



AGENDA

Community, Transparency & Engagement Committee meeting Tuesday, 10 September 2024

I hereby give notice that a Community, Transparency & Engagement Committee meeting will be held on:

Date: Tuesday, 10 September 2024

Time: 9.30am

**Location: Tauranga City Council
Ground Floor Meeting Rooms 1 & 1b
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 – Community, Transparency and Engagement Committee

Common responsibility and delegations

The following common responsibilities and delegations apply to all standing committees.

Responsibilities of standing committees

- Establish priorities and guidance on programmes relevant to the Role and Scope of the committee.
- Provide guidance to staff on the development of investment options to inform the Long Term Plan and Annual Plans.
- Report to Council on matters of strategic importance.
- Recommend to Council investment priorities and lead Council considerations of relevant strategic and high significance decisions.
- Provide guidance to staff on levels of service relevant to the role and scope of the committee.
- Establish and participate in relevant task forces and working groups.
- Engage in dialogue with strategic partners, such as Smart Growth partners, to ensure alignment of objectives and implementation of agreed actions.
- Confirmation of committee minutes.

Delegations to standing committees

- To make recommendations to Council outside of the delegated responsibility as agreed by Council relevant to the role and scope of the Committee.
- To make all decisions necessary to fulfil the role and scope of the Committee subject to the delegations/limitations imposed.
- To develop and consider, receive submissions on and adopt strategies, policies and plans relevant to the role and scope of the committee, except where these may only be legally adopted by Council.
- To consider, consult on, hear and make determinations on relevant strategies, policies and bylaws (including adoption of drafts), making recommendations to Council on adoption, rescinding and modification, where these must be legally adopted by Council.
- To approve relevant submissions to central government, its agencies and other bodies beyond any specific delegation to any particular committee.
- Engage external parties as required.

Terms of reference – Community, Transparency and Engagement Committee

Membership

Chairperson	Cr Kevin Schuler
Deputy chairperson	Cr Hautapu Baker
Members	Cr Rick Curach Cr Steve Morris Cr Rod Taylor <i>Mayor Mahé Drysdale (ex officio)</i>
Non-voting members	(if any)
Quorum	<u>Half</u> of the members present, where the number of members (including vacancies) is <u>even</u> ; and a <u>majority</u> of the members present, where the number of members (including vacancies) is <u>odd</u> .
Meeting frequency	Five weekly

Role

The role of the Community, Transparency and Engagement Committee is:

- To ensure community involvement in, and support for, Council projects, proposals, initiatives and services.
- To review and determine the policy and bylaw framework that will assist in achieving the desired strategic and operational priorities and outcomes for the city.
- To monitor delivery of Council-funded delivery by community-led organisations partnering with, or otherwise contracted to, Council.
- To review and improve public confidence and participation in Council decision making processes.

Scope

- Develop a council-wide engagement strategy and monitor, including via community feedback, its implementation and success.
- Develop and review engagement plans for projects, proposals, initiatives and services that the Committee considers significant from a community interest perspective.
- Ensure appropriate and accessible information is available to the community on current and upcoming projects.
- Receive and consider the community's views on public transport and provide that information to relevant Committees.
- Develop and consider opportunities for Council to partner with the community, organisations, and other agencies to enable good outcomes for the city.

- Lead the development of relationships with community organisations, schools, businesses and other groups to broaden Council's reach into the community and use of available resources.
- Develop, review and approve policies, including as appropriate the development of community consultation material, the undertaking of community consultation, and the hearing of and deliberating on community submissions.
- Develop, review and approve for adoption by Council bylaws, including as appropriate community consultation material and processes, and the hearing of and deliberating on community submissions. (Note that the Committee will recommend the final adoption of a bylaw to Council as the Council can not legally delegate to a committee the adoption of a bylaw).
- Ensure promotion of the community's trust and confidence in Council is embedded in Council's projects, proposals, initiatives and services.
- Where gaps are identified, develop proposals for new projects or services for recommendation to Council for inclusion in future Annual Plan or Long-term Plan processes.
- Receive and consider feedback that is fully representative of the community including, but not limited to, the annual residents' survey (undertaken in waves).
- Receive reporting by Mainstreet organisations as appropriate.
- Receive reporting against partnership agreements with key cornerstone organisations (as per the Community Funding Policy) and from other community-led organisations as appropriate.
- Assess options for improving public participation in decision-making and make recommendations to Council that will strengthen democratic processes at all levels of the organisation.

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.

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 DECLARATION OF CONFLICTS OF INTEREST**

8 BUSINESS

8.1 Options for a Rainbow Crossing in the City Centre

File Number: A16432305

Author: Nick Chester, Principal Strategic Advisor
Shawn Geard, City Centre Infrastructure Lead
Emily McLean, Programme Lead: City Development

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

PURPOSE OF THE REPORT

1. The purpose of this report is to:
 - (a) Inform the Council of the petition presented on 29 April 2024, proposing the installation of a rainbow crossing in the city centre;
 - (b) Provide potential options for the installation in the city centre; and
 - (c) Seek approval to install a rainbow crossing at 21 Devonport Road as part of a new pedestrian crossing.

RECOMMENDATIONS

That the Community, Transparency & Engagement Committee:

- (a) Receives the report "Options for a Rainbow Crossing in the City Centre".
- (b) Note that Council previously received a petition on 29 April 2024, requesting that a rainbow crossing be installed in the city centre.
- (c) Approves the installation of a rainbow crossing at 21 Devonport Road as part of a new pedestrian crossing.
- (d) Notes that the crossing would be aimed to be complete before the end of 2024.

EXECUTIVE SUMMARY

2. Council received a public petition on 29 April 2024 requesting the installation of a rainbow crossing in the city centre.
3. Rainbow crossings are street art that incorporates the Rainbow Flag or Pride Progress Flag. There have been rainbow crossings installed in several other cities in New Zealand, and globally as a way of celebrating diversity and inclusion.
4. Council resolved to accept the petition and requested staff to present potential options at a future meeting.
5. Staff have identified four potential options for where a rainbow crossing could be located in the city centre.
6. It is recommended that a rainbow crossing is installed as part of a new pedestrian crossing at 21 Devonport Road, outside the entrance to He Puna Manawa.

BACKGROUND

7. Council received a public petition on 29 April 2024 requesting the installation of a rainbow crossing in the city centre to promote inclusion within the community. At the time of presentation, the petition had received 902 signatures.

8. Council resolved to accept the petition and requested that staff present potential options at a future meeting.
9. “Rainbow crossings” involve the installation of road markings utilising the Rainbow Pride flag (and other variations) as a symbol of support and solidarity to the rainbow community, and to celebrate diversity and inclusion.
10. Tauranga City Council’s [Vital Updates 2023 Report](#) indicates that members of the rainbow community are at risk of social isolation, with 61% of the rainbow community reporting feeling lonely at least some of the time. This is significantly higher than Tauranga overall (36%).
11. There are several rainbow crossings in cities around New Zealand and the world. Local examples can be found in Auckland, Gisborne, Wellington and Queenstown amongst others. Crossings have sometimes been complemented with other art features, such as painted steps in Freyberg Square during Auckland Pride Festival.
12. Promoters of the petition have indicated a desire for the crossing to be in a location that integrates a pedestrian crossing. This would create a strong focal point and literally act as a space that would “stop traffic”, promoting and fostering inclusion into the future, rather than simply a tokenistic piece of street art. It is expected that a rainbow crossing will be a site for gathering and photo opportunities.
13. Roadway art is permitted under the Land Transport Rule: Traffic Control Devices (2004). However, there are rules relating to street art, specifically that it cannot be designed in a way where it could be confused for official pedestrian crossings. Therefore, any rainbow crossing associated with a pedestrian crossing would need to be either:
 - (a) adjacent to an official pedestrian crossing; or
 - (b) at the location of a signalised crossing.
14. Staff have considered the potential options for the installation of a rainbow crossing in the city centre that meet the criteria above:
 - (a) Install a rainbow crossing at one of the following three sites in the city centre:
 - (i) Devonport Rd (new crossing adjacent to He Puna Manawa)
 - (ii) The Strand (adjacent to Masonic Park)
 - (iii) Durham St (existing crossing adjacent to University of Waikato)
 - (b) Install a rainbow art installation at a controlled pedestrian crossing on Cameron Road
 - (c) Do nothing (status quo).
15. Potential locations are focused on the city centre, as this was the area suggested through the petition. However, it would be possible to locate a crossing outside of the city centre, but further analysis of suitable locations would be required.
16. It is anticipated that any crossing would include the colours of the Progress Pride Flag, which integrates black and brown stripes in a chevron pattern to represent marginalised LGBT communities of colour, along with the colours pink, light blue and white, which are used on the Transgender Pride Flag.
17. Given the evolving nature of the LGBTQ+ community and society at large, the Progress Pride Flag integrates many of these flags into one and has purposefully been redesigned to place a greater emphasis on “inclusion and progression”. The modern pride flag now includes stripes to represent the experiences of people of colour, as well as stripes to represent people who identify as transgender, gender nonconforming (GNC) and/or undefined. An impression of this is shown in Figure 1 (over page).



