



Strategic Partners Forum Meeting

Agenda

8:00am – 10:30am, Tuesday, 8 August 2017

Classic Flyers, Armoury Room, Tauranga

1. Apologies	Chair
2. Previous Minutes dated 13 June 2017 and matters arising (Paper A)	Chair
3. Housing Diagram (Paper B)	Bernie Walsh
4. SmartGrowth Partnership Report - Verbal update	Bernie Walsh
5. The Future of Water in western Bay of Plenty - workshop - September 20 - SmartGrowth Leadership Group - Venue to be confirmed	Chair
6. Any Other Matters	Chair



Strategic Partners Forum – Terms of Reference

The following paper is a summary of the terms of reference to be utilised for the on-going governance and implementation role of strategic partners post the adoption of the SmartGrowth Strategy.

These terms of reference were developed in collaboration with the strategic partners.

Terms of Reference

That the Strategic Partners Forum continues to provide community governance to the SmartGrowth strategy with the two broad responsibilities being;

Strategic partners acting as a community audit

- The strategic partners have been an integral part of the process within the development of the SmartGrowth strategies and actions and as such have a strong basis of understanding of the issues related to growth management within the western Bay of Plenty sub region.
- They play an important role in acting as a “consumer audit” providing a monitoring function to ensure the strategy and actions are met, not just by local authorities but also by Central Government and community agencies that have lead roles within the strategy.

Strategic partners to act as a knowledge pool for SmartGrowth Leadership Group Structure

- As sector agencies the strategic partners are to play a strong role in acting as a steering agent and a knowledge pool to the SmartGrowth Leadership Group (SLG) and to assist guiding decisions relating to implementation.
- Many of the strategic partners are regional associations of national agencies representing specific sectors. This network of knowledge should be utilised to ensure that the best decisions are made with respect to the implementation of SmartGrowth.
- The basis of this role is that the strategic partners are able to provide support to the SmartGrowth Governance structure in a collaborative fashion rather than in a strict audit and monitoring role.
- Many strategic partners have specific roles as either lead or support agencies within the actions of SmartGrowth. This will further enhance the ability to provide sound community governance advice to the SLG and identify potential solutions to issues.

Strategic partner representation guidelines



The Strategic Partners Forum generally consists of organisations based on the following:

- agencies with a national or regional affiliation
- mandate to speak on behalf of sectors effected by the SmartGrowth Strategy
- cover the sub region, which is the scope of the strategy
- represent the 4 well-beings defined in the Local Government Act 2002 being social, economic, cultural and environmental well-being
- have a structure in place that allows outwards and in wards communication in respect of membership

Current Members

- Federated Farmers
- Independent Representative
- Katikati Fruitgrowers
- Te Puke Fruitgrowers
- Bay of Plenty Tertiary Partnership
- Te Puke Fast Forward
- Priority One
- Housing NZ Corporation
- Chamber of Commerce
- Creative Tauranga (Zest Consulting)
- Forest and Bird Society
- Creative Tauranga
- SmartGrowth Independent Chair
- Mainstreet Tauranga
- Sport Bay of Plenty
- Bay Trust
- Katch Katikati



- Kiwifruit Growers Inc
- Bay of Plenty Branch NZ Property Council
- Population Ageing Technical Advisory Group
- Combined Tangata Whenua Forum
- Social Sector Forum
- Housing Affordability Forum
- Property Developers Forum
- Environment and Sustainability Forum

It should be noted that some central government sectors such as health or education sectors will also be dealt with individually as they are acting as lead agencies in major actions throughout the strategy. With the agreement of the SLG additional strategic partner members can be added.

Frequency of meetings

The strategic partners meet bi-monthly. They meet prior to the SLG meeting. This would also allow for members of the Strategic Partners to be co-opted to the SLG if required to provide insight into specific issues related directly to the strategic partner's area of expertise.

The Strategic Partners Forum is serviced by the SmartGrowth office for items such as venues, agendas and report materials.

The chair of the SLG also chairs the Strategic Partners Forum.



