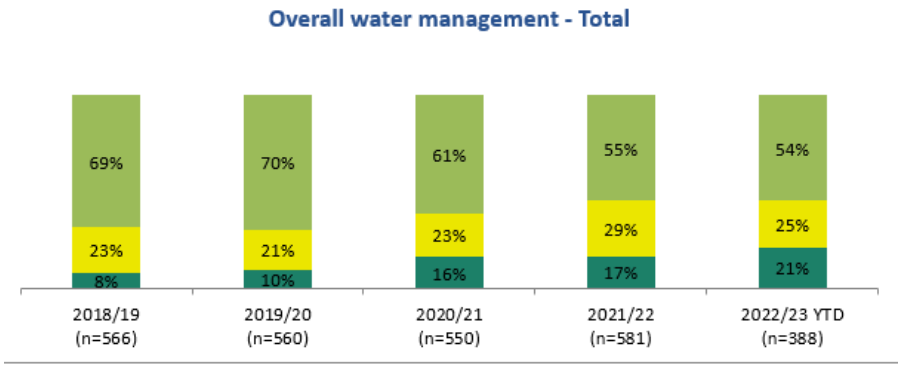
<td> 
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<table>
<tr><th>Measure/Result</th><th>Comments</th><th>Graph</th></tr>
<tr>
<td>▼ Overall Road and footpaths

Wave three
2022/23: 31%</td>
<td>A significant decrease in satisfaction when the YTD result for 2022/23 is compared against the full year to date result of 2021/22.

Comments specific to dissatisfaction were predominately regarding road works (particularly in Cameron Road and Links Avenue), road safety, traffic congestion (due to road works), and cycle lanes and associated cyclist safety.

Sub-drivers for this measure include:
<table>
<tr><th></th><th>Result</th><th>YTD Result</th><th rowspan="2">Trend</th></tr>
<tr><th>Driver</th><th>21/22</th><th>22/23</th></tr>
<tr><td>Overall</td><td>44%</td><td>31%</td><td>▼</td></tr>
<tr><td>Safety when cycling on roads and cycleways</td><td>30%</td><td>37%</td><td>▲</td></tr>
<tr><td>Safety on footpaths</td><td>66%</td><td>62%</td><td>▼</td></tr>
<tr><td>General cleanliness of footpaths</td><td>66%</td><td>60%</td><td>▼</td></tr>
<tr><td>Safety when driving on roads</td><td>47%</td><td>43%</td><td>▼</td></tr>
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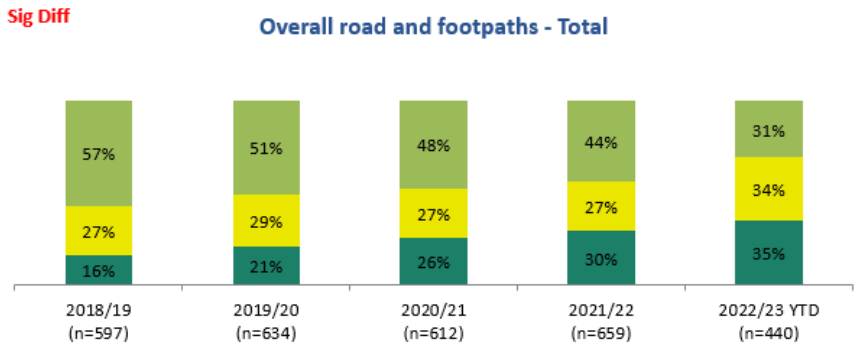
<td> 
</td>
</tr>
<tr>
<td>▲ Overall Waste management

Wave three
2022/23: 71%</td>
<td>71% of respondents are satisfied with the overall performance of Tauranga City Council with regards to waste management; and is the highest satisfaction result since 2018/19.

Sub-drivers for this measure include:
<table>
<tr><th></th><th>Result</th><th>YTD Result</th><th rowspan="2">Trend</th></tr>
<tr><th>Driver</th><th>21/22</th><th>22/23</th></tr>
<tr><td>Overall</td><td>63%</td><td>71%</td><td>▲</td></tr>
<tr><td>Rubbish day collection</td><td>74%</td><td>77%</td><td>▲</td></tr>
<tr><td>Management of street litter/bins</td><td>61%</td><td>65%</td><td>▲</td></tr>
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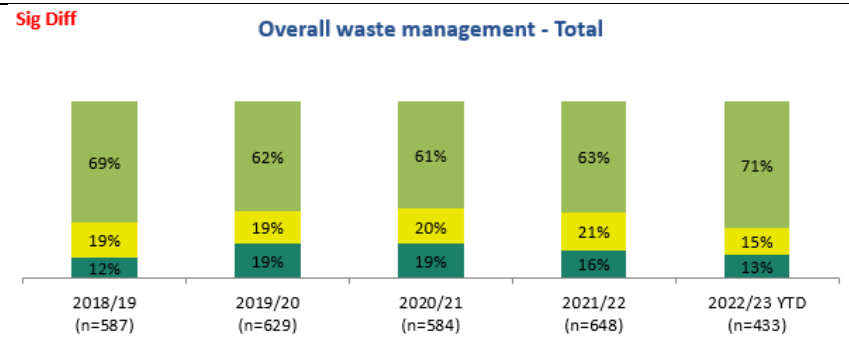
<td> 
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<table>
<tr><th>Measure/Result</th><th>Comments</th><th>Graph</th></tr>
<tr>
<td>▼ Overall Outdoor spaces

Wave three
2022/23: 65%</td>
<td>Significant decrease in satisfaction when the YTD result for 2022/23 is compared against the full year to date result of 2021/22.

Most of the commentary regarding outdoor spaces were mainly about the level of maintenance particularly in regards to mowing, lack of investments in upgrading existing facilities, and creating more appealing spaces.

Sub-drivers for this measure include:
<table>
<tr><th></th><th>Result</th><th>YTD Result</th><th rowspan="2">Trend</th></tr>
<tr><th>Driver</th><th>21/22</th><th>22/23</th></tr>
<tr><td>Overall</td><td>73%</td><td>65%</td><td>▼</td></tr>
<tr><td>Enough parks or green spaces</td><td>67%</td><td>70%</td><td>▲</td></tr>
<tr><td>Quality of playgrounds</td><td>72%</td><td>71%</td><td>▼</td></tr>
<tr><td>Cemetery</td><td>79%</td><td>80%</td><td>▲</td></tr>
<tr><td>Boat ramps and associated parking</td><td>70%</td><td>71%</td><td>▲</td></tr>
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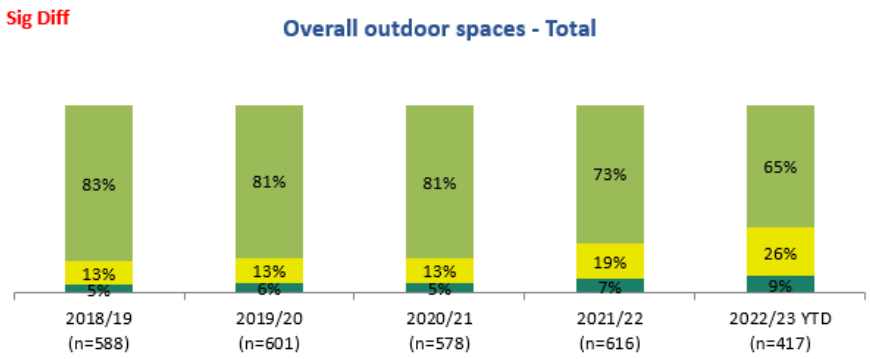
<td> 
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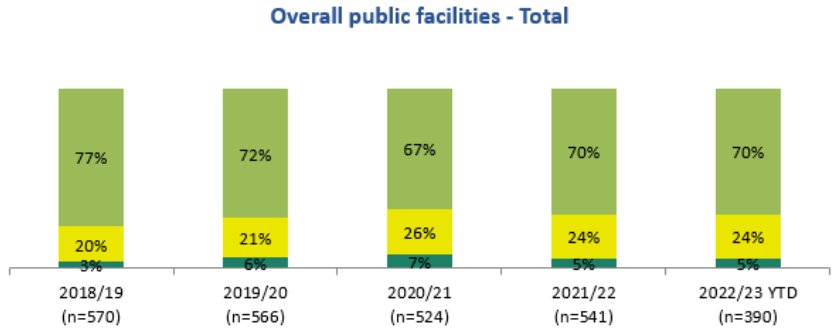
<tr>
<td>= Overall Public facilities

Wave three
2022/23: 70%</td>
<td>Satisfaction with the public facilities provided by the Council remains reasonably consistent, with current YTD result equal to 2021/22 full year result.</td>
<td> 
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Commissioner based questions

<table>
<tr><th>Measure/Result</th><th>Comments</th><th>Graph</th></tr>
<tr>
<td>= Satisfaction with the leadership of the Commissioners

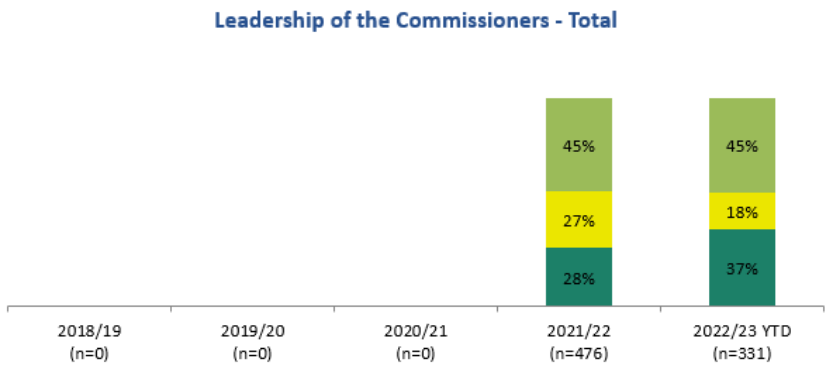
Wave three 2022/23: 45%

▼ Were you aware that a Crown appointed Commission has taken over the governance responsibilities of Tauranga City Council until the next election in July 2024?

YTD 2022/23
Aware 73%
Unaware 27%

YTD 2021/22
Aware 79%
Unaware 21%</td>
<td>YTD satisfaction results for 2022/23 are equal to full year results from 2021/22; however, over the same comparison period dissatisfaction results have increased by 9%.

Those 54 years and older have the highest awareness that a Commission had been appointed.

The results are shown in the table below:
<table>
<tr><th>Age</th><th>Result 21/22</th><th>YTD Result 22/23</th><th>Trend</th></tr>
<tr><td>18 to 24</td><td>53%</td><td>34%</td><td>▼</td></tr>
<tr><td>25 to 34</td><td>57%</td><td>56%</td><td>▼</td></tr>
<tr><td>35 to 44</td><td>75%</td><td>74%</td><td>▼</td></tr>
<tr><td>45 to 54</td><td>86%</td><td>80%</td><td>▼</td></tr>
<tr><td>55 to 64</td><td>95%</td><td>82%</td><td>▼</td></tr>
<tr><td>65 +</td><td>91%</td><td>91%</td><td>=</td></tr>
</table></td>
<td> 
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</table>

Verbatim Summary

This section of the survey includes a free text field in which respondents could comment further on their satisfaction score.

In summary, some broad feedback themes included:

- Governance:
  - Having elections and returning to democratic council.
  - There were also comments supporting the Commissioners.
  - More engagement and consultation with the public.

- Infrastructure:
  - Expediting road work and minimisation congestion.
  - Having safer footpaths/roads, and cycleways.
  - More parking in the city.

- Outdoor spaces:
  - Mowing of grass/berms.
  - Maintenance of green spaces.
  - Investment in facilities and parks.

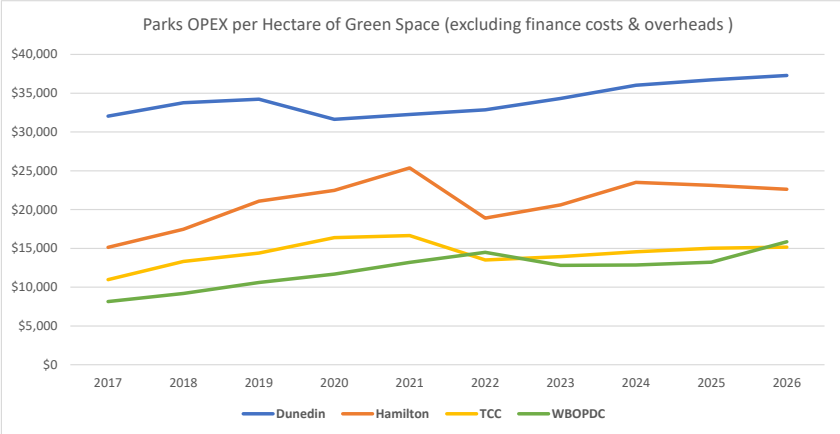
- General:
  - Concern about neighbourhood safety.
  - Comment on rates (costs / formula).
  - Innovative transport solutions e.g. passenger rail service.
  - Residual issues after adverse weather events.

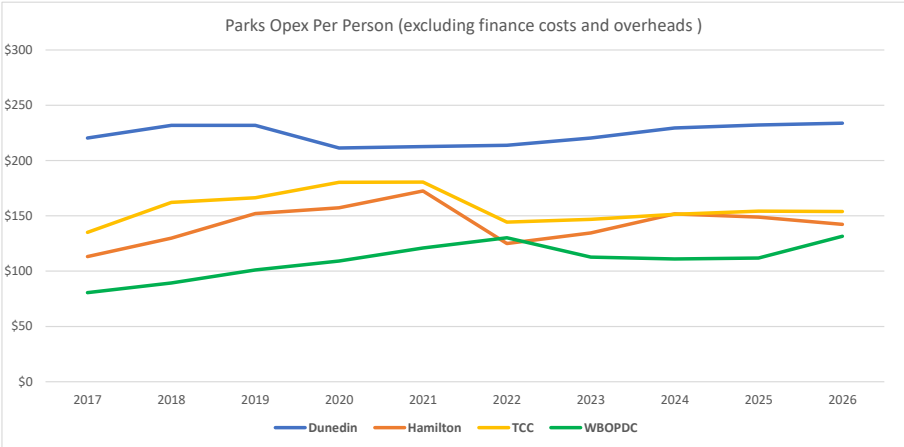
TCC Parks Benchmarking

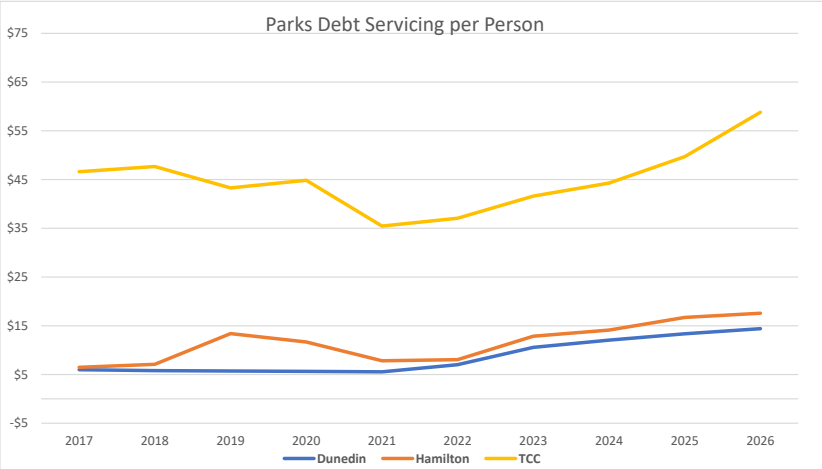
We will provide safe, well-maintained and accessible open spaces for everyone		TCC		Hamilton		WBDC		Dunedin	
Level of service	**Performance measure**	Actual	2023/24 Target	Actual	2023/24 Target	Actual	2023/24 Target	Actual	2023/24 Target
Accessibility	Percentage of residential households that are within 500m of an open space (or survey/other KPI measurement)	91%	90%	79%	≥79%			75%	≥80%
Accessibility	Percentage of residential households that are within 500m of a playground (or survey/other KPI measurement)	60%	64-70%	79%	≥79%	-	-	75%	≥80%
	Playgrounds per 1,000 people - 2023		0.84		0.53		0.57		0.53
	Total hectares of Green Space - 2022		1,665		1,196		499		867
	Population 2023		158,000		183,036		56,663		135,000

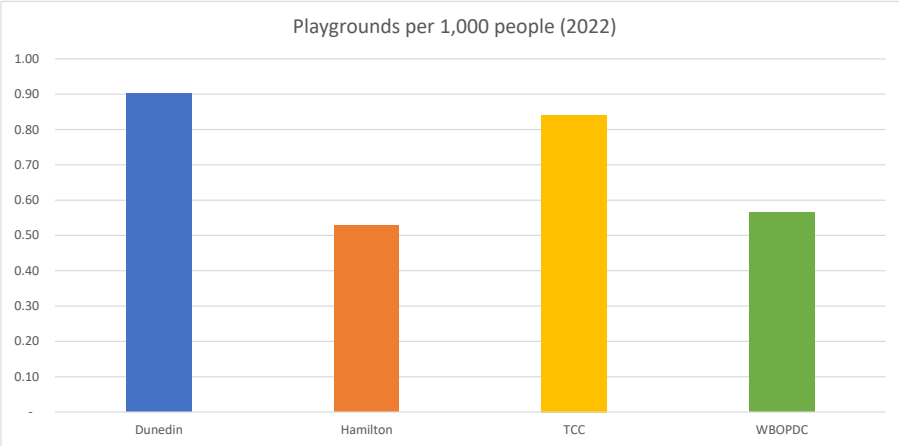
The comparison is based on Annual Report data up to 2022 and LTP figures from 2023 onwards for Spaces and Places (including Bay Venues).

Other councils include indoor recreation facilities in their data. Please note all graphs that refer to OPEX exclude depreciation and debt servicing.

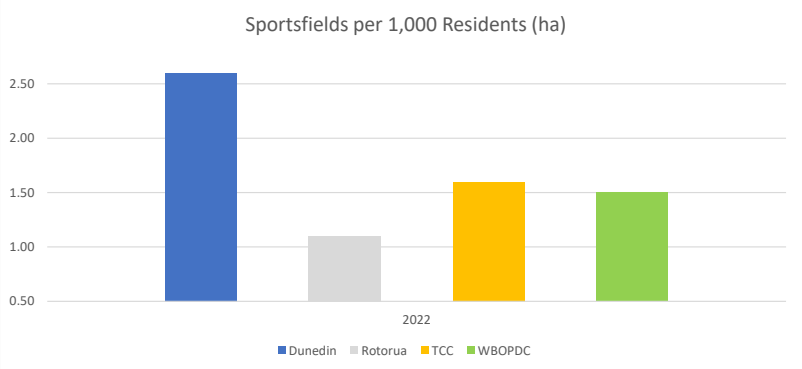


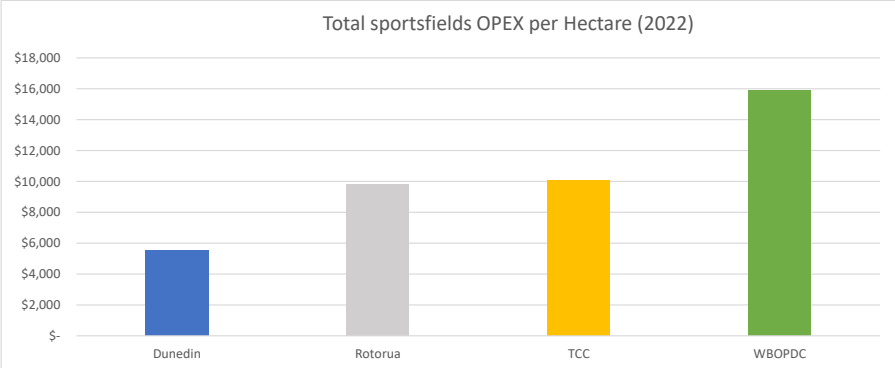






* Hamilton number of playgrounds in 2022 was not based on yardstick data as it was not supplied, therefore this came from the Hamilton annual report





9.4 Traffic and Parking Bylaw Review Issues and Options Paper

File Number: **A14500675**

Author: **Vicky Grant-Ussher, Policy Analyst**

Authoriser: **Nic Johansson, General Manager: Infrastructure**

PURPOSE OF THE REPORT

1. To provide direction on the issues identified through the review of the Traffic and Parking Bylaw.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Traffic and Parking Bylaw Review Issues and Options Paper".

(b) Agrees to the following recommended options for the purpose of updating the bylaw, including:

(i) removing redundant provisions now covered under relevant legislation to reflect legislative updates since the last review

(ii) introducing a registered parking category to better monitor time-limited parking

(iii) clarifying that secondary vehicle crossings require written council approval.

(c) Confirms that primary vehicle crossings which comply with the Infrastructure Development Code do not need council permission.

EXECUTIVE SUMMARY

2. An analysis of the Traffic and Parking bylaw[1] has shown the bylaw is working well to enable a responsive approach to traffic and parking issues in Tauranga. Several changes are recommended to futureproof the bylaw to refresh legislative references, better monitor free parking, and address issues with vehicle crossings.

BACKGROUND

3. The Traffic and Parking Bylaw sets the requirements for control of traffic and parking in respect of roads, parking places and transport stations owned or controlled by Tauranga City Council. The bylaw is one of several legal instruments that supports the council in its role as a road controlling authority. The bylaw must be reviewed every ten years, the last review of the bylaw was in 2012.

4. The current bylaw is made under both the Local Government Act 2002 (LGA) and the Land Transport Act 1998 (LTA). The LGA provides a bylaw making power where the council believes it is the most appropriate way to address nuisances, protect, promote, or maintain public health and safety and/or minimise the potential for offensive behaviour in public places. The LTA provides a bylaw making power to regulate road-related matters and, unlike the LGA, allows for enforcement through infringement fines in addition to prosecution.

5. The bylaw provides a framework for decisions with the substance of many provisions being made subsequently by resolution. For example, the bylaw gives Council the power to specify

[1] The bylaw is available on the Tauranga City Council website at: https://www.tauranga.govt.nz/Portals/0/data/council/bylaws/files/traffic-and-parking-2012.pdf.

which roads are one way only, but the specific roads would be decided by Council resolution. This allows council to change specific decisions quickly without the need for a full bylaw review.

6. We spoke to council regulatory staff, transportation staff, asset services staff, legal staff, utility companies and parking experts in other councils as part of reviewing the effectiveness of the current bylaw. Their feedback has informed the issues and options contained in this report.

STRATEGIC / STATUTORY CONTEXT

7. Tauranga City Council is committed to sustainability as a core way of how we work. Traffic and parking management can help influence and enable more sustainable transport choices, for example through regulating what types of vehicles and activities can use roads and carparks. Council adopted a Parking Strategy in 2021 and is in the process of developing more detailed parking management plans for Tauranga, with a finalised plan for the city centre already adopted and a plan for Mount Maunganui under development. Traffic and parking management also contributes to achieving the community outcome Tauranga Ara Rau, a city we can move around easily.

8. The bylaw helps give effect to these strategies and plans through setting traffic and parking rules and enabling their enforcement. The bylaw enables many traffic and parking rules to be implemented, as needed, by Council resolution.

OPTIONS ANALYSIS

Issue 1: Updating bylaw provisions to account for legislative changes

9. Since the bylaw review in 2012, several legislative instruments have been updated which means that some matters no longer need to be covered in the bylaw. For example, the update to the Land Transport Rule: Setting of Speed Limits in 2022. In addition to these changes, a review of the bylaw has also noted some additional redundant provisions that are covered by road user rules or sections of the LTA. A table of the redundant provisions is provided in Attachment 1. We propose updating the bylaw to remove redundant provisions and refreshing wording where possible to better align with the updated legislation.

