



**The Ordinary Meeting of the  
Kawerau District Council will be held  
on Tuesday, 22 February 2022  
in the Council Chambers  
commencing at 9.00am**

**AGENDA**

### **GUIDELINES FOR PUBLIC FORUM AT MEETINGS**

1. A period of thirty minutes is set aside for a public forum at the start of each Ordinary Council or Standing Committee meeting, which is open to the public. This period may be extended on by a vote by members.
2. Speakers may address meetings on any subject. However, issues raised must not include those subject to legal consideration, or be issues, which are confidential, personal, or the subject of a formal hearing.
3. Each speaker during the public forum is permitted to speak for a maximum of three minutes. However, the Chairperson has the discretion to extend the speaking time.
4. Standing Orders are suspended for the duration of the public forum.
5. Council and Committees, at the conclusion of the public forum, may decide to take appropriate action on any of the issues raised.
6. With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

**Minutes of the Ordinary Meeting of the Kawerau District Council  
will be held on Tuesday 14 December 2021  
in the Council Chamber commencing at 9.00am**

**Present:** His Worship the Mayor M J Campbell  
Deputy Mayor F K N Tunui  
Councillor B J Julian  
Councillor C J Ion  
Councillor S Kingi  
Councillor D Sparks  
Councillor W Godfery  
Councillor R G K Savage

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Operations & Services (H van der Merwe)  
Group Manager, Regulatory and Planning (M Glaspey)  
Group Manager, Finance & Corporate Services (P Christophers)  
Acting Economic and Development Manager (L Barton)  
Communications Manager (T Humberstone)  
Administration Officer (T Barnett)

**Apologies**

**Resolved**

**Councillors Kingi / Sparks**

*An apology from Councillor Rangihika was received.*

**Leave of Absence**

No leave of absence were received.

**Public Forum**

Letter from Linda Jurd was received in regards to some safety concerns in Stoneham Walk.

**Declarations of Conflict of Interest**

No declarations of conflict of interest were received.

**1 CONFIRMATION OF COUNCIL MINUTES**

### **1.1 Ordinary Council – 30 November 2021**

**Resolved**

**Deputy Mayor Tunui / Councillor Sparks**

*That the minutes of the Ordinary Council Meeting held on 30 November 2021 is confirmed as a true and accurate record.*

## **2 RECEIPT OF COMMITTEE MINUTES**

### **2.1 Audit and Risk Committee – 7 December 2021**

**Resolved**

**His Worship the Mayor / Councillor Sparks**

*That the Minutes of the Audit and Risk Committee meeting held on 7 December 2021 is confirmed as a true and accurate record.*

## **3 Action Schedule (101120)**

**Resolved**

**Councillors Julian / Kingi**

*That the updated Action Schedule of resolutions/actions requested by Council is received.*

## **4 His Worship the Mayor's Report (101400)**

**Resolved**

**His Worship the Mayor / Deputy Mayor Tunui**

*That His Worship the Mayor's report for the period Wednesday 24 November 2021 to Thursday 23 December 2021 is received.*

## **5 Risk Register Summary (Group Manager, Finance and Corporate Services) (201000)**

Council discussed the report 'Risk Register Summary'.

**Resolved**

**Councillors Kingi / Julian**

- 1. That the report "Risk Register Summary" is received.*
- 2. That Council resolved to adopt the revised Risk Register Summary (with no amendments made).*

## **6 Exclusion of the Public**

**Resolved**

**Deputy Mayor Tunui / Councillor Kingi**

*That the public is excluded from the following part of the proceedings of this meeting, namely:*

1. Porritt Glade – Construction Stage 4 (x11 Units) (Group Manager, Finance and Corporate Services) (206700)
2. Appointment of Commissioner for the District Licencing Committee (Group Manager, Regulatory and Planning) (308000)

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

<b>General Subject of the matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<p>1. Porritt Glade – Construction Stage 4 (x11 Units).</p> <p>2. Appointment of Commissioner for the District Licencing Committee.</p>	<p>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</p>	<p>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.</p> <p>Section 48 (1) (a) (i)</p>

*This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.*

M J Campbell

**Mayor**

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# Minutes of the Extraordinary Meeting of the Kawerau District Council held on Friday, 28 January 2022 via Zoom, commencing at 9am

