



MINUTES

**City Delivery Committee meeting
Wednesday, 4 June 2025**

Order of Business

1	Opening karakia	3
2	Apologies	4
3	Public forum	4
4	Acceptance of late items	4
5	Confidential business to be transferred into the open	4
6	Change to order of business	5
7	Confirmation of minutes	5
7.1	Minutes of the City Delivery Committee meeting held on 7 April 2025	5
8	Declaration of conflicts of interest	5
9	Business	5
9.1	Status Update on Actions from Prior City Delivery Committee Meetings	5
9.2	Third Quarter Financial Performance Monitoring	6
9.3	Community Relations Social Media Plan	7
9.4	Project Performance End of April 2025.....	7
9.5	Major Projects Update – Transport.....	8
9.6	Transport Network Operations Update	8
9.7	7th Avenue Cul-de-Sac and 12th Avenue Access Options. Parking Options for 6th, 7th and 8th Avenue.	8
9.8	Procurement Plan: Central Corridor Water Supply Trunk Mains	10
9.9	Tauranga City Council Consenting Performance - June 2025	10
9.10	Council-Controlled Organisations - Half-Year Reports 2024/25	11
9.11	Action & Investment Plans and Long-Term Plan Actions Monitoring	12
10	Discussion of late items	12
11	Closing karakia	12

**MINUTES OF TAURANGA CITY COUNCIL
CITY DELIVERY COMMITTEE MEETING
HELD AT THE BAY OF PLENTY REGIONAL COUNCIL CHAMBERS, 1 ELIZABETH STREET,,
TAURANGA
ON WEDNESDAY, 4 JUNE 2025 AT 9.30AM**

MEMBERS PRESENT: Deputy Mayor Jen Scoular, (Chair), Cr Hautapu Baker, Cr Glen Crowther, Cr Rick Curach, Cr Steve Morris, Cr Marten Rozeboom, Cr Kevin Schuler, Cr Rod Taylor, Mayor Mahé Drysdale, Cr Hēmi Rolleston, Tangata Whenua Representative Ms Jacqui Rolleston-Steed (online).

IN ATTENDANCE: Marty Grenfell (Chief Executive), Paul Davidson (Chief Financial Officer), Barbara Dempsey (General Manager: Community Services), Sarah Omundsen (General Manager: Regulatory & Compliance), Alastair McNeill (General Manager: Corporate Services), Gareth Wallis (General Manager: City Development & Partnerships), Jeremy Boase (Acting General Manager: Strategy, Growth & Governance), Tracey Hughes (Financial Insights and Reporting Manager), Kathryn Sharplin (Finance Manager), Ceilidh Dunphy (Community Relations Manager), Sam Kellway (Strategic Content Lead), James Woodward (Manager Performance, Monitoring, Risk & Assurance), Chris Barton (Programme Director: Major Transport Projects), Mike Seabourne (Head of Transport), Martin Taylor (Manager: Transport Network Operations), Karen Hay (Manager: Network Safety & Sustainability), Richard Conning (Programme Manager: Delivery), Wally Potts (Director of City Waters), Richard Conning (Programme Manager: Delivery), James Eardely (Programme Management Lead: Water Outcomes), Alex Miller (Manager: Environmental Planning), Steve Pearce (Manager: Building Services), Caroline Lim (CCO Specialist), Clare Sullivan (Team Leader: Governance Services), Anahera Dinsdale (Governance Advisor).

EXTERNAL: Council Controlled Organisation attendees as listed in the minutes.

Timestamps are included beside each of the items and relate to the recording of the meeting held on 4 June 2025 at [Council Website](#).

1 OPENING KARAKIA

Deputy Mayor Jen Scoular opened the meeting with a karakia.

2 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION CDC/25/3/1

Moved: Cr Rick Curach

Seconded: Cr Kevin Schuler

That the apology for absence received from Cr Hautapu Baker be accepted.

