



SUPPLEMENTARY AGENDA

**City Delivery Committee meeting
Tuesday, 15 September 2026**

Date: Tuesday, 15 September 2026

Time: 9:30 am

**Location: Tauranga City Council Chambers
Level 1 - 90 Devonport Road
Tauranga**

**Marty Grenfell
Chief Executive**

Order of Business

9 Business..... 4

9.9 Status Updates on Actions from prior City Delivery Committee Meetings 4

9 BUSINESS

9.9 Status Updates on Actions from prior City Delivery Committee Meetings

File Number: A21087395

Author: Anahera Dinsdale, Governance Advisor

Authoriser: Kathryn Sharplin, Acting GM: Chief Operating & Financial Office

PURPOSE OF THE REPORT

1. This report provides a status update on actions requested during previous City Delivery Committee meetings.

RECOMMENDATIONS

That the City Delivery Committee:

- (a) Receives the report "Status Updates on Actions from prior City Delivery Committee Meetings".
-

BACKGROUND

2. This is a recurring report provided to every City Delivery Committee meeting. The next report will be to the 3 November 2026 meeting.
3. The attached update includes all open actions and actions completed since the last report on 5 August 2026.
4. Once reported, completed actions are archived and made available in the Stellar library¹.

DISCUSSION

5. The action status update report for the City Delivery Committee, as at 28 July 2026, is provided as **Attachment 1** to this report, and is summarised in the table below.

Status of actions	No. actions
Closed (<i>completed since the last report</i>)	5
Pending (waiting on something)	3
In progress	4
To be actioned	5
Total actions included in this report	17

ATTACHMENTS

1. **Attachment 1 - Actions from City Delivery Committee as at 7 September 2026 - A21087393**  

¹ Stellar pathway: Council & Committees → City Delivery Committee → 2025 → Actions from City Delivery Committee meetings.

City Delivery Committee				Actions status update as at: 7 September 2026			
Meeting Date	Agenda Ref.	Report Name	Action Required	Status Update (incl anticipated / actual completion date)	Status Summary	Date Closed	GM / CE Responsible
5 Aug 2026	9.2	Fourth Quarter Financial Monitoring	That staff provide a report on the communications team headcount from pre-reset, end of FY25, and current numbers, including future projections.		To be actioned		Craig Rice
5 Aug 2026	9.2	Fourth Quarter Financial Monitoring	That staff confirm the number of additional FTEs in the Waters Organisation, specify which were fixed term, and clarify where their costs were currently allocated.		To be actioned		Craig Rice
5 Aug 2026	9.2	Fourth Quarter Financial Monitoring	That staff provide a breakdown of library staff headcount, including the impact of Sunday closure and adult programming changes, and clarify discrepancies in reporting.		To be actioned		Craig Rice
5 Aug 2026	9.7	Draft Annual Report	That staff make clear that 4.6% was both a target in the deal for our sub-region and an historical number for our sub-region (specify Tauranga and Western BOP) based on the decade from 2014 to 2023 (the highest 10-year GDP growth period this century).		To be actioned		Craig Rice
5 Aug 2026	9.8	Minor Safety and Accessibility Programme Endorsement	That staff provide a report on the Minor Safety and Accessibility Programme for Māori communities to the next City Delivery Committee meeting.		To be actioned		Reneke van Soest
16 Jun 2026	9.3	Major Projects Update - Transport	That staff reports back to the Members on the relative costs of new offline 2-lane Hairini bridge versus cost of traffic disruption from implementing online 3-laning option.	Update July 2026: Will be included in Major Projects' report to August City Delivery Committee meeting Update August 2026: Report back on this matter was included in Transport Major Projects update to 5 August 2026 City Delivery Committee meeting	Closed	18 August 2026	Jane Small
16 Jun 2026	9.3	Major Projects Update - Transport	That staff reports back to the Members on the relative earthquake status for Hairini versus Chapel St bridges.	Update July 2026: Will be included in Major Projects' report to August City Delivery Committee meeting Update August 2026: Report back on this matter was included in Transport Major Projects update to 5 August 2026 City Delivery Committee meeting	Closed	18 August 2026	Jane Small
16 Jun 2026	9.1	Mount Maunganui Air Quality Working Party - Update on Progress	That TCC enables early engagement with Mount Air Quality working group, and the community on the Regional Spatial Plan development process and enable robust engagement in and about the plan.	The Regional Spatial Plan (RSP) is still within its pre-enactment phase. Following enactment and confirmation of the process to prepare the spatial plan, this action will be integrated into the process. This will include engagement with the AQWP, including regular updates at the hui. Update 17 July 2026: As per the RSP report to the 30 June City Future Committee, the RSP is still in the process planning stage and the final legislation has not yet been passed. Once planning and undertaking of technical work commences (likely early 2027) the Mount Maunganui Air Quality and Mt Spatial Plan matters will be incorporated into the workstreams.	Pending		Christine Jones