Figure 1. Indicative design of rainbow crossing in Tauranga city centre

- 18.** The installation of a rainbow crossing would require a single night road closure, and cause minor traffic disruption in the area as a result. The costs of installing the crossing would be \$10,000, with associated ongoing maintenance costs, which are detailed in the financial considerations section below.

STATUTORY CONTEXT

- 19.** Roadway art is permitted under the Land Transport Rule: Traffic Control Devices (2004) provided that it:
- Is installed in a lower risk environment (vehicle operating speeds of 30km/h or less after the art and any other features have been installed);
 - Does not resemble and is not similar to an official road marking or sign (traffic control device), roadway art should not be confused with give way markings or zebra crossings for example;
 - Does not mislead road users about the meaning of any traffic control device (official sign or marking); and
 - Is not part of or visually integrated into an official road marking.
- 20.** The proposed rainbow crossing will meet these requirements at the recommended sites.

STRATEGIC ALIGNMENT

- 21.** This contributes to the promotion or achievement of the following strategic community outcome(s):

	Contributes
We are an inclusive city	<input checked="" type="checkbox"/>
We value, protect and enhance the environment	<input type="checkbox"/>
We are a well-planned city	<input type="checkbox"/>
We can move around our city easily	<input type="checkbox"/>
We are a city that supports business and education	<input type="checkbox"/>

- 22.** The installation of a rainbow crossing will support Council's strategic aims, especially those in the Tauranga Matarauui Inclusive City Strategy 2023-2033:
- We have connected, engaged and resilient communities that thrive;
 - Our city centre is full of energy, possibility and opportunity;
 - Communities are connected within neighbourhoods and have a sense of belonging to the city as a whole; and
 - People feel safe in their communities and when moving around the city.

23. The crossing will also contribute towards the aims of Te Rapunga Ora ki Te Papa City Centre Action and Investment Plan 2022 – 2032 (AIP), especially the following strategic outcomes:
- A city centre for people;
 - A city centre with identity and culture; and
 - An engaging city centre.
24. The crossing will also contribute to one of the AIP's four pou (guiding pillars), *Te Papa Kainga o Te Iwi The home of the people*. This pou acknowledges the resilient nature of the people of our city centre, historically and today, to remain steadfast in the face of adversity. This enduring spirit highlights the value of physical, mental and spiritual well-being as well as the well-being of family, the importance of education, and our role as hosts to care for our visitors and the community.

OPTIONS ANALYSIS

25. Staff have identified options, first whether to proceed with the installation of a rainbow crossing, and if so, what locations would be most suitable.

Options to proceed

26. There are three potential options to consider:
- Proceed with the installation of a rainbow crossing;
 - Investigate other sites for a rainbow crossing outside of the city centre; or
 - Do nothing (status quo).
27. These options are analysed below.

OPTION 1: Proceed with the installation of a rainbow crossing (*recommended option*).

Advantages	Disadvantages and risks
<ul style="list-style-type: none"> Provides a positive response to the petition presented to TCC. Shows a commitment from TCC towards inclusion and diversity. Has the potential to increase vibrancy in the city centre through new public art installation. Is a project that can be undertaken quickly and cost-effectively, with few barriers to completion. Is well aligned to TCC's strategic objectives. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> There is a cost associated with the installation and maintenance of a rainbow crossing. <p>Risks:</p> <ul style="list-style-type: none"> The views of the wider community outside of those who have signed the petition are not clear.

OPTION 2: Investigate other sites for a rainbow crossing outside of the city centre.

Advantages	Disadvantages and risks
<ul style="list-style-type: none"> Shows a commitment from TCC towards inclusion and diversity. Is well aligned to TCC's strategic objectives. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> Is not the option presented through the petition. Does not increase vibrancy in the city centre. Further time is required to analyse options outside of the original target area. <p>Risks:</p> <ul style="list-style-type: none"> No significant risks are identified.

OPTION 3: Do nothing (status quo).


Advantages	Disadvantages and risks
<ul style="list-style-type: none"> No additional cost to TCC to install and maintain the crossing. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> Is likely to be viewed by petition organisers as an inadequate response. May be viewed as a decision that marginalises diversity in Tauranga. Is a missed opportunity to increase vibrancy in the city centre. <p>Risks:</p> <ul style="list-style-type: none"> No significant risks are identified.

Options for crossing location


- 28. In the event that Option 1: “Proceed with the installation of a rainbow crossing” is chosen, the following four options for a specific site are proposed and analysed
- 29. These options have been presented due to the following factors:
 - (a) They are existing pedestrian crossing or signalised crossing sites; and
 - (b) There is space around these sites to adequately provide rainbow crossings within rules.

OPTION 1a: 21 Devonport Rd (new crossing adjacent to He Puna Manawa) (*recommended option*).


- 30. Although not currently a pedestrian crossing, the site is planned to have a crossing in the future in order to improve pedestrian safety in the area. If a rainbow crossing were installed, this would bring forward the planned pedestrian crossing at this location.

Advantages	Disadvantages and risks
<ul style="list-style-type: none"> Site that was suggested as part of the petition. High amounts of foot traffic that will optimise the impact of the art, and also create a strong degree of passive surveillance. Higher opportunities of impacting city centre vibrancy. Lower traffic volume, with lower maintenance costs as a result. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> Time required to update the Traffic Bylaw to include the pedestrian crossing site. <p>Risks:</p> <ul style="list-style-type: none"> The views of surrounding businesses are not known.

OPTION 1b: The Strand (adjacent to Masonic Park)

Advantages	Disadvantages and risks
<ul style="list-style-type: none"> • High levels of foot traffic that will optimise the impact of the art. • Higher opportunities of impacting city centre vibrancy. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> • Long-term uncertainty of the site – waterfront development in the future will mean it will need to be removed and potentially re-installed elsewhere. • Not the site suggested by the petition. • Complexities of installation, relating to existing decorative pavers and changing existing 3D pedestrian crossing design. <p>Risks:</p> <ul style="list-style-type: none"> • The views of surrounding businesses are not known.

Option 1c: 101 Durham St (Existing crossing adjacent to University of Waikato).

Advantages	Disadvantages and risks
<ul style="list-style-type: none"> • High traffic volume and potentially greater impact as a result. • Potentially more space of footpaths for gatherings and photo opportunities. • Flat gradient and close proximity to bus stops mean the site has good levels of accessibility. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> • Higher traffic volume (including heavy vehicles such as buses) may require more regular maintenance. • Is not the suggested site in the petition. • Although the area is centrally located, it is not in the city core and may miss the benefits that would come from a more central location. <p>Risks:</p> <ul style="list-style-type: none"> • The views of the University of Waikato and surrounding businesses are not known.

Option 1d: Install a rainbow art installation at a controlled pedestrian crossing on Cameron Road.

