

MEETING - AGENDA -

Ngā Take

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Western Bay of Plenty
District Council

POLICY COMMITTEE

Komiti Kaupapa Here

PP11

Thursday, 12 April 2018
Council Chambers
Barkes Corner, Tauranga
9.30am



Notice of Meeting No PP11 Te Karere

Policy Committee Komiti Kaupapa Here

Thursday, 12 March 2018
Council Chambers
Barkes Corner
9.30am

His Worship the Mayor

G J Webber

Councillors:

M Williams (Chairperson)
D Marshall (Deputy Chairperson)
G Dally
M Dean
M Lally
P Mackay
K Marsh
M Murray-Benge
J Palmer
J Scrimgeour
D Thwaites

Media
Staff

Miriam Taris
Chief Executive Officer
Western Bay of Plenty District Council



Western Bay of Plenty
District Council

Te Kaunihera a rohe mai i nga Kuri-a-Wharei ki Otamarakau ki te Uru

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Policy Committee Delegations Mangai o Te Kaunihera

Quorum:

The quorum for this meeting is six members.

Role

Subject to compliance with legislation to develop plans and policies for the future direction of Council and its communities.

General Delegations

- To exercise all decision-making powers of Council within the Committee's scope of delegated functions and in accordance with its role, and to do anything precedent to the exercise by Council of its powers and duties as specified in Schedule 7 of the Local Government Act 2002 Clause 32 subclause 1 items b and h being specifically the following:
- To undertake on behalf of Council all processes and actions (including consultation) for the development of bylaws, remuneration and employment policy, and policies required to be adopted and consulted on under the Local Government Act 2002 developed for the purpose of the local governance statement precedent to adoption by Council.

Subject to compliance with legislation and the Long Term Plan to resolve all matters of policy and planning which do not require, under the Local Government Act 2002, a resolution of Council. Policy is defined as any matter relating but not limited to, the following:

- Policy Development
- Comprehensive Development Planning
- Environmental policy
- Matters of policy referred by Council, Community Boards or other committees
- Reserve Management Planning
- To conduct policy review and monitor policy variation frameworks
- To undertake on behalf of Council all processes and actions (including consultation) to develop bylaws precedent to the recommendation to Council for adoption of the bylaws

Subject to compliance with legislation and the Long Term Plan to resolve all matters of strategic policy outside of the Long Term Plan process, which does not require, under the Local Government Act 2002, a resolution of Council. Strategic policy is defined as any matter relating but not limited to, the following:

- Overall Infrastructure Strategies and financial Planning/Action Plans
- Policy direction for asset management planning
- To set service standards including levels of service.
- Utilities services/ infrastructure policy and planning
- Road / Transport policy and planning

- To receive and resolve on or recommend to Council or its Committees as appropriate the reports, recommendations and minutes of the following:
 - Regional Land Transport Committee
 - SmartGrowth Implementation Committee
 - And any other Joint Committee, working group or forum as directed by Council.
- To receive resolve on or refer to Council and its Committees as appropriate the recommendations from the Rural Forum.

Resource Management Act 1991 - District Plan Policy Development

- Pursuant to the Resource Management Act 1991 to establish and review objectives, policies and methods to achieve integrated management of the effects of the use, development, or protection of land and associated natural and physical resources of the district by:
- Developing to the point of notification all District Plan and Development Code Changes, variations, designations and reviews and built environment strategies.

Financial Delegations

Pursuant to Section 4(1) of the Public Bodies Contracts Act 1959, the Committee shall have the power to enter into contracts in respect of the Committee's functions to a maximum value of \$5,000,000 for any one contract, provided that the exercise of this power shall be subject to, and within the allocation of funds set aside for that purpose in the Long Term Plan, the Annual Plan and Budget or as otherwise specifically approved by Council.

To report to Council financial outcomes and recommend any changes or variations to allocated budgets.

Other

Pursuant to clause 32(1) of Schedule 7 of the Local Government Act 2002, each of the Mayor and Councillors, whether individually or collectively, the power to listen to and receive the presentation of views by people and to engage in spoken interaction with people pursuant to section 83(1)(d) of the Local Government Act 2002 in relation to any processes Council undertakes to consult on under the Special Consultative Procedure as required by the Local Government Act 2002 or any other Act.

The Committee may without confirmation by Council exercise or perform any function, power or duty relating to those matters delegated by Council in like manner, and with the same effect, as the Council could itself have exercised or performed them.

The Committee may delegate any of its functions, duties or powers to a subcommittee subject to the restrictions on its delegations and provided that any sub-delegation to subcommittees includes a statement of purpose and specification of task.

The Committee may make recommendations to Council or its Committees on any matters to achieve the outcomes required in the role of the Committee but outside its delegated authorities.

Agenda for Meeting No. PP11

Pages

**Present
In Attendance
Apologies**

Public Excluded Items

The Council may by resolution require any item of business contained in the public excluded section of the agenda to be dealt with while the public are present.

Public Forum

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Committee for up to three minutes on items that fall within the delegations of the Committee provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

PP11.1 **Recommendatory Report from Rural Committee - Issues Facing Rural Communities in 2017 - Post Harvest Zones and Seasonal Accommodation Review** 7-9

Attached is a report from the Democracy Advisor dated 29 November 2017.

PP11.2 **Adoption of the Draft Road Naming Policy** 10-17

Attached is a report from the Policy Analyst dated 12 April 2018.

PP11.3 **Kaimai Ward Reserve Concept Plans** 18-30

Attached is a report from the Recreation Planner dated 28 March 2018.

PP11.4 **2018 Policy and Planning Work Programme** 31-38

Attached is a report from the Policy and Planning Manager dated 22 March 2018.

PP11.5 **2018 Resource Management Work Programme** 39-56

Attached is a report from the Resource Management Manager dated 21 March 2018.

PP11.6 **Receipt of Policy Committee Information Pack No. PP11**

The Policy Committee Information Pack No. PP11 dated 12 April 2018 has been circulated separately with the agenda.

Recommendation

THAT the open section of the Policy Committee Information Pack No. PP11 dated 12 April 2018 be received and the information noted.

Western Bay of Plenty District Council

Policy Committee

Recommendation from Rural Committee - Issues Facing Rural Communities in 2017 - Post Harvest Zones and Seasonal Accommodation Review

Summary

Policy Committee is required to consider the recommendations and resolve accordingly. The following options are available to Policy Committee and where appropriate the preferred option has been recommended.

Please note the following is a recommendation only.

The Policy Committee to resolve to:

- a. adopt as recommended
- b. to modify
- c. refer to another Committee
- d. to decline (giving reasons) and refer back to the Rural Committee

Recommendation from the Rural Committee - 29 November 2017

RUR6.3 **Recommendations to Council and its Committees Regarding Issues Facing Rural Communities in 2017**

The Rural Committee considered a report from the Deputy Chief Executive dated 8 November 2017 as circulated with the agenda. The Deputy Chief Executive spoke to the report.

In response to questions, the staff advised that any changes would likely be notified in the middle of 2018, which would make them in time for the 2019 kiwifruit season.

Resolved: Mayor Webber / Mackay

1. *THAT the Deputy Chief Executive's report dated 8 November 2017 and titled Recommendations to Council and its Committees Regarding Issues Facing Rural Communities in 2017 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 it be recommended to Council that it advocate to the New Zealand Transport Agency for the upgrade of the intersection at Tauranga West Road (State Highway Two) and Dawson Road as part of the State Highway Two Safer Systems Project.*
4. *THAT it be recommended to the Long Term and Annual Plan Committee that the roads to packhouses in Te Puke be upgraded with the provision of footpaths and street lighting and that this issue be referred to the 2018-2028 Long Term Plan.*
5. *THAT it be recommended to the Policy Committee that there be a review of post harvest zones and seasonal accommodation.*
6. *THAT Council undertakes to report back to those who have presented by mid February 2018.*

Staff Comments - Senior Policy Analyst Resource Management

The Resource Management Manager has prepared a report titled 2018 Resource Management Work Programme, which is to be presented to the Policy Committee on 12 April 2018. This report puts forward a proposed work program for the Resource Management team for the 2018 calendar year.

The work programme includes current projects which includes a review of the Post Harvest Zone that commenced recently. Matters for consideration will include introducing new Post Harvest Zones, expanding existing Post Harvest Zones and a review of the seasonal worker accommodation.

One of the projects being proposed is a review of the District Plan's Residential Section which will look at a range of housing provisions, including those relating to seasonal worker accommodation in residential areas. Approval for the work program will be sought at the Policy Committee on 12 April 2018.

1. Significance and Engagement

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of medium significance and will be dealt with through the Resource Management Act consultation processes.

Recommendation

- 1. THAT Policy Committee review the post harvest zones and seasonal accommodation in the District Plan.***
- 2. THAT the report relates to an issue that is considered to be of medium significance and will be dealt with through the existing Resource Management Act consultation processes.***



Michelle Parnell
Democracy Advisor

Western Bay of Plenty District Council

Policy Committee

Adoption of the Draft Road Naming Policy

Purpose

The Policy Committee is asked to adopt the Road Naming Policy.

Recommendation

1. *THAT the Policy Analyst's report dated 12 April 2018 and titled Adoption of the Draft Road Naming Policy 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. (a) *THAT the draft Road Naming Policy is adopted and becomes effective from 13 April 2018.*



Simon Stewart
Policy Analyst

1. Background

Council does not currently have a Road Naming Policy, other than as an internal operational process document. The current process generally takes between six months to one year to name a road, largely due to the meeting cycle for Community Board meetings and feedback, followed by the re-checking of proposed road names, and then the meeting cycle for Regulatory Hearings Committee meetings.

At its workshop on 19 October 2017, following direction given at the previous Partnership Forum meeting on 29 August 2018, the Policy Committee considered a discussion paper on a road naming policy.

The Committee endorsed a modified draft Road Naming Policy, taking into account points raised by the Partnership Forum. This draft was then endorsed by the Partnership Forum on 13 March 2018, with no further modifications requested.

2. Significance and Engagement

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of **low** significance, given that it relates to an internal process and there is no requirement to consult on the policy. It is recognised that road names have an enduring presence in our communities.

3. Engagement, Consultation and Communication

Public consultation is not required for the creation of this internal policy.

Given the engagement with the Partnership Forum to date and their endorsement of the Road Naming Policy in its current form, it is considered that the policy does not need to be discussed further with Tangata Whenua.

4. Issues and Options Assessment

Option A Adopt the draft policy	
Assessment of option for advantages and disadvantages taking a sustainable approach	<p>Advantages</p> <ul style="list-style-type: none"> Streamlined process in naming a road, which allows for new properties to be appointed sooner (in turn allowing for utilities and services to be connected to new properties sooner); Creates a more robust system for ensuring appropriate names are approved; and Reflects the key considerations that are important to Tangata Whenua, as endorsed by the Partnership Forum. <p>Disadvantages</p> <ul style="list-style-type: none"> Removes decision making power from a Community Board, where they become a consultee instead.
Costs (including present and future costs, direct, indirect and contingent costs) and cost effectiveness for households and businesses	There may be increased staff time incurred to deal with enquiries about the policy.
Option B Do not adopt the draft policy (status quo)	
Assessment of option for advantages and disadvantages taking a sustainable approach	<p>Disadvantages</p> <ul style="list-style-type: none"> Continuation of lengthy road naming process, including pressure on Council to allow temporary road names (as provision for connections to utilities etc); Culturally inappropriate road names may continue to be approved by Council; Mana whenua may not be appropriately consulted on road naming; Work undertaken on policy development thus far will not contribute to a desired outcome.
Costs (including present and future costs, direct, indirect and contingent costs) and cost effectiveness for households and businesses	Costs would not change. Note that Council charges \$500 for road naming to cover the additional time spent reviewing, coordinating with Community Boards and the regulatory hearings committee.

5. Statutory Compliance

The draft policy is not inconsistent with Council's other policies, strategies and plans, and sets out Council's obligations and intended procedures for the implementation of this policy.