**Present:** His Worship the Mayor M J Campbell (Chair)  
Deputy Mayor F K N Tunui  
Councillor W Godfery  
Councillor C J Ion  
Councillor B Julian  
Councillor A Rangihika  
Councillor R G K Savage

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Regulatory and Planning (M Glaspey)  
Acting Economic and Community Development Manager (L Barton)  
PA to the Mayor and CEO (P Maxwell)

## **Apologies**

**Resolved**

**His Worship the Mayor / Councillor Julian**

*That the apologies from Councillors Sparks and Kingi were received.*

## **Declarations of Conflict of Interest**

No conflicts of interest were declared.

### **1 COVID-19 Protection Framework (310601)**

Elected Members considered a report from the Chief Executive Officer to reconsider public access to Council venues under the national COVID-19 Protection Framework as well as the flow-on implications to Council service delivery, public health and wellbeing, reputation, and operating costs.

The Chief Executive Officer made a correction to the recommendation, which was slightly different to the option within the report.

In addition to the report, Elected Members considered a tabled document that showed the status of some other Councils' decisions around My Vaccine Passes.

Elected Members considered the following Options:

- 1 No requirement for My Vaccine Pass at Council venues and open spaces.
- 2 Mandate My Vaccine Pass for entry to all Council venues and open spaces.
- 3 Mandate My Vaccine Pass for entry to all indoor, staffed Council venues only. Exclude outdoor facilities.
- 4 Mandate My Vaccine Pass for entry to all Council venues but exclude essential services.

After considerable discussion, there was agreement to go with Option 3 – Mandate My Vaccine Pass for entry to all indoor, staffed Council venues only. Exclude outdoor facilities.

The following reasons were given:

- Since Council's decision on 16 December 2021:
  - There were now cases of the new COVID-19 variant, Omicron in New Zealand
  - The Omicron variant was more transmissible than the Alpha and Delta variants
  - New Zealand moved to the Red setting of the COVID-19 Protection Framework on 23 January 2022
  - Kawerau vaccination levels were higher than unvaccinated; with about 80% of Kawerau fully vaccinated.
- There was now a need to protect our vaccinated public as well as staff while at indoor Council venues
- We have a duty of care to our Council staff as well as our community
- Balancing the provision of services for our community, while being guided by Ministry of Health to provide a safe working environment for our staff
- If staff end up with Omicron, we may shift from a partial service to no services.
- For those that cannot provide My Vaccine Pass, alternative options to access services would be put in place
- There was an ability for Council to review its decision as it goes through the different phases of Omicron and stages of the COVID-19 Protection Framework.

Mayor Campbell noted that although Councillor Kingi was not present, she had asked that her vote be recorded as retaining the status quo – No requirement for My Vaccine Pass at Council venues and open spaces, with the addition of mandating wearing of masks, sanitising, and signing in at venues.

The Chief Executive advised that he would contact Elected Members with an implementation date once staff had looked at the planning of how to implement Council's decision; especially the safest way of checking My Vaccine Passes at entries.

#### **Action Items**

- That staff communicate with the Community about the different phases of Omicron and stages of the traffic light system.
- That staff continue with the public consultation process with the Community.

#### **Resolved**

**Councillor Ion / Councillor Savage**

1. *That the report "COVID-19 Protection Framework" is received.*
2. *That Council adopts Option 3 of the report – to mandate My Vaccine Pass for entry to all indoor and staffed Council venues only. Excludes outdoor facilities.*
3. *That Council notes an implementation date will be determined as the implementation plan is finalised. The implementation date of Council's decision will be as soon as practicable.*

**Meeting closed 9.30am**

M J Campbell

**Mayor**

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**KAWERAU DISTRICT COUNCIL**

**Minutes of the Creative Communities Scheme Assessment Committee  
held on 8 December 2022  
in the Committee Room commencing at 2.00pm**

<b><u>Present:</u></b>	Sela Kingi	(Chair) (Councillor)
	Warwick Godfery	(Councillor)
	Trish Brady	(Arts Representative)
	Bernie Milne	(Arts Representative)
	Barbara Morgan	(Community Representative)
	Kelly Johnston	(Iwi Representative) (via Zoom)
<b><u>In Attendance:</u></b>	Theresa Barnett	(Administration Officer)

**Karakia:**

Chair Kingi opened the meeting with a prayer.