Advantages	Disadvantages and risks
<ul style="list-style-type: none"> Highly visible due to high traffic volume. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> Highly disruptive to install and maintain. Will require closing Cameron Road during this time. Not recommended as part of the petition, which was based around a pedestrian crossing. Higher installation and maintenance costs due to heavy traffic volume. Although it passes through the city centre, Cameron Road is outside the target area and would have a reduced impact as a result. <p>Risks:</p> <ul style="list-style-type: none"> Does not meet 30 km/h speed restrictions as part of Land Transport Rules.

FINANCIAL CONSIDERATIONS

- Installation of a rainbow crossing within the city centre is expected to cost \$10,000 to install as per options 1-3. Forty percent of this cost is expected to be associated with traffic management during painting.
- Regular repainting will be required to ensure vibrancy remains, which will result in up to \$10,000 of operational expenditure being required per year installed.

LEGAL IMPLICATIONS / RISKS

- The installation of a rainbow crossing at recommended locations would comply with all statutory requirements around road art.
- It is possible that a rainbow crossing will be a target of vandalism, similar to crossings in other cities.

TE AO MĀORI APPROACH

- The installation of a rainbow crossing aligns to a number of principles in Tauranga City Council's Te Ao Māori Approach. These include:
 - Manaakitanga – ahurutanga/haumarutanga – a strong duty of care and safety for our people** – a rainbow crossing can help more people in the community to feel included and safe for who they are.
 - Whanaungatanga – relationships and network support systems** – a rainbow crossing may act as a catalyst to improve network support systems for those in the community who may not feel included.
 - Wairuatanga – mana atua and whakapono – a well-grounded belief system that supports instinct and intuition in line with whāia te tika – the pursuit of the right way forward** – a rainbow crossing may be viewed as the right way forward to help more people feel included in the community and city.

CLIMATE IMPACT

- There are no significant climate change impacts to consider regarding this report.

CONSULTATION / ENGAGEMENT

- At the time the petition was received in April 2024, it contained 902 signatures in support of a rainbow crossing.

38. Wider views from the community on a rainbow crossing in Tauranga are not known and it has not been an issue that has been consulted on previously.
39. It is likely that the installation of a rainbow crossing will be viewed as a foundation of support for the rainbow community, and a sign that the Council is committed to inclusion and diversity.
40. The views of local businesses in the city centre are not known.

SIGNIFICANCE

41. 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.
42. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) The current and future social, economic, environmental, or cultural well-being of the district or region;
 - (b) Any persons who are likely to be particularly affected by, or interested in, the matter; and
 - (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.
43. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance.

ENGAGEMENT

44. 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. However, if the Committee considers that community engagement should be undertaken before a final decision is made, this will occur and staff will report back to the committee prior to any decision being made.

NEXT STEPS

45. In the event that a rainbow crossing is approved in the city centre, the following steps can be undertaken:
 - (a) If Option 1a is chosen, a change to the Traffic and Parking Bylaw 2023 will be presented for approval to enable a pedestrian crossing to be installed on Devonport Road.
 - (b) Communications Plan undertaken prior to installation.
 - (c) Installation of rainbow crossing (including single night road closure).
 - (d) Official opening of the crossing.
46. It is anticipated this process can be completed and a rainbow crossing installed before the end of 2024.

ATTACHMENTS

Nil

8.2 Mainstreets' Monitoring Report for the Period 1 January to 30 June 2024

File Number: A16245212

Author: Kendyl Sullivan, City Partnerships Specialist

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

PURPOSE OF THE REPORT

1. For Mainstreet organisations to report to Council on their activities for the period 1 January to 30 June 2024, to highlight issues, provide a financial update, and to outline plans for upcoming activities.

RECOMMENDATIONS

That the Community, Transparency & Engagement Committee:

- (a) Receives the report "Mainstreets' Monitoring Report for the Period 1 January to 30 June 2024".
- (b) Receives the Mainstreet Tauranga Report to 30 June 2024 and Annual Plan for 2024/25.
- (c) Receives the Mount Business Association Report to 30 June 2024, and Annual Plan for 2024/25.
- (d) Receives the Papamoa Unlimited Report to 30 June 2024 and Annual Plan for 2024/25.
- (e) Receives the Greerton Village Community Association Report to 30 June 2024, Annual Plan for 2024/25, and Strategic Plan.

EXECUTIVE SUMMARY

2. Mainstreet organisations receive a targeted rate through Council.
 - (a) As part of Council's agreement with the four Mainstreet organisations, they are required to report every six months on:
 - (i) Achievements and activities undertaken and provided;
 - (ii) An overview of the next six months' plans;
 - (iii) Relevant and available statistical data such as visitor numbers;
 - (iv) Details of Mainstreet's performance in respect of the Services and Deliverables in the funding agreement, and the effectiveness of Mainstreets' role in achieving the funding agreement objectives;
 - (v) Options for achieving ongoing sustainability particularly regarding operational costs and funding; and
 - (vi) A financial update for each reporting period and audited financials after the end of the financial year.
3. Mainstreets can also raise any issues they want to bring to the attention of Council.
4. This report reflects the period 1 January 2024 to 30 June 2024.
5. A summary of performance, both financial and non-financial, is provided in the main body of the report for Mainstreet Tauranga, Mount Business Association, Papamoa Unlimited, and Greerton Village Community Association (collectively "Mainstreets").

6. All Mainstreets have transitioned to their new funding agreements as of 1 July 2024. The City Partnerships Specialist is supporting Mainstreets with the transition to their new agreements, including changed deadlines and new reporting requirements.
7. The four Mainstreets have submitted their annual plans and budgets for 2024/25, and strategic plans for the final two Mainstreets are due this financial year.
8. Over the past two years, several of the Mainstreets have indicated a desire to expand the targeted rate area of their Mainstreet. Council has reviewed the process to expand the targeted rate area, based on the policies of other Councils across New Zealand in order to support best practice, and provided this expansion process to the Mainstreets for their information.
9. A meeting was arranged on August 2 with all Mainstreets to go through the expansion process for increasing the targeted rate area of a Mainstreet. Unfortunately, one Mainstreet declined the meeting, and two attempted to join online but were unable to connect, so the meeting had to be rescheduled. We anticipate the process will be a living document to review as and when necessary.
10. The annual survey of Mainstreet areas was undertaken in May 2024, with key themes and relevant feedback shared with Mainstreets on July 5.
11. The City Partnerships Specialist attends regular on-to-one monthly meetings with each of the Mainstreet organisations, however the last meeting with Papamoa Unlimited was on March 1, although they did attend the April 29 Mainstreets Collaboration Meeting. The last two meetings have been cancelled by Papamoa Unlimited with rescheduled dates also cancelled. The City Partnerships Specialist remains available to assist at a time convenient to both parties.

BACKGROUND

12. There are agreements in place between Council and the four Mainstreet organisations for the delivery of services. The objectives of the agreements are to the effect that the Mainstreet organisations (in their respective areas) will:
 - (a) Promote, encourage and advance the interests of the businesses;
 - (b) Promote and encourage the appearance, ambience and services of the Area to make it more attractive, interesting and inviting to shoppers, visitors and persons carrying on business;
 - (c) Develop economic activities that benefit, support, and provide value to their members and the Mainstreet business community;
 - (d) Carry out the objects set out in Mainstreet's constitution and rules; and
 - (e) Meet its obligations to the Mainstreet members and third parties.
13. That Council will provide funding for these Mainstreet services by way of a targeted rate on commercial property within each of the Mainstreet business areas, subject to the conditions in their funding agreements.
14. Mainstreet organisations are incorporated societies and all business operators within their respective targeted rates areas are regarded as being a Mainstreet member.

DISCUSSION

15. Audited financial accounts and Annual General Meeting documentation are due from all Mainstreet organisations by November 1, and will be included in the next reporting period.
16. Mainstreet Tauranga has finished the year in a good financial position and under budget. The profit and loss statement provided by Mainstreet Tauranga shows a net profit of \$145,743, due largely to the change to their new business model and operating without any staff for three months.

