

# Regional Council

## **NOTICE IS GIVEN**

that the next meeting of the **Regional Council** will be held in **Mauao Rooms, Bay of Plenty Regional Council Building, 87 First Avenue, Tauranga** on:

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**Thursday, 10 May 2018 commencing at 9.30 am.**

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Mary-Anne Macleod  
Chief Executive  
3 May 2018





# Regional Council

## Terms of Reference

### Purpose

- Enable democratic local decision-making and action by, and on behalf of, Bay of Plenty communities.
- Meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- Set the overarching strategic direction for Bay of Plenty Regional Council as an organisation.
- Hold ultimate responsibility for allocating financial resources across the Council.

### Membership

All councillors are members of the Regional Council.

### Quorum

In accordance with Council standing order 10.1(a), the quorum at a meeting of the Regional Council is seven members, consisting of half the number of members.

### Meeting frequency

Six-weekly.

### Role of Council

- Address Local Electoral Act matters and Local Government Rating Act matters.
- Oversee all matters relating to identifying and contributing to community outcomes.
- Consider and agree on matters relating to significant new activities or areas of involvement such as infrastructure which are not the responsibility of a specific committee.
- Provide regional leadership on key issues that require a collaborative approach between a number of parties.
- Develop, adopt and review Council's Policy on Significance and decision-making policy and processes.
- Develop, adopt and implement the Triennial Agreement and the Code of Conduct.
- Consider and agree on matters relating to elected members' remuneration matters.
- Appoint the Chief Executive Officer, and review their contract, performance and remuneration at least annually.
- Approve all delegations to the Chief Executive, including the authority for further delegation to staff.
- Establish committees, subcommittees, and working parties and appoint members.
- Receive and consider recommendations and matters referred to it by its committees, joint committees, subcommittees and working parties.

- Approve membership to external bodies and organisations, including Council Controlled Organisations.
- Develop, adopt and review policies for, and monitor the performance of, Council Controlled Organisations.
- Review and approve strategic matters relating to the sale, acquisition and development of property for the purposes of meeting Council's organisational requirements and implement approved Regional Council policy.
- Address strategic corporate matters including property and accommodation.
- Institute any proceedings in the High Court that are not injunctive proceedings.
- Exercise the powers and duties conferred or imposed on Council by the Public Works Act 1981.
- Consider and agree on the process to develop the Long Term Plan, Annual Plan and Annual Report.
- Adopt Council policies as required by statute (for example Regional Policy Statement and Regional Land Transport Strategy) to be decided by Council or outside of Committee delegations (for example infrastructure policy).
- Delegate to commissioners to exercise the powers, functions and duties of the Council as a consent authority under the Resource Management Act 1991 including to hear and decide a consent application.
- Monitor Council's financial and non-financial performance in-year.
- Develop, review and approve Council's Financial Strategy and funding and financial policies and frameworks.

## Delegations from Council to Committees

- Full Council has a role to monitor the functioning of all committees.
- Full Council will consider matters not within the delegation of any one Council committee.
- Full Council may at any time, revoke or modify a delegation to a Council committee, either permanently, for a specified time or to address a specific matter, if it considers there is good reason to do so.
- The delegations provided to committees may be further delegated to subcommittees unless the power of further delegation is restricted by Council or by statute.

It is accepted in making these delegations that:

- The committees, in performing their delegated functions, powers or duties, may, without confirmation by the Council, exercise or perform them in a like manner and with the same effect as the Council itself could have exercised or performed them.
- The delegated powers given shall at all times be subject to their current policies and principles or directions, as given by the Council from time to time.
- The chairperson of each committee shall have the authority to exercise their discretion, as to whether or not the delegated authority of the committee be used where, in the opinion of the chairperson, circumstances warrant it.

## Powers that cannot be delegated

Under Clause 32 Schedule 7 of the Local Government Act 2002, Full Council must make the following decisions:

- Make a rate.
- Make a bylaw.
- Borrow money or purchase or dispose of assets, other than in accordance with the long-term plan.
- Adopt the long-term plan, annual plan, or annual report.
- Appoint a chief executive.
- Adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement.
- Adopt a remuneration and employment policy.



## Public Forum

1. A period of up to 15 minutes may be set aside near the beginning of the meeting to enable members of the public to make statements about any matter on the agenda of that meeting which is open to the public, but excluding any matter on which comment could prejudice any specified statutory process the council is required to follow.
2. The time allowed for each speaker will normally be up to 5 minutes but will be up to the discretion of the chair. A maximum of 3 public participants will be allowed per meeting.
3. No statements by public participants to the Council shall be allowed unless a written, electronic or oral application has been received by the Chief Executive (Governance Team) by 12.00 noon of the working day prior to the meeting and the Chair's approval has subsequently been obtained. The application shall include the following:
  - name of participant;
  - organisation represented (if any);
  - meeting at which they wish to participate; and matter on the agenda to be addressed.
4. Members of the meeting may put questions to any public participants, relevant to the matter being raised through the chair. Any questions must be asked and answered within the time period given to a public participant. The chair shall determine the number of questions.





# Membership

<b>Chairman:</b>	D Leeder
<b>Deputy Chairman:</b>	J Nees
<b>Councillors:</b>	N Bruning, W Clark, J Cronin, S Crosby, D Love, T Marr, M McDonald, A Tahana, P Thompson, L Thurston, A von Dadelszen, K Winters
<b>Committee Advisor:</b>	S Kameta

Recommendations in reports are not to be construed as Council policy until adopted by Council.

## Agenda

*E te Atua nui tonu, ko mātau ēnei e inoi atu nei ki a koe, kia tau mai te māramatanga ki a mātau whakarite mō tēnei rā, arahina hoki mātau, e eke ai te ōranga tonu ki ngā āhuetanga katoa a ngā tangata ki tō mātau rohe whānui tonu. Āmine.*

*“Almighty God we ask that you give us wisdom in the decisions we make here today and give us guidance in working with our regional communities to promote their social, economic, environmental and cultural well-being. Amen”.*

- 1 Apologies**
- 2 Public Forum**
- 3 Acceptance of Late Items**
- 4 General Business**
- 5 Confidential Business to be Transferred into the Open**
- 6 Declarations of Conflicts of Interests**
- 7 Previous Minutes**
  - 7.1 Regional Council minutes - 29 March 2018** 17
- 8 Statutory Committee Minutes**
  - 8.1 Rangitaiki River Forum minutes - 16 March 2018** 31
  - 8.2 Civil Defence Emergency Management Group Joint Committee minutes - 23 March 2018** 41

<b>9</b>	<b>Joint Committee Minutes</b>	
9.1	Ohiwa Harbour Implementation Forum minutes - 19 March 2018	51
9.2	SmartGrowth Leadership Group minutes - 21 March 2018	59
9.3	Eastern Bay of Plenty Joint Committee Minutes - 28 March 2018	71
<b>10</b>	<b>Presentations</b>	
10.1	<b>Australian Management Challenge</b>	
	Winners of the New Zealand leg: "Pufferfish and Pineapples" (BOPRC). Presented by Emma Purnell, Daniel Smith, Hamish Dean, Harry Singh, Katherine Coup, Nic Newman, and Chris Brewer.	
<b>11</b>	<b>Chairman's Report</b>	
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12.6	<b>Rotorua April 2017 Flood Event</b>	
	<b>Please note:</b> this report will follow under separate cover and be provided electronically via Stellar Library and the website	
<b>13</b>	<b>Public Excluded Section</b>	<b>137</b>
	<b>Resolution to exclude the public</b>	
	<b>THAT the public be excluded from the following parts of the proceedings of this meeting.</b>	

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

General Subject of Matter to be Considered	Grounds under Section 48(1) LGOIMA 1987 for passing this resolution	Reason for passing this resolution in relation to this matter
13.1 Public Excluded Extraordinary Regional Council minutes - 7 March 2018	Good reason for withholding exists under Section 48(1)(a)	To protect the privacy of natural persons, including that of deceased natural persons.
13.2 Public Excluded Regional Council minutes - 29 March 2018	Good reason for withholding exists under Section 48(1)(a)	Please refer to the relevant clause in the open meeting minutes.
13.3 Public Excluded Rangitaiki River Forum minutes - 16 March 2018	Good reason for withholding exists under Section 48(1)(a)	Please refer to the relevant clause in the open meeting minutes.
13.4 Tauranga Tertiary Campus Update	Good reason for withholding exists under Section 48(1)(a)	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities
13.5 Awatarariki Indicative Business Case and related planning matters	Good reason for withholding exists under Section 48(1)(a)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
13.6 Rangitaiki Wetland Restoration Project - Award contract Project Management and Operations Coordination	Good reason for withholding exists under Section 48(1)(a)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
13.7 Rotorua Office Accommodation	Good reason for withholding exists under Section 48(1)(a)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
13.8 Regional Property Update	Good reason for withholding exists under Section 48(1)(a)	To prevent the disclosure or use of official information for improper gain or improper advantage.
13.9 Quayside Holdings Limited - Director Appointment Process	Good reason for withholding exists under Section 48(1)(a)	To protect the privacy of natural persons, including that of deceased natural persons.

### 13.1 Public Excluded Extraordinary Regional Council minutes - 7 March 2018

These minutes will be tabled at the meeting.

### 13.2 Public Excluded Regional Council minutes - 29 March 2018

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<b>13.3 Public Excluded Rangitaiki River Forum minutes - 16 March 2018</b>	<b>147</b>
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APPENDIX 4 - Letter from Scott Hamilton to BOPRC - re Quayside appointments Policy Review	243
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<b>14 Confidential Business to be Transferred into the Open</b>	
<b>15 Readmit the Public</b>	
<b>16 Consideration of General Business</b>	
<b>17 Closing Karakia</b>	





# Previous Minutes





# Minutes of the Regional Council Meeting held in Mauao Rooms, Bay of Plenty Regional Council Building, 87 First Avenue, Tauranga on Thursday, 29 March 2018 commencing at 9.30 a.m.

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## Present:

**Chairman:** D Leeder

**Deputy Chairman:** J Nees

**Councillors:** J Cronin, N Bruning, T Marr, L Thurston, W Clark, M McDonald, S Crosby, D Love, K Winters, A von Dadelszen

**In Attendance:** M Macleod (Chief Executive), M Taylor (General Manager Corporate Performance), J Graham (General Manager Corporate Solutions), F McTavish (General Manager Strategy & Science), C Ingle (General Manager Integrated Catchments), S Omundsen (General Manager Catchment Management), I Morton (Strategy & Science Manager), J Watts (Senior Planner Water Policy), D Hyland (Finance and Corporate Planning Manager), A Dixon (Management Accountant Team Leader), M Le Comte (Programme Manager Corporate Performance), M Townsend (Engineering Manager), B Crabbe (Rivers & Drainage Operations Manager), P Chapman (Project Manager), K Gosling (Community Engagement Team Leader), S Hey (Manager, Chief Executive's Office), Y Tatton (Governance Manager), S Rossiter (Communications Manager), D Llewellyn (In-House Legal Counsel), S Kameta (Committee Advisor)

**Apologies:** P Thompson, A Tahana

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## 1 Karakia

Provided by Cr T Marr.

## 2 Apologies

### Resolved

That the Regional Council:

- 1 Accepts the apologies of Councillors: Paula Thompson and Arapeta Tahana tendered at the meeting.

Thurston/Clark  
CARRIED

### 3 **Acceptance of Late Items and General Business**

Nil.

### 4 **Confidential Business to be transferred into open**

Nil.

### 5 **Chairman's Announcement**

With the leave of Council, the Chairman advised there would be some reordering of agenda items to accommodate the arrival of presenters.

### 6 **Declaration of conflicts of interest**

No conflicts of interest were declared.

### 7 **Previous Minutes**

#### 7.1 **Regional Council Draft Minutes - 15 February 2018**

##### **Corrections**

- Minute item 7.9, agenda page 20: For further clarity it was requested that Resolution 2 be amended to include "(GST inclusive)" after Tier 1 - \$775, Tier 2 - \$1,770 and Tier 3 - \$2,700.
- Agenda page 22: re Attendance - amend the time Councillor Winters' re-joined the meeting from 10.38am to 11.38am following the consideration of Public Excluded Agenda item 13.6, Chief Executive Recruitment.
- Agenda page 30: regarding the attendance of Councillor Winters and Councillor Bruning, it was requested that the reason for their departure, to attend a Lakes Rotorua Incentives Committee briefing, be recorded.

##### **Resolved**

**That the Regional Council:**

- 1 **Confirms the Regional Council Draft Minutes of 15 February 2018, as a true and correct record, with the foregoing corrections.**

**Leeder/Nees  
CARRIED**

#### 7.2 **Regional Transport Committee Minutes - 2 February 2018**

##### **Resolved**

**That the Regional Council:**

- 1 **Receives the Regional Transport Committee Draft Minutes of 2 February 2018.**

**Crosby/Nees  
CARRIED**

**7.3 Rotorua Te Arawa Lakes Strategy Group Draft Minutes – 9 March 2018**

**Resolved**

**That the Regional Council:**

- 1 Receives the Rotorua Te Arawa Lakes Strategy Group Draft Minutes of 9 March 2018.**

**Winters/Thurston  
CARRIED**

**7.4 Te Maru o Kaituna River Authority minutes - 06 March 2018**

**Resolved**

**That the Regional Council:**

- 1 Receives the Te Maru o Kaituna River Authority Draft Minutes of 6 March 2018.**

**McDonald/Nees  
CARRIED**

**8 Reports**

**8.1 Chairman's Report**

The report updated Council on the Chairman's activities and highlighted matters of potential interest. Further to the report, the following matters were raised:

- Regarding the Long Term Plan consultation event held in Rotorua on 1 March, an omission was noted that Councillor Tahana had also attended.
- It was noted that Councillor Winters had attended the Central North Island Farm Awards on 15 March on behalf of the Chairman.
- In relation to the Bay of Connections update provided to the Triennial Meeting on 14 March, members were informed a report on tourism priorities was considered by the Eastern Bay of Plenty Joint Committee at its 28 March 2018 meeting. Eastern Bay of Plenty local authorities were requested to nominate two priority projects for application to the Ministry of Business, Innovation & Employment Provincial Growth Fund. It was noted that the report had been forwarded to BOC, who also had prospective projects with potential to be funded.

**Resolved**

**That the Regional Council:**

**1 Receives the report, Chairman's Report.****Leeder/Cronin  
CARRIED****8.2 Draft Regional Targets for Swimmable Rivers and Lakes**

*Refer PowerPoint Presentation (Objective ID A2838825).*

The report updated Council on work progressed towards setting draft regional and national targets for primary contact in rivers and lakes and sought Council approval to set draft regional targets and to make these publicly available by 31 March 2018.

Clarification was provided on the region's swimming categories, draft targets and MFE modelling limitations, with additional points raised as follows:

- Projected improvement for 2030 had not factored in NPS-FM local limit setting (Water Management Areas), but included the Sustainable Land Use Incentives (SLUI) programme and what could be achieved over the next 10 years with current provisions, noting that no further commitment had been given.
- The Minister for the Environment's expectation was for the national target to be met by some councils being over and/or under, which would likely require further debate and discussion.
- If Council approved the draft targets, staff would work with the national taskforce on final draft targets for reporting to Council in December 2018.
- A total of \$1.7M had been budgeted for SLUI in Council's Long Term Plan;

Councillors provided feedback that advised of the importance for point source discharges to be included and for future considerations to include estuaries. The status of differences in interpretation of statistical data analysis between the two national science institutes, NIWA and the Cawthorn Institute, was queried. Staff anticipated further information on this matter would be available in early April.

**Resolved**

**That the Regional Council:**

- 1 Receives the report, Draft Regional Targets for Swimmable Rivers and Lakes;**
- 2 Sets a draft regional target of 95.7% for rivers and 85% for lakes to be swimmable by 2030 for the Bay of Plenty as being our region's contribution towards the national target of 80% of rivers and lakes swimmable by 2030, and agrees to make this target publicly available by 31 March 2018.**
- 3 Agrees for staff to continue working with the national working group comprising MFE, LGNZ and other Regional Councils to progress work towards setting Bay of Plenty's final regional targets by 31 December 2018 and seek further direction from Council about next steps.**

**Love/Nees  
CARRIED**

## Order of Business

With the leave of Council, the Chairman advised there would be a change to the order of items to accommodate the arrival of external presenters. It is noted for the record that the following Public Excluded items were received next on the agenda:

- Agenda item 11.4, Regional Infrastructure Activity Update
- Agenda item 11.5, Quayside Holdings Limited Half Yearly Report 2017/18 and Draft Statement of Intent 2018/19
- Agenda item 11.6, Insurance Market Update
- Agenda item 11.2, Confidential Appendix 2 - Investment Performance Report 2017-18 Months 1-8 (July - February)
- Agenda item 11.3, Confidential Appendix 3 - Investment Fund Valuation Report February 2018
- Agenda item 11.1, Public Excluded Regional Council Draft Minutes - 15 February 2018

### 8.3 Public Excluded Section

#### Resolved

#### Resolution to exclude the public

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

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

General Subject of Matter to be Considered	Reason for passing this resolution in relation to this matter	Grounds under Section 48(1) LGOIMA 1987 for passing this resolution
11.4 Regional Infrastructure Activity Update	To carry out commercial and industrial negotiations	Good reason for withholding exists under Section 48(1)(a).
11.5 Quayside Holdings Limited Half Yearly Report 2017/18 and Draft Statement of Intent 2018/19	To prevent improper gain or advantage	Good reason for withholding exists under Section 48(1)(a).
11.6 Insurance Market Update	To protect a trade secret	Good reason for withholding exists under Section 48(1)(a).
11.2 Confidential Appendix 2 - Investment Performance Report 2017-18 Months 1-8 (July - February)	To carry out commercial and industrial negotiations	Good reason for withholding exists under Section 48(1)(a).
11.3 Confidential Appendix 3 - Investment Fund Valuation Report February 2018	To carry out commercial and industrial negotiations	Good reason for withholding exists under Section 48(1)(a).
11.1 Public Excluded Regional Council Draft Minutes - 15 February 2018	Please refer to the relevant clause in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).

**Leeder/Love  
CARRIED**

### **Attendance**

Cr Cronin exited at 12:38pm.

## **8.4 April 2017 - Flood Recovery Project**

*Refer PowerPoint Presentation (Objective ID zA211421).*

The report was presented by Flood Recovery Project Manager Paula Chapman, General Manager Integrated Catchment Chris Ingle and Rivers & Drainage Operations Manager Bruce Crabbe and updated Council on the Flood Recovery Project and sought approval of an approach to Central Government for Special Policy funding support. A presentation was provided that outlined Whakatane District Council's overall recovery framework and Council's infrastructure repair project, including resourcing, project delivery, risk mitigation and cost recoveries.

Councillors thanked staff for the report and arranging a project site visit for councillors, noting they were pleased with how the project was progressing. In response to questions, the following matters were clarified:

- The contract for salvage, removal and on-selling of red-stickered homes was the responsibility of the contractor, with no liability to Council. It was noted that asbestos testing and removal was a significant component within the salvage work.
- Whakatāne District Council was endeavouring to work with house owners of the 15 yellow-stickered homes where work to repair had not progressed and Navigator staff had been employed to assist with this work. Approximately 67% of families are back in their homes.
- Regarding the River Sustainability Project and consideration of the risk of loss of insurance cover, an economic assessment had been completed previously however; more work was being done to factor in this risk.

### **Resolved**

**That the Regional Council:**

- 1 Receives the report, April 2017 - Flood Recovery Project;**
- 2 Notes that the Flood Recovery Work Programme total estimate of costs through to 2020/21 currently exceeds the existing budget;**
- 3 Approves an approach to Central Government for Special Policy funding support.**

**Thurston/Marr  
CARRIED**

## **8.5 College Rd Stopbank Realignment - Update**

The report updated Council on progress of the College Road Stopbank Realignment and was taken as read and received without further discussion.

## Resolved

That the Regional Council:

- 1 Receives the report, College Rd Stopbank Realignment – Update.

Thurston/Marr  
CARRIED

## Adjournment

The meeting adjourned at 1:09 pm and reconvened at 1:35 pm.

## Attendance

Cr Thurston left the meeting during the adjournment.

## 8.6 Council Performance Monitoring Report 2017/18 - July to February

The report provided Council with financial and non-financial performance information for all Council activities for the first eight months of the 2017/18 financial year and sought approval for an operating expenditure budget revision.