**Apologies:**

**Resolved**

**Morgan / Brady**

*That apologies for Skarlett Starr, Maryanne Tamatea and Councillor Berice Julian are received.*

**Declaration of Conflicts of Interest**

No Declarations of Interest were received.

**Chair Kingi thanked the Committee for their work over the year.**

**1. Confirmation of Minutes of The Creative Communities Scheme Assessment Committee Meeting held on 1 June 2021**

**Resolved**

**Brady / Milne**

*That the Minutes of the Kawerau Assessment Committee for the Creative Communities Scheme meeting held on 1 June 2021 are confirmed as a true and correct record.*

**2. Return of Project Completion Reports**

The Committee considered Project Completion Reports from:

**2020/2021 2nd Funding Round**

Rainbow Tribe Kids Care	(Application 3.2)
Tu Whakaara o te Rautahi Kohanga Reo	(Application 3.4)

**Resolved**

**Morgan / Brady**

*That the information is received.*

**3. Funding Application Summary 2021 / 22 Funding Round**

Chair Kingi confirmed with the Committee that marking schedules could be submitted in Committee members absence.

**Resolved**

**Morgan / Milne**

*That the Funding Application Summary for the 2021 / 22 Funding Round is received.*

The committee assessed each application and scored the applications as follows:

	<b>Applicant</b>	<b>Ave Score (out of 20)</b>
	Seascapes Art Course	17.0
	Every Body is a Treasure	0.0
	ISK Inc	15.5
	Joanne Louise Black	0.0

**3.1 Seascapes Art Course**

**Resolved**

**Morgan / Godfery**

Amount requested: \$2075.00 (GST exclusive)

Purpose: An art course specifically focussed on the sea and its environment for all people in Kawerau.

*That funding of \$2075.00 excluding GST is approved.*

**3.2 Every Body is a Treasure**

**Resolved**

**Morgan / Godfery**

Amount requested: \$4000.00 (GST inclusive)

Purpose: Kawerau District Visual Poetry Jam.

*That funding of \$4000.00 including GST is declined.*

**3.3 ISK Inc**

**Resolved**

**Brady / Johnston**

Amount requested: \$4800.00 (GST inclusive)

Purpose: Hutec Community Mural.

*That an allocation of \$4800.00 including GST is approved.*

### 3.4 Joanne Louise Black

**Resolved**

**Chair Kingi / Milne**

Amount requested: \$4421.81 (GST exclusive)

Purpose: Beautifying Kawerau Project.

*\*That funding of \$4421.81 excluding GST is declined.*

***\*Due to the applicant exhibiting her art work in Auckland and being unavailable for follow up with the Chair, the applicant has been encouraged to apply again during the next round of funding.***

**The meeting closed at 3.37pm with a prayer from Chair Kingi**

S Kingi

**Chairperson**

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**Minutes of the Regulatory & Services Committee  
held on Tuesday, 14 December 2021  
in the Concert Chamber commencing at 9.00am**

**Present:** Councillor C J Ion (Chairperson)  
His Worship the Mayor M J Campbell  
Deputy Mayor F K N Tunui  
Councillor B Julian  
Councillor S Kingi  
Councillor W Godfery  
Councillor R G K Savage  
Councillor D Sparks

**In Attendance:** Chief Executive Officer (R George)  
Manager, Finance and Corporate Services (P Christophers)  
Manager, Regulatory and Planning (M Glaspey)  
Manager, Operations and Services (H van der Merwe)  
Acting Economic and Community Development Manager (L Barton)  
Communications and Engagement Manager (T Humberstone)  
Administration Officer (T Barnett)

**Apologies**

**Resolved** **Councillor Kingi / His Worship the Mayor**

An apologies from Councillor Rangihika was received.

**Opening Prayer**

Pastor Mark Kingi opened the meeting with a prayer.

**Declarations of Conflict of Interest**

No conflict of interest was declared.

**PART A – REGULATORY**

**1 Monthly Report - Regulatory and Planning Services (340000)**

The Committee discussed a report covering Planning, Compliance and Capability activities for November 2021.

**Action Item:**

Communications to alert residents to Licence to Occupy notification on approved mobile food traders.