6. Funding/Budget Implications

The policy has been developed within existing budgets (policy development) and staffing levels.

DRAFT Road Naming Policy

1 Relevant Legislation/Standard

Local Government Act 2002

Australian/New Zealand Standard on Rural and Urban Addressing (AS/NZS 8419:2011)

2 Interpretation

Mana Whenua In the context of this policy, means Iwi or Hapū that exercise customary authority in an identified area within which a road name is sought. These Iwi and Hapū are identified by Council on the basis of interests described in current Iwi and Hapū Management Plans, Mana Whakahono ā Rohe Agreements and/or settlement deeds.

3 Policy Objectives

To ensure future road names are appropriate and determined through a sufficiently robust process that involves consultation with mana whenua and the Community Board. Appropriate road names are those that are sufficiently unique, culturally appropriate, and meet the requirements of emergency services.

4 General Approach

The road naming process requires balancing local views on meaningful road names with the naming requirements of emergency services, within a reasonable timeframe. It is acknowledged that road names have an enduring presence in our communities and should reflect the communities in which they are located. As such, this policy sets out the process to enable a range of community views to be considered, and acknowledges the importance of mana whenua being involved early in the decision-making process.

The scope of this policy applies to the naming of roads. Council also encourages the policy to be applied to the naming of private ways (noting that Council is not empowered by legislation to require this).

5 Decision Criteria

The decision criteria shall be used to guide decision-making on road names and will be made available to the applicant(s)/developer(s), mana whenua, and Community Boards, prior to their consideration and submitting of suggested name(s).

The decision criteria will also be used by Council's planner to guide their final recommendation.

The decision criteria are set out below:

DRAFT Road Naming Policy

5.1 All road names should be sufficiently unique

- No road name shall be the same as another road name within this district or any immediately adjacent district;
- Road names should not be phonetically similar, or similar in spelling to any other road name within this district or any immediately adjacent district;
- The road name is generally easy to spell (for an average New Zealander);
- The road name is generally easy to pronounce (for an average New Zealander);
- The road name is of appropriate length:
 - Using a guide of approximately 13 characters, including the suffix
 - Larger names are allowed if considered historically and/or culturally appropriate

5.2 A road name should be culturally appropriate

- The road name relates to –
 - The location's history;
 - Significant people/whanau in the vicinity of the proposed road; and/or
 - Significant cultural landmark(s) within the vicinity or view from the area.
- The road name is culturally sensitive, in that it –
 - Is not inflammatory (against a culture/person etc);
 - Is consistent with mana whenua views and reflects the level of significance of that location to iwi/hapū; and
 - Is not historically inaccurate.
- The road name is not offensive, being –
 - Rude/objectionable;
 - Defaming; or
 - Incorrect culture/history/location.
- A name is correctly spelt, including the correct use of macrons.
- The number of Māori road names is fairly represented in the context of non-Maori road names within the area.

5.3 Appropriate for Emergency Services

- Easy to spell (for the average New Zealand resident);
- Easy to pronounce (for the average New Zealand resident); and
- Appropriate length: Discretion shall be used with respect to the length of the road name. In general road names should not be longer than 13 characters in length, however longer road names may be necessary where alternatives are inappropriate (such as particular location, cultural significance).

DRAFT Road Naming Policy

- 5.4 The suffix of road names should be generally consistent with the Road Name Suffix Guide, as per Appendix A of this Policy.
- 5.5 Existing road names may be renamed, provided the re-naming process is consistent with this policy.

6 Policy procedures

- 6.1 For significant roads, such as State Highway revocations, Council can determine that wider public consultation shall be undertaken.
- 6.2 The following procedure shall apply for general road naming:
- Council provides the applicant (usually the developer) with contact details for the mana whenua who the applicant is required to engage with, and the Decision Criteria set out under this policy;
 - Applicant engages with mana whenua on proposed road names, and submits at least three road names with rationale for each name to Council;
 - Council planner checks for duplicates/conflicts with existing names within the Western Bay or neighbouring districts and consistency with Decision Criteria in this policy;
 - Where the proposed road will be sited within an area with a Community Board, the proposed names will be sent to that Community Board for consideration and feedback;
 - Planner's recommendation (to consider all views from consultation and guided by the Decision Criteria in Section 3 of this policy) is sent to staff member with delegated authority;
 - Decision signed under Delegated Authority.
- 6.3 If the planner's report concludes that more than 1 road name suggested in the process is appropriate, then the developer shall be consulted in order to decide the preferred name.
- 6.4 The road name will not be accepted if mana whenua have not been engaged in the process, or note that their engagement was insufficient (such as not reaching agreement with the applicant/developer/each other).
- 6.5 Delegated Authority shall be given to the Consents Manager, Policy, Planning & Regulatory Services Group Manager, the Deputy Chief Executive Officer, and the Chief Executive Officer. Only one signature is required by an officer with delegated authority to authorise a road name.

Group	Policy, Planning & Regulatory Services	Contact (3rd Tier Manager)	Environmental Consents Manager	
Supersedes	N/A			
Creation Date	xx xx 2017	Resolution Reference		
Last Review Date	N/A	Resolution Reference	N/A	
Review Cycle	First review in 2 years	Date	XX XX 2019	
Authorised by	Policy Committee	Date	XX XX 2017	

DRAFT Road Naming Policy

Appendix A: Road Name Suffix Guide

Type	Suffix	Description/usage
Alley	Aly	Usually narrow roadway in a city or town
Arcade	Arc	Covered walkway with shops along the sides
Avenue	Ave	Broad roadway, usually planted with side with trees
Boulevard	Blvd	Wide Roadway, well paved, usually ornamented with trees and grass plots
Circle	Cir	Roadway that generally forms a circle
Close	Cl	Short enclosed roadway
Court	Ct	Short enclosed roadway, usually surrounded by buildings
Crescent	Cred	Crescent shaped roadway, especially where both ends join the same thoroughfare
Crest*	Crest	A roadway running along the top or summit of a hill
Drive	Dr	Wide main roadway without many crossing streets
Esplanade	Esp	Level roadway alongside the sea, a lake or river
End*	End	A no exit street
Glade	Gld	Roadway usually in a valley of trees
Glen*	Glen	In narrow valley
Green	Grn	Roadway often leading to a grassed public recreation area
Grove	Grv	Roadway that features a group of trees standing together
Heights*	Hts	A roadway traversing high ground
Hill*	Hill	Applies to a feature rather than a route
Highway	Hwy	Highway Only
Lane	Ln	Narrow roadway between walls, buildings or a narrow country roadway
Lookout*	Lookout	A roadway leading to or having a view of fine natural scenery
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare
Mall	Mall	Wide walkway, usually with shops along the sides
Mead*	Mead	Mowed land
Meadows**	Meadows	Mowed land
Mews	Mews	Roadway in a group of houses; traditionally rural residential area converted to a residential area
Parade	Pde	Public roadway or promenade that has food pedestrian facilities along the side
Place	Pl	Short, sometimes narrow, enclosed roadway
Promenade	Prom	Wide flat walkway, usually along the water's edge
Quay	Qy	Roadway alongside or projecting into water
Ridge	Rdge	A roadway along the top of a hill.
Rise	Rise	Roadway going to a higher place or position
Road	Rd	Open roadway primarily for vehicles; route between places
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides
Straight**	Straight	Rural road
Street	St	An urban road
Terrace	Tce	Roadway on a hilly area that is mainly flat
Track	Trk	Walkway in natural setting; narrow country street that may end in pedestrian access
View*	View	Street with a view of significance
Vista**	Vista	Street with an outlook of significance
Walk	Walk	Thoroughfare for pedestrians
Way	Way	Only to be used for private roads
Wharf	Whrf	A roadway on a wharf or pier

Derived from Australian/New Zealand Standard on Rural and Urban Addressing (AS/NZS 8419:2011), Whanganui Road Naming Policy (*), and Western Bay of Plenty District road names (**)


Western Bay of Plenty District Council
Policy and Planning Committee
Kaimai Ward Reserve Concept Plans

Purpose

The Committee is asked to approve concept plans for Lynley Park Subdivision Reserve, Maramatanga Park, Precious Family Reserve and Ruahihi Power Station Reserve.

Recommendation

- 1. THAT the Recreation Planner's report dated 28 March 2018 and titled "Kaimai Ward Reserve Concept Plans" 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 the Policy Committee approves the concept plans for Lynley Park Subdivision Reserve, Maramatanga Park, Precious Family Reserve and Ruahihi Power Station Reserve (ATTACHMENT A) and directs that the Kaimai Ward Reserve Management Plan be updated accordingly.*
- 4. THAT the Policy Committee approves the decision stories (ATTACHMENT A) for dissemination to those that provided feedback as the response to their feedback.*



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John Rauputu
Recreation Planner

1. Background

The Kaimai Ward Reserve Management Plan review adopted in August 2016 recommended that:

- the existing concept plans for Precious Family Reserve and Maramatanga Park needed reviewing, and
- new concept plans for Lynley Park Subdivision Reserve and Ruahihi Power Station Reserve were required.

Draft concept plans were prepared from community feedback received during the Reserve Management Plan review, information held on Council files and from the collective knowledge held by Council Staff. Opportunities to provide feedback to the concept plans were also available during the Long Term Plan Community Conversations held at Omokoroa on 6 May and 6 June 2017 and at Te Puna on 27 May 2017.

On 31 July 2017 the Policy Committee approved the release of the draft reserve concept plans for Maramatanga Park and Ruahihi Power Station Reserve for community consultation. On 7 September 2017 the Policy Committee approved the release of the draft reserve concept plans for Precious Family Utility Reserve and Lynley Park Subdivision Reserve.

2. Significance and Engagement

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of low significance.

3. Consultation, Communication and Feedback

3.1 Consultation

Interested / Affected Parties	Completed Consultation/Communication
Maramatanga Park - Ruahihi Power Station Reserve	<ul style="list-style-type: none"> - Local paper advertisements 16, 18 and 23 August and 6 and 8 September 2017. - Letters posted out to stakeholders, Iwi, Hapu, Marae on 15 August 2017.

Te Puna and Ruahihi community, Tangata Whenua and general public	<ul style="list-style-type: none"> - 'Drop In' information Day 2 September 2017 at Te Puna. - Council Website information. - Submissions closed on 15 September 2017.
Precious Reserve - Lynley Park Reserve Omokoroa Community, Tangata Whenua and general public	<ul style="list-style-type: none"> - Local paper advertisements 13, 18 October 1, 3, 15 November 2017. - Letters posted out to stakeholders, Iwi, Hapu, Marae on 10 October 2017. - 'Drop In' information Day 21 October 2017 in Omokoroa. - Council Website information. - Submissions closed on 20 November 2017.
Internal Staff	Council staff notified accordingly.

3.2 Council Workshop

The Council workshop on 8 February 2018 considered all the feedback received, amended the draft concept plans and considered the proposed generic feedback responses.

The final concept plans **ATTACHMENT A** incorporates changes made to **Precious Family reserve** for car parking to be located near the pump station area and **Ruahine Power Station reserve** for removal of trees under transmission lines.

The draft decision "Story", **ATTACHMENT A** will be sent to submitters in response to their feedback.