Table One: Updating bylaw provisions to account for legislative changes

Option	Advantages	Disadvantage	Recommendation
Option One: Status Quo – No update of provisions	• None	• Retains redundant provisions	Not recommended
Option Two: Update of bylaw provisions to account for legislative changes	• Removes redundant provisions from the bylaw	• None	**Recommended**

Issue 2: Introducing a registered parking category to better monitor time-limited parking

10. Different categories of parking are used to promote different outcomes across the city. For example, paid parking uses price to manage demand, whereas time-limited free parking is used to create a turnover of parking spaces. These parking outcomes are only achieved if people comply with the parking rules.

11. At present the council has either paid parking, free time-limited parking or free unlimited parking. Compliance with paid parking is high, as anyone who has not paid for parking may be subject to a fine. As people are required to provide their plate number to pay it is easy to identify non-compliance through automated machines which match car plates with payment records.

12. Monitoring free time-limited parking is less straightforward. Under the current bylaw people cannot be required to enter their plate number to access free parking, however they must not exceed the time limit. This approach makes monitoring the time used difficult. Regulation staff must undertake ongoing visual checks of parking spaces to ensure people comply with the time limit.

13. A "registered parking" category would help council monitor time-limited parking. "Registered parking" would require people to register their plate to park (even if the parking is free). Council could then declare by resolution (subject to appropriate consultation and signage) that an area be a registered parking area. This would require users to register at a parking machine, enabling the easy time monitoring of use through the existing pay by plate enforcement system. Those that do not register may be subject to a fine (similar to paid parking). Given this would be a new approach to parking, a significant communications exercise, including comprehensive on street signage, would need to be undertaken to support any use of this provision.

14. This new registered parking requirement would support the council to take innovative approaches to parking in future without enforcement concerns. For example, supporting incremental parking charging where an initial period is free but then a charge would apply at a certain period, and increase over time.

Table Two: Registered parking provisions in the bylaw

Option	Advantages	Disadvantages	Recommendation
Option One: Status Quo - do not include an ability to require people to register at a parking machine in the bylaw	• Does not require people to register at a machine for time-limited parking	• Would be difficult to monitor the use of any time-limited free parking provisions • May limit the use of time-limited free parking provisions due to monitoring issues	Not recommended
Option Two: include a new registered parking requirement	• Would mean the use of time-limited free parking can be easily monitored • Helps ensure parking spaces are used as intended to achieve parking outcomes	• Potential for confusion if people are not aware they need to register • Would require people to register at a machine for time limited parking	**Recommended**

Issue 3: Including mobile traders in the bylaw

15. In 2021, regulatory staff had issues with unlicenced Christmas tree sellers causing traffic disturbances. The mobile traders refused to comply with regulatory staff requests to move to less dangerous sites and existing enforcement options did not provide a deterrent[2].

16. At the 14 February 2022 Strategy, Finance and Risk Committee meeting, the committee directed staff to investigate if including mobile shop traders in the Traffic and Parking bylaw would allow staff to issue fines under the LTA. An investigation into the issue has found that

[2] Currently mobile traders are regulated under the Street Use and Public Places bylaw made under the LGA. Breaches of this bylaw can be difficult to enforce as staff would need to follow a prosecution pathway. Prosecution takes time and resource and often traders would have moved on before the process would be complete.

while mobile shops could be included in the bylaw, there would be difficultly defending any infringement fees as fees must be linked to the use of vehicles or parking offences, rather than trading. Whilst the mobile trader is a vehicle, it is not the use of the vehicle causing the traffic disturbance, rather the action of trading from it. Following this investigation, no changes are proposed to mobile trading.

Issue 4: Vehicle crossings requirements in the bylaw

Secondary vehicle crossings

17. A vehicle crossing is the section of driveway from the front of the property boundary to the roadway. As the landowner of the road corridor, the council requires property owners to apply for a secondary vehicle crossing. Because road berms are public land and primarily for public use, the council will assess secondary vehicle crossings requests to ensure they are warranted and will not negatively impact the streetscape or pedestrian way. Currently we receive applications for around 10-20 secondary crossings at residential properties and 40-60 for industrial or commercial properties. Whilst it is difficult to know the numbers that are not informing council, the transport team estimate that around another 20 secondary crossings may be installed without council approval each year.

18. The policy position on secondary vehicle crossings was previously outlined in a vehicle crossing policy. However, this policy was rescinded on adoption of the Infrastructure Development Code as many of the matters it contained were now included in the code, with the exception of secondary vehicle crossings. As this is not stated formally in any policy or bylaw, many community members are not aware of this requirement, creating unnecessary confusion.

Table Four: Secondary vehicle crossings

Option	Advantages	Disadvantage	Recommendation
Option One: Status Quo no statement in bylaw on secondary vehicle crossing	• None	• Is unclear for the community what the council position is on secondary crossings • Options for enforcement are more complex	Not recommended
Option Two: Clarify that secondary crossing require written council permission	• Clarifies to the community the council position on secondary crossings • Provides a clear enforcement avenue should people install unpermitted vehicle crossings	• None	**Recommended**

Council permission for vehicle crossings

19. Currently the bylaw requires property owners to get permission for a vehicle crossing when that vehicle crossing does not meet the Infrastructure Development Code requirements. Instead, property owners must gain council approval through a Service Connection Application (a vehicle crossing application). The reasons for not meeting the Infrastructure Development Code vary, but examples include proximity to street infrastructure, the sight lines from the crossing, or the desire to adjust the level of the berm. In these cases, the transport team will work with the property owner to work out where a vehicle crossing can be appropriately accommodated.

20. Property owners are sometimes unaware that the planned vehicle crossing will not meet the Infrastructure Development Code and don't submit a vehicle crossing application. The building consent team try to pick up these omissions at the building consent stage, but occasionally they are missed. Common issues include:
    - when house building starts in developments before infrastructure placement is confirmed resulting in infrastructure clashing with the planned vehicle crossing area
    - when there is a need to raise or lower the berm to facilitate access to the property
    - planned, but not yet built transport improvements, such as adding a footpath or traffic island, which may impact the appropriateness of vehicle crossing designs.
21. These situations can be stressful to remedy as often the issue is picked up at the vehicle crossing inspection close to the planned completion dates. Changes to the layout of the property on the site to accommodate an alternate vehicle crossing at this point are extremely difficult, costly, and time-consuming. In these situations, the transport team will do their best to work with property owners to come to a workable solution.

Table Five: Council permission for vehicle crossings

Option	Advantages	Disadvantages	Recommendation
Option One: Status Quo: Vehicle crossing that comply with Infrastructure Development Code do not need permission	• Most vehicle crossings are progressed quickly without issues • This approach has a low administrative and compliance cost as only approximately 150 of the about 1,000 vehicle crossings installed annually require council permission	• Continue to have issues with a small number of vehicle crossings (around 10-12 per year) which may require high staff resource to resolve and possible costs to council or sub-optimal outcomes	**Recommended**
Option Two: Use the bylaw to require permission for all vehicle crossings	• Would address issues where property owners/developers are not aware of future infrastructure plans that could impact a vehicle crossing	• Would increase resource to check approximately 1,000 vehicle crossings at an additional charge of approximately $100 per build • Would increase time to build if property owners await approval as recommended	Not recommended – Given the small proportion of vehicle crossing issues does not justify the cost and delay to property owners

FINANCIAL CONSIDERATIONS

22. Including Option Two of Table Two in the bylaw would not have an initial cost. However, any use of the provision would have communications costs and require changes to street signage as noted in paragraph 13.
23. Option Two of Table Five to address vehicle crossing issues would have operational costs for council due to the additional administrative work involved. Currently the transport team process vehicle crossing applications around other priority projects. The increased scale of

requests under Option Two would require a more dedicated resource. Council could consider increasing the fee charged for vehicle crossing applications to cover this cost.

24. There are no financial implications for the other proposed changes to the bylaw.

LEGAL IMPLICATIONS / RISKS

25. The bylaw is outside of the ten-year statutory review period. Under the LGA, if a revised bylaw is not adopted by October 2024 (two years after the ten-year limit is reached) the current bylaw will expire. Until reviewed (or October 2024 whichever is the earlier) the current bylaw remains operable and enforceable.

CONSULTATION / ENGAGEMENT

26. In addition to the Special Consultative Procedure requirements, we will undertake some targeted consultation on proposed changes with those groups likely to be impacted by the changes. Targeted groups would include:

    - utility providers
    - developers
    - builders.

27. We are also reviewing several road-related policies with the aim of consulting on these policies alongside the bylaw review. This includes policies related to licences to occupy road reserves, airspace and subsoil and the use of berms for planting and parking. The planned date for the combined consultation is from mid-August to mid-September.

SIGNIFICANCE

28. 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.

29. In making this assessment, consideration has been given to the likely impact, and likely consequences for:

    (a) the current and future social, economic, environmental, or cultural well-being of the district or region

    (b) any persons who are likely to be particularly affected by, or interested in, the issue.

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

30. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the issue is of low significance.

NEXT STEPS

31. The selected options will be incorporated into a draft bylaw and Statement of Proposal for consultation. This draft will be provided to the 7 August 2023, Strategy, Finance and Risk Committee meeting for approval for consultation.

ATTACHMENTS

1. Redundant provisions in the Traffic and Parking Bylaw - A14633360

Redundant provisions identified in the Traffic and Parking Bylaw

Paragraph number	Content	Replacement legislation
5.1	Driving or parking on the footpath	Covered by Road User Rule 2004, section 2.13 prohibiting driving on the footpath, and section 6.14 prohibiting parking on the footpath
5.5	Declaring a footpath to be a cycle path	Covered by section 319 (1) (f) of the Local Government Act 1974
5.6	Signs and markings for cycle paths to adhere to Traffic Control Device Manual 2008 or subsequent amendments	Traffic Control Devices Rule 2004 covers required marking
5.9	Exceptions to driving on the footpath for mobility devices and mail delivery	Covered by Road User Rule 2004 section 2.13 (2)
6.2	Driving in a special vehicle lane	Covered by Road User Rule 2004 2.3 (1) (f)
6.3	Using a special vehicle lane for turning into a street	Covered by Road User Rule 2004 2.4 (4) (a) and (b)
6.4	Restrictions on special vehicle lanes with me marked out with appropriate signs	Traffic Control Devices Rule 2004 covers required marking
8.6, 8.7, and 8.8	Council will erect signs relating to heavy vehicle restrictions	Traffic Control Devices Rule 2004 covers required marking
9, 9.1, 9.2, 9.3, 9.4 and 9.5	Temporary restrictions on roads for construction or events	These provision are now covered in the Setting of Speed Limits Rule 2022
11, 11.1	Appointing parking wardens	Covered in the Land Transport Act 1998 s128D
13.4	Markings in parking areas	Traffic Control Devices Rule 2004 covers required marking
18.4	Markings in loading zones	Traffic Control Devices Rule 2004 covers required marking
20.4	Markings for passenger service and other vehicle stands	Traffic Control Devices Rule 2004 covers required marking

9.5 Growth & Land Use Projects Progress Report - May 2023

File Number: **A14351868**

Author: **Andy Mead, Manager: City Planning & Growth**

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

PURPOSE OF THE REPORT

1. Tauranga City is continuing to experience rapid growth. Managing this growth is a significant issue for Council. The report enables the Committee to monitor progress on key projects relating to managing growth in a sustainable manner, including land use planning projects and related transport, infrastructure and funding workstreams.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Growth & Land Use Projects Progress Report - May 2023".

EXECUTIVE SUMMARY

2. Managing growth is a significant issue for Council, particularly the challenge of ensuring growth is sustainable in a four well-beings context for both current and future communities.
3. The attached report outlines the progress being made in relation to a number of projects necessary to manage this continued growth. This information is also regularly reported to the SmartGrowth partners.

KEY UPDATES

4. The key points to note in this update are outlined in the paragraphs below.

Plan Change 33 and Spatial Plans

5. Plan Change 33 to implement the Medium Density Residential Standards (MDRS) and intensification around centres is progressing. Due to the complexity of the Plan Change and further technical work required to respond to submissions, current timeframes are challenging and are unlikely to be workable. Given these factors, the Council applied in writing to the Minister for the Environment on 3 May 2023 for a variation to the Direction to amend the date to notify the decisions on the IHP's recommendation. Following this, the Chair of the IHP released Direction #3 on 5 May 2023, which advised that PPC33 be split into two hearing sessions scheduled for July and October.
6. The Ōtūmoetai Spatial Plan was reported to the 1 May Council meeting for final adoption.
7. The Mount Spatial Plan and Mount Industrial Planning Study have significantly advanced. These have been the subject of separate more detailed reporting through Council.

Housing and Business Land Assessment

8. The SmartGrowth Housing and Business Assessment (HBA) for the Western Bay of Plenty sub-region has been completed. The outcomes of the revised HBA reinforce the significant and growing shortage of residential development capacity in the short, medium and long-term. The HBA also identifies shortages in the Western Bay of Plenty District which adjoins Tauranga City and is part of the same Tier 1 growth area. The outcomes for Tauranga City are summarised as follows with numbers rounded to the nearest 100 and shortages shown as negative numbers in red text:

Period	Year	Housing shortage/surplus within each period	Cumulative housing shortage from today
Existing	0	-4,300 to -5,300	-4,300 to -5,300
Short term	1-3	-1,400	-5,700 to -6,700
Medium term	4-10	-1,600	-7,300 to -8,300
Long term	11-30	2,000	-5,300 to -6,300
Total	0-30	-5,300 to -6,300	

9. Housing shortages are now shown to extend into the long-term period. Previously we had assessed that they could be resolved before the end of the medium term.

10. There are significant risks that the housing shortage will be greater than anticipated. In particular, early indications are that intensification across the Te Papa peninsular will be less than projected due to rising costs of vertical construction and associated commercial and buildability risks.

11. Unsurprisingly the housing pressures in Tauranga have created significant house price escalation and unaffordability, including an extreme house price to income ratio of approximately 11 which is higher than Auckland and any other location in New Zealand. There have been some modest price declines of late but not to the extent seen in places like Auckland and Wellington.

Non-residential development capacity

12. The revised HBA also identifies medium and long-term industrial and commercial/retail land shortages for Tauranga City. The following table summarises the industrial shortfall.

Tauranga Sufficiency Based on vacant land		**Surplus/deficit Range (ha)**	
		Local Densities	General Densities
Including competitiveness margin			
Short-term	Commercial and retail	10	10
	Industrial	70	70
Medium-term	Commercial and retail	-20	-20
	Industrial	10	-10
Long-term	Commercial and retail	-60	-60
	Industrial	-220	-270

13. While the industrial land shortages are not immediate, they are being felt today due to the long lead time to zone, service and develop industrial land into completed industrial sections ready to build on.

14. Within Tauranga City we have 100ha of land identified for industrial development as an extension to the Tauriko Business Estate. Constraints on the State Highway network are limiting the development of about 60ha of this land.

15. Beyond this there are no suitable sites for further industrial development within Tauranga City's small and highly constrained jurisdictional boundaries, and these shortages will have to be accommodated in the adjoining Western Bay District or further afield. SmartGrowth is

currently investigating locational options. Due to the specific requirements of industrial land requiring large flat greenfield sites close to key transport routes and an available workforce, it is safe to say that options will be few. Some of these options will also be constrained by limitations in the State Highway network, particularly SH29.

16. In terms of the commercial / retail shortages we primarily intend to address these by rezoning land for new commercial centres as new greenfield areas are progressed.

Advising the Minister

17. As required, Commissioners have written to the Minister for the Environment to advise of the National Policy Statement on Urban Development (NPS-UD) development capacity non-compliance issues as we did when similar issues were identified in 2021. Our letter has reiterated the need for urgent attention to these issues. In a number of areas are reliant on government policy or investment – such as the investment required in the Tauriko SH29 to support development of that area.

SmartGrowth Strategy 2023

18. Work is well underway to update the SmartGrowth Strategy which will also include the 30-year Future Development Strategy (FDS) requirements of the NPS-UD. The FDS is required to show how sufficient development capacity will be provided over the next 30 years and thus will need to demonstrate how the residential and business shortages identified in the HBA will be resolved, including consideration of development opportunities in the Western and Eastern Corridors.

19. The industrial land component is the subject of a SmartGrowth consultant report which is near completion. This report identifies possible future locational options for industrial land. These options are limited, and all have constraints and challenges to resolve. This work will be reported up in the near future and it is expected that more detailed assessment of preferred sites would be required to support decision making through the SmartGrowth Strategy update.

Western Corridor

20. The Western Corridor remains a priority focus, progress includes:

    (a) Advancing technical reports and commencing the drafting of planning provisions and s32 assessment for the Tauriko West plan change (as a variation to PC33). While significant progress has been made some technical work has been delayed such as flood modelling. This has implications for notification of the Plan Change, with September 2023 now looking more realistic than previous June 2023 timeframes.

    (b) The SmartGrowth Leadership Group has agreed that land use and infrastructure planning for the Western Corridor should be undertaken to ensure long-term opportunities are enabled based on a revised and higher assessment of development potential based on higher densities. They have also agreed that the Specified Development Project assessment for the Western Corridor led by Kāinga Ora should assess the wider development opportunity rather than just more immediate growth opportunities, noting that parties including BOPRC have raised some issues that need to be considered and addressed as part of this work such as climate change, natural hazards and highly productive soils.

    (c) The private plan change for the Tauriko Business Estate extension in Belk Road is progressing but have been delayed, largely due to stormwater and flooding modelling and assessments. This are similar to the issues being faced in Tauriko West and in the Upper Ohauiti private plan change. We still envisage notifying these private plan changes later this calendar year.

    (d) Construction of the Tauriko West enabling works is due to commence in September this year. There are some risks to be managed including consenting timeframes and locking in the developer funding share at a time when feasibility is challenged by

current market conditions and uncertainty around development progressing beyond the first 2,000 homes. These issues are being actively managed across Council departments and with external Partners and other parties. Any substantial delay to construction is likely to create further cost escalation risks that may not be able to be managed within existing budgets and external funding commitments.

(e) Waka Kotahi continues to work on the long-term transport business case for the Western Corridor / SH29 area. Progress remains slower than anticipated. This investment is a key catalyst for development of the Western Corridor at scale and without it development opportunities will remain highly constrained, including effects on growth areas signalled for development in the near-term (Tauriko West, Tauriko Business Estate and Keenan Road). This is a significant concern. Next steps involve discussions around Waka Kotahi's proposed staging of investment.

Te Tumu

21. Progress in Te Tumu has been positive since the last update. The beneficial owners of the TK14 Māori Land Block voted in favour of negotiating with TCC on the delivery of infrastructure corridors through their land which would support urban development of their land and the wider Te Tumu area. This will enable TCC to recommence wider Tangata Whenua engagement for the Te Tumu project. In addition, progress to deliver the Papamoa East Interchange remains on track – this is a key catalyst for development of Te Tumu and the adjoining Wairakei Town Centre.

2022 SmartGrowth Development Trends Report

22. The 2022 SmartGrowth Development Trends report was released in February 2023 for the year ending 30 June 2022. It is produced annually by the SmartGrowth partners for the Western Bay of Plenty sub-region. The report contains subdivision, residential and non-residential development and population trends within Tauranga City and the Western Bay of Plenty District.

23. The partner Councils collect the development statistics as part of the monitoring requirements under the Resource Management Act 1991, SmartGrowth, Bay of Plenty Regional Policy Statement, and the National Policy Statement on Urban Development. The full 2022 Development Trends report is available on the Council website here.

24. Key findings for Tauranga City for the period 1 July 2021 to 30 June 2022 are as follows:

a) 1,252 additional dwellings units were consented in 2021/22, a decline of 15% (227 dwellings) from the 2020/21 results.

b) More than three quarters (77.5%) of the dwellings consented were located in the Greenfield urban growth areas (UGAs), 22% in the existing urban areas and less than 1% (5 dwellings) in the rural areas.

c) Since 2017/18 subdivision activity has declined and reached its lowest level in 2021/22 at 457 new lots created. It declined by 35% (241 lots) compared to the previous year.

d) Average dwelling selling price (12 month rolling average) increased by 17.5% to $981,250 in the last 12 months to 30 June 2022.

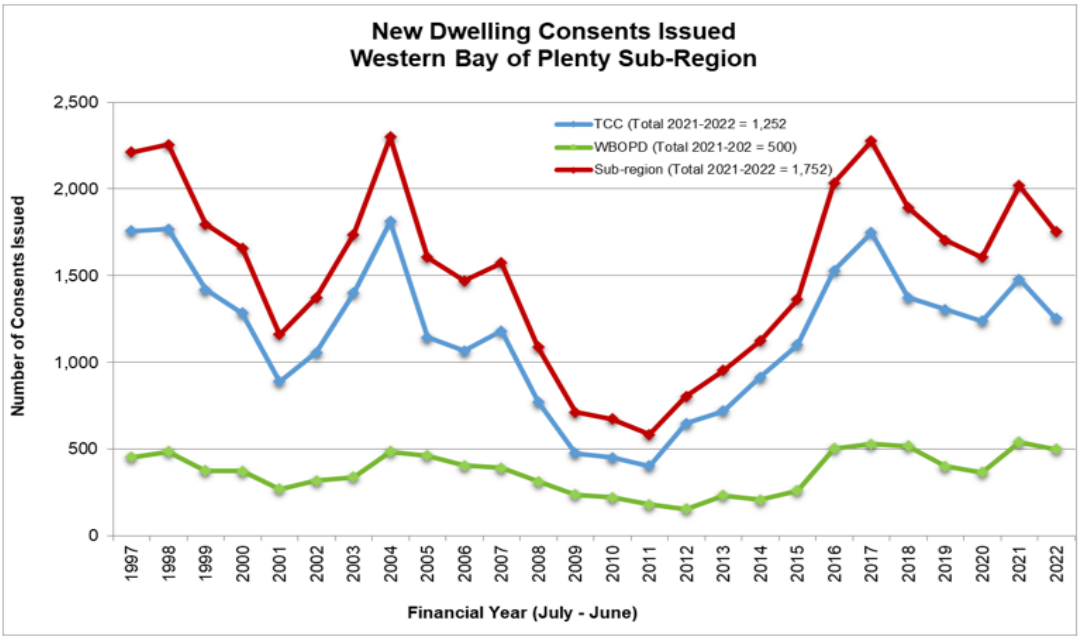
e) Average dwelling rent (12 month rolling average) increased by 7.7% to $585 in the last 12 months to 30 June 2022.

f) More than 70% of the dwellings consented were single level dwellings, 23% had 2 storeys and 6% had 3 to 4 storeys.

g) Estimated remaining UGA capacity was 7,100 dwellings as at 30 June 2022, 25% of the estimated total UGA yield.

h) Wairakei (Papamoa East) UGA had the highest percentage of capacity remaining.

25. Dwelling consent issue from July 1997 to June 2022 is graphed below.



26. From July 2022 to March 2023 a further 681 dwelling units were consented for Tauranga City indicating a continuance of this downward trend observed in 2021/22. This is consistent with the economic and property market downturn which is underway. Group building companies are reporting a drastic downturn in enquiries and sales of new homes and a number of development projects are being deferred or stopped entirely, including some intensification projects where development sites are now marketed for resale.

27. History has shown that these types of downturns are cyclical, and that growth does return to strong levels as the market improves. As such from a strategic growth planning perspective the current climate does not impact the need to plan for growth continuing in the future as projected.