**Resolved** **Councillors Savage / Julian**

*That the report on Regulatory and Planning Services activities for the month of November 2021 is received.*

## **PART B – NON REGULATORY**

### **2 Monthly Report - Finance and Corporate Services (211000)**

The Committee discussed a report from the Manager, Finance and Corporate Services covering activities for the month of November 2021.

**Resolved**

**His Worship the Mayor / Councillor Kingi**

*That the report from the Manager, Finance and Corporate Services for the month of November 2021 is received.*

### **3 Monthly Report - Operations and Services (440000)**

The Committee discussed a report from the Manager, Operations and Services covering activities for the month of November 2021.

**Action Item:**

Group Manager, Operations and Services to ensure that the Christmas tree lights are operational.

**Resolved**

**Councillors Savage / Sparks**

*That the report from the Manager, Operations and Services for the month of November 2021 is received.*

### **4 Monthly Report - Economic and Community Development (Acting Economic and Community Development Manager) (309005)**

The Committee discussed a report from the Acting Economic and Community Development Manager covering economic and community activities for the month of November 2021.

**Resolved**

**Deputy Mayor Tunui / Councillor Savage**

*That the report from the Acting Economic and Community Development Manager for the month of November 2021 is received.*

**Meeting closed at 9.42am**

C J Ion

**Chairperson**

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**Minutes of the Regulatory & Services Committee  
held on Tuesday, 8 February 2022  
via Zoom commencing at 9.00am**

**Present:** Councillor C J Ion (Chairperson)  
His Worship the Mayor M J Campbell  
Deputy Mayor F K N Tunui  
Councillor B Julian  
Councillor S Kingi  
Councillor W Godfery  
Councillor A Rangihika  
Councillor R G K Savage  
Councillor D Sparks

**In Attendance:** Chief Executive Officer (R George)  
Manager, Finance and Corporate Services (P Christophers)  
Manager, Regulatory and Planning (M Glaspey)  
Manager, Operations and Services (H van der Merwe)  
Acting Economic and Community Development Manager (L Barton)  
Communications and Engagement Manager (T Humberstone)  
Administration Officer (T Barnett)

Chair Ion expressed condolences to Councillor Kingi with the passing of her Mother in Law Hine Kingi.

**Apologies**

No apologies were received.

**Declarations of Conflict of Interest**

No conflict of interest was declared.

**PART A – REGULATORY**

**1 Monthly Report - Regulatory and Planning Services (340000)**

The Committee discussed a report covering Planning, Compliance and Capability activities for December 2021 and January 2022.

**Action Item:**

Group Manager, Regulatory and Planning, arrange new signage for liquor ban area's and to have a discussion with New Zealand Police around enforcement.

**Resolved**

**Councillors Sparks / Kingi**

*That the report on Regulatory and Planning Services activities for the month of December 2021 and January 2022 is received.*

## **PART B – NON REGULATORY**

### **2 Monthly Report - Finance and Corporate Services (211000)**

The Committee discussed a report from the Manager, Finance and Corporate Services covering activities for the month of December 2021 and January 2022.

#### **Action Item:**

Alternative designs for Te Arika Street subdivision to be emailed to the Housing Committee.

#### **Resolved**

**Deputy Mayor Tunui / Councillor Savage**

*That the report from the Manager, Finance and Corporate Services for the month of December 2021 and January 2022 is received.*

### **3 Monthly Report - Operations and Services (440000)**

The Committee discussed a report from the Manager, Operations and Services covering activities for the month of December 2021.

#### **Action Items:**

Group Manager, Operations and Services to present a Workshop to Council identifying graffiti and vandalism in Kawerau.

Communicate with residents on Shepherd Road and Delamere Street in regards to their low water pressure.

An update to Council regarding the the towns gutters.

A submission to be made on behalf of Kawerau District Council on the new speed limits for State Highway 30 from Te Teko to Whakatane.

Data to be obtained on Kawerau's hottest temperatures over December/January to be shared with Elected Members.

#### **Resolved**

**Councillors Rangihika / Savage**

*That the report from the Manager, Operations and Services for the month of December 2021 and January 2022 is received.*

### **4 Monthly Report - Economic and Community Development (Acting Economic and Community Development Manager) (309005)**

The Committee discussed a report from the Acting Economic and Community Development Manager covering economic and community activities for the month of December 2021 and January 2022.