Members were informed the budget revision that was sought related to the timing of expenditure. Clarification was provided on key operating revenue and expenditure. It was noted that the delay in procurement of air monitoring equipment would be remedied in the following months and that a lack of farebox data related to accuracy issues of background work with the Transport Agency. In regard to progress of the Scion Innovation Centre, negotiations were still in progress.

## Attendance

Chairman Leeder exited at 1:42pm and the Deputy Chair assumed the chair.

## Resolved

That the Regional Council:

- 1 Receives the report, Council Performance Monitoring Report 2017/18 - July to February;
- 2 Notes the financial and non-financial performance monitoring information provided, including variations from the budget;
- 3 Approves a 2017/18 operating expenditure budget revision in the Regional Infrastructure Activity of \$919,000 (net) relating to higher than budgeted expenditure for the Tauranga Marine Precinct Project \$4 million, Tauranga Tertiary Campus Project \$1.2 million, and Te Puna West Sewerage \$150,000, and offset by lower than budgeted expenditure in relation to other approved Regional Infrastructure Fund projects \$4.43 million. This expenditure is funded from the infrastructure reserve. The increases and decreases in expenditure in the current financial year will be recognised through adjustments to the Long Term Plan estimates at Council deliberations in May 2018.

Crosby/Love  
CARRIED

## 8.7 **Local Government Funding Agency (LGFA) Draft Statement of Intent 2018/19, and Half Yearly Report 2017/18**

The report provided the Local Government Funding Agency (LGFA) Draft Statement of Intent 2018/19 and Half Yearly Report 2017/18. General Manager Corporate Performance Mat Taylor noted Council's intention to borrow from the LGFA in 2018/19 however, highlighted the uncertainties of future borrowing levels from LGFA funding streams, as a result of Central Government capital project initiatives.

### **Resolved**

**That the Regional Council:**

- 1 Receives the report, Local Government Funding Agency (LGFA) Draft Statement of Intent 2018/19, and Half Yearly Report 2017/18;**
- 2 Notes the draft Statement of Intent 2018/19 and the continuation of LGFA's performance targets and core mandate set out within it.**

**Winters/Love  
CARRIED**

## 8.8 **Bay of Plenty Local Authority Shared Services (BOPLASS) Draft Statement of Intent 2018/19, and Half Yearly Report 2017/18**

The report provided the Bay of Plenty Local Authority Shared Services (BOPLASS) Draft Statement of Intent 2018/19 and Half Yearly Report 2017/18. General Manager Corporate Performance Mat Taylor and General Manager Corporate Solutions James Graham provided highlights from the report and work in progress, including potential for digital services to progress following evidence from councils highlighting this as a gap.

In response to discussion raised on BOPLASS's potential being hindered by a lengthy review process, the Chief Executive acknowledged the need for an independent reviewer and suggested that staff prepare a letter to BOPLASS for the Governance structure and strategic objectives to be included in the review. Councillors supported this course of action, seeking assurance and emphasis on the governance structure as a priority.

### **Attendance**

Chairman Leeder entered at 1.50pm and assumed the chair.

### **Resolved**

**That the Regional Council:**

- 1 Receives the report, Bay of Plenty Local Authority Shared Services (BOPLASS) Draft Statement of Intent 2018/19, and Half Yearly Report 2017/18;**
- 2 Notes the Half Year Report 2017/18, and the performance targets;**
- 3 Notes the draft Statement of Intent 2018/19 and the Objectives and performance targets set out within it.**
- 4 Requests that a letter be sent to BOPLASS seeking a review and focus of its Governance structure.**



**Cronin/Crosby  
CARRIED**

## 8.9 **Indicative Council Consultation and Engagement 2018-2019 Calendar**

General Manager Strategy & Science Fiona McTavish and Community Engagement Team Leader Kerry Gosling provided the report on current and planned consultation and engagement processes. Key points highlighted a substantial level of consultation was occurring, constraints on staff capacity, the community wanted more engagement and that stakeholders had valued the various consultation on the Long Term Plan, which had been valuable and powerful. It was clarified that the indicative calendar (Appendix 1) accounted for statutory consultation requirements only and did not reflect business as usual, such as consultation on Rivers and Drainage and flood recovery work.

### **Attendance**

Cr Cronin left the meeting at 1:57pm.

Council's consideration was sought on genuine and meaningful consultation with the wider community. Members provided feedback and suggestions for staff consideration to: combine and simplify consultation and engagement with the community, review and have more focus on Māori engagement, review costly, non-productive processes and areas where Council may be over-engaging; and consider the development of a consultation strategy with involvement from Māori Policy and Community Engagement staff.

### **Attendance**

Cr Cronin re-entered at 2:10pm.

Staff acknowledged councillors' feedback and responded with the following comments:

- A senior Ministry official would present to the next Regional Direction & Delivery Committee meeting on Te Mana Whakahono, which would provide wider context on the complexity of consultation with Iwi;
- Internal processes and capacity to improve Māori engagement across Council was occurring with more effective alignment and utilisation. It was noted that *He Korowai Mātauranga* would assist to align work across Council;
- The Chief Executive advised that the organisation recognised Iwi consultation was significant, with expectations from Central Government and Iwi increasing;
- Council's community engagement policy was approximately 10 years old, with multiple policies and guidelines developed and tailored for various projects. Iwi management plans provided guidance only in specific areas of work.

## **Resolved**

**That the Regional Council:**

- 1 Receives the report, Indicative Council Consultation and Engagement 2018-2019 Calendar.**

**Cronin/Crosby  
CARRIED**

## 8.10 Decisions of the SmartGrowth Leadership Group on the Proposed Tauranga-Western Bay of Plenty Centre for Transport

The report informed Council of decisions made by the SmartGrowth Leadership Group on a Proposed Tauranga-Western Bay Centre for Transport with subsequent recommendations for Council to consider.

Councillors supported the recommendations, including support for an independent person to undertake the scoping, with subsequent decisions to come back to the councils. Members were advised that costs were yet to be decided and that investigations were getting underway to identify a suitable external specialist to under the work.

### Resolved

That the Regional Council:

- 1 Receives the report, Decisions of the SmartGrowth Leadership Group on the Proposed Tauranga-Western Bay of Plenty Centre for Transport.
- 2 Notes the resolutions of the SmartGrowth Leadership Group on 21 March 2018 and their implications for Bay of Plenty Regional Council's transport functions including that additional resourcing may be required.
- 3 Supports the SmartGrowth Leadership Group's recommendation that the Future Development Strategy includes a sub-regional transport vision and strategy (in accordance with SLG resolution 4, 21 March 2018).
- 4 Agrees that an appropriate (independent) resource be recruited to prepare a project plan for the establishment of a Tauranga-Western Bay of Plenty Centre for Transport (in accordance with SLG resolution 7, 21 March 2018).

Leeder/Crosby  
CARRIED

## 9 Public Excluded Section

### Resolved

Resolution to exclude the public

THAT the public be excluded from the following parts of the proceedings of this meeting.

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

General Subject of Matter to be Considered	Reason for passing this resolution in relation to this matter	Grounds under Section 48(1) LGOIMA 1987 for passing this resolution
Kaituna River Re-diversion and Te Awa o Ngatoroirangi / Maketu Estuary Enhancement Project -	To carry out commercial and industrial negotiations	Good reason for withholding exists under Section 48(1)(a).

<b>Decision on how to proceed with main construction works contract</b>		
<b>Award of Western Bay of Plenty Bus Services Contracts</b>	<b>To carry out commercial and industrial negotiations</b>	<b>Good reason for withholding exists under Section 48(1)(a).</b>
<b>Regional Property Update</b>	<b>To protect the commercial position of an individual</b>	<b>Good reason for withholding exists under Section 48(1)(a).</b>

**Leeder/Love  
CARRIED**

10 **Confidential business to be transferred into the open**

10.1 **Agenda Item 11.5 - Quayside Holdings Limited Half Yearly Report 2017/18 and Draft Statement of Intent 2018/19**

**Resolved**

**That the Regional Council:**

- 1 Receives the report, Quayside Holdings Limited Half Yearly Report 2017/18 and Draft Statement of Intent 2018/19;**
- 2 Receives the presentation from Quayside Holdings Limited and notes the information provided relating to the Draft Statement of Intent;**
- 3 Agrees for the Chief Executive to release the report and above resolutions into the open part of the meeting.**

**Leeder/Cronin  
CARRIED**

**The meeting closed at 2:47 pm.**

Confirmed

\_\_\_\_\_  
Chairman Bay of Plenty Regional Council

\_\_\_\_\_  
Date



# Statutory Committee Minutes



# Minutes of the Rangitāiki River Forum Meeting held at Waiohau Marae, 2495 Galatea Road, Waiohau on Friday, 16 March 2018 commencing at 10.45 a.m.

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## Present:

**Chairman:** M Vercoe (Te Rūnanga o Ngāti Manawa)

**Deputy Chairman:** E Rewi (Te Rūnanga o Ngāti Whare)

**Appointees:** Councillors: D Love, K Winters, W Clark (Bay of Plenty Regional Council), Rev G Te Rire (Ngāti Tuwharetoa (BOP) Settlement Trust), N Rangiaho (Tūhoe), M Araroa (Te Rūnanga o Ngāti Awa), Councillor G Johnston (Whakatāne District Council), I Kahukiwa Smith (Hineuru), Councillor T Kingi (Taupō District Council), Alternates: W Rangiwai (Te Rūnanga o Ngāti Whare), T O'Brien (Te Rūnanga o Ngāti Awa)

**In Attendance:** Bay of Plenty Regional Council: S Stokes (Eastern Catchments Manager), K O'Brien (Strategic Engagement Manager), H Simpson (Senior Advisor Treaty), S Omundsen (General Manager Catchment Management), I Morton (Strategy & Science Manager), N Green (Senior Planner Water Policy), N Willems (Team Leader Eastern & Rangitāiki Catchments), P Chapman (Project Manager), M Lee (Planner Water Policy), M Kapa (Land Management Officer), S Kameta (Committee Advisor); C Bluett (Te Rūnanga o Ngāti Awa), A Riwaka (Te Ohu Kaimoana), R Piddington, C Fern (Trustpower), Cr A Silcock, S McGhie, N Woodley (Whakatāne District Council); S Keane; D Kohai (Ngāti Patuheuheu), N Kohai (Ngāti Haka), J Tupe (Ngāti Koro, Patuheuheu, Ngāti Haka), R Tupe, C Savage (Ngāti Haka Patuheuheu), T Akuhata (Ngāti Rongo/Ngāti Haka), M Te Pou (Te Whare Kura Māori-a-rohe o Waiohau), T Tupe (Waiohau)

**Apologies:** Councillor R Harvey (Alternate, Taupo District Council), E August (Alternate, Ngāti Tuwharetoa (BOP) Settlement Trust), Councillor T Marr (Bay of Plenty Regional Council), Councillor M McDonald (Alternate, Bay of Plenty Regional Council)

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## 1 Pōwhiri/Welcome

A pōwhiri took place at 9.30 am prior to commencement of the meeting at 10:45 am.

## 2 Karakia

Kaumātua Te Taahe Akuhata opened the meeting with a karakia.

### 3 **Verbal Update from Ngāti Haka/Patuheuheu Hapū**

A mihi was given by Mr Matutaera Te Pou pertaining to how the meeting would be conducted on tikanga and kawa of Patuheuheu and Ngāti Haka within Tama-ki-Hikurangi. Mr Te Pou expressed his political views, which were acknowledged and gave a report on the education of their tamariki and the importance of their waterways in relation to the whenua and people.

School Principal Mr Te Taahae Akuhata reflected on community past practices and knowledge as a platform to resurrect both old and new knowledge with the assistance of new technology, learning together as a community.

Reverend Te Rire responded with a mihi that acknowledged Mr Te Pou and Mr Akuhata's korero.

### 4 **Apologies**

#### **Resolved**

**That the Rangitāiki River Forum:**

- 1 Accepts the apologies from Councillor Rosie Harvey, Elaine August, Councillor Matemoana McDonald and Councillor Tiipene Marr tendered at the meeting.**

**Te Rire/Johnston  
CARRIED**

### 5 **Declaration of Conflicts of Interest**

No conflicts of interest were declared.

### 6 **Previous Minutes**

#### 6.1 **Rangitāiki River Forum Minutes - 10 November 2017**

##### **Corrections**

A member noted that some discussion points were omitted from the minutes and requested that they be included, with the following amendments to be made:

1. Minute Item 7: Rangitāiki River Scheme Review (agenda page 21) – amend third paragraph to read: “Sir Michael responded to questions. Comment was raised that direct engagement with Ngāti Awa was needed when the Regional Council proposed to undertake consent activities that were the subject of the Review findings, that the consents would be referred to the respective Iwi affected by the proposed consent activities and that a report on such activities would go to the Forum. Sir Michael advised that consultation with respective Iwi post-review was outside the bounds of the Review Panel’s responsibilities and would be a matter for the Regional Council to consider. In regard to river ramping, while this was not within the scope of the Review, the report had noted that ramping may have had a role in undermining bank stability and that reference had been made to a study currently underway on ramping.”



2. Minute Item 8.2: Matahina HEPS: Certified Fish Passage Options Report (agenda page 22-23):
  - a) Replace second sentence in fourth paragraph with: “Consideration was sought that fish passage design be undertaken in close cooperation with river Iwi, who relied on the expert advice of Mr Bill Kerrison. Concern was also raised that succession planning and the improved infrastructure design to support the current trap and transfer method had been slow to come and that it remained dangerous to use by an elder person.”
  - b) Amend second sentence in fifth paragraph to read: “In response to questions raised, Mr Piddington advised that Trustpower was committed to consulting with and considering feedback from Iwi in relation to fish passage design, that they were currently discussing succession plans with Mr Kerrison and that in comparison to alternative methods, the current trap and transfer method provided the benefit of transferring elvers further upstream past Aniwhenua Dam.”

## Resolved

### That the Rangitāiki River Forum:

- 1 **Confirms the Rangitāiki River Forum minutes of 10 November 2017, as a true and correct record, with the foregoing corrections.**

Clark/Love  
CARRIED

## 7 Reports

### 7.1 Consultation on the proposed Long Term Plan 2018-2028

*Refer PowerPoint Presentation Objective ID zA209701.*

General Manager Catchment Management Sarah Omundsen informed of Regional Council’s Long Term Plan 2018-2028 (LTP) that was out for consultation and submissions. Ms Omundsen advised of LTP budget spends over the next 10 years, the continuation of projects of interest within the catchment, apportioning of rates funding and key consultation topics that Council was seeking feedback on.

The following matters were clarified in response to questions:

1. Regarding opportunities and matters worthwhile submitting on, Council was looking for submissions on all parts of the LTP. Submissions lodged a few days past the closing date for submissions would be considered;
2. In regard to Civil Defence Emergency Management (CDEM), Council was awaiting a report on the National CDEM review and recognised that CDEM needed to be strengthened;
3. The Regional Council was progressing its way through recommendations from the Rangitāiki Independent Review, with budget captured within the LTP. An update on implementation and progress would be reported to the Forum. It was noted that the Forum wished to be proactive and provide feedback on how implementation progressed. The need to keep local communities updated on progress was also noted.

4. Waiohau School Principal Te Taahae Akuhata expanded on some of the projects that local students were engaged with and advised he would like to engage with the Regional Council regarding access to resources and funding to support some of their school projects.

Ms Omundsen advised that while not highlighted in the LTP Consultation Document, community aspirations were supported in the LTP, with Environmental Enhancement Funding of \$500K available, which local catchment managers could further assist with enquiries.

5. Flood Recovery Project Manager Paula Chapman advised work was occurring on flood recovery work across the region, including the Edgecumbe flood recovery work. She advised 20 sites within the Rangitāiki Catchment had significant damage, which Council was working with various agencies to support associated recovery projects. Comment was raised regarding flood damaged farmland, which staff undertook to follow-up. It was noted that investigation into river ramping was pending and would be addressed by the Cardno report.

## Resolved

**That the Rangitāiki River Forum:**

- 1 **Receives the report, Consultation on the proposed Long Term Plan 2018-2028.**

**Winters/Love  
CARRIED**

## 7.2 **Update on the 2017/2018 Annual Work Plan for Rangitāiki Catchment Programme**

Eastern Catchments Manager Simon Stokes provided an update on progress and key highlights for the first six months of the 2017/2018 Annual Work Plan for the Rangitāiki Catchment Programme, with the following matters noted:

1. Progress on the community plan for Aniwaniwa had been delayed due to post-flood recovery work and other issues that had arisen, with completion anticipated by end of June 2018.
2. The Whakatāne District Recovery Project was still underway and being led by Whakatane District Council. Some flood affected residents were still out of their homes with 65% returned. Key goals for the project were getting people back home, continuation of Navigator support and Rivers & Drainage recovery as a major piece of work.
3. While flood recovery works could be impacted by a current lack of availability of contractors, a good project management structure was in place to prioritise work.

Clarification was provided in response to questions:

4. Support for new community initiatives could be explored by contacting Mr Stokes, Land Management Team Leader Nancy Willems or Land Management Officer Mieke Kapa.
5. Grant funding for the Rangitāiki Wetland Restoration Project totalled \$1.5M over five years with 50 percent shared by the Ministry for the Environment and the

Bay of Plenty Regional Council. Members were advised all but one landowner had given their support for the project, with Southern Generation awaiting progress and completion of the Lake Aniwanuiwa community plan.

Flood Recovery Project Manager Paula Chapman confirmed that the Reids Canal Floodway Project was about to go through a resource consent variation process. Further details were not available for the meeting, but would be reported to the Forum at a future date.

6. Concern was raised with gravel and weed issues at Lake Aniwanuiwa. Mr Stokes advised a further meeting at the marae would be arranged for the Waiohau community on various matters including work activities, consultation timeframes and next steps.

## **Resolved**

**That the Rangitāiki River Forum:**

- 1 **Receives the report, Update on the 2017/2018 Annual Work Plan for Rangitāiki Catchment Programme.**

**Araroa/Rangiaho  
CARRIED**

## **7.3 Rangitāiki River catchment - Operations and General Update**

Team Leader Eastern & Rangitāiki Catchments Nancy Willems highlighted key points from the report regarding operational activity and general matters occurring within the Rangitāiki River catchment.

### **7.3.1 Te Hekenga Nui o Te Tuna Plan**

In relation to the Te Hekenga Nui o Te Tuna Plan, Ms Willems introduced Ngāti Awa Customary Fisheries Authority (NACFA) Representative Charlie Bluett who advised meetings had been held with Iwi Forum members, Te Ohu Kaimoana and quota management holders regarding Iwi and hapū concerns about the decline of long fin tuna populations and customary catches. Mr Bluett noted at a recent meeting with Iwi that NACFA had offered their services to contribute towards the issues raised. He advised that discussions had found the biggest impact was not only with commercial takes, but included barriers to migratory pathways, habitat and pollution.

Mr Bluett introduced Te Ohu Kaimoana (TOK) representative Mr Alan Riwaka who informed:

- Discussions with Iwi and hapū had provided the commercial industry with greater awareness and appreciation of the impacts, with positive discussions raised on the aspirations of Iwi and the fishing industry and similar issues occurring elsewhere.
- Quota management area (QMA) data on total allowable catch was less than 20% of the catchment (< 5 tonnes) however, noted that more discussion on this was needed.
- Duplication of work was occurring regarding the issues of commercial fishing, migration pathways, habitat and pollution.

- Respective agencies, Iwi and hapū supported putting forward a proposal to the Forum to combine and integrate resources into the work of the Te Hekenga Nui o Te Tuna Plan, noting involvement from NACFA, TOK and Te Wai Māori.

Mr Riwaka acknowledged Bill Kerrison's mahi along with Mr Bluett's and others at the table.

In response to questions, the following advice was provided:

1. Regarding the whereabouts of tuna, migratory paths in and out to sea were noted as being equally important with both needing to be addressed;
2. The Te Hekenga Nui o Te Tuna Steering Group would work with Mr Bluett and others on the Forum's behalf and report back to the Forum.
3. Mr Bluett and Mr Riwaka supported involving the Ministry for Primary Industries, as a statutory responsibility to Iwi and the Forum; and it was noted that Te Ara Whānui o Rangitāiki objectives had been well received by NACFA and TOK.
4. In regard to the impacts of climbing spindleberry, alligator weed and privet on the tuna lifecycle, river habitat and ecology, Ms Willems advised the extent of spindleberry was unconfirmed and would be monitored. Alligator weed died off in winter and renewed in spring, was a significant issue and rated high as a pest plant, with annual surveys conducted at existing and new sites.