CARRIED

3 PUBLIC FORUM

Timestamp: 2:05

3.1 Donna Matheson – 12th Avenue Convenience Centre

- Ms Matheson spoke on behalf of the businesses on 12th Avenue including Subway, Burger Fuel, Dominoes, Pita Pit, the Sushi Bar and Asian Supermarket.
- This was once a convenience centre on the corner of Cameron Road and 12th Avenue, but was now no longer.
- The Cameron Road re-design had not taken the tenants at this centre into consideration and had consequently financially disadvantaged them.
- It was acknowledged that Cameron Road was designed with a 30 year plan in mind however, it was felt it needed tweaking to accommodate current shortfalls.
- The road design did not support an environment where these businesses could survive and it was felt they were not being given a chance to keep up with the 30 year plan.
- The convenience centre was located on a section of Cameron Road that was more disadvantaged than any other section of the road, due to not having a right turn/slip lane.
- As 'Quick Service Restaurants', all the businesses had lost 100% of out-of-town revenue and 'spontaneous decision makers', due to them not being able to find their way into the centre.
- Several tenants had met on site with members of the Transport Team, discussing safety issues, and what the process would involve and how much it would cost. Traffic behaviour from 11th to 13th Avenue was observed, with large gaps in traffic flows noticed that would allow multiple and safe right hand turns.
- The tenants supported Option 1 of the agenda report '7th Avenue Cul-de-Sac and 12th Avenue Access Options. Parking Options for 6th, 7th and 8th Avenue.' and requested that Council reinstate a right turn/slip lane into 12th Avenue so that their businesses could survive.

4 ACCEPTANCE OF LATE ITEMS

Nil

5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN

Nil

6 CHANGE TO ORDER OF BUSINESS

Nil

7 CONFIRMATION OF MINUTES

TIMESTAMP 8:55

7.1 Minutes of the City Delivery Committee meeting held on 7 April 2025

COMMITTEE RESOLUTION CDC/25/3/2

Moved: Deputy Mayor Jen Scoular

Seconded: Cr Steve Morris

That the Minutes of the City Delivery Committee meeting held on 7 April 2025 be confirmed as a true and correct record with the following amendments:

- Item 3.2: Deborah Turner – Bus Stops and Road Safety
 - Action
 - That the transport team look at bus stop safety around the Mount Hot Pools.
 - That Ms Turner speak to the Public Transport Committee.

CARRIED

8 DECLARATION OF CONFLICTS OF INTEREST

Nil

9 BUSINESS

TIMESTAMP 11:07

9.1 Status Update on Actions from Prior City Delivery Committee Meetings

Staff Alastair McNeil, General Manager Corporate Services

Action

- That the action from item 3.1 from the City Delivery Committee Meeting minutes held on 7 April 2025 be recorded in the action schedule as follows and that its status be changed to 'pending':
 - That staff hold a workshop for Councillors to discuss the benefits of a Community Committee.

COMMITTEE RESOLUTION CDC/25/3/3

Moved: Cr Rod Taylor

Seconded: Cr Kevin Schuler

That the City Delivery Committee:

- (a) Receives the report "Status Update on Actions from Prior City Delivery Committee Meetings".
- (b) Notes that this is a recurring report, which will be provided to each subsequent meeting of this Committee.
- (c) Notes any requested improvements for future iterations of this report.

CARRIED

TIMESTAMP 18:09

9.2 Third Quarter Financial Performance Monitoring

Staff: Tracey Hughes, Financial Insights and Reporting Manager
Kathryn Sharplin, Finance Manager
Paul Davidson, Chief Financial Officer

Actions

That the Finance staff:

- Hold a workshop on depreciation including how it changes over time and the reason for the large increase.
- Provide a breakdown of consultants by group.

That the Spaces and Places Team:

- Look at the playground programme for the forthcoming year and put this in the Annual Plan.
- Provide Councillors with information on the total cost of contractors taken in-house and the budget equivalent.
- Provide a report at the next meeting about the size and scale of what city operations deal with on a daily basis.

COMMITTEE RESOLUTION CDC/25/3/4

Moved: Mayor Mahé Drysdale

Seconded: Cr Steve Morris

That the City Delivery Committee:

- (a) Receives the report "Third Quarter Financial Performance Monitoring".

CARRIED

TIMESTAMP 47:08

9.3 Community Relations Social Media Plan

Staff Ceilidh Dunphy, Community Relations Manager
Sam Kellway, Strategic Content Lead

Actions

That staff:

- Provide information in next Social Media Plan report on the number of likes and dislikes on a sample of social posts. Engagement statistics would be more useful than impressions data.
- Hold a communication session once a month for an hour with Councillors on how they could participate and/or engage in additional opportunities across Tauranga City Council.

COMMITTEE RESOLUTION CDC/25/3/5

Moved: Cr Rod Taylor

Seconded: Cr Hēmi Rolleston

That the City Delivery Committee:

- (a) Receives the report "Community Relations Social Media Plan".

CARRIED

Attachments

- 1 Presentation: Connecting with our Community – City Delivery Committee Meeting 4 June 2025

TIMESTAMP 1:19:20

9.4 Project Performance End of April 2025

10.51 am

Staff: James Woodward, Manager Performance, Monitoring, Risk & Assurance

Action

- In future reporting, add information on risks affecting the capital programme, and mitigations.