17. Mount Business Association has finished the year in a good financial position. They show a net loss of \$10,239, however, this includes the budgeted spend of reserve funds. This is clearly referenced in the profit and loss statement.
18. Mainstreet Tauranga and Mount Business Association are carrying forward decent reserve funds, which they are looking to reduce through the course of their current annual plans, recognising that these organisations operate as not-for-profits.
19. Financial statements provided by Greerton Village Community Association indicate they are in good financial health, showing a small annual operating surplus, and positive equity.
20. Papamoa Unlimited presented draft financial statements at their AGM in 2024, which were approved. It was queried whether a Special General Meeting would be required to present the Audited Accounts with the expectation that the organisation will comply with their requirements under the Incorporated Societies Act, and their constitution. Council has not been advised whether Papamoa Unlimited have complied with their requirements in this regard.
21. Concerns have also been raised again by Council about Papamoa Unlimited's ability to comply with deadlines relating to proposed events. This is putting the proposed events in a precarious position and is an organisational risk to both Papamoa Unlimited and Council, in terms of the safe and approved delivery of proposed events. Discussion has been held with the Chair of Papamoa Unlimited and Papamoa Unlimited's contractor has been emailed to clarify the importance of compliance with required deadlines.
22. Draft financial statements provided by Papamoa Unlimited show the organisation finished the year with a net loss of \$32,022, and negative equity. The proposed 2024/25 annual plan and budget forecasts expenses beyond their confirmed income, with the remainder to be supplemented by sponsorship/additional grants. If additional income is not obtained, the Matariki Event in 2025 would be unable to proceed.

Mainstreet Tauranga

23. The Mainstreet Tauranga Report and Financial Statements to 30 June 2024 are provided at Attachment 1
24. The Mainstreet Tauranga Annual Plan and Budget 2024/25 is provided at Attachment 2.
25. The current agreement for the delivery of Mainstreet services has been in place since 1 July 2024. Funding of \$386,753 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2025.
26. Mainstreet Tauranga employs a manager who is responsible to the organisation's Board for the day-to-day delivery of the Mainstreet programme, and also employs a part-time admin and events co-ordinator.
27. Mainstreet Tauranga set four KPIs for this past financial year,
 - (a) An engaged membership – increased membership and satisfaction with Mainstreet Tauranga.
 - (b) A safe and inviting city centre – increased confidence in the city centre.
 - (c) A considered community – submit on areas of concern and provide feedback on behalf of our members.
 - (d) A city centre for everyone – effectively promote and support our members using efficient marketing tools, events, and promotions.
28. For the financial year 2024/25, they have set KPIs relating to membership, advocacy, and effective promotions and marketing, which are referenced in the attached report.
29. Highlights over this period include finalising an annual plan and budget for 2024/25, increased transparency and communications (including an increase in interactions),

promotions and marketing, city centre activations (including two explorer trails), and advocacy.

30. Challenges raised by Mainstreet Tauranga include construction and road works, and vacant spaces.
31. Mainstreet Tauranga is looking ahead to implement a 3–5 year strategic plan and adopting a new constitution.

Mount Business Association

32. The Mount Business Association Monitoring Report and Profit and Loss Statement is provided at Attachment 3.
33. The Mount Business Association Annual Plan and Budget 2024/25 is provided at Attachment 4.
34. The agreement for the delivery of Mainstreet services has been in place since 12 December 2023. Funding of \$197,978 from targeted rates is provided by Council under the agreement for the year ending 30 June 2025.
35. Over this reporting period, Mount Business Association contracted a Destination Manager for 25 hours per week, responsible for implementing the strategy of the Board. A Digital Marketing Manager on eight hours a week deals with social media and marketing. An Operations Manager working 4-6 hours per week provides a support and oversight role.
36. Mount Business Association set two KPIs for the 2023/24 financial year:
 - (a) Membership sign-ups – 80% of businesses in their targeted boundary complete their MBA membership form by 31 December 2023.
 - (b) Member engagement – increase level of member engagement to 30% by the end of the year.
37. For the financial year 2024/25, they have set KPIs relating to the five pillars of their strategic plan, which are referenced in their report.
38. Highlights over this period include advocacy projects, Jazz at the Mount, Busking Fest revival, and the MatARiki Art Installation.
39. Areas of concern raised by Mount Business Association include Little Big Markets, an option for additional parking, and improved wayfinding. Open action items include street safety, laneway safety, speed of cars through pedestrian crossings and roundabouts, and the delay of new streetlights.
40. Mount Business Association is looking forward to the implementation of their annual plan based on the key initiatives of their strategic plan.

Papamoa Unlimited

41. The Papamoa Unlimited Report and Draft Financial Statements to 30 June 2024 are provided at Attachment 5.
42. The Papamoa Unlimited Annual Plan and Budget 2024/25 is provided at Attachment 6.
43. The current agreement for the delivery of Mainstreet services has been in place since 1 July 2024. Funding of \$66,000 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2025.
44. Papamoa Unlimited is managed by a volunteer chair who engages a contractor to assist with the running of events. Papamoa Unlimited is a committee of business owners and retailers whose purpose is to promote Papamoa as a destination for locals and tourists.
45. Papamoa set four KPIs for the 2023/24 financial year:
 - (a) To deliver three to four events annually to promote Papamoa as a destination for locals and tourists alike.
 - (b) To build on turnout from previous events.

- (c) To further promote Papamoa Unlimited to ensure transparency of information for all eligible members and the Papamoa community.
 - (d) Extending the boundary to build member engagement, giving more businesses the opportunity to join the association.
46. For the financial year 2024/25, they have set KPIs relating to event turnout, promotion of the organisation, extending the targeted rate boundary, and development of a website, which are referenced in their report.
 47. The highlight for this period was delivering their Matariki event with an approximate 40,000 people in attendance.
 48. An area of concern for Papamoa Unlimited relates to safety concerns down alleyways in the local community.
 49. Papamoa Unlimited is looking forward to developing their strategic plan, creating a website to host their membership database, investigating the expansion of the targeted rate area, and delivering the Santa Parade.

Greerton Village Community Association

50. The Greerton Village Community Association Report and Draft Financial Statements to 30 June 2024 are provided at Attachment 7.
51. The Greerton Village Community Association Annual Plan and Budget 2024/25 is provided at Attachment 8.
52. The Greerton Village Community Association Strategic Plan is provided at Attachment 9.
53. The current agreement for the delivery of Mainstreet services has been in place since 14 November 2023. Funding of \$155,900 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2025.
54. Greerton Village Mainstreet employs a manager who is responsible to the organisation's Board for the day-to-day delivery of the Mainstreet programme in Greerton.
55. Greerton Village set three KPIs for the 2023/24 financial year:
 - (a) gain traction and audiences through social media;
 - (b) continue to learn and grow with governance training; and
 - (c) change events to suit the change in our community.
56. For the financial year 2024/25, they are continuing with the same KPIs, which are referenced in their Annual Plan.
57. Highlights over this period include the Easter Bunny visiting the village, the Mothers' Day Giveaway Promotion, and the Illumin Star event.
58. Areas of concern for Greerton Village include the impacts of Cameron Road Stage 2, and rough sleepers and transient people.
59. Future activities include development of a voucher booklet, the Spring Fling, the AGM, engaging with members, Halloween Trail, investigations for new art, and a December event.

STRATEGIC ALIGNMENT

60. This contributes to the promotion or achievement of the following strategic community outcome(s):

	Contributes
We are an inclusive city	✓
We value, protect and enhance the environment	<input type="checkbox"/>
We are a well-planned city	✓
We can move around our city easily	<input type="checkbox"/>

We are a city that supports business and education ✓

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

FINANCIAL CONSIDERATIONS

65. Mainstreet organisations receive a targeted rate through Council, as detailed above, totalling \$806,631 per annum across the four organisations.
66. It is difficult to measure the outcomes achieved by the Mainstreet programmes in economic terms. However, informal measures, such as pedestrian counters, Eftpos data, and estimated numbers of people at events, can be useful to ascertain the effectiveness of Mainstreet events and promotions.
67. Multi-modal camera reports and Eftpos spend data are supplied to the Mainstreets, with further data to be supplied if or when available, including updated car parking building data to Mainstreet Tauranga.