### 7.3.2 Trustpower's Fish Passage Options and Implementation Recommendations

Forum members discussed the recommendations outlined in Trustpower's Fish Passage Options Implementation Table (refer Report Appendix 2) with clarification provided as follows:

1. In regard to Recommendation 4 – using commercial tuna from another catchment as an alternative source for spillway trials was proposed. It was explained that the permit process would require approval from Iwi. If the trials did not work, other options would be investigated.
2. A query was raised on the need for spillway trials to occur at Aniwhenua Dam. It was noted that while Aniwhenua Dam was also a significant barrier for downstream tuna migration, Southern Generation was not obligated to provide for tuna passage until renewal of their resource consent.

Forum members provided the following feedback:

3. Regarding Recommendation 4 - Comment was raised that it would be inappropriate to use tuna from another Iwi's catchment, regardless of being commercially sourced. Iwi members advised they required further time to discuss with their kaumātua and Iwi, the subject of sacrificing their own tuna for spillway trials.
4. Forum members delegated to Te Hekenga Nui o Te Tuna Steering Group members to progress Recommendations 3, 4 and 6 and to report back to the Forum.
5. In regard to Recommendation 11 – Members requested Trustpower provide further information on the special permit application process.

## Resolved

**That the Rangitāiki River Forum:**

- 1 **Receives the report, Rangitāiki River catchment - Operations and General Update.**
  - 2 **In regard to Recommendation 3 contained in Appendix 2: Trustpower – Fish Passage Options Implementation Table:**
    - a. **Delegates to the Te Hekenga Nui o Te Tuna Steering Group to support Trustpower with progressing discussions with Bill Kerrison on succession planning.**
- Araroa/Love  
CARRIED**
- 3 **In regard to Recommendations 4 and 6 contained in Appendix 2: Trustpower – Fish Passage Options Implementation Table:**
    - a. **Requests Te Hekenga Nui o Te Tuna Steering Group to report back to the Rangitāiki River Forum.**
  - 4 **In regard to Recommendations 11 contained in Appendix 2: Trustpower – Fish Passage Options Implementation Table:**
    - a. **Requests Trustpower to provide the Rangitāiki River Forum with further information regarding Trustpower Limited’s (TPL) application for Special Permit to undertake live tuna trials.**

**Love/Rangiaho  
CARRIED**

## **Adjournment**

The meeting adjourned at 1.25pm and reconvened at 1:57pm.

## **Order of Business**

With the leave of the Forum, the Chair advised that Public Excluded Agenda Item 11.1 would be received next on the agenda.

### **7.4 Public Excluded Section**

#### **Resolved**

#### **Resolution to exclude the public**

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

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

<b>General Subject of Matter to be Considered</b>	<b>Reason for passing this resolution in relation to this matter</b>	<b>Grounds under Section 48(1) LGOIMA 1987 for passing this resolution</b>
<b>Proposed Change 3 Appeal: Joinder of Rangitāiki River Forum</b>	<b>To maintain legal professional privilege</b>	<b>Disclosing the information may constitute contempt of Court</b>

Araroa/Johnston  
CARRIED

## 7.5 Freshwater Futures Programme Update

*Refer PowerPoint Presentation Objective ID A2828282.*

Strategy & Science Manager Ian Morton and Senior Planner Nicola Green summarised matters from the report regarding regional and national activities focused on implementing the National Policy Statement for Freshwater Management (NPS-FM).

Discussion and advice was provided on the following matters:

- A member queried how Council intended to incorporate cultural aspects into NPS-FM monitoring. Staff advised that surface water catchment modelling was science-based only and that cultural monitoring was a matter for tangata whenua and that staff would seek their advice and involvement in the future. The recently approved Mātauranga Māori Framework – He Korowai Mātauranga would provide guidance for staff.
- It was noted that ‘He Korowai Mātauranga’ was an internal resource to assist Council staff with their work, with further edits required to it. Additionally, development of an implementation plan was needed and anticipated to be completed later in the year, at which time an update could be provided to the Forum.
- Ngāti Whare had engaged with Landcare Research who had developed a sustainable Mātauranga Māori model to research and monitor the state of the Whirinaki Forest, which may provide practical examples to assist with ‘He Korowai Mātauranga’ implementation work, which staff acknowledged for follow-up.
- Regarding surface water quantity and allocation, a modelling tool to indicate fish habitat protection levels called EFSAP, was being developed. It was confirmed that water consents were included in surface water modelling and could be demonstrated at a future time. Groundwater modelling was well underway for the lower Rangitāiki catchment, with mass modelling being initiated.
- Regarding national matters:
  - The Minister for the Environment had requested feedback from the Land & Water Forum (LAWF) to report by May 2018 on water degradation and what could be achieved by 2020.
  - A lot of work was occurring to link national Climate Change and Freshwater outcomes, with Regional Councils feeding into discussions on practical changes that could be made;
  - Draft regional swimmability targets required by the NPS-FM were due to be released at the end of March 2018. The national target required 80% of lakes and rivers to be swimmable by 2030 and 90% swimmable by 2040. Bay of Plenty region’s current classification was sitting high at 94.5% for rivers and 85% for lakes. It was noted that action plans were in place for lakes requiring improvement. Staff had recommended maintaining good management practices, while continuing discussions with local communities to look at community targeted standards.

- Havelock North inquiry had led to councils in the Bay of Plenty taking a cohesive joint risk assessment approach for municipal and groundwater bore supplies. In regard to private drinking water supplies, the Ministry of Health would be looking to educate communities of contamination risks, as it would be up to individuals to ensure against those risks.

## **Resolved**

**That the Rangitāiki River Forum:**

- 1 Receives the report, Freshwater Futures Programme Update.**

**Love/Kingi  
CARRIED**

## **7.6 Appeals to Proposed Change 3 (Rangitāiki River) to the Bay of Plenty Regional Policy Statement**

The report informed the Forum of two appeals lodged with the Environment Court on Proposed Change 3 (Rangitāiki River) to the Bay of Plenty Regional Policy Statement. The report was taken as read and accepted with no further discussion raised.

## **Resolved**

**That the Rangitāiki River Forum:**

- 1 Receives the report, Appeals to Proposed Change 3 (Rangitāiki River) to the Bay of Plenty Regional Policy Statement.**

**Rangiaho/Kingi  
CARRIED**

**Councillors Kevin Winters, David Love and Bill Clark ABSTAINED and requested that this be recorded.**

## **7.7 Deferral of Item: Te Ara Whānui o Rangitāiki Implementation Workshop Summary**

Due to timing, the Chair sought deferral of the item until the next Forum meeting, which members agreed.

The Chair noted the need for the Forum to review its Terms of Reference and to consider how to capture and include the views and input from new members.

## **Resolved**

**That the Rangitāiki River Forum:**

- 1 Defers consideration of the report, Te Ara Whānui o Rangitāiki Implementation Workshop Summary to the next meeting of the Forum.**

**Vercoe/Winters  
CARRIED**

## 8 **Closing Karakia**

The meeting closed with a karakia provided by Kaumātua Mr Cleve Savage.

**The meeting closed at 3:02 pm.**



# Minutes of the Civil Defence Emergency Management Group Joint Committee Meeting held in Council Chamber, Tauranga City Council, Administration Building, 91 Willow Street, Tauranga on Friday, 23 March 2018 commencing at 10.00 a.m.

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## Present:

**Deputy Chairman:** Councillor D Love (Bay of Plenty Regional Council – BOPRC)

**Appointees:** Mayor M Campbell (Kawerau District Council - KDC), Deputy Mayor J Turner (Alternate, Whakatane District Council - WDC), Deputy Mayor M Williams (Alternate, Western Bay of Plenty District Council - WBOPDC).

**In Attendance:** C Naude (Director, Emergency Management Bay of Plenty - EMBOP), M Harrex (Manager Planning and Development, EMBOP), S Collins (Senior Emergency Management Advisor, EMBOP), C Ingle (General Manager Integrated Catchments, BOPRC), B Vercoe (Ministry of Civil Defence & Emergency Management), S Vowles (Ministry of Civil Defence & Emergency Management), R George (Chief Executive Officer, KDC), G Allis (Deputy Chief Executive, WBOPDC), S Michael (General Manager Infrastructure, Rotorua Lakes Council - RLC), P Baunton (Manager Emergency Management, Tauranga City Council - TCC), R Garrett (Committee Advisor, BOPRC).

**Apologies:** Mayor G Brownless and Deputy Mayor K Clout (TCC), Mayor J Forbes (Opotiki District Council (ODC)), Mayor G Webber (KDC), Mayor S Chadwick and Deputy Mayor D Donaldson (RLC), Mayor A Bonne (WDC).

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In Mayor Brownless' absence, Councillor Love assumed the Chair.

## 1 Apologies

### Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Accepts the apologies of Mayors: G Brownless, S Chadwick, J Forbes, G Webber and A Bonne; and Deputy Mayors: K Clout and D Donaldson tendered at the meeting.

Love/Campbell  
CARRIED

## 2 General Business and Tabled Items

The following items were raised for consideration under General Business:

Whakatane District Council's business case submission to Cabinet as a Special Policy Application, for assistance with outstanding costs from the Edgcombe flood even.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 Accepts the General Business item.**

**Turner/Love  
CARRIED**

## **3 Declaration of conflicts of interest**

Nil.

## **4 Previous Minutes**

### **4.1 Civil Defence Emergency Management Group Joint Committee minutes - 04 December 2017**

The Chair advised that the Minutes of the meeting of 4<sup>th</sup> December could not be confirmed as only one member was present who had attended the previous meeting; and noted the inconsistency of members' attendance at CDEMG meetings.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 Receives the minutes of the Civil Defence Emergency Management Group Joint Committee meeting 04 December 2017 but defers confirmation of the minutes until the next Joint Committee meeting.**

**Love/Campbell  
CARRIED**

## **5 Reports**

### **5.1 Bay of Plenty Civil Defence Emergency Management Local Controller Amendments**

Due to personnel changes in some Bay of Plenty local authorities, the Joint Committee was requested to appoint one new Local Controller and rescind two existing Local Controller appointments.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Bay of Plenty Civil Defence Emergency Management Group - Local Controller Amendments;**

- 2 Appoints Gerard McCormack, Opotiki District Council, as a Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, as defined under s27 of the Civil Defence Emergency Management Act 2002;
- 3 Rescinds the appointment of Chris Hopman as Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, Opotiki District Council, as defined under s27 of the Civil Defence Emergency Management Act 2002;
- 4 Rescinds the appointment of Chris Jensen as Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, Kawerau District Council, as defined under s27 of the Civil Defence Emergency Management Act 2002.

Love/Campbell  
CARRIED

## 5.2 Bay of Plenty Civil Defence Emergency Management Group Local Recovery Manager Amendment

Due to personnel changes, the Joint Committee was requested to rescind the appointment of the Local Recovery Manager for Opotiki District.

### Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee under its delegated authority:

- 1 Receives the report, Bay of Plenty Civil Defence Emergency Management Group Local Recovery Manager Amendment;
- 2 Approve the rescindment of Chris Hopman as a Local Recovery Manager for the Bay of Plenty Civil Defence Emergency Management Group, Opotiki District, as defined under s30 of the Civil Defence Emergency Management Act 2002.

Love/Williams  
CARRIED

## 5.3 Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2018-2023

*Refer PowerPoint presentation Objective ref: A2849084*

Director, Emergency Management Bay of Plenty Clinton Naude noted that the Bay of Plenty Civil Defence Emergency Group Plan 2018-2023, the five-year strategic plan for the Group, was now ready for final approval and sought adoption of the Group Plan by the Joint Committee.

EMBOP Planning and Development Manager Matthew Harrex summarised the development of the draft Group Plan 2018-2023, and advised that the draft Plan met current legislative requirements, had involved engagement and consultation processes with key stakeholders and community groups and had been through a formal submission and hearings process. Confirmation had been received from the Minister of Civil Defence that the Plan met the requirements of section 49(2) of the Civil Defence Emergency Management Act 2002 and the draft Plan was endorsed by the

Bay of Plenty Civil Defence Emergency Management Coordinating Executive Group at its meeting held 23 February 2018.

In response to questions regarding risk assessment Mr Harrex explained that a risk score was calculated based on likelihood and consequences, with input and advice on hazard risks received from external agencies such as the Fire and Emergency New Zealand and GNS Science and external factors such as population growth were included in the assessment.

Members emphasised the importance of communication, ongoing education and public readiness. Staff clarified that pandemic preparedness planning was led by the Ministry of Health and District Health Boards.

Members congratulated staff on the work done in the preparation and finalisation of the Group Plan.

## **Resolved**

**That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee under its statutory authority:**

- 1 Receives the report, Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2018-2023;**
- 2 Adopts the draft Bay of Plenty Civil Defence Emergency Management Group Plan 2018-2023**

**Love/Campbell  
CARRIED**

### **5.4 Draft Bay of Plenty Civil Defence Emergency Management Group Annual Plan 2018/19**

*Refer PowerPoint presentation Objective ref: A2849084*

EMBOP Planning and Development Manager Matthew Harrex presented the draft Bay of Plenty Civil Defence Emergency Management (CDEM) Group Annual Plan 2018/19 for adoption. The draft Annual Plan aligned with the draft Bay of Plenty CDEM Group Plan 2018-2023, delivered the Emergency Management Bay of Plenty Service Level Agreement 2015 and set out the key activities for the 2018/19 financial year.

Mr Harrex outlined key focus areas in the Annual Plan, which included: embedding lessons learnt from past events, building of volunteer capacity, improving service delivery, providing appropriate professional development for staff, embedding strategic planning for recovery and establishing the new Group Emergency Coordination Centre. Mr Harrex noted possible future changes could result from the Technical Advisory Group review, the CDEMG service delivery review and the use of a regional targeted rate.

In response to members' questions regarding costs and funding, Director Naude clarified that a regional targeted rate would provide CDEMG funding for delivery of regional CDEM but not cover the additional emergency management services provided by EMBOP in respect of local CDEM delivery. Currently Rotorua Lakes Council contributed to CDEMG expenses but retained their emergency management services in-house; a universally applied regional rate for EMBOP services would mean Rotorua ratepayers were charged twice for delivery of emergency management services. Mr

Naude noted that the current service delivery review underway would look at this division and provision of services.

## **Resolved**

**That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Draft Bay of Plenty Civil Defence Emergency Management Group Annual Plan 2018/19;**
- 2 Adopts the draft Bay of Plenty CDEM Group Annual Plan 2018/19.**

**Love/Campbell  
CARRIED**

## **5.5 Ministerial Review - Better Responses to Natural Disasters and other Emergencies in New Zealand - Recommendations**

*Refer PowerPoint presentation Objective ref: A2830432*

Director, Emergency Management Bay of Plenty Clinton Naude advised members of the release by the Minister of Civil Defence of the Ministerial Review, a report into how New Zealand responds to natural disasters and emergencies. Mr Naude summarised the report's recommendations over eight key areas and sought members' feedback on those recommendations.

Key feedback provided included:

- 1 National level functions and structure
  - full support;
- 2 Declarations
  - Support mayors as primary authority with the role to declare;
  - Need for appropriate training for mayors;
  - Support the use of "major incident" – tool for public awareness, more pro-active, facilitate quicker action, manage public confidence without impacting human rights.
- 3 Regional structure and role of iwi
  - Support for iwi membership of Joint Committee;
  - Particularly important for Bay of Plenty region with high Māori population; boundary issues could be challenging; use of marae critical – need to involve in planning and clarify who bears costs;
  - Important to keep Group/regional function delivery – wider regional perspective for planning rather than at local authority level, provide consistency of service delivery;
  - Support for use of professional regional controllers being brought in to assist local volunteers.
- 4 Role of iwi
  - Support for clearer protocols.

- 5 Capability and capacity
  - Support national standards and accreditation for staff;
  - Important to value local knowledge as well, need combination of professional experts and local knowledge;
  - Need some flexibility around national standards, each crisis is unique.
- 6 Authority for command, control and co-ordination
  - Support Group Controllers having control authority;
  - Clarify role of other agencies – conflicting legislation regarding who is lead agency;
  - Ensure local groups involved in an emergency understand the role of a Controller.
- 7 Intelligence
  - Support a new fit-for-purpose NCMC2 and a national 24-hour alerting and monitoring centre;
  - Ensure information shared between agencies so all involved have a common operating picture.
- 8 Information and communication
  - Importance of strategic communication noted, support for a fly-in professional communications team to support local operations and manage media;
  - Reservation expressed regarding Ministry of Social Development not Civil Defence being the lead for delivery of welfare services – would put a major organisation outside regional command and control, break primacy of Controller and CDEMG as lead agency;
  - Support for involvement at a local level of local WINZ staff but concern about national implementation and management being imposed on a local emergency situation.

## Resolved

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Ministerial Review - Better Responses to Natural Disasters and other Emergencies in New Zealand - Recommendations;**
- 2 Provides feedback on the recommendations of the Ministerial Review - Better Responses to Natural Disasters and other Emergencies in New Zealand to inform the development of the Governments response to the report.**
- 3 Delegates authority to the Director of Emergency Management Bay of Plenty to sign and submit the Bay of Plenty CDEM Group position paper to the Technical Advisory Group Implementation Team.**

Love/Williams  
CARRIED

## 6 Public Excluded Civil Defence Emergency Management Group Joint Committee minutes - 04 December 2017

As the previous minutes could not be confirmed at the meeting (*refer paragraph 4.1*), the Chair advised there was no need to exclude the public.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 Defers confirmation of the Public Excluded Civil Defence Emergency Management Group Joint Committee minutes of 04 December 2017 until the next Joint Committee meeting.**

**Love/Campbell  
CARRIED**

## **7 Consideration of General Business**

### **7.1 WDC Special Policy Application**

Deputy Mayor Turner advised members that, due to insurance not covering costs arising from the Edgecumbe flood event as expected, WDC was left with unexpected outstanding costs of approximately \$4 million. Consequently, WDC was developing a business case to submit a Special Policy Application to Cabinet to address issues around emergency event insurance cover and to recover some of the outstanding costs. Ms Turner sought the support of the Joint Committee for the development of the business case and the Special Policy Application; and was happy to circulate the draft business case to members when developed and for WDC to present to the Joint Committee on WDC's experience of emergency event insurance and the circumstances which contributed to the shortfall at a later date if the members wished.

As a resolution was unable to be made under General Business, members indicated their support for Whakatane District Council to develop a business case and submit a Special Policy Application to Cabinet, for assistance with WDC costs from the Edgecumbe flood event not covered by their insurers.

**The meeting closed at 11.25 am.**





# Joint Committee Minutes



# Minutes of the Ōhiwa Harbour Implementation Forum Meeting held in the Board Room, Te Rūnanga o Ngāti Awa, Ngati Awa House, 4/10 Louvain Street, Whakatāne on Monday, 19 March 2018 commencing at 9.30 a.m.

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## Present:

**Chairperson:** Councillor T Marr (Bay of Plenty Regional Council)

**Deputy Chairperson:** Councillor L Riesterer (Ōpōtiki District Council)

**Appointees:** G Tuari-Kohunui (Whakatōhea Maori Trust Board), R Kora (Te Waimana Kaaku (Ngai Tuhoe)), Councillor N Tanczos (Alternate, Whakatāne District Council), T Ransfield (Te Upokorehe), C Bluett (Te Rūnanga o Ngati Awa), Alternates: T O'Brien (Te Rūnanga o Ngati Awa), K Te Pou (Te Waimana Kaaku (Ngai Tuhoe), Councillor W Clark (Bay of Plenty Regional Council)

**In Attendance:** BOPRC: S Stokes (Eastern Catchments Manager), T Senior (Land Management Officer), C Bell (Senior Projects Officer (Kaituna Catchments)), S Lamb (Natural Resources Policy Manager), K O'Brien (Kotahitanga Strategic Engagement), T Rother (Contractor), S Kameta, T Nerdrum-Smith (Committee Advisors); Te Upokorehe hapū members: P Van Kampen (nee Aramoana), M Tuari-Hape, U Kave, J Tuari, C Keno, D Curtis, M Keno, J Tuari-Hape; Whakatōhea Pre-Settlement Claims Trust members: R Edwards (Chairperson), M Hudson, B Pukepuke, J Mortensen; M Jones (Department of Conservation), I Molony (Whakatāne District Council), T Gedson (Ōpōtiki District Council), B Day.

**Absent:** Cr A Iles (Whakatāne District Council)

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## 1 **General Business and Late Items**

There was no general business or late items.