COMMITTEE RESOLUTION CDC/25/3/6

Moved: Cr Marten Rozeboom

Seconded: Deputy Mayor Jen Scoular

That the City Delivery Committee:

- (a) Receives the report "Project Performance End of April 2025".

CARRIED

TIMESTAMP 1:26:32

9.5 Major Projects Update – Transport

Staff: Chris Barton, Programme Director: Major Transport Projects

COMMITTEE RESOLUTION CDC/25/3/7

Moved: Mayor Mahé Drysdale

Seconded: Cr Glen Crowther

That the City Delivery Committee:

- (a) Receives the report "Major Projects Update - Transport".

CARRIED

TIMESTAMP 1:51:56

9.6 Transport Network Operations Update

Staff: Martin Taylor, Manager: Transport Network Operations
Mike Seabourne, Head of Transport

Action

- In future reporting, add in the state of renewals of assets.

COMMITTEE RESOLUTION CDC/25/3/8

Moved: Cr Marten Rozeboom

Seconded: Cr Kevin Schuler

That the City Delivery Committee:

- (a) Receives the report "Transport Network Operations Update".

CARRIED

TIMESTAMP 1:52:14

9.7 7th Avenue Cul-de-Sac and 12th Avenue Access Options. Parking Options for 6th, 7th and 8th Avenue.

Staff Karen Hay, Manager: Network Safety & Sustainability
Mike Seabourn, Head of Transport

Actions

- That staff provide information around the triggers for the bus lane being operational on Cameron Road as outlined in the Memorandum of Understanding signed by the funding agency, Bay of Plenty Regional Council and Tauranga City Council and status of the contract.

COMMITTEE RESOLUTION CDC/25/3/9

Moved: Cr Kevin Schuler

Seconded: Cr Marten Rozeboom

That the City Delivery Committee:

- (a) Receives the report "7th Avenue Cul-de-Sac and 12th Avenue Access Options. Parking Options for 6th, 7th and 8th Avenue."
- (b) Maintains the status quo of the 7th Avenue cul-de-sac considering the subsequent loss of parking on Cameron Road is of high value to the local businesses and potential implications for the future form and function of Cameron Road;
- (d) That all the on – street parking options proceed with local engagement with directly affected businesses and residents on 7th Avenue and the immediate surrounding streets.

CARRIED

For: Cr Rick Curach, Cr Steve Morris, Cr Marten Rozeboom, Cr Kevin Schuler, Deputy Mayor Jen Scoular, Cr Rod Taylor, Mayor Mahé Drysdale, Tangata Whenua Representative Jacqui Rolleston-Steed and Cr Hēmi Rolleston

Against: Cr Glen Crowther

CARRIED 9/1

COMMITTEE RESOLUTION CDC/25/3/10

Moved: Cr Kevin Schuler

Seconded: Cr Marten Rozeboom

- (e) Given the challenges associated with access of 12th Avenue from the western side of Cameron Road, no action is to be taken to change the current arrangement. This is due to the safety implications and the likelihood to impede through traffic.

CARRIED

For: Cr Glen Crowther, Cr Steve Morris, Cr Marten Rozeboom, Cr Kevin Schuler, Jen Scoular, Cr Rod Taylor, Tangata Whenua Representative Jacqui Rolleston-Steed and Cr Hēmi Rolleston

Against: Cr Rick Curach and Mayor Mahé Drysdale

CARRIED 8/2

The Chair congratulated Kings Birthday Honours recipients.

At 12.08pm the meeting adjourned.

At 12.35pm the meeting reconvened.

At 1.45pm Mayor Mahé Drysdale entered the meeting.

TIMESTAMP 3:05:24

9.8 Procurement Plan: Central Corridor Water Supply Trunk Mains

Staff Richard Conning, Programme Manager: Delivery
Wally Potts, Director of City Waters
James Eardely, Programme Management Lead: Water Outcomes

Action

- That staff provide a report to Councillors that analyses the impact of deferred renewals in FY25, due to constraints i.e. budget, on the FY26 programme and that report should cover both transport and waters.

