Council Decision on Board Recommendations - May 2017

The Board considered a report from the Democracy Advisor dated 19 April 2017

**Resolved:** Councillor Scrimgeour / Member Spratt

THAT the report from the Democracy Advisor dated 19 April 2017 titled Council Decision on Board Recommendations - May 2017 in regard to renaming the south portion of Collins Lane from the Te Puke Highway back to Ronald’s Lane be received.

Chairperson’s Report

The Board considered a report from the Chairperson dated 18 April 2017 as circulated with the agenda.

Jellicoe Street Upgrade

The Chairperson noted that overall, he had only heard positives in regard to the Jellicoe Street Upgrade and in his opinion, the traffic routes were now working quite successfully.

The Development Engineering Manager provided an update on the rehabilitation work advising that the recent adverse weather events had delayed the completion of the construction projects and there were a number of efficiencies to be considered in the planned review.

A review of system data showed that the average peak time traffic delay experienced between King Street and Atuaroa Avenue along Jellicoe Street during March 2015 and 2016 remained the same over the three years at an average of 20 seconds in March 2017.

Te Puke Emergency Response Plans

The Chairperson advised that the development of an Emergency Response Plan for Te Puke would be discussed at the next Community Board Workshop.

Long Term Plan - Community Conversations

As part of the Long Term Plan community conversation process the following dates to meet the public at Te Puke have been scheduled:

Te Puke Saturday 20 May 9.00am to 3.00pm
Market Day and Skate Park Opening – Jubilee Park Commerce Lane Drop-in event/topic/table conversation
Te Puke Library and Service Centre
Drop-in session with display stalls before main Community Board meeting.

TP4.5.4

2017 ANZAC Day Commemorations

The Chairperson extended thanks to Board members who had participated in the 2017 Te Puke Anzac Day Commemoration Services.

Resolved: Members Miller / Button

THAT the Te Puke Community Board Chairperson’s Report dated 17 April 2017 be received.

TP4.6

Councillor’s Report

The Board considered a report from Councillor Dally dated 24 April 2017 as circulated with the agenda.

Resolved: Councillors Dally / Scrimgeour

THAT the report from Councillor Dally dated 24 April 2017 be received.

TP4.7

Community Board Grant Applications - May 2017

The Board received a report from the Democracy Advisor dated 18 April 2017 as circulated with the agenda.

The Board considered grant applications from:
- Youth Encounter Ministries for funding of $5,200.00 to assist with the payment of leased equipment
- Te Puke Gymsport for funding of $4,910.00 to assist with coaching and judging training course costs for required certification.
- Te Puke Community Hub funding of $2,000.00 to assist with operation costs for volunteers patrolling the central shopping area.

Declaration of Interest

Board Member Spratt declared an interest in the item relating to the Te Puke Community Hub application and took no part in the discussion or voting thereon.

Resolved: Councillor Scrimgeour / Member Button

THAT the report from the Democracy Advisor dated 18 April 2017 and titled Community Board Grant Applications – May 2017 be received.
Moved: Councillor Scrimgeour / Member Button

THAT the Te Puke Community Board approve the following grants to be funded from the Te Puke Community Board Grant 2016/17 Account subject to all accountabilities being met:

Youth Encounter Ministries $1,000.00
Te Puke Gymsport $2,000.00
Te Puke Community Hub $1,000.00

Moved Amendment: Members Dugmore / Miller

THAT the Te Puke Community Board approve the following grants to be funded from the Te Puke Community Board Grant 2016/17 Account subject to all accountabilities being met:

Youth Encounter Ministries $1,000.00
Te Puke Gymsport $1,000.00
Te Puke Community Hub $1,000.00

The amendment was put and lost.

The original motion as follows was put and carried.

Resolved: Councillor Scrimgeour / Member Button

THAT the Te Puke Community Board approve the following grants to be funded from the Te Puke Community Board Grant 2016/17 Account subject to all accountabilities being met:

Youth Encounter Ministries $1,000.00
Te Puke Gymsport $2,000.00
Te Puke Community Hub $1,000.00

New Road Names - Te Puke

The Board considered a report from the Environmental Consents Manager dated 18 April 2017 as circulated with the agenda.

Resolved: Member Miller / Spratt

1. THAT the Environmental Consent Manager’s report dated 18 April 2017 and titled “New Road Name - Te Puke” be received.

2. THAT it be recommended to the Regulatory Hearings Committee that pursuant to Section 319 and 319a of the Local Government Act 1974, the Regulatory Hearings Committee adopt the following road name for the new private-way arising out of subdivision consent S/B/11856 at 17 No.1 Road, Te Puke:

"Kingfisher Ln"
Minutes of TP4 held on 4 May 2017

3. THAT it be recommended to the Regulatory Hearings Committee that Regulatory Hearings Committee adopt the following road name for the new road to vest in Council arising out of subdivision consent S/B/12004 at 56-62 Macloughlin Drive, Te Puke:

"Massee Way"

4. THAT it be recommended to the Regulatory Hearings Committee that pursuant to Section 319 and 319a of the Local Government Act 1974, the Regulatory Hearings Committee adopt the following road name for the existing private-way at 9 No.2 Road, Te Puke

"Ernie's Way"

TP4.9 Infrastructure Services Report Te Puke - May 2017

The Board considered a report from the Deputy Chief Executive dated 18 April 2017 as circulated with the agenda.

The Development Engineering Manager provided an overview of the Infrastructure Services Report noting that a number of items relating to the Te Puke Highway upgrade had been dealt with earlier in the meeting in association with the Te Puke Parking Review.

Due to recent inclement weather events proposed work completion times had been delayed, but the majority of contract work would be completed by the end of June.

Resolved: Members Spratt / Button

THAT the Deputy Chief Executive report dated 18 April 2017 and titled Infrastructure Services Report Te Puke - May 2017 be received.


The Board considered a report from the Management Accountant dated 7 April 2017 as circulated with the agenda.

Resolved: Member Spratt / Councillor Scrimgeour


TP4.11 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of May and June 2017 as circulated with the agenda.
Minutes of TP4 held on 4 May 2017

Resolved: Councillor Dally / Scrimgeour

THAT the schedule of meetings for May and June 2017 be received.

The meeting concluded at 9.25pm.

Confirmed as a true and correct record.

________________________________________
P Miller
Chairperson
Te Puke Community Board

________________________________________
Date

TP4
Western Bay of Plenty District Council

Minutes of Meeting No. C4 of Council
held on 6 April 2017 in the Council Chamber, Barkes Corner, Tauranga
commencing at 9.30am

Present

His Worship the Mayor G J Webber (Chairperson), Councillors G Dally, M Dean, M Lally, P Mackay, K Marsh, D Marshall, M Murray-Benge, J Palmer, J Scrimgeour, D Thwaites and M Williams

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive), R Davie (Group Manager Policy, Planning and Regulatory Services), M Potton (Chief Financial Officer), E Rogers (Policy and Planning Manager), B Whitton (Customer Relationships Manager), F Begley (Community Relationships Manager), P Hennessey (Strategic Advisor), I Butler (Finance Manager), J Pedersen (Director Organisational Development), M Forrest (Senior Human Resources Advisor), M Parnell (Democracy Advisor), and F Sweeney (Democracy Management Advisor)

Community Boards

A Sole (Chairperson, Waihi Beach Community Board)

Others

Speakers as listed in Public Forum and the minutes, and 5 additional members of the public.