#### **Resolved**

**Councillors Kingi / Sparks**

*That the report from the Acting Economic and Community Development Manager for the*



*month of December 2021 and January 2022 is received.*

**Meeting closed at 10.04am**

C J Ion

**Chairperson**

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**Minutes of the Regulatory & Services Committee  
Supplementary Agenda  
held on Tuesday, 8 February 2022  
via Zoom commencing at 10.04am**

**Present:** Councillor C J Ion (Chairperson)  
His Worship the Mayor M J Campbell  
Deputy Mayor F K N Tunui  
Councillor B Julian  
Councillor S Kingi  
Councillor W Godfery  
Councillor A Rangihika  
Councillor R G K Savage  
Councillor D Sparks

**In Attendance:** Chief Executive Officer (R George)  
Manager, Finance and Corporate Services (P Christophers)  
Manager, Regulatory and Planning (M Glaspey)  
Manager, Operations and Services (H van der Merwe)  
Acting Economic and Community Development Manager (L Barton)  
Communications and Engagement Manager (T Humberstone)  
Administration Officer (T Barnett)

**Apologies**

No apologies were received.

**Declarations of Conflict of Interest**

No conflict of interest was declared.

**1 2022 Reseal Request for Tender (Engineering Manager) (401120)**

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Council received the report "2022 Reseal Request for Tender".

**Resolved**

**His Worship the Mayor / Councillor Sparks**

1. *That the report "2022 Reseal Request for Tender" is received.*
2. *That the tender for Kawerau District Council 2022 Resealing Contract is awarded to Crossroads Construction.*
3. *That the Chief Executive Officer be authorised to sign the above contract.*

**Meeting Closed 10.09am**

C J Ion

**Chairperson**

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**Kawerau District Council Minutes of an  
Audit and Risk Committee held on 15 February 2022  
Via Zoom commencing at 1.00pm**

**Present:** Philip Jones – P J Associates (Chair)  
His Worship the Mayor – M J Campbell  
Councillor F K N Tunui  
Councillor D Sparks  
Councillor A Rangihika

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Finance & Corporate Services (P Christophers)  
Group Manager, Operations & Services (H van der Merwe)  
Group Manager, Regulatory and Planning (Michaela Glaspey)  
Health and Safety Officer (Paul Snook)  
Administration Officer (T Barnett)

**Apologies**

**Resolved** **His Worship the Mayor / Councillor Sparks**

*An apology from Councillor Ion is received.*

**Declarations of Conflict of Interest**

No conflicts of interest were received.

**1 Occupational Health and Safety Management System Status (Health and Safety Officer) (509500)**

The Committee reviewed the Health and Safety Officers report.

**Resolved** **Councillors Rangihika / Sparks**

*That the report "Occupational Health and Safety Management System Status" is received.*

**2 Treasury Report to 31 January 2022 (Group Manager, Finance and Corporate Services) (110551)**

The Committee reviewed the Treasury Report to 31 January 2022.

**Resolved** **Councillor Sparks / His Worship the Mayor**

*That the report "Treasury Report to 31 January 2022" is received.*

**3 Residential Developments (Central Cove, Te Ariki Place and Porritt Glade) – Progress and Risk Analysis Update (Group Manager, Finance and Corporate Services) (206700)**

The Committee considered the report Residential Developments (Central Cove, Te Ariki Place and Porritt Glade) – Progress and Risk Analysis Update.

**Resolved**

**Deputy Mayor Tunui / Councillor Rangihika**

*That the report “Residential Developments (Central Cove, Te Ariki Place and Porritt Glade) – Progress and Risk Analysis Update” is received.*

**4 2022/23 Annual Plan Timetable (Group Manager, Finance and Corporate Services) (110400)**

The Committee reviewed the 2022/23 Annual Plan Timetable.

**Resolved**

**Councillors Sparks / Rangihika**

*That the report “2022/23 Annual Plan Timetable” is received.*

**5 Councils Risk Management Maturity (Group Manager, Finance and Corporate Services) (201100)**

The Committee reviewed the Councils Risk Management Maturity report.