## 2 **Declaration of conflicts of interest**

Cr Riesterer and G Tuari-Kohunui declared an interest in respect to Agenda item 10.7, Enhancements for Ōhiwa Harbour through Whakatōhea Settlement.

## 3 **Update from Te Rūnanga o Ngāti Awa**

Mr Charlie Bluett advised there were no matters to report.

## 4 Previous Minutes

### 4.1 Ōhiwa Harbour Implementation Forum Minutes - 12 September 2017

#### Matter Arising

Minute Item 6.6: Department of Conservation Annual Update 2016-17 (agenda page 16) – it was noted that BOPRC staff would follow up with the Department of Conservation regarding co-operation on matters raised as part of the item.

#### Resolved

That the Ōhiwa Harbour Implementation Forum:

- 1 Confirms the Ōhiwa Harbour Implementation Forum Minutes of 12 September 2017, as a true and correct record.

Tuari-Kohunui/Riesterer  
CARRIED

## 5 Reports

### 5.1 Forum Membership Appointment

The Chairperson welcomed Tuwhakairiora (Tu) O'Brien onto the Forum as Te Rūnanga o Ngati Awa's alternate member.

#### Resolved

That the Ohiwa Harbour Implementation Forum:

- 1 Receives the report, Forum Membership Appointment;
- 2 Notes the appointment of Mr Tuwhakairiora O'Brien onto the Forum as the alternate member for Te Rūnanga o Ngati Awa.

Marr/Riesterer  
CARRIED

### 5.2 Ohiwa Harbour Catchment Programme update for 2017/2018 and Proposed 2018/2019 Annual Work Plan

*Refer PowerPoint presentation Objective ID A2831922*

Tim Senior, Land Management Officer provided an update on progress of the Ohiwa Harbour Catchment Work Programme 2017-2018 and outlined the proposed 2018/2019 Annual Work as follows:

- Modest koha contributions had increased volunteer participation;
- The option of using a hovercraft for mangrove removal had been explored, however was not suitable for the Ōhiwa Harbour environment;
- Health & Safety provisions meant using PD workers as volunteers was less viable;
- The mussel research project had been delayed as the contracted researcher, Kura Paul-Burke, had commenced work at NIWA;

- The Ōhope Harbourside Trail was almost complete, with the official opening taking place on Saturday 23 March 2018. The trail signs would be ready, however the heritage signage was still being completed;
- Recognised the contribution by Rotary in bringing the trail project to completion;
- The work programme for 2018-19 was relatively similar to 2017-18;
- Would continue to work with dairy farmers on fencing to protect the waterways;
- Staff was following the bylaw reviews currently underway by Ōpōtiki District Council and Whakatāne District Council.

Support was raised for a letter to be submitted in support of Kura Paul-Burke’s application for extra funding to expand mussel and seastar research, along with a further letter to recognise a landowner’s involvement in riparian wetland planting.

Actions for Staff:

- Provide an update on the mangrove management programme for new Forum members;
- Report back to the next meeting of the Forum regarding the seastar management programme.

**Resolved**

**That the Ohiwa Harbour Implementation Forum:**

**1 Receives the report, Ohiwa Harbour Catchment Programme update for 2017/2018 and Proposed 2018/2019 Annual Work Plan;**

**2 Endorses the 2018/2019 Annual Work Plan for the Ohiwa Harbour Catchment Programme.**

**Riesterer/Kora  
CARRIED**

**3 Submits a letter of support for funding of the mussel project undertaken by Kura Paul-Burke, NIWA.**

**Marr/Ransfield  
CARRIED**

**4 Submits a letter of congratulation and recognition to the landowners involved in the wetland conversion programme.**

**Marr/Riesterer  
CARRIED**

**Adjournment**

The meeting adjourned at 10.40 am and reconvened at 11.00 am.

**5.3 Consultation on the proposed Long Term Plan 2018-2028**

Simon Stokes, Eastern Catchment Manager supported by BOPRC staff, provided a verbal update on the Long Term Plan 2018-2028 as follows:

- Emphasised projects and initiatives that supported the Ōhiwa Harbour Strategy;
- Coast Care funding allocated to Ōhiwa Harbour remained unchanged;
- Any wallaby sightings were to be reported to BOPRC;
- Approximately \$61,000 had been allocated towards the Ōhiwa Harbour Strategy;

- Suggested that the Forum, with the support of staff, prepare a submission to the Long Term Plan by the extended deadline of Wednesday 21 March 2018;
- Recognised that climate change could have an impact on the Harbour;
- Climate change assessments were planned with a focus on adaption, rather than management;
- Converting low lying land into wetlands was an effective way to adapt to rising sea levels and flooding;
- In-kind support from partner organisations was essential in managing the Harbour.

Points raised by Members:

- The possibility of a targeted rate for Ōhiwa property owners was raised however, was not supported with Ōpōtiki and Whakatāne rates considered as some of the highest rates in the region;
- Ongoing flood remediation works would have an impact on rates;
- Should consider opportunities for 'tapping into' Central Government's one billion trees project;

## Resolved

**That the Ohiwa Harbour Implementation Forum:**

- 1 Receives the report, Consultation on the proposed Long Term Plan 2018-2028;**
- 2 Prepares a submission to the Long Terms Plans 2018-28 for Bay of Plenty Regional Council, Ōpōtiki District Council and Whakatāne District Council to seek additional funding to support the biodiversity programme; the shellfish project and the heritage trail project;**
- 3 Includes in the submission to the BOPRC and ODC, that any opportunity to add land to Onekawa Te Mawhai Regional Park be considered;**
- 4 Includes in the submissions to Ōpōtiki District Council and Whakatāne District Council a request to consider how to support the implementation of Ohiwa Harbour Recreation Strategy through the Long Term Plan process.;**
- 5 Includes in the submissions to Ōpōtiki District Council the need for increased management of illegal rubbish dumping;**
- 6 Delegates to Cr Clark and Mr Bluett to represent the Forum at LTP hearings for ODC and WDC, and for Mr O'Brien to represent the Forum at LTP hearing for BOPRC**

Marr/Tuari-Kohunui  
CARRIED

## 5.4 Onekawa Te Mawhai Regional Park Update

*Refer PowerPoint Presentation Objective ID A2831820*

Courtney Bell, Senior Project Officer provided an update on operational matters at the Park over the last year as follows:

- The information contained within the presentation was public and could be shared by members;

- The co-management model between Ōpōtiki District Council, Te Upokorehe and BOPRC was effective;
- A park user satisfaction survey was undertaken every two years, with the KPI set at 85%;
- A visitor counter would be installed.

## Resolved

**That the Ohiwa Harbour Implementation Forum:**

- 1 Receives the report, Onekawa Te Mawhai Regional Park Update.**

**Marr/Kora  
CARRIED**

## Order of Business

With the leave of the Forum, the Chair advised that Agenda item 10.7 would be received next to accommodate the arrival of external presenters.

### 5.5 Enhancements for Ōhiwa Harbour through Whakatōhea Settlement

*Refer Tabled Documents 1 and 2.*

#### Declaration of Conflict of Interest

It is noted that Cr Riesterer and Gaylene Tuari-Kohunui declared an interest in this item.

Whakatōhea Pre-Settlement Claims Trust Chairman Graeme Riesterer provided an opening statement and Maui Hudson outlined the rationale behind the Trust's wishes that the Forum discuss the possibility of establishing a co-governance entity over the Ōhiwa Harbour; and elevate the Ōhiwa Harbour Strategy into a statutory document. Such changes were not intended to affect the current composition of the Forum, but rather to provide a more formalised structure. Mr Hudson noted a benefit of formalising the structure may have a positive impact on funding opportunities that could be channelled back into Ōhiwa Harbour.

Discussion followed with the following advice and comments provided:

- Staff advised that the Regional Council was not a party to the Whakatōhea Treaty Settlement negotiations and provided advice only as required and requested;
- The Office of Treaty Settlements provided the overarching direction for the Forum;
- The Forum did not have authority to make a decision regarding co-governance and the legal status of the Strategy.
- Te Upokorehe member Trevor Ransfield and Te Whakatōhea member Gaylene Tuari-Kohunui tabled letters that conveyed feedback from Te Upokorehe and Ngāti Ira respectively (Refer Tabled Documents 1 and 2).

## Resolved

**That the Ohiwa Harbour Implementation Forum:**

- 1 Receives the report, Enhancements for Ōhiwa Harbour through Whakatōhea Settlement;**

- 2 **Receives tabled item 1: Letter from Te Upokorehe Iwi dated 19 March 2018 and tabled item 2: Email from Ngāti Ira Hapū dated 2 March 2018.**

Marr/Kora  
CARRIED

## Adjournment

The meeting adjourned at 12.30pm and reconvened at 1.05 pm.

## 5.6 Ohiwa Harbour Recreation Strategy

Tim Senior, Land Management Officer presented the proposed Ohiwa Harbour Recreation Strategy to the Forum as follows:

- Actions within the Strategy were presented more prominently than in earlier versions;
- Vision and Purpose was clearly identified;
- Freedom camping was permitted, unless councils had bylaws in place banning it from certain areas;
- Noted that Ōpōtiki District Council had been required to provide additional monitoring and cleaning during the peak holiday season to manage the impact of freedom campers.

Regarding the issue of rubbish dumping around the Eastern side of the harbour, Eastern Catchments Manager Simon Stokes suggested including the issue in the Forum's submission to the district councils, recommending they take the Recreation Strategy into account when reviewing their bylaws; and for the issue to be included within the Recreation Strategy.

Operating constraints of the Ōhiwa Harbour Strategy Coordination Group (OHSCG) to implement the work was raised, with timeframes to be considered.

## Resolved

That the Ohiwa Harbour Implementation Forum:

- 1 **Receives the report, Ohiwa Harbour Recreation Strategy;**
- 2 **Endorse the Ohiwa Harbour Recreation Strategy and request that the Ōhiwa Harbour Coordination Group implement the Strategy;**
- 3 **Requests that Ōpōtiki District Council and Whakatāne District Council take the Recreation Strategy into consideration when undertaking the review of their Bylaws.**

Riesterer/Kora  
CARRIED

## 5.7 Ohiwa Harbour Heritage Trail, Nga Tapuwae o Tairongo, Update

*Refer PowerPoint presentation A2831575*

Tim Senior, Land Management Officer and Tanja Rother, Contractor updated the Forum on progress in developing the heritage trail as follows:



- Signs would be bilingual;
- Logo depicted the rig shark;
- Extensive proof reading of the signs was being undertaken and any minor spelling mistakes etc. to be corrected;
- Quotes for the cost of the signs had been requested;
- Timeframe for completion was the summer 2018-19;
- Signs would not be stand-alone and would form part of a wider suite of information.

The potential to seek sponsorship from local community organisations for signage funding was suggested, with members indicating their interest to seek sponsorship from within their respective organisations and trusts.

Actions for staff:

- Explore the possibility of signage sponsorship with community organisations; and
- Provide cost indications to Forum members once they have been obtained.

## **Resolved**

**That the Ohiwa Harbour Implementation Forum:**

- 1 Receives the report, Ohiwa Harbour Heritage Trail, Ngā Tapuwae o Tairongo, Update;**
- 2 Endorses the signage for the first stage of the heritage trail.**

**Marr/Riesterer  
CARRIED**

## **6 Karakia**

Kaumatua Te Uri Kore Tuari closed the meeting with a Karakia.

**The meeting closed at 2.40 pm.**



**Minutes of Meeting No. SG18/03 of the SmartGrowth Leadership Group held on  
21 March 2018 in the Bay of Plenty Regional Council, Mauao Room, Tauranga  
commencing at 9:00am**

**Present**

**Independent Chairperson**

W Wasley

**Bay of Plenty Regional Council**

Chairman: D Leeder

Councillors: J Nees, P Thompson, S Crosby

**Tauranga City Council**

Mayor: G Brownless

Councillors: L Baldock, L Brown, T Molloy

**Western Bay of Plenty District Council**

Mayor: G Webber

Councillors: M Williams, D Thwaites, J Scrimgeour

**Tangata Whenua Representatives**

M Tapsell, I Walker, P Ihaka, Verna Ohia-Gate (alternate)

**In Attendance**

**SmartGrowth**

B Walsh, SmartGrowth Manager

K Tremaine – Strategic Advisor

V Jones – SmartGrowth Administrator

S Rolleston - Tu Pakari Advisor

B Fraser – Strategic Communications Consultant

D Spittle – Planning Consultant

**Bay of Plenty Regional Council**

M Macleod – Chief Executive

**Tauranga City Council**

G Poole – Acting Chief Executive

C Jones – General Manager, Growth & Infrastructure

**Western Bay of Plenty District Council**

Gary Ellis – Acting Chief Executive)

R Davey - Group Manager Policy, Planning & Regulatory Services

**Apologies**

B Mikaere, P McLean, R Scott

SG18/3.1

**APOLOGIES****Moved Mayor Grey Brownless / Seconded Cr Mike Williams****That it be Resolved*****That the apologies be received for B Mikaere, P McLean, R Scott  
Apologies lateness: Chair Douglas Leeder, Cr Leanne Brown,  
Mayor Garry Webber*****CARRIED**

SG18/3.2

**DECLARATION OF CONFLICTS OF INTEREST**

No conflicts of interest were received:

SG18/3.3

**CONFIRMATION OF MINUTES – SMARTGROWTH LEADERSHIP GROUP  
(SG17/12) – DATED 13 DECEMBER 2017**

The Committee considered the minutes of the SmartGrowth Leadership Group (SG17/12) dated 13 December 2017 as circulated with the agenda.

**Moved Cr Stuart Crosby / Seconded Cr Terry Molloy****That it be Resolved*****That the minutes of the SmartGrowth Leadership Group (SG17/12) dated  
13 December 2017 be confirmed as a true and correct record.*****CARRIED**

SG18/3.4

**INDEPENDENT CHAIR – REPORT BACK – SMARTGROWTH  
PRIORITIES/ACTIONS****Moved Paula Thompson / Seconded Mayor Greg Brownless****That it be Resolved**

That the SmartGrowth Leadership Group (SLG):

1. **Confirm** the sub-regional priorities for the SmartGrowth Leadership Group 2018 as being;
  - Transport matters
  - Housing as outlined in the Smart Housing Action Framework
  - National Policy Statement/Future Development Strategy Including funding and delivery mechanisms
  - Advocacy on sub-regional matters
  - Infrastructure

2. **Note** the independent chair will report at the May meeting on reviewing the size, shape and role of the SmartGrowth Leadership Group.
3. **That** the Independent Chair report back on any implications of pausing and/or reprioritisation of the SmartGrowth strategy actions.

**CARRIED**

SG18/3.5

**Transport Collaboration – Report back from Regional Investment Oversight Group  
Transport Centre of Excellence – Chief Executives Report Back**

The SmartGrowth Leadership Group requested a report on the current transport collaborative work and co-ordination arrangements across the SmartGrowth partners including whether there are any gaps. It also requested an update on improving community engagement for transport (SLG 18 October 2017 resolution) refer to Paper B

Key discussion points:

The proposal of a high level sub-regional vision and objectives: noted was the need to go further than just a vision – to how to deliver successfully on strategy.

**Need for a Communications Strategy on sub-regional transport: urgency around** communicating to the community communications strategy on the bigger picture is what needs to go out.

Collaborating: getting people together to link up strategies and people on the ground. Timelines questioned, noting the need for a dedicated resource in this area.

Paper C Discussion

Suggested new wording around the name Transport Centre of Excellence to Western Bay of Plenty Centre for Transport.

Members highlighted the work that has been done in the past and the urgency to create priorities.

Alistair Talbot noted that from NZTA perspective progressing a sub-regional vision has support in principle. Important next step is how to integrate land use planning work with transport strategy and actions. Ensure the vision is aligned so we can deliver on those outcomes.

Strategic planning function needs to take a wider look at the network including freight and rail movements.

Support from members for resourcing of an independent person. Support the vision and urgent resource/ funding. Keep the environment too at the front of our minds when we move forward.

It was noted nothing should be ruled out in regards to what will deliver for the sub-region. If that means tolls and network pricing tools, then we need to progress in that direction.

**Moved Cr Paula Thompson / Seconded Mayor Garry Webber****That it be Resolved**

- 1 **Receive** the report on collaborative transport activities from the Western Bay of Plenty Regional Investment Oversight Group
- 2 **Note** the following main opportunities for improvement identified by the Regional Investment Oversight Group:
  - The need for a clear sub-regional transport vision and layer of sub-regional strategic planning that clearly articulates outcomes, aspirations and key strategic actions aligned with SmartGrowth outcomes to mitigate the risk of multiple plans and programmes “not talking to each other”.
  - The opportunity for better collaboration to optimise sub-regional operational activities that grows the sub-region’s capability to deliver more innovative transport improvements more effectively and with more active client ownership of transport intelligence and customer insight.
  - Governance and reporting arrangements clarified and streamlined
- 3 **Note** that councils will be making decisions on the Future Development Strategy scope and decision-making framework in March.
- 4 **Endorse** that Councils require that the Future Development Strategy includes this sub-regional transport vision and strategy.
- 5 **That** there be a standing report to the SmartGrowth Leadership Group on transport collaboration and communications.
- 6 **Note** recent engagement activities and that partner councils are on an improvement pathway for enhanced community engagement.
- 7 **That** it be recommended to the partners and NZTA that an appropriate (independent) resource be recruited to prepare a project plan for a Western Bay of Plenty Centre for Transport.
- 8 **That** a submission be made to the Bay of Plenty Regional Land Transport Plan seeking that the plan include the western Bay sub-regional story of integrated land-use and transport and that transport infrastructure development proceeding in a timely manner is a key part of implementing the agreed settlement pattern. It should also include significance of western Bay of Plenty transport and its relationship with the economy (access to and from the port) and road safety.

**CARRIED**

SG18/3.6

**SMART HOUSING ACTION FRAMEWORK (RESPONDING TO THE HOUSING NEED AND DEMAND RESEARCH REPORT – A FRAMEWORK FOR ACTIONS AND RESULTS) (PAPER D)**

Bernie Walsh, SmartGrowth Manager presented to the SmartGrowth Leadership Group on the Smart Housing Action Framework – Responding to the Housing Need and Demand research report – A framework for actions and results.

Bernie noted this is in response to the Housing Need and Demand Research Report released in December 2017. The SmartGrowth Leadership Group agreed to receive advice on a Smart Housing Action Framework in March 2018 as a co-ordinated sub-regional response to that work.

Bernie noted the Smart Housing Framework is a way of communicating the work that is going on across the sub-region in a format that the community understands.

It answers the questions: what is a SmartGrowth Partnership doing about housing?

It has been mapped out and framed up in the western Bay context so motivated and talented people can perform and get results. The framework is a way to co-ordinate and align the linkages of various action areas and gives focus to these work streams.

Bernie talked to the below four areas of action: Refer to Paper D for more info:

The **four suggested focus action areas** are:

1. Land provision and housing leadership
2. Policy and planning leadership
3. Community capacity and capability across the spectrum
4. Co-ordinated advocacy and communications

Bernie would like the framework document when completed to be 4-5 pages that the community can pick up and read to see what is happening in regards to taking action on the housing challenge.

This report outlines an action and results focussed approach to responding to the housing challenge across the spectrum of need – clearly evidenced by the research.

The aim of the framework is to map and to co-ordinate actions across the housing spectrum with different partners leading focus areas, mandated to get on and make things happen. The focus areas of action are from the summary of suggested actions for investigation in the research report. Each partner or group charged with leading a 'focus area' would develop a detailed action plan, with key targets and timeframes for achieving results. An overall set of measures, targets and aspirations for the framework could also guide implementation at a high level. The aim is not be to create any more groups for housing, but rather ensure key areas of work are linked and in alignment.

The framework approach is a way of sub-regionally mapping, monitoring and reporting progress on housing, with a focus on results that will mean something to our communities. It recognises that a lot of work is already underway. The Strategic Partners Forum and the Housing Reference Group (a cross-sector stakeholder group set up to assist with the housing need and demand research) have discussed the framework too and provided feedback.

### **Next Steps**

The Smart Housing Action Framework needs to be results-driven with urgency and pace – with resources allocated to make it happen. We need to focus on the following actions.