Strategic Partners Forum - Membership

Name	Representing	Name	Representing
Bill Wasley	Chair	Carol Gordon	Social Sector Forum, Innovation Trust & SUPA NZ
Mary Dillon	Envirohub	Alastair Talbot	NZTA acting planning & funding manger
Rebecca Culliford	Toi Te Ora Public Health	Phil Shoemack	Toi Te Ora Public Health
Terri Eggleton	Bay Trust	Jo Wills	Environment & Sustainability Forum Chair
Sarah Davey	BoPDHB – planning & funding	Kathy Webb	SocialLink
John Garwood	Katikati and Te Puke Fruitgrower Associations	Mark Boyle	Te Puke EDF Rep
Anne Pankhurst	PATAG Chair	Jeff Fletcher	Chair, Property Developers Forum
Christine Ralph	Housing Affordability Forum Chair	Teresa Pou	Housing New Zealand
Paul Hickson	Te Puke Fast Forward Rep	Eddie Orsulich	Forest and Bird Society
Stan Gregec	Tauranga Chamber of Commerce	SmartGrowth Partner Staff	
Fern Nielsen	National Council of Women	Philip King	Tauranga City Council
Katy McGinity	Kiwifruit Growers	Emily Rogers	Western Bay of Plenty District Council
Lena Kovac	Creative Tauranga	Ross Hudson	Tauranga City Council
Puhirake Ihaka	Combined Tangata Whenua Forum		
Barry Roberts	Federated Farmers		
Buddy Mikaere	Co-Chair Combined Tangata Whenua Forum		
Shad Rolleston	Tu Pakari Advisor – Co-Chair Combined Tangata Whenua Forum		
Jacqui Knight	Katch Katikati		
Annie Hill	Priority One		
Jeff Fletcher	Property Developers Forum Chair		
Alastair Rhodes	Bay Trust		

SmartGrowth Strategic Partners Forum Meeting
Tuesday, 13 June 2017 8:00am – 10:00am
Classic Flyers, The Armoury Room, Mt Maunganui

Forum Members Present	Bill Wasley (Chair), Anne Pankhurst (Population Ageing Technical Advisory Group Chair), Emily Rogers (Western Bay of Plenty District Council), Annie Hill (Priority One), Katy McGinty (NZ Kiwifruit Growers), John Garwood (Fruit Growers Association), Mark Boyle (Te Puke EDG), Jo Wills (chair of Environment and Sustainability Forum), Jacqui Knight (Katch Katikati), Jo Gravit (Housing Affordability Forum deputy chair), Puhirake Ihaka (Combined Tangata Whenua Forum), Phil Shoemack (Toi Te Ora Public Health), Mary Dillon (Envirohub)	
SmartGrowth	Bernie Walsh (SmartGrowth (SG) Implementation Manager), Megan Rumble (Co-ordinator), Ken Tremaine (SG Strategic Advisor)	
Other	Campbell Larking (Beca), Cheryl Steiner (Consultant), Carole Canler (Canler Consulting)	
Partner Staff	Philip King (Tauranga City Council), Christine Jones (Tauranga City Council)	
Apologies from forum members	Fern Nielsen (National Council for Women), Stan Gregec (Chamber of Commerce), Paul Hickson (Te Puke Fast Forward), Christine Ralph (Housing Affordability Forum Chair), Alastair Talbot (NZ Transport Agency acting planning and funding manager), Jeff Fletcher (Property Developers' Forum Chair)	
Previous minutes and matters arising	Discussion	No matters arising from the previous 11 April 2017 minutes. Minutes confirmed by the forum.
Tauriko west and Te Tumu structure planning processes, progress and engagement	Presentation	<p>Presentation by Christine Jones/Campbell Larking</p> <p>Christine introduced the presentation which will also be presented at the 28 June Joint Hui. Providing context around the presentation Christine noted that the last time greenfield planning was carried out was in the early 2000s (Wairakei and The Lakes). Everything is a lot different now from all standpoints including environment, ecological, cultural and sustainability. The benchmark for the past is not our bench mark for the future. Christine noted that planners are looking for an effective mechanism to check in throughout the planning process as it is not possible to attend seven individual forums.</p>