COMMITTEE RESOLUTION CDC/25/3/11

Moved: Cr Rod Taylor

Seconded: Cr Marten Rozeboom

That the City Delivery Committee:

- (a) Receives the report "Procurement Plan: Central Corridor Water Supply Trunk Mains".
- (b) Endorses the procurement plan to a value of \$7.25 million for the design and Early Contractor Involvement of Section 4 – Greerton to Smith's Farm, and the delivery phase of the Cambridge Reservoir and Chadwick Link Trunk Mains project.
- (c) **Attachment 2** can be transferred into the open once the procurement process for the design and ECI contracts is complete

CARRIED

TIMESTAMP 3.18:44

9.9 Tauranga City Council Consenting Performance - June 2025

Staff: Alex Miller, Manager: Environmental Planning
Steve Pearce, Manager: Building Services
Sarah Omundsen, General Manager: Regulatory & Compliance

Action

- That staff provide Councillors with a report at the next meeting on how they intend to continue improving on performance while managing the rise in consent applications going forward, and how they and Councillors could better engage with the development sector to help achieve this.

COMMITTEE RESOLUTION CDC/25/3/12

Moved: Cr Rod Taylor

Seconded: Cr Marten Rozeboom

That the City Delivery Committee:

- (a) Receives the report "Tauranga City Council Consenting Performance - June 2025".

CARRIED

TIMESTAMP 3:43:57

9.10 Council-Controlled Organisations - Half-Year Reports 2024/25

Staff: Caroline Lim, CCO Specialist
Gareth Wallis, General Manager: City Development & Partnerships

Council Controlled Organisations - external presenters:

Bay Venues Limited	Simon Clarke – Chair Bay Venues Chad Hooker – Chief Executive
Tauranga Art Gallery Trust	Rosemary Protheroe – Chair TAGT Sonya Korohina – Director of the Tauranga Art Gallery
Tourism Bay of Plenty	Russ Browne – Chair TBOP Richard Faire – Head of Strategy and Insights
Te Manawataki o Te Papa Limited	Graeme Firth – Manager Civic Development Helen Andrews – Financial Analyst
Te Manawataki o Te Papa Charitable Trust	Representatives from the Otamataha Trust: Puhirake Ihaka, Alan Tate, Rā Winiata, Emily Gudsell

Action

- That staff provide Councillors with a broader scope on what cyber risk management involved and what it covered. For example, if Council was exposed, hacked, or locked out of its system, what would the insurance policy cover?

COMMITTEE RESOLUTION CDC/25/3/13

Moved: Cr Rick Curach
Seconded: Cr Glen Crowther

That the City Delivery Committee:

- Receives the report "Council-Controlled Organisations - Half-Year Reports 2024/25".
- Receives Bay Venues Limited's (Bay Venues) Half-Year Report (**Attachment 1**).
- Receives Tauranga Art Gallery Trust's (TAGT) Half-Year Report (**Attachment 2**).
- Receives Tourism Bay of Plenty's (TBOP) Half-Year Report (**Attachment 3**).
- Receives Te Manawataki o Te Papa Limited's (TMOTPL) Half-Year Report (**Attachment 4**).
- Receives Te Manawataki o Te Papa Charitable Trust's (The Charitable Trust) Half-Year Report (**Attachment 5**).
- Receives Bay of Plenty Local Authority Shared Services Limited's (BOPLASS) Half-Year Report (**Attachment 6**).

CARRIED**Attachments**

- 1 Council Controlled Organisations Presentation - City Delivery Committee Meeting 4 June 2025

TIMESTAMP 4.45:35

9.11 Action & Investment Plans and Long-Term Plan Actions Monitoring

Staff Jeremy Boase (Acting General Manager: Strategy, Growth & Governance)

COMMITTEE RESOLUTION CDC/25/3/14

Moved: Deputy Mayor Jen Scoular

Seconded: Mayor Mahé Drysdale

That the City Delivery Committee:

- (a) Receives the report "Action & Investment Plans and Long-Term Plan Actions Monitoring
- (b) Approves annual frequency for reporting of actions from Action & Investment Plans, with the next update to be presented at the April/May 2026 meeting and annually thereafter.

CARRIED

For: Cr Rick Curach, Cr Steve Morris, Cr Marten Rozeboom, Cr Kevin Schuler, Deputy Mayor Jen Scoular, Cr Rod Taylor, Mayor Mahé Drysdale, Tangata Whenua Representative Jacqui Rolleston-Steed and Cr Hēmi Rolleston

Against: Cr Glen Crowther

CARRIED 9/1

10 DISCUSSION OF LATE ITEMS

Nil

11 CLOSING KARAKIA

Cr Kevin Schuler closed the meeting with a karakia.

The meeting closed at 2:27pm.

The minutes of this meeting were confirmed as a true and correct record at the City Delivery Committee meeting held on 22 July 2025.

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Deputy Mayor Jen Scoular
CHAIR