4. Issues and Options Assessment

Option A	
<i>THAT the Policy and Planning Committee approves the concept plans for Lynley Park Subdivision Reserve, Maramatanga Park, Precious Family Reserve and Ruahihi Power Station Reserve and directs that the Kaimai Ward Reserve Management Plan be updated accordingly.</i>	
Benefits in terms of the present and future interests of the District taking a sustainable development approach	<ul style="list-style-type: none"> • Generates positive community interest toward reserves. • Provides certainty and transparency regarding Council's approach to management of the four reserves.
Costs (including present and future costs, direct, indirect	Current and future costs for implementing the concept plan outcomes will be requested in the Long Term Plan and Annual Plan processes. An internal submission will be

and contingent costs)	made by the Reserves and Facilities Manager for Council consideration.
Assessment of cost effectiveness for households and businesses	The concept plan implementation process includes working with facility users and the community to ensure that Council's funding policy regarding facility development contributions is adhered to.
Other financial implications	Not applicable.
Option B	
<i>THAT the Policy and Planning Committee does not approve the concept plans for Lynley Park Subdivision Reserve, Maramatanga Park, Precious Family Reserve and Ruahihi Power Station Reserve and directs that the Kaimai Ward Reserve Management Plan be updated accordingly.</i>	
Benefits in terms of the present and future interests of the District taking a sustainable development approach	Council's strategic community outcomes regarding its approach to management of the four reserves with certainty and transparency will not be adequately achieved.
Costs (including present and future costs, direct, indirect and contingent costs)	Current and future costs for development of the four reserves will not be able to be funded by Council.
Assessment of cost effectiveness for households and businesses	Management of the four reserves with certainty and transparency will not be adequately achieved.
Other financial implications	Not applicable.

6. Statutory Compliance

Act/Legal Issue	Relevant Detail
Reserves Act 1977	<p>Section 41(4) provides for reviewing a reserves management plan.</p> <p>Section 41(6) provides for consultation of a reserves management plan.</p>
Recreation and Leisure Strategy	Strategy goals and approaches provide the statutory framework to plan for the future of council reserves and recreational facilities.

Reserves planning and policy development are the responsibilities of the Policy and Strategy Committee, which has delegated authority to hear submissions to a draft reserves management plan and adopt or not adopt accordingly.

7. Funding/Budget Implications

Updating the Kaimai Ward Reserve Management Plan by adopting the four concept plans has no financial implications. However, proposed actions in the individual concept plans requiring additional funding have implications, which will be referred to Long Term Plan and Annual Plan processes for consideration.

Lynley Park Subdivision Reserve Concept Plan

Decision Story

23

ATTACHMENT A

Thank you for taking part in the Concept Planning for Lynley Park Subdivision Reserve. We have completed the Plan and this document contains information on some of the key issues, themes of community feedback and the decisions.

What's the story?

Council looks after more than 200 reserves in the Western Bay. Our Reserve Management Plans set the rules for each reserve and provide a vision for how we use and develop the public spaces for, and with, our communities. The Kaimai Ward Reserve Management Plan was prepared in October 2003, reviewed in October 2008, and again in August 2016. During the latest review, it was agreed that a new concept plan would be prepared for Lynley Park Subdivision Reserve.

Creating a draft plan

The draft concept plan was prepared from community feedback during the Kaimai Ward Reserve Management Plan review, information held on Council files and from the collective knowledge held by Council staff. Opportunities to provide feedback to the concept plan was available during the Long Term Plan Community Conversations held at Omokoroa on 6 May and 6 June 2017 and at Te Puna on 27 May 2017.

Engaging with the community

Community engagement for the draft plan started mid October 2017 with advertisements in local newspapers, written invitations to Iwi, Marae and stakeholders and a notice on Council's web page. Consultation ended on 20 November 2017. People were able to give feedback on the draft plans through our website, and by submission forms at our libraries and offices.

A drop-in day to allow elected members and staff to provide information was held at Omokoroa on Saturday 21 October 2017.

Those who wished to discuss their feedback on the draft concept plan with elected members attended a meeting in Council Chambers on 5 December 2018.

Our response to your feedback

We received 22 submissions with considerable positive feedback about the key features of the draft plan. A copy of the approved concept plan is provided in this decision and if you are interested, the approved concept plans will be posted on our webpage for the next two months.

What will Lynley Park Subdivision Reserve be used for?

Almost all the feedback supported that the headland, Mangawhai Pa, be protected as a significant Pa and a protected archaeological site. Following the adoption of a final Concept Plan, Council will work with the community, hapū and Heritage New Zealand to plan the outcomes for the Pa and other affected archaeological sites. We will then work with all the affected organisations to develop a funding plan to complete the approved development.

Feedback supported the cycleway and walkway development shown in the plan as well as in and around Omokoroa. We will continue to work with neighbours to the reserve and the local community to plan and design the various paths and walkways according to their use and location and the connectivity between paths. Maintaining the walkway / cycleway will be Council's responsibility.

The main purpose of the stormwater pond, is to control and manage stormwater from the surrounding subdivisions. Making the pond accessible to the public will require a close look at safety requirements and to ensure that the functions of stormwater management are not compromised. It was always envisaged that when the infrastructure surrounding the pond was completed, we would investigate improving public access to the pond. See the notation in the plan: "10 - Improvement of access to the storm water pond area."

Regarding planting in reserves, Council is guided by the location/environment and our generic planting policy.

We will be initiating a review of Dog Exercise Areas in the District in 2018/19 as signalled through our Dog Control Policy and Bylaw review in 2017.

What are we getting in the reserve?

Feedback included proposed lookouts, carved pou, interpretation signage of the harbour and important sites. Many people also supported seating, park benches, tables etc.

Due to the reserve's location in the harbour and the alignment of the walkway/cycleway, determining the location and timing of these elements will need monitoring to ensure they are installed in the best places.

Council is preparing an Archaeological Authority application for the cycleway route and this will include Pou (pole, marker) and Whakairo (carving, signs), seating, signage, signboards for the Mangawhai Pa Site and the alignment of walkway / cycleway. The application and supporting assessments include construction methodology.

The lookouts and the specific walkway referenced in the Plan are not included within the Mangawhai Pa site (cycleway) Archaeological Authority application and there is no

specific timeframe for when these items will be implemented. If there are requirements for archaeological legislative processes, they will be strictly followed at the time.

Management of visitors and all public use of the Historic Reserve will be through educational signage to encourage respectful behaviour. Given that the Historic Reserve is a public place, one of the functions of the cycleway path is to minimise random foot traffic through the reserve. There are many similar examples around NZ where such measures are used in significant public places.

We have other projects also dealing with Pou, Whakairo, signage and installation of interpretation panels. We need to check with hapu and the local community to clarify details about how to provide these on the respective sites in accordance with our policies. We will be working with a local community group that has already presented some ideas for consideration

A request to install a playground on the part adjoining Holyoake Terrace has been considered but the area has been assessed as too small for playgrounds and play equipment.

Council has encouraged users of playgrounds to make use of the new skate path at the Omokoroa Sportsground and the proposed new playground to be built alongside. We will continue to monitor the situation and consider installation of new playgrounds at appropriate sites within the Omokoroa Peninsula when the demand is justified and we have the support of the community.

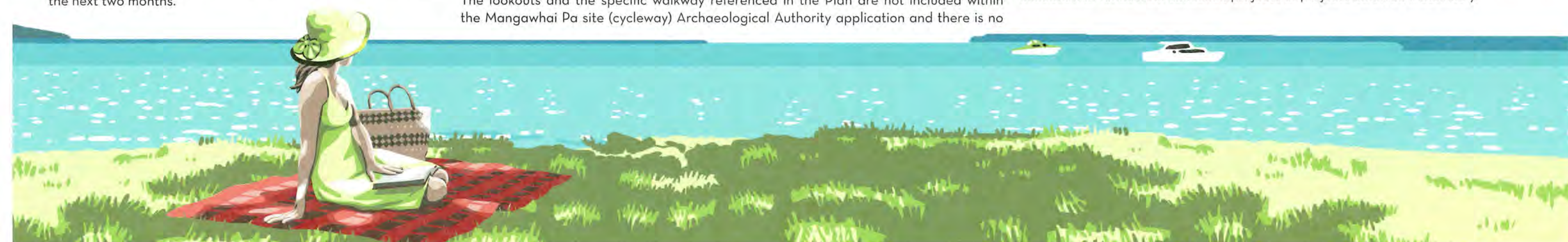
For clarification, Lot 168 DP 412452 located in Vantage Place, Omokoroa, is Council land held for a potential access over NZ Rail land.

Comments were made about the need for a toilet on this or a nearby reserve. The Lynley Park Subdivision Reserve Concept Plan does not anticipate the provision of a toilet within the reserve. However, with the ongoing development of the cycleway/walkway through the District including Omokoroa and Te Puna into Tauranga, an assessment of provision of toilets will be carried out on completion using feedback from users and local communities.

Similarly the development of the cycleway/walkway through Omokoroa has triggered the need to monitor litter management noting that our current policy is to encourage the public to take away and dispose of their own rubbish/litter.

Implementation of concept plans

Following adoption of the concept plans, implementation estimates will be prepared and referred to Council for consideration to allocate funds. This will also include the allocation of funds from cancelled projects or projects deferred indefinitely.



Proposed Future Development

1. Lookout
2. Pouwhenua / Whakairo
3. Park bench seating
4. Interpretation signage
5. Sign board of harbour and important sites
6. Public access to Pa site
7. Walkway / cycleway (Alignment to be finalised)
8. Walkway
9. Subdivision and reserve area/boundary to be finalised
10. Improve access to the Stormwater pond area



Maramatanga Park Concept Plan

Decision Story

25

ATTACHMENT A

Thank you for taking part in the Concept Planning for Maramatanga Park. We have completed the Plan and this document contains information on some of the key issues, themes of community feedback and the decisions.

What's the story?

Council looks after more than 200 reserves in the Western Bay. Our Reserve Management Plans set the rules for each reserve and provide a vision for how we use and develop the public spaces for, and with, our communities. The Kaimai Ward Reserve Management Plan was prepared in October 2003, reviewed in October 2008, and again in August 2016. During the latest review it was agreed that the existing concept plans for Maramatanga Park would be reviewed.

Creating a draft plan

The draft concept plan was prepared from community feedback during the Kaimai Ward Reserve Management Plan review, information held on Council files and from the collective knowledge held by Council staff. Opportunities to provide feedback to the concept plan was available during the Long Term Plan Community Conversations held at Omokoroa on 6 May and 6 June 2017 and at Te Puna on 27 May 2017.

Engaging with the community

Community engagement for the draft plan started mid August 2017 with advertisements in local newspapers, written invitations to hapū, marae and stakeholders and a notice on Council's web page. Consultation ended on 15 September 2017. People were able to give feedback through our website, or by filling out submission forms at our libraries and offices.

A drop-in day to allow elected members and staff to provide information about the draft plan was held at Maramatanga Park on Saturday, 2 September 2017.

Those who wished to discuss their feedback on the draft concept plan with elected members attended a meeting held in Council Chambers on 5 December 2018.

Our response to your feedback

We received 21 submissions including positive feedback about the key features of the draft plan. A copy of the approved plan is provided in this decision story and if you are interested, all the approved concept plans will be posted on our webpage for the next two months.

What will Maramatanga Park be used for?

Maramatanga Park is one of the District's premier parks. The feedback provided about the sports fields was positive and gave us a good insight into what we need to discuss with users for the long-term and as issues arise. Through the Concept Plan process we try to anticipate what current and potential users would like developed – both for the present and the future.

We are heartened by the comments made about the connection the Park has to Pirirakau hapū.

Therefore it is appropriate for the Concept Plan to acknowledge that relationship by including the following:

- Opportunity to erect appropriate pou to signify and strengthen the relationship of Pirirakau to the park.

Considerable support was shown for new cycleway connection to the Park but there were concerns about the impact of the lack of car parks and the need for an additional toilet. We will be monitoring the impact of the cycleway including provision of car parks, toilet facilities, drinking water etc at Maramatanga Park. The proposed overflow locations shown in the Concept Plan can be amended as the impacts become clearer.

Members of the Tennis Club commented about the need to expand, but another submitter suggested extra courts were not needed. We continue to have a good working relationship with the Club and managing court space at Maramatanga Park has always been a priority for Council.

Feedback on the Te Puna Community Centre highlighted the need for an upgrade. The building is owned by the local Community Trust who is responsible for planning ongoing maintenance and capital development of the building including renovations and upgrades. Rates are collected from a Te Puna area of benefit, which Council administers on behalf of ratepayers. This funds maintenance and capital development of the Community Centre and the Te Puna War Memorial Hall. The respective committees continue to work with Council to plan how the funds are spent but our role is limited. The respective committees are encouraged to seek the involvement of other parties and agencies to assist with funding via grants etc. Council welcomes an invitation from the committees to discuss options.