STRATEGIC / STATUTORY CONTEXT

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

OPTIONS ANALYSIS

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

SIGNIFICANCE

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

NEXT STEPS

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

ATTACHMENTS

1. Appendix A - Quarterly Update - Growth, Land Use Planning and Transport Strategy Projects - May 2023 - A14352330 ⇩

Quarterly Update – Growth, Land Use Planning & Transport Strategy Projects - May 2023

PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
The Mount Maunganui Spatial Plan (MSP) and Mount Industrial Planning Study (MIPS)	This 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 MIPS 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. Both projects will sit within the wider Mount Planning and Delivery Programme. Initial engagement on both projects was completed during March and April, including engagement with tangata whenua, key stakeholders and the community. Over 960 responses were received to the community survey across the various topics, as well as more than 2,000 comments through face-to-face engagement. Drop-in sessions and pop-up shops were held at the Arataki Community Centre, Little Big Markets, Bayfair, Gratitude Café, at the base of Mauao, Omanu School and Mount Maunganui Intermediate. Next steps include further stakeholder engagement and preparation for project design workshops at the end of May / early June. These workshops will involve tangata whenua, key stakeholders and subject matter experts, aimed at responding to key issues identified through proposed interventions (projects and policy changes) for both project areas. The team is also working with tangata whenua through a series of wānanga in advance of the design workshops. Outputs of the workshops will form the basis for further engagement with stakeholders and the community in July / August.	**March / April 2023** Initial stakeholder workshops, community engagement and tangata whenua wānanga **May / June 2023** Design sprints workshops, draft scenarios and action prioritisation **July / August 2023** Community and stakeholder engagement on option development; option refinement **September / October 2023** Plan finalisation
Greerton Maarawaewae Study (GMS)	The Greerton Maarawaewae Study (GMS) was launched in October 2021 to identify opportunities to support wellbeing as the city continues to grow. Two rounds of engagement and a third consultation round were undertaken during 2022. The community, stakeholders and mana whenua involved in these rounds were all invited to speak at the hearings set down for the 3rd and 4th of April. Of these groups previous engaged with, 16 submitters (including key stakeholder groups) and two mana whenua representatives spoke to Commissioners during the hearings. The individual workstreams are continuing to progress to gain clarity on the issues raised by submitters to inform deliberations, including: - Ongoing engagement with Health New Zealand on the future of the health precinct	**2nd Quarter of 2023** • Hearings held 3rd and 4th April. • At the time of writing, deliberations are being scheduled.

Quarterly Update – Growth, Land Use Planning & Transport Strategy Projects - May 2023

PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	- Racing Working Group continue to investigate potential relocation options - Equestrian Sport NZ engaging with equestrian users for the Equestrian Sport NZ strategy development - Ongoing engagement with Transpower on the future power needs of the city - Discussions on increased community access to the golf facilities and through to Kopurererua Valley. At the time of writing, deliberations are being scheduled. Reporting to this meeting will consider the topics and themes provided in the submissions alongside analysis to date, and recommendations on a preferred way forward.	
Urban Design Panel (UDP)	On 28 March 2022, the Strategy, Finance and Risk Committee passed resolution set up an Urban Design Panel (UDP). Council resolved to nominate 14 panellists on the 3 October 2022 who have now been appointed. The first panel meeting was held on 5 April 2023 for the Merivale Community Centre (Council led), and a number of other sessions for private developments have also been held or are planned; feedback from those involved during the sessions has been positive. The service is now available for Council, central government and private sector projects. An urban design event was held on 18 May to celebrate launch of the panel. This included guest speakers from BCD Group and Edwards White Architects to give an insight on their experiences dealing with other Urban Design Panels and the impact it can have on developments. The event included a question and answer session with some of the new panellists.	**April 2023 onwards** Urban Design Panel is now fully operative and scheduled to meet regularly to review proposals
Plan Change 27 - Flooding from intense rainfall Plan Change	Plan Change 27 proposes to manage the effects of flooding from intense rainfall on people, properties and infrastructure was publicly consulted on in late 2020 / early 2021. An independent hearings panel conducted hearings for Plan Change 27 on 30 November to 3 December 2022 and their decision was notified on 11 April 2022. Environment Court appeals closed on 25 May 2022. Three appeals were received and 20 s.274 parties. Mediation was held on 11 and 12 October 2022. The mediation resulted in a number of actions and follow up meetings to discuss the parameters of the flood model, the process for resource consents and building consents when landform has changed and providing clear information on process on	Awaiting next steps from Environment Court.

Quarterly Update – Growth, Land Use Planning & Transport Strategy Projects - May 2023

PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	Council website. Expert conferencing was completed in November to discuss the parameters of the flood model. The majority of these follow up actions are now complete however no appeals have been resolved at this stage. A report back to the Environment Court was made in March 2023.	
Plan Change 33 – Enabling Housing Supply	On 15 August 2022, Council adopted Plan Change 33 for public notification which replaced PC26. The plan change was publicly notified on 20 August 2022. Submissions closed on Friday 23 September 2022. Submissions received covered a wide range of topics such as: • Access requirements • Simplifying the matters of discretion • Rule framework for retirement villages • Consideration of including further qualifying matters • Requesting heights to be increased and decreased in specified areas across the city. The last topic is significant for Council to respond to which includes further technical work. In particular, the Medium Density Residential Standards were applied around the Mount Town Centre with 11m height provisions. Submissions seek that Policy 3 in the NPS-UD applies to Mount Town Centre and hence greater height may be appropriate in some parts of this area. A total of 400 submissions were received. The summary of submissions was publicly notified on 25 November 2022 and the further submission ended on 9 December 2022. A total of 205 further submissions were received. There were 25 further submissions which did not support or oppose an original submission. These submitters were given 2 weeks to provide a further submission in the right format. None of these submitters provided this information. A large number of further submissions opposed submissions made to increase height to give effect to Policy 3 in the Mount North area. Expert conferencing was held between 21 March and 29 March 2023 covering the following topic areas: • Transportation (including access); • Commercial Centres; and	**Mid 2023** Session 1 hearing – commencing 4 July 2023 Session 2 hearing – commencing 2 October 2023 **Early 2024** Hearings Panel will make recommendations to Council on the plan change.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	• Planning and Urban Design. The Joint Witness Statement from the expert conferencing are available at the following link, https://www.tauranga.govt.nz/council/council-documents/tauranga-city-plan/proposed-plan-changes/plan-change-33-enabling-housing-supply/plan-change-33-key-documents. Due to the complexity of the Plan Change and further technical work required to respond to submissions current timeframes are challenging and are unlikely to be workable. Given these factors, the Council applied in writing to the Minister for the Environment on 3 May 2023 for a variation to the Direction to amend the date to notify the decisions on the IHP's recommendation. Following this, the Chair of the IHP released Direction #3 on 5 May 2023, which advised that PPC33 be split into two hearing sessions scheduled for July and October. Having two hearing sessions will defer completion of Plan Change 33 from November 2023 into mid-2024. Council recently resolved to prepare a variation to PC33 to rezone Tauriko West for urban development. This is addressed further under the Tauriko West project update.	
Tauriko West Urban Growth Area	Amendments to the National Freshwater Framework were confirmed on 8 December 2022, gazetted, and came into effect on 5 January 2023. The NPS-FM/NES-F provisions now provide a consenting pathway for urban development that affects wetland drainage; and also provide an exemption for planned growth areas in SmartGrowth UFTI Connected Centres Programme for a limited 5-year period (from 8 December 2022). Council passed a resolution on 7 November 2022 to proceed with a variation to PC33 for Tauriko West; and the Minister for the Environment gazetted an extension to the time for this variation, on 16 December 2022. The confirmed NPS-FM/NES-F has enabled a Concept landform (showing how the growth area could be recontoured for large scale earthworks) that combines the current future development plans for each of the main landowners to be developed. This concept landform, which involves significant cut and fill earthworks, seeks to maximise developable land while avoiding natural hazards (e.g.	The next steps focus on the completion of the various technical investigations, stormwater modelling and flood risk assessment, section 32 report, planning provisions and further engagement, to support notification of the Plan Change 33 Variation, now likely to be in September 2023.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	providing finished development platforms above flood risk levels) and also meeting the requirements of the NPS-FM/NES-F (e.g. wetland protection and recreation; recreated streams) The Concept landform was developed in January/February 2023 – and has enabled the final scope and programmes for the various technical investigations/assessments required to support the Plan Change for new urban development to be confirmed and progressed. This includes stormwater modelling, and subsequent flood risk assessment under BOPRC's Regional Policy Statement requirements for natural hazard assessments (e.g. a 12-18 week programme that must take into account matters like nearby earthworks for Tauriko Business Estate, climate change and global warming criteria, and specified rainfall/storm events, as agreed with BOPRC). It is noted that cultural analysis work cannot be completed until the completion of the Wananga by Te Kauae a Roopu (underway now for spatially mapping cultural sites of significance) and all technical work and natural hazard assessments are complete. This allows a full cultural review of the new rules, zoning and supporting plan change provisions by Te Kauae a Roopu. Other technical reports now underway include transport, ecology, landscape, groundwater, commercial centres, infrastructure, stormwater management, and the urban design framework. Engagement with the Redwood Lane residents is continuing. This is focussed on continuing to understand development aspirations and the timing for these relative to then support broader discussions and decision-making related to Stage 1 development allocation and feasibility. Overall, given the timeframes for completion of the stormwater modelling in particular, the timeframe for notification of the variation to PC33 is more likely to be in September 2023.	
Tauriko West Residual Land	The Tauriko West UGA plan change focuses on the land to the west of the State Highway. This leaves the land between SH29 and the Tauriko Business Estate with a Rural Zone. There are 3 distinct locations: • Tauriko Village which is the land opposite the school. The area is a mix of residential, commercial and industrial.	**Belk:** complete documentation for notification of a plan change in conjunction with TBE 4 (see separate project below).

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	• Gargan Road which includes the land on Gargan Road plus north and south along SH29 in that locality. Current uses are residential, lifestyle and industrial. • Lower Belk Road which is the land at the start of Belk Road between SH29 and the TBE extension. It is a knoll of some 11 private properties and is rural residential in nature. The project is investigating what the appropriate zone should be for each location. Landowner meetings to introduce the project were held separately for each location in December 2022. Options are being developed to discuss with the landowners. The Belk Road location is a priority as it is intended to change the zoning at the same time as the TBE extension plan change. There is also the requirement from the Local Government Commission boundary adjustment with WBOPDC to incorporate the land into the TCC City Plan by April 2024. A further landowner meeting was held on 29 March to firm up on a preferred zoning option.	**Tauriko Village/Gargan:** Technical reports being prepared on the provision for servicing (particularly wastewater and stormwater) to determine the level of intensification that can be provided and inform the zoning options.
Te Tumu Urban Growth Area	A refreshed engagement programme between the Tumu Kaituna 14 Trust and its beneficial landowners took place over much of 2022. Towards the end of the year the Trust sought decisions from its owners on two primary resolutions. These resolutions related to a variation of the Trust Order for rotation of Trustees, and infrastructure corridors and active reserve. The latter of these resolutions sought approval from landowners for the Trust to negotiate with TCC the granting of access and use rights for infrastructure corridors and an active reserve through use of easements or long-term leases. The Trust advised Council in December 2022 that the outcome of this vote was that landowners who had participated in the voting process had approved for these negotiations to proceed. Preparation work has begun on preparing supporting documentation for these negotiations to take place. As a result of this outcome, Council staff have now been in contact with all iwi and hapu who have previously expressed an interest in this project inviting them to discuss with Commissioners and staff the opportunity to recommence engagement on the project. A hui with these groups was held in early May 2023. Similarly contact has also been made with other Māori land trusts within Te Tumu (not already part of the landowners working group) inviting the opportunity to restart discussions on the project with staff. These discussions will occur as and when land trusts are ready.	Continue to liaise with iwi, hapu and land trusts associated with the project. . Work towards updating where possible the existing technical assessments for the project.

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	Discussions are also underway with the landowner working group to prioritise project workstreams focussing on the need to update existing technical assessment to reflected updated national policy direction and guidance – including the NPS-Freshwater and recent updated sea level rise projections. Ministry for the Environment staff have advised that work is continuing on progressing with the notification of a National Policy Statement for Indigenous Biodiversity which is likely to have some implications for Te Tumu, however, there has been a delay to the schedule for its release and at this stage gazettal is now anticipated later in 2023. Discussions are underway with the TK14 in terms of a draft compensation agreement with respect to the infrastructure corridors. Valuation advise is being received which will form part of the negotiations associated with the compensation agreement.	
Upper Ohauiti Urban Growth - Area – Private Plan Change	Upper Ohauiti (the Riddington Block) is an area of rural zoned land located at the southern edge of the existing urban area, on either side of Ohauiti Road. It lies entirely within TCC jurisdiction and is identified in the Bay of Plenty Regional Policy Statement for urban development post-2021. A developer lodged a private plan change request under Part 2 of Schedule 1 of the RMA on 8 April 2022, to rezone and structure plan the area for residential development. TCC staff requested further information on 3 June 2022 in relation to a number of matters, including stormwater, transport, and mana whenua engagement. The developers are currently preparing a response and expect to re-lodge the plan change request in mid-2023. Once staff are satisfied that sufficient information has been provided, TCC will need to formally consider the plan change request under Schedule 1 of the RMA and accept or adopt it for notification. TCC has designated a staff lead to coordinate TCC input to the plan change and have also engaged an external planning consultant to undertake the statutory reporting and processing of the plan change, working alongside TCC staff. Note that the changes introduced by PC33 in the form of the proposed Medium Density Residential Zone will apply to this growth area if the plan change is approved.	Continue to work with developer to progress the private plan change, providing input to technical work as required. Review response to request for further information. Make recommendation to Council on whether to accept, adopt, or reject the plan change for notification.
Lower Belk Road Urban Growth Area	The Lower Belk Urban Growth Area was shifted into the TCC jurisdiction by the Local Government Commission on the 1 March 2021.	Private plan change expected to be lodged in third quarter of 2023

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(Tauriko Business Estate Stage 4) – Private Plan Change	The majority landowner of the area proposes to extend the Tauriko Business Estate, and they are preparing a private plan change request to rezone and structure plan this area. The landowners propose to use the streamlined planning process (SPP). This will require TCC to formally accept the plan change under Schedule 1 of the RMA, prior to seeking ministerial approval for use of the SPP. As part of accepting an application for using the SPP, Council is undertaking its own due diligence particularly with regard to consultation with tangata whenua and non-TBE landowners as well as the ability for MfE and the Minister for the Environment to complete decision making in a reasonable timeframe. The landowners are preparing technical assessments in support of their plan change, including stormwater, transport, archaeology, landscape and urban design etc. Stormwater management is the outstanding technical report, and is being progressed with the Regional Council and TCC. Development of this growth areas relies on the implementation of the Tauriko West enabling works, which includes a roundabout on SH29 which connects to the growth area via Kaweroa Drive, Taurikura Drive, and Belk Road. The ability to fully develop this growth area is restricted by the timing of proposed long-term transport upgrades to SH29 and SH29A.	
Keenan Road Urban Growth Area	The Keenan Road area is located south of The Lakes. It is identified for residential development in the order of 2500 homes (subject to further assessment). There are a range of landowners (including developers) in Keenan Road ready to develop. Preparation of a structure plan has commenced. Key to progress is a technical assessment of the 3 waters, particularly the wider wastewater and stormwater and how that integrates with the planning for Tauriko West, and the broader Western Corridor. Planning for Keenan Road requires a transport business case to be progressed for transport access and investment associated with the growth area. A contract has been let for this and the development of this business case is now underway. Development of the Keenan Road area will also be dependent on the Waka Kotahi Tauriko Network Connections business case (e.g. SH29 / Takitimu Drive intersection improvement; SH29a / Barkes corner improvement). Capex and funding requirements for Keenan Rd will be considered through the 2024-34 LTP process.	Progress the transportation business case. Strategic assessment of wastewater and stormwater options for the Western Corridor for short term (Keenan) and long term. Establish an initial engagement plan for the project. Consider investment and funding through the 24-34 LTP.

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Specified Development Project (SDP) assessment for the Western Corridor	On 14 September 2022, Kāinga Ora advised TCC that it had selected part of the Tauranga Western Corridor for assessment as a potential Specified Development Project (SDP) under section 29(a) of the Urban Development Act 2020 (the UDA). The UDA gives Kāinga Ora the ability to lead or facilitate complex urban development projects through a Specified Development Project process. The value of the SDP process is that it could allow Kainga Ora, TCC, and the SmartGrowth partners to bring together multiple, complex, and otherwise separate urban development processes and enables them to be accessed through a single, integrated process. The aim is to ensure that the planning, infrastructure, and funding for a project is agreed early on, providing greater certainty and coordination for the implementation and delivery of the project. The decision to select the Western Corridor for assessment as a potential SDP is the first formal stage of the SDP process, which includes an extensive engagement and consultation component. The assessment is a collaborative process working with TCC, mana whenua, other SmartGrowth partners, central government, landowners/developers and other stakeholders. The outcome of the assessment will then determine whether Kāinga Ora recommends establishment of an SDP – which is expected in Q3 2023. The area KO have proposed for the SDP comprises those parts of the Western Corridor currently identified as planned urban growth areas or priority development areas such as Tauriko West, the Tauriko Business Estate, Lower Belk Road Extension, and the Keenan Road area. This is a smaller area than that suggested for assessment by TCC, which also included the envisaged Western Corridor growth areas at Upper Belk Road, Joyce Road, and Merrick Road, along potentially with the Greerton Maarawaewae study area. The Western Corridor was considered at the April SmartGrowth Leadership Group meeting with resolutions passed to ensure planning future proofs for the long-term growth potential of this area and that the SDP assessment should also include the broader opportunity. Noting that this needed to incorporate appropriate consideration of a range of issues, including a number of issues identified by BOPRC. In initial workshops with Kainga Ora, TCC Staff have emphasised the need to have clarity around the function and value of a potential SDP, given that plan changes to rezone Tauriko West and Lower	Continue to work with Kainga Ora on the SDP assessment process.

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	Belk Road are already underway. Staff have also raised questions with Kainga Ora around whether the SDP can help to secure funding of the long-term transport network improvements, which are critical to unlocking growth in the Western Corridor. Note that the SDP assessment process is being undertaken by Kainga Ora in parallel to the ongoing TCC led work on Tauriko West, Lower Belk Road, and Keenan Road, and Waka Kotahi led work on the short- and long-term improvements to the transport network.	
Smith's Farm	As part of the Takitimu North Link (TNL) project Waka Kotahi will deliver the Smiths Farm access road which will provide access and reticulated services to enable development of this site. The TNL project is expected to be completed around 2026 and as such the site cannot be developed immediately. While the site has resource consents in place for residential development the underlying zoning of the site is rural residential. The proposed rezoning of parts of the site, including creation of a new Medium Density Residential Zone that will allow for the Medium Density Residential Standards to be utilised, was notified as part of Plan Change 33. Submissions on this proposed rezoning have been received and are proposed to be addressed through the s.42A report for PC33. Alongside the rezoning of the site, TCC is progressing the strategic divestment of the site with the objective of achieving a mix of affordable, social and market housing with a range of typologies and tenure arrangements. Market priming has been completed and an Expression of Interest was released to the market on 20 April.	Work with Waka Kotahi to upsize the watermain to ensure MDRS density opportunities are not constrained by servicing limitations. Complete PC33 process. Continue market process for the strategic disposal of the site. EOI closes 1 June. Request for proposal stage June / July.
Pōteriwhi (Parau Farm)	Discussions between Council and Ngati Kahu on future aspirations and options for this TCC owned site continue with a focus on a mixture of open space (including sportsfields), cultural recognition (especially the pa site) and housing. Proposal presented to Ngati Kahu mid-April.	Conclude proposal discussion with Ngati Kahu. Formally report back through Council to close out previous public consultation and determine next steps.

Quarterly Update – Growth, Land Use Planning & Transport Strategy Projects - May 2023

		Provide the community with a more fulsome project update.
Resource Management (RM) System Reform	The Government plans to repeal the Resource Management Act and enact three new pieces of legislation. The proposed new laws are the: • Spatial Planning Act (SPA) which requires the development of long-term regional spatial strategies to help coordinate and integrate decisions made under relevant legislation • Natural and Built Environment Act (NBA), the main replacement for the RMA, to protect and restore the environment while better enabling development • Climate Adaptation Act (CAA) to address complex issues associated with managed retreat, and funding and financing climate adaptation. The Natural and Built Environment Bill and the Spatial Planning Bill were introduced into Parliament on 15 November 2022. In February 2023 the Council submission on the Natural and Built Environment Bill (NBE Bill) and Spatial Planning Bill (SP Bill) was lodged and in March 2023 Commissioners presented this submission to the Environment Select Committee. Councils previous feedback to this ongoing process has acknowledged the need and general support for the government objectives of the reform. However, the feedback has expressed concern that the proposed system would not achieve its objectives or address challenges with the current system. Key areas of focus of the most recent submission and hearing process noted that: • There is a large disconnect between governance, policy, and ultimate implementation responsibilities and accountabilities and funding. This needs to be integrated for the future Resource Management System to be able to deliver on its intended outcomes. • The proposed system being unlikely to improve efficiency and reduce complexity. As an example, the NBE Bill contains a long list of (sometimes conflicting) system outcomes, with no prioritisation or hierarchy to guide decision makers. The NBE Bill is unclear at what point (if any) decisions around trade-offs between conflicting outcomes or locations will be made, or if they will be left to consenting. This approach leads to a situation where key issues that should have been addressed in the plan making process are left over for consenting processes where given the use of independent commissioners, there will be little if any governance or political oversight on how these matters are addressed.	Continue to make submissions as appropriate and, advocate and engage with MfE. The Climate Change Adaptation Bill and the opportunity to submit on this is likely to be later in 2023.