Apologies

An apology for lateness was received from Councillor Lally.

Resolved: Thwaites / Murray-Benge

THAT the apology for lateness from Councillor Lally be accepted.
Minutes of C4 held on 6 April 2017

Public Forum

Resolved: Mackay / Scrimgeour

THAT the meeting adjourn for the purpose of holding a public forum.

Oropi Hall

Deborah Forkert tabled (Tabled Item 1) and read a statement in opposition to Council providing for any further funding of the debt incurred in the redevelopment of the Oropi Settlers Hall.

Cr Dean declared a conflict of interest in regard to presentations relating to Oropi Hall.

9.35am Councillor Lally entered the meeting.

Katikati Library

Mr Keith Hay spoke on behalf of the Western Ward Ratepayers and Residents Association and he tabled (Tabled Item 2) and read a statement in regard to the Katikati Library.

Oropi Hall

Richard Somerfield spoke on behalf of the Oropi Hall Committee and he tabled (Tabled Item 3) and spoke to a statement in regard to the redevelopment of the building. He also tabled a detailed list of the costs resulting in the overruns to the project (Tabled Item 4).

Neela Fairweather tabled (Tabled Item 5) and spoke to a short statement in regard to the Oropi Hall and stated that she did not support the ratepayers paying for the debt on the hall as they were not consulted.

Julie Robinson-Voss tabled (Tabled Item 6) and spoke to a statement in regard to Oropi Hall. She also noted that she did not know when she wrote her statement that the debt also included interest costs.

Resolved: Marsh / Williams

THAT the meeting reconvene in formal session at 10.15am.

C4.1

Receipt of Community Board Minutes

Council considered minutes of the meetings of the Community Boards as circulated separately with this agenda.

Resolved: Marshall / Williams

THAT the minutes of the following meetings be received:
1. Minute No. WB3 of the Waihi Beach Community Board held on 13 March 2017
2. Minute No. OM3 of the Omokoroa Community Board held on 14 March 2017
3. Minute No. K3 of the Katikati Community Board held on 15 March 2017
4. Minute No. MC3 of the Maketu Community Board held on 21 March 2017
5. Minute No. TP3 of the Te Puke Community Board held on 23 March 2017

C4.2

Minutes of Council Meetings, Committee Meetings and Sub Committee Meetings for Confirmation

Council considered minutes of the meetings of the Council, its Standing Committees and Sub Committees as circulated separately with this agenda.

Resolved: Mackay / Palmer

THAT the minutes of the following meetings as circulated separately with the agenda are confirmed and are a true and correct record:
5. Minute No. C3 of the Western Bay of Plenty District Council held on 23 February 2017
6. Minute No. CC2 of the Community Committee held on 16 March 2017
7. Minute No. PP1 of the Policy Committee held on 23 March 2017
8. Minute No. OP2 of the Operations and Monitoring Committee held on 28 March 2017
9. Minute No. RUR2 of the Rural Committee held on 28 March 2017

C4.3

Minutes for Receipt

Council considered minutes as circulated separately with this agenda.

Resolved: Thwaites / Murray-Benge

THAT the minutes of the following meetings as circulated separately with the agenda be received:
10. Minute No. DL2 of the District Licensing Committee held on 17 March 2017
11. Minute No. RH1 of the Regulatory Hearings Committee held on 23 March 2017

C4.4

Information for Receipt

Council considered information included in the Minute Index and Information Pack as circulated separately with this agenda.
Resolved: Williams / Murray-Benge

THAT the information item included in the Minute Index and Information Pack dated 6 April 2017 as circulated separately with the agenda be received.

C4.5

Recommendatory Report from the Operations and Monitoring Committee - Omokoroa Road Timing of New Intersection at Route Position 1.66 km

Council considered a report from the Democracy Advisor dated 28 March 2017 as circulated with the agenda.

Resolved: Thwaites / Marsh

1. THAT the construction of the roundabout route position 1.66km on Omokoroa Road at a cost of $510,000 be brought forward from 2026 to 2017 and 2018 and be constructed as part of the Omokoroa Road Upgrading Contract.

2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

Change to the order of business

The Mayor requested that the next item of business be the item on the Chief Executive's report relating to BOP Film, in order to allow the presentation from Kylie DellaBarca Steel to proceed and to subsequently release her from the meeting.

Resolved: Mayor Webber / Mackay

THAT in accordance with Standing Orders the order of business be changed and that the item contained in the Chief Executive Officer's report in regard to BOP Film be dealt with as the next item of business.

C4.6

Chief Executive Officer's Report - March 2017 - Item BOP Film Business Case

Kylie DellaBarca Steel was in attendance and tabled a powerpoint (Tabled Item 7) and spoke to the business case as attached to the Chief Executive Officer's report supported by a video on the Bay of Plenty Film proposal. She advised that the website showcasing the Bay was now live internationally.

She highlighted the following:
- Some films did come to the Bay but nationally most film-making spend was in Auckland and Wellington.
- The national spend outside of the cities was only 1% and their intention was to increase the spend of movie production in the Bay.
- They were hoping to attract both New Zealand productions as well as international productions.
- Long term they were looking at making use of kiwifruit packhouses in the off season for infrastructure similar to the use made of strawberry packhouses in Auckland.
- For the Bay this development would lead to opportunities for the younger generation in job creation and industry diversity in the Bay.
- This project had to be regional and had to be collaborative.
- She had given the presentation and business case to a number of the Bay of Plenty Councils now.

In response to questions she advised as follows:
- Every Council that they had presented to was working through different processes to fund this project, and some had resolved funding and others were putting the request through their annual plan processes or committee processes.
- From Western Bay of Plenty District Council they were requesting $18,000 over the first three years of the business plan.
- Z Nail gang as a movie had repaid its debt and had managed to make payments to those who had contributed to it.
- She was happy to answer further questions if they were emailed to her.
- They were only asking for the bare minimum in regard to their funding requests and were hoping to be in all the Bay Councils’ annual funding rounds from July 2017.

The Chief Executive advised that for the coming year Council could provide for this funding from the general rate reserve and consider including it as a separate budget item for the following two years.

**Resolved:** Murray-Benge / Dally

*THAT the Chief Executive Officer further report to Council on the funding request to include options for Council to consider in regard to the funding request from BOP Film.*

C4.7


Council considered a report from the Chief Financial Officer dated 27 February 2017 as circulated with the agenda.

Stephen Boyle, Chief Executive of BOPLASS, was in attendance to present the report and Draft Statement of Intent. He tabled (Tabled Item 8) and spoke to a powerpoint presentation. In response to a question he advised that BOPLASS had surveyed Councils as to how they were addressing their solid waste issues and were looking for opportunities for collaboration.
Resolved: Mackay / Scrimgeour


2. THAT the BOPLASS Limited Half Yearly Report to Shareholders 2016-2017 and draft Statement of Intent 2017-2018 relates to an issue that is considered to be of low significance in terms of Council’s Significance and Engagement Policy.

3. THAT the BOPLASS Limited Half Yearly Report to Shareholders 2016-2017 be received.

4. THAT the BOPLASS Limited draft Statement of Intent 2017-2018 be received.

Tourism Bay of Plenty’s Six Month Report to Shareholders 2016-2017 and Draft Statement of Intent 2017-2018

Council considered a report from the Group Manager Technology, Customer and Community Services dated 10 March 2017 as circulated with the agenda.