The nine fitness stations spread around the park were installed in 2008.

We will be initiating a review of Dog Exercise Areas in the District in 2018/19, as signalled through our Dog Control Policy and Bylaw review in 2017.

What are we getting in the park?

We received many comments supporting the proposed skate park and playground. Over recent years there has been a lot of support for these play areas district-wide. Occasionally opposition arises due to concerns about the sites becoming magnets for anti-social behaviour. Council's experience with these types of facilities at Katikati, Omokoroa, Te Puke, Maketu and Waihi Beach is that they have proven very successful through their popularity and through support from committed committees.

Council's commitment to funding will come from a mix of sources including rates, financial contributions, but most importantly, from a cost-share arrangement with the community. If the Maramatanga Park skate park project is to proceed, a community group will need to be established to work with Council to assist with designing the facilities and coordinating fundraising for the community's contribution.

The concept plan identifies potential sites to enable further discussion to assist the design and funding stage which will also include assessments of access, location of services and the proposed new toilet.

Several people were concerned about the lack of public toilet options. Due to vandalism resulting from the toilet block being located at the rear of the Community Centre, we have kept it locked. We will continue to work with users to make sure the toilet key is available for organised events.

The plan identifies the location of a new toilet close to the proposed carpark, playground and skate park area to enable easy access. We anticipate the final location and timing of the toilet will coincide with completion of the design, assessments and funding stage of the proposed "play area" facilities.

Several Model Aircraft Club members supported the continued use of Maramatanga Park for flying. It is a permitted activity on reserves, which must meet the noise performance standards under the provisions of the District Plan. Council's Reserves and Facilities Bylaw also restricts how a person may operate power-driven model aircraft on a reserve. It is understood only electric model aircraft are used at the Park, which would need to meet the requirements above. Fuel or gas turbine powered planes are unlikely to be permitted because of the District Plan noise performance standards for the zone.

We have also given permission for all Remotely Piloted Aircraft Systems (drones) to use reserves, provided the bylaws and Civil Aviation Authority regulations are met.

Currently the Park is mown to the appropriate sports fields code standard, Type C – 20 to 40 mm grass height. Council would consider working with the Model Aircraft Club to arrange specific areas to be mown for the purposes of flying electric model aircraft. We would also use the opportunity to address any issues members may have regarding general use of the park and access to the toilet.

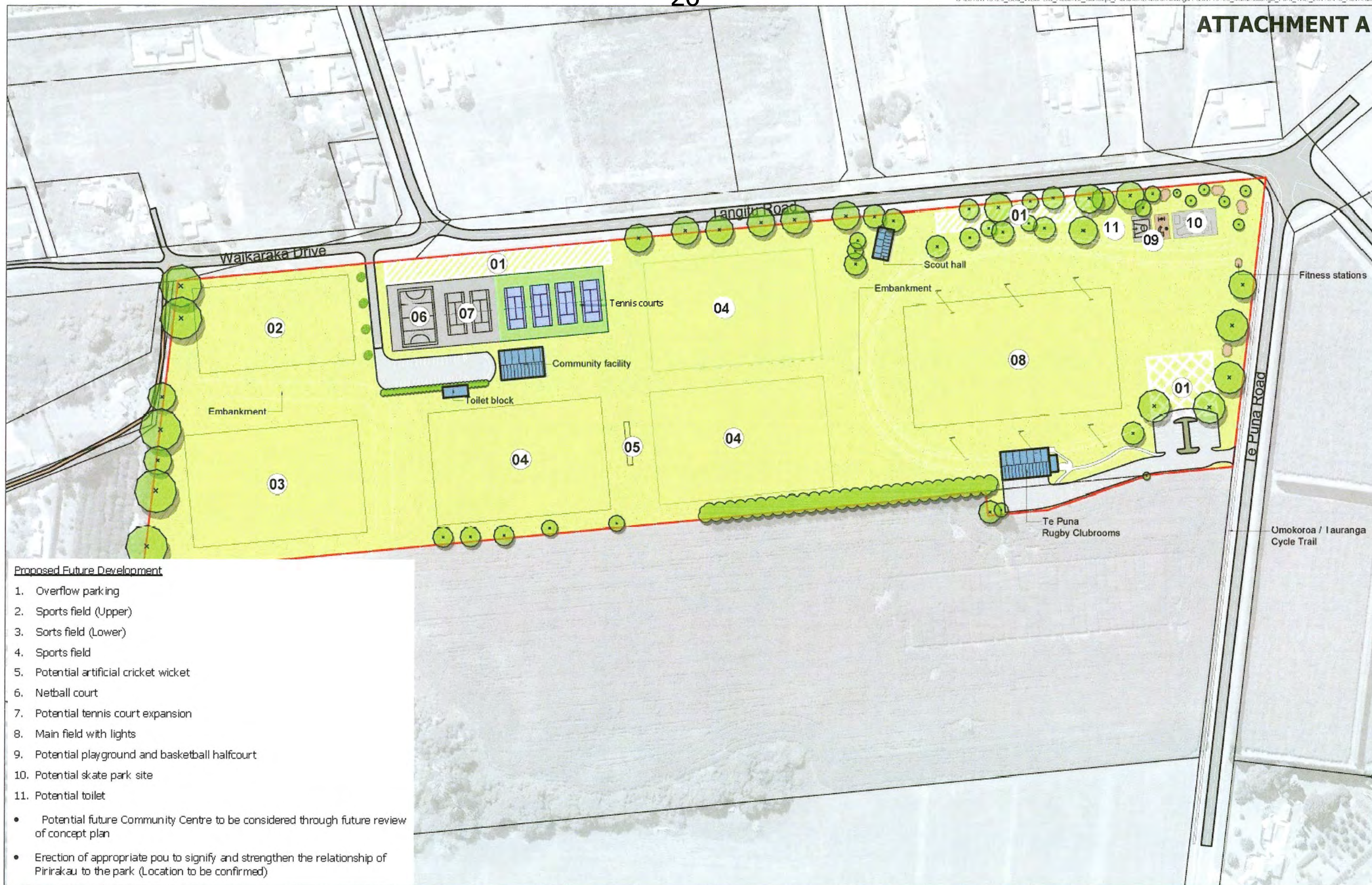
During community discussions, the idea of a future Community Centre for the wider Te Puna area was raised on the basis that it should be located on Council-owned land, i.e. Maramatanga Park. During this concept plan process, there was support for a future Community Centre at Maramatanga Park but rather than being site specific, the Plan would include a general statement: Potential future Community Centre building site to be determined later.

Several comments were made about the future use of the Park. The Concept Plan process endeavours to anticipate what current and potential users would like developed short and long term. Council takes on board the feedback received about the long term outlook.

Implementation of concept plans

Following adoption of the concept plans, implementation estimates will be prepared and referred to Council for consideration to allocate funds. This will also include the allocation of funds from cancelled projects or projects deferred indefinitely.





Proposed Future Development

1. Overflow parking
 2. Sports field (Upper)
 3. Sports field (Lower)
 4. Sports field
 5. Potential artificial cricket wicket
 6. Netball court
 7. Potential tennis court expansion
 8. Main field with lights
 9. Potential playground and basketball halfcourt
 10. Potential skate park site
 11. Potential toilet
- Potential future Community Centre to be considered through future review of concept plan
 - Erection of appropriate pou to signify and strengthen the relationship of Pirirakau to the park (Location to be confirmed)



Legend

- | | | |
|--------------------------|----------------------------|---------------|
| Lawn | Access road and carparking | Site Boundary |
| Sport field | Bund / Bank | Small tree |
| Low amenity planting | Sports field light | Existing tree |
| Erosion control planting | | |

Precious Family Reserve Concept Plan

Decision Story

Thank you for taking part in the Concept Planning for Precious Family Reserve. We have completed the Plan and this document contains information on some of the key issues, themes of community feedback and the decisions.

What's the story?

Council looks after more than 200 reserves in the Western Bay. Our Reserve Management Plans set the rules for each reserve and provide a vision for how we use and develop public spaces for, and with, our communities. The Kaimai Ward Reserve Management Plan was prepared in October 2003, reviewed in October 2008, and again in August 2016. During the latest review it was agreed that the existing concept plan for Precious Family Reserve would be reviewed.

Creating a draft plan

The draft concept plan was prepared from community feedback during the Kaimai Ward Reserve Management Plan review, information held on Council files and from the collective knowledge held by Council staff. Opportunities to provide feedback to the concept plan was available during the Long Term Plan Community Conversations held at Omokoroa on 6 May and 6 June 2017 and at Te Puna on 27 May 2017.

Engaging with the community

Community engagement for the draft plan started mid October 2017 with advertisements in local newspapers, written invitations to hapū, marae and stakeholders and a notice on Council's web page. Consultation ended on 20 November 2017. People gave feedback on the draft plan through our website, or by filling out submission forms at our libraries and offices.

A drop-in day to allow elected members and staff to provide information about the draft plan was held at Omokoroa on Saturday, 21 October 2017.

Those who wished to discuss their feedback on the draft concept plan with elected members attended a meeting held in Council Chambers on 5 December 2018.

Our response to your feedback

We received 37 submissions with considerable positive feedback about the key features of the draft plan. A copy of the approved plan is provided in this decision story and if you are interested, all approved concept plans will be posted on our webpage for the next two months.

What will Precious Family Reserve be used for?

With the current and expected growth of Omokoroa, the Precious Family Reserve is a very important harbour access point. Its location close to the harbour, within handy walking and cycling distance for many residents, was evident from the feedback supporting continued passive use. The review of the Kaimai Ward Reserve Management Plan in 2016 also received similar comments plus a petition supporting passive recreation and a place to launch small kayaks, canoes and boats. You suggested that draining the reserve and managing surface flooding would provide year-round use. We will consider this as we develop the reserve.

Many comments supported the Mabs Kelly Walkway, which also doubles as a service vehicle access to the pump station. The historical walkway/access arrangements no longer apply and have been replaced with alignment as provided in the plan.

We also received considerable support for parking nearer the foreshore. The location of the carpark in the plan is near the proposed toilet, which would make use of the existing service vehicle access road to the pump station.

Feedback on the need for a toilet at Precious Family Reserve was varied e.g. build it close to the water's edge or we do not need a toilet at all. However, the majority of submissions were in favour of the location proposed - if it is agreed a toilet is needed. Availability of toilets and fresh drinking water outlets will be important for reserve users - particularly with the expected increased use as a result of growth.

The final layout details will be decided when site investigations for flooding, stormwater management, and location of the toilet and carpark are carried out and when community demand dictates.

We will be initiating a review of Dog Exercise Areas in the District as signalled through our Dog Control Policy and Bylaw review in 2017.

What are we getting in the reserve?

Many submitters supported the ongoing development of the wetland and management of the stormwater. As funding allows, we will continue to work on drains and wetlands including looking at the low-lying area next to the golf course. The foreshore area has issues with flooding and water logging particularly during the winter. This will require further investigation as noted in the Concept Plan.

Several comments were received about more signage and naming the ponds. The Concept Plan does not envisage naming the pond and it should be noted that separate names already exist for the Reserve and the walkway. We will consider installing more signs but people said we need to retain the natural feel of the area and not have too many signs. We currently have other projects dealing with signage and installation of story boards. We will work with hapū and the local community to clarify details about how to provide these on the respective sites in a manner that meets our signage policy.

Park furniture, seats and tables enhance reserves and make a difference to all communities. Once the final design of the wetland and stormwater is completed, determining the location and timing will need monitoring to ensure furniture, seats and tables are in the best locations.

A few people asked whether there was an opportunity to install a playground. Our preference at this stage is to encourage users of playgrounds and play equipment in this part of Omokoroa to make use of the new skate path at the Omokoroa sportsground and the new play ground planned to be built alongside the skate path. We will continue to monitor the situation for Omokoroa as a whole and look at installing new playgrounds at appropriate sites when the demand is justified and we have the support of the community.