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	• The regionalisation of plan making and the introduction of Regional Planning Committees (RPCs) will require significant time and resource. RPCs need appropriate funding to be effective. • The proposed representative structure for RPCs may make it difficult for high growth Councils to resolve and achieve the required level of focus on priority urban growth challenges. • The likely one member Council representative on a RPC cannot bind a Council or a Long Term Plan process. Therefore, wider structural issues need to be addressed if the proposed spatial planning approach is to be effective. • The RPCs accountability back to parent Councils, who represent the communities that are subject to the plans, is diffused but leaves them paying the costs and providing the resources with a much reduced influence on the key outcomes being sought. • The ability for a region to form a subcommittee to address specific issues is welcomed, as this would allow more influence for metropolitan Councils in managing the growth of their cities and recognising that sub-regions within a region often have quite distinct and different development and growth issues and opportunities, and communities. A sub-regional spatial plan would reflect these opportunities and differences instead of a one size fits all approach. • Spatial planning will be supported by infrastructure implementation agreements, but with limited integration with LTP processes and not locking in central government funding (e.g. Waka Kotahi) they won't be effective. Integrated and committed funding and implementation plans are critical to the success of the new approach and this is a significant gap in the proposed approach. • The introduction of a National Planning Framework (NPF) has potential but time needs to be allowed for at the outset to get it right and enable co-production, including with local government. This will help to remove existing conflicting national direction and avoid the new system suffering from the same flaws as the existing. • The approach to provide Māori needs careful thought, a more strategic role for Māori in the RM system as proposed would require significant resourcing (both funding and time) to build engagement, capacity and capability for iwi and hapu.	
Government Policy & Initiatives	National Policy Statement for Freshwater Management (NPSFM) and National Environmental Standard for Freshwater (NESF) Amendments to the National Freshwater Framework were confirmed on 8 December 2022, gazetted and came into effect on 5 January 2023. BOPRC will include these new policy provisions in their Regional Natural Resource Plan without a Schedule 1 RMA process when they make changes for air	

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	quality provisions soon; and in the meantime, BOPRC sees these clauses in the NPS-FM as having effect. <u>National Policy Statement for Indigenous Biodiversity (NPSIB)</u> The Ministry for the Environment (MfE) released the exposure draft on the NPSIB on 9 June 2022 for targeted feedback. The submission period to the exposure draft closed on 21 July 2022. As previously reported to the Strategy, Finance and Risk Committee (01/08/2022), Council lodged a submission to this exposure draft that covered a range of matters of concern. Since lodgement of the submission in August, a workshop between TCC and Ministry staff has been held where details of TCC's submission and further worked examples were discussed. MfE website advises that the gazettal of this NPS is anticipated in 2023. <u>Interim Guidance on the use of new sea-level rise projections</u> In July 2022 the Ministry for the Environment released a reference guide to the interim guidance for the use of new sea-level rise projections (https://environment.govt.nz/assets/publications/climate-change/Interim-guidance-on-the-use-of-new-sea-level-rise-projections-Quick-reference-guide.pdf) This document provides a high-level overview on updates to parts of the Ministry's 2017 Coastal hazards and climate change: Guidance for local government, reflecting the latest sea-level rise scenarios from the Intergovernmental Panel on Climate Change (IPCC) and NZSeaRise. The MFE advised that a full update to the guidance is underway and is expected to be published by early 2023. It is understood that the updated projections provided in this recent release will not be changing when the full update comes out next year. Regional Council have advised that they will be looking to update region-specific information on SLR (being an update of previous direction provided in 2017) once this full update to the guidance is provided. This region-specific information will be used as a reference for future technical updates on hazard work for greenfield growth and infrastructure projects.	Continue to liaise with MfE. Assess the implications of the Interim Sea-level-rise projections guidance for structure plan areas.
Regional policy and planning initiatives	<u>Proposed Change 5 (Kaituna River) to the Bay of Plenty Regional Policy Statement (RPS)</u> Proposed Change 5 (Kaituna River) has been prepared under the RMA and is specific to the Kaituna River and its tributaries. Bay of Plenty Regional Council (BOPRC) is required to change the RPS to recognise and provide for the vision, objectives and desired outcomes of the Kaituna River Document	Continue to make submissions as appropriate and, advocate and engage

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	where it relates to resource management issues. Kaituna He Taonga Tuku Iho – A Treasure Handed Down (The Kaituna River Document) was a requirement of the Tapuika Claims Settlement Act 2014. A hearing on the proposed change was completed in October 2022 and closing submissions heard in November. It is understood a decision by the Hearings Panel has been completed and will be released by the Regional Council in May 2023. <u>Proposed Change 6 (NPS-UD) to the Bay of Plenty Regional Policy Statement (RPS)</u> Bay of Plenty Regional Council (BOPRC) notified Proposed Change 6 (NPS-UD) to the Bay of Plenty Regional Policy Statement (RPS) on 9 August 2022. The National Policy Statement on Urban Development (NPS-UD) requires BOPRC to change the RPS to be more responsive to urban development proposals and provide support to intensification of urban areas. The purpose is to enable additional development capacity, regardless of whether it is planned in existing planning documents, and to contribute to well-functioning urban environments. The NPS-UD also requires local authorities to take into account the principles of the Treaty of Waitangi (Te Tiriti o Waitangi) in planning decisions relating to urban environments. The key changes in PC6 are: • New - Responsive planning policy for urban environments (including criteria to determine if a proposal will 'add significantly to development capacity') • Deleted - Urban limits in the western Bay sub-region (including policies, Appendices and references relating to urban limits). • New - Increased density urban development for urban environments (including removal of Policy UG 4A (dwelling yields). • Amended - Te Tiriti of Waitangi principles PC6 is not a spatial plan and doesn't identify where (or not) urban development will be located. Nor does it zone or provide infrastructure for urban development. This is the role of district/city councils through the Future Development Strategy, the City Plan, and infrastructure planning and funding documents. However, TCC zoning processes to manage growth will need to give effect to PC6 when made operative as part of the BOPRC RPS. TCC staff have reviewed and commented on the draft text of PC6 prior to notification and are broadly comfortable that it meets the requirements of the NPS-UD to provide additional flexibility, is consistent	with the Regional Council on matters as they relate to Tauranga and the western Bay of Plenty sub-region.

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	with the strategic vision for Tauranga and the western Bay of Plenty sub-region as set out in the UFTI Connected Centres programme and aligns with Councils own growth planning. TCC lodged a submission in support of PC6 on 6 September 2022. TCC did not lodge any further submission on this change. A hearing on this change is anticipated in mid-2023.	
Housing Infrastructure Fund	TCC's Housing Infrastructure Fund (HIF) loan to fund a portion of the Papamoa East Interchange (PEI) was approved in 2017 to bring Te Tumu forward and was due to expire in 2021. Prior to expiration of the loan staff engaged with the MBIE and Waka Kotahi to explore our options for extending the timeframe for drawdown. This would enable the HIF loan to be used to fund a portion of the PEI to support development of the Wairakei town centre. The Crown has confirmed TCC is able to repurpose the HIF loan and TCC is now in the process of preparing the loan agreement to be entered into imminently.	Finalise HIF loan with staff at the Ministry of Housing and Urban Development (Q2 2023)
Development Contributions	Staff are preparing the 2023/24 Development Contributions Policy for adoption in June 2023. No public consultation will be undertaken as the only changes are to update cost estimates which are below the legislative trigger for consultation (being the 2022 Producer Price Index). Staff have also commenced work on a broader review of the policy. Staff expect to consult on these changes alongside the Long-Term Plan consultation towards the end of 2023.	Report to Council for adoption of 2023/24 policy.
Housing & Business Capacity Assessment (HBA)	SmartGrowth is required to prepare a Housing and Business Capacity Assessment (HBA) and a Future Development Strategy (FDS) under the National Policy Statement for Urban Development (NPS-UD). The HBA has been completed and will inform the 2024 Long-Term Plans, and the FDS. SmartGrowth currently intends to produce an updated SmartGrowth Strategy by December 2023 which would incorporate the requirements of the FDS.	Continue to progress the preparation of the FDS / updated SmartGrowth Strategy

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Future Development Strategy (FDS)/ updated SmartGrowth Strategy

Housing and Business Assessment

The SmartGrowth Housing and Business Assessment (HBA) for the Western Bay of Plenty sub-region has been completed. The outcomes of the revised HBA reinforce the significant and growing shortage of residential development capacity in the short, medium and long-term. The HBA also identifies shortages in the Western Bay of Plenty District which adjoins Tauranga City and is part of the same Tier 1 growth area. The outcomes for Tauranga City are summarised as follows with numbers rounded to the nearest 100 and shortages shown as negative numbers in red text:

Period	Year	Housing shortage / surplus within each period	Cumulative housing shortage from today
Existing	0	-4,300 to -5,300	-4,300 to -5,300
Short term	1-3	-1,400	-5,700 to -6,700
Medium term	4-10	-1,600	-7,300 to -8,300
Long term	11-30	2,000	-5,300 to -6,300
Total	0-30	-5,300 to -6,300	

Housing storages are now shown to extend into the long-term period when previously we had assessed that they could be resolved before the end of the medium term.

There are significant risks that the housing shortage will be greater than anticipated. In particular early indications are that intensification across the Te Papa peninsular will be less than projected due to rising costs of vertical construction and associated commercial, and buildability risks.

Unsurprisingly the housing pressures in Tauranga have created significant house price escalation and unaffordability, including an extreme house price to income ratio of approximately 11 which is higher than Auckland and any other location in New Zealand. There have been some modest price declines of late but not to the extent seen in places like Auckland and Wellington.

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Non-residential development capacity

The revised HBA also identifies medium and long-term industrial and commercial/retail land shortages for Tauranga City. The following table summarises the industrial shortfall.

Tauranga Sufficiency based on vacant land		Surplus/deficit Range (ha)	
		Local Densities	General Densities
Including competitiveness margin			
Short-term	Commercial and retail	10	10
	Industrial	70	70
Medium-term	Commercial and retail	-20	-20
	Industrial	10	-10
Long-term	Commercial and retail	-60	-60
	Industrial	-220	-270

While the industrial land shortages are not immediate, they are being felt today due to the long lead time to zone, service and develop industrial land into completed industrial sections ready to build on.

Within Tauranga City we have 100ha of land identified for industrial development as an extension to the Tauriko Business Estate. Constraints on the State Highway network are limiting the development of about 60ha of this land.

Beyond this there are no suitable sites for further industrial development within Tauranga City's small and highly constrained jurisdictional boundaries, and these shortages will have to be accommodated in the adjoining Western Bay District or further afield. SmartGrowth is currently investigating locational options. Due to the specific requirements of industrial land requiring large flat greenfield sites close to key transport routes and an available workforce, it is safe to say that options will be few. Some of these options will also be constrained by limitations in the State Highway network, particularly SH29.

In terms of the commercial / retail shortages we primarily intend to address these by rezoning land for new commercial centres as new greenfield areas are progressed.

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	<u>Advising the Minister</u> As required, Commissioners have written to the Minister for the Environment to advise of the NPS-UD development capacity non-compliance issues as we did when similar issues were identified in 2021. Our letter has reiterated the need for urgent attention to these issues. In a number of areas are reliant on government policy or investment – such as the investment required in the Tauriko SH29 to support development of that area. **SmartGrowth Strategy update / FDS** The SmartGrowth councils are required to: ▪ Jointly prepare a FDS as a stand-alone document or be treated as a part of any other document (such as a spatial plan). ▪ Show spatially how local authorities intend to achieve 'well-functioning urban environments; and how and where they will provide 'sufficient development capacity' to meet future growth needs over the next 30 years. During 2021, the SmartGrowth partners (councils, tāngata whenua and Central Government) completed a Draft Spatial Plan. This Plan is a working document and was not formally adopted. However, it does provide a comprehensive and recent basis for the 2023 version of the SmartGrowth Strategy, which would incorporate the requirements of the FDS. A working group including TCC staff has been set up to progress this work. This group is meeting regularly, and various aspects of its work programme are underway. Key issues to address in the Strategy include: • Addressing the shortage of residential development capacity identified in the HBA, including the role of the Western and Eastern Corridors in this regard • Addressing the shortage of industrial / employment land in Tauranga identified in the HBA. Through SmartGrowth, work has been commissioned to identify a preferred list of potential sites. This report is nearing completion and will be reported when complete. It is likely that more detailed assessment of site options will be required to inform decisions as part of the final SmartGrowth Strategy. In a general sense the work to date identifies that there are limited options for future industrial land and that all sites will come with challenges and constraints. The Strategy will not be able to address all of the implementation challenges, especially the challenges associated with infrastructure costs and infrastructure funding which remain a major constraint on delivery and achieving the outcomes sought through the SmartGrowth Partnership.	

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TRANSPORT STRATEGY		

Eastern Corridor Transport Planning (Te Tumu & Wairakei)	A number of transport-focused workstreams remain underway related to the Te Tumu structure planning process, Wairakei Town Centre development and the Papamoa Eastern Interchange (PEI), these include:
	• Transport planning workstreams associated with Te Tumu structure planning are well advanced. The structure plan includes dedicated public transport lanes on The Boulevard through Te Tumu to the Wairakei Town Centre, high-quality walking and cycling connections, and general traffic lanes and will guide the development of the Waka Kotahi business case. Further progress information on the structure planning is provided in the Te Tumu Urban Growth Area update above.
	• Development of this business case to confirm the availability of the National Land Transport Fund to support implementation of the transport system for the Wairakei Town Centre and Te Tumu growth areas. The scope of this Business case covers The Boulevard, Te Okuroa Drive, The Sands Ave and a bus facility within Wairakei Town Centre.
	• Currently working towards an emerging preferred option in the Business Case for the transport corridors of Te Okuroa Drive and The Boulevard:
	  • Understanding the stormwater disposal requirements for the corridor widths in terms of on-site stormwater containment and treatment is progressing.
	  • Corridor width requirements – accommodating walking, cycling, bus priority, general traffic, utility berms, and swales. This includes transport modelling to inform the short list option MCA process.
	  • Communications and Engagement – regular meetings with Bluehaven regarding the Wairakei section of the transport corridors, including discussions regarding the bus hub options and details (i.e. layovers, driver facilities) – meeting with the Te Tumu key landowners at which the short list option assessment will be presented and feedback obtained.
	• Continued development of the detailed design and then procurement for the PEI to provide access onto the Tauranga Eastern Link to provide for development of the Wairakei Town Centre area and for Te Tumu in the future.
	• Development of the interim design for Te Okuroa Drive (between Sands Ave and Te Tumu boundary) to allow for access to Wairakei Town Centre development (predominantly for the Mitre10 development) and TCC employment land until long term design is required. This work is progressing with TCC responsible for detailed design and construction but in liaison with
		Deliver the Te Tumu and Wairakei Town Centre transport infrastructure business case (programmed completion June 2023). Next stage is to confirm the emerging preferred option by all partners with stakeholder input.
		
		Complete final stages of developing concept designs for The Sands Ave and part of Te Okuroa Drive within the Wairakei Town Centre. This work is being undertaken with Bluehaven and will inform the Waka Kotahi business case.
		
		Contract detailed design and delivery of Te Okuroa Drive interim-stage to enable the Town Centre development, through the PEI contract. Construction of the interim design for this section of TOD required by September 2024.

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	the developer, Bluehaven.	
Transport Emissions Reduction analysis Analysis of Urban Form and Transport Initiative (UFTI) & Western Bay of Plenty Transport System Plan (TSP) emissions work relative to emerging Government policy direction.	<u>National Emissions Reduction Plan</u> In May 2022, the Government announced the first Emissions Reduction Plan (ERP). In July 2022 the Ministry of Transport (MoT) began briefing Tier 1 and 2 cities on what the ERP specifically meant for them individually and particularly in terms of the 'Vehicle Kilometres Travelled' (VKT) reduction targets and programmes. Tauranga's feedback to this initial engagement resulted in the MoT adjusting its initially proposed target from a 23% to 21% VKT reduction from the MoT 2019 benchmark. MoT advised in September 2022 that Cabinet would consider the proposed sub-national VKT targets and publish these by the end of 2022. However, since then MoT have made further announcements that have most recently advised: • VKT targets for Tier 1 areas including Tauranga / Western BoP sub-region will be confirmed by 30 June 2023. At the time of writing this report the MoT advice is that there is no further change to the targets. This means that a 21% VKT reduction from the MoTs 2019 benchmark would apply. MoT staff have offered to meet with TCC staff over April to confirm the intent, process, and next steps for the implementation of the target. • That a National VKT Reduction Plan will be prepared by MoT and Waka Kotahi. This plan is to provide a framework and direction for the Tier 1 area VKT Reduction programmes which are due by December 2023. TCC, working closely together with the TSP partners, has recently responded to the Waka Kotahi 'Expression of Interest' process to commence the process to develop the Tauranga VKT Reduction Programme. It is proposed that the VKT Reduction Programme is integrated into the TSP Refresh programme of work. The Western Bay of Plenty Transport System Plan (TSP) Refresh project continues to use the TCC developed 'Transport Emissions Projection Tool' (TEPT) and the sub-regional Transport Model to understand the potential for VKT and emissions reduction from the transport programme being developed for the Councils next Long-Term Plan 2024-34, Regional Land Transport Plan and National Land Transport programme. This analysis continues to show that meeting these targets is beyond a significant challenge and is unlikely to achievable in the context of our continued projected urban and population growth rates. It also identifies that some of the more significant levers to	Await any further engagement from MoT on the proposed VKT reduction target and provide feedback. Continue to promote the TEPT to key partners and use it for option analysis associated with the TSP Refresh. Develop the VKT Reduction Programme as part of the TSP Refresh.

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	achieve emissions reduction are outside TCC's control and sit with other parties like Central Government eg improved fuel efficiency and electric vehicle uptake. TCC's Climate Action and Investment Plan transparently addresses the practical realities of Tauranga as a city being unable, within current and available pathways, achieving the targets.	
Variable Road Pricing	This Variable Road Pricing (VRP) proof of concept study has been managed by Waka Kotahi with close coordination with Tauranga City Council. The study seeks to: • Create insights about using pricing to optimise current road infrastructure assets/capacity of networks and services; and • Model the net revenue implications for local reinvestment in transport services and solutions. The Study output will be a proof-of-concept report that includes: • Transport analysis using the transport to consider the network performance impacts of pricing scenarios; and • Economic and financial assessment to consider road pricing revenues and costs, equity and affordability. The study also includes early analysis about revenue ownership, decision making about use of revenues and sunk tolling costs that need to be recovered (recovered currently by existing tolling revenue streams). The study's preliminary findings are signalling that, if implemented effectively, VRP could have the potential to deliver the SmartGrowth UFTI benefits sooner and at greater scale, through: • Optimising peak traffic flow on road corridors – by lifting levels of service through more reliable, and sometimes faster trips at peak travel times • Increasing productivity especially for light commercial and heavy commercial vehicles • Encouraging the choice of right travel mode, right route and right trip - including supporting increased active modes and public transport patronage • Reducing carbon emissions through travel behaviour change and accelerating particular interventions within the UFTI programme • Providing an additional revenue stream to support funding of identified transport investments necessary to deliver UFTI	Next steps include: • Final reviews of the developing analysis and associated reports; • Discussions with key stakeholders on the findings of the proof of concept study; • Reporting the proof of concept study's finding to Council for direction on next steps.

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	The developing study is also identifying that VRP would impact individuals and communities differently, depending on location (e.g. traffic diversion onto unpriced streets), accessibility (e.g. choices for accessing local amenity and services), and income levels (e.g. affordability). The developing study is also identifying that the current western Bay of Plenty transport network does not support an efficient VRP system. Significant investment in transport solutions, particularly those that provide improved travel choices, would be needed before implementing a VRP scheme. Also, further detailed technical work would be required before any decision could be made to consider implementation of VRP in Tauranga, notwithstanding the statutory framework which currently is not enabling of this type of system.	
Western Corridor (SH29 Tauriko / Tauriko West) Tauriko Enabling Works Business Case The Enabling Works business case seeks to enable the Tauriko West urban growth area (UGA) to be opened for approximately the first 2,000 households. Tauriko Network Connections Business Case A Waka Kotahi lead business	Tauriko Enabling Works Business Case Following approval of the Business Case in February 2022 the pre-implementation phase (property acquisition and detailed design) has been progressing and is led by Waka Kotahi (WK) while working closely with Council staff. This has involved Waka Kotahi lodging the Notices of Requirement for the required designations associated with delivering the Enabling Works projects. The timeframe for a recommendation on the NoRs and any challenges (e.g. Environment Court) to a decision influences Waka Kotahi's tender process and timing to appoint a contractor and construction commencing. TCC have been working with the Tauriko West developers to finalise the Funding Agreement to confirm their share towards the Enabling Works projects. The delivery of key infrastructure components to ensure good community outcomes while also ensuring a financially viable development has been a recent focus of this work. Tauriko Network Connections Detailed Business Case Waka Kotahi's work is continuing and focused on identifying the preferred option for the long-term transport improvements. This has most recently involved further development of Option B – Offline (www.taurikofortomorrow.co.nz). The focus has been on refining the concept design of Option B with a particular focus on the intersection arrangement at SH29a/Barkes corner and intersection arrangement and connections between SH29 / Takitimu Drive / SH36 / Sh29a.	Tauriko Enabling Works Business Case • Waka Kotahi to complete the tender process to enable construction to commence (currently programmed for September 2023) • Confirm the Funding Agreement with Developers Tauriko Network Connections Business Case: Next steps TCC to continue to work closely with WK to support them to confirm the long-term preferred option.

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case to confirm the long-term transport solution for the western corridor. A key focus is on the state highway 29 including SH29A between the Takitimu Intersection and Barkes Corner, but also public transport solutions, walking and cycling, and local road networks.	The Waka Kotahi analysis is also focussed on identify the network performance (levels of service) overtime (through transport modelling) and includes a sensitivity test which tests higher density development in the Western Corridor as a result of higher development density than has previously been projected (e.g. previously 15 dwellings per hectare, whereas a minimum of 25 is now proposed for Tauriko West and Keenan, with the UFTI aspiration of 30 for the longer term). Waka Kotahi are to also use the transport modelling analysis to inform their approach to staged delivery of the identified improvements. TCC staff have been working with Waka Kotahi as this analysis becomes available but with a clear position that staged delivery is not the preferred approach to construction given the pressures the network is already facing and continued urban growth in this location. The project timeframe to complete the Business Case investigation continues to be extended due to the complexity and scale of the work involved. This continues to create risks for other projects (e.g., Tauriko West, Tauriko Business Estate and Keenan Road urban growth areas). At the time of writing this report staff are working closely with Waka Kotahi to have the project programme through to completion confirmed. This is still dependent on receipt and review of the transport modelling analysis but is potentially by August 2023.	

9.6 Wairoa River Valley Strategy review - project update

File Number: **A13349274**

Author: **Anne Payne, Principal Strategic Advisor**

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

PURPOSE OF THE REPORT

1. This report provides a project update on the review of the joint Wairoa River Valley Strategy, based on the 5 April 2023 combined councils' report to the SmartGrowth Leadership Group.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

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

(b) Endorses the approach to:

(i) Retain the current strategy with an intent to review when the freshwater management plan change process is complete.

(ii) Develop and widely promote a 'strategy on a page' for the Wairoa River Valley Strategy.

(iii) Support the connections between Tauranga Moana Iwi/Hapū and the Regional Council so that Iwi/Hapū are able to participate in the planned National Policy Statement on Freshwater Management (NPS-FM) hui

(iv) In early 2026, with our Iwi/Hapū partners, assess what is needed to fill any remaining gaps for the Wairoa River Valley area.

EXECUTIVE SUMMARY

1. A combined councils' report to the SmartGrowth Leadership Group on 5 April 2023 provides a comprehensive summary of the background, related projects and status of the Wairoa River Valley Strategy review project. This report was requested by the Tauranga City Council Chief Executive, and is provided as **Attachment 1** to this report.

2. We intend to provide the same report to the next available Tauranga Moana Advisory Group meeting scheduled for September 2023, in response to their September 2022 request. Key points are summarised below:

BACKGROUND

3. A review of the 2013 Wairoa River Valley Strategy was programmed in response to 2018 Long-term Plan submissions to Western Bay of Plenty District Council. Scoping of the strategy review commenced in early 2021 and identified that:

- The local hapū view was that reviewing and updating the current strategy would not be enough – that the desired outcome is a comprehensive and sustainable approach for the whole of the Wairoa River catchment, and recognition of the kaitiaki role of tangata whenua in this.
- Iwi and hapū input to the national freshwater management changes being implemented through the Regional Council would contribute significantly to achieving desired outcomes for the Wairoa River catchment. This could then inform the management strategy for the much smaller *Wairoa River Valley* area, covered by the strategy.

- Therefore, initial effort might be better focused on supporting Tauranga Moana hapū/iwi as the Regional Council's freshwater management engagement with tangata whenua rolled out during 2022-2023. This engagement is critical as the results will be incorporated into a draft regional freshwater plan change in early 2024, which impacts on future city and district plans. As noted in the previous point, the engagement results would also provide consistent information to incorporate into a review of the Wairoa River Valley Strategy.
- The aspirations and principles of the current Wairoa River Valley Strategy are still valid today, and should be retained and more widely communicated in the interim.

4. Council staff concluded that a phased approach to the strategy review would best deliver the outcomes sought, while avoiding duplication of hapū/iwi input across the Regional Council's freshwater management process and a joint councils' strategy review process – noting that these were scheduled to roll out at the same time during 2022.