Des Hammon, Chairman of the Board and Kristen Dunn, Chief Executive, were in attendance to present the report and Draft Statement of Intent. They tabled (Tabled Item 9) and spoke to a powerpoint presentation. They noted that their organisation would be looking at setting a long term plan in the near future. In response to questions they advised as follows:

- Concerns had already been raised about their statement of purpose to ensure that the entire region was represented and not just the city of Tauranga.
- Air access was an issue they were looking at as a long term issue, but it was noted that many visitors to the Bay were from the Waikato and they tended to use road transport.
- The measurement tools for the volume of visitors by bed occupancy was poor in providing a good picture of visitor numbers but Statistics New Zealand was working on other options for this.
- An independent view of measuring the number of visitors was being provided by an independent research agency.
- Progress had been made to ensure the whole subregion was marketed internationally.

Resolved: Williams / Murray-Benge

1. THAT the Group Manager Technology, Customer and Community Services report dated 10 March 2017 and titled “Tourism Bay of Plenty’s Six Month Report to Shareholders 2016-2017 and Draft Statement of Intent 2017-2018” be received.

2. THAT Tourism Bay of Plenty’s Six Month Report to Shareholders
2016-2017 and draft Statement of Intent 2017-2018 relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

3. THAT Tourism Bay of Plenty's Six Month Report to Shareholders 2016-2017 be received.

4. THAT Tourism Bay of Plenty's draft Statement of Intent 2017-2018 be received.

C4.9 Presentation from Bay of Plenty Regional Council

Regional Councillors Jane Nees and Norm Bruning were in attendance to give a presentation on the Bay of Plenty Regional Council Annual Plan. They spoke to their Thriving Together document and tabled a copy to all Councillors (Tabled Item 10). Councillor Nees advised the process the Regional Council was using for their annual plan including a workshop on the 19th of May with final decisions on the 29th June this year noting the following:

• They were not having formal consultation process but were seeking feedback.
• She highlighted areas in the document that Western Bay of Plenty District Council may have an interest in reviewing and commenting on including the Kaituna River re-diversion, Te Puna Waste Water Scheme, Ongare Point sewerage management, transport, and economic development.
• She highlighted the high level financial position of the Regional Council.
• She spoke to the capital projects included in the Plan, noting that there was money available for sewerage schemes.
• She advised of the major plan changes currently underway from the Regional Council including the Tauriko West change to the Regional Policy Statement.
• They were also providing $80,000 to establish another stock effluent disposal site in the western bay with funding to be used for site establishment and resource consent processes.
• Council would be reviewing its revenue and funding policy in the Long Term Plan but this would not occur in this annual plan year.

Councillor Bruning spoke to Ongare and Te Puna West sewerage disposal schemes noting that the Regional Council would consider if extra funding was available if the Western Bay of Plenty District Council provided information and business cases. He also noted the big issue of fresh water quality.

In response to questions they advised that:
• Capital value rating had been considered historically but the decision was taken that the Regional Council would continue with land based rating.
• The catfish eradication project was at an early stage and it was not yet known how far they were spread at this stage.
A copy of a powerpoint presentation was supplied to support the Councillor comments (Tabled Item 11).

11.15am The meeting adjourned for morning tea.
11.30am The meeting reconvened.

C4.10 Local Government Funding Agency Limited Half Yearly Report to Shareholders 2016/17 and Draft Statement of Intent 2017-2018

Council considered a report from the Chief Financial Officer dated 27 February 2017 as circulated with the agenda. The Chief Financial Officer spoke to the item advised the Council of the success of the Agency.

Resolved: Williams / Mackay

1. THAT the Chief Financial Officer's report dated 27 February 2017 and titled "Local Government Funding Agency Limited Half Yearly Report to Shareholders 2016/17 and draft Statement of Intent 2017/18" be received.

2. THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2016/17 and draft Statement of Intent 2017/18 relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

3. THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2016/17 be received.

4. THAT the Local Government Funding Agency Limited draft Statement of Intent 2017/18 be received.

C4.11 Application for Rates Remission - 17A Princess Street, Te Puke

Council considered a report from the Team Leader Financial Services dated 21 February 2017 as circulated with the agenda. In response to a question the Council was advised that this was a single rating unit which could not be subdivided.

Resolved: Murray-Benge / Thwaites

1. THAT the Team Leader Financial Services report dated 21 February 2017 and titled "Application for Rates Remission 17A Princess Street, Te Puke" be received.

2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
C4.12 Adoption of the Draft Schedule of Fees and Charges 2017-2018

Council considered a report from the Chief Financial Officer dated 24 March 2017 as circulated with the agenda. The tabled replacement page 22 to the draft Schedule was noted, reflecting the recently adopted Council policy on leases of Council land.

Resolved: Mackay / Murray-Benge

1. THAT the Chief Financial Officer’s report dated 24 March 2017 and titled ‘Adoption of the draft Schedule of Fees and Charges 2017-2018’ be received.

2. THAT the report relates to an issue that is considered of low significance in terms of Council’s Significance and Engagement Policy.

3. THAT in accordance with section 150 of the Local Government Act 2002 and with the relevant legislation the draft Schedule of Fees and Charges 2016-2017 as attached to the report and including the amended page 22 as circulated separately be adopted for consultation.

C4.13 SmartGrowth Leadership Group - Agreement and Terms of Reference

Council considered a report from the Democracy Management Advisor dated 27 March 2017 as circulated with the agenda. The Mayor emphasised that all Councillors were welcome to attend SmartGrowth workshops.

Resolved: Lally / Thwaites

1. THAT the Democracy Management Advisor’s report dated 27 March 2017 and titled SmartGrowth Leadership Group (Joint Committee) - Agreement and Terms of Reference be received.

2. THAT the report relates to an issue that is considered to be of low significance in terms of Council’s Significance and Engagement Policy.
3. THAT pursuant to Clause 30A of Schedule 7 of the Local Government Act 2002, Council approves and adopts the revised SmartGrowth Leadership group Agreement and terms of reference between Western Bay of Plenty District Council, Bay of Plenty Regional Council and Tauranga City Council as attached to this report.

4. THAT Councillor Murray-Benge be appointed alternate to the re-formed SmartGrowth Leadership Group.

C4.14

43 Western Avenue - Offer Back Provisions - Public Works Act

Council considered a report from the Strategic Property Manager dated 23 March 2017 as circulated with the agenda.

Resolved: Thwaites / Dean

1. THAT the Strategic Property Manager's report dated 23 March 2017 and title 43 Western Avenue - Offer Back Provisions - Public Works Act be received.

2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

3. THAT pursuant to Section 40(2)(a) of the Public Works Act, it is considered impractical, unreasonable and unfair to proceed with an offer back of the property at 43 Western Avenue, legal description lot 2 DPS 84700 and lot 4 DPS 32061, to the original owners.

C4.15

Chief Executive Officer's Report - March 2017

Council considered a report from the Chief Executive Officer dated 21 March 2017 as circulated with the agenda.

Infrastructure Report

The Deputy Chief Executive gave a verbal report on the following:

- Te Puke Main Street development noting that Global Positioning Systems automatic data was being used to measure traffic movements and this would be reported to the Operations and Monitoring Committee.

- In regard to the proposed New Zealand Transport Agency safety improvements on State Highway Two there had been two public meetings well attended in Omokoroa and Katikati and a smaller meeting in Waihi Beach.

- The contract in regard to the Te Puna sewerage scheme was under negotiation but would now come in within the budget.