- **Map out** the best process for agreeing our framework's targets/aspirations – discuss some barriers and gaps; set things in place to ensure we will action/measure/report progress on our framework as a linked system of sub-regional results-focused responses and action areas. Clearly communicate the framework and its work.
- **Clearly** determine and mandate the leadership of actions through chief executive sponsorship across the partnership. Is there sufficient Budget and resources to successfully action the areas with impact?
- **Group** current housing actions already underway across the focus areas – see updated Housing Continuum Attachment 1. Provide an action plan template for focus area leads to populate with their agreed actions including timeframes, engaging stakeholders and monitoring results.
- **Ensure prioritisation** and lead (partner) and linkages across all the focus areas through a good reporting process.
- **Keep** reporting on actions and targets in clear, succinct, engaging, regular and accountable way. Easy for all to see including the wider community.

Be ready to invest in more research if needed.

Bernie noted the communications plan will be included in the framework. Engagement is a huge part of the framework.

### **Moved Cr Paula Thompson / Seconded Cr Williams**

#### **That it be Resolved**

That the SmartGrowth Leadership Group (SLG):

1. **Approves** the Smart Housing Action Framework for implementation and development as the SmartGrowth Partnership's co-ordinated and mapped response to the 2017 Housing Need and Demand Research.
2. **Requests** the Chief Executives Advisory Group to lead and mandate the 'focus area leads' to get on and make it happen with urgency, drive, resources and enthusiastic encouragement.
3. **Endorses** the 'next steps' approach outlined in the six bullet points listed below for action.
  - **Map out** the best process for agreeing our framework's targets/aspirations – discuss some barriers and gaps; set things in

**THESE MINUTE Page 64 of 136 3E CONFIRMED**

*To be confirmed by the SmartGrowth Leadership Group on 16 May 2018*



place to ensure we will action/measure/report progress on our framework as a linked system of sub-regional results-focused responses and action areas. **Clearly communicate** the framework and its work.

- **Clearly** determine and mandate the leadership of actions through chief executive sponsorship across the partnership, with sufficient Budget and resources to successfully action the areas with impact.
  - **Group** current housing actions already underway across the focus areas – *see updated Housing Continuum Attachment 1*. **Provide** an action plan template for focus area leads to populate with their agreed actions including timeframes, engaging stakeholders and monitoring results.
  - **Ensure prioritisation** and lead (partner) and linkages across all the focus areas through a good reporting process.
  - **Keep** reporting on actions and targets in clear, succinct, engaging, regular and accountable way. Easy for all to see including the wider community.
  - **Be ready** to invest in more research if needed.
4. **That** there be a standing progress report to the SmartGrowth Leadership Group meetings.
  5. **Requests** that housing issues are considered in a broader context when the SmartGrowth Strategy is reviewed in 2019-20, rather than a narrow settlement pattern approach focused solely on future development and supply of land for housing. This includes taking into account the Housing Need and Demand Research Report 2017

#### **CARRIED**

**Chair Bill Wasley left the meeting at 11:00am**  
**Deputy Chair Mayor Garry Webber chaired the remainder of the meeting**

11:09am The meeting **adjourned** for morning tea

11:20am The meeting **reconvened**

SG18/3.7

**NATIONAL POLICY STATEMENT FOR URBAN DEVELOPMENT  
CAPACITY  
FUTURE DEVELOPMENT STRATEGY PROJECTS**

The purpose of the report was to provide the SmartGrowth Leadership Group with the Capacity Assessment report which was required by Government officials to be submitted to the Ministry of Business, Innovation and Employment and the Ministry of Environment by 28 February 2018.

Ken thanked all the people who had worked on the project. He and gave an overview of all the work that fed into the capacity assessment.

Purpose of the capacity assessment

- 43,000 dwellings required over next 30 years across sub-region
- 80% growth of Tauranga City - intensification and expansion at periphery
- 20% growth in Western Bay of Plenty District, including township, lifestyle and rural areas
- Affordability and changing demands of an ageing population are major considerations
- Unique considerations for Māori

Business land – well catered for over next 30 years provided planned areas brought online in medium term.

Tauranga City Council under particular strain in terms of funding development capacity.

**Moved: Mayor Garry Webber / Seconded: Cr Paula Thompson**

**That it be Resolved**

That the SmartGrowth Leadership Group:

1. **Endorse** the SmartGrowth Housing and Business Capacity Assessment Report, subject to any input SLG may have, and its main conclusion that there is sufficient development capacity to meet the anticipated demand for the next 30 years.
2. **Agree** that the SmartGrowth Housing and Business Capacity Assessment will remain as a working draft so any feedback from MFE and MBIE officials can be considered.
3. **Note** that the SmartGrowth partners will continue to work with the other high growth councils including Waikato's Future Proof and the Greater Christchurch Partnership, in order to ensure that common views are presented to Government.

**CARRIED**

**Moved** Cr Mike Williams / **Seconded** Chair Douglas Leeder

**That it be Resolved**

That the SmartGrowth Leadership Group:

1. **Note** and provide any input into the Future Development Strategy Project.

**CARRIED**

**Moved** Cr Larry Baldock / **Seconded** Cr Leanne Brown

**That it be Resolved**

That the SmartGrowth Leadership Group:

1. **Receive** this update report on the draft Tauranga Urban Strategy.
2. **Note** that the draft Tauranga Urban Strategy will be a critical input to the Future Development Strategy and consulted on as part of the wider Future Development Strategy consultation and engagement programme.

**CARRIED**

SG18/3.8

**REPORTING BACK: LOCAL GOVERNMENT AND OTHER ADVOCACY FORUMS**

Growth conversation diagram – Paper H

Verbal updates from SmartGrowth Chief Executives and Iwi Leaders

**Metro sector**

Reported on Upper North Island Strategic Alliance increasing housing pressures – website now up and running.

Involvement with climate change and completing work in the upper North Island.

Auckland supply chain study – national report putting together reference group

Trying to manage pests

Presentation on NZ Community Trust and new Disability Commissioner

**Regional Sector**

Water, sediment. Increasing pressure from central government to go harder and faster. Looking at Tauranga sediment issues.

Pest management discussed, key message about bio-security and stepping up. Civil defence discussed.

Looking at NTZA, Tourism, Affordable Housing.

Joined up projects in the Sector

Treaty settlement  
Water work  
Climate  
Marine hazards and insurance  
Shared services  
Overseeing nitrogen  
Pest management

**Rural and Provincial sector**

Big issues are:  
Climate and coastal change  
Stormwater

**LGNZ**

LGNZ business plan will be adopted 23 March 18  
Projects making good progress:  
Water 2030 - regulations  
Climate Change

**Growth Councils**

Conversations about the wider revenue sources needed and water project.  
The lack of capacity of the planning, consulting and construction sectors to deliver. Construction sector is stretched to capacity. Looking at solution.

**Iwi Leaders Forum**

Nothing to report

SG18/3.9

<b>SILVER ECONOMY RESEARCH REPORT AND RECOMMENDATIONS (PAPER I)</b>
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**Moved** Mayor Garry Webber / **Seconded** Chair Douglas Leeder

**That it be Resolved**

That SmartGrowth Leadership Group requests that:

1. Priority One and Bay of Connections be advised of this work and the investment potential identified.
2. That officers take account of this work as an input into the western Bay of Plenty sub-regional Future Development Strategy to be completed by the end of 2018 as a requirement of the National Policy Statement on Urban Capacity.
3. That the teams implementing the four growth areas agreed by the partnership in August 2016 be advised of the research.

4. That the SmartGrowth Forums be provided with the research report.
5. That the research report be referred to the Bay of Plenty District Health Board for consideration.
6. That the research report be provided to territorial authorities in the Bay of Plenty for input into planning documents.

**CARRIED**

SG18/3.10

**SMARTGROWTH BI-MONTHLY PROGRESS REPORTS – SUMMARY  
OF HIGHLIGHTS (PAPER J)**

**Moved** Mayor Garry Webber / **Seconded** Cr Terry Molloy

**That it be Resolved**

That the SmartGrowth Leadership Group:

1. **Receive** the SmartGrowth Partnership Bi-Monthly Reports for March 2018.
2. **Refer** the reports to the SmartGrowth Forum Chairs for their information.

**CARRIED**

\_\_\_\_\_  
The meeting concluded at 12:30 p.m.

Confirmed as a true and correct record





\_\_\_\_\_  
W Wasley

**Independent Chairperson**

\_\_\_\_\_  
Date



## Minutes - Eastern Bay of Plenty Joint Committee 28 March 2018

   	Details of Meeting:	<b>EASTERN BAY OF PLENTY JOINT COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, WHAKATĀNE ON WEDNESDAY, 28 MARCH 2018 COMMENCING AT 1.00 PM</b>
	Present:	Deputy Mayor J A Turner (Chairperson) and Mayor A A Bonne (Whakatane District Council), Mayor M Campbell and Councillor D Sparks (Kawerau District Council), Councillors N Bruning and W Clark (Bay of Plenty Regional Council), Mayor J Forbes, (Opotiki District Council)
	In Attendance:	A Lawrie and G McCormack (Opotiki District Council), M Grenfell and C Ball (Whakatane District Council), R Feist and S Lamb (Bay of Plenty Regional Council), G Sutton (Kawerau District Council) and H J Storey (Governance Support Advisor Whakatane District Council)
	Visitors:	R Sloman (Eastern Bay Community Foundation), Inspector Kevin Taylor (NZ Police), F Pauwels (ToiEDA)
	Apologies:	Chairperson D Leeder - Bay of Plenty Regional Council, Councillor L Riesterer - Opotiki District Council and R George - Kawerau District Council

### 1 CONFLICTS OF INTEREST

Nil

### 2 CONFIRMATION OF MINUTES: 6 DECEMBER 2017

Refer to pages 8-12 of the agenda.

#### RESOLVED:

**THAT** the minutes of the EBOP Joint Committee meeting held on Wednesday, 6 December 2017 be confirmed as a true and correct record.

Mayor Bonne/Bruning

**CARRIED**

### 3 PRESENTATIONS

#### 3.1 Eastern Bay Community Foundation – Vital Signs 2018

Refer to page 13-15 of the agenda and pages 15a-l of the tabled items.

Ms Sloman provided a power point presentation on the Vital Signs survey and noted the key points resulting from the 769 residents taking part from across the Eastern Bay of Plenty who were questioned on fourteen topics. The survey outlines what was good and not so good, what people wanted more of and noted concerns and priorities for the areas. Each topic was included in one of four categories – Health and Wellbeing, Social and Cultural Wellbeing, Economic Wellbeing and Environmental Wellbeing with grades attributed to each topic based on the replies received. Sports

and recreation rated the strongest with supporting young adults, safety, reducing inequity and housing scoring the least.

Ms Sloman advised that the information gained could be used as a planning tool to assist with key decisions and noted that the survey would be undertaken again in three years and said that this would provide a benchmark for communities.

### **3.2 Inspector Kevin Taylor – NZ Police**

Inspector Taylor advised of the recent local police operation which had resulted in 41 arrests for drug related offences and the seizure of over \$2m in assets, cash and bank accounts. He noted that there was an estimated \$2.6m retail value of the meth sold within the Kawerau community by dealers and said that this was a lot of money taken out of that community. Inspector Taylor advised that as a result of the drug habits, a lot of petty crime, burglaries, shop lifting, family harm and violence occurred with many children going without adequate food and clothing.

Inspector Taylor said that the operation had targeted dealers not users and noted that the second phase of the operation was to bring the government agencies and iwi together and make a difference before other people came into the area to fill the vacuum left by those arrested before the same cycle started again. He said that Police would remain visible and would continue to respond to information provided.

Discussion ensued on the effect drugs had in communities, on the health funding budget and the demand on social service providers. It was suggested that a concerted community action led by Mayors, Police and Health professionals needed to be established with the community deciding on a clear mandate. The Chief Executive Whakatāne District Council offered to bring together a group of local authority and government agencies and initiate the discussions.

**Attendance:** Ms Sloman and Inspector Taylor left the meeting and Whakatāne District Councillor G V Johnston entered the meeting at 1.47 pm

### **3.3 New Government Priorities**

Refer to pages 15j-k of the tabled items.

Mr Lamb noted the relevant Ministers and key priorities for the Labour Government that would impact directly on local government including:

- Regional economic development fund
- Significant investment in regional rail
- The establishment of a forestry service and 1 billion trees
- Feasibility of moving Ports of Auckland to be explored
- Reprioritising National Land Transport fund
- Freshwater Management
- Climate Change

### **3.4 Reflections on Recent Port of Tauranga Visit**

Members were appreciative of the opportunity to tour the Port of Tauranga and the information provided on the future direction of the operation.



## 4 REPORTS

### 4.1 Tourism Priorities

Refer to pages 16-20 of the agenda.

Mr Pauwels presented the report and noted that the Eastern Bay of Plenty local authorities were being asked to nominate two priority projects for the area. Discussion ensued on the report and it was noted that the Ōpōtiki District Council did not provide the two priorities listed under their name in the report. The following points were raised:

- The extension of the cycleways throughout the Eastern Bay of Plenty and beyond were funded from a separate national fund. \$75,000 had been provided to carry out a feasibility study on the extension of the Mōtū to the Whakatāne Airport cycleway
- Reservations were noted regarding the process to select the priorities
- Kawerau District Council had funding to extend the cycleway to Lake Tarawera and were working with other parties to develop it through to Rotorua
- It was important to work together as a sub-region with unified outcomes
- The plan to increase berthage at Whakatāne was as a result a need to upgrade the wharf and continual demand for space. The difference between the Whakatāne Wharf and Ōpōtiki wharf was discussed. The two wharves would provide for different purposes with Ōpōtiki being more designed towards aquaculture activities

The growth of the mussel farm, the number of boats that would be required to service these would increase immensely. Fishing charters around the mussel farm was also likely to increase

#### RESOLVED:

1. **THAT** the Tourism Priorities – Eastern Bay of Plenty 2018 report be received; and
2. **THAT** the Eastern Bay of Plenty Joint Committee Priority Projects for communication to the Regional Growth Study program and to support ToiEDA be:
  - Whakatane Waterfront Redevelopment coupled with the White Island Experience

Mayor Forbes/Mayor Campbell

#### CARRIED

It was requested that reporting timeframes for items to each of the Councils be made in more collaborative manner and that concern be raised with Bay of Connections regarding the process and timing of decision making when it involved the three EBOP local authorities.

It was also requested that a report be provided to each meeting from ToiEDA to include a link to Bay of Connections.

### 4.2 Eastern Bay – Beyond Today Update

Refer to pages 21-25 of the agenda.

#### RESOLVED:

**THAT** the Eastern Bay – Beyond Today Update report be received.

Clark/Mayor Forbes

#### CARRIED

### 4.3 Climate Change Triennial Report

Refer to pages 26-35 of the agenda.

#### RESOLVED:

THAT the Triennial Meeting report – Climate Change: National and Local Initiatives be received.

Mayor Forbes/Bruning

**CARRIED**

**4.4 Snapshot of Kawerau, Ōpōtiki and Whakatāne District Council’s LTP 2018-28**

Refer to pages 39-67 of the agenda and pages 67a- of the tabled items

The Chief Executive Ōpōtiki District Council advised of the consultation to be undertaken for their LTP 2018-28.

**RESOLVED:**

**THAT** the Snapshot of Kawerau, Ōpōtiki and Whakatāne District Council’s LTPs 2018-28 report be received.

Mayor Forbes/Mayor Campbell

**CARRIED**

**5 UPDATE ON MEMORANDUM OF UUNDERSTANDING WITH JIANGXI PROVINCE**

Refer to page 67a of the tabled items

An update from Simon Appleton on the Memorandum of Understanding with Jiangxi and information on a number of Eastern Bay of Plenty related events within the Province was tabled for the information of Members.

**RESOLVED:**

**THAT** the update on Memorandum of Understanding with Jiangxi Province be received.

Mayor Forbes/Mayor Campbell

**CARRIED**

**THE MEETING FINISHED AT 4.00 PM**

Confirmed this	day of
CHAIRPERSON	

# **Presentations**



# Chairman's Report



Receives Only – No Decisions



**Report To:** Regional Council

**Meeting Date:** 10 May 2018

**Report From:** Douglas Leeder, Council Chairman

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## Chairman's Report

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### Executive Summary

Since the preparation of the previous Chairman's Report (for the 29 March 2018 Council meeting) I have attended and participated in a number of meetings and engagements as Chairman on behalf of the Bay of Plenty Regional Council.

This report sets out those meetings and engagements and highlights key matters of interest that I wish to bring to Councillors' attention.

### Recommendations

**That the Regional Council:**

- 1 Receives the report, Chairman's Report.**

### 1 Purpose

The purpose of this report is to update Council on meetings and engagements I have attended and participated in as Chairman and to highlight key matters that will be of interest to Councillors.

The following section summarises these meetings and engagements. I will provide further detail at the meeting in response to any questions you may have.

### 2 Meetings and Engagements

Date	Meeting/Engagement	Comment
23 March	National Council meeting - <i>Wellington</i>	Attended.

<b>Date</b>	<b>Meeting/Engagement</b>	<b>Comment</b>
26 March	Meeting with Galatea Group – <i>Galatea</i>	Discussed Long Term Plan Rates proposal. Councillor Clark also attended.
27 March	Field Trip for Councillors – <i>Edgecumbe</i>	Tour of the Flood Recovery and Rangitaiki Works project sites.
	Meeting with Whakatāne Mayor Tony Bonne - <i>Whakatane</i>	Discussed Civil Defence Costs.
28 March	Meeting with Te Arawa Lakes Trust – <i>Rotorua</i>	Councillor Tahana also attended.
	Rangitaiki Community Board meeting – <i>Edgecumbe</i>	Presented to the Community Board.
3 April	Telephone interview with Radio NZ – <i>Tauranga</i>	Interview about being one year on from the flooding in Edgecumbe and Whakatane.
5 April	Teleconference with University of Waikato Professor Alister Jones – <i>Tauranga</i>	Update on the proposed Marine Facility. Councillors Nees, Cronin, Crosby, von Dadelszen and Winters also participated.
	Bay of Plenty Agricultural Advisory Committee meeting – <i>Te Puke</i>	Attended.
6 April	Zone Two meeting – <i>Whangamata</i>	This is covered in more detail in the following section.
12 April	Tour of Onuku Maori Lands Trust farm – <i>Rotorua</i>	Finalists in the Ahuwhenua Awards. Councillor Love also attended.
13 April	UNISA Mayors and Chairs Meeting – <i>Auckland</i>	This is covered in more detail in the following section.
16 April	Long Term Plan Hearing – <i>Tauranga</i>	Attended.
17 April	Long Term Plan Hearing – <i>Tauranga</i>	Attended.
18 April	Meeting with Minister of Transport Hon Phil Twyford – <i>Tauranga</i>	Discussed transport matters with the Minister, Mayors Brownless and Webber, and NZTA Director Regional Relationships.
19 April	Long Term Plan Hearing - <i>Whakatane</i>	Attended.
20 April	Long Term Plan Hearing – <i>Rotorua</i>	Attended.



Date	Meeting/Engagement	Comment
23 April	Strategic Risk Review Workshop – <i>Tauranga</i>	Facilitated by KPMG.
	Project upgrade workshop - <i>Tauranga</i>	Attended.
	Representation Review Workshop – <i>Tauranga</i>	Attended
25 April	ANZAC Day Service and Civil Commemoration – <i>Ōpōtiki</i>	Attended.
30 April	Project Rerewhakaaitu Annual General Meeting - <i>Rerewhakaaitu</i>	Spoke about the future of farming in the Bay of Plenty, and NZ given our environmental responsibilities.
2 May	Rotary Whakatane Sunrise (Breakfast Club) – <i>Whakatāne</i>	Spoke about topical issues of interest within Regional Council.
	Meeting with the University of Waikato – <i>Tauranga</i>	An update on the proposed marine Facility.
3 May	Regional Sector Dinner – <i>Wellington</i>	Attended.

### 3 Matters of Potential Interest

#### 3.1 Zone Two meeting

The Zone Two meeting was hosted by Thames-Coromandel District Council in Whangamata on 6 April 2018. There was a range of presentations, some of which are noted below.

Minister of Local Government, Hon Nanaia Mahuta provided commentary on the Local Government portfolio. Key messages included: needing to improve communication between local and central government and ways of working together to make progress on key issues; funding and financing is a high priority; Havelock North Report and the 3 Waters Review decisions are imminent, after which they will be in a position to give direction on drinking water standards; the next tranche of Regional Growth and Development decisions will be a clear reflection of this government's priorities; and in terms of the Environment portfolio - water is the big focus which includes water quality and Māori rights and interests in relation to water.