**Resolved**

**His Worship the Mayor / Deputy Mayor Tunui**

- 1. That the report “Councils Risk Management Maturity” is received.*
- 2. That staff engage a consultant to undertake a further review of Councils Risk Maturity.*

***Meeting closed 1.42pm***

P Jones  
**Chairperson**

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**Action Schedule**

<b>Meeting Date</b>	<b>Resolution / Action Requested</b>	<b>Action</b>	<b>Status</b>	<b>Comments</b>	<b>Estimated Completion Date</b>
A&R 04.02.20	<b>Council's Risk Maturity – Improvement Programme</b> Arrange KPMG to review Council's Risk Management Maturity profile once the tasks in progress / underway are completed.	GM F&CS	In Progress	Council has now completed all areas recommended for improvement and will be engaging a consultant to further assess Council's risk maturity	April 2022
Council 26.05.20	<b>Results of 2020 NRB Survey</b> Elected Members agreed to review the way in which Council engages community satisfaction.	GM F&CS	Pending	Staff are reviewing alternative methods of measuring community satisfaction for the 2022-23 Annual Plan.	July 2022
R&S 16.11.21	<b>Monthly Report - Finance and Corporate Services</b> Service request process via the website to be reiterated to residents via Council Communications. Flow chart to be included.  Waste Management NZ Ltd expenditure to be confirmed.	GM F&CS	In Progress	Included in the November newsletter was a portion titled "How to make a Service Request" The flowchart is being revised for inclusion in the next February newsletter.  An update was emailed to Elected Members confirming the payment to Waste Management Ltd.	February 2022  Completed
EC 28.01.21	<b>COVID-19 Protection Framework</b> Inform Community of the different phases of Omicron and stages of the traffic light system.	CEO	Ongoing	Links to the Governments COVID-19 website that provides information on the traffic light system are on the front page of Council's website.	Ongoing

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 08.02.22	<b>Monthly Report - Regulatory and Planning Services</b> Discuss with New Zealand Police the signage for liquor ban areas and more presence of Police to enforce it.	GM R&P		Approval sought from NZ Police to include their logo on Liquor Ban Signage. Once approved new signage to be order and put up through Alcohol Ban Area.  Discussion around new signage locations and placement completed.  Initial contact made with Tristan Murray, awaiting response – trying to arrange quarterly meeting.	31 March 2022 (Signage)  Ongoing meetings arranged
R&S 08.02.22	<b>Monthly Report – Operations and Services</b> Provide a report to Elected Members detailing graffiti vandalism of Council owned walls.	GM O&S	In Progress	A report will be presented to Elected Members at the February Council meeting.	22 February 2022
R&S 08.02.22	Inform residents at Shepherd Road and Delamere Drive of the reticulation replacement programme.	GM O&S	In Progress	A notice will be included in the next Council newsletter describing pressure issues and solutions.	22 February 2022
R&S 08.02.22	Update Elected Members on the cleanup of the town's gutters.	GM O&S	In Progress	GM Operations & Services is working with the Amenity & Gardens Team on a solution and will report back to Elected Members.	28 February 2022
R&S 08.02.22	Make a Council submission to Waka Kotahi regarding 80km Speed limit on SH30	GM O&S	In Progress	A letter of submission to Waka Kotahi will be emailed to Elected Members for review. Submission closes Friday 18 February.	18 February 2022
R&S 08.02.22	Provide data to Elected members on the hottest temperatures for Kawerau over December and January.	GM F&CS	In Progress	GM Finance & Corporate Services has requested the data from NIWA.	February 2022



**Completed Items**

Meeting Date	Action	Comments
R&S 16.11.21	<p><b>Monthly Report - Economic and Community Development</b></p> <p>Follow up on the Kiwi Rail design process with those involved.</p> <p>Convey the Kawerau Community Patrol and its members in the Council Communications.</p> <p>Advertise the cancellations of the local events in the Council Communications.</p>	<p>AECDM reported to the February R&amp;S meeting that the design process had progressed from 75% to 100% design.</p> <p>Contact details forwarded to Comms Manager to meet with Wendy Peri (KCP) and offer assistance to raise awareness of the organisation in the community and increase recruitment.</p> <p>KOTM and CTP cancellation notices have been made public via KDC social media channels, press releases and Council website.</p> <p>CITP notification scheduled in Council newsletter 29/30 November.</p>
R&S 14.12.21	<p><b>Monthly Report - Regulatory and Planning Services</b></p> <p>Inform residents of the Licence to Occupy operator sticker that will be displayed by licenced mobile operators.</p>	<p>Updates provided on Facebook around use of new Licence to Occupy Signage displayed by Licenced Mobile Operators in Kawerau.</p> <p>Reminders to be completed 4 monthly</p>
R&S 08.02.22	<p><b>Monthly Report - Finance and Corporate Services</b></p> <p>Circulate design options for Te Arika Place subdivision to the Housing Committee.</p>	<p>Design options were emailed to the Housing Committee.</p>