- The district roads had experienced some damage in the recent rain event and information on these, and also updates on the slip at Omokoroa, would be provided to Councillors separately.
In regard to State Highway Two and the Katikati bypass he was seeking Council direction for a submission to the New Zealand Transport Agency.

Council supported the following options:
- Option 3 – Waihi to Omokoroa
- Katikati Bypass
- Option D – Omokoroa to Te Puna

The Deputy Chief Executive Officer would prepare a submission and circulate this separately to Councillors taking into account comments made during the meeting prior to providing it to the New Zealand Transport Agency.

Resolved: Mayor Webber / Dean

THAT the Chief Executive Officer’s report dated 21 March 2017 and titled Chief Executive Officers Report – March 2017 be received.

Mayor’s Report to Council - March 2017

Council considered a report from His Worship the Mayor dated 21 March 2017 as circulated with the agenda. The Mayor gave a verbal summary of his report and noted the need to consider an Easter trading policy.

The Group Manager Policy, Planning and Regulatory Services advised that in order to have this in place for the next Easter the work would have to commence no later than August 2017.

In discussion of this item the following matters were noted:
- There may be response from the community which would present conflicting views on whether or not the community wanted such a policy.
- Consideration could be given to align the policy with Tauranga City’s policy.

The Mayor advised topics discussed with the Minister for Local Government and noted that submissions to the Resource Management Act amendments had closed last year.

In regard to pensioner housing he said that a further paper would be presented to Council on the whole topic later in the year but formal consideration would need to occur through the Long Term Plan and a special consultative process. A powerpoint presentation (Tabled Item 12) was tabled showing the various sites of pensioner housing.

Council was informed that previous Council discussions of this topic had considered a number of different management and ownership options.
Minutes of C4 held on 6 April 2017

Resolved: Mackay / Murray-Benge

THAT the request of Mayor Sandra Goudie, Thames Coromandel District Council for support for Mangrove Management is approved.

Resolved: Mayor Webber / Murray-Benge

THAT Council receive a paper on options for pensioner housing management and/or ownership.

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

Resolved: Mayor Webber / Williams

THAT the public be excluded from the following part of this meeting namely:

- In Confidence Council and Committee minutes for Confirmation.
- In Confidence Minute Index and Information Pack
- Recommendatory Report from Operations and Monitoring Committee – Purchase of Uretara Property, Katikati
- In Confidence Chief Executive Officer’s Report – March 2017

The general subject to each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<table>
<thead>
<tr>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under Section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Confidence Council and Committee minutes for Confirmation</td>
<td>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</td>
<td>For reasons previously stated on the relevant minutes.</td>
</tr>
<tr>
<td>In Confidence Minute Index and Information Pack</td>
<td>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</td>
<td>For reasons previously stated on the relevant minutes. Maintain legal professional privilege. Protect the privacy of natural persons, including that of deceased natural persons.</td>
</tr>
<tr>
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<tr>
<td>Recommendatory Report from Operations and Monitoring Committee – Purchase of Uretara Property, Katikati</td>
<td>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</td>
<td>To enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</td>
</tr>
<tr>
<td>In Confidence Chief Executive Officer’s Report – March 2017</td>
<td>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</td>
<td>Protect the privacy of natural persons, including that of deceased natural persons.</td>
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Western Bay of Plenty District Council

Minutes of Meeting No. CC3 of the Community Committee
held on 27 April 2017 at St Pauls Presbyterian Church, 1 Mulgan Street,
Katikati, commencing at 10.00am

Present
Councillor M Murray-Benge (Deputy Chairperson), Councillors G Dally, M Dean, M Lally, D Marshall, J Palmer, J Scrimgeour, D Thwaites, M Williams and His Worship the Mayor G J Webber

In Attendance
E Holtsbaum (Group Manager Technology, Customer and Community Services), A Gray (Communications Team Leader), B Wilson (Community Relationship Advisor), G Ayo (Community Relationship Advisor), and M Parnell (Democracy Advisor)

Community Boards
A Sole (Waihi Beach Community Board) and J Hobbs (Chairperson, Katikati Community Board)

Others
Ten members of the public

Apologies
An apology for absence was received from Councillor Marsh. It was noted that Councillor Mackay (Chairperson) was on a leave of absence.

Resolved: Williams / Palmer

THAT the apology for absence was received from Councillor Marsh be accepted.

Public Forum

Resolved: Murray-Benge / Williams

THAT the meeting adjourn for the purpose of holding a public forum.
Delwyn Walker, the Chief Executive Officer of the Pacific Island Community Trust, introduced herself to the committee. She advised that the Pacific Island Community Trust was currently in the process of building relationships with local councils to bring to the Councils’ attentions issues affecting the Pacific Island communities that they advocates for including youth. She explained that the Pacific Island community was a growing population experiencing difficulty with language barriers, a lack of relationship with governing authorities and education.

In response to questions, Ms Walker advised that:
- The Trust had an office on Cameron Road in Tauranga.
- The information she worked with in terms of population numbers and percentages was based on information from the last census.
- The Trust worked with both permanent residents and seasonal workers and the staff at the Trust had discovered that the issues faced by both groups were the same.

Resolved: Dean / Mayor Webber

THAT the meeting be reconvened in formal session at 10.10am.

Presentations

CC31.1 Priority One

The Community Committee considered a presentation from Priority One. Nigel Tutt, Chief Executive Officer of Priority One, was in attendance to report to the committee regarding Priority One’s service delivery contract for the 2016 / 2017 year.

Mr Tutt introduced himself to the committee and advised he had been in his role in Priority One for five months. He spoke to and tabled a document regarding growth statistics in the Bay of Plenty area confirming that the Western Bay’s growth was much higher than the New Zealand average. He advised that this would likely continue for the next few years and that organisations like Priority One and Councils had a responsibility to manage that growth well.

Mr Tutt explained that he had been spending a lot of time with businesses in the area since his appointment and had discovered two common issues that businesses were concerned with; transport, including road congestion and issues with public transport; and the requirement for housing and infrastructure to get good people into roles within businesses.

Mr Tutt also advised that Priority One were looking to focus on the following over the next period of time:
- Innovation - thinking innovatively about what they are doing.
- Business and investment attraction - building on the businesses that are currently doing well and connecting businesses together to support each other.
- Talent growth - growing the pool of talent in the region by importing talent but also growing talent from within.
- The Māori community - investing into Māori and connecting Māori youth to businesses in the area.
Mr Tutt concluded by saying that he appreciated the relationship that the Council had with Priority One. In response to questions, he advised:

- He felt that for the region to become more productive that an increase in skill level across the board was required.
- Priority One had been fostering a relationship with Tourism Bay of Plenty and was happy that both organisations were working well together.
- Horticulture and building were the largest sources of growth in the area and this was well spread across the region.
- 50% of funding received by Priority One was from local Councils and the rest from business partners. There was room to build on the funding received from business partners and this would be looked at on a project by project basis.
- As a region, housing affordability had rated poorly and this is an issue that had been struggled with at a central government level.

The Chairperson thanked Mr Tutt for his presentation and wished him well in his new role.

Resolved: Lally / Mayor Webber

THAT the presentation from Priority One be received.

Katch Katikati

The Community Committee considered a presentation from Katch Katikati. Jacqui Knight, Promotions Manager, and Kristin Crockett, Administrator of Katch Katikati, were in attendance to report to the committee regarding their service delivery contract for the 2016 / 2017 year and their plan for the future of Katch Katikati.