LEGAL IMPLICATIONS / RISKS

68. Each of the Mainstreet organisations has met their funding agreement six-monthly reporting requirements by providing Council with their half yearly reports (including financials) for 1 January to 30 June 2024.
69. Mainstreets are asked to consider their organisational risks and how those risks may impact on their relationship with Council, with any risks being raised with the City Partnerships Specialist and/or included in Council's Risk Register.
70. As noted above, according to the draft financial statements, Papamoa Unlimited finished the financial year in deficit, which is a risk to the delivery of their programme, and obligations to members for this financial year as funding received in this financial year may be used to cover the shortfall in the previous financial year.
71. A risk for Council is our expectation that Mainstreets will operate according to the requirements of the Incorporated Societies Act and their individual constitutions as demonstrated at paragraph 18 relating to Papamoa Unlimited's draft Audited Accounts.

TE AO MĀORI APPROACH

72. All Mainstreets reference their Te Ao Māori approach in their annual plans.
73. Mainstreet Tauranga intend to establish a good relationship with local iwi, including consulting with both local iwi and the Strategic Māori Engagement unit of Council in support of Matariki. They also acknowledge local iwi and the Strategic Māori Engagement unit as a key partner in line with the 'Tauranga Moana Tauranga Tangata – Our place our people' and are looking to grow these relationships and weave the narrative of Te Reo into the story, development, and promotion of Downtown Tauranga.

74. Mount Business Association acknowledges local iwi as a key partner of their organisation, looking to build relationships and work together to ensure representation in their Mainstreet. This includes consultation, collaboration, advocacy, and support on projects.
75. Papamoa Unlimited state that they now have a very close working relationship with local iwi.
76. Greerton Village Community Association include iwi as a partner of their organisation, including consultation, collaboration, and support.

CLIMATE IMPACT

77. Mainstreet reports do not specifically mention climate impacts.

CONSULTATION / ENGAGEMENT

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

SIGNIFICANCE

79. 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.
80. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) The current and future social, economic, environmental, or cultural well-being of the district or region;
 - (b) Any persons who are likely to be particularly affected by, or interested in, the matter; and
 - (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.
81. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance as the receipt of the half yearly reports and activities of the Mainstreet organisations would have an impact on a subgroup of people within the city, and it is likely those documents will be of moderate public interest.

ENGAGEMENT

82. 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

83. Feedback will be provided to the Mainstreet organisations at the Community, Transparency and Engagement Committee on 10 September 2024, where representatives from the four Mainstreets will briefly speak to their reports.
84. Council staff will continue to support Mainstreets with their funding agreements reporting and compliance requirements.
85. The Team Leader: City Partnerships Specialist will reschedule the Mainstreet expansion presentation to support those with a desire to undertake this process.

ATTACHMENTS

1. **Mainstreet Tauranga six monthly monitoring report January - June 2024 - A16450201 (Separate Attachments 1)** 
2. **Mainstreet Tauranga Annual Plan 2024 -2025 - A16477944 (Separate Attachments 1)** 
3. **Mount Business Association six monthly monitoring report January - June 2024 - A16244374 (Separate Attachments 1)** 
4. **Mount Business Association Annual Plan 2024 -2025 - A16213206 (Separate Attachments 1)** 
5. **Papamoa Unlimited six monthly monitoring report January - June 2024 - A16470583 (Separate Attachments 1)** 
6. **Papamoa Unlimited Annual Plan 2024 - 2025 - A16476393 (Separate Attachments 1)** 
7. **Greerton Village Community Association six monthly monitoring report January - June 2024 - A16469733 (Separate Attachments 1)** 
8. **Greerton Village Community Association Annual Plan 2025 - 2025 - A16476520 (Separate Attachments 1)** 
9. **Greerton Village Community Association Strategic Plan - A16476669 (Separate Attachments 1)** 

8.3 Annual Residents' Survey 2023/24

File Number: A16311705

Author: Josh Logan, Team Leader: Corporate Planning

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

PURPOSE OF THE REPORT

1. The purpose of this report is to present the final annual report of the Annual Residents' Survey 2023/24.

RECOMMENDATIONS

That the Community, Transparency & Engagement Committee:

- (a) Receives the report "Annual Residents' Survey 2023/24".

EXECUTIVE SUMMARY

2. Each year, Council seeks feedback from its residents regarding their perception on various aspects of Council provided services and initiatives. This survey is carried out over four waves during the year and is collated into an annual report. The results of the most recent survey are reported to this Committee.

BACKGROUND

3. The Annual Residents' Survey 2023/24 forms part of a wider set of information we have around engagement with the Tauranga community and their wants, needs and perceptions of Council and of Tauranga as a place to live.
4. Survey results help Council staff assess the performance of the Council against a set of pre-determined actions and performance levels, including those outlined in the Long-term Plan.
5. *Key Research Limited* has undertaken an annual residents' survey from 2006 to 2024, on behalf of the Council, by collecting responses via a mail-out with an option to complete the questionnaire online.
6. Data collection for the 2023/24 year took place by *Key Research Limited* between 12th September 2023 and 20th May 2024 over four waves. Data from a statistically robust sample of n=632 residents across the Tauranga City Council area was collected and then analysed.
7. The sample selection was based on a random selection from the Electoral Roll. This method ensures each member within the population (assuming they are on the open Electoral Roll) has an equal probability of selection, thereby minimising the opportunity for bias.
8. Post data collection the sample was weighted so it aligned with known population distributions for the Tauranga City Council area, as per the latest available Census results, based on age, gender, ward and ethnicity.
9. At an aggregate level, the sample has an expected 95% confidence interval (margin of error) of +/- 3.8%. The margins of error associated with sub-groups will be larger than this as the results become less precise as the sample size shrinks. Thus, results associated with particularly small sample sizes should be read with caution.

10. The report, included as **Attachment 1**, by *Key Research Limited* explores the findings in detail, looking at trends and how the results to individual questions contribute to residents' overall perception of Council.

STATUTORY CONTEXT

11. The Annual Residents' Survey allows effective monitoring of performance and insights to be gained to inform future planning.

KEY FINDINGS

12. In 2023/24 the overall satisfaction level with Tauranga City Council went down 6% to 34%. A summary of the high-level survey results for the 2023/24 year compared to the previous two, and the trend from the previous year is summarised in the table below:

Measure	2021/22 result	2022/23 result	2023/24 result	Trend vs previous year
Overall performance	32%	40%	34%	▼
Overall reputation	23%	29%	26%	▼
Overall value for money	36%	38%	34%	▼
Overall core services deliverables	56%	60%	54%	▼
Overall water management	55%	56%	56%	=
Overall road and footpaths	44%	32%	35%	▲
Overall waste management	63%	71%	68%	▼
Overall outdoor spaces	73%	68%	71%	▲
Overall public facilities	70%	71%	70%	▼

13. *Key Research Limited* uses their driver model to assess which measures have the greatest level of impact on the score of satisfaction. They use multiple regression analysis to identify how much different areas of service provided by Council impact overall perception. Impact scores represent how strong the connection is. There is a representation of this on page 17 of **Attachment 1**.
14. The measure of overall performance (34%) is most impacted by the perception of Council's reputation. Reputation (26%) has an impact score on overall performance of 63%. Core services deliverables (54%) has an impact score on overall performance of 25% and value for money (34%) impact score on overall performance is 12%.
15. The reputation benchmark has significantly decreased year on year. The perception of Council's reputation has especially worsened among those aged 65 and over.
16. Older residents, aged 65+, have recorded a benchmark decrease of 16 points to a score of 36% satisfaction. However, this is still considerably higher than the average (26%), and those aged 18-34 (23%) and 35-64 (21%).
17. When the reputation score is considered across the wards, Mt Maunganui (51%) and Papamoa (31%) have the highest satisfaction whereas Arataki (13%) and Matua-Otūmoetai (15%) are the lowest.
18. The reputation score (26%) is impacted most by the perception of trust and confidence in Council. The trust performance score of 26% has an impact score of 54% on overall reputation. Lifting Council's trust and confidence performance score would significantly contribute to improving both Council's reputation and overall performance scores.