People concerned about planting of reserves can be assured that this will be guided by the location and environment of individual reserves and Council's planting policy. Similarly, our approach to managing rubbish on reserves is primarily to erect signage encouraging users of parks, walkways and cycle ways to take their refuse with them. We will continue to monitor the situation.

Implementation of concept plans

Following adoption of the concept plans, implementation estimates will be prepared and referred to Council for consideration to allocate funds. This will also include the allocation of funds from cancelled projects or projects deferred indefinitely.





Ruahihi Power Station Reserve Concept Plan Decision Story

Thank you for taking part in the Concept Planning for Rui Power Station Reserve. We have completed the Plan and this document contains information on some of the key issues, themes of community feedback and the decisions.

What's the story?

Council looks after more than 200 reserves in the Western Bay. Our Reserve Management Plans set the rules for each reserve and provide a vision for how we use and develop public spaces for, and with, our communities. The Kaimai Ward Reserve Management Plan was prepared in October 2003, reviewed in October 2008, and again in August 2016. During the latest review it was agreed that a new concept plan would be prepared for Ruahihi Power Station Reserve.

Creating a draft plan

The draft concept plan was prepared from community feedback during the Kaimai Ward Reserve Management Plan review, information held on Council files and from the collective knowledge held by Council staff. Opportunities to provide feedback to the concept plan was available during the Long Term Plan Community Conversations held at Omokoroa on 6 May and 6 June 2017 and at Te Puna on 27 May 2017.

Engaging with the community

Community engagement for the draft plan commenced started mid-August 2017 with advertisements in local newspapers, written invitations to hapū, marae and stakeholders and a notice on Council's web page. Consultation ended on 15 September 2017. People were able to give feedback on the draft plan through our website, as well as by filling out submission forms at our libraries and offices.

A drop-in day to allow elected members and staff to provide information about the draft plan was held at Maramatanga Park on Saturday, 2 September 2017.

Those who wished to discuss their feedback on the draft concept plan with elected members attended a meeting held in Council Chambers on 5 December 2018.

Our response to your feedback

We received positive feedback about the key features of the Ruahihi Power Station Reserve draft plan. A copy of the approved plan is provided in this decision story and if you are interested, all approved concept plans will be posted on our webpage for the next two months.

Entering Ruahihi Power Station Reserve off State Highway 29, or parking nearby on State Highway 29, are major issues from a safety perspective, State Highways are the responsibility of the New Zealand Transport Agency. The subdivision consent creating the reserve and the other lots, limits the reserve's use to river-based activities on days when the Ruahihi Power Station releases water. In addition, the reserve can only host four organised events per year and the gate is required to be locked at all times when the reserve is not in use.

Due to the restricted public access, Council will not be installing seats and picnic tables, although the Kaimai Canoe Club may wish to. We will be installing the bollards shown on the plan, once the site layout has been finalised.

We propose to work with Trustpower, the Kaimai Canoe Club and any other interested parties to achieve the best outcome for the reserve including other issues raised in this feedback process e.g. tree planting, debris on the reserve, overhead transmission line, safe access to the river.

Implementation of concept plans

Following adoption of the concept plans, implementation estimates will be prepared and referred to Council for consideration to allocate funds. This will also include the allocation of funds from cancelled projects or projects deferred indefinitely.





Proposed Future Development

1. Potential access to river (gravel)
 2. 6m tall trees
 3. Formalise parking (gravel) when required
 4. Formalise access road (gravel) when required
 5. Gate with padlock
 6. Canoe Club Facility
- Install bollards as appropriate

Western Bay of Plenty District Council**Policy Committee****2018 Policy and Planning Work programme**

Purpose

The purpose of this report is to agree the 2018 work programme for the Policy and Planning team.

This report outlines the key projects progressed in 2017, provides an overview of ongoing work, and other projects that could be included for 2018.

Recommendation

- 1. THAT the Policy and Planning Manager's report dated 22 March 2018 and titled 2018 Policy and Planning work programme 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 the following projects be included in the 2018 Policy and Planning work programme, alongside the team's ongoing commitments:**



Emily Watton
Policy and Planning Manager

1. Background

Council gave direction on the 2017 work programme for the Policy and Planning team at its meeting on 15 December 2016. This report provides an overview on work progressed or completed in 2017, and seeks direction on the matters that the Policy Committee wishes to prioritise for the 2018 calendar year.

2. Projects progressed in 2017

Project	Comment	Level of work
Long Term Plan preparation, including two phases of pre-engagement	Confirmation of the strategic direction. Development of strategic assumptions. Project management of the Long Term Plan project. Planning and delivery of two phases of community engagement. Review of strategies not subject to substantive review.	Major
Infrastructure Strategy and Financial Strategy review	Development of new strategies with improved integration with Asset Management Plans and other components of the Long Term Plan	Major
Regulatory Services Strategy Review	Consideration of Council's role and approach, the significant effects of providing regulatory services, levels of service, performance measures and funding arrangements	Major
Solid Waste Strategy review	Consideration of Council's role and approach, the significant effects of providing solid waste services, levels of service, performance measures and funding arrangements	Major
Significance and Engagement Policy review	Minor amendments to the policy, which was adopted in September 2017. These included financial thresholds to guide assessment of significance under the policy	Minor
Coastal Erosion Responses Policy	Final Policy was adopted in August 2017 following a special consultative procedure, and a decision story disseminated to those who gave feedback in September.	Major
Dangerous and Insanitary Buildings Policy review	Removal of provisions relating to earthquake-prone buildings, now prescribed in the Building Act 2004 itself. Addition of an assessment tool for dangerous and insanitary buildings	Minor
Rentals for Encroachments on Council Land policy development	Development of a policy to enable Council to charge rentals on Council land where it is utilised privately, and generates a financial benefit to the occupier. Consultation pursuant to s82 of the Local Government Act 2002 was undertaken on the draft policy.	Medium

Waste Management and Minimisation Plan review	A joint vision was adopted with Tauranga City Council. Pre-engagement on the WMMP was undertaken online and in conjunction with phase one engagement on the Long Term Plan, and a special consultative procedure undertaken on the draft WMMP in October 2017. A final WMMP was adopted in December 2017.	Major
Amendment to Independent Hearings Commissioners Policy	An amendment to the policy was adopted in October 2017 to give effect to the Resource Legislation Amendment Act 2017.	Minor
Concept plans for Precious Reserve, Maramatanga Park, Ruahihi Power Station Reserve and Lynley Park	Draft concept plans were released for consultation in September (Ruahihi Power Station Reserve and Maramatanga Park) and in November (Precious Reserve and Lynley Park). A Have Your Say opportunity will take place on 5 December. Adoption of the final concept plans is intended to occur in early 2018.	Medium
Waihi Beach/Katikati Reserve Management Plan review	Significant scoping work has been undertaken to combine the two separate Waihi Beach and Katikati RMPs into a single plan. Workshops have been undertaken at the request of the Waihi Beach and Katikati Community Boards.	Major
Easter Sunday Trading policy development	A final policy was adopted on 5 December 2017, following completion of a special consultative procedure. The policy enables trading across the district.	Medium
Facilities In The Community Fund criteria review	A review was undertaken of the criteria and direction given that status quo should continue for this funding round. Council must move to a development contributions scheme due to the Resource Legislation Amendment Act 2017, therefore the future of this fund will need to be revisited as it is currently funded from financial contributions.	Minor
Facilities in the Community funding round implementation	A funding round was opened in September 2017 and allocations made by the Community Committee later in 2017.	Medium
Policy for Setting Land Rentals for Club Buildings on Council Land	The policy was adopted in June 2017, following s82 consultation. This sets out a framework to enable a consistent approach being taken to setting rentals for club buildings on Council land.	Minor
Tiny House response	A discussion paper was prepared in response to community interest groups requesting Council enable tiny houses in the Western Bay. Council endorsed the matter being included in the intended review of medium density housing provisions in the District Plan (see Resource Management work programme).	Minor

Road Naming Policy development	Scoping work and pre-engagement with the Partnership Forum (as well as interested individual forum members) was undertaken in the latter part of 2017.	Minor
Water Supply System Bylaw	Scoping work has been undertaken the latter part of 2017. The bylaw review is intended to be completed prior to July 2018.	Medium
National Policy Statement on Urban Development Capacity	Development of a monitoring framework to meet the requirements of the NPS, and reporting against that framework as part of the Development Trends report	Medium
Submissions on behalf of Council	Submissions were prepared on behalf of Council to Regional Council on its Annual Plan 2017-18, Plan Change 9 (Region-wide Water Quantity Plan Change) and the Kaituna River Document. Submissions were also lodged with MBIE on guidelines for earthquake-prone buildings and to NZTA on the setting of speed limits.	Minor

3. Ongoing commitments

The Policy and Planning team have a number of ongoing commitments as set out below. These have been undertaken in 2017, and also need to be taken into account when considering the 2018 work programme.

Ongoing commitments	
SmartGrowth	<ul style="list-style-type: none"> Participating member of three SmartGrowth fora (Population Aging Technical Advisory Group, Social Sector Forum, Strategic Partners Forum)
Working with tangata whenua to ensure their views and aspirations are reflected in work undertaken by the team and organisationally	<ul style="list-style-type: none"> Support the implementation of Te Ara Mua Input into post-Treaty arrangements e.g. co-governance/management models. Updates on a range of policy and planning projects to the Partnership Forum. Ensure appropriate tangata whenua input into policies, bylaws, plans and strategies.
Water Allocation	<ul style="list-style-type: none"> Participation in regular meetings of the Pongakawa/Kaituna catchment group.
Healthy Whare project	<ul style="list-style-type: none"> Ongoing coordination and preparation of funding applications on behalf of the group
Council's role in housing	<ul style="list-style-type: none"> Steering group member for the Housing Needs Assessment, and Involvement in seasonal worker research. Involvement in BOP Health Housing Forum Steering group member of 'Our Community Project' for a hub for homeless people in Tauranga City.
Research and monitoring	<ul style="list-style-type: none"> A number of reports and surveys undertaken as required e.g. SmartGrowth Development Trends report, Annual Residents Survey etc.

Project Wai Ora	<ul style="list-style-type: none"> Ongoing work project managing the working party and progressing actions.
Submissions on behalf of Council	<ul style="list-style-type: none"> Submissions prepared as required in response to Bills, draft plans etc. Also provide input to SOLGM and LGNZ as required, to contribute to submissions representing local government as a whole.

4. Work programme options for 2018

The table below recommends the policies, bylaws and plans that either must be reviewed/developed in 2018 (because of statutory requirements), are well overdue for review or work has already commenced. The subsequent table outlines additional other projects that could be undertaken, but are not essential. It is not possible to undertake all of the projects listed in both tables due to staff capacity (currently 6.6 FTE, including manager and administration). Therefore, some projects will need to be deferred to 2019 or additional resourcing procured.

The number of projects that will need to be deferred will depend on the workload associated with the project. An indication of workload for each project is noted. Major projects involve a substantial amount of work over a number of months. A medium project requires some work over a number of months, and a minor project will require lower levels of work over a shorter time period. Please note that the ongoing projects outlined in Part 3 of this report can also require significant work.

It should also be noted that it is not uncommon for other projects to be included in the work programme throughout the year because of changes in legislation, or in response to a community issue that is not anticipated at the time of writing this report.