Accompanied by Ms Knight’s son, they entered wearing the Katikati Katipilla, a caterpillar costume that could fit up to seven people in it, as the unofficial Katikati mascot. Ms Knight talked about many of the successes for the Katch Katikati team, which included:

- The installation of the flag trax system in the main road of town.
- The Christmas in the Park event, a free community event that was attended by 1,500 people.
- The Bikewise events run would become Bike Month in conjunction with Sport Bay of Plenty and the February 2018 event will include competitions.
- The Enjoy Connecting Hills and Oceans (ECHO) Walking Festival which included a five kilometre walk and a ten kilometre run had been organised but cancelled due to weather. The event would become an annual one.
- The Katch Katikati website had been performing well with consistently over 3,000 visits per month and the Facebook page was able to reach thousands of people with a single post.
- Both the Katikati and Waihi Beach Community Business Awards and the Katikati Avocado Food and Wine Festival went very well this year.
• This was the first year Katch Katikati had been involved in the organisation of the Katikati Avocado Food and Wine festival. It was well attended and resulted in a gift of $14,000 made to Katikati College.
• The walkways and cycleways were taking some time to get established but were moving forward with plans around Summerset underway.
• The Blokes in Sheds ramble raised $2,500 for soccer and community events.
• The New Zealand Mural Contest and Arts Festival would be held in September / October 2017 and would be an eight day event, including two Saturdays, which would likely bring many people to Katikati. So far just over half of the budgeted expense for the event had been fundraised.

Regarding the future focus of Katch Katikati, Ms Knight advised the following:
• Once the new library and community hub were built, there had been much discussion as to what would happen with the current library building. Katch Katikati and the Information Centre would remain where they were and not seek to move to the current Council Library facility.
• Katch Katikati was of the view that the timing of the main street alternate route was critical and planned to help keep the pressure on to get the project underway as soon as possible as well as develop a plan to support retailers through this change.
• The Lake Uretara Project and jetty project were under the umbrella of Katch Katikati and were seen as key assets to Katikati.
• Katch Katikati was looking to employ a third person in a part time role. This would help the team be able to continue to keep up with the requests for support from the community and attendance at meetings as well as a return of the main street events.

In response to questions, Ms Knight explained:
• Her understanding is that many people do not shop locally in Katikati because the main road is currently too busy. Some retailers were nervous about the proposed alternate route diverting business from them but Ms Knight was confident that, with planning, the alternate route would increase retail use in town and bring new retailers into the community. She has spoken with people about the effects of the Tauranga Eastern Link in Te Puke and intended to make sure that did not happen to Katikati.
• She was very happy to connect with people in other areas to talk about ideas for events in their areas.

Resolved: Murray-Benge / Mayor Webber

THAT the presentation from Katch Katikati be received.
CC3.3  

**Waihi Beach Events and Promotions**

The Community Committee considered a presentation from Waihi Beach Events and Promotions. Kelly Moselen, Community Coordinator of Waihi Beach Events and Promotions, was in attendance to report to the committee regarding their service delivery contract for the 2016/2017 year.

Ms Moselen spoke to and tabled a powerpoint presentation explaining about what had been going on with Waihi Beach Events and Promotions.

In response to a question, Ms Moselen advised that she had spoken to Tourism Bay of Plenty and had been advised that they were not able to specifically focus on Waihi Beach and so a strategic plan would be put in place by Waihi Beach Events and Promotions.

**Resolved:** Marshall / Williams

*THAT the presentation from Waihi Beach Events and Promotions be received.*

CC3.4  

**Katikati Community Resource Centre**

The Community Committee considered a presentation from the Katikati Community Resource Centre. Chris Ridder, the manager of Katikati Community Resource Centre, was in attendance to report to the committee regarding their service delivery contract for the 2016/2017 year.

Ms Ridder advised that the Katikati Resource Centre had changed its name to the Katikati Community Resource Centre and that the centre was being rebranded as a centre for wellbeing with a new governance five year plan and reporting model for the board. The organisational structure had been reviewed and rebranding was to follow.

Regarding the activities of the Centre, Ms Ridder reported the following:
- The school holiday programme had catered to over 90 children daily.
- The adult and community education programme remained one of the largest in the Bay of Plenty and the centre continued to provide 50% of the funding for this ensuring the programmes catered well for community needs.
- The Centre continued to provide for support parenting programmes within the community.
- There were over 120 enquiries per week regarding the information service provided and continued to work collaboratively with many community, health and social service organisations operating in Katikati like Super Grans and MPOWA.

Ms Ridder advised that new programmes and plans included:
- A Space for You and Your Baby Programme to enable new parents to connect with other new parents.
• An exercise programme for older people was being introduced in terms three and four in 2017.

Ms Ridder explained that, after the 2014 Work and Income New Zealand shooting, many satellite offices of Work and Income New Zealand remained closed including the Katikati branch. She advised that this caused a great hardship for many residents who needed to make appointments outside of town on a regular basis at great cost to themselves.

She also advised that Lizzie Fisher, an experienced researcher had been engaged to research the content of the programmes and information offered from the Centre to make sure they were both meaningful and relevant to the Centre’s customers and shared the positive feedback she had received through this process.

In response to a question asked, she advised that the centre employed seven staff, three part time staff and 20 - 30 casual workers and also engaged with many volunteers as well.

Resolved: Williams / Marshall

THAT the presentation from the Katikati Community Resource Centre be received.

Katikati Maori Wardens

The Community Committee considered a presentation from the Katikati Māori Wardens. Susan Tutaki and Mike Perry, Senior Wardens, were in attendance to give a verbal presentation to the committee about Youth and Families at Risk.

Ms Tutaki reported about the work that the Katikati Māori Wardens do in the community. This included but was not limited to:
• Assisting with security and parking for events
• Camps for youth
• Food deliveries to families and elderly
• Assisting with existing programmes like Super Grans
• Running an office out of a home, which included a computer room for young people to work in.

Mr Perry explained that the Māori Wardens worked in five different spaces; nationally, locally, the halfway house, mentoring programmes and poverty alleviation. He reported the following:
• Events had included dawn services and large festivals like One Love and even school balls.
• The Māori Warden house was known in the community for being safe space for people to come to.
• The wardens would help by stepping to emergency situations after hours when organisations that would normally step in were not open for business such as youth displaced from their homes.
The Dare to Dream programme focused on camps and outings, and mentoring youth in a relational setting. Events could be as simple as taking a group to the movies.

The wardens had been called in to advocate for students (individually and as groups) in schools.

While not a lot of funding was available, the wardens partnered with organisations like Good Neighbour who supplied the wardens with food to help support the community.

The wardens were very passionate about education formally and practically and, in an ideal world, would like to see a training academy in Katikati providing active pathways to the workforce.

In response to questions, the Wardens advised:

- While they were more well known for their work at events and managing truancy in the area, their work reflected the organisations desire to be “the fence at the top of the cliff rather than the ambulance at the bottom” regarding anti-social and destructive behaviour.
- Poverty was a massive issue in the area despite the good economy and Mr Perry currently knew of 20 homes in the area without running water, electricity or sewage.
- The Wardens largely relied on people giving “koha” and partnerships with organisations like Super Grans and Katch Katikati for resource.
- The wardens regularly compared their business with other organisations as a measure of best practice and also had strong relationship with local marae, the police and the schools.