OC: Ordinary Council      EC: Extraordinary Council      A&R: Audit & Risk Committee      R&S: Regulatory & Services Committee  
 GMF&CS: Group Manager, Finance & Corporate Services      GMO&S: Group Manager, Operations & Services  
 GMR&P: Group Manager, Regulatory & Planning      CE&M: Communication & Engagement Manager  
 AECDM: Acting Economic & Community Development Manager



**Meeting** Council  
**Meeting Date:** 22 February 2022  
**Subject:** His Worship the Mayor's Report  
**File No.** 101400

## 1 **Purpose**

The purpose of this report is to outline meetings, functions and events that I have hosted, attended and/or participated in from the period Wednesday, 8 December to 2021 through to Tuesday, 15 February 2022.

### December 2021

- Meeting with Canoe Slalom BOP and two Kaumatua of Tuwharetoa ki Kawerau
- Regulatory & Services Committee Meeting
- Monthly Council Meeting
- Civil Defence Emergency Management Meeting, via Zoom

### January 2022

- Extraordinary Council Meeting, via Zoom

### February 2022

- Regulatory & Services Committee Meeting, via Zoom
- Meeting with Canoe Slalom BOP and two Kaumatua of Tuwharetoa ki Kawerau
- Catch-up with Mike Bryant, Ministry of Social Development
- Council Workshop
- Audit & Risk Committee Meeting

## 2 **RECOMMENDATION**

That His Worship the Mayor's report for the period Wednesday, 8 December 2021 through to Tuesday, 15 February 2022 be received.



Malcolm Campbell, JP  
**Mayor**



**Meeting:** COUNCIL MEETING

**Meeting Date:** 22 February 2022

**Subject:** Request for Closure of access way between 8 & 9 Shepherd Road

**File No:** 408140

## 1. **Background**

Council has received a request to close the following Kawerau access way:

Access way between 8 & 9 Shepherd Road and Tuwharetoa farmland at rear

The owner of 9 Shepherd Road has initiated the requested of the closure of the access way between 8 and 9 Shepherd Road. This access way goes from Shepherd Road through to Tuwharetoa farmland.

The owner of 9 Shepherd Road has requested this as it is not used by the general public.

The Kawerau Police have not responded to two letters asking for any comments they may wish to address or have any knowledge relating to this area that may assist Council in making a decision on this request for closure.

The property owner of 8 Shepherd Road is also in favor of the closure, but does not wish to have the land incorporated into their property. A five-year Licence to Occupy would need to be drawn up for the owner of 9 Shepherd Road if the closure proceeds.

The process that Council has followed in the past where access ways have been closed (assuming that initially Council supports the request to close the access way), is to give the community, particularly users or nearby residents of the access way an opportunity to object to the proposed closure. If there is no significant opposition to the closure, resolve to close the access way and implement.

## 2. **Options Considered**

Two options are available to Council:

1. Remain status quo
2. Closures where practicable

### 3. **Policy and Plan Considerations**

The option of closing the access way and issuing a 'Licence to Occupy' agreement is less time consuming and a more economical option than a formal stoppage. This method of closing also gives Council the option of re-opening the access way should this be necessary in the future.

The closure of certain access ways within Kawerau will support the achievement of community visions, in particular 'A Safe and Healthy Community'.

### 4. **Consideration of Community Views**

Requests from the community to close access ways have previously been supported by the Police.

If Council supports the request to close the access way, then a notice will be put at the roadside end of the access way indicating Councils intention to close the access way and give the public a month to object to this proposal.

Letters have already been sent to seven neighbours in the nearby vicinity to which six have responded as being in favour of the closure, one did not reply.