5. The strategy review project team arranged follow up hui for Regional Council to engage the Wairoa River Hapū representatives on the freshwater management process. The first hui was delivered in November 2021, however the follow-on in early 2022 did not eventuate.

6. This Committee received a status update report on 13 December 2021. On 15 September 2022, Western Bay of Plenty District Council resolved to take a staged approach to the strategy review after informally testing the proposal with Te Kauae a Roopu. During 2022, staff from both councils also provided informal status updates on the Strategy review to their respective Tauranga Moana Advisory Group representatives.

HOW IWI/HAPŪ INPUT TO FRESHWATER MANAGEMENT CHANGES WAS ENVISAGED TO BE ACHIEVED

7. The attached report provides information about the Tauranga Moana Wai Māori Project, which is a Te Mana o Te Wai project for Tauranga Moana, funded by central government and supported by the Regional Council. The report notes that the Tauranga Moana Wai Māori Project:

   - Aims to assist Tauranga Moana iwi and the Regional Council with meeting the requirements of the freshwater management changes (under the National Policy Statement for Freshwater Management, NPS-FM) and the Resource Management Act, including considering and recognising Te Mana o Te Wai, through a constructive Treaty-based partnership *(refer paragraph 17);* and
   - Is expected to provide critical information to inform future planning/project work undertaken within the Wairoa River Valley, via its incorporation into statutory planning documents, iwi management plans and via enhanced tangata whenua capability and capacity *(refer paragraph 19).*
   - Is the forum through which Tauranga Moana iwi expressed a desire to prioritise their involvement in the NPS-FM work being undertaken by the Regional Council *(refer paragraph 14).*

WHERE WE ARE NOW

8. Our current plan regarding the Wairoa River Valley Strategy review is that *(refer attached report paragraphs 30-31)*:

   a) Retain the strategy as is for now and not proceed further with a review until the freshwater management plan change processes are completed, which is likely to be late 2025. But in the interim Tauranga City Council and Western Bay of Plenty District Council will:

      i. Develop and widely promote a 'strategy on a page' for the Wairoa River Valley Strategy, to raise awareness about the aspirations and principles for this space. A very initial draft of the concept was provided; and

ii. Work to support Tauranga Moana Iwi/Hapū and the Regional Council in connecting so that Iwi/Hapū are able to participate in the planned NPS-FM hui over the next few months.

2. The report noted that a specific Tauranga Moana hui-a-rohe will be held on 18 May 2023 for this purpose, with more details being available soon at: Bay of Plenty Regional Council - freshwater - engaging with tangata whenua *(refer paragraph 15).*

iii. In early 2026, with our Iwi/Hapū partners, assess what is needed to fill any remaining gaps for the Wairoa River Valley area. We note that adequate resourcing will need to be provided, whatever the outcome.

9. Council staff are currently determining whether there is any more we can do to support Tauranga Moana iwi and hapū to engage in the freshwater management change processes, if they haven't already, including those run by the Regional Council as well as through the Tauranga Moana Wai Māori Project. In some quarters, awareness of the time constraints and the scale of the opportunity seem quite low.

10. While we acknowledge that this strategy is past-due a review, there is also very little appetite from our project partners to undertake a standard strategy review at this time given all of the information above.

ATTACHMENTS

1. Report to SmartGrowth Leadership Group, 5 April 2023: Wairoa River Valley Strategy review update - A14650816 ⇩

Committee Name	SmartGrowth Leadership Group
Committee Meeting Date	5 April 2023
Author (s)	**Cheryl Steiner, Western Bay of Plenty District Council** **Anne Payne, Tauranga City Council** **James Low, Bay of Plenty Regional Council**
Purpose	To provide an overview of the status of the Wairoa River Valley Strategy (WRVS) review, including other processes that impact this area and the next steps for the review. This report is for information and to seek feedback, no specific decisions are being sought.

Wairoa River Valley Strategy review

Background

1. The Wairoa River Valley Strategy (WRVS) is a joint strategy between Western Bay of Plenty District Council (WBOPDC), Tauranga City Council (TCC), Tangata Whenua and the communities within the strategy area. It was first developed in 2005 and reviewed in 2013. It covers both sides of the river from McLaren Falls bridge to where the river meets Tauranga Harbour.
2. The strategy aims to integrate the management of this significant natural environment and open space, and provide clear plans for protection, use and development in this area.

Scoping of the strategy review process

3. WBOPDC and TCC committed to a strategy review in 2020/2021 to respond to matters raised during the 2018-28 LTP process by Pirirakau and Te Kauae a Roopu[1] regarding the Wairoa River Valley.
4. Key factors for consideration in the review include the pressures of urbanisation on the Wairoa River, significant national and local regulatory changes in freshwater management, recognition of the kaitiaki role of tangata whenua, and a commitment to joint governance and monitoring of the strategy in the future.

[1] Te Kauae a Roopu is the project group established to progress the suite of projects associated with the Tauriko West planning process and includes Wairoa Hapū, Pirirakau, Ngati Hangarau and Ngai Tamarawaho.

5. Initial hui with Te Kauae a Roopu and Wairoa River Hapū representatives[2] in 2021 advised the council representatives that:
    - There needed to be a separate Wairoa River Hapū forum for this review.
    - The review should include the whole of the Wairoa River and its tributaries (significantly increasing the geographical area from that of the current strategy), and
    - Reviewing and updating the strategy would not be enough - that the desired outcome is **a comprehensive and sustainable approach for the entire Wairoa River and recognition of the kaitiaki role of tangata whenua in this.**
6. This feedback highlighted how important the Regional Council's role is to this process, as many of these outcomes fall more within the regional mandate than within district and city council scope. Of particular interest were the implications of the National Policy Statement for Freshwater Management (NPS-FM) on the Wairoa River Valley and the involvement of tangata whenua in this process being led by Bay of Plenty Regional Council (BOPRC).
7. In late 2021, BOPRC led a second workshop with the Wairoa River Hapū representatives to explain the NPS-FM process, and Hapū/Iwi role in that.

2021 hui outcomes

8. Overall, it was agreed that there seemed little value in progressing a standard review of the strategy at this time, that active BOPRC and Hapū/Iwi engagement in the NPS-FM and Essential Freshwater programme implementation were more likely to progress Hapū/Iwi aspirations for the Wairoa River catchment. It was noted that the NPS-FM implementation will result in changes to BOPRC's Regional Plan by July 2024. This will in turn have implications for both WBOPDC and TCC district and city plans.
9. WBOPDC and TCC staff subsequently proposed a staged approach to the strategy review to minimise duplication of information and resources, and to enable tangata whenua to fully participate in the NPS-FM, given the significant influence this will have on the future of the Wairoa River.
10. This proposed approach was signalled in an information report to TCC on 13 December 2021, and resolved by WBOPDC on 15 September 2022.

[2] The Wairoa River Hapū representatives were confirmed by Te Kauae a Roopu in early 2021, and comprise appointed representatives from: Wairoa Hapū (Ngāti Kahu, Ngāti Pango, Ngāti Rangi), Ngāti Taka, Ngāti Hangarau, and Ngai Tamarawaho.

National Policy Statement for Freshwater Management

11. The NPS/NES-FM[3] represents a change in direction in water management, according to the fundamental concept of Te Mana o te Wai. The hierarchy of obligations in Te Mana o te Wai and objective of the NPS-FM is that natural and physical resources are managed in a way that prioritises firstly: the health and well-being of water bodies and freshwater ecosystems, secondly: the health needs of people, and thirdly: the ability of people and communities to provide for their social, economic and cultural well-being, now and in the future.
12. Regional councils are required to actively involve tangata whenua in freshwater management, including decision making processes and ensure that Māori freshwater values are identified and provided for. This extends beyond the preparation of a plan change and includes ongoing development of relationships and active participation by tangata whenua in the management of freshwater. It includes stronger directions to Council to involve iwi and hapū, and to better integrate Māori knowledge and practices (Mātauranga Māori) into regional planning for freshwater.
13. During 2022 and 2023, BOPRC has been working with tangata whenua to identify values and attributes and to start to incorporate resultant provisions into the freshwater plan change. This requires significant resource and input from tangata whenua. To date this engagement has occurred predominately with iwi. Given the broad scope of this work, there has been some (but limited) engagement at a hapū level.
14. Tauranga Moana iwi have expressed a desire to prioritise their involvement in the NPS-FM work through the Tauranga Moana Wai Māori Project, which is described further below.
15. BOPRC will be holding a Mauao hui-a-rohe on 18th May 2023 to talk with tangata whenua about freshwater and how it should be managed into the future. There will be an afternoon and an evening session. The venue is yet to be confirmed. More details will be available soon at: https://www.boprc.govt.nz/environment/fresh-water/engaging-with-tangata-whenua
16. BOPRC would welcome any conversations that tangata whenua might wish to have on the freshwater mahi. The Kaupapa Māori Engagement Team is the first point of contact for this.

Tauranga Moana Wai Māori Project

17. Central Government has funded a Te Mana o Te Wai project for Tauranga Moana (the Tauranga Moana Wai Māori Project), which BOPRC is supporting. This project aims to assist Tauranga Moana iwi and BOPRC with meeting the requirements of the NPS-FM and the Resource Management Act, including considering and recognising Te Mana o Te Wai, through a constructive Treaty-based partnership.

[3] NES-FM refers to the National Environmental Standards for Freshwater, which also came into effect in September 2020.

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18. Relevant objectives of the Tauranga Moana Wai Māori Project are that it will:
    - Develop an agreed and common information base
    - Record Tauranga Moana freshwater values, including values in the estuarine/coastal area that are influenced by fresh water
    - Generate evidence to inform freshwater limits and objectives that would sustain or enhance Tauranga Moana freshwater values and interests (including specific research to identify cultural flow limits)
    - Develop a Mātauranga Māori monitoring framework for fresh water
    - Grow capacity around freshwater management, and
    - Facilitate ongoing Tauranga Moana participation in decision-making on freshwater management.
19. Regarding the Wairoa River Valley, the Tauranga Moana Wai Māori Project is expected to provide critical information to inform future planning/project work undertaken within the Valley via its incorporation into statutory planning documents, Iwi management plans and via enhanced tangata whenua capability and capacity. It is also resulting in the delivery of projects on the ground where funding is available.
20. Values, outcomes and associated targets will be incorporated into a draft regional plan change in early 2024. A vision for the whole Tauranga Moana Freshwater Management Unit will be incorporated into the Regional Policy Statement.
21. Although the Regional Natural Resources Plan currently recognises the role of tangata whenua as kaitiaki, it is expected changes to implement the NPS-FM 2020 will strengthen and provide greater clarity as to how this might occur. Practical insights, such as those expected to be gleaned from the Tauranga Moana Wai Māori Project, will help make a better, simpler regional plan, and at the same time should inform many other key planning documents.

Tauriko West rezoning and structure plan

Structure plan and rezoning process

22. TCC and landowners have been working together on a revised concept landform that takes into account the new NPS-FM/NES-FM requirements as well as natural hazards, cultural matters of significance, transport, infrastructure, stormwater management and flood risk. The three main landowners (Classics, Element IMF and Kainga Ora) have combined their development proposals into a blended hybrid landform for Tauriko West.
23. The proposed residential rezoning also requires attention to draft rules and polices specific to Tauriko West, such as an Important Amenity Line along the Wairoa River corridor to protect cultural and amenity values, and open space setbacks and requirements for staging the development, access and servicing.
24. The rezoning is to be notified as a variation to Plan Change 33 (PC33) to the Tauranga City Plan in mid-2023. PC33 introduces the medium density residential standards for residential zones in the city, and through the variation will include Tauriko West.

Te Kauae a Roopu

25. Te Kauae a Roopu was established in December 2017 through a Partnership Agreement with Ngāti Hangarau, Ngāti Kahu, Ngāti Pango, Ngāti Rangi, Pirirakau, and Ngai Tamarawaho.
26. In October 2022 the Roopu commenced a review of the Agreement and agreed that a series of wananga sessions be undertaken to identify sites of cultural significance, the stories / narrative behind such significant taonga and places, and how recognition and protection can be achieved for the hapū members.
27. The review is now being finalised for sign off. Some of the mandated hapū reps have changed, and the scope has been narrowed down to the final stages of a plan change and SH29/SH29A long term upgrade. Earlier phases of the project and scope for the Roopu are complete (urban limits line and Local Government boundary reorganisation).
28. Te Kauae a Roopu continues to meet on a regular basis to engage on the plan change and structure plan proposed for Tauriko West by TCC, as well as the state highway upgrades proposed by Waka Kotahi.
29. The Agreement continues to recognise the spiritual and cultural significance of Te Awa o Wairoa, and the significant relationships, connection and whakapapa of the Wairoa River. However, the review has clarified that the Roopu is not the appropriate forum for engagement with hapū or Iwi about the Wairoa River or broader freshwater management matters.

What happens next?

30. Our current plan regarding the Wairoa River Valley Strategy 2013 is that:
    a. The Wairoa River Valley Strategy itself will remain in place for now, and we will not proceed further with this strategy review until the NPS-FM process is complete, likely to be in late 2025. This is on the basis that, in the interim:
        i. We make the aspirations and principles of the Wairoa River Valley Strategy more accessible to all who should be referencing the strategy. To do this we will develop a 'Strategy on a Page' document and promote this as widely as possible on an ongoing basis. A very initial draft of this document is attached as Appendix 2, to give an idea of what is proposed; and
        ii. TCC and WBOPDC support BOPRC in connecting Hapū/Iwi to the NPS-FM process, particularly in promoting participation in the planned BOPRC NPS-FM hui over the next few months; then
    b. In early 2026 we will, with our Hapū/Iwi partners, assess whether there are gaps that need to be filled through a strategy, or some other, process for the Wairoa River Valley area. This would consider whether iwi and hapū management plans are the best place to provide more granular detail to reflect direction provided from the NPS-FM process and the resultant Freshwater Regional Plan Change, or if a strategy or other process is the best place to capture this information.

31. Whatever the outcome, we will need to ensure adequate resourcing is provided so that it can be delivered, given the time that has passed since this matter was first raised (through submissions to the 2018-2028 LTP).

Recommendations

That the SmartGrowth Leadership Group:

1. **Receives this report for information, and feedback.**

Appendices

1. Diagram: Process overview and key considerations
2. 'Strategy on a page' concept document (draft)

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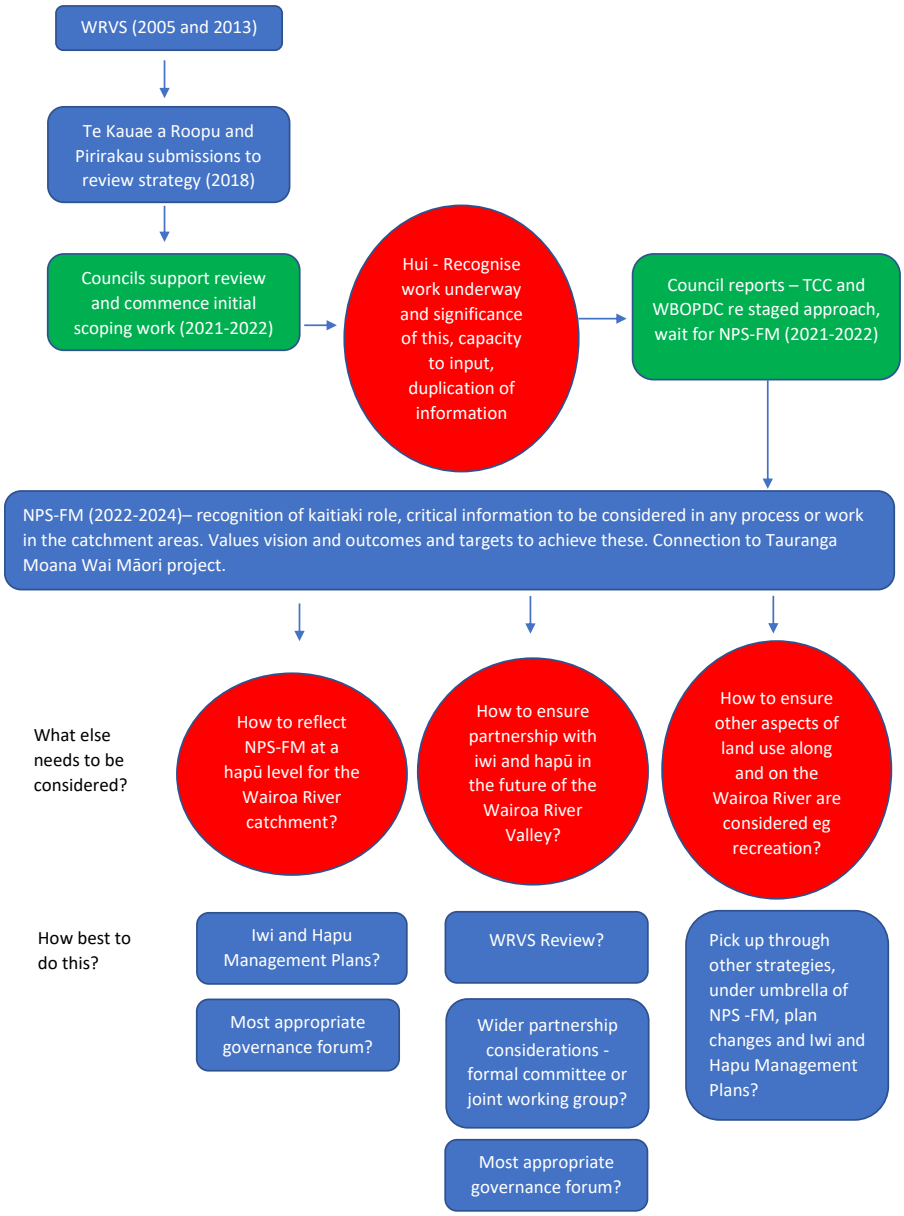
Appendix 1: Diagram: Process Overview and Key Considerations



Attachment 2 - Wairoa River Valley Strategy Overview (concept draft, April 2023)

Need to know more about the Wairoa River Valley? A good starting point is the Wairoa River Valley Strategy. This strategy will be reviewed in 2026 following completion of the NPS-FM plan change. In the meantime, the strategy is important to reflect in any work undertaken within the Wairoa River Valley. The hapū along the Wairoa River Valley, as kaitiaki, will expand on this and should be your first point of contact. They will be able to provide further detail on the strategy direction and from more recent processes such as the NPS-FM work, structure plans, and iwi and hapu management plans.

What is the Wairoa River?

The Wairoa River is approximately 14km in length and the largest freshwater tributary to Tauranga Harbour. There are several tributaries that feed directly into the Wairoa River and that are integral to the river valley environment. Within this broader area, the strategy covers from McLaren Falls Bridge down to where the river meets Tauranga Harbour. It extends up to the dominant ridgeline beside the river and the communities of interest either side of the riverbank.

What is the vision for the Wairoa River Valley?

Key components of the strategy vision:

- protection and enhancement of the valued natural, cultural and heritage environment
- unique values and sense of place protected whilst accommodating the long-term community benefits from the natural environment.
- green corridor that runs through farmland and bush, reserves and the urban landscape - within this, the river and its surrounds create tranquil settings, places for relaxation, recreation, working and living,
- range of experiences, balancing the isolated wilderness values in the Wairoa River's upstream reaches and the enjoyment of passive and active recreation in the lower reaches
- viewed from vantage points that allow this peaceful natural and cultural landscape to be appreciated by all

What does this mean in practice?

Topic	What we want to achieve	Things that will help get us there
Sustainable Land Use and Development	- Opportunities for land use and development that enhances the 'green corridor' and water values should be promoted and supported by the Councils and community. - Urban and rural development consistent with SmartGrowth principles, particularly the protection of highly productive land from more intensive forms of development. - Need to ensure activities on land are managed as they directly affect ecological and amenity values of the river.	Educate on sustainable farm management techniques. Manage impacts from recreation activities Landcare and environmental programmes Catchment Management Plan - focus on sustainable land management, biodiversity enhancement, protection works
Quality of the River Environment	- Improving the water quality, improving riparian margins and improving the biodiversity of native flora and fauna.	Responsibility lies with several groups, including landowners and river users, councils and other agencies. Riparian planting, statutory provisions, landcare and environmental programmes, manage stormwater discharge, research and monitor ecological values, monitor water quality, biodiversity importance increased.
Cultural Values	- Recognise, restore and protect the kaitiaki role of tangata whenua in the use of the Wairoa River Valley. - Protection of indigenous ecological and cultural landscape values of significance to tangata whenua. - Promote the ability for tangata whenua to preserve and foster their traditional values (including the use of traditional and contemporary management of the river valley environment). - Protect and restore the Wairoa River Valley margins in traditional local species. - Improve public awareness of the cultural landscape and values. In recognition of the cultural significance of the Wairoa River Valley to tangata whenua, the strategy tells the story of the Wairoa River Valley as told by the Elders of the Wairoa hapu. The teachings and traditions are passed down with the love of the Elders. This is essential context to recognise the longstanding cultural and spiritual association of tangata whenua with the Wairoa River Valley environment, and how this is reflected in the cultural landscape. There is a lot to be learnt from the environmental management principles and traditional values of tangata whenua in caring for the Wairoa River Valley including the tributaries.	Prepare Iwi/Hapu Management Plans, which in particular defines the ecological and cultural landscape values of the valley, and give effect to these plans in statutory documents Protect and maintain Maori reserves within the Wairoa River Valley environment. Identify and protect significant cultural sites within the Wairoa River Valley. Identify options for the return of ownership of key cultural sites within the Wairoa River Valley to hapu. Replant public river margins with nominated eco-sourced species. Hold wananga/workshops/tours where people learn about the traditional values and environmental management.
Landscape	- Identify and protect areas of significant sub-region landscape value.	Give priority to the protection of the cultural landscape sites of significance

Topic	What we want to achieve	Things that will help get us there
	- Locate development in a visually discreet manner to protect the aesthetic appeal of ridgelines. - Promote native planting to nurture the 'green corridor'.	identify and protect (or acquire) open space 'green corridors' to both connect and define the visual and recreational space within the Wairoa River Valley Use statutory plans to achieve this
Social, Heritage and Community	- Protect important community heritage sites within the Wairoa River Valley. - Promote opportunities for recreation within the 'green corridor'. - Empower community stewardship of resources that contribute to the 'sense of place'.	Land uses and development will continue to evolve, but activities must be conscious of the need to protect important social, heritage and community values. Statutory recognition, education, walking and cycling, community participation.
Recreation and Access	- Ensure that the recreational use of and access to, the Wairoa River Valley does not compromise the social and community values (including cultural and spiritual values). - Develop a 'green corridor' that provides for places for relaxation and recreation. - Recognise that there is a maximum "carrying capacity" of the river environment in regard to recreational activities.	Ensure stringent requirements re motorised use and monitor and enforce these. Support initiatives for protecting and enhancing esplanade and recreation reserves adjacent to the river. Promote enhanced pedestrian linkages between reserves. Improve opportunities for viewing the Wairoa River Valley from key vantage points. Monitor a range of recreation activities along the Wairoa River Valley and the residents' and visitors' issues in regard to the scale of recreational activities.