Meeting Date	Agenda Ref.	Report Name	Action Required	Status Update (incl anticipated / actual completion date)	Status Summary	Date Closed	GM / CE Responsible
16 Jun 2026	9.1	Mount Maunganui Air Quality Working Party - Update on Progress	That a lessons learnt paper is prepared on the planning issues that led to the issues impacting people's health in our city, and setting out how these are being taken into account with the development of the Regional Spatial plan	The Regional Spatial Plan is still within its pre-enactment phase. Following enactment and confirmation of the process to prepare the spatial plan, this action will be integrated into the process as part of the relevant topic paper relating to planning for incompatible land uses, which has now been identified as a key topic. In the interim, a draft paper will be prepared based on work to date. Update 17 July 2026: Also refer comment on agenda ref 9.1 above. Update 28 August: A lesson learnt paper has been prepared and provided to EMs via Stellar. The paper has been placed on the RSP files for future use: ur:objective://id:A21031707@objlive.tauranga.govt.nz	Closed		Christine Jones
28 Apr 2026	9.1	Petition: Karen Wardill - Curbing Noisy and Reckless Driving in Mount Maunganui	That staff consider what options might be available, including a bylaw and the new Central Government legislation, to help residents in the interim.	"Staff recommend not progressing a cruising bylaw at this time. Based on completed drafting and assessment work, a cruising bylaw is unlikely to be effective, enforceable, or a good use of Council resources under current legislative settings. Staff recommend: •focusing on alternative, non bylaw measures: (Targeted traffic management, Engagement with car enthusiast groups to encourage behavioural change, Continued partnership with Police using existing general road policing and antisocial behaviour powers) •monitoring legislative change at Central Government level •Reconsidering a bylaw, if future legislative reform materially improves enforceability." Update July 2026: Staff met with Mount Mainstreet - Jay Banner on 10 June. We understand Ms Wardill is currently overseas. Jay advised that the noise and antisocial behaviour issues previously affecting the area have significantly reduced and, at present, have effectively ceased. Mainstreet attributes this improvement to the increased Police presence currently being trialled in the area. Feedback on the trial has been very positive, with Police reported as being responsive and visible. While there is recognition that this level of Police presence may not be sustainable over the longer term, the trial is demonstrating the positive impact targeted enforcement can have. Staff will continue liaising with Police to understand their perspective and any insights arising from the trial. Recommend this action be closed noting that Jay will contact us if new issues emerge.	In progress		Reneke van Soest
22 Jul 2025	9.1	Item: 9.10 25/26 Capital Programme	That similar current design of the Waterfront Central Plaza is delivered at a significant lower cost of \$2 million or less.	Underway, has been relocated to Spaces and Places team. Workshops have been held with Contractor, designer and Cr Taylor. Updated pricing expected mid December for further discussion. Update 1 Dec 2025: At a recent workshop this project was reviewed and an EM assigned to participate in project governance on behalf of the Committee. Action remains pending until such time as Committee wishes to close action. Update 13 July 2026: An update from Major Projects will be provided to the Council meeting on 21 July 2026. Update 17 August 2026: At the Council meeting of 21st July, Council approved restarting the Waterfront Central Plaza project, including redefining project scope and objectives to deliver a lower cost solution, and investigating alternative delivery methods together with the Strand South.	Closed	18 August 2026	Jane Small

Meeting Date	Agenda Ref.	Report Name	Action Required	Status Update (incl anticipated / actual completion date)	Status Summary	Date Closed	GM / CE Responsible
4 Jun 2025	9.3	Community Relations Social Media Plan	That staff hold a comms session once a month for an hour with Councillors on how they can participate/engage with additional opportunities across Tauranga City Council.	Community Relations has worked with the Mayors office to develop a 'draft approach to supporting elected members' which we will use as a guiding document in the short to medium term. As part of this plan, we will be working with the Elected Members to understand their priorities and developing a suite of tools, templates and resources that will enable them to communicate directly with their constituents with confidence and ease. This includes social media guidance documents and workshops on how to create and post interesting and engaging social media content. Work is to be done on the structure and delivery of this training. Planning to roll these sessions out to EMs in early 2026. Planning to roll this out in conjunction with the new manager. New Head of Communication and Engagement briefing on this action 30 January 2026. Update May 2026: Part of the discussion with EM's on Communications approach - can be picked up in workshop 2. Update July 2026: Workshop 2 is scheduled for early August. Update August 2026: Workshop 2 rescheduled to September 2026 (due to other communication matters being prioritised).	Pending		Christine Jones
7 Apr 2025	3.1	Public Forum: Barry Scott – Establishment of a Trial Community Committee	Suggest Community Relations undertake a trial of a community committee and that staff hold a workshop for EMs to discuss the benefits.	Staff looking to schedule in a workshop/discussion with elected members in early 2026, where we can discuss the pros, cons, risks and opportunities of community panels/committees. Note, community panels should be part of an authentic engagement programme to determine outcomes before changes within a community are required/implemented. Action to be lead by the new Head of Communication and Engagement. New Head of Communication and Engagement briefing on this action 30 January 2026. Update May 2026: Early discussion on this topic will occur through Workshop 2 on development of Communication & Engagement Strategy and Improvement Plan Update July 2026: Workshop 2 scheduled for early August. Update August 2026: Workshop 2 rescheduled to September 2026 (due to other communication matters being prioritised).	In progress		Christine Jones