Proposed work programme 2018		
Long Term Plan	Community engagement planning and deployment for phase 3 (special consultative procedure). Project management and delivery of the Consultation Document and final Long Term Plan.	Major
Review of General Bylaw 2008	Due for review in 2018. As part of this review, it is intended that a first principles review of our bylaws framework is undertaken.	Medium
Review of the Trading in Public Places Bylaw	The bylaw requires review to address some complexities that have arisen through its implementation.	Medium
Water Supply System Bylaw review	Scoping work has been undertaken the latter part of 2017. The bylaw review is intended to be completed prior to July 2018.	Medium
Development of a policy on urupa	Direction given at Policy Committee workshop on 31 July 2017 that a policy should be developed.	Medium
Completion of Kaimai Ward concept plans	Plan review/development process for the concept plans in relation to Ruahihi Power Station Reserve, Maramatanga Park, Precious Reserve and Lynley Park Reserve.	Minor

Policy on supporting provision of infrastructure of Council to Marae in our district	Operations Committee on 26 October 2017 recommended to the Policy Committee that a policy on this matter should be developed.	Medium
Waihi Beach/Katikati Reserve Management Plan	Continuation of the review, consistent with direction given at the scoping workshop in December 2017.	Major
Development of a Climate Change Action Plan	Budget for this project has been included for 2018/19.	Medium
Paengaroa concept plans	Review of the concept plans for the reserve on Conway Road and Pokapoka Reserve, as requested by the Paengaroa Community Plan. The Community Association have shown interest in progressing these concept plans.	Medium
Review of the Recreation and Leisure Strategy	A review of this strategy is recommended, particularly to ensure clear levels of service are developed that will support a future development contributions policy.	Major
Natural Environment Strategy review	A review of this strategy is also recommended alongside the development of the Climate Change Action plan, and also in light of the potential impacts on this activity from development contributions. This can include the exploration of Council's approach to conservation, protection and enhancement of indigenous biodiversity and natural eco-systems (as endorsed by Policy Committee in response to the SmartGrowth forums position papers.	Major
17A on solid waste services	To include the investigation of kerbside rubbish and recycling services. Project budget for these investigations has been included in the Long Term Plan for 2018/19.	Major
Implementation of Te Ara Mua actions	It is noted that the Partnership Forum will determine priorities at its workshop in February 2018.	Minor-medium
Housing Needs Assessment actions	The sub-regional Housing Needs Assessment will be completed at the end of 2017, and will include recommended actions for Council to consider progressing. It is recommended that an action plan be developed following consideration of the recommended actions.	Medium
Council's approach to land disposal	A matter included on the 2017 work programme, but not progressed given that ownership arrangements for Panepane are not finalised. There is no clear process for how Council will respond to requests for surplus land to be returned, transitioned into joint ownership or disposed of. This may be progressed through development of a policy or a process document.	Medium

Freedom Camping Bylaw review	The review was due November 2017, and the bylaw will lapse if the review is not completed by November 2019.	Medium
Communities Strategy review	This will include reviewing Council's approach and levels of service in relation to community hubs, libraries and other community infrastructure.	Major
S17A review on pensioner housing	Direction to undertake this work was given by the Policy Committee in August 2017, and consequently budget included in the Long Term Plan for 2018/19.	Major
Road naming policy	Scoping work and pre-engagement with the Partnership Forum (as well as interested individual members) was undertaken in the latter part of 2017.	Minor
Class 4 and TAB venues policies	Statutorily required to be reviewed by 2016, but remains in effect.	Medium
Earthquake-prone buildings	Amendments to the Building Act require Council to undertake a special consultative procedure to determine priority buildings and thoroughfares	Medium
Dog Control Policy and Bylaw amendment	Undertake a special consultative procedure with regard to the Haiku walkway in Katikati, following public concern and recommendation from Community Board.	Medium
Review of Reserves and Facilities Bylaw	Following a recommendation from the Partnership Forum in relation to horse riding at Tuapiro Point Beach, a review of the bylaw should be commenced. This will be undertaken by a contractor due to resourcing needs.	Major

5. Significance and Engagement

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it is an internal matter. Whilst each project is likely to have differing levels of significance to the community, the direction sought on prioritisation of the projects is not considered significant.

6. Engagement, Consultation and Communication

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Management Team	Management Team workshop in December 2017.
Tangata Whenua	Review of actions in Te Ara Mua, which sets out priorities for Council to progress.
General Public	Internal matter – n/a.

7. Issues and Options Assessment

Option A	
THAT the recommended projects be included in the 2018 Policy and Planning work programme	
Assessment of option for advantages and disadvantages taking a sustainable approach	This will depend on the projects Council direct staff to work on. By setting an agreed work programme, staff are clear on the priority projects to progress, and can manage resourcing needs accordingly.
Costs (including present and future costs, direct, indirect and contingent costs) and cost effectiveness for households and businesses	<p>Budgets are allocated for 2017/18 and 2018/19 to undertake the Policy and Planning work programme.</p> <p>A contractor will lead the Reserves and Facilities Bylaw and the Recreation and Leisure Strategy reviews, if these are included in the work programme alongside all other recommended projects. Budget for this will be requested through the Long Term Plan for the 2018/19 financial year.</p>

8. Statutory Compliance

It is noted for each project if there is a legislative requirement to review a policy, bylaw or plan in 2017. Once the work programme is confirmed, each project will be independently scoped and planned to ensure statutory compliance is achieved.

9. Funding/Budget Implications

Budget Information	Funding	Relevant Detail
Policy and Planning budgets for 2017-18 and 2018-19.		Budgets are allocated to undertake Policy and Planning work programme, except for the work proposed to be undertaken by a contractor.

Western Bay of Plenty District Council

Policy Committee

2018 Resource Management Work programme

Purpose

The purpose of this report is to agree the 2018 work programme for the Resource Management Team.

This report outlines the key projects progressed in 2017, provides an overview of ongoing work, and other projects that could be included for 2018.

Recommendation

- 1. THAT the Resource Management Manager's report dated 21 March 2018 and titled 2018 Resource Management Work Programme 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 the following project(s) be included in the 2018 Resource Management work programme, alongside the team's current programme:**



Phillip Martelli
Resource Management Manager

1. Background

A Discussion Paper was discussed at a Policy Committee Workshop in December 2017 that sought direction on the matters that the Policy Committee wished to prioritise for the 2018 calendar year. This report proposes a Work Programme for adoption for 2018.

2. Current Projects

Project	Comment	Level of work
Katikati urban growth area selection and zoning, potentially including Lifestyle Zone	Consultation on alternative locations to commence in April, followed by the development of a preferred option for notification under the RMA	Major
Omokoroa Structure Plan Stage 3	Preparation of structure plan options to consult with the community, followed by developing a preferred option for notification under the RMA.	Major
Omokoroa Industrial Zone review	Review of Industrial Zone provisions as they affect the amenity of neighbours. Plan Change notified 24 March 2018.	Minor
Matakana Island ONFL – Regional Coastal Plan appeal	Mediating with all parties to finalise the “values and attributes” that will be used to assess resource consent applications.	Minor
SmartGrowth notably Tauriko West, Te Tumu, Tauranga Urban Strategy, NPS on Urban Development Capacity, Future Development Strategy	Ongoing watching brief and input as necessary on Tauriko West, Te Tumu, and TUS. NPSUDC monitoring and reporting systems now in place for regular reporting on trends. FDS just commenced and required by statute to be finalised by December 2018.	Major
Natural Hazards collaboration with BOPRC and TCC on harbour inundation, tsunami liquefaction, and other hazards	Projects underway for this year are: Tauranga Harbour and coastal erosion and inundation. Waihi Beach tsunami.	Moderate
Package of Plans meetings – pre-lodgement meetings with developers	Ongoing meetings.	Moderate
Subdivision and development for people	Examination of what needs to change (rules, processes, attitudes – internal and external, incentives) to achieve better urban design that meets the expectations of the community that is going to live there, rather than the current focus on what the developers want to provide.	Major
Post Harvest Zone	Review of the PHZ to ensure it meets the needs of the industry going forward. Aspects include expansion of existing Zones, possibility of new zones, seasonal worker accommodation provisions. It does not include seasonal worker accommodation provisions outside the PHZ. Plan change to be in place for next season.	Moderate
Te Puke Parking Review	Review of town centre parking in response to the town centre road upgrade	Moderate

3. Work programme options for 2018

The Resource Management Team maintains a list of possible plan changes that is brought to our attention via a range of sources including the Team's use of the District Plan, the Consents Team through administration of the Plan, the Compliance and Monitoring Team through enforcement, consultants, developers, and residents and landowners. The current list numbers 78 different items and is provided in **Attachment 1**.

There are also strategic studies underway that will either result in plan changes and/or relate to plan changes on the list. It therefore makes sense to group these where possible to ensure a more holistic view is taken. For example to address the housing issue will require a range of responses of which a plan change will be only one option.

The RMA requires District Plans to be reviewed ten yearly. The whole Plan does not have to be reviewed at once, but can be done in sections in a "rolling " review. The intention is to do the latter and thus group possible plan changes into sections making the process more holistic rather than focusing on specific provisions.

Taking the above into account (and accepting current projects) the topics that are seen as priorities are as follows. Housing is seen as the priority and the intention is to address this alongside the Omokoroa structure plan project. The remainder are in no particular order. Each would be subject to the appropriate level of analysis to firstly understand what is the best response for Council, whether a plan change is required (it is likely that some will not, but other action may be possible/preferred), and if so what should be the content of the plan change.

It should be noted that with the current resources available (three staff and a small Consultants budget of \$50,000 pa) progress on the list below or the list of Possible Plan Changes, (except the Housing topic) will be constrained.

1. Housing
 - Review of Medium Density Residential Provisions and merger of Residential and Medium Residential Zones into one.
 - Urban design controls.
 - Minor dwellings and whether fincos should be charged.
 - Large dwellings that cater for more than one household.
 - Accommodation facilities/dwelling definition alignment with Building Act (4 vs 6 residents)
 - Seasonal worker accommodation.
 - Outcomes of the Housing Strategy e.g. inclusionary zoning, density controls, tiny houses.
 - SmartGrowth Housing Needs Assessment.
2. Industrial Zones
 - Intra-zone noise
3. Rural
 - Frost fans.

- Home enterprises, particularly industrial-type activities.
4. Cultural and Heritage Features
 - Adding sites of significance to tangata whenua.
 5. Statutory Matters
 - Ensure District Plan compliance with various National Policy statements and National Environmental Standards. Some of these can be made directly without a plan change.
 - Changeover from financial contributions to development contributions.
 - Statutory Acknowledgements as a result of Treaty Settlements. Although these have been mapped in the District Plan as they arise, there is a need to review how the RMA requirements for consultation with tangata whenua on activities affecting these sites and other matters of significance to Maori are given effect to in the District Plan, in particular with regard to Permitted and Controlled Activities.

4. Significance and Engagement

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it is an internal matter. Whilst each project is likely to have differing levels of significance to the community, the direction sought on prioritisation of the projects is not considered significant.

5. Engagement, Consultation and Communication

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Management Team	Management Team workshop in December 2017.
General Public	Internal matter – n/a.

6. Issues and Options Assessment

Option A THAT the following project(s) be included in the 2018 Resource Management work programme	
Assessment of option for advantages and disadvantages taking a sustainable approach	This will depend on the projects Council direct staff to work on.
Costs (including present and future costs, direct, indirect and contingent costs) and cost effectiveness for households and businesses	Budgets are allocated for 2017/18 and 2018/2019 to undertake the current Resource Management work programme. If Council wishes staff to undertake projects additional to the current programme and the housing topic, further staff or consultant resourcing would be required.
Other implications	Projects for inclusion into the work programme need to consider legislative requirements and community expectations.

7. Statutory Compliance

Projects need to be undertaken to meet the requirements of the Resource Management Act.

8. Funding/Budget Implications

Budget Information	Funding	Relevant Detail
RM Operational budget		Additional budget will be required if additional projects are to be undertaken.

Attachment One: Possible Plan Changes (2018)

Notes:

Topic refers to the part of the District Plan.

Scale refers to the amount of input likely to be required for the specified topic.