The Chairperson thanked Ms Tutaki and Mr Perry for their presentation today and for their work in the community.

Resolved: Murray-Benge / Marshall

THAT the presentation from the Katikati Māori Wardens be received.

EnviroKatikati (Katikati Tāiao) Charitable Trust

The Community Committee considered a presentation from EnviroKatikati. Jenny Hobbs, Chairperson of EnviroKatikati (Katikati Tāiao) Charitable Trust, was in attendance to talk about EnviroKatikati along with Tiki Bluegum who introduced her, and Janet Price.

Mr Bluegum explained that Māori had a very different relationship with the land than Pakeha did and he felt that this group would help to bring the community to the same place regarding the need to look after the natural resources the community provided.

Ms Hobbs explained that the group originated from a place of shared concern about the natural environment, and how the proposed alternative route would affect the natural environment around Katikati positively including making Katikati a more pedestrian friendly town. She advised about the Lincoln Envirotown initiative started by Dr Sue Jarvis and Professor Ian Spellerberg was the inspiration for forming the trust, which
officially started on Monday 24 April 2017. Topics of note for the trust included water quality, food (lack or wastage of), water take, biodiversity, climate change, reduction of waste, and social cohesion and collaboration. They were also very interested in being a conduit for collaboration in the area and networking with environmental groups.

She advised that the trust was made up of six members, all with lots of experience with and passion for environmental issues. She spoke of the Boomerang Bags initiative, which was aimed at reducing the number of plastic bags in the environment and advised that they were currently investigating opportunities to received funding with the Department of Internal Affairs, which would include five years mentoring support and seed funding.

Ms Hobbs introduced Janet Price to the committee. A resident of Katikati and Environmental Scientist, Ms Price tabled a document detailing the historic process engaged in regrading the bypass.

Resolved: Murray-Benge / Marshall

THAT the presentation from EnviroKatikati Charitable Trust be received.

12.17pm The meeting adjourned for lunch.
12.51pm The meeting reconvened.

Wild About New Zealand

The Community Committee considered a presentation from Wild About New Zealand. Andrew Jenks, Chief Executive Officer of Wild About New Zealand was in attendance give a presentation and report to the committee regarding their service delivery contract for the 2016 / 2017 year.

Mr Jenks advised that the Wild About New Zealand Project had been running for 12 years and was primarily started and engage with school in the area about the environment including water quality and monitoring and tree planting.

Mr Jenks took the committee members on a site visit to have a brief look and overview of the lower catchment projects and issues from the Haiku Walkway.

12.54pm The meeting adjourned for the site visit.
1.30pm Meeting reconvened.

Resolved: Murray-Benge / Palmer

THAT the presentation from Wild About New Zealand be received.
CC3.8  

**Katikati Red Cross**

The Community Committee considered a presentation from the Katikati Red Cross. Maurice Fletcher, Manager at Katikati Red Cross, was in attendance to talk about the Civil Defence Mobile Welfare Support Unit.

Mr Fletcher showed the committee a video and then spoke to a tabled powerpoint presentation. He had also set up 20% of the total gear Katikati Red Cross could deploy in the foyer of the venue. He explained that in the recent cyclone, the Katikati Red Cross had set up at the Katikati Memorial Hall but that no one had been required to evacuate.

In response to questions, Mr Fletcher explained that in an emergency situation the Katikati Red Cross work with the police and fire brigade to look after the people affected in that situation. Mr Fletcher also mentioned that the Katikati Red Cross would like to encourage more young people to join them.

**Resolved:** Williams / Murray-Benge

*THAT the presentation from the Katikati Red Cross be received.*

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CC3.9  

**Katikati Youth MPOWA**

The Community Committee considered a presentation from Katikati Youth MPOWA. Melody Bishop, Coordinator of Katikati Youth MPOWA, was in attendance to talk to the committee about youth support and development and spoke to and tabled a powerpoint presentation about the programme.

Miss Bishop explained that MPOWA is not an acronym but rather a play on the word “empower” which is what the group seek to facilitate for young people in Katikati and that the group used connections with groups like the Māori wardens to extend their reach. She advised that the group undertake a range of activities to appeal to a wide range of youth interests with the goal to make meaningful connections rather than to have huge events. She also explained that they surveyed their participants on the regular basis to make sure they stayed relevant to their audience.

**Resolved:** Mayor Webber / Williams

*THAT the presentation from Katikati Youth MPOWA be received.*

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CC3.10  

**Super Grans Western Bay of Plenty**

The Community Committee considered a presentation from Super Grans Western Bay of Plenty. Anne Billing, Coordinator of Super Grans Western Bay of Plenty, was in attendance to speak to the committee about Super Grans community support and mentoring.
Ms Billings advised that Super Grans started out with the vision of empower young people to more effectively look after themselves and their families with programmes largely built around the making and growing of food. This has diversified into all kinds of skill based knowledge transfer including sewing, baking and cooking classes, and making homemade items, like cleaners, soaps, beauty creams and wheat bags. They were seeing more people make the most of the food grown in the area and had seen young children become upskilled as they parents had attended courses.

She explained that Katikati was an aging community and that many people who live there had a huge amount of skill that they are happy to invest back into the community. The group also recognised the importance of collaboration in the area, and sought to supplement rather than replicate what other groups in the area were doing. Super Grans provide classes as well as one on one mentoring and were currently looking out for spaces to use to run their classes in, especially for cooking.

In response to questions, Ms Billings explained that Super Grans currently worked with around 15 young mothers, and that Super Grans were seeking to provide a sustainable service and have a core group of mentors.

**Resolved:** Williams / Marshall

*THAT the presentation from Super Grans Western Bay of Plenty be received.*

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**CC3.11 Te Runanga O Ngai Tamawhariua Incorporated Health and Social Service**

Roy Nathan, Peer Support Advocate / Youth at Risk Coordinator of Te Runanga O Ngai Tamawhariua Incorporated Health and Social Service, was in attendance to speak to the committee about their service and how it pertains to Peer Support and Youth at Risk and also Ngahere Natives. He spoke to and tabled two power point presentations.

In response to questions, Mr Nathan advised that:
- The camps he ran were only for males at this stage. He did advocate for female youth however and worked with many young people and their family units.
- He was currently funded to run his camps for four weekends a year.
- His understanding was that the Navy had a capped number of intake as there were limited billets because of government funding.
- As a part of his role he was contractually obliged to be working with 15 different youth and their families per month and his clients were referred from a range of organisations.
- While Mr Nathan could not indicate what the main issues that his clients were dealing with, he did say that many of the issues were caused by a culmination of issues around environment and general dysfunction.
Resolved: Murray-Benge / Williams

THAT the presentation from Te Runanga o Ngai Tamawhariua Incorporated Health and Social Service be received.

The meeting concluded at 2.36pm.

CC3
Western Bay of Plenty District Council

Minutes of Meeting No. PP3 of the Policy Committee
held on 4 May 2017 in the Council Chamber, Barkes Corner, Tauranga,
commencing at 9.30am

Present

Councillor M Williams (Chairperson), Councillors G Dally, M Dean, M Lally, P Mackay, K Marsh, D Marshall, M Murray-Benge, J Scrimgeour, and His Worship the Mayor G J Webber

In Attendance

M Taris (Chief Executive Officer), R Davie (Group Manager Policy, Planning and Regulatory Services), E Holtsbaum (Group Manager Technology, Customer and Community Services), E Rogers (Policy and Planning Manager), P Martelli (Resource Management Manager), J Rauputu (Recreation Planner), and B Clarke (Democracy Advisor)

Community Board

M Grainger (Chairperson, Omokoroa Community Board)

Opening of Meeting

His Worship the Mayor convened the meeting, advising that the Chairperson, Deputy Chairperson, and other Councillors had been delayed due to an accident blocking State Highway Two, and their time of arrival was unknown. However, he noted that a quorum was present and in the absence of the Chairperson and Deputy Chairperson, the following motion to elect a Chairperson was put.