19. The report identifies three potential areas of performance for Council to prioritise for the next 12 months. Aiming for improvements in these measures will have the highest impact on residents' overall perception of the Council. These are:
- **Trust.** As mentioned above, improvements in this measure will have biggest impact on Council's reputation and overall scores. The results identified many residents have conflicted opinions about the then-current Council's actions and Commissioners' commitment. While many praise the positive changes being made, they do not trust that the change will continue after the election. Some verbatim comments mentioned that there should be more transparency and communication regarding decision-making across all channels, as they feel social media on its own is not reaching everyone.
 - **Quality of services.** While residents speak highly of the quality of life and positive changes they are seeing in a fast-growing city, several verbatim comments point to better support for the environment and improving the situation regarding homelessness.
 - **Annual rates.** Residents are quite unhappy with the large increase in rates they have experienced over the past few years. Several respondents suggested, as the rates increase, that those paying them should have more say in how the rates are spent.

SIGNIFICANCE

20. 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.
21. 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.
22. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter of Council's perception is of high significance, however, the decision to receive this report is of low significance.


ENGAGEMENT

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

NEXT STEPS

24. The results of the report will inform reporting in the Annual Report 2023/24 and will be published on our website.
25. The 2024/25 survey waves will take place in August - September 2024, November - December 2024, January - February 2025, and May 2025. The 2024/25 results will be reported to this committee throughout the year with the first report scheduled to come to the 5 November 2024 Committee meeting.

ATTACHMENTS

1. **TCC Residents Survey 2024 Report - A16187841 (Separate Attachments 2)** 

8.4 Outline Work Programme for the Community, Transparency and Engagement Committee

File Number: A16572288

Author: Caroline Irvin, Governance Advisor

Authoriser: Alastair McNeil, General Manager: Corporate Services

PURPOSE OF THE REPORT

1. The purpose of this report is to present an outline work programme to the Community, Transparency and Engagement Committee for the financial year to 30 June 2025 for the Committee' information and feedback.

RECOMMENDATIONS

That the Community, Transparency & Engagement Committee:

- (a) Receives the report "Outline Work Programme for the Community, Transparency and Engagement Committee".
- (b) Notes the outline work programme for the Committee as per Attachment One of this report.

EXECUTIVE SUMMARY

2. Based on the scope of the Community, Transparency and Engagement Committee, a high-level work programme has been outline based on the key headings for the remainder of the year for this committee. This is for information of the committee and for feedback on the work programme.

BACKGROUND

3. A timeline has been developed based on the key areas outlined in the scope of the committee. This has been grouped into headings consistent with the scope of the committee. Attachment One shows the timing and outline of key items for the committee.
4. The committee also has complimentary terms of reference with other committees. Over the remainder of the calendar year, it may be prudent to compare workplans.
5. The timing and information of engagement plans may vary according to the pace of project approvals and occasionally macro-economic factors. As a result, the workplan is subject to variation.
6. This timeline has focused on the period up until Christmas.

STATUTORY CONTEXT

7. Many of the subjects on the outline work programme relate to key strategic and reporting documents and will provide input into the development of these documents.

STRATEGIC ALIGNMENT

8. This outline work programme provides input into key documents and processes which align to community outcomes.

CONSULTATION / ENGAGEMENT

9. This work programme identifies the larger engagement exercises for the financial year. A complete list of community and engagement activities can also be provided.

SIGNIFICANCE

10. 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.
11. 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.
12. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance.

ENGAGEMENT

13. 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

14. This work programme will continue to be updated based on committee feedback or other matters arising. Significant changes will be reported to the committee.

ATTACHMENTS

1. **Outline Work Programme for Community Transparency and Engagement Committee - A16572560** [↓](#) 

Outline work programme for Community, Engagement and Transparency Committee to June 2025 (agenda items in normal font; <i>possible workshop items in red italics</i>)										
	10-Sept 24	15-Oct 24	18-Nov 24	Dec	Jan	Feb 25	Mar 25	Apr 25	May 25	Jun 25
Community										
Bylaws & Policies	Annual Plan of Work	Reports dependent on progress with adopted work programme	Reports dependent on progress with adopted work programme			Reports dependent on progress with adopted work programme	Reports dependent on progress with adopted work programme	Reports dependent on progress with adopted work programme	Reports dependent on progress with adopted work programme	Reports dependent on progress with adopted work programme
Commercial, Retail & Service Businesses	Mainstreet Annual Report	Chamber of Commerce Annual Report				Mainstreet 6 monthly report				
Communities		Tauranga Māori Business Association annual report	Film Bay of Plenty annual report							
Other Organisations Check In		Quarterly Invitation				Quarterly Invitation			Quarterly Invitation	
Transparency										
Civil Defence			Enhancing Tsunami Evacuation routes							
Partnerships			City Centre Development and Incentive Fund update							
<i>Deep Dives</i>		<i>Vital updates</i>	<i>Functional overviews</i>			<i>Connecting with communities - media and social media</i>	<i>Team overviews/ perhaps on the road?</i>	<i>Iwi / Hapu engagement</i>		

Outline work programme for Community, Engagement and Transparency Committee to June 2025 (agenda items in normal font; <i>possible workshop items in red italics</i>)										
	10-Sept 24	15-Oct 24	12-Nov 24	Dec	Jan	Feb 25	Mar 25	Apr 25	May 25	Jun 25
Engagement										
Surveys	Final Annual Resident Survey Results		Annual residents' survey – 2024/25 wave 1			Annual residents' survey – 2024/25 wave 2		Annual residents' survey – 2024/25 wave 3		Annual residents' survey – 2024/25 wave 4
Engagement Plans (Draft list to start)		"Water takes re-consenting Cameron Rd bus lanes" Climate Change AIP	Annual Plan Mount North flooding adaptive planning						Memorial Park	
Other inputs										
Event calendar										
Calendar of Project milestones, blessings etc										
Review of Project lists										
2024 Consultation Engagement Calendar										

8.5 Proposed Work Programme for the Review and/or Development of Policies and Bylaw

File Number: A16307627

Author: Ruth Woodward, Team Leader: Policy

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

PURPOSE OF THE REPORT

1. To consider and, with or without amendment, adopt the proposed work programme for the review and/or development of policies and bylaws in the 2024-25 year.

RECOMMENDATIONS

That the Community, Transparency and Engagement Committee:

- (a) Receives the report "Proposed Work Programme for the Review and/or Development of Policies and Bylaw".
- (b) Adopts the work programme, included in the attached schedule, for the review and/or development of policies and bylaws in 2024-25 year.

EXECUTIVE SUMMARY

2. The **attached** schedule outlines proposed reviews and/or development of public facing policies and bylaws, which are phased across the next twelve months according to their level of priority. The schedule provides detail, including descriptions and timing. Prior to presenting the work programme to the Community, Transparency and Engagement Committee, feedback and agreement was sought from the Executive Team.

BACKGROUND

3. During the previous twelve months, nine public facing policies and one bylaw were reviewed or developed and subsequently adopted by the previous Council. However, some reviews were paused because the previous Council indicated some decisions should be made by the incoming Council, or to avoid decisions being split across two Council terms.

STATUTORY CONTEXT

4. Some policies described in the proposed work programme require reviewing within specific timeframes because of the requirements in applicable legislation. Most bylaw reviews follow a specific process, including timing, set out in the Local Government Act 2002 (Part 8).
5. The terms of reference for the Community, Transparency and Engagement Committee note it is responsible for developing, reviewing, and approving policies. It is also responsible for developing, reviewing, and approving bylaws for adoption by Council (the committee will recommend final adoption of a bylaw to Council because, under the Local Government Act 2002, Council cannot legally delegate this responsibility to a committee).