Meeting Date	Agenda Ref.	Report Name	Action Required	Status Update (incl anticipated / actual completion date)	Status Summary	Date Closed	GM / CE Responsible
2 Sept 2025	9.2	Tauranga Māori Business Association End of Year Report	That a meeting be held with Tauranga Māori Business Association members to discuss how Elected Members could improve their engagement with Tangata whenua going forward. Meeting of 5 August 2025: Staff to recommend whether TMBA have a standalone session with Elected Members prior to November's P1 workshop, or whether to align them with Mainstreets regular meetings.	We have contacted the Association to make arrangements and are waiting to hear back. Staff will follow up. Update 19 February 2026: Staff had a follow-up meeting with the association, and reviewed KPI's and signed the Year 2 agreement. The association would be keen in a "business after 5" type of event where businesses can meet with Councillors and staff, to learn what they can do and where they can assist. Staff will connect with Cr Rolleston and Cr Schuler to discuss further. Update 13 April 2026: First meeting scheduled with the elected members was postponed due to council commitments. A second meeting has been requested on 31 March 2026, staff awaiting to receive elected member response. Update 20 May 2026: Due to recovery activity from Jan – May, the "business after 5" concept has not been discussed further, this will be prioritized. Update 9 July 2026: Planning is underway for a workshop with all econ dev partners, mainstreets and elected members in November 2026. Greg Simmonds of P1 will lead this on behalf of the partners. It is envisaged this will now be an annual event with a mid-year informal get together. Update 1 September 2026: A "Business After 5" event is scheduled for 23 November, once invite list is confirmed, invites will be going out. An informal breakfast gathering has also been scheduled with the Elected Members and Economic Development partners on the 15th September, prior to their respective presentations to council. The Economic Development workshop scheduled for 3 November 2026 has also been confirmed.	Closed	1 September 2026	Sarah Omundsen
4 Nov 2025	9.2	City Centre Development Incentive Fund - Annual Report 2024/25	That staff create a master list of all city centre budgets (capex and opex) with a comment outlining the key objective of each budget (and example funded projects) to help clarify the purpose of each of the separate budget.	This master list of city centre budgets will bring together capex and opex budget lines from across four different divisions and is still in progress. Staff will upload to Stellar once list is complete. (re-assigned this to Craig Rice on 03/07/26) Update 4 Aug 2026: Staff are in the process of compiling the master list. Note this crosses over a number of teams.	In progress		Craig Rice
15 Dec 2025	3.1	Public forum: Robyn & Warren Dassler (on behalf of the Dassler family) – 7 Harrier Street	That Cr Taylor & Cr Curach to review the report provided by petitioners and have a discussion with Chief Executive on next steps. Gov Advisor: Cr Curach noted in the meeting that this has been actioned and can be closed. Staff to confirmed	To be actioned by Elected Members. Update here Inc Date	In progress		Reneke van Soest

Meeting Date	Agenda Ref.	Report Name	Action Required	Status Update (incl anticipated / actual completion date)	Status Summary	Date Closed	GM / CE Responsible
8 Oct 2024	N/A	Executive Summary	For the executive summary to include these requests: What decisions that staff want the councillors to make, summarise and highlight what the risks are that are outlined in the paper, and give direction to what the Elected members need to be focusing on for the future. Meeting of 15 Dec 2025 added: Believed that this was still a work in progress and requested the status be changed from 'Completed' to 'In Progress'.	Guidance issued to staff (presentation to senior leadership group 7 March 2025, material distributed later that day and then updated and redistributed on 13 March 2025 to better address 'risk' in Executive Summaries). Recent Executive Summaries have been fuller as requested by EMS. GMs to speak to Chairs and Deputy Chairs of the Committees as to whether they are comfortable with the content and completeness of Executive Summaries in reports to their Committees. Meeting scheduled between Cr Scoular and Jeremy Boase to discuss further, deferred by Cr Scoular. Meeting held 23 July. Notes circulated to Cr Scoular 24 July seeking her confirmation before further messaging prepared for senior leadership group and report writers. Follow-up emails sent to Cr Scoular seeking confirmation on 31 July and 8 August. Will proceed with next steps once confirmation received from Cr Scoular. Further emailed received from Cr Scoular 3 November 2025 which has now been communicated to staff. Staff would appreciate feedback from a range of Elected Members as to whether the Executive Summaries are meeting their needs. There is a balance sought between providing sufficient information, but not duplicating too much of the report in the Exec Summary and also the main body of the report. It may be helpful for this to occur as part of each meeting debrief. Update July 2026: Awaiting feedback as sought per previous staff comment above.	Pending		Christine Jones