		<p>Cam Larking presented to the forum giving an overview of the projects' structure planning process and engagement aspirations. It was noted that although these projects seem to have been around for some time Tauriko west was really only launched in May and Te Tumu is yet to be launched.</p> <p>Discussion followed around sea level rise (0.8m vs. 1.9m), zoning consultation process (Wairakei), housing choices and the housing needed and evacuation in the event of a tsunami.</p> <p>It was noted that although structure planning has already started, this is just the technical investigations at this stage. The due diligence of technical work has to be done and the first hui/engagement is still three or four months away. It is important to focus on 'the now' but keep the long distant plan in sight.</p> <p>It was noted that it would be helpful to outline the phasing at the joint hui and also the plan for the forum consultation.</p> <p>Ken explained there would generally be three 'touchpoints' for the structure planning - at the start, in the middle and at the end. He also outlined the work of the National Policy Statement for Urban Development Capacity that would look at the long term supply of residential and business land beyond the current projects ie 10, 20 and 30 years ahead.</p>
	Action	<p>Megan to circulate Te Tumu/Tauriko west presentation with the minutes as well as Ken's report to the SmartGrowth Leadership Group meeting of June 21.</p> <p>Tauranga City Council presentation to June 28 joint hui to include a timeline and phasing for the engagement process including some SmartGrowth context. Ken noted he would be presenting in conjunction with Cam</p>
<p>Covering report (Paper B)</p> <p>SmartGrowth Forums Joint Hui and Response Tables (Paper C)</p>	Update	<p>Bill advised the forum of the reason for the cancellation of the previous joint hui. He also outlined the position of the regional council, reading the following from the regional council.</p> <p>"The Bay of Plenty Regional Council (BoPRC) preference has been for a joint council response and engagement with SmartGrowth Forums. BoPRC councillors have not agreed to the position paper response</p>

<p>Joint Forums Hui June 28 programme (Paper D)</p> <p>Draft Project Outcome Engagement Tool (Paper E)</p> <p>10 theme summary papers and other papers – response from councils (Paper F)</p>		<p>approach. BoPRC will be guided by the forums on their preference for further engagement on these forum papers.”</p> <p>It was noted a response from the councils in general is the important goal here rather than a joined up response given different councils are responsible for different projects and have different responsibilities. Each council has different processes and approaches. It was noted there will naturally be some matters where there will not be agreement on the response. Where it is appropriate to have common approaches this will be the case.</p> <p>The information collated in the response table is a way of bridging the information presented in the position papers.</p> <p>The new draft ‘engagement framework/checklist’ is a dynamic document at this stage but to be finalised in future. It was suggested that after input from the hui it then goes back to the forums with a strict focus on this in the next forum round. The forum thought the ‘framework/checklist’ was a very useful approach and should be adopted by all councils. Jo Gravatt moved that this be reflected in the paper going to the joint hui.</p> <p>Bernie and Cheryl ran over the plan for the joint hui to be held on 28 June.</p> <p>Bernie spoke about the link between influencing at the planning stages and also the importance of influencing at the funding approval stage.</p> <p>It was queried how issues on this report can be dealt with prior to the joint hui given it won’t be possible to deal with all issues on the day. Bernie noted that the forums are able to respond to these issues over a number of weeks and months. Bill noted however there may be a few high level matters that forum members may wish to pick up at the joint hui.</p> <p>It might be that this table becomes a regular item on forum agendas moving forward.</p>
	Action	SmartGrowth to amend the covering statements for the framework/checklist with a statement that this should be adopted as an engagement outcomes tool by all councils.

SmartGrowth Partnership Report – June 2017 – Highlights (Paper G)	Update Discussion	Bernie spoke to the highlights from the bi-monthly report of the Partnership. A full report was in the agenda of each meeting of the SmartGrowth Leadership Group with updates progress on actions. Forum members should read that if they would like more information. She said there was a lot of activity across multiple projects.
	Action	No actions.
Covering report (Paper H) SmartGrowth Strategy – Draft Indicator Framework (Papers I)	Update	<p>Bernie spoke to her covering paper and introduced Carole Canler’s report.</p> <p>This progress report was initiated by Bernie as a way to monitor the strategy.</p> <p>Carole gave an overview of the monitoring framework she has developed. This is a high level over view of the strategy.</p> <p>There are two key objectives: 1. Business improvement piece of work and 2. Be able to inform the community around what we are doing and where we are going.</p> <p>Carole has come up with a set of 25 key indicators. She provided an overview of these key indicators and the criteria for choosing the criteria that each indicator must meet.</p> <p>Carole welcomes any feedback/input/changes and asks members to feed these back over the next 5-6 weeks.</p> <p>Comments can be sent to Bernie (Bernie.walsh@smartgrowthbop.org.nz) and she will forward to Carole.</p> <p>Anne Pankhurst also requested a joined up discussion at the chairs’ meeting on June 20.</p>
	Action	Comments on the indicator framework can be sent to Bernie (Bernie.walsh@smartgrowthbop.org.nz) and she will forward to Carole. They must be received within the next 6 weeks, so by the end of July 2017.
Any other business		It was agreed that Strategic Partners Forum meetings moving forward would be extended by 30 minutes, making the meetings 8.00-10.30am.