The New Zealand Transport Agency provided an update on the Government Policy Statement (GPS) which is currently out for consultation until 2 May, and is being led by the Ministry of Transport. The GPS is expected to be adopted by 30 June. A high-level overview of the GPS was provided and included:

- The theme of incorporating technology and innovation, taking a mode neutral approach and integrating land use and transport planning and delivery;
- Proposing two new activity classes – rapid transit and transitional rail;

- The next stage of the GPS (due in 2019 or 2020) is to include more on rail, a revised safety strategy and anything that comes out of the establishment of the climate change commission;
- The investment assessment framework will be released shortly and will help assessment and prioritisation of projects;
- The Provincial Growth Fund can be accessed for roading, but the project must be in the Regional Land Transport Plan.

Other updates were provided by Local Government New Zealand. They advised that National Council have signed off the Business Plan which was effective from 1 April. There is a strategic focus on leadership, localism and value.

Also the NZ Motor Caravan Association provided an update on their activities and the management of motor home tourism. Both freedom camping and motor home tourism are hot topics at councils nationwide.

### **3.2 Upper North Island Strategic Alliance (UNISA) Mayors and Chairs Meeting**

The UNISA meeting was attended by Mayors and Chairs from seven upper North Island Councils, and was held in Auckland on 13 April 2018. I chaired the meeting which included the following presentations:

- Ministry of Transport Update on the Supply Chain Study – the Ministry is still waiting for confirmation on the membership of the independent working group for the study. Once the membership is confirmed, the Ministry will have meaningful engagement with UNISA.
- Minister of Local Government, Hon Nanaia Mahuta canvassed topics raised by UNISA including: the Local Government (Community Well-being) Amendment Bill, 3 Waters Review and the place of water organisations, the issue of 'retreat' in light of climate change induced sea level rises and flooding, future plans on co-governance with Māori and Local Government funding.
- Provincial Growth Fund – two Independent Advisory Panel members attended for a discussion on the Fund. The Panel will provide independent advice on sector projects and the balance of the portfolio investments.

Doug Leeder  
**Chairperson**

**for Council Chairman**

**30 April 2018**

# Chief Executive's Reports





**Report To:** Regional Council  
**Meeting Date:** 10 May 2018  
**Report From:** Mat Taylor, General Manager, Corporate Performance

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## **Representation Review Initial Proposal**

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### **Executive Summary**

Under the Local Electoral Act 2001 Council is required to undertake a review of its representation arrangements at least every six years. A review includes identifying the number of constituencies, the names and boundaries of each constituency and the number of councillors to be elected by the electors of each constituency.

Once determined by the Local Government Commission, the outcome of the review process will apply to the 2019 BOPRC elections.

Council held a workshop on 23 April 2018 and considered various representation scenarios and options.

This report outlines the issues and options considered by Council as part of developing its representation review proposal and recommends Council's initial representation option for community consultation.

### **Recommendations**

**That the Regional Council:**

- 1 Receives the report, Representation Review Initial Proposal;**
- 2 Determine that under section 19I of the Local Electoral Act 2001 the number of constituencies, the proposed names of each constituency and the number of members proposed to be elected by the electors of each constituency is to remain as status quo, being:**

#### **General Constituencies**

<b>Eastern Bay of Plenty</b>	<b>2 Elected Members</b>
<b>Rotorua</b>	<b>2 Elected Members</b>
<b>Tauranga</b>	<b>5 Elected Members</b>
<b>Western Bay of Plenty</b>	<b>2 Elected Members</b>

### **Maori Constituencies**

<b>Mauao</b>	<b>1 Elected Member</b>
<b>Kōhī</b>	<b>1 Elected Member</b>
<b>Ōkurei</b>	<b>1 Elected Member</b>
<b>Total</b>	<b>14 Elected Members</b>

- 3 Under section 19U of the Local Electoral Act 2001 determines that:**
  - (a) the proposed number of boundaries of constituencies will provide effective representation of communities of interest within the region;**
  - (b) the proposed constituency boundaries coincide with the boundaries of the current statistical meshblock areas determined by Statistics New Zealand and used for parliamentary electoral purposes;**
  - (c) as far as is practicable, constituency boundaries coincide with the boundaries of 1 or more territorial authority districts.**
- 4 Under section 19V of the Local Electoral Act 2001 has determined that the number of members to be elected by the electors of the proposed constituencies will receive fair representation having regard to the population of each constituency in the region.**
- 5 Notes that the review is subject to the provisions of the Bay of Plenty Regional Council (Māori Constituency Empowering) Act 2001, and is therefore not required to consider section 19ZH or schedule 1A of the Local Electoral Act 2001 as part of its review.**
- 6 Notes that the Council's recommended representation option does not comply with section 19(V)(2) of the Local Electoral Act 2001 and therefore must be referred directly to the Local Government Commission for its determination.**

## **2 Background**

Representation reviews consider the particular representation arrangement for a local authority. The review determines the detailed arrangements for each local authority on the number of constituencies, their boundaries, names and number of members.

A representation review must be conducted in accordance with the Local Electoral Act 2001 (LEA) the Local Government Act 2002 (LGA) and the Bay of Plenty Regional Council (Māori Constituency Empowering) Act 2001.

A local authority is required to undertake a representation review at least once every 6 years. The last review undertaken by the Bay of Plenty Regional Council was in 2012 (for the 2013 triennial general election). Therefore Council is required by statute to undertake a review this year, in time for the 2019 local authority triennial general election.

## 2.1 Current representation arrangement

The last review conducted in 2013 resulted in 7 constituencies and 14 councillors comprising:

- 4 general constituencies: 11 councillors; and
- 3 Māori constituencies: 3 councillors.

The review final decision was made by the Local Government Commission.

## 2.2 Preliminary decisions

### (i) Electoral system

In August 2018, Council agreed to retain the First Past the Post electoral system for its 2019 triennial election.

### (ii) Māori representation

Council is not required to consider this issue because of the Bay of Plenty Regional Council (Māori Constituency Empowering) Act 2001.

## 2.3 Legislative requirements

There are three key principles to consider when undertaking a representation review:

### Communities of interest

Communities of interest are not defined in the legislation and are an essential part of the review process. Communities of interest can mean different things to different people. A community of interest is an area where one feels a sense of belonging or an area where one looks for social, service and economic support.

Sense of belonging can be influenced by geographical features such as rivers, catchments and roads etc. A community of interest can be identified by; access to goods and services needed every day; rohe and takiwa of Tangata Whenua; similarities in demographic, socio-economic and/or ethnic characteristics; similarities in economic activities; dependence on shared facilities (schools, recreational, retail, cultural); physical and topographical features; history of an area; and transport and communication links.

In addition, for Māori constituencies, a review must have regard to the need for the ratio of councillors to population in each Māori constituency to be similar; boundaries of existing Māori electoral districts; and communities of interest and tribal affiliations.

Communities of interest may change over time and must be able to be defined as a single geographical area i.e. a physical boundary.

### Effective representation

The LEA determines that the number of members for a Regional Council must be between 6-14. Regional councils must also be elected on a constituency basis and consideration given for how communities are most effectively represented.

Constituency boundaries, as far as practicable, should coincide with neighbouring

territorial authority boundaries.

### **Fair representation**

The LEA determines each councillor represents approximately the same number of people. A formula (the plus/minus 10% average representation –“+/-10% rule”) is applied to calculate this.

In 2013 further amendments to the LEA provided more flexibility for the application of the +/- 10% rule subject to consideration by the Local Government Commission where arrangements do not comply.

## **2.4 Legislative application**

### **Identifying communities of interest**

Council has identified its general regional communities of interest as being:

- (i) commercial hubs of:
  - Tauranga
  - Rotorua
  - Whakatane
  
- (ii) coastal/lifestyle/horticulture
  - coastal (west)
  - coastal (central)
  - coastal (east)
  
- (iii) forestry/conservation/iwi:
  - central
  - east
  
- (iv) rural/farming:
  - west
  - central
  - east

It is noted that the general regional communities also need to follow, so far as is practicable, TA or TA ward boundaries.

Council has identified its Māori regional communities of interest as being:

- western iwi (Mauao)
- central iwi (Okurei)
- eastern iwi (Kohi)

It is considered that the existing three Māori constituencies adequately represent Iwi in the region.

### **Applying effective representation**

Council has considered the number of constituencies, number of councillors, the size of the region and councillors being able to adequately respond to the interests and demands of their constituents.



Council has also noted that any reduction to the total number of councillor (less than 13) would impact on the number Maori councillors.

### **Fair representation (+/-10% rule)**

The +/-10% rule was applied to each of the options Council considered and are outlined below.

## **3 Options investigated**

Council considered and discussed various representation options at a workshop on 23 April. (Appendix 1: BOPRC Representation Review Workshop Discussion Paper – 23 April 2018). The rationale in considering a preferred option is summarised under each option below.

### **3.1 Maori Constituencies**

In accordance with section 6 of the Bay of Plenty Regional Council (Māori Constituency Empowering) Act 2001 there must be three Maori members elected from constituencies when the Council has a total of 14 members.

#### **Status Quo**

There are currently three Maori members representing three constituencies.

The three Maori constituencies all comply with the requirements of section 8 of the Bay of Plenty Regional Council (Māori Constituency Empowering) Act 2001 in that:

- the ratio of members to population in each Māori constituency is similar, as follows:
- the boundaries have regard to existing Māori electoral districts; and
- they meet communities of interest and tribal affiliations

The names of the three Maori constituencies - Mauao, Okurei, and Kohi remain appropriate and no reason identified to make any change.

#### **Modify Boundaries**

The existing three Maori constituencies generally relate to the geographical boundaries of the predominant tribal affiliations in the region.

The existing boundaries of the three Maori constituencies are well understood by the Maori electors and the community.

There is no justification to modify the boundaries.

#### **Recommendation for Maori Constituencies**

That the status quo be retained:

- That there be three Maori members;

- That there be three Maori Constituencies with one member representing each one;
- That the names of the three Maori Constituencies remain as Mauao, Okurei, and Kohi Constituencies respectively;
- That the boundaries of the Mauao, Okurei and Kohi Constituencies remain unchanged;
- That the representation be as follows:

Māori Constituencies	Māori electoral population	Number of crs per constituency	Population per cr	Deviation from region average population per cr	% deviation from region average population per cr
Mauāo	19,850	1	19,850	967	5.12
Ōkurei	18,300	1	18,300	-583	-3.09
Kōhi	18,500	1	18,500	-383	-2.03
Total	56,650	3	18,883		

### 3.2 General Constituencies

The following scenarios and options were discussed at the Representation Review workshop in April:

Scenario 1: Status Quo: Option 1: No change to the boundaries, names or number of councillors:

- The Local Government Commission had previously noted that the Bay of Plenty Region's territorial authority boundaries were a good reflection of current sub-regions and natural communities of interest. Little change has occurred to alter these distinct and natural communities of interest.
- The Eastern Bay of Plenty Constituency was formed by amalgamating Kawerau, Whakatane and Opotoki Districts into one constituency. The Local Government Commission has previously noted that this was sensible given the similarities of terrain, settlement patterns and their focus on Whakatane as the main service town. The Commission identified strong commonalities between these areas noting as examples, the collaborative nature of the three sub-regional district councils and the shared business and professional links. These commonalities are as strong today as previously and demand separate effective representation.
- The constituency boundaries coincide with the boundaries of the territorial authorities or their wards.
- Current boundaries cannot be realigned in a way that will not alienate communities of interest or create unnatural geographical boundaries.

Scenario 2: Reduce General Constituencies from four to three by combining two constituencies into one constituency with four councillors.

Two options were considered.

The first was combining the Eastern and Western Bay of Plenty Constituencies:

- The Council considered that though both were coastal strips there was no community of interest between the Eastern Bay of Plenty and the Western Bay of Plenty areas and highlighted the eastern/western communities of interest socio-economic, rural/urban differences;
- The proposed constituency boundaries coincide with the boundaries of the territorial authorities or their wards.
- The land area is very large and the distances for representatives to travel will not provide for effective representation;
- Four councillors elected at large across the combined Eastern/Western Bay of Plenty Constituency would, in the Council's opinion, with the population in the west far outnumbering the population in the east, likely result in dominance from the western area and therefore would not provide for fair representation.

The second option in Scenario 2 was combining the Rotorua and Eastern Bay of Plenty Constituencies.

While the proposed constituency boundaries coincide with the boundaries of the territorial authorities or their wards after considerable discussion the Council considered that the affected communities of interest were not aligned and would not justify combining the two constituencies;

- The land area is very large and the distances for representatives to travel will not provide for effective representation;
- The Eastern Bay of Plenty Constituency is approximately 63% of the land mass but only 31% of the population (Source: 2013 Usual Resident Population; census meshblock data);
- The Eastern Bay of Plenty Constituency contains a large proportion of the river catchments of the region and the rates spend per annum of \$xx represents xx% of the Council's total expenditure. This high proportion of spend demands effective representation;
- Four councillors elected at large across the combined Rotorua/Eastern Bay of Plenty Constituency would, in the Council's opinion, with the population in the Rotorua far outnumbering the population in the east, likely result in dominance from the Rotorua area and therefore would not provide for fair representation.
- The potential economic development opportunities being developed in Eastern Bay of Plenty may contribute to population changes over time that will reduce the over-representation in the Eastern Bay of Plenty Constituency.

Scenario 3: Change the boundary between the Rotorua constituency to reduce the size of and population in the Eastern Bay of Plenty Constituency. (Increase Rotorua constituency representation to three members and reduce Eastern Bay of Plenty representation to one member.

- For most of the 10,400 people proposed to be transferred into the Rotorua Constituency from the Kawarau and Te Teko areas (urban areas currently in the eastern Bay of Plenty constituency) there would be a disconnection with Whakatane as their natural community of interest and an unnatural alignment with Rotorua whilst for those in the Murupara area a community of interest does exist with health and transport services and a connection with Rotorua. However transferring the population and area of Murupara alone will have no impact on representation deviations.
- The proposed constituency boundaries are not fully compliant because they do not coincide with the boundaries of the territorial authorities or their wards.
- The land area remaining in the Eastern Bay of Plenty Constituency is still very large and the distances for a single representative to travel will not provide for effective representation;
- The potential economic development opportunities being developed in Eastern Bay of Plenty may contribute to changes over time that will reduce the over-representation in the Eastern Bay of Plenty Constituency.

Scenario 4: Change the boundary to increase the size of and population in the Eastern Bay of Plenty Constituency (retaining two councillors).

There were four options considered to alter the boundary of the Eastern Bay of Plenty Constituency and move people into that constituency to try and better meet the fair representation requirements:

Option 4A proposed moving 5,030 people from Western Bay of Plenty and Rotorua Constituencies into Eastern Bay of Plenty Constituency:

- The number proposed is insufficient to ensure the Eastern Bay of Plenty Constituency complies with the fair representation requirements;
- The proposed constituency boundaries are not fully compliant because they do not coincide with the boundaries of the territorial authorities or their wards.
- The people in the vicinity of 12 Te Arawa lakes are moved out of the Rotorua Constituency splitting a distinct community of interest;
- Would create disconnection with naturally aligned communities of interests and territorial authority boundaries.
- This option would make community understanding of the regional council and its boundaries even more difficult.

Option 4B proposed moving 2,112 people from Western Bay of Plenty Constituency into Eastern Bay of Plenty Constituency:

- The number proposed is insufficient to ensure the Eastern Bay of Plenty Constituency complies with the fair representation requirements;
- The proposed constituency boundaries are not fully compliant because they do not coincide with the boundaries of the territorial authorities or their wards.

- The Council considered that though the area proposed to be moved was a coastal strip there was no community of interest between the Eastern Bay of Plenty and the Western Bay of Plenty areas;

Option 4C proposed moving 1,989 people from Rotorua Constituency into Eastern Bay of Plenty Constituency:

- The number proposed is insufficient to ensure the Eastern Bay of Plenty Constituency complies with the fair representation requirements;
- The proposed constituency boundaries are not fully compliant because they do not coincide with the boundaries of the territorial authorities or their wards.
- The people in the vicinity of those Te Arawa lakes proposed to be moved out of the Rotorua Constituency split a distinct community of interest;
- This option would make community understanding of the regional council and its boundaries even more difficult;
- While the communities along the the Rangitaiki River could be identified as a single geographical community of interest that may benefit from this proposal the river divides other communities and does not outweigh other communities of interest that are detrimentally affected.

Option 4D proposed moving the whole of the Maketu-Te Puke Ward Western Bay District Council from the Western Bay of Plenty Constituency into Eastern Bay of Plenty Constituency:

- The large number of people proposed (14,050) requires a reduction to 10 general constituency councillors with only one representing the Western Bay of Plenty Constituency.
- The Western Bay of Plenty Constituency no longer complies with the fair representation requirements of the legislation and is considerably under-represented.
- The reduction to 10 general councillors does not provide for effective representation;
- The proposed constituency boundaries coincide with the boundaries of the territorial authorities or their wards.
- The land area is very large and the distances for a single representative to travel will not provide for effective representation and would be very difficult to manage;
- The Council considered that though both were coastal strips there was little or no community of interest between the Eastern Bay of Plenty and the Maketu-Te Puke Ward of Western Bay of Plenty District who naturally aligned to Tauranga as their community of interest for economic, social and health services;
- Some conflict would be created for those in the affected area in that they would elect their district councillor for the Western Bay of Plenty District

Council but be required to elect their regional councillor representative in the Eastern Bay of Plenty Constituency.

Scenario 5: Retain the current constituency boundaries and reduce the number of representatives in the Eastern Bay of Plenty Constituency from two councillors to one.

Option 5A proposed a reduction to 10 general councillors with only one representing the Eastern Bay of Plenty Constituency:

- While the proposed constituency boundaries coincide with the boundaries of the territorial authorities or their wards neither the Western Bay of Plenty Constituency nor the Eastern Bay of Plenty Constituency complies with fair representation requirements of the legislation.
- The reduction to 10 general councillors does not provide for effective representation;
- The land area is very large and the distances for a single representative to travel will not provide for effective representation and would be very difficult to manage.

### Recommendation for General Constituencies

That the status quo be retained:

- That there be eleven General members;
- That there be four General Constituencies;
- That the names of the four General Constituencies remain as Western Bay of Plenty, Tauranga, Rotorua and Eastern bay of Plenty Constituencies respectively;
- That the boundaries of the Western Bay of Plenty, Tauranga, Rotorua and Eastern Bay of Plenty Constituencies remain unchanged;
- That the total membership remain unchanged at fourteen with eleven General Members as follows: two members representing Western Bay of Plenty, five members representing Tauranga, two members representing Rotorua and two members representing Eastern Bay of Plenty Constituencies respectively;
- That the representation be as follows:

General Constituencies	General electoral population	Number of crs per constituency	Population per cr	Deviation from region average population per cr	% deviation from region average population per cr
Western Bay of Plenty	43,000	2	21,500	-627	-2.83
Tauranga	117,700	5	23,540	1,413	6.39
Rotorua	49,700	2	24,850	2,723	12.31

Eastern Bay of Plenty	33,000	2	16,500	-5,627	-25.43
Total	243,400	11	22,127		

In noting the representation of the Rotorua and Eastern Bay of Plenty Constituencies fall outside the stipulated +/-10% range the Bay of Plenty Regional Council considers that the Rotorua and Eastern Bay of Plenty Constituencies warrant two members each for the following reasons:

- The Local Government Commission has previously noted that the Bay of Plenty Region's territorial boundaries were a good reflection of current sub-regions and natural communities of interest. Little change has occurred to alter these distinct and natural communities of interest;
- The Eastern Bay of Plenty Constituency was formed by amalgamating Kawerau, Whakatane and Opoitiki Districts into one constituency. The Local Government Commission has previously noted that this was sensible given the similarities of terrain, settlement patterns and their focus on Whakatane as the main service town. The Commission identified strong commonalities between these areas noting as examples, the collaborative nature of the three sub-regional district councils and the shared business and professional links. These commonalities are as strong today as previously and demand separate effective representation;
- The constituency boundaries coincide with the boundaries of the territorial authorities or their wards; and
- Current boundaries cannot be realigned in a way that will not alienate communities of interest or create unnatural geographical boundaries.