Topic	Explanation	Priority	Scale
District Plan-wide Home Enterprises Industry	Should industrial zone activities be excluded from being permitted as a home enterprise because of the frequent complaints about the likes of noise, traffic. See A2835490.	1	Medium
District Plan-wide Statutory acknowledgements	District Plan needs to show all statutory acknowledgements from TOW settlements e.g. Tapuika.	1	Medium
District Plan-wide Farming vs cleanfill Re Oropi Road	Landowners next to 479C Oropi Road are complaining about noise, traffic and amenity issues relating to the importing and dumping of cleanfill on this property. The landowner argues it is contouring as part of farming which would mean the activity is permitted. However, if people are paying money to import and dump the cleanfill then is this a business in a rural zone and required to obtain a resource consent to deal with effects, such as noise, traffic and amenity.	1	Medium
NPS and NES Review	Need to review all to see what changes are required to the District Plan.	1	Large
NPS Review NZ Coastal Policy Statement	The first review of the New Zealand Coastal Policy Statement (NZCPS) took effect in December 2010. Council must give effect to this as soon as practicable through a Plan Change. This was delayed to wait upon the Regional Council first giving effect to the NZCPS through its Regional Policy Statement as Council is required to give effect to both documents. Variation 1 (Coastal Policy) to the Regional Policy Statement has become Operative, Council should undertake this review once Matakana Island ONFL has been finalised.	1	Large
Section 03 Definitions Kitchens Kitchen facilities Kitchenettes	Paula Golsby has prepared a Section 32 for this Plan Change. The issue is summarised as follows: It has been identified that there is duplication between the definitions for "Kitchen Facilities / Kitchen" and "Kitchen Facility" as set out in Section 3 of the District Plan. In addition, there is a conflict between the definitions for "Kitchen Facility" and "Kitchenette".	1	Medium

44

Topic	Explanation	Priority	Scale
Section 03 Definitions Lot	Hapu partitions may actually meet the definition of "lot". This means resource consent may not be required for additional dwellings and FINCOs may not be able to be charged. Need to review research on this. It would seem unfair to allow Maori land to qualify for multiple permitted dwellings (free of FINCOs) when the hapu partitions are created through the Maori Land Court without paying FINCOs. This would result in the under-funding of Council infrastructure and would be different to how European title is treated.	1	Medium
Section 04B Transportation Parking Cash in Lieu	Need for a linking in relation to the cash in lieu provisions, to be able to charge for the offsite parking.	1	Small
Section 04C Amenity Odour	Paula Golsby has identified a need for edits as well as some changes which likely need a Plan Change. The odour rules need to be clarified to clearly set out the roles of WBOPDC and Regional Council and to clarify the application of the rules.	1	Medium
Section 08 Natural Hazards Building/structures not affected by flooding and definitions of retaining walls and closed boarded fences	The Hookey Drive case has highlighted a number of issues including: <ul style="list-style-type: none"> • A retaining wall is not a retaining wall unless it is retaining earth – even if it is constructed as a retaining wall. • There is no definition in the Plan for a closed boarded fence. • The rules allow an activity to be permitted if not affected by a floodable area. This makes sense for things like poles (which Powerco intended in their submission to Plan Change 35) however not for all activates – like Powerco’s submission also requested. It should also test whether the activity would affect the flood hazard. It shouldn’t be a permitted rule anyway because it requires judgement. 	1	Medium
Section 13 Residential Minor dwellings	As a controlled activity, someone can have "minor dwellings" (more than one). There is also no connection to having enough land area. This means there is no limit to how many they can have as a controlled activity. The wording in the blue plan says "one minor dwelling".	1	Medium
Section 17 Katikati Lifestyle Zone	Preparation of structure plan (carry over from 2011).	1	Large
Section 17 Te Puke Lifestyle 17.4.2 (g) (i)	Rule 17.4.2 (g) (i) needs amending because Council has taken over the SH. It has become TP highway. Council plans to upgrade those intersections which will satisfy the existing requirements relating to SH. This will mean subdivision and development will take off and therefore we need to revise the structure plan to allow for this.	1	Medium

Topic	Explanation	Priority	Scale
Section 18 Rural Zone Frost Fans	<p>Item 1 Review of controls on portable fans and matters relating to noise in general. (A2728316)</p> <p>Item 2 A2702635. "2^o - 3/4^o" need to change to reflect business practice. "</p> <p>Item 3 With the new crops currently being introduced throughout the district that are more frost sensitive and have a far higher value than the Hayward Green, there needs to be a complete and strategic review of this rule and performance standards. This rule has an effect on the major industry of this district. There has been one noise query about frost fans this year, on the coldest night of the year where temperatures dropped to 1 degree for approximately 6 to 7 hours. That query was as to what activated the fans and when told they were temperature controlled he was quiet happy as he could see the need for it. Council is reacting to a very small sector of the district population in relation to the current rule that has a major potential effect on our largest industry. A way forward is to look at Marlborough District Plan Rule regarding the permitted activity of frost fan use. This plan appears to be more practicable as it has real world levels of performance standards for frost fan noise and also places performance standards on those building habitable buildings in the horticultural areas.</p>	1	Medium
Section 20 Commercial Transition Zone	With respect to subdivision, the commercial transition zone references to the medium density rules (14.4.4 and 14.5). The layout has caused some confusion.	1	Medium
Section 22 Post Harvest	<p>Review of provisions to for example:</p> <ul style="list-style-type: none"> • New PH Zones • Expand existing PH Zones • Increase the permitted limit for accommodation above 75 people within PH zones • Allow permitted accommodation facilities to increase from 4-10 people • Cheaper FINCOs • Review definition of dwelling, and/or introduce a definition of boarding houses, to limit the number of occupants (there were up to 53 RSE workers in one dwelling in 2017). 	1	Large

Topic	Explanation	Priority	Scale
Section 3 Definitions Lot	<p>There was a recent application for an additional dwelling on a cross leased property in a primary risk area. Initial advice from Council staff was that the two cross leased portions of the site were not their own "lot" and therefore the dwelling on one of the crossed leased portions became the second dwelling on the property and therefore was a prohibited activity. Legal advice has since confirmed that each crossed leased portion is actually its own title and therefore meets the definition of "lot" in the District Plan. This may have resolved the issue for the landowner in this case, however it means we've advising the opposite in the past e.g. making people get resource consents for additional dwellings and taking FINCOs.</p> <p>We will need to change our advice from this point and clarify the definition of "lot" accordingly. This could be an edit. Or we will need to do a District Plan so that cross leases are not their own lot. If this is even possible, this is likely to be opposed. Also need to clarify the scope of fincos.</p>	1	Medium
Section 08 Natural Hazards Change 2 RPS RMA Amendment	RMA Amendment and Change 2 RPS require a review of all Natural Hazards (maps and rules). This is currently in progress under the Natural Hazards Planning Charter between WBOPDC, TCC and the Regional Council.	1	Large
District Plan-wide Residential & Business Development Capacity RMA Amendment	RMA Amendment and NPS UDC requires the establishment, implementation, and review of objectives, policies, and methods to ensure that there is sufficient development capacity in respect of housing and business land to meet the expected demands of the district.	1	Large
Section 09 Hazardous Substances RMA Amendment	RMA Amendment removes explicit function of district and regional councils to control hazardous substances. This is because there are two other Acts that deal with hazardous substances including the Hazardous Substances and New Organisms Act (1996) and the Health and Safety at Work Act (2015). Councils can however still place additional controls on hazardous substances under the RMA to control effects not covered by the other Acts. It is unclear whether the District Plan needs amending or not but this needs to be investigated.	1	Medium
District Plan-wide Subdivision Permitted Activities RMA Amendment	RMA Amendment makes all subdivision permitted unless restricted by a rule in a district plan. The non-complying rule for unlisted activities in section 4A of the District Plan probably ensures that all subdivision is restricted i.e. needs resource consent. Just need to double check to make sure.	1	Small

Topic	Explanation	Priority	Scale
District Plan-wide Boundary Activities RMA Amendment	RMA Amendment requires district councils to permit boundary activities provided that written approval is received from affected neighbours. Boundary activities included yards, daylighting and fences. The District Plan already allows permitted activity status for many such infringements subject to written approval. However, where it does not, the consents team are obliged to treat them as a permitted activity subject to written approval being received. The issue here is that some yard rules and fence rules are in place for reasons other than simply protecting neighbours. For example, yards in the rural zone are about the zone's amenity. Fences rules provide for visual permeability for crime prevention. These implications need to be checked.	1	Small
District Plan-wide Accommodation facility numbers	With respect to seasonal accommodation, the accommodation facility rules which allow four people or less is inconsistent with the Building Act's allowance for 6 people before a change of use is required. These limits are both in place because of potential effects. Is there a need to bring consistency?	2	Small
Planning Maps Esplanade Reserves	Proposed esplanade strips follow the legal stream boundaries on the DP maps. However there are cases where the stream has been straightened or altered naturally and the maps do not align (eg Pongakawa Stream). The dataset could be updated using current and new aerial photography.	2	Large
Planning Maps Ecological Features	Inaccuracy of our ecological sites layer. Apart from landowner submissions this dataset has not been updated since it was introduced in 1991. The dataset could be updated using current and new aerial photography.	2	Large
Section 03 Definitions Building/Structure	From "loopy rules meeting" A2702635. The notes say: "Definition should be building act definition and "structure".	2	
Section 03 Definitions Heights of retaining walls and fences	Retaining walls are a structure if they exceed 1.5m (above or below ground level). Fences are a structure if they exceed 2m. Firstly, why is a retaining wall measured for overall height rather than its height above ground level? This is confusing and people may be applying this rule differently? Secondly, why is it ok for a fence to be 2m high on the boundary, but a retaining wall needs to be lower? Same effect so why not the same height restriction?	2	Medium

Topic	Explanation	Priority	Scale
Section 03 Definitions Building/structure	The definition first of all says that a building/structure is as per its ordinary and usual meaning. Then it specifically lists other things e.g. a decks exceeding 1.5m and fences exceeding 2m in height. A deck less than 1.5m or a fence less than 2m in height is still a structure by its ordinary meaning. The way we've been applying the rule is that a deck or fence lower than this is not a building/structure. This would have made sense when the rule was just to control boundary issues like yards and daylight, however it doesn't make sense within hazard areas and potentially in other places of the District Plan.	2	Medium
Section 04A General Activities on the surface of water	The District Plan says that a transfer of powers occurred in 1993 giving Regional Council our functions relating to activities on the surface of water. The Regional Council disputed this claiming the transfer was approved by the relevant Council committees but was never given effect to.	2	Large
Section 04B Roading Hierarchy	NZTA have moved to a "one network" roading classification system. We are considering whether to align the District Plan with this new classification system. It would involve changing the roading hierarchy.	2	
Section 04B Transportation Parking Cash in lieu	Should it not be rates funded? Reason being that different activities have different parking requirements. As most of the activities are Permitted Activities, these activities can change without requiring a resource consent. On-site parking for customers is not good planning practice. Also keep in mind that in the Commercial and Industrial zones, the transportation rates are higher than Residential, therefore rates should pay for public parking.	2	Medium
Section 05 Natural Environment RPS/RCEP eco/landscape features	Do we need to update our maps to copy these features? So our rules apply? The Pukehina Rd wetland protection lot subdivision has been opposed by Regional Council on grounds that the feature is of regional significance, even though its not shown in the District Plan.	2	Medium
Section 07 Heritage Cultural Heritage	Cultural Heritage Sites of Significant to iwi/hapu. Many significant heritage and cultural sites ae not identified in the DP.	2	Large
Section 08 Natural Hazards Tsunami	Tsunami zones are being identified by BOPRC. How will the District Plan need to respond?	2	Large