Please also refer to the strategy for further detail on implementation of recreation actions within defined local management areas:

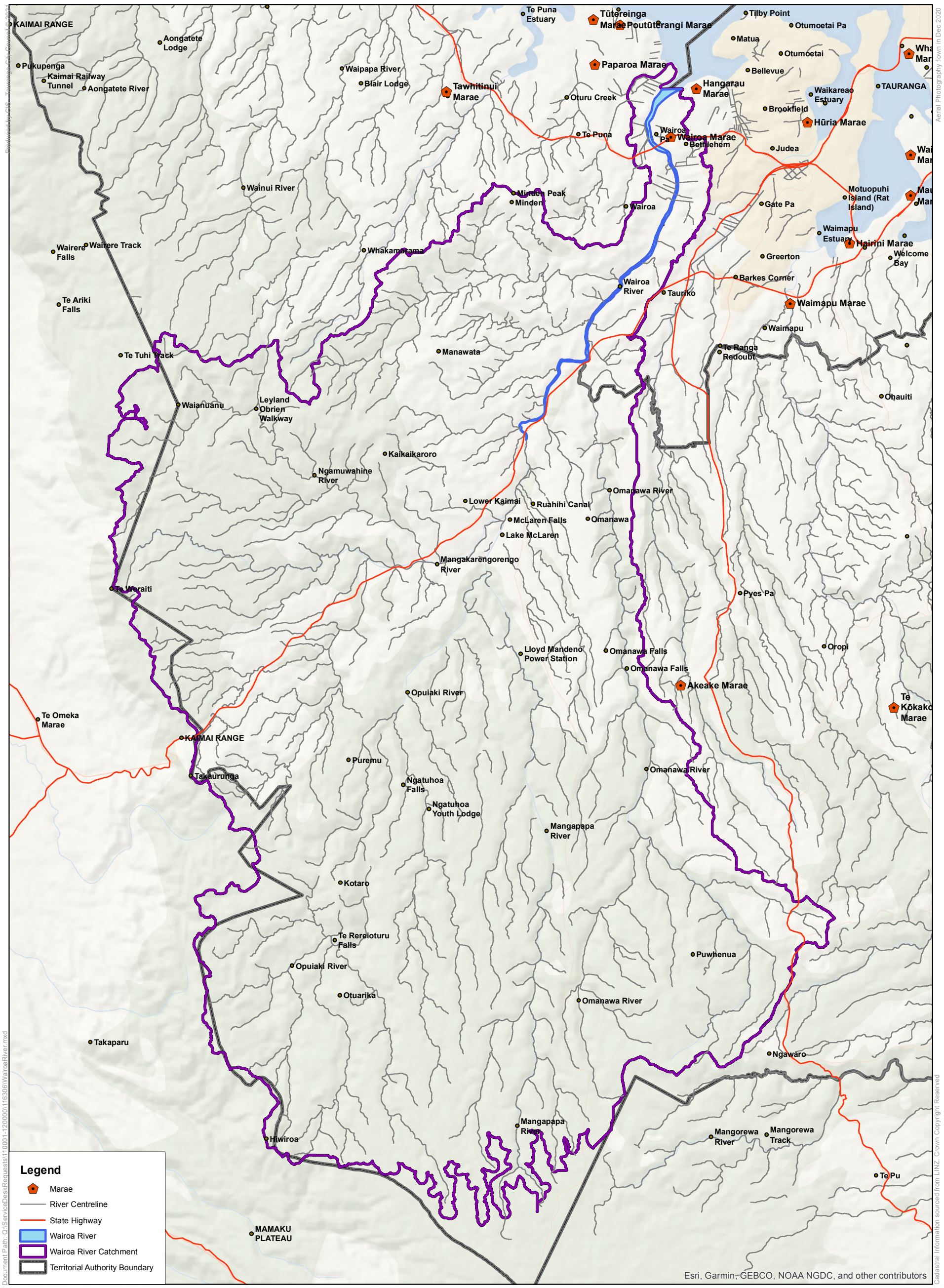
1. McLaren Falls Bridge to Ruahihi Power Station - The upper reaches of the Wairoa River are supported by a 'green corridor' that recognises recreational opportunities focused on 'wilderness' values whilst protecting rural communities & infrastructure
2. Redwood Lane - A peaceful, natural environment with a 'green corridor' and river that is appreciated by the wider community through the provision of passive recreational opportunities and river vantage points
3. Miles Lane/End of Wairoa Road - Connected recreational opportunities via a 'green corridor' that runs through farmland, parks and reserves and residences that are nestled into the landscapes
4. Bethlehem - The urban gateway for the Wairoa River Valley from the sea forming part of the 'green corridor' of the Wairoa River Valley. This connection is through recreation spaces balancing active and passive opportunities for all to appreciate the 'blue waters

For a full version of the strategy click here https://www.tauranga.govt.nz/Portals/0/data/council/strategies/files/wairoa_river_valley_strategy.pdf

Refer to the next page for a map identifying the Wairoa River Valley Strategy area (dark blue line) compared to the Wairoa River catchment (maroon line).

Na to rourou me taku rourou Ka ora ai to tatou Awa Ka ora ai tatou katoa

"With your support and mine our River will flourish and thrive"



Wairoa River and Tributaries

1:100,000@A3

0 1.25 2.5 5 Kms

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Information shown on this plan is indicative only. The Council accepts no liability for its accuracy and it is your responsibility to ensure that the data contained herein is appropriate and applicable to the end use intended.

Tauranga City

9.7 Capacity and Capability of Civil Defence Emergency Management

File Number: **A14604499**

Author: **Paula Naude, Manager: Community Development & Emergency Management**

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

PURPOSE OF THE REPORT

1. The report focusses on the current capacity and capability of Tauranga City Council Civil Defence Emergency Management (CDEM).

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Capacity and Capability of Civil Defence Emergency Management".

EXECUTIVE SUMMARY

2. New Zealand has recently experienced a series of significant weather events, most recently the Auckland Anniversary week-end severe weather event, shortly followed by Cyclone Gabrielle, both of which impacted the east coast of the North Island. The Bay of Plenty (BOP), including Tauranga, were fortunate in that we were not as severely impacted as other areas; however, this also means that we were not tested to the extent of other regions or local authorities.

3. Tauranga Emergency Management (EM) is a department of Tauranga City Council (TCC). It works in partnership with emergency services and other organisations to ensure coordination of civil defence and emergency management within Tauranga, and ensures that TCC roles and responsibilities as a member of the Bay of Plenty CDEM Group are coordinated. The team has a small number of staff in dedicated, full time emergency management positions. It is supplemented during emergency events by Council staff, trained in the CIMS framework, who undertake these roles in addition to their full-time positions.

4. Council emergency response and preparedness has been a focal point around the country as a result of the recent severe weather events. TCC's capability for effective emergency response has developed significantly since becoming independent of the joint EOC with Western Bay of Plenty District Council (WBOPDC) as of July 2021.

5. For the BOP and TCC, the scale of the impact from cyclone Gabrielle has been significantly lower than other regions. Through the duration of the cyclone (Feb 5-15) TCC's Incident Management Team (IMT) was established early in the active monitoring phase of the incident. This enabled a swift and effective activation of the Emergency Operations Centre (EOC) from the Spring Street offices on Sunday 12 February. The established systems and processes within the EOC were utilized and tested throughout the response.

6. During this activation, the EOC was able to fill key roles, with back-up and secondary (in-house) support scheduled should the response have continued for longer than 3 days. At the peak of the response, functions were able to adequately manage their workloads with a minimum of 2 x staff per function.

7. Should the nature and scale of an event require additional support, this would be available from Emergency Management Bay of Plenty (EMBOP) and Local Council Authority members of the Bay of Plenty CDEM Group. However, should a major scale response be required, it may mean neighbouring councils may well also be impacted, and additional (surge) support

would need to be requested from beyond Bay of Plenty (BOP), this being common practice throughout New Zealand.

8. The EM team maintain regular recruitment to ensure capability of the EOC and co-ordinate EOC training in accordance with set standards. EM staff work to support all of council capability, by making foundational training available to all TCC staff, so that in a large-scale event, staff from across Council, who may not be existing EOC staff, can be called on as surge support, working under trained CIMS function managers.

9. From an operational viewpoint, the overall capability of TCC's emergency response currently meets the expectations and requirements of the Joint Committee. As resilience is an iterative process, ongoing improvement and exercising are continuously monitored through existing BAU and data collection sources, response debriefs, annual exercises, twice-yearly BOP CDEM Group audit of TCC's EOC, research, scientific modelling, training, and a range of other preparedness functions.

CURRENT CAPABILITY OF TCC EMERGENCY MANAGEMENT

Civil Defence Emergency Management (CDEM) Act 2002

10. The CDEM Act 2002 provides for a sustainable approach to reduction, readiness, response and recovery, and the necessary structures to enable effective oversight.

11. In terms of Section 12 of the CDEM Act 2002, the Bay of Plenty CDEM Group was established as a standing joint committee under clause 30(1)(b) of Schedule 7 of the Local Government Act 2002. BOP CDEM Group run an Elected Officials' Induction for newly elected members. This seminar provides information relating to the CDEM Act 2002 (more specifically Sect 17), the elected members' roles and responsibilities, the Group & Annual plans, CIMS, role of controllers, local state of emergency, role of recovery manager and notice of transition period and public alerting. The intent of this seminar is to ensure that the elected members aware of the legislation, the function of the group and their respective role. The elected members are also provided with an Elected Officials Guide.

Sect 13: Membership of Civil Defence Emergency Management Groups

12. This section provides, inter alia, every local authority must be a member of the CDEM Group and must be represented on the Group by 1, and only 1, person, being the mayor or chairperson of that local authority or an elected person from that local authority who has delegated authority to act for the mayor or chairperson.

13. *Commissioner Tolley represents Tauranga City Council as a member of the Bay of Plenty CDEM Group with Commissioner Wasley serving as alternate representative in the absence of Commissioner Tolley.*

14. The functions of a Civil Defence Emergency Management Group, and of each member, are defined under Section 17 of the CDEM Act 2002.

Section 25: Persons appointed and otherwise authorised to declare state of local emergency or give notice of local transition period

15. Section 25(5) provides, inter alia:

16. The mayor of a territorial authority, or an elected member of that territorial authority if the mayor is absent, may declare a state of local emergency, or give notice of a local transition period, which covers the district of that territorial authority.

17. *In the absence of a mayor, Commissioner Tolley has the authority to declare a state of local emergency or give notice of a local transition to recovery for Tauranga. In the absence of Commissioner Tolley, Commissioner Wasley has this authority.*

18. Although there was no need for such a local declaration in the 2 afore-mentioned recent weather events, the inclusion is to evidence Tauranga has the necessary structures and authorities in place to act as and when required.

19. The following section pertains to the executive leadership of the activities of local EM teams.

Sect 20: Appointment and functions of Civil Defence Emergency Management Co-ordinating Executive Groups (CEG)

20. This section provides, inter alia:

21. A Civil Defence Emergency Management Group must establish and maintain a Civil Defence Emergency Management Co-ordinating Executive Group that is responsible for providing advice, implementing, as appropriate, the decisions of the Civil Defence Emergency Management Group, and overseeing the implementation, development, maintenance, monitoring, and evaluation of the civil defence emergency management group plan.

22. *TCC Chief Executive Officer is a member of CEG.*

23. The Bay of Plenty CDEM Coordinating Executive Group is supported in its functions by the CEG Local Authorities Subcommittee comprising of the tier 2 managers from member Local Authorities who have the portfolio for leading CDEM.

24. *TCC is represented on this Subcommittee by the General Manager, Community Services.*

25. Sections 27 & 30 below evidence TCC's level of preparedness in that where the act provides a CDEM Group *may* appoint, TCC has undertaken to ensure appointments have been made which provides a robust structure to enable efficient response.

Sect 27: Appointment of Local Controllers

26. This section provides, inter alia, that a Civil Defence Emergency Management Group *may* appoint 1 or more persons to be a Local Controller.

27. *TCC has 5 Local Controllers appointed under the Act.*

Sect 30: Appointment of Local Recovery Managers

28. This section provides, inter alia, that a Civil Defence Emergency Management Group *may* appoint, either by name or by reference to the holder of an office, 1 or more suitably qualified and experienced persons to be a Local Recovery Manager.

29. *TCC has 2 Local Recovery Managers appointed under the Act.*

Sect 60: Lifeline Utilities

30. TCC has additional duties under the CDEM Act 2002 as a lifeline utility. Section 60 of the Act requires TCC to ensure that it is able to function to the fullest possible extent, even though this may be at a reduced level, during and after an emergency. A number of TCC functions are deemed to be Lifeline Utilities under Schedule 1 of the CDEM Act:

    - The entity (being an airport authority as defined in section 2 of the Airport Authorities Act 1966, whether or not it is also an airport company as defined in that section) that operates the primary airport at Tauranga
    - An entity that supplies or distributes water to the inhabitants of a city, district, or other place.
    - An entity that provides a wastewater or sewerage network or that disposes of sewage or storm water
    - An entity that provides a road network

31. The Bay of Plenty Lifelines Group was established to lead and coordinate across all lifeline utilities in the Bay of Plenty to ensure the ability to function to the fullest possible extent.

32. *TCC is a member of the Bay of Plenty Lifelines Group, this group is currently chaired by a TCC staff member.*

Co-ordinated Incident Management System

33. New Zealand's Coordinated Incident Management System (CIMS) establishes a framework of consistent principles, structures, functions, processes and terminology for response and the transition to recovery. CIMS provides emergency management agencies with a framework to coordinate and cooperate effectively in a response, and the Government requires all relevant agencies in the emergency response system to be trained in this system. New Zealand agencies and organisations use the CIMS framework to manage incident responses of any scale, the respective functions of the response structure, the levels of response and the relationships between them, and how a response can be structured at each level.

32. The purpose of CIMS is to provide a common and modular framework, enabling personnel to respond effectively to incidents through appropriate coordination across functions and organisations — both vertically and horizontally — by:

- establishing common structures, functions and terminology in a framework that is flexible, modular, and scalable so that the framework can be tailored to specific circumstances; and
- providing organisations with a framework that they can use to develop their own CIMS-aligned processes and procedures that support both own-organisation responses and multi-organisation interoperability, giving due consideration to each organisation's unique responsibilities, resources, and legislative authority.

33. CIMS can be scaled to manage any type or size of incident. Controllers may delegate functions to individual personnel or teams on a scale that reflects the requirements of the incident. A protracted response may scale up and down several times depending on the nature of the incident and the required response.

34. Having all EM staff CIMS trained nationally, also provides for surge capacity staff to deploy into impacted areas, in support of the local EM offices, where insertion into an active EOC is efficient due to common understanding of CIMS framework and language.

34. TCC EM uses the CIMS framework, and this is mandatory training for all EOC staff. In addition to EOC staffing, the EM team are facilitating access to CIMS training for 41 operational TCC employees, to enhance wider TCC ability to support the EOC from their respective BAU role in council during a response, e.g., Rapid Building Assessors, Transport Operations staff, Contact Centre, etc.

Managing Buildings in an Emergency

35. TCC, as a Building Control Authority, has the role and responsibility for Building Management. These functions are detailed in Section 15 of the National CDEM Plan Order 2015 and in accordance with the regulations as provided by the Ministry of Business, Innovation and Employment (MBIE). This includes, inter alia:

- Ensuring the development and maintenance of a Rapid Building Assessment Plan
- Ensuring the identification of key staff and assessors, and ensuring they have the training as prescribed by MBIE
- Ensuring the appropriate resources are available to ensure effective rapid building assessment.

36. In addition to the EOC staff, TCC has:

- 3 trained rapid building assessors
- 2 trained rapid building assessor support staff
- 15 staff awaiting rapid building assessor training when next made available by Ministry of Business, Innovation and Employment (MBIE).

Local Emergency Services Coordinating Committee (LESCC)

37. The purpose of the LESCC is to establish relationships, determine methods of control and coordination across agencies, and generally develop a shared readiness to enable a coordinated response in an emergency. The Western Bay of Plenty LESCC is led by New Zealand Police and TCC EM is a member of the committee.

Group Plan

38. The Emergency Management Team along with our regional partners are currently contributing to the current review and update of the Group Plan which sets the collective direction for emergency management in the Bay of Plenty. The plan identifies both local and national hazards and helps formulate the work program for TCC EM staff and stakeholders. Locally, TCC has its own specialist reviewing high priority hazards relevant to TCC, and the EM Senior Advisor is closely linked to our local review and what this requires to inform local planning, in addition to Group planning.

Internal Relationships

39. The EM staff at TCC are continuously working to build and maintain relationships within the council to ensure that subject matter experts are consulted and that major projects have an emergency management lens considered from the earliest possible stage.

Current Emergency Operations Centre Capability

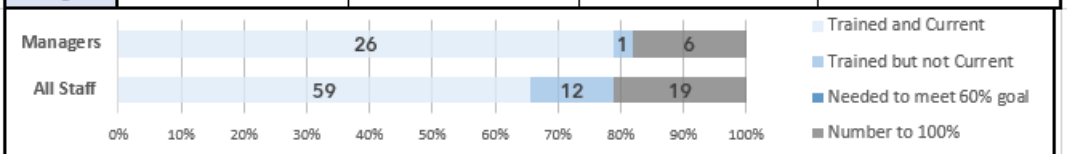
40. TCC has a physical EOC situated at 46 Spring Street. This site is well suited to the requirements of an EOC and requires minimal set up in an activation. The site contains:

- Fixed radio
- Satellite phone
- Fixed desks, monitors, keyboards and docking systems
- Meeting rooms
- Laptops
- Mobile phones
- EOC function role resource boxes containing all function role specific duties, relevant function-colored vests, function specific stationery and templates, signage, etc.
- Bathroom facilities
- Kitchen facilities
- Access to TTOC to enable real time monitoring where relevant
- Access to the call center to monitor call volume and areas of concern

41. It is noted, however, that this facility will no longer be available once 90 Devonport Road is completed, and the EM team have been working on identifying a suitable, alternative facility in anticipation of this.

42. Below is the current snapshot of our current EOC staffing available and capability.

TCC	Trained and Engaged	Trained but not engaged	Needed to meet 60% goal	Number to 100%
All Staff	59	12	0	19
Managers	26	1	0	6



43. These numbers above break down the total number of EOC staff that TCC has available to fulfil key roles during an activation. They are audited and monitored by Emergency Management Bay of Plenty (EMBOP). *Trained and Engaged* refers to members that have

achieved the minimum level of qualifications and have been engaged in EM activity/training within the last 12 months. There are currently 96 EOC staff, and a further 14 in the process of being on-boarded onto EOC the roster. These numbers suggest we are able to sustain a 3-roster shift for the response to any significant event that requires activation of the EOC.

44. TCC EM have established a common IT operating system to utilize during emergency response to facilitate sharing of intelligence and support improved real time communications and decision making. In addition, there is an established Tauranga Emergency Operations Teams site that contains relevant contact lists, resource materials, SOPs and plans.

45. The EOC function roles have access to standardised templates to aid the creation of intelligence products through information management, information collation and analysis, planning and decision making. The CIMS outlines templates for Status Reports, Situation Reports (SitReps), Action Plans, Resource Requests and Response to Recovery Transition Reports, and these have been adopted where deemed appropriate.

46. The EM team have developed a series of EOC Forums which will continue to give EOC staff the opportunity to maintain their engagement with and proficiency in emergency management skills. These forums provide a space for new and existing EOC staff to receive updates, train and practice specific response skills and keep up to date with current sector activities. In addition to this, there are regular communities of practice sessions, run by the Group office, for the various function roles, to meet, upskill, and share practice.

47. TCC EM staff are currently developing an online training module that will serve as an introduction to EM and will be made available for all TCC staff. It will cover the basic principles of emergency management, the CIMS structure and what happens after an event. The intent is that all TCC staff will have a foundational knowledge of EM, even if they are not members of the EOC, so that in a large-scale event, wider TCC staff may be called into the EOC as surge support.

48. The community education space will continue to engage with the various groups in our city. EM currently has one dedicated role to deliver such programs and there is an identified need to increase this capability, given the council's commitment to building a ready and resilient city.

Civil Defence Centres (CDCs) and Community Led Centres (CLCs)

49. EM have pre-identified CDC locations used for all hazards, but those located in a high-risk area will be reviewed for their suitability and impact during an emergency, dependant on the nature of the unfolding event.

50. Our current identified Civil Defence Centres:

- BayPark Stadium and Arena (BVL and CDEM/Council staffed)
- Tauranga Racecourse (CDEM/Council staffed)
- Club Mount Maunganui (CDEM/Council staffed)
- Mount Maunganui RSA (CDEM/Council staffed)
- Greerton Marist Sports Club (CDEM/Council staffed)
- Tauranga Citizens Club (CDEM/Council staffed)

51. EM are in the final stages of entering a Memorandum of Commitment partnership with Bay Venues Limited (BVL) to use all buildings and facilities under the management of BVL as potential CDCs. This will give greater coverage of 24 facilities, access to their resources, the ability to utilise BVL staff and flexibility across the city.

52. As it is impossible to predict the effects of an emergency and our community's subsequent needs, the decision where to open an official Civil Defence Centre (CDC) will be made when an emergency occurs, once it is determined which communities are impacted, and extent of need, choosing a safe location that is best placed to meet the needs of those most effected. This is likely to be a venue such as a community centre, hall or sports facility.

53. In regard to Community-Led Centers (CLCs), Community Response Teams across the city have indicated that if able, they will open a CLC. It should be noted that CLCs operate independently to

CDEM, therefore, can open at any point during an emergency with no obligation to be supported by CDEM. Under current legislation, Marae opening during an emergency fall under the CLC category. CLCs are solely staffed by community volunteers.

54. Currently there are 5 marae that provide CLCs, with a potential for a further 5, event dependent.

Welfare

54. Local delivery of welfare arrangements for Tauranga City and Western Bay of Plenty sub-region is through the Western Bay of Plenty Local Welfare Committee (LWC). The roles and responsibilities of lead and support agencies involved are adequately documented and reviewed as per the Tauranga City Welfare Plan, the LWC Terms of Reference and the Bay of Plenty Civil Defence Emergency Management Group Welfare Plan 2019/2024. The LWC provides an opportunity for local level welfare agencies to strengthen working relationships and draw on existing networks within communities before, during, and after an emergency. Competency, resourcing, support and collaboration is strong between LWC members. TCC EM senior advisor: Welfare, co-chairs the LWC. There is a current focus on increasing the numbers of Council trained welfare staff in needs assessment and Civil Defence Centre management. Current welfare EOC staff will need to be boosted with surge and partner agency staff for a longer event.

Community & Iwi Preparedness

55. In any event and especially those of a significant nature, the emergency services and responding agency resources will be stretched and at times may be overwhelmed. At such times it is even more critical that communities and iwi are prepared as they will in most cases be the first responders. TCC EM works with communities and iwi to prepare for, respond to and recover from emergency events.

Current Projects

56. A number of projects are currently underway:

- Evacuation Planning & Management of the major hazard facilities is being conducted in the Mount Industrial Zone. Mapping has been completed and a response framework will be developed, alongside the tsunami response framework. EM staff have also been instrumental in the re-establishment of the Hazardous Substances Group, comprising various emergency services, that had been meeting historically but ceased. The first meeting was to be for February 2023, however, due to impacts of weather events, FENZ (who will lead this), have not had capacity, and thus the first meeting has been scheduled for May 2023. A further group will be comprised of representatives of the major hazard facilities, to create a major hazards response team for the area, who will then plan for collective response to ensure a common response framework at the organizational level, in an event that may impact more than one hazardous site.
- Development of virtual reality simulation of an earthquake, followed by a tsunami. This is intended to be used for public engagement and education, and community response will inform EM planning.