## 4 Next Steps

Process	Timetable
Council resolution on 'initial proposal' (preferred representation option) Council Meeting	10 May 2018
Public notice of 'initial proposal', submissions invited	24 May 2018
Submission period (1 month)	24 May – 30 June 2018
If no submissions – give public notice, process completed	6 July 2018
If submissions received, 6 weeks for: - analysis of submissions - hold hearings (open) - preferred reviewed option - give public notice	<i>2 July 2018 – 13 August 2018</i> Hearings (and preferred option reviewed) 1 August 2018 & 3 August 2018 (if required) Public Notice 11 August 2018

Objection/appeal period (1 month)	14 August –11 September
If no objections/appeals – give public notice, process completed	19 September 2018
If objections/appeals received – forward to LGC	12 October 2018
LGC hearing/decision	By 10 April 2019

## **5 Council’s Accountability Framework**

### **5.1 Community Outcomes**

This project/proposal directly contributes to the Regional Collaboration and Leadership Community Outcome/s in the council’s Long Term Plan 2015-2025.

#### **Long Term Plan Alignment**

A Representation Review is under the Governance Activity in the Long Term Plan 2015-2025.

#### **Current Budget Implications**

Representation Review costs are undertaken within the Governance Activity budget in the Annual Plan 2017/18.

#### **Future Budget Implications**

Future representation reviews costs are provided for in draft Council’s Long Term Plan 2018-2028.

Yvonne Tatton  
**Manager, Governance**

**for General Manager, Corporate Performance**

**2 May 2018**



# **SUPPORTING DOCUMENT - Representation Review Workshop Discussion Paper**





**Report To:** Regional Council

**Meeting Date:** 10 May 2018

**Report From:** Mat Taylor, General Manager, Corporate Performance

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## Remit to 2018 LGNZ AGM on Climate Change Investment Issues

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### Executive Summary

Greater Wellington Regional Council has asked for support to submit a remit to the 2018 Local Government New Zealand Annual General Meeting on Climate Change Investment Issues.

### Recommendations

That the Regional Council:

- 1 **Receives the report, Remit to 2018 LGNZ AGM on Climate Change Investment Issues;**
- 2 **Supports the Greater Wellington Regional Council's remit, to the 2018 Local Government New Zealand AGM, on Climate Change Investment Issues.**

### 1 Background

An email to the Chairman was received from the Chairman of the Greater Wellington Regional Council (GWRC) requesting BOPRC support for a remit on Climate Change investment issues to be submitted to the 2018 LGNZ Annual General Meeting.

This will be submitted on the basis that Climate Change is a major policy issue that is important to local government as a whole, and that advocacy on investment issues is a key tool to implement the *Local Government Position Statement on Climate Change 2017* and the *Local Government Leaders' Declaration on Climate Change 2017*.

The proposed remit is:

*Remit: Greater Wellington Regional Council asks that LGNZ, consistent with the Local Government Position Statement on Climate Change 2017 and the Local Government Leaders' Declaration on Climate Change 2017, advocate to all major banks that they transition away from investments in fossil fuel industries,*

*and consider opportunities for long-term investments in low- or zero-carbon energy systems.*

Appendix 1 provides background information including, in Section 5, research by GWRC officers on the policies of the four major Australian banks operating in New Zealand, with regard to their investments in fossil fuel industries and clean technology.

The advocacy that will come from the remit (if adopted) fits with the commitments made by Council as a signatory to the Local Government Leaders Declaration. This remit is supported by principle 4 of the Declaration “Anticipation (thinking and acting long-term)” and is also part of the “holistic economic assessment” sought under the Declaration.

LGNZ’s procedural rules are as follows: remits must have formal support from at least one zone or sector group meeting, or five councils, prior to their being submitted.

## **2 Council’s Accountability Framework**

### **Community Outcomes**

This project/proposal directly contributes to the Regional Collaboration and Leadership Community Outcome/s in the council’s Long Term Plan 2015-2025.

### **Long Term Plan Alignment**

LGNZ activity is under the Governance Activity in the Long Term Plan 2015-2025.

### **Current Budget Implications**

LGNZ costs are undertaken within the Governance Activity budget in the Annual Plan 2017/18.

### **Future Budget Implications**

Future LGNZ costs are provided for in Council’s draft Long Term Plan 2018-2028.

Yvonne Tatton  
**Manager, Governance**

**for General Manager, Corporate Performance**

**3 May 2018**

# **APPENDIX 1**

## **LGNZ Climate Change Remit Background information and research**



## REMIT FROM GREATER WELLINGTON REGIONAL COUNCIL ON CLIMATE CHANGE TO LGNZ 2018 AGM

### Background information and research

#### 1. Nature of the Issue

Climate change has been described as “a slow motion disaster that will change our lives, the economy, and our planet for ever”. The previous Parliamentary Commissioner for the Environment Dr Jan Wright said that climate change is “by far New Zealand’s worst environmental problem”. The effects of climate change are already being felt globally and in New Zealand through: increased frequency of extreme weather events including storms, cyclones, tornadoes and droughts; wildfires; and rising sea levels.

Climate Change will have major impacts on areas of responsibility of local government. Over the next few decades, tens of thousands of New Zealanders will be displaced from their homes by threatened inundation by rising sea levels. Local government has the responsibility to manage, at regional, city and district levels, land use planning including requirements for coastal protection or managed retreat to ensure future residential and business development and infrastructure is located away from areas that will be inundated. Local government therefore has a very high interest in measures being taken to reduce emissions of greenhouse gases, in accordance with NZ’s commitments under the Paris Agreement of 12 December 2015, and subsequent commitments by the Government.

#### 2. Background to its being raised

Greater Wellington Regional Council has recently updated its Treasury Risk Management Policy and has included a section:

**“5.3 Investments in fossil fuels** The Council has a policy to divest from any direct investment in fossil fuel extraction industries and investigate existing non direct investment, with a view to preventing future investment where practical”.

The Council’s Treasurer has taken the opportunity to advise banks of this policy as part of Council’s on-going commitment to reducing carbon emissions and promoting this to the wider community. It has also advised the banks that as part of its on-going due diligence into this matter, it will continue to monitor the banks it transacts with to ascertain what they are doing to assist with reducing and discouraging the on-going use and investment in fossil fuel industries.

#### 3. New or confirming existing policy

Local Government recognises, as stated in the Local Government Position Statement on Climate Change, 2017, and the Local Government Leaders’ Climate Change Declaration, 2017, that we must act on climate change now to avoid future risk. Local authorities have accepted that they are at the frontline of climate change adaptation and have a role to play in mitigation, and that their responsibilities will grow in addressing climate change as both anticipated and unforeseen problems are revealed. Local government has a strong interest in the impacts of climate change and what can be done to mitigate those impacts.

Support for this remit will reinforce the Local Government Leaders’ Climate Change Declaration 2017, which included: “A clear and consistent pathway toward a low carbon and resilient future needs to provide certainty for successive governments,

businesses and communities to enable transformative decisions and investments to be made over time”.

#### **4. How the issue relates to objectives in the current Work Programme**

LGNZ has climate change as a project in its Work Programme.

This remit relates to the following objectives of the project:

- *Climate Change Action*: “Actions to reduce emissions”
- *A Collaborative Approach*: “A collaborative and joint response to climate change, including a clear pathway to a low carbon economy”
- *Key work streams*: “Mitigating the impacts of climate change”
- *Supporting work*: “The sector will contribute to the Productivity Commission’s inquiry into NZ’s transition to a low-emissions economy”.

#### **5. What work or action on the issue has been done on it, and the outcome**

On 19 October 2016, the NZ\$30 billion NZ Super Fund announced changes to become more resilient to climate change investment risk under a new strategy announced by the Guardians of New Zealand Superannuation.

*CEO Adrian Orr said climate change was a material investment issue with risks for long-horizon investors. “In coming years the global energy system will transition away from fossil fuels. Some assets we invest in today may become uneconomic, made obsolete or face a dwindling market.”*

*“Climate change, and the coming transition to a low-carbon energy system, also present investment opportunities for long-term investors that we intend to capture”. Mr Orr said the strategy represented a significant and fundamental shift for the NZ Super Fund.*

The New Zealand Super Fund has set an example for banks and other investment fund managers. The effect of this remit will be to reinforce to major banks the strategic importance and benefits of a shift of investments away from fossil fuel industries and towards long-term investments in low- or zero-carbon energy systems.

The banks that Council deals with have a range of appetites in terms of dealing with climate change issues, with them all formally acknowledging the issues of climate change.

The four Australian banks that Council deals with all have exposures in the billions of dollars to the coal mining sector. They all have some statement on environmental/climate/sustainability on their websites and in their financial statements. They all support the position on climate change and the need to reduce greenhouse gases.

Westpac is a leader having been recognised as the world’s most sustainable bank in 2016 for the ninth time and has a focus on energy efficient lending, and is the only bank to publish its exposures to both the fossil fuel and clean tech/environmental service sectors.

Kiwibank has little or no exposure to direct lending to fossil fuel industries as its focus is primarily on residential lending. They provide sustainable energy loans and their guiding principles espouse an ethical approach to their products and services.



The LGFA, while not having a formal policy on climate change, is presently considering one as part of its work programme. They have no investments in fossil fuel industries.

#### **6. Any existing relevant legislation, policy or practice**

The current Government announced shortly after it took office in November 2017 that it will introduce a Zero Carbon Bill with the objective of NZ becoming a net zero-emissions economy by 2050. It will also establish an independent Climate Commission to set five-yearly carbon budgets and a Green Investment Fund to direct investment towards low-emission industries.

This remit could make an important contribution to assisting the Government to meet the objective of a net zero-emissions economy by 2050, by encouraging banks to divest from investments in fossil fuel industries and instead direct investment to low- or zero-carbon energy systems.

#### **7. Outcome of any prior discussion at a Zone/Sector meeting**

The proposal for this Remit was discussed at the first Greater Wellington Region Climate Change Working Group meeting on Friday 16 March 2018, which included representatives of all 9 councils within the Greater Wellington Region. There was strong support for the remit from the councils. The next Zone 4 Meeting is not until after the deadline for submission of remits for the 2018 AGM of LGNZ, so it was agreed that Greater Wellington Regional Council will send the proposed remit to all councils within Zone 4 seeking their support. *(Note: this paragraph will be updated once replies have been received from all councils and before the date for submission of 21 May 2018)*

#### **8. Evidence of support from Zone/Sector meeting or five councils**

*(Note: this paragraph will be updated once replies have been received from all councils and before the date for submission of 21 May 2018)*

#### **9. Suggested course of action envisaged**

The following action is envisaged, if this remit is passed:

- The President of LGNZ will write to the NZ Local Government Funding Agency, and all major banks in NZ which manage investment funds on behalf of local authorities, to advocate that they transition away from investments in fossil fuel industries and consider opportunities for long term investments in low- or zero-carbon energy systems.





**Report To:** Regional Council

**Meeting Date:** 10 May 2018

**Report From:** Mat Taylor, General Manager, Corporate Performance

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## **Appointment of Electoral Officer**

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### **Executive Summary**

Council is required under the Local Electoral Act 2001 to have an appointed Electoral Officer in place at all times. The current Electoral Officer has resigned and Council is required to appoint a new one.

### **Recommendations**

**That the Regional Council:**

- 1 Receives the report, Appointment of Electoral Officer;**
- 2 Seek Expressions of Interest from electoral services providers for the role of Independent Electoral Officer for the Bay of Plenty Regional Council.**
- 3 Appoints Yvonne Tatton as the Bay of Plenty Regional Council Electoral Officer in the interim.**

### **1 Electoral Officer required by legislation**

Section 12, LEA 2001 requires all local authorities to have an appointed Electoral Officer in place at all times.

The Electoral Officer:

- Cannot be the Council's Chief Executive;
- Is a statutory officer of Council but is not required to be an employee of the Council;
- Remains in office unless he or she dies, resigns, is dismissed from office or becomes incapable of acting;
- Cannot exercise any powers or duties unless a declaration is made and is current.

## 2 Current vacancy

Robyn Garrett has resigned from her position as Committee Advisor, and thereby relinquished her Electoral Officer role for the Bay of Plenty Regional Council.

Council now has an opportunity to consider appointing an independent Electoral Officer while retaining the Deputy Electoral Officer role within the organisation.

Appointing the Electoral Officer as an independent provider enables greater transparency, neutrality and arms length for the organisation and its officers during a politically active time as well as freeing up governance services resources during the particularly busy period when disestablishing and establishing a new council.

The majority of election costs are associated with the processing and counting of votes which is undertaken by an independent election service provider, electionz.com. The Electoral Officer costs are included in the elections budget and previously were paid to staff over and above their normal salary.

It is proposed that expressions of interest are sought from the two election service providers: electionz.com and Independent Elections Services to undertake both the role of Electoral Officer and administration and processing of voting documents. A recommendation on a preferred provider will be presented to Council at a later date for consideration and appointment.

In the interim, as Council is required to have an Electoral Officer in place at all times it is proposed that the Governance Manager undertake the role until such time as a permanent Electoral Officer is appointed. The current Governance Manager has ten years of local government Electoral Officer/Deputy Electoral Officer experience.

## 3 Council's Accountability Framework

### 3.1 Community Outcomes

Council elections directly contribute to the Regional Collaboration and Leadership Community Outcome/s in the council's Long Term Plan 2015-2025.

### 3.2 Long Term Plan Alignment

This work is planned under the Governance Activity in the Long Term Plan 2015-2025.

#### **Current Budget Implications**

Election costs are within the current budget for the Governance Activity in the Annual Plan 2017/18.

#### **Future Budget Implications**

Future election costs are provided for in Council's draft Long Term Plan 2018-2028.

Mat Taylor  
**General Manager, Corporate Performance**

**2 May 2018**





**Report To:** Regional Council

**Meeting Date:** 10 May 2018

**Report From:** Sarah Omundsen, General Manager - Catchment Management (Temporary)

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## **Whakatāne and Ōhope Sites Environmental Programme project**

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### **Executive Summary**

The Whakatāne and Ōhope Sites Environmental Programme is a five year biodiversity management project for a collection of sites totalling 1,296 hectares in the Eastern Bay of Plenty. The sites are located in coastal catchments between Whakatāne and Ōhope and Ōhiwa Harbour. This project is the renewal of a current biodiversity management plan with eight partners; Te Rūnanga o Ngati Awa, Ngati Awa Group Holdings Limited, Te Tapatoru a Toi, Department of Conservation, Whakatane District Council, Whakatane Kiwi Trust, the Dodd's family and council. The Whakatane and Ōhope Sites Project Steering Group (governance group) representing all partners approved the renewed environmental programme on 16 April for signing by their respective organisations. Council's estimated share as per the project plan is \$1,103,475 over five years.

Staff are recommending to Council that the Chief Executive be delegated the authority to sign the Whakatāne and Ōhope Sites Environmental Programme (2018-2023).

### **Recommendations**

**That the Regional Council:**

- 1 Receives the report, Whakatāne and Ōhope Sites Environmental Programme project;**
- 2 Delegate's authority to the Chief Executive to sign the Whakatāne and Ōhope Sites environmental programme for the Regional Council.**

#### **1 Purpose**

The purpose of the report is requesting council to delegate to the Chief Executive the ability to sign the Whakatāne and Ōhope Sites environmental programme project. The council share of funding for the five years of the project is over staff delegation. A copy of the environmental programme is attached to this report.

## 2 Background

The council has been involved with this project substantially since 2005. The partnership approach has gone from strength to strength growing from six partners to eight partners now participating. They are; Te Rūnanga o Ngāti Awa, Ngāti Awa Group Holdings Limited, Te Tapatoru a Toi, Department of Conservation, Whakatane District Council, Whakatane Kiwi Trust, the Dodd's family and council.

The work has halted the decline of biodiversity at this collection of sites. Kiwi numbers have soared to approx. 300, from 8 pairs, and the North Island Robin release in 2014 has been successful. Pest animals (possums, rats, mustelids) are now constantly below operational monitoring requirements levels. This has contributed to the bird, insect and vegetation monitoring showing significant recovery.

The project is now a local icon and this is mostly due to the hard work and progress of the Whakatāne Kiwi Trust. It has spawned the Whakatane Halo project to bring pest management into Whakatāne and Ngāti Awa are keen to return tieke (North Island saddleback) to the sites. The community use of the main track network has increased due to the impact of the Whakatane Kiwi Trust's kiwi tracker educational programme and other opportunities such as evening walks.

In summary, this project has implemented biodiversity management through a partnership approach with a significant community volunteer base and input. The end result is a large scale successful biodiversity project between Whakatane and Ōhope, sustaining a land cover and use which helps with the broader catchment management requirements and benefits the community.

A 'potted' history and outline of the project structure for the project is in Appendix 1.

## 3 New Whakatāne and Ōhope Sites Environmental Programme

A new Whakatāne and Ōhope Sites environmental programme was required after five years of project implementation. Table 1 outlines the programme goals.

Table 1: Whakatāne and Ōhope Sites environmental programme goals

Habitat	1 To protect & enhance the ecological integrity of native ecosystems on public & private land.
Species	2 To maintain and enhance populations of threatened, and keystone species.
Partnership	3 To work in effective partnership with agencies, iwi, landowners and community groups.
Community	4 To promote community appreciation of and participation in EP activities.
Best Practice	5 To apply best practice and support investigations required to underpin management.
Heritage	6 To protect and promote cultural and historic values.

The new project will run for five years and then be reviewed. The total estimated annual cost is \$428,770 of which \$133,860 is volunteer value. Council's estimated annual share is \$220,695 or 51% of the total annual cost. This totals to \$1,103,695 over the five years. Note – the Whakatāne Kiwi Trust and its volunteers contribute 31%



of the total estimated annual cost so are significant contributors to this project. The project complies with the council's biodiversity policy.

As a result of the Whakatāne and Ōhope Sites biodiversity management plan 2011-2016 review and subsequent workshops, the partnership also agreed to implement a formal project management structure.

The inaugural steering group meeting of all partners occurred on 2 June 2017. A project manager was appointed and terms of reference and standing orders agreed. Our current chairperson is Jade King-Hazel, Area Manager for the Department of Conservation. An operational team from all partners was established to support the project manager. The Steering Group meets quarterly to track progress of the project, which includes reporting on the annual work plan, quarterly financial reports, and annual summary reports on progress.

## **4 Implications for Maori**

The project is consistent with the council's accountability to Te Tiriti o Waitangi and also the key strategic documents of Te Tapatoru a Toi; Ko Ngati Awa te Toki (vision) and Te Ara Poutama o Ngāti Awa (principles/pathways) and Ngati Awa draft iwi management plan. The development of the renewed project and partnership takes into consideration all the planning documents of importance to Ngati Awa and the broader requirements of Māori across the region.

Ngati Awa has been instrumental in this kaupapa from the very beginning and this project will help in achieving elements of their various strategies and legislation in relation to lands governed under Te Tapatoru a Toi. At catchment scale the iwi within the Ōhiwa Harbour partnership are also very aware and supportive of this project. It has benefited Ōhiwa Harbour and its environs and wildlife. Upokorehe have also become involved in recent years due to the location of one of the sites, Waiotane, with regards to kiwi management, with the translocation of kiwi into Waiōtahe forest sites.

## **5 Delegation to the Chief Executive**

In order to continue this project the partners all need to sign the environmental programme to confirm their commitment to the project for the next five years. The partners are awaiting the outcome of the council's decision before they all sign. The Whakatāne and Ōhope Sites Environmental Programme (2018-2023) project is attached as a supporting document.

Staff are recommending to Council that the Chief Executive be delegated the authority to approve and execute the Whakatāne and Ōhope Sites Environmental Programme (2018-2023).

## **6 Council's Accountability Framework**

### **6.1 Community Outcomes**

This project directly contributes to the Environmental Protection and Water Quality and Quantity Outcomes in the Council's Long Term Plan 2015-2025. It contributes to the Healthy Environment and Freshwater for Life community outcomes for Council's Long Term Plan the 2018-2028.

## **6.2 Long Term Plan Alignment**

This work is currently ongoing under the Eastern (Other) Activity in the Long Term Plan 2015-2025 and is planned under the Eastern Activity in the Long Term Plan 2018-2028.

### **Current Budget Implications**

There are no current budget implications.

### **Future Budget Implications**

The proposed work and funding is provided for under the Eastern Activity 2018-2028.

Simon Stokes

**Eastern Catchments Manager**

**for General Manager - Catchment Management (Temporary)**

**2 May 2018**

# **APPENDIX 1**

## **Whakatane and Ohope Sites Environmental Programme Report to Full Council May 10 Appendix 1 PDF**



## Appendix 1

### 1 History of Whakatāne and Ōhope Sites management

In 1999 eight pairs of kiwi were found in a coastal remnant known as the Ōhope Scenic Reserve located between Whakatane and Ōhope. In 2000 the Department of Conservation with funding and resource support from the council commenced work to stabilise this population. By 2005 the population had increased to 17 kiwi. The project was linked to the Bank of New Zealand Kiwi Recovery Trust and Rainbow Springs Operation Nest Egg with support from Ngati Awa and the New Zealand forest and Bird Society.