Topic	Explanation	Priority	Scale
Section 08 Natural Hazards CDEM implications	Possibility of rules that make the recovery process easier e.g. earthworks and clearance of properties/debris.	2	Medium
Section 08 Natural Hazards Flooding / inundation	In response to increasing flood levels in Waihi Beach, an amendment to the daylight Rules was included in the District Plan. However, those Rules are specific to those areas of Waihi Beach which are identified as floodable on planning maps A03 and U01-U04. A policy response by Council is yet to occur for the balance of the District so that such allowances are extended to the wider District.	2	Medium
Section 12 Subdivision Activity status for non-compliance with tables 1 and 2 in Section 12	It is not clear what the activity status is for an activity which involves an increase in capacity and hence requires an increase in width. Part 12.3.4 "Activity Status" does not provide any clarification. It's also not clear why it relates just to controlled activities and overlooks any other activity. Perhaps the whole of Section 12 could be made clearer in terms of activity status.	2	Medium
Section 17 General Lifestyle Artificial crop protection in the Lifestyle Zone	Artificial crop protection should be made permitted in Lifestyle <u>and</u> Future Urban. There are existing growers in this area that need to be provided for.	2	Small
Section 17 Minden Lifestyle Intersection upgrades and increasing the 256 Lots	Because of the Minden roundabout, we need to start thinking about negotiating with NZTA to increase the lots within the Minden Road catchment of the Structure Plan. The Minden roundabout is currently NZTA, it will soon transfer to WBOPDC once the Northern Link is in place. Therefore, NZTA will not be affected by any increase in capacity of the Minden Lifestyle Zone.	2	Large
Section 17 Minden Lifestyle Wairoa Catchment	Review of Wairoa Catchment and Minden Road end (carry over from 2011-follow up from Hearings). Regarding greenlanes and developer roads.	2	Large
Section 18 Rural Zone Harbour reclamations	Committee want this Plan Change to be proceeded with. Section 32 was prepared by Grant Bridgwater but Plan Change is on hold because it will allow new lots in potential harbour erosion and inundation hazards which are in process of being identified.	2	Small

Topic	Explanation	Priority	Scale
Section 19 Commercial Zone Parking	RC9891 proposes three new on-site carparks for Plunket. The location of these parks will necessitate creating access to the site which will in turn remove three existing on-street parks. There is nothing to prevent this from happening and there is no way of taking cash in lieu or any other form of mitigation. See A2615171 for the site plan.	2	
Section 04C Amenity Noise - Industrial	Measurement is only at the Zone boundary, and does not apply between sites within the Zone.	2	Medium
Section 18 Rural Zone Wind turbines	Frost fans can now go to 15m, so why not wind turbines.	3	Small
Development Code	TCC and WBOPDC are combining and creating one development code. TCC don't reference this in their District Plan but we do. A Plan Change / edits are needed to tidy up the District Plan.	3	Large
District Plan-wide Allowing small structures in yards	From "loopy rules meeting" A2702635. The notes say: "In side yards e.g. aluminium garden sheds, gazebos, shade house, green houses (definition of building)" Do they require a BC or not.	3	Small
District Plan-wide On-site manager	From "loopy rules meeting" A2702635. The notes say: Onsite Manager etc. should be permitted – not just "above ground floor".	3	Small
District Plan-wide Matters of control	Controlled on-site protection lot subdivision has no matters of control and therefore Council may not be able to impose conditions and someone may try argue that. We may possibly lack matters of control in other parts of the plan so this should be reviewed as one Plan Change.	3	Medium
District Plan-wide Rural provisions for lifestyle, rural-residential, future urban, post harvest and All Terrain.	Certain rural zone rules are not applied within other zones such as lifestyle. Examples such as artificial crop protection, 200m2 buildings and allowances for protection lots come to mind. Should they?	3	Medium

Topic	Explanation	Priority	Scale
District Plan-wide Minor dwellings Resource consent	Should minor dwellings really need resource consent? It is for FINCOs but it is a constant issue trying to answer queries or check applications that relate to whether something is a minor dwelling or a caravan or an accommodation facility etc. There are also anomalies like what if someone has a caravan which has a kitchen and they park it next to a shed which has a bathroom and toilet? Is this a minor dwelling requiring FINCOs?	3	Medium
District Plan-wide Mineral Prospecting	Mineral prospecting is not listed as a permitted activity in the Natural Environment Section, nor is it listed as an RDA along with mineral exploration, mining and quarrying. Therefore, it is non-complying, so more restrictive than these other activities which have greater effects. It probably should be permitted in the natural environment section, or RDA. Another issue is that mineral exploration, mining and quarrying is DA in the Rural Section and RDA in the Natural Environment Section, so is less restrictive in ecological features. However, most ecological features are in the rural zone and so will be DA anyway. Definitions of minerals exploration and mining may also be helpful for differentiating all of the terms. Paula Golsby has identified some potential changes. Most likely an edit. A2896933.	3	Small
District Plan-wide Permitted activities that aren't actually permitted activities	There are quite a few of these in the District Plan where something is listed as permitted but there is a related rule which overrides this but which isn't obvious such as a yard or daylighting. For example, a single medium density dwelling appears to be permitted but is actually RDA if on a lot less than 1400m ² . The other is in the commercial and industrial zones where a number of activities are listed as permitted but automatically default to controlled for being high water users e.g. accommodation facilities. In the later example, it is actually wrong to refer to them as permitted because there will be no circumstances where they are.	3	Medium
Rezoning request Manoeka Road	Zoning of Manoeka Rd east from Te Puke Quarry Road. Currently zoned Rural but has been developed along Residential standards and was previously a mix of Rural and Residential zoning.	3	Medium
Rezoning requests Te Puna Industrial Commercial	Possible rezoning of land in Te Puna to commercial/industrial in exchange for land given to Council. The industrial rezoning may be a private plan change?	3	Medium

Topic	Explanation	Priority	Scale
Section 03 Definitions Dwellings - one household	From "loopy rules meeting" A2702635. Situations where very large dwellings are built to accommodate 'one' very large family. There have been instances of 3-4 families living together with one kitchen and kitchenette e.g. Chinese. There are also many instances of RSE workers living in one house. Are these examples of 'one' household? Are there enforcement issues?	3	Small
Section 03 Definitions Building/Structure	This has a tricky relationship with Section 8 – Natural Hazards. The definition was put in place to control boundary nuisance issues and was incorporated into Section 8 later through Plan Change 4. This has created a number of anomalies e.g. fences under 2m height won't need a resource consent in a floodable area but those over 2m will.	3	Medium
Section 03 Definitions Rural Activity	From "loopy rules meeting" A2702635. The notes say: "Composting, Firewood, Commercial" Are they asking for a new definition? This needs clarifying.	3	Medium
Section 03 Definitions Terraces/Platforms	Tim Richardson is arguing that earthworks are a platform under the definition of building/structure which means that rules such as height/yards/daylight and floodable areas apply. Our view is that platforms refers to a building, rather than an area of land prepared for a house site.	3	Small
Section 04C Amenity Vibration	From "loopy rules meeting" A2702635. The notes say: <ul style="list-style-type: none"> • No rules • Not road based • Activity driven vibration In addition, there has been the odd call over the years and the rules say that Council doesn't have a role with controlling vibration. Is this correct? Should we? Can we measure?	3	Medium
Section 04D Signs Various	From "loopy rules meeting" A2702635. The notes say: Sign Policy <ul style="list-style-type: none"> • Clarity of requirements • Highly restrictive – only relates to site to which property pertains eg: restaurant cannot advertise at another location 	3	Medium

Topic	Explanation	Priority	Scale
Section 07 Heritage Trees	Mrs Thea Baigent-Still, the owner of 202 Tanners Point Road would like to protect some trees along her front and side boundary. Objective ref. A2952492.	3	Small
Section 07 Heritage Trees	Objective number A1054511. Allen Rountree a resident from Waihi Beach wants to protect some Pohutukawa Trees on his property by registering them in the District Plan or by some other means.	3	Small
Section 07 Heritage Trees	See e-mail. Objective link A1333656. Braden Rowson BOPRC.	3	Small
Section 08 Natural Hazards Earthworks	<p>There have been a few instances where people have asked whether the 5m³ limit for earthworks is per activity or cumulative? The plan is not clear.</p> <p>The general interpretation of the permitted activity lists is that if an activity is listed, this is what is allowed on the title as a permitted activity e.g. one dwelling, or accommodation for 4 people. You can't do one dwelling twice or accommodation for 4 people twice. So why should you be able to do earthworks of 5m³ twice or more?</p> <p>Buildings are obvious and therefore it is easy to see how many there are or how many people they provide for. However, for earthworks, it is hard to know whether there has previously been 5m³ and therefore whether the next lot of earthworks is exceeding the limit.</p> <p>Examples: The reserves team wanted to know whether they could do 5m³ of earthworks now for something and then do it again for a similar activity in the future. An external customer asked whether they could do 5m³ of earthworks for each site they wanted to level for water tanks and be permitted.</p>	3	Small
Section 08 Natural Hazards Earthworks	It is not clear whether people clearing drains to meet regional council requirements need resource consent in a floodable area.	3	Small

Topic	Explanation	Priority	Scale
Section 12 Subdivision Street widths	From "loopy rules meeting" A2702635. The notes say: "Minimum Requirements need to accommodate parking both sides of road."	3	Small
Section 12 Subdivision Section 12.3.7 (e) 300m2 site	Is the minimum buildable area of 300 m ² inclusive of setbacks? For example, for argument's sake, if you were looking at a lot of 300 m ² , would all of that be potentially buildable or do you exclude the setback areas from that? One thought is it would exclude setbacks, but then where you have a minimum lot area of 350 m ² or even 400 m ² it wouldn't be possible to have 300 m ² of buildable area without including the setback areas.	3	Small
Section 13 Residential Visual permeability of fences	From "loopy rules meeting" A2702635. Notes indicate that this rule is difficult to enforce.	3	Small
Section 13 Net Land Area Dwellings Subdivision	The more than one dwelling per lot rules require a net land area, however the subdivision rules do not. Is an oversight or intentional?	3	Small
Section 17 General Lifestyle 400m2 buildings	It is possible to have this – but possibly shouldn't be. The 200m2 rule was put in place for Rural Zone and other similar zones were overlooked. One view might be that if the larger rural zone lots can't have a 400m2 building, then why should smaller lifestyle lots where this impact will be greater. Another view might be that the lifestyle zone is more residential in nature and a large building won't be out of place next to a number of large dwellings nearby i.e. the rural character is already compromised.	3	Medium
Section 17 Minden Lifestyle Unnecessary Structure Plan Roads	Planning Report 5A for the Minden Lifestyle Zone says that five new SP roads are identified, however Council has identified that the Clark Road extension project will not be required but no submissions were received and therefore couldn't be removed. We should also review the other structure plan roads as there is at least one other off Minden Road that isn't useful. This also had no submissions against it.	3	Small
Section 13 Residential Zone Beekeeping	From "loopy rules meeting" A2702635. The notes say: "Cannot occur as District Plan defines as farming but allowed under Bylaw."	3	

Topic	Explanation	Priority	Scale
Section 18 Rural Zone Nominated house sites and consent notices for 'production lots'	There seems to be a bit of a grey area in regards to the certification of nominated house sites in rural/productive lot situations. In some situations a consent notice requiring a geotechnical report confirming the suitability of a proposed house site at the time of building consent has been applied for and in other situations the house site is not needed due to the large area of land where there are many possibilities for a house site. District Plan rule 12.4.1 (f) requests for consent notices requiring geotechnical reports subsequent to Section 224 issue will not be permitted. Maybe we can have a minimum lot size where a specific house site does not need to be certified as there is ample area for a possible house site, and to certify one specific house site with geotechnical investigation seems over the top.	3	Medium
Section 18 Rural Zone Quasi industrial activities	EG Newnham Park, Bill Webb depot. Large buildings no longer required for original purpose but suitable for other activities – option of resource consent or plan change for specific/spot zone that gives more flexibility eg for rural type businesses such as depot, manufacturing, research, office.	3	Medium
Section 18 Rural Zones Education facilities and other activities	Option of stipulating that they are to serve the needs of the local Rural community to avoid the practice of jumping the urban fence because of cheaper land e.g. ACG. Issue of protecting urban limits.	3	Medium
Section 19 Commercial Zone Child care facilities	Perhaps should be RDA instead of Discretionary. Should be encouraged here rather than Residential Zone.	3	Small
Section 22 Post harvest subdivision	This is controlled subject to 18.4.2 (the rural subdivision standards), which would rule out most subdivision in PHZ. Is this an issue?	3	Medium