Research

57. The EM team continually seek opportunity for adoption of new learnings, best practice, and innovation in approach to risk mitigation, most recently this has been:

- A research trip to Japan at the invitation of the Metropolitan University of Tokyo, where the sites and impacts of the 2011 tsunami were visited, lessons learnt discussed, and viewing of the infrastructure to mitigate future risk were visited. Such opportunities enable consideration of international experiences and subsequent response, to better inform local planning where relevant.
- Evacuation Planning & Management is an area of focus for the wider emergency services groups within the city. The Tsunami Evacuation Mapping project is a region-wide initiative that TCC is heavily invested in. TCC EM currently have engaged GNS Science who are undertaking an evacuation model of the Papamoa Coastline. This model will simulate

evacuation patterns, timing and problem areas, and is intended to improve public safety and provide a technical base to inform decisions. Once developed, this will help guide further planning to improve evacuation routes by highlighting areas where path developments, tsunami bridges and vertical evacuation structures will help improve evacuation. Once completed, this will also be used as a public education tool to highlight what an evacuation will look like via different modes of transport.

- The EM team are working alongside an engineering consultancy to undertake structural assessments of several identified key buildings in Papamoa East. This assessment will determine if the buildings will withstand an earthquake and tsunami to enable critical vertical evacuation planning for the community. This is currently in stage one with a small number being assessed and if successful will expand to include all key community buildings.

National CDEM

58. Key developments to note at central government level which may impact local arrangements are:

- The new draft EM Bill intended to replace the current CDEM Act 2002 is pending introduction to the House of Representatives shortly.
- The National Emergency Management Agency (NEMA) is leading the drafting of the new national EM plan.
- In 2022 NEMA identified a priority work programme to address collective readiness for catastrophic events, and it is expected that regionalization planning for catastrophic events will be undertaken in 2023.

ATTACHMENTS

Nil

9.8 Mount Planning and Delivery Programme Update - May 2023

File Number: **A14665712**

Author: **Sarah Omundsen, General Manager: Regulatory and Compliance**
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 - May 2023".

EXECUTIVE SUMMARY

2. The Mount Planning and Delivery Programme (the Mount Programme) was presented to the Strategy, Risk and Finance Committee on 27 March 2023. This report provides an update on progress during the past six weeks, including:

   (a) The Mount collaboration space – 'The Mount Hub'

   (b) Communications and engagement

   (c) Working with tangata whenua, including integration of engagement between projects where possible

   (d) Progress and next steps on the Mount to Arataki Spatial Plan and Mount Industrial Planning Study.

3. As requested at the last committee meeting:

   (a) A table of Mount Programme projects is attached as **Attachment A** to this report. The programme table summarises key project activities in three month blocks through to April 2024.

   (b) Key programme risks being managed are identified in this report.

   (c) The list of key stakeholders for the Industrial Planning Study, including those involved in the relevant workshops, is provided in **Attachment B** to this report.

4. It is recommended that subsequent updates to this committee occur on a 12-week cycle. Project teams will also report directly to the committee in accordance with their own project milestones.

INTRODUCTION

5. The **key objectives** for the Mount Programme are to:

   (a) Provide a coordinated and aligned approach to the management and implementation of Tauranga City Council 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 Council 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 Spatial Plan.

6. This report provides an update on the Mount Programme in relation to the above objectives.

MOUNT COLLABORATION SPACE – 'THE MOUNT HUB'

7. The collaboration space was opened to the public on 8 May 2023.

8. The collaboration space is:

(a) Named 'The Mount Hub' to reflect the purpose and be a focal point for the community to visit and connect with Council staff in person in relation to the Mount Programme, and for staff to use as a venue to run design sprints, workshops and other events.

(b) Open to the public Mon to Friday 9.30am to 4pm to provide flexibility for the twilight engagement sessions to be run by Council project teams and City Partners.

(c) Available for wider Council staff to book time into to use to work from and to support efficient use of the space to support wider Council activities.

9. During opening hours, the Hub will offer a comfortable showroom feel to display project information and support community engagement, feedback and conversations. Visitors will be warmly welcomed and will have enquiries supported and invited to provide feedback on active / future projects and the Mt Hub itself.

10. The Hub will also offer a scaled down level of service available in the Service Centre at He Puna Manawa to support the community with wider Council enquiries and payments.

11. Staff will be able to utilise the Hub to carry out workshops during opening and after hours. The Mount to Arataki Spatial Plan Design Sprint workshops will be held there at the end of May / start of June.

<u>Initial community interest</u>

12. The first week was encouraging; there were 65 visitors with most either having project specific questions or were otherwise curious about the space and wanted to find out more. Feedback has been largely positive about Council's presence back in the Mount for the first time in many years, the look and feel of the new Hub space and compliments on the plans for a skatepark and the Marine Parade extension. The Hub will be setting up a survey to gauge visitor satisfaction and record their feedback.

13. The Mount Business Association will be using the Hub for a training session on 22/05 after hours and in addition will run their monthly board meetings there.

MOUNT PROGRAMME PROJECT UPDATES

14. **Attachment A** includes a summary of projects underway within the overall Mount Programme. The programme table summarises key project activities in three month blocks through to April 2024, identifying:

(a) Planning phases

(b) Physical delivery phases

(c) Key milestones, e.g., business case, engagement, completion of works.

15. The information has assisted to inform integrated programme planning particularly in relation to communication and engagement (as outlined below) and planning between projects, such as the Spatial Plan, the Industrial Planning Study, transport related projects and natural hazards planning.

COMMS AND ENGAGEMENT – PROGRAMME COORDINATION

Mount Hub

16. A communications plan and key messages have been developed for the Mount Hub. Key messages build on those developed for the overarching Mount Programme and address:

    (a) Lease length and fit out, focusing on flexibility to enable configuration for multiple uses e.g., workshops, meetings, co design sessions for council staff and moving forward local Mount community groups, clubs and partner organisations.

    (b) The opportunity that the Hub provides to the community for both structured and informal community engagement.

    (c) The information that the Hub holds regarding council projects (current and planned).

Mount Projects Websites

17. A Mount Programme webpage has been created to support communications and engagement with the community. https://www.tauranga.govt.nz/our-future/mount-projects

18. This webpage provides an overview of the various projects currently underway within the Mount to Arataki area, including the overarching key messages outlined above and links to specific project webpages where available.

19. An interactive project map has been added to the site. This will enable easier site navigation, small project preview, and a better way to visualize things geographically. This will also be a great tool for The Mount Hub staff to speak to projects and share with the community.

Opportunities

20. The Mount Spatial Plan engagement is ongoing, and we have had an encouraging response with some common themes emerging from the community around key issues and outcomes sought for the area in the future. In July / August, a draft plan will go to the community for feedback. This potentially presents an opportunity to seek feedback on other Mount projects and initiatives that involve land use like proposed plans for major reserves.

21. We are also exploring ways in which we can tell a better story on our work in The Mount area by including key messages around the need for improving roads and making them safer, building better infrastructure for cycling, public transport, and pedestrians, and upgrading parks, facilities, and public spaces for everyone's enjoyment now and in the future.

WORKING WITH TANGATA WHENUA

22. We are currently working in partnership with tangata whenua on the Mount Spatial Plan, Industrial Planning Study tand Connecting Mount Maunganui projects with the support of Council's Takawaenga team.

23. We will look to build on this mahi by supporting the Takawaenga team with the trialling of a 'Tangata Whenua Project Board', aimed at providing relevant hapū and iwi in the Mount with a clear summary of all Mount based projects happening now and in the near future, incorporating timeframes of project phases. It is hoped that this initiative will help identify further opportunities to coordinate tangata whenua engagement across the programme.

MOUNT TO ARATAKI SPATIAL PLAN

24. Information on the next steps for the Mount Spatial Plan and Industrial Planning Study is included in the Growth, Land Use Planning & Transport Strategy Projects May 2023 Quarterly Update.

25. To assist in facilitating integrated planning and delivery, the Spatial Plan includes a Reference Group comprising representatives of the following organisations who will likely have a role in implementing the spatial plan:

    - Waka Kotahi

- Bay of Plenty Regional Council – Toi Moana
- Health NZ/Toi Te Ora
- Kāinga Ora
- Ministry of Education
- Ministry of Housing and Urban Development
- Port of Tauranga
- Priority One
- Sport BOP
- Tourism Bay of Plenty.

26. The Reference Group held two workshops on 21 and 28 February 2023 to develop the draft problem statements for the Spatial Plan i.e., the issues and outcomes being sought.

27. Community engagement occurred during March and April, with over 960 responses received from the community survey across the various topics, as well as more than 2,000 comments through face-to-face engagement. Drop-in sessions and pop-up shops were held at the Arataki Community Centre, Little Big Markets, Bayfair, Gratitude Café, at the base of Mauao, Omanu School and Mount Maunganui Intermediate.

28. A stakeholder engagement workshop was also held on 9 March 2023 with 42 attendees from business and community organisations contributing to identification of key issues and outcomes sought.

29. Outcomes of the engagement are currently being collated and will be reported to Council in June. The outcomes of the engagement will also feed into the MSP Design Sprints Workshops in May / June.

MOUNT INDUSTRIAL PLANNING STUDY

30. A workshop with key stakeholders was held on 7 March 2023 at Club Mount Maunganui with 35 attendees. The workshop identified the issues, opportunities and visions for the future of the industrial area. A second workshop was held on 11 May 2023 to present three draft scenarios for discussion – status quo, expansion and environmental limits. Stakeholders were asked to identify their preferred scenarios, which will be an input to the MSP Design Sprints Workshops in May / June.

31. As requested at the 27 March Committee meeting, those stakeholders invited to workshops are listed in Appendix B.

32. A presentation on the Industrial planning Study was made to the Mount Industrial Network on 6 April 2-23 which comprises over 50 businesses in the Mount industrial area, and further engagement with this forum will occur.

33. Priority One are preparing a ‘blueprint’ for the Mount industrial area which is expected to be completed at the end of May. The blueprint will be similar to the Tauranga CBD blueprint and make recommendations on actions to be taken as an input to the MIPS. Priority One sent out a survey to all 850+ businesses in the Mount industrial area in December 2022, with over 150 responses received.

PROGRAMME RISKS

34. The table below outlines key ‘programme’ risks being managed; project specific risks continue to be managed by project teams and will be reported as part of those projects.

	Risk Event	**Mitigation**	**Risk Score**
1	A lack of coordination between programme projects, particularly regarding the timing of communication and engagement, could cause community frustration,	Programme governance structures in place, with regular project lead meetings to discuss timeframes, risks and key messaging	Medium

	disruption to individual projects and a misunderstanding of outcomes Council is trying to achieve		
2	Misalignment of messaging and/or perceived outcomes on projects relating to growth and the need to respond to climate change.	'Front foot' communications to impacted community ensuring awareness of council led initiatives around mitigations in this space	Medium
3	Limited public interest in council's investment in a collaborative hub space in Mount Maunganui.	Continue to share information through media, utilising key messages to underline the benefits of the space, how it will enable better public engagement, the flexibility and multipurpose nature of it and the fact equipment has been repurposed. Monitor use and collect feedback from visitors	Medium
4	Public perception that community feedback is not taken into account when delivering projects, eroding trust in wider programme delivery	Continue to reinforce "what we heard" through the wider programme communications and key messaging. Create a space on the new website for people to add their views and have questions answered.	Medium

NEXT STEPS

35. Next programme steps include:
    (a) Overarching programme comms and engagement, in line with above.
    (b) Development of the Tangata Whenua Project Board
    (c) Ongoing programme coordination.
36. Further reporting on the programme is proposed in August 2023.

ATTACHMENTS

1. **Attachment A - Quarterly Update - Mount Programme - May 2023 - A14671882**
2. **Attachment B - Mount Industrial Planning Study Key Stakeholder List - A14699834**

Quarterly Update – Mount Programme – May 2023

KEY

	Planning phase
	Physical delivery phase
	Key milestone, e.g., business case, engagement, completion of works

TRANSPORT

PROJECT	PROJECT DESCRIPTION	Apr-Jun 23	Jul-Sep 23	Oct-Dec 23	Jan-Mar 24
Grenada Street improvements	Awarded funding through Transport Choices - expected to be a two-way cycleway from Sandhurst to Girven and through Arataki Park.	Planning/design (needs to be completed by end of 2024)			Start construction
Links Ave Trial	Safety improvements and time restricted access of Links Ave to make it safer to walk and cycle and bus along the corridor.			An evaluation is likely to be received in Sept	
Arataki bus interchange – Detailed Business Case	Identify preferred site/s for a bus facility.		Business Case on hold until July/August 23 as need to understand Regional Council Tauranga network refresh work		
Raised pedestrian crossing Marine Parade / Te Ngaio Reserve	Safety improvements.	Works completed end of May 2023			
Roundabout Tay Street / Marine Parade	Safety improvements.	Planning/design Works completed mid 2023			Works completed mid 2024
Raised pedestrian crossing Marine Parade	Safety improvements.	To be included in the 2024-2027 LTP funding			
Ocean beach Road / Girven Road / Maranui Intersection Upgrades	Safety improvements.	Planning/design Works start early 2023			Works starts early 2024
Maunganui Road Tui - Hull Road upgrade	Safety improvements.	Planning/design		Works starts 2023	
Maunganui Road / Tweed Street signalled crossing (Destination Skate Park)	Safety improvements.	Planning/design		Work starts late 2023	
Connecting Mount Maunganui (Hewletts / Totora / Maunganui Road Detailed Business Case)	Options for transport solutions – walking, cycling, PT, freight, commuter traffic.	Planning/design	Stage 1 business case complete (will identify preferred options)		
Accessible streets A (North of Golf)	Deliver quiet/liveable streets that make it easier to walk and cycle to key destinations such as the Marine Parade boardwalk, schools, and new skatepark.	Business Case point of entry June 2023		Consultation on options - November 2023	Look to issue BC (TCC &WK)
Accessible streets (Remaining Area A)	Deliver cycleway and public transport improvements on primary cycle route focusing on connections between schools, safer roads & speeds and improvements to existing footpaths and crossings.	Business Case point of entry June 2023		Consultation on options - November 2023	Look to issue BC (TCC &WK)
Parking Management Plan	Introduction of management tools (timing, berm parking, accessible parking).	Area A-draft report was presented in late Dec to commissioners. Further reporting proposed for mid to late 2023			

Quarterly Update – Mount Programme – May 2023

SPACES AND PLACES

PROJECT	PROJECT DESCRIPTION	Apr-Jun 23	Jul-Sep 23	Oct-Dec 23	Jan-Mar 24
Blake Park masterplanning	Develop an integrated set of outline masterplans that can guide short, medium, and long-term investments by Council, and its partners in its premier active reserves.	Ongoing engagement with users	Ongoing engagement with users	Ongoing engagement with users	
Marine Parade Coastal Path	A 3-4km coastal path (some may be other materials) - construction due to start Jan 2023.	Coastal Path Construction Underway	Coastal Path Construction Underway	Walkway construction complete Dec 23; Tay St intersection reconstruction complete Oct 23	
Accessible Hotspots - Mount Drury	$400K annual programme across Tauranga to work to make improvements to lead to the creation of areas that are highly accessible.		Design to start in June 2023		
Coronation Park	Proposed reserve redesign.	Concept plan revisited with prelim proposals confirmed which will be made available to stakeholders for comment			
Destination skatepark	Design and build a 2500sqm (approx.) purpose built skatepark in a new location on Maunganui and Hull Rds.	Construction underway	Construction underway	Construction underway	Construction underway
Golf Road Reserve - site master planning and implementation	To investigate use of Golf Road Reserve and implement decisions for the use.	Determination if Mt Golf Club can lease a portion of the reserve requires ongoing engagement	Playcentre build starting late 2023 subject to resource and building consent approvals		
Sportsfield Capacity increasing Projects Arataki Park & Links Ave reserve	To install drought resilient grass and floodlights to increase capacity of existing sports fields.	Design & Planning	Design & Planning	Design & Planning (include Tender)	Implementation commencing early to mid 2024
Mauao Placemaking Project	A collaborative project between TCC and Ngā Poutiriao ō Mauao, 'Mauao Placemaking' sets out to share the rich history and stories of Mauao through new wayfinding signage and cultural touchpoints across the Maunga.	Various small packages of work underway	Various small packages of work underway	Various small packages of work underway	Various small packages of work underway

CITY PLANNING AND GROWTH

PROJECT	PROJECT DESCRIPTION	Apr-Jun 23	Jul-Sep 23	Oct-Dec 23	Jan-Mar 24
Mount Spatial Plan	Develop a 30-year blueprint for the Mount to Arataki area, to provide for community wellbeing now and in the future.	Problem definitions and outcomes, option refinement	Refinement of preferred option. Stakeholder and community engagement.	Final Plan	
Mount Industrial Planning Study	Develop an industrial study plan for the Mount Industrial area.	Problem definitions and outcomes, option refinement	Refinement of preferred option	Final Plan	
Plan Change 33	Plan change as per the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021 and the National Policy Statement on Urban Development.		Hearings 1-starts 3rd July	Hearings 2 starts 2nd October	
Managing activity around Whareroa Marae	Reported directly to the Tangata Whenua Standing Committee. Relates to small-scale, site-specific projects such as emergency access, road naming and so forth.	On-going	On-going	On-going	On-going
Mount Maunganui Air Quality Working Party	Led by Regional Council, the Working Party will collectively inform an overarching goal, being zero examples of cumulative harm on mana whenua and resident communities of Mount Maunganui from air pollution raised within the polluted air shed.	On-going	On-going	On-going	On-going

Quarterly Update – Mount Programme – May 2023

HAZARDS AND CLIMATE CHANGE

PROJECT	PROJECT DESCRIPTION	Apr-Jun 23	Jul-Sep 23	Oct-Dec 23	Jan-Mar 24
Natural Hazards	Continual update of natural hazards datasets in the area.		New coastal inundation mapping to be released by BoPRC Update of existing groundwater modelling data completed. New landslide susceptibility maps to be released and an update to existing slope hazard maps completed	Sea level rise scenarios may be updated following anticipated updates to MfE Coastal Hazard Guidance documents (TBC) Liquefaction hazard may be updated following anticipated updates to MBIE Guidance documents (TBC)	
Mount North Stormwater	Develop a flood mitigation strategy to address ongoing flooding throughout the Mount North area whilst considering the likely effects of climate change (sea level and groundwater rise as well as increased rainfall intensity).	Project planning underway, including proposed comms and engagement and integration with other projects, e.g., Mount Spatial Planning			
Civil defence emergency management		Tsunami risk map release June			

Mount Industrial Planning Study Key Stakeholder List
Ballance Agri-Nutrients
Bay of Plenty Regional Council – Toi Moana
Clear the Air Mount Maunganui
Fire and Emergency NZ
Fulton Hogan
J Swap Contractors
Kiwirail
Lawter Manufacturing
Mackersy Property
Mount Air Quality Working Party
Ngāi Te Rangi
Ngāi Tukāirangi
Ngāti Kuku
Port of Tauranga
Priority One
Property Council
SmartGrowth Development Sector Group
Tauranga Moana Fumigation Action Group
Toi Te Ora
Urban Taskforce
Waka Kotahi
Waste Management NZ
Western Bay Primary Health Organisation
Whareroa community
WorkSafe

Last updated May 2023

9.9 2023 Q3 Jan-Mar Health and Safety Report

File Number: **A14386926**

Author: **Stuart Kokaua, Health, Safety and Wellbeing System Support**

Authoriser: **Alastair McNeil, General Manager: Corporate Services**

PURPOSE OF THE REPORT

1. To provide a summary of Health, Safety and Wellbeing activities over the January - March 2023 quarter.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the 2023 Q3 Jan-Mar Health and Safety Report

(b) Receives the 2023 Q3 Jan-Mar Mental Health & Wellbeing Report

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EXECUTIVE SUMMARY

2. This is a quarterly report provided to the Committee, designed to monitor Health, Safety and Wellbeing activities, and share learnings.

3. Any feedback regarding content or topics that the Committee would like is welcomed.

ATTACHMENTS

1. **3_2023 Q3 Health & Safety Report - A14622316**
2. **3_2023 Q3 Mental Health & Wellbeing Report - A14625746**

Healthy, safe.
Every day.

Health, Safety & Wellbeing

January 2023 – March 2023

Tauranga City

Introduction

Within this Health, Safety and Wellbeing (MHW) report:

- Health and Safety Management System Audit
- Due Diligence
- First Aid
- Window Tinting and Reducing Abuse

Health and Safety Management System Audit

4(f) To verify the provision and use of resources and processes.

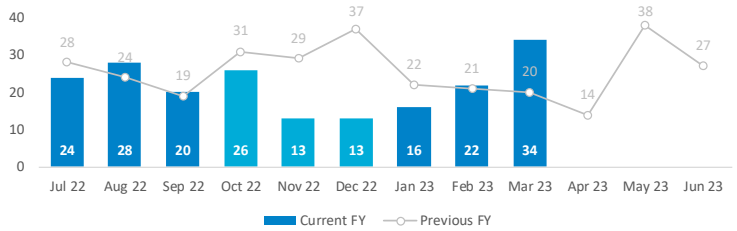
Status of management actions from Financial Year 2019/20 Internal Audit.

37 Actions identified → **34** Complete + **3** For completion 2022/23

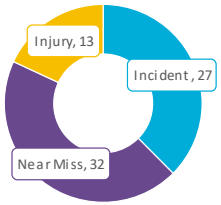
Project	Audit Items	Notes
PCBU* Relationship Management	**8.2** *Business Partners workshop contractor management process leadership teams*	We are currently working on aligning our Health, Safety and Wellbeing systems with ISO 45001. The ISO 45001 standard provides a systematic, comprehensive approach to health and safety.
	8.3 *People leaders feed revised processes to direct reports*	Contractor Management is about to go out to Health and Safety Reps for their approval.
Drug & Alcohol Impairment	**9.2 : 10.5** *Construct and implement a drug & alcohol policy*	The draft drug & alcohol policy has been revised. This includes simplifying the policy and creating supporting procedures. Key decisions are being discussed at Executive level to further these documents ready for finalization.

Q3 EVENT DATA (JAN - MAR)

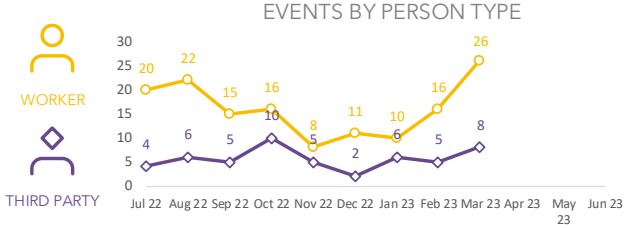
ALL EVENTS BY MONTH



EVENT TYPE - Q3



EVENTS BY PERSON TYPE



TOP EVENT CATERGORIES - Q3

CATERGORY	Q3
Assault (verbal/ physical) or antiso	34▲
Hit into stationary object	9▲
Fall/ trip/ slip (on same level)	7▼
Loss of control of vehicle/ plant/ m	3▲
Falls from height	3▲

▲ Trending Up ▼ Trending Down — No Change
Compared against previous quarter

72 TOTAL EVENTS IN Q3

20↑ MORE THAN Q2

13 INJURY EVENTS

1 NOTIFIABLE EVENTS

8 DUE DILIGENCE

Curious about the data? Email questions to safety@tauranga.govt.nz

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Health, Safety & Wellbeing

January 2023 – March 2023

Tauranga City

Due Diligence

4(b) To understand the nature of operations, along with hazards and risks.

Wednesday, the 25th January General Manager Community Services - Barbara Dempsey site visit to Tauranga Domain for the One Love Festival pack in with the TCC events team, event organiser and the event health and safety manager. Events have contracted an external Health and Safety Manager who is supporting them and leading health and safety for the event.

TOPICS COVERED:

Overall Progress: Stage build was underway when they were on site. Work site was clearly defined and managed separately to the rest of the site. The ite Manager and Event Manager were regularly walking the site keeping a presence.