The following is a potted history since 2005;

1. Memorandum of Understanding signed between the Department of Conservation and Bay of Plenty Regional Council Chief Executives 5 September 2005. Note: this expired 30 June 2014. Superseded by the biodiversity management plan.
2. Completion of the Whakatane Kiwi Management Plan 2005-2015 which provided the first planned approach to the sites currently still with operations. The size of the target area was established at approx. 1296 hectares.
3. Whakatane Kiwi Trust established to link to volunteers already in place, community and corporate opportunities.
4. A June 2010 review completed of Whakatane Kiwi Management Plan 2005-2015. Major decision to halt Operation Nest Egg support and to monitor chicks in situ by volunteers and Department of Conservation.
5. During 2009-2010 the council led the partners at the time through a refresh of the ability to fund and support the project. This was required due to the new council biodiversity policy and programme approved in 2009. This required funding for biodiversity operations to be allocated under the new policy's criteria and requirement of a biodiversity management plan.
6. Completion of a biodiversity assessment of the sites by Wildlands Consultants. This underpinned the development of the first Whakatāne and Ōhope Sites biodiversity management plan. The original partnership group grew from the three key agencies (Te Runanga o Ngāti Awa, DOC and BOPRC) to six.
7. A key change was that the new project was to deliver a broader biodiversity management approach as well as maintain the kiwi management. This was to ensure a wider set of goals and objectives could be achieved for the landowners and community.
8. 16 June 2011 council approved the Whakatāne and Ōhope Sites biodiversity management plan 2011-2016 with its partners in the project; Te Runanga o Ngati Awa, Whakatane District Council, Dodd's family, Department of Conservation and the Whakatane Kiwi Trust. Council's commitment was approx. \$930,000 over five years.

9. June 2016 the Whakatāne and Ōhope Sites biodiversity management plan required review as per council policy, which was completed April 2017. This highlighted some key points;
  - Kiwi numbers have reached 300
  - North Island Robin had been successfully released in 2014
  - Pest animals (possums, rats, mustelids) were regularly below operational monitoring requirements levels to halt a decline in ecology
  - Monitoring of birds and insect populations and vegetation using the foliar browse index showed significant recovery across all three indicators
  - Community use of the main track network has increased due to the impact of the Whakatane Kiwi Trust and its programme of kiwi education and volunteer involvement
  - The project partnership has been maintained and grown in strength but needed to reshape itself into a formal project management structure
  - It was agreed that the partners would continue the operational activity as per the last year of the biodiversity management plan until there was a new plan agreed.
10. Since October 2016 there has been a reviewing of the projects governance and management structure and operational programme. This was as a result of the partner's workshopping the project, the provision of project review information and the need to broaden to include two new partners – Te Tapatoru a Toi and Ngati Awa Group Holdings.
11. Inaugural Whakatane and Ōhope Sites Project Steering Group hui 2 June 2017. Te Kei Merito, Te Tapatoru a Toi representative elected as Chairman.
12. Development of the new environmental programme, within the criteria of the new council biodiversity policy and taking into account the remaining partners own strategic focuses, funding and resourcing parameters, has been completed with the new Steering Group approving it for signing by their respective agencies. Council's commitment is approx. \$1,103,475 over five years.

In summary, since 1999 there has been a major commitment to halting the decline of biodiversity at this collection of sites from a range of agencies and significantly from the community volunteer base within the Whakatane Kiwi Trust. The end result is a large scale successful biodiversity project between Whakatane and Ōhope, sustaining a land cover and use which helps with the broader catchment management requirements and benefits the community.

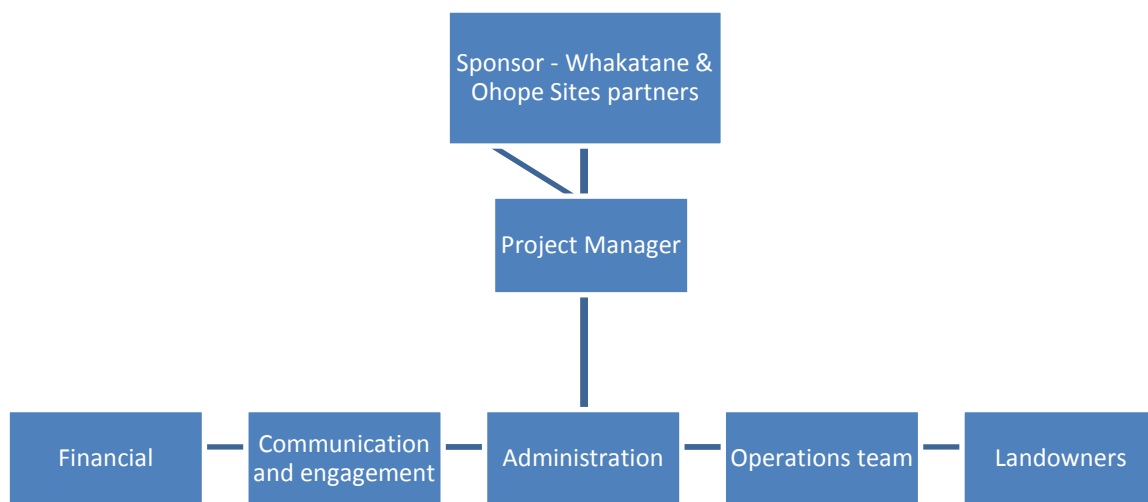
## **2 Project Structure**

As a result of the Whakatāne and Ōhope Sites biodiversity management plan 2011-2016 review and subsequent workshops, the partnership agreed to implement a formal project management structure.

The inaugural steering group meeting of all partners occurred on 2 June 2017. A project manager was appointed and terms of reference and standing orders agreed. Our current chairperson is Jade King-Hazel, Area Manager for the Department of Conservation. An operational team from all partners was established to support the project manager. The Steering Group meets quarterly to track progress of the project, which includes reporting on the annual work plan, quarterly financial reports, and annual summary reports on progress.

It is important that the partners are closely linked to the project to receive regular overview and to provide advice and support. It is intended that the project's progress be reported to Council through the development of the Eastern Catchments programme annual reporting.

Figure 1: Whakatane and Ōhope Sites Environmental Programme 2018-2023 Project structure







# **SUPPORTING DOCUMENT - Whakatane and Ohope Sites Environmental Programme 2018-2023**



Receives Only – No Decisions



**Report To:** Regional Council

**Meeting Date:** 10 May 2018

**Report From:** James Graham, General Manager, Corporate Solutions

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## Health, Safety and People Report

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### Executive Summary

This purpose of this report is to inform and update Elected Members on organisational health, safety and people matters. The report and attachments cover two separate areas of operations that both sit in the Corporate Solutions Group, these two areas have been collated into one report for efficiency.

The health and safety section provides Elected Members, as Officers under the Health and Safety at Work Act (2015), information on occupational health and safety matters.

The People section provides Council with key human resource metrics. The report details Council's people numbers, turnover and length of service, regional allocation of staff and gender.

### Recommendations

**That the Regional Council:**

**1 Receives the report, Health, Safety and People Report.**

#### **1 Reports**

Attached are sub-reports that cover health and safety reporting to help meet Elected Member due diligence requirements of the Health and Safety at Work Act 2015, along with key employee statistics.

##### **Health and Safety**

The attached report provides an overview of Council's health and safety performance, with a mix of statistical data reported through Council's safety management software, along with commentary.

##### **People**

The attached report contains the key metrics on employee numbers, locations and demographics.

## **2 Council's Accountability Framework**

### **2.1 Community Outcomes**

This report directly contributes to the Community Outcome/s in the council's Long Term Plan 2015-2025.

### **2.2 Long Term Plan Alignment**

This work is planned under the Corporate Services in the Long Term Plan 2015-2025.

### **2.3 Current Budget Implications**

This work is being undertaken within the current budget for the Corporate Services Activity in the Annual Plan 2017/18.

Chris Woods  
**Health & Safety Manager**

**for General Manager, Corporate Solutions**

**2 May 2018**

# **APPENDIX 1**

## **People Report for Council 10 May 2018**



# Bay of Plenty Regional Council

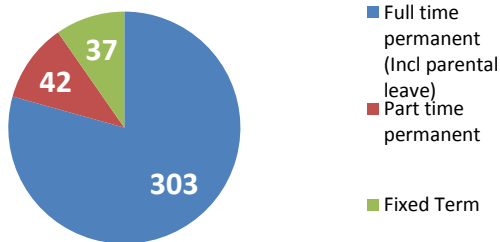
**People Report From:** People & Capability Team  
**As at:** April 2018

This report details our people numbers, turnover and length of service, regional allocation of staff and gender as at 11 April 2018.

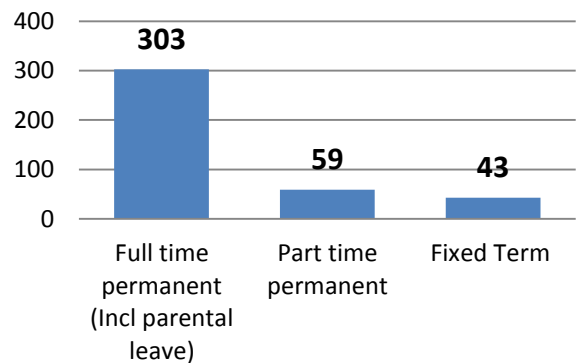
## 1 People numbers

### 1.1 Total number of people

**FTE (382)**



**Headcount (405)**



	Headcount <i>(Total headcount 405)</i>	FTE <i>(Full time Equivalent total 382)</i>
Full time permanent (Incl parental leave)	303	303
Part time permanent	59	42
Fixed Term	43	37
<b>Total</b>	<b>405</b>	<b>382</b>

## 2 Male to female ratios

### 2.1 Organisation total

#### GENDER



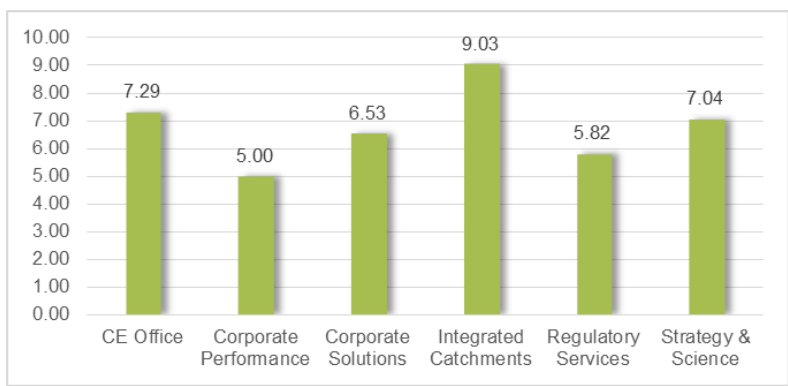
Currently at BOPRC women make up 56.54% and males make up 43.46%

### 3 Annual turnover

#### 3.1 Turnover – (Excludes fixed term)

Total number of people who left since 1 Apr 2017 to 31 Mar 2018	44
Rolling 12 Month Turnover percentage	12.37%
Average 12 months permanent headcount for calculation	<b>355</b>

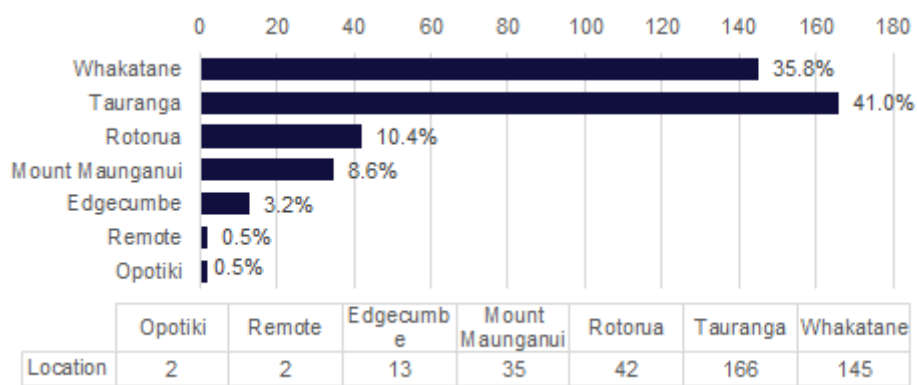
### 4 Length of service



The average length of service at Bay of Plenty Regional Council is 6.87 years.

### 5 Regional allocation of people

	Whakatane	Tauranga - Regional Office	Tauranga - First Ave Office	Rotorua	Remote	Opotiki	Mount Maunganui	Edgecumbe	Devonport	Grand Total
CE Office	1	6	1				1			9
Corporate Performance	8	28	1							37
Corporate Solutions	39	9	20	2			1		22	93
Integrated Catchments	23	2		25		2	22	13		87
Regulatory Services	35	3	42	10	1		7			98
Strategy & Science	39	5	27	5	1		4			81
<b>Grand Total</b>	<b>145</b>	<b>53</b>	<b>91</b>	<b>42</b>	<b>2</b>	<b>2</b>	<b>35</b>	<b>13</b>	<b>22</b>	<b>405</b>





## **APPENDIX 2**

### **Council Health and Safety Report Jan to Mar 2018**





# **Health and Safety Report**

For the period 1 January 2018 to 31 March 2018

## 1. Introduction

Elected Members, as “Officers” under the Health and Safety at Work Act 2015 are responsible for ensuring that Council complies with the statutory requirements of the Health and Safety at Work Act and its associated regulations. Officers meet this requirement by undertaking due diligence at a governance level to satisfy themselves that the six elements of due diligence are being met. The six elements of due diligence are to:

- a. Continuously learn about, and keep up to date with, work health and safety issues
- b. Understand the nature of the work of the organisation
- c. Know the nature of the risks that workers and volunteers may face when working for the organisation
- d. Check that the organisation has appropriate resources and processes to eliminate or minimise risks to health and safety, and that these are used
- e. Check that the organisation has processes in place to communicate and consider information about work health and safety, and to respond to that information
- f. Check that the organisation has processes in place to comply with any duties and requirements under work health and safety law, and uses them.

This report provides an overview of Council’s health and safety performance, with a mix of statistical data reported through Council’s safety management software (Vault) and staff commentary.

## 2. Executive Summary

Safety events are tracking relatively level, along with low rates overall of event occurrence and severity. There was one lost time injury this quarter and a significant near-miss that is being addressed.

BOPRC’s drug and alcohol programme calls for random testing for safety sensitive roles. The latest round of testing was carried out in March. There were a small number of issues that arose with this round of testing, all of which were resolved.

The review of lone work safety controls progresses, with an external provider currently assessing the data we have sent them. Their report will advise on the best control for the particular lone work risks faced by both teams and individuals, including during emergency response situations such as flood events, pollution callouts and oil spills.

The organisation has done well to receive WorkWell Gold accreditation. WorkWell is the employee wellbeing programme and a part of the way we evidence whanaungatanga with our people.

Influenza vaccinations or Buccaline tablets have been provided for staff and Elected Members are also welcome to a vaccination or tablets if desired.

### 3. Performance Indicators

#### a. Definitions

**Notifiable Event** – Fatality, serious injury or illness, or near-miss that presented imminent risk of harm. These events are required to be formally notified to WorkSafe NZ.

**Lost Time Event** – Harm that resulted in an entire shift or day(s) off work.

**Medical Treatment Event** – Harm that required treatment by a medical professional.

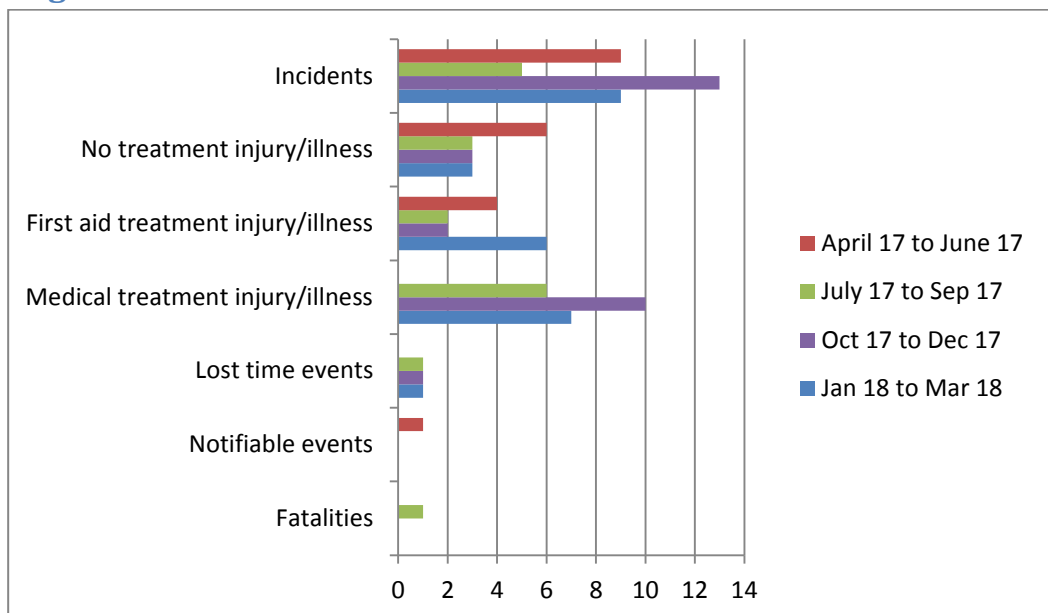
**Incident** – A safety event in which no harm occurred but there was damage or loss.

**Near Miss** – an event that resulted in no harm, damage or loss but that in different circumstances could have done so.

**Lag indicator** – Historical events that reflect failures in risk controls as some form of harm, damage or loss occurred.

**Lead indicator** – Proactive events that measure and monitor that safe systems of work are effective and that they are being followed. Lead indicators also include competence and behavioural elements.

#### b. Lag Indicators



#### Commentary

- The lost time event this quarter related to a staff member that had two instances of aggressive customers in a relatively short period. Following the third event the individual had two days off to recover mentally. Other interventions such as counselling were also offered.

- Medical treatment injuries have declined this quarter. Injuries reported were at the low end of the severity scale (sprains, discomfort, bruises, insect sting). None of the medical treatment injuries resulted in lost time.
- Eight of the nine incidents were vehicle related. The other incident was an unsafe electrical plug.
- First aid treatment events have risen this quarter but remain distinct events with no common cause. Examples are insect stings, bruises, sprain, minor cuts and burns.

### c. Lead Indicators

Near-misses reported	39
Staff training completed	50
Workers acknowledged by the H&S Committee for good H&S performance.	5
Number of corrective actions implemented.	106
H&S Committee meetings held	2
Elected Member H&S training attended	12
Chief Executive H&S training attended	0
General Managers H&S training attended	2
H&S staff training attended	3

#### Commentary

- The Elected Member and General Manager training attended was the briefing on the Zespri enforceable undertaking.
- One near miss was significant and involved a member of the public at the 1<sup>st</sup> Avenue offices. Changes have been made to the office lock-down system and work continues on reviewing our procedural response to these types of events (aggressive customers).

## 4. Current and Future Work

- a. The review of lone work progresses with teams having completed the assessments for their activity and people. This data has been sent to an expert external provider for analysis and reporting back on options to mitigate this critical risk.
- b. Physical site audits have been completed for BOPRC hazardous substance storage facilities by an external provider to check compliance against the “Health and Safety at Work Act (Hazardous Substances) Regulations 2017”. Only minor corrective actions were identified and are being actioned.
- c. A notable achievement this period is BOPRC gaining Gold accreditation in the Toi Te Ora Public Health “WorkWell” programme. WorkWell is a scientifically designed approach to employee wellbeing and achieving Gold accreditation is a significant achievement. Credit goes to the BOPRC wellbeing group, which is comprised of staff volunteering their time to run the programme. This programme is also a solid example of BOPRC living its values, in this case whanaungatanga – supporting each other. If Elected Members are interested in this free programme, further details are at [www.workwell.health.nz](http://www.workwell.health.nz).
- d. The organisation delivered influenza vaccinations or Buccaline tablets for staff on 24 April and 7 May. Elected Members are also welcome to receive either one if desired, if you wish to be vaccinated or receive the Buccaline tablets please contact James Graham and we will arrange it for you.