OPTIONS ANALYSIS

6. The schedule recommends reviewing fifteen policies with a view to amalgamating three of these. As part of a review process, staff consider if related policies could be combined and if it would be more relevant to have information contained in one policy document. As a result,

policies may be rescinded along with those identified as no longer aligning with the city's strategic direction and national direction, including legislation. We expect to make similar recommendations to rescind some policies as part of the review process.

7. Staff propose one bylaw to be amended, one to be developed and two to be reviewed. Bylaw reviews are informed by the Local Government Act 2002 (Part 8) which includes the timing of reviews and the type of consultation that must occur. Generally, unless there is over-riding legislation, reviews must occur within five years of a bylaw first being developed and thereafter every ten years. As well, consultation must follow the special consultative procedure as set out in the Local Government Act 2002 (Part 8, and section 83), which requires a consultation period of at least a month.
8. **Option one:** Approve the proposed work programme set out in the attached schedule.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Work programme is deliverable and consistent with Executive Team recommendations. • Work programme can be amended as circumstances dictate. 	<ul style="list-style-type: none"> • None noted.

9. **Option two:** Amend, including providing detailed amendments to the work programme.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Allows for previously undisclosed elected member priorities to be incorporated. 	<ul style="list-style-type: none"> • Depending on the amendments made, resourcing commitments may need to be reconsidered.

FINANCIAL CONSIDERATIONS

10. The financial implications for the proposed programme of work to review and/or develop policies and bylaws are covered within existing budgets.

LEGAL IMPLICATIONS / RISKS

11. If a bylaw is not reviewed as required within ten years from when it was last adopted, there is a two-year window. If a review does not occur and the bylaw is then re-adopted during that window, it lapses and is revoked on the date that is two years after the last date on which the bylaw should have been reviewed (Local Government Act 2002 (Part 8, sections 158 and 159)).

TE AO MĀORI APPROACH

12. Decisions on the proposed work programme are not directly impacted by Te Ao Māori Approach because it is administrative in nature. However, the approach will impact individual policies and bylaws which staff will identify during the individual review and development processes.

CLIMATE IMPACT

13. Decisions on the proposed work programme are not directly affected by climate impact, because it is administrative in nature. However, the approach will impact individual policies and bylaws which staff will identify during the individual review and development processes.

CONSULTATION / ENGAGEMENT

14. While engagement on the proposed work programme would not be appropriate at this early stage, consultation and engagement will occur on each of the policies and bylaws as they are reviewed or developed.

SIGNIFICANCE

15. 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.
16. 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 decision.
 - (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.
17. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the decision to adopt the work programme is of medium significance.

ENGAGEMENT

18. Taking into consideration the above assessment, that the decision is of medium significance, officers are of the opinion that engagement is not required prior to the Community, Transparency and Engagement Committee making a decision.

NEXT STEPS

19. Work will either commence or continue on reviewing and/or developing policies and bylaws in accordance with the approved schedule.

ATTACHMENTS

1. **Policy Bylaws Work Programme 2024-2025 for CTEC - A16462134**  

8.6 Issues and Options: Event Funding Framework Adjustments

File Number: A16465620

Author: Nick Chester, Principal Strategic Advisor
Sarah Cotter, Event Development Manager
Nelita Byrne, Manager: Venues & Events

Authoriser: Barbara Dempsey, General Manager: Community Services

PURPOSE OF THE REPORT

1. To provide an overview of the Tauranga City Council Event Funding Framework.
2. To outline the findings of a review of the Framework undertaken earlier in 2024.
3. To recommend minor adjustments to the Framework, in order to improve clarity for event organisers and to better align to Council's strategic direction.

RECOMMENDATIONS

That the Community, Transparency & Engagement Committee:

- (a) Receives the report "Issues and Options: Event Funding Framework Adjustments".
- (b) Notes the findings of the recent review of the Event Funding Framework.
- (c) Approves Option 2: Make minor adjustments to the Funding Framework:
 - (i) Retain the Major Event Fund;
 - (ii) Merge the Legacy Event Fund and Event Support Fund into a new Tauranga Events Fund and amend the purpose ahead of the 2024/25 funding round; and
 - (iii) Delete the three year stand down period for applicants to apply for funding.

EXECUTIVE SUMMARY

4. Tauranga City Council currently supports events in the city through the Events Funding Framework (EFF). The Framework was approved by Council in 2018.
5. The EFF was reviewed recently to ensure it was effective and aligned to strategic direction.
6. The review of the EFF found that criteria was not always clear for event organisers, and it was not aligned with council's adopted strategic direction.
7. As a result, staff recommend some minor adjustments to the EFF to address these issues.
8. The outcome sought from the minor adjustments are as follows:
 - (a) Merge the three funds into two and amend the purpose to encourage all year-round events and have a balanced portfolio aligning to TCC's strategic direction established in Our Direction providing stronger returns on investment.
 - (b) Deleting the requirement for a three year stand down period for applicants who have sinking lid three yearly agreements in place that will expire this year.
9. An added benefit of clarifying the purpose will result in minimising administrative work to ensure applicants do not have the ability to double dip.

10. Further work will be undertaken by staff to fully review the EFF as part of the Tauranga Events Action and Investment Plan implementation to incorporate strategic and city branding, which is currently underway with city partners, alongside decisions on the prioritisation of investment into facilities.
11. The recommendations in the report are cost neutral. There is no increase or reduction in total funding available, just minor adjustments to purpose and criteria.

BACKGROUND

12. Tauranga City Council has a long history of providing support to events that promote the city and improve the wellbeing of residents and visitors and provide measurable return on investment. A critical part of this support is through event funding.
13. The Events Funding Framework (EFF) was adopted by Council on 18 July 2018. The Framework has a funding pool of \$1.2 million to support events in Tauranga that provide tangible economic and social benefits to the city for example Zespri AIMS Games received \$100K in funding, resulting in 74,185 visitor nights and returning a visitor spend of \$6.59M into our community.
14. The EFF is administered by the Event Funding Panel comprising TCC GM Community Services, TCC GM City Development, GM Tourism Bay of Plenty and TCC Venues and Events Manager.
15. The EFF currently includes the administration of the following funds:
 - (a) Major Event Fund - Designed to attract, grow and enhance major events that add to the vibrancy and economic growth of the city.
 - (b) Legacy Event Fund - Provides ongoing financial support to events that have proven longevity and are important to the cultural and social identity of Tauranga.
 - (c) Event Support Fund - Designed to provide limited financial support to a wide range of one-off or recurring event activities that strongly align with our event funding values and priorities that are not eligible to apply to the other funds.
 - (d) Kaupapa Māori Legacy Event Fund (Joint fund with TECT and Bay Trust) - Supports recurring events that celebrate Māoritanga (Māori culture) in Tauranga Moana.
 - (e) Tauranga Western Bay Community Event Fund (Joint fund with TECT, WBRC, Bay Trust and Acorn Foundation) - Provides financial support to events that are community-led, deliver positive social outcomes, and enrich our communities.
16. Several events receive funding over a three-year period. Events receiving this funding are currently in their final year of agreements, and current criteria require a 3-year stand-down period before organisers can apply for further funding. This means that these applicants will not be able to apply for funding.
17. The [Tauranga Events Action and Investment Plan](#) (AIP) was adopted by Council in 2022. The AIP includes an action to revise the event funding framework to prioritise events that align with the city's strategic direction.
18. A review of the EFF was undertaken in 2023-24, with an aim to ensure the Framework was fit for purpose and could guide prioritisation and funding of Major Events for the betterment of the city, and to ensure the funding framework is set up to support the right events for Tauranga in the right way.
19. The findings of the review indicated a couple of challenges with the current Framework:
 - (a) The perception to double dip from TCC funds as well as the Tauranga Western Bay Community Event Fund and the inefficiencies in administrative process to eliminate this. Clarity for community events on which fund to apply to was required.
 - (b) Events who currently have a three-year contract with Council are providing highly valued events in the city and should be able to be considered for further funding i.e. not have a stand down period.