Resolved: Marsh / Murray-Benge

THAT His Worship the Mayor assume the chair in the absence of the Chairperson and Deputy Chairperson who were delayed due to a traffic issue on State Highway Two.

Apologies

Apologies for absence were received from Councillors Palmer and Thwaites, and apologies for lateness were received from Councillors Mackay, Marshall, and Williams.
Resolved: Murray-Benge / Dally

THAT the apologies for absence from Councillors Palmer and Thwaites, and for lateness from Councillors Mackay, Marshall, and Williams be accepted.

9.33pm  His Worship the Mayor declared the meeting adjourned until the arrival of the Chairperson.

9.58am  Chairperson Williams assumed the chair and reconvened the meeting. Councillors Mackay and Marshall were not present.

PP3.1  Omokoroa Structure Plan

The Policy Committee considered a report from the Resource Management Manager dated 10 April 2017 as circulated with the agenda. The Resource Management Manager introduced the report noting the following key points:

- At the current growth rate, Omokoroa had sufficient zoned and serviced Residential Zone land for nine years.
- The National Policy Statement on Urban Development Capacity required a ten-year supply. As the current supply did not meet this requirement, the next phase of the Omokoroa Structure Plan needed to be prepared.
- It was proposed to commence this work this year, as the infrastructure was in place and planned for, and the structure plan had been prepared previously.
- This presented the opportunity to review previous work on the structure plan.
- Key components would be the social infrastructure, such as shopping, recreation, community facilities and school.
- If the committee agreed to include the Omokoroa Structure Plan in the 2017 Resource Management Work Programme, Community engagement and communication would be important, and this process could be undertaken at the same time as the Omokoroa Community Plan, as many things were related. There could also be input to the Long Term Plan in the second half of the year.

10.07am  Councillors Mackay and Marshall entered the meeting.

The Resource Management Manager spoke to a powerpoint presentation and to the Omokoroa Stage 2 Structure Plan map, outlining key locations and options and issues relating to each of them. He noted the following:

- A balance would need to be found in terms of what retailers may want and what was best for the community.
- Consideration must be give to areas zoned Future Urban, and whether Council wanted to include catchments and plan a staged development, as these would be beneficial to the community, and future home owners needed surety.
The District Health Board had requested that specific consideration be given to healthy living and health facility requirements as part of the development to ensure a good community hub that people wanted to live in.

All options and opportunities could be considered as part of the structure plan review.

Staff responded to questions as follows:

- At this time, the intention was not to consider development of the remainder of the peninsula. There was already a lot of subdivision happening. Further development was a question that may arise as part of the community plan, and may also be included in Long Term Plan discussions.
- The Busby Road area in Katikati was being developed and Council would also consider other areas of Katikati. It was anticipated that in the next iteration Council would look at development in the Te Puke area as well.
- While the Settlement Pattern Review was focusing on certain communities, there was a need to consider the wider situation, special housing or to capture that requirement as part of the Settlement Pattern Review and through SmartGrowth. Council would progress these in approximately a year, but was focusing on its current big projects now.
- In terms of planning for the new town centre, it had originally been planned for this site as it was considered to be a more central and accessible location, and if the hinterland was included with the town centre, to be more beneficial for Omokoroa residents, who had expressed that was the land and location they wanted for this purpose at the time. The indication was that it was their belief that by locating the town centre on this site, they would succeed in drawing people off the state highway. Ultimately, the town centre may be developed further in to the peninsula if people had changed their position in the current environment.
- Council could revisit potential development on the northern side of the peninsula, but it was Council’s view in the past that the northern land area was too large for a commercial area and was more suitable for housing. That discussion had not been progressed further at this time.
- This plan was about providing a blueprint for the future to provide certainty for people.
- If this was not a staged development, Council would have to consider funding implications. It may be that Council could develop the entire peninsula, but that would become apparent with this review, should Council decide to include it in the work programme.
- In terms of access to the area, it would be very difficult to achieve a second entry point off Francis Road, as it was a busy road.
- There was a nine year supply of zoned and serviced Residential Zone land at Omokoroa based on current development rates. All those growth rates were about to be revisited with the Long Term Plan and staff would report back to the committee with any updates, but there was definitely sufficient supply in Te Puke.
Resolved: His Worship the Mayor Webber / Mackay

1. THAT the Resource Management Manager’s report dated 10 April 2017 and titled Ōmokoroa Structure Plan be received.

2. THAT the report relates to an issue that is considered to be of medium significance in terms of Council’s Significance and Engagement Policy.

3. THAT the Ōmokoroa Structure Plan be included in the 2017 Resource Management work programme.

PP3.2

Receipt of Policy Committee Information Pack No. PP3

The Policy Committee considered the Policy Committee Information Pack No. PP3 dated 4 May 2017 as circulated separately with the agenda.

Resolved: Scrimgeour / Murray-Benge

THAT the Policy Committee Information Pack No. PP3 dated 4 May 2017 be received and the information noted.

The meeting concluded at 10.24am.
Western Bay of Plenty District Council

Minutes of Meeting No. DL3 of the District Licensing Committee
held on 28 April 2017 in the Athenree Room, Barkes Corner, Tauranga
commencing at 10.00am

Present
Commissioner M Jones (Chairperson), and Community Appointees J Davison and M Horne

In Attendance
A Curtis (District Licensing Secretary/Compliance and Monitoring Manager), D Elvin (Licensing Inspector), D Coulter (Compliance Administration Officer), and B Clarke (Democracy Advisor)

Apology
An apology for absence had been received from Councillor Thwaites. It was noted that Councillor Mackay was on leave of absence.

Resolved: Chairperson Jones / Member Horne

THAT the apology for absence from Councillor Thwaites be accepted.

Late Item
The Commissioner advised that he would accept a late item for consideration, as all the documentation necessary for a decision had been circulated separately to the agenda. He noted that the reason that this item was not included on the agenda was that it had been received after the agenda had been released, and needed to be expediently dealt with as the applicant was due to take over the business operation. He further noted that the next scheduled District Licensing Committee meeting had been scheduled for the purpose of holding a full day hearing. He acknowledged that the District Licensing Committee had previous knowledge of the applicant and business, as it had considered the prior Temporary Authority. The late item was as follows:

- Re-Application No. LL6809 for a further Temporary Authority under Section 136, Sale and Supply of Alcohol Act 2012 – Applicant: Edible Solutions Limited – Premise located at 23 Wilison Road, Waihi Beach, trading as The Porch Kitchen & Bar.
Minutes of No. DL3 held 28 April 2017

Conflicts of Interest Declarations

Commissioner Jones (Chairperson), and Members Davison and Horne (Community Appointees), being members of the District Licensing Committee appointed, declared that they had no conflict of interest in relation to the following applications before them:

- Application No. LL6802 for a new Temporary Authority under Section 136 of the Sale and Supply of Alcohol Act 2012 - Applicant: Deborah Ann Fielding - Premise located at 4 The Esplanade, Omokoroa Beach, trading as Beached on Blue
- Late Item: Re-Application No. LL6809 for a further Temporary Authority under Section 136, Sale and Supply of Alcohol Act 2012 - Applicant: Edible Solutions Limited - Premise located at 23 Wilson Road, Waihi Beach, trading as The Porch Kitchen & Bar

Application No. LL6802 for a new Temporary Authority under Section 136, Sale and Supply of Alcohol Act 2012 - Applicant: Deborah Ann Fielding - Premise located at 4 The Esplanade, Omokoroa Beach, trading as Beached on Blue

The District Licensing Committee considered the application and following documentation as circulated with the agenda:

a) Application for a new Temporary Authority for an On-Licence dated 6 April 2017
b) Agreement for Sale and Purchase of a Business dated 28 April 2017
c) On-Licence for premises Beached on Blue dated 31 August 2017
d) Notice of Renewal of On-Licence dated 1 December 2017
e) Deed of Assignment of Lease
f) Inspector’s Report dated 12 April 2017
g) NZ Police Report dated 13 April 2017.

The Compliance and Monitoring Manager, and the Liquor Licensing Inspector both spoke to the application, noting the following:

- The new operator for this business did not currently have a licensed manager available.
- As an interim measure, the business operator and her daughter had attended a Manager’s course and were waiting for their Manager’s Certificates to be released.
- The owner did have past experience managing businesses, and had a Licence Controller Qualification (LCQ) under the 1989 Act. This demonstrated that those applying for or renewing their Manager’s Certificate had received “Recent and Relevant Training” as set out in the Sale and Supply of Alcohol Act 2012. However, there was a requirement to re-sit the Manager’s course.

Staff responded to questions as follows:

- The applicant had reasonable experience and would be on hand, and her daughter would be the manager once certified. Both were aware that if they were not working, for example in the case of illness, then no alcohol could be sold.
In terms of the operating hours potentially being up to seventeen hours per day for seven days per week, and the pressure such hours may put on a Manager, those hours had come about in relation to the operation under the base licence. The previous business owner had anticipated running events such as weddings and those hours were requested as a result, but the events had not eventuated.

The new business owner had advised they would not be operating after 4.00pm. This applicant was the third owner of this business within a two year period.

Primarily, this licence was for the operation of a restaurant, and the owner must ensure it operated as that.

There was no distinction in the Sale and Supply of Alcohol Act regarding how many hours a Manager could work in any given week. If the applicant (or her daughter) were not on site, it was expected that a sign would be put up saying that no alcohol could be sold.

The applicant was taking over the business today, and had not made an application for a full licence at this time. When a full licence was applied for, the committee would be able to investigate any concerns that it may have on any matter.

Resolved: Members Horne / Davison

THAT Application No. LL6802 for a new Temporary Authority for an On-Licence made under Section 136 of the Sale and Supply of Alcohol Act 2012 by Applicant Deborah Ann Fielding for a premise located at 4 The Esplanade, Omokoroa Beach, trading as Beach on Blue be granted.

Compliance Staff Update to the District Licensing Committee - April 2017

At the invitation of the Chairperson, the Compliance and Monitoring Manager and her staff provided a verbal update in relation to pending applications or matters of relevance to the District Licensing Committee, noting the following:

- An application made by Fresh Choice Supermarket, Omokoroa was likely to come to a hearing. The key issue was in relation to the suitability of the single alcohol area. The Liquor Licensing Inspector’s report had been sent to the Applicant, who had requested to meet with the Inspector the following week to discuss the matter. As soon as any further information was known, the Committee would be advised.
- The Committee was scheduled to meeting for a hearing in relation to Katikati Four Square Supermarket on 22 May 2017. The only opposition was from the Medical Officer of Health, who had raised concerns in relation to exposure for customers when walking through the single alcohol area.
- The Liquor Licensing Inspector noted there was an Auckland study regarding exposure to single alcohol products such as RTD’s and the effect on women in New Zealand society. Apparently, the study had included the effect from such exposure in supermarkets. He had not seen the report but was trying to attain a copy.
• Katikati Countdown supermarket would have their renewal due soon. The appeal decision had not been released at this time.
• There had been a new ‘Practice Note’ from the Alcohol Regulatory and Licensing Authority which required all hearings of District Licensing Committees to be recorded as in the case of an appeal a full transcript of the hearing was to be provided to the Authority. This requirement must be met from 1 July 2017. Many Councils dealing with a large volume of hearings were already recording them, but it raised issues for Western Bay in terms of, potentially, having to purchase equipment and pay for transcriptions. Audio and Video Recordings must be stored and accessible forever under the Local Government Information and Meetings Act 1987. The Committee would be appraised of any updates.
• Staff had visited Matakana Island to monitor the liquor licensing operation there and talk to the people. There appeared to be little support in place for those trying to comply with requirements of their licence. The current situation could be improved if a support committee was formed, including the Maori Wardens and volunteers. Staff intended to spend more time there to assist and educate the wider community.

Staff responded to questions as follows:
• There were no areas of great concern in relation to a major use of alcohol in the Western Bay District, and no evidence of more harm here than any other region of New Zealand. In discussions with the NZ Police, that impression had been confirmed.
• Nothing had come to the attention of the Liquor Licensing Inspector to suggest a major problem with youth and alcohol in Western Bay townships.
• The greatest suppliers of alcohol in the country were supermarkets.
• The Alcohol Regulatory and Licensing Authority did have to review transcripts of hearings to ensure that District Licensing Committees had followed correct practice. This was at the expense of the District Licensing Committee and no funding had been provided to Council for audiotaping and transcriptions. The only way Council could recover additional costs incurred would be for Council to set a bylaw.
• The district-wide workshop previously discussed had been postponed due to workloads. It may be considered again around September 2017.

Late Item: Re-Application No. LL6809 for a further Temporary Authority under Section 136, Sale and Supply of Alcohol Act 2012 - Applicant: Edible Solutions Limited - Premise located at 23 Wilson Road, Waihi Beach, trading as The Porch Kitchen & Bar

The District Licensing Committee considered the application and following documentation as circulated separately to the agenda:

a) Re-Application for a new Temporary Authority for an On-Licence dated 19 April 2017

b) On-Licence for premises at 23 Wilson Road, Waihi Beach dated 4 December 2017 (Should be dated 2016)
c) Agreement for Sale and Purchase of a Business dated 1 November 2016
d) NZ Companies Certificate of Incorporation for Edible Solutions Limited dated 10 October 2016
e) Temporary Authority for Edible Solutions Limited dated 26 January 2017
f) Liquor Licensing Inspector’s Report dated 28 April 2017

The Liquor Licensing Inspector spoke to the application, noting that he had advised the Applicant that any future re-applications for further Temporary Authorities would be unlikely to be granted, and urging him to make application for a full licence as was required.

**Resolved:** Chairperson Jones / Member Horne

*THAT Re-Application No. LL6809 for a further Temporary Authority for an On-Licence made under Section 136 of the Sale and Supply of Alcohol Act 2012 by Edible Solutions Limited, for a premise located at 23 Wilson Road, Waihi Beach, trading as The Porch Kitchen & Bar, be granted, noting the following:
  • There would be no further temporary authorities granted to this applicant.*

The meeting concluded at 10.40am.

Confirmed as a true and correct record

M Jones
Chairperson

Date