Feedback around TCC events team and other teams within Council (e.g. building) was exemplary. Barbara was overall impressed with what was outlined and how the event appears to be planned for, seemed very similar to the process that is run with emergency management and having an incident control etc. Barbara was confident we are fulfilling our role as a PCBU, especially around our consult, communicate and coordinate. The Safety Manager and the event organiser also raised what an asset TTOC was for event management.

Wednesday, the 25th January General Manager Regulatory & Compliance - Sarah Omundsen

TOPICS COVERED:

Conflict Management: Emergency Email discussed.

Digital Safety Device: Lynne Herring (HSW BP) is talking to Risk about Privacy. Next step was to approach digital services to observe the App and then to get all the staff together to discussed findings as well as confirm the next steps..

HS&W Team Update:

Lynne also provided an update on the strategic projects the HSW team were working on including Risk Management, Contractor Management, Damstra training, Communications Plan, this workstream aligns with ISO 45001. The documents that are being produced are standards, policy and guidelines that will help the wider business better understand health safety and well being.

Due Diligence

4(b) To understand the nature of operations, along with hazards and risks.

Tuesday, the 14th February General Manager City Development and Partnerships - Gareth Wallace discussing Health, Safety and Wellbeing within the civic development group.

TOPICS COVERED:

Dive Crescent Carpark: Employed a health and safety professional for 6 months to improve systems – H.A.R.M (new, more comprehensive SSSP received)

Boardwalk: 50% detailed design – SiD session this week

Due Diligence way forward: Move to open/subjective model, Understand if your risks/hazards are being controlled and well managed, Leaders need to challenge/question what they know – what is your expectation.

Wednesday, the 22nd February General Manager Community Services - Barbara Dempsey visited Building Sites at Historic Village.

TOPICS COVERED:

Overall Progress: Team were escorted around site and directed to non-work areas.
Very few workers on site at the time.
Many work sites at the village, but all were cordoned off to the public.
Clean, tidy and organised workplaces.
No H&S improvements noted or suggested.

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Health, Safety & Wellbeing

January 2023 – March 2023

Tauranga City

Due Diligence

4(b) To understand the nature of operations, along with hazards and risks.

Wednesday, the 22nd February General Manager: Community Services - Barbara Dempsey Site visit to Kopurererua Valley.

TOPICS COVERED:

Overall Progress: Good and appropriate induction onto site. Areas where heavy machinery were working was cordoned off to the public. More than one person working on site. Experienced operators working machinery. Benefit of this project is working in a large area – i.e., other than walking and cycling track (which is cordoned off) no general public close.

Site clear and organised. Management have an excellent understanding of the sequence of work and of H&S. No H&S improvement noted or suggested.

Wednesday, the 1st March Chief Executive - Marty Grenfell conducted a site visit with the Corridor Access Team who manage all works that is undertaken in the Road Corridor with in the TCC boundaries. Staff are aware of the top risks present onsite.

Health and Safety challenges and controls discussion:
Site was set out quite well with several factors taken into consideration, including that some residents do park on the road and leaving space for them and not cluttering the site with work vehicles, plant and equipment.

Health and Safety good stories:
All appropriate signage is included in the plan. Public safety is considered within the worksite.

Due Diligence

4(b) To understand the nature of operations, along with hazards and risks.

Tuesday, the 7th March Chief Financial Officer – Paul Davidson 1-1 with Health, Safety and Wellbeing Business Partner Lynne Herring discussing health and safety within the group.

TOPICS COVERED:

Vessel Works: Reviewed multiple Risk Assessments - crushing by Vessel, Aggressive Behaviour, Hazardous Subs, Adverse weather, contractor mgt, working near water, living aboard a vessel, working from heights, person struck by mobile plant or vehicle and the travel lift operation.

Darren West Health, Safety and Wellbeing Team Leader visited.

Airport: Light aircraft crash - requested investigation report.

Wellbeing: Will start to see some progress in the next couple of months - including the 12-month calendar to piggy-back on to national events ,Wellbeing champions & peer support.

Monday, the 13th March General Manager City Development and Partnerships - Gareth Wallace 1-1 with Health, Safety and Wellbeing Business Partner Mark Clifford discussing Health and Safety within the Civic Development Group.

TOPICS COVERED:

Due Diligence: Meetings, Site visits scheduled for rest of the year , Due Diligence dashboard to track progress.

Dive Crescent Carpark: Resource consent issues holding things up.
Wayne Troughton is the new PM.
Due Diligence late March - discussion points could include how TCC are monitoring, how Xroads has improved its HSW culture etc.

Underpass: Starts Tuesday 14th March at 7am, Site visit this week, Due Diligence visit booked in for April – on site.

Risk Management: Exec to receive the new Standard soon to discuss.

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Health, Safety & Wellbeing

January 2023 – March 2023

Tauranga City

First Aid Figures

13(2)(a) A PCBU must ensure that an adequate number of workers are trained to administer first aid at the workplace.

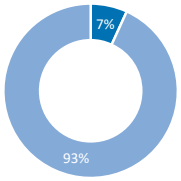
What is first aid?

First aid is the immediate and basic care given to an injured or sick person before a doctor, other health professional or emergency services take over their treatment. It focuses on preserving life and minimising serious injury. For example, maintaining breathing and circulation, stopping bleeding, and stabilising broken arms or legs.

Involving your workers in decisions about first aid

You must, so far as is reasonably practicable, engage with your workers on health and safety matters that will directly affect them, this includes first aid. Involve your workers – get their ideas, ask them what they think the risks are at work and what first aid equipment and facilities they think is needed.

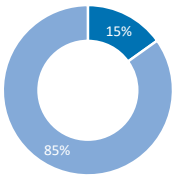
Tauranga City Council - First Aiders Trained in the last 3 Months



Staff Trained - 71 Total Staff - 974

Excluding Staff Trained Prior 01/01/23

Tauranga City Council - First Aiders



Staff Trained - 196 Total Staff - 1100

Key points:

- Providing first aid is an important part of providing a safe and healthy work environment but it does not replace the need to assess work risks and eliminate or minimise them.
- Under the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016, PCBUs have a duty to provide first aid for their workers at work.

Now you see me.....

4(c) To ensure the PCBU uses appropriate resources and processes to eliminate or minimise risks.

Wednesday, the 22nd March Preventing abuse is important, as is planning for the unexpected. When our Parking Officers were using the License Plate Recognition vehicle (LPR for short) Officers were often yelled at or given unpleasant hand signals.
The Officers discussed a solution of installing window tints with the goal of preventing members of the public recognizing our Officers when on foot patrol. The tints also had the added benefit of sun protection as our Officers can be driving for an entire workday.
The installation has given the Officers more confidence in knowing they won't be as visible when enforcing with the LPR car. This idea was proposed by the team in their weekly HS&W meeting and shows how participation from employees can create change in your working environment.

Has your team got a HS&W success story you would like to share? Or do you have any questions about anything within this report Contact the Safety team at **safety@tauranga.govt.nz**

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Mental Health & Wellbeing

January – March 2023

Tauranga City

Introduction

Within this Mental Health and Wellbeing (MHW) report:

- Employee Counselling service (OCP)
- What our employees are doing to improve their wellbeing
- Autumn Wellbeing Activities
- Wellbeing related stats

TCC Counselling Service (OCP)

- Uptake of OCP services is within the national average
- The 30 to 49 age groups are the highest users of OCP
- Personal issues significantly outweigh work issues
- Workload and career concerns are the top work issue
- Anxiety is the highest personal related issue for our employees

Wellbeing at TCC

We have repurposed a number of the Health and Safety working groups at TCC to Health, Safety and **Wellbeing** working groups to really help us move wellbeing into front of mind for our employees. This has been well received and the groups are keen to encourage further wellbeing initiatives.

TCC Counselling Service (OCP)

Anonymised data gathered from TCC's counselling and advisory services. Jan 2023 – Mar 2023

(Data gathered is anonymised).

Service Uptake: 8.02%
(based on 915 employees)

National Average: 8-10%

Monitoring issues provides insight into progress against MHW risks.

Work Issues	Visits	TCC %
Career	5	42%
Workload	4	33%

Across total of 21 visits for work issues (can have more than 1 issue per person)

Personal Issues	Visits	TCC %
Anxiety	39	27%
Relationships	24	16%
Post Traumatic	13	9%

Across total of 146 visits for personal issues (can have more than 1 issue per person)

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Mental Health & Wellbeing

January – March 2023

Tauranga City

Knit a poppy for Anzac Day

If you've been up to Level 4 Cameron Road recently, you may have seen a growing wall of poppies. It all started with Debbie Lawrence, who sparked a similar initiative while working at Tauranga Hospital. We caught up with Debbie to ask her a few questions about this great initiative.

How did this idea come about?

I'd previously done this when I worked at the hospital and staff, patients and members of the public joined in, so thought it would be great to do something like it here, and I was originally inspired by the poppy display at the Tower of London. I've attached a couple of photo's as we've put them up in the library and also outside the lifts on the 4th floor, I think it is something that will grow each year (got to start somewhere).

What are your plans with the poppies?

We'll keep the poppies and use them each year building it up each year.

Staff involvement? Feedback from those participating?

We've had lots of staff knitting, some taking the hobby back up and some doing for the first time, we have also had staff members families doing some and I've put notices up on the poppies on the 4th floor, Donna's mum knitted some and I have a friend in the south island who's mum was visiting from the UK and she knitted some and sent them to me so I could include them.

How will you be spending you Anzac Day?

I spend ANZAC day usually watching the service on the telly

What doers Wellbeing mean to you?

Wellbeing is when I feel good about what I'm doing, its hard putting this sort of thing together but I've had such positive feedback with people enjoying doing it and enjoying seeing it that that it give me a good feeling.

Pictured Left: (Top) Knitted poppies on display at He Puna Manawa.
(Middle) Knitted poppies.
(Bottom) Level 4 Cameron Road Building.

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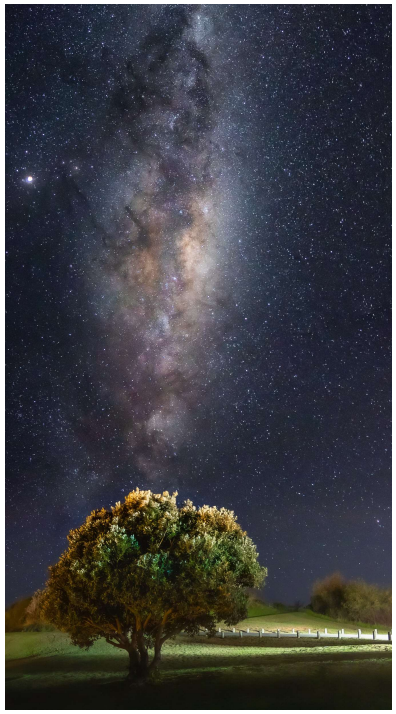
Mental Health & Wellbeing

January – March 2023

Tauranga City

"Photospam Friday" Capturing more than a photo.



Have you ever scrolled through Yammer and come across "Photospam Friday" and been amazed by artwork captured in a single shot. We sit down with the Photographer in question Alan Ludlam and ask him to share his journey with us.

How did you get into photography?

I always enjoyed photography as a kid, my parents bought me simple cameras for a couple of birthdays, which I used until they didn't work any more. I met a guy where I worked about 10 years ago that was very serious about his photography. I admired his work and we became friends, going out on photo excursions here and there. There may or may not have been the occasional beer.

Then I saw an ad somewhere that a couple of local photographers were doing a tutoring session on Astrophotography for a gold coin donation, so I signed up and loved it. My shots weren't great, but I could see the potential. I shared what I'd learned with my friend and we both got the bug. The whole thing has grown from there: meeting new people, sharing knowledge, hanging out on windy hilltops for hours in the middle of winter while nature howls and shrieks and generally scares five different kinds of hell out of you in the dark. Great fun!

How do you feel when you are taking photo's?

It depends on what I'm trying to shoot. Sunrises and sunsets make me feel awed, but rushed. They're time-critical. Astro is very chilled. Often literally, as the best time for it is winter in this hemisphere. It's amazing, I can't recommend it enough if you don't mind the dark. Generally it's a relaxing process. You can get it wrong, but you learn. If you hate what you've produced, just delete the file and go again. Take a hundred photos, you'll get 2 or 3 that give you a sense of accomplishment.

What does wellbeing mean to you?

I've had some mental health issues in the past, and so well being means staying mentally well. It gets you out of the house and walking about in the fresh air, seeing things some people never get to see.

Pictured Left: Alan shot this amazing photo at Bowentown during the full lunar eclipse a couple of years ago.

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Mental Health & Wellbeing

January – March 2023

Tauranga City

The Internal Focus HSW Working Group has put together this great poster on some activities to do during autumn and an informative piece on breathing. Thanks for the excellent work and for your passion for improving employee wellbeing at TCC

Breathe it all in….

As the seasons change, and the cold bugs reappear, and cooler weather makes it harder to get out of bed it's important to make time for your physical health and wellbeing.

Breathing exercises can be a great way to relieve stress and anxiety, also increase energy and help you fall asleep. Physical health benefits of breathwork may include:

- Balanced blood pressure.
- More time in deep sleep.
- Stronger respiratory function.
- Better immune system.
- Release of stress hormones from your body.

A simple technique to try is 4 – 7 – 8 breathing:

Get into a comfortable position then follow these steps:

- Inhale for 4 seconds
- Hold your breath for 7 seconds
- Exhale for 8 seconds

We recommend you start slowly with 4 repetitions in a session moving up to 8 per session over time.

For more breath exercises try out the Breathwrk or Calm apps.

Autumnal activities that can boost your wellbeing:

- A walk around the picturesque **McLarens Falls Park** to take in the changing leaves
- Enjoy the crisp autumn air from a warm thermal pool at the **Mount Hot Pools** or **Fernland Spa**
- Try **outdoor yoga** at sunrise at banks avenue Mount Maunganui
- Enjoy the variety of autumn produce on offer from **local farmers markets** and make the most of feijoa season
- Organise a **catch up with friends** maybe a potluck dinner or meal out
- **Get out the slow cooker** (or multicooker) and have some warm meals on for when you arrive home
- Having a **bonfire night** with roasted marshmallows and stargazing

Now is a great time to check fire alarm batteries, have gas heaters serviced and chimneys swept ahead of the cooler weather

Healthy, safe.
Every day.

Mental Health & Wellbeing

January – March 2023

Tauranga City

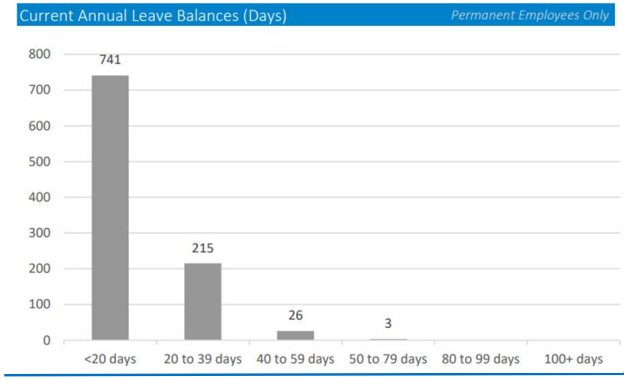
Human Resources

We all know the benefits of taking regular annual leave, so we ask you review your leave balance regularly and ensure you take time out to recharge your batteries whilst doing the things you enjoy in life.
Sick leave is there for when you need it and as we head into winter, we generally see a spike in sick leave use. We encourage you to stay home if you are sick and help reduce the spread

Annual Leave

Current Annual Leave Balances (days)

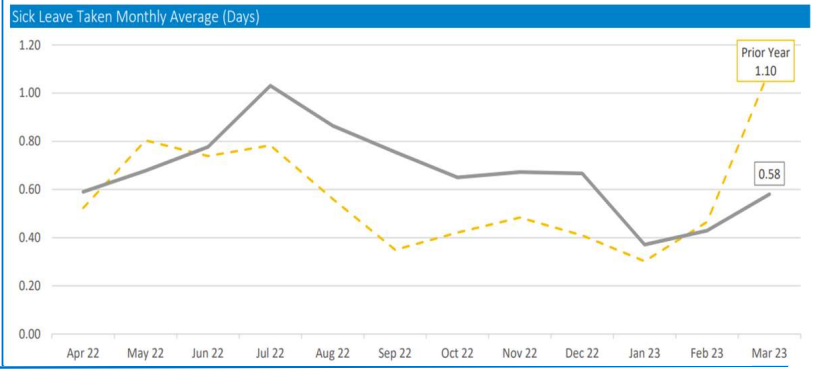
We have continued to see a drop in the average leave balance from 15.2 days in December to 14.3 days in March. Staff with 2+ years of service have on average 15.2 days of leave, down from 20.4 days in December. This is reflective of the summer and Easter Break.



Sick Leave

Monthly Average Sick Leave Taken (days)

Sick leave remained steady over the last quarter and is considerably lower than this time last year due to a spike in Covid cases in March 2022. However, we are still up on average annual sick leave with 8.4 days in March 2023 compared with 7 days in March 2022.



9.10 Q3 Report 2023 LGOIMA and Privacy Requests

File Number: **A14663953**

Author: **Jolene Wells, Administrator**

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

PURPOSE OF THE REPORT

1. The purpose of this report is to update the Committee on Local Government Official Information and Meetings Act 1987 (LGOIMA) and Privacy requests for the third quarter of 2022/23.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Q3 Report 2023 LGOIMA and Privacy Requests".

EXECUTIVE SUMMARY

2. These reports are provided to the Committee to provide assurance on statutory compliance for LGOIMA and Privacy requests.

ATTACHMENTS

1. Q3 Report LGOIMA and Privacy Requests - A14663934

LGOIMA and Privacy Q3 Report for 2022/2023 year

How many requests did we receive?

103 = **100** LGOIMA + **3** Privacy

There has been a significant increase in requests this quarter with a 33% increase from last quarter's 77 requests.

- 95 have been completed
- 8 are pending response

How long did it take us to respond?

14 = the average number of days to provide a response

- This is the same as Q2 of 2022/23 when the average number of days was 14

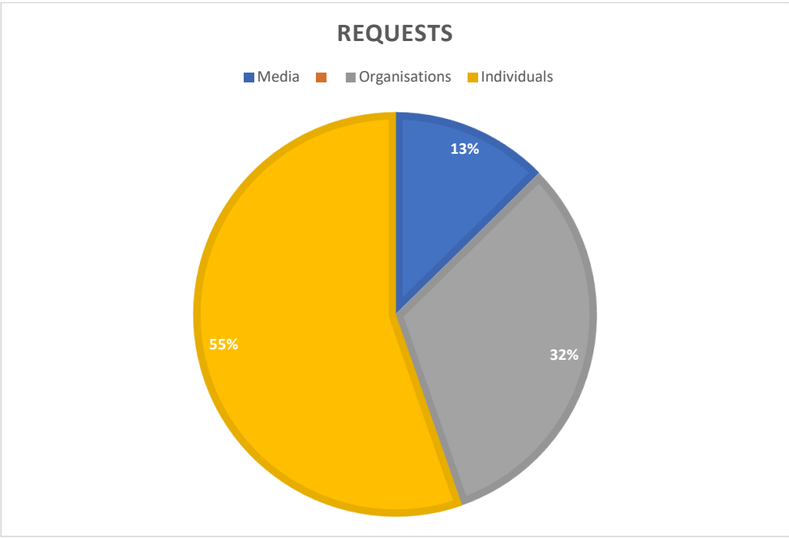
96% = requests responded to response within the statutory time frame

- 99 responses provided within the statutory time frame
- In addition, two extensions notified, and one responded to within the extended timeframe
- Three responses provided outside the timeframe

2 = hours of staff time per request, excluding sign off processes and legal review if needed

Who did the requests come from?

57 individuals + **33** organizations + **13** media organizations

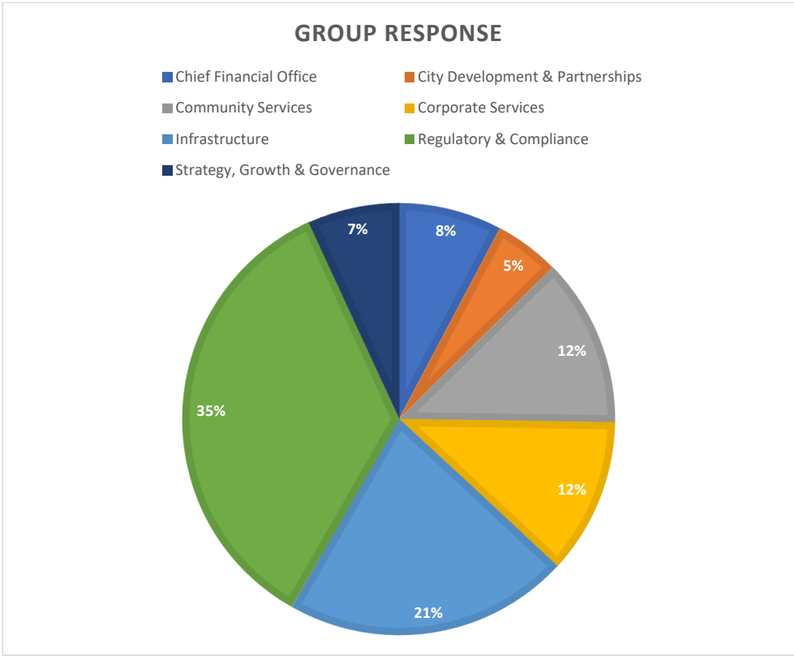


8 = number of requesters who made two or more requests in Q3

- One Media organization made ten requests
- One Media organization made two requests
- One individual made two requests
- One individual made three requests
- Three organisations made two requests
- The NZ Taxpayers' Union made six requests

What groups received the requests?

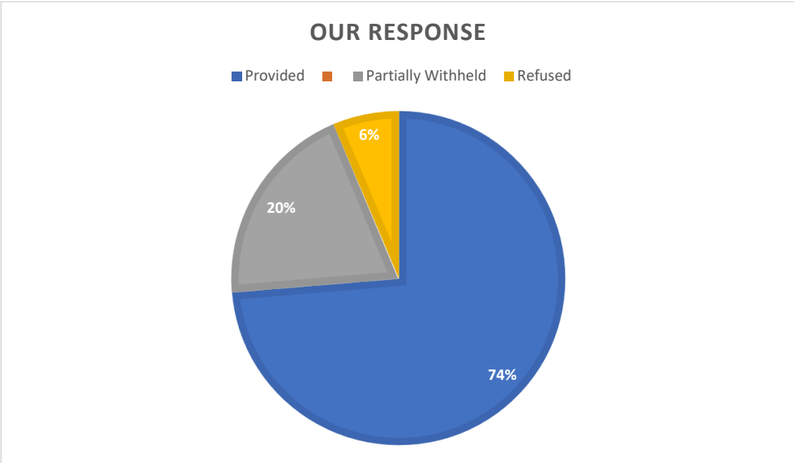
36 Regulatory & Compliance + **22** Infrastructure + **13** Community Services + **12** Corporate Services + **8** Chief Financial Office + **7** Strategy Growth & Governance + **5** City Development & Partnerships



What was our response?

70 provided + **19** partially withheld + **6** refused

0 requests this quarter had a charge applied.



Common requests

- Infringements, bus lanes, parking, **(4)**
- TCC proposals, Event, and development funding **(17)**
- Building compliance and permits information **(5)**
- Noise control complaints **(4)**

Responses with broad community interest continue to be published

Office of the Ombudsman and Privacy Commissioner complaints

No complaints received by either office

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
11.1 - Corporate Risk Register - Quarterly Update	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 s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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)	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 - 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

11.3 - Litigation Report	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)(g) - The withholding of the information is necessary to maintain legal professional privilege 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)	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

12 CLOSING KARAKIA