20. As a result of the review, staff recommend that minor adjustments are made to the Framework in order to address these issues and as outlined above a full review be undertaken over the next 12-24 months.
21. Staff recommend that the Framework is adjusted ahead of the 2024/25 funding round to:
- Retain the Major Event Fund.
 - Merge the Legacy Event Fund and Event Support Fund into one new Tauranga Events Fund.
22. It is recommended that the Major Event Fund's purpose is updated to:
- 'To attract and enhance major events that add to the vibrancy and economic growth of the city. Major events will showcase Tauranga as a premier event destination and an exciting place to live, work, play and visit.'
23. It is recommended that the Tauranga Event Fund's purpose is:
- 'Achieve a year-round balanced portfolio of events by sponsoring and supporting events that enrich Tauranga as a desirable place to live and visit, while reinforcing the unique lifestyle, characteristics, and identity of the city.'
24. These adjustments will achieve the following outcomes:
- Provide event organisers with greater clarity on where to apply for funding and eliminate the perception of possible double dipping; and
 - Create administrative efficiencies the funding application process.
25. The Framework refresh is a first step of a larger plan of work around event funding. This work, taking place over two steps is focused on:
- Step One (2025-2027) – minor updates to the EFF to ensure it aligns with the city's strategic direction and gives clarity to applicants.
 - Step Two (2028 onwards) - a larger project to re-develop the framework in collaboration with key internal and external stakeholders to begin prior to next LTP. This will enable the EFF to incorporate strategic and city branding development currently underway at Tourism BOP as well as outcomes of decisions on the prioritisation of investment into facilities. This will be undertaken with key stakeholders and regular input and updates to elected members.
26. A clear funding framework informed by current strategic direction is at the heart of this future work and is a critical first step. By making these changes to the EFF now, they can be used to inform new funding decisions ahead of new 3-year agreements being put into place.

STATUTORY CONTEXT

27. The Events Funding Framework was adopted by Council 2018.

STRATEGIC ALIGNMENT

28. This contributes to the promotion or achievement of the following strategic community outcome(s):

	Contributes
We are an inclusive city	✓
We value, protect and enhance the environment	✓
We are a well-planned city	<input type="checkbox"/>
We can move around our city easily	<input type="checkbox"/>
We are a city that supports business and education	✓

29. The recommendation supports TCC to better fulfil on strategic direction established in Our Direction.
30. The recommendation also directly fulfils on the Tauranga Events Action and Investment Plan 2022-2032. In particular:
- (a) Goal 1: Develop a strategic and collaborative approach to priorities and investment in major events and business events, and Action 1a - Develop a major events framework to provide a clear and coordinated framework for event prioritisation and investment for the city.
 - (b) Goal 3: Supporting events that reflect and celebrate our people and our places, and Action 3a - Revise the event funding framework to prioritise events that align with our city's strategic direction.

OPTIONS ANALYSIS

31. Two options have been identified:
- (a) Do not amend the Events Funding Framework and continue to administer in its current form (status quo) and undertake a comprehensive update of the Framework prior to the 2025/26 funding year.
 - (b) Make minor adjustments to the Funding Framework:
 - (i) Retain the Major Event Fund; and
 - (ii) Remove the Legacy Event Fund and Event Support Fund and replace these two funds with a new Tauranga Events Fund ahead of the 2024/25 funding round.
32. **OPTION 1:** Do not amend the Events Funding Framework and continue to administer in its current form (status quo):

Recommended: No

Advantages	Disadvantages & Risks
<p>- Requires no further work to proceed.</p>	<p>Disadvantages:</p> <ul style="list-style-type: none"> - Event funding will not be aligned with strategic direction of Tauranga City Council. - Current fund criteria have overlaps and create uncertainty for applicants about which fund to apply for. - Continues with a more cumbersome process for both TCC and TECT funding teams. <p>Risk:</p> <ul style="list-style-type: none"> - The city may lose events that are at the end of their three-year agreement under the Event Support Fund and no longer eligible for funding as per that funds criteria. These events currently deliver good outcomes to the community.

33. **OPTION 2:** Make minor adjustments to the Funding Framework and undertake a comprehensive review of the framework asap but no later than the next full LTP round:
- (a) Retain the Major Event Fund and merge the Legacy Event Fund and Event Support Fund into a new Tauranga Events Fund ahead of the 2024/25 funding round; and
 - (b) Update the purpose of each fund, to provide Clarity of which fund to apply for, in particular a focus on all year round funding.

34. This option makes no recommended changes to the Kaupapa Māori Legacy Event Fund or Tauranga Western Bay Community Event Fund which are jointly administered with other funders.

Recommended: Yes

Advantages	Disadvantages & Risks
<ul style="list-style-type: none"> - Aligns the EFF to the city's strategic direction. - Timing: The Council is at the end of a 3-year funding cycle, meaning it is the most straightforward time to adjust the EFF in a way that will not disrupt funding to events. - Provides clarity and certainty to event organisers as to what fund they should apply for. - Creates efficiencies in the administrative process of the funds. - The emphasis on all-year funding will support applicants who make applications for events outside the normal summer season. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> - Some events may not be funded to the same level as previously due to the amendments. - Further adjustments may be required as part of Step 2's more detailed review of the fund prior to the LTP.

FINANCIAL CONSIDERATIONS

35. There are no significant financial considerations for this report. The recommendations do not require additional funding and are focused on the mechanism that the funding is administered by.

LEGAL IMPLICATIONS / RISKS

36. There are no legal risks.

TE AO MĀORI APPROACH

37. All options in this report retain the Kaupapa Māori Legacy Event Fund (Joint fund with TECT and Bay Trust), which supports recurring events that celebrate Māoritanga (Māori culture) in Tauranga Moana.
38. The refresh of the EFF aligns to a number of principles in Tauranga City Council's Te Ao Māori Approach. These include:
- (a) **Whanaungatanga** - relationships and network support systems – the refreshed EFF acknowledges a desire for continued collaboration with tangata whenua on event funding. Te Rangapū Mana Whenua o Tauranga Moana have been engaged during the review process.
 - (b) **Tūmanako** - the objectives and aspirations of the community - the refreshed EFF acknowledges a desire for more support more Kaupapa Māori-led events, both through the dedicated Kaupapa Māori Legacy Event Fund, and other funds.
39. The recommended option provides additional time to develop a framework that incorporates more opportunities to collaborate and support Kaupapa Māori led events.

CLIMATE IMPACT

40. Currently the EFF recognises climate change, and this can be seen through:
- (a) Adapting to a changing climate; the EFF considers locations of events and ensuring that events that receive funding are considering this impact if they are in an area that is particularly subject to changing climates.
 - (b) Reduce emissions – the EFF considers emissions as part of event funding by requiring event organiser to have clear waste reduction and disposal plans. Larger events also need to consider sustainable travel arrangements.

- (c) Enhance nature and biodiversity – events are generally not focussed on enhancing nature and biodiversity, but event funding may consider the impact and ensuring events do not cause any damage to nature and biodiversity.

CONSULTATION / ENGAGEMENT

- 41. The review of the EFF included a large degree of consultation with key stakeholders, including event organisers, other funder and tangata whenua. The recommended option will address some of the concerns raised by stakeholder around clarity of criteria and strategic alignment.

SIGNIFICANCE

- 42. 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.
- 43. 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.
- 44. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance.

ENGAGEMENT

- 45. Taking into consideration the above assessment, that the matter is of low significance, officers are of the opinion that no further engagement is required at this point.
- 46. Full consultation will be undertaken during the comprehensive review of the Framework.

NEXT STEPS

- 47. If the adjustments to the EFF are approved, they will be utilised as part of the 2024/25 event funding round.
- 48. Staff will continue to work with city partners on a larger project to re-develop the framework. Progress will be reported back to the committee regularly and input will be sought from elected members

ATTACHMENTS

Nil

9 DISCUSSION OF LATE ITEMS

10 CLOSING KARAKIA