Meeting ended at 10.20am. Next Meeting 8 August 2017 – Classic Flyers, Armoury Room, 8-10.30am

ACTION POINTS – from 13 June 2017 meeting

Strategic Partners Forum

Item No.	Meeting	Action	Action
1.	February SmartGrowth Leadership Group	<p>Anne Pankhurst would represent the Strategic Partners Forum in the Chair’s Forum at the next Strategic Leadership Group meeting on Feb 15. She would summarise the group’s feedback on the incoming briefing to add to the advice in the reports and to inform their decision-making on future priorities. Bernie to assist Anne with preparing a summary of meeting discussion. Anne would also be speaking on behalf of PATAG on the rental housing research.</p> <p>June Update: Completed action.</p>	Bernie W/ Anne P
2.	Database of land use changes - new Kiwifruit orchards	<p>Bernie/Emily to gather update from Western Bay of Plenty District Council. How could this be actioned? Were they looking into this kind of co-ordination role to assist with future planning?</p> <p>Bernie to look into Zespri forward planning (GM) talking to the SmartGrowth Leadership Group.</p> <p>June update: Zespri presenting to July 19 workshop of SmartGrowth Leadership Group as part of industry sector updates and future planning. This will cover this action.</p>	Emily/ Bernie W
3.	TCC strategic direction engagement/Long-term Plan work/ Joint Hui LTP presentations	<p>Philip to keep SPF/forums up to date with process for Tauranga City Council engagement on their long-term plan and strategic direction work and opportunities for forums to become involved and contribute. Also progress on it with new committees.</p> <p>Completed action: Matthew Leighton, Long-term Plan manager for Tauranga City Council will present to the Joint Forums Hui on 28 June. It was noted that both WBOPDC and BOPRC would also be presenting on their respective LTP processes at the hui</p>	Philip
4.	June Tauriko west and Te Tumu structure	<p>Megan to circulate Te Tumu/Tauriko west presentation with the minutes as well as Ken’s report to the SmartGrowth Leadership Group meeting of June 21.</p>	Megan

	planning presentation	Tauranga City Council presentation to June 28 joint hui to include a timeline and phasing for the engagement process.	TCC
5.	June Position paper response framework	SmartGrowth to amend the covering statements for the framework/checklist with a statement that this should be adopted as an engagement outcomes tool by all councils.	SmartGrowth
6.	June SmartGrowth Strategy – Draft Indicator Framework	Comments on the indicator framework can be sent to Bernie (Bernie.walsh@smartgrowthbop.org.nz) and she will forward to Carole. They must be received within the next 6 weeks, so by the end of July 2017 .	Forum

An overview of housing in western Bay of Plenty

The current housing continuum and work across the spectrum



<p>RESEARCH – COMPLETE OR UNDERWAY</p> <ul style="list-style-type: none"> • National Policy Statement for Urban Development Capacity (NPSUDC) – Housing Assessment – Due December 2017 • Hidden Homeless – Hatch Report 2016 (Tauranga City Council, Bay of Plenty District Health Board and Our Community Project group) • Sustainable Housing in the Bay of Plenty 2016 (Centre for Social Impact) • Submission to cross party homelessness enquiry – Tauranga 2016 (TCHT, Tauranga Men's Night Shelter, Te Tuinga Whanau, Socialink) • Older Persons Renting (Population Ageing Technical Advisory Group/SmartGrowth) • Co-Housing for Older Persons • Western Bay of Plenty District Council Seasonal Worker Accommodation Research • Housing Our Community Needs – comprehensive housing needs analysis for sub-region due October 2017 	<p>STRATEGIES – COMPLETE OR UNDERWAY</p> <ul style="list-style-type: none"> • SmartGrowth Strategy 2013 • SmartGrowth Settlement Pattern • NPSUDC – Housing Assessment – Due December 2017 • Tauranga Urban Strategy – December 2017 • Joint Agency Group (JAG) facilitate Papakainga housing and development on Settlement land • Our Community Project – proposed Housing First hub for homeless people 	<p>PROGRAMMES</p> <ul style="list-style-type: none"> • Healthy Homes (COBOP, District Health Board) • Universal Design (LifeMark) • A Healthy Whare Project • Project Wai Ora • Ministry of Social Development new build social housing
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