### 5. **Financial Considerations**

There is a provision of \$2,500.00 in the budget for alleyway closures. There will be only minimal costs for Council associated with this closure.

### 6. **Legal Considerations**

Issuing a Licence to Occupy and blocking off an access way classified as a "Road Reserve" could be challenged, although Council has done this very effectively with reserve encroachments. Licences to Occupy are short term (up to 5 years) and will need to be reviewed at the end of each term.

### 7. **Appendix**

- Map of 8 & 9 Shepherd Road
- Letters of support from residents

### 8. **Recommendation**

That the report "Request that Council consider the application to close this access way" be accepted.



Paula Webb

**Corporate Services Manager**

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Please quote in reply: 408140

Date: 30 November 2021

Kawerau District Council  
Private bag 1004  
KAWERAU 3169

KAWERAU DISTRICT COUNCIL  
17 JAN 2022  
RECEIVED

Attention: Corporate Services Manager

Name: Michael Broadmore + Cheryl Dymock

Address: 17 Shepherd Rd  
Kawerau.


**Proposed Closure of Alleyway between 8 & 9 Shepherd Road**

I/we are in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

I/we are not in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

Any comments regarding the alleyway:

It will not affect us at all.

Signed   
m.broadmore  
Date 17 December 2021

Date: 30 November 2021

Kawerau District Council  
Private Bag 1004  
KAWERAU 3169

Attention: Corporate Services Manager

Name: Ms Robin Hanley

Address: 8 Shepherd Road  
Kawerau  
3127

**Proposed Closure of Alleyway between 8 & 9 Shepherd Road**

We are in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

~~I/we are not in favour of the closure of the alleyway between 8 & 9 Shepherd Road.~~

~~I/we wish the closed alleyway to be incorporated into my/our property.~~

**(Delete lines that are not applicable)**

~~I/we agree/disagree with the distribution of the alleyway land on the map attached.~~

Any comments regarding the alleyway:

I approve of the alleyway to be closed  
I wish the closed alleyway to be incorporated  
into number 9 Shepherd Road.

I don't want any responsibility or upkeep of  
the alleyway  
Signed Robin Hanley

Date 12/01/2022



Please quote in reply: 408140

Date: 30 November 2021

Kawerau District Council  
Private Bag 1004  
KAWERAU 3169

Attention: Corporate Services Manager

Name: Terry Hughes

Address: 7 Shepherd Rd  
Kawerau

**Proposed Closure of Alleyway between 8 & 9 Shepherd Road**

I/we are in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

~~I/we are not in favour of the closure of the alleyway between 8 & 9 Shepherd Road.~~

~~I/we wish the closed alleyway to be incorporated into my/our property.~~

**(Delete lines that are not applicable)**

~~I/we agree/disagree with the distribution of the alleyway land on the map attached.~~

Any comments regarding the alleyway:

Great idea

Signed Terry Hughes  
0274515444

Date 12-1-2022

Date: 30 November 2021

Kawerau District Council  
Private Bag 1004  
KAWERAU 3169

Attention: Corporate Services Manager

Name: ERIC & SWFAN DILLON

Address: 16 SHEPHERD RD,  
KAWERAU 3127

**Proposed Closure of Alleyway between 8 & 9 Shepherd Road**

I/we are in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

~~I/we are not in favour of the closure of the alleyway between 8 & 9 Shepherd Road.~~

~~I/we wish the closed alleyway to be incorporated into my/our property.~~

**(Delete lines that are not applicable)**

~~I/we agree/disagree~~ with the distribution of the alleyway land on the map attached.

Any comments regarding the alleyway:

GREAT IDEA !!

Signed E. A. Dillon S.M. Dillon  
E. A. Dillon S.M. Dillon

Date 12/1/2022

Date: 30 November 2021

Kawerau District Council  
Private Bag 1004  
KAWERAU 3169

Attention: Corporate Services Manager

Name: Charlene Smithlin

Address: 15 Shepherd Road  
Kawerau

**Proposed Closure of Alleyway between 8 & 9 Shepherd Road**

I/we are in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

~~I/we are not in favour of the closure of the alleyway between 8 & 9 Shepherd Road.~~

~~I/we wish the closed alleyway to be incorporated into my/our property.~~

**(Delete lines that are not applicable)**

I/we agree/disagree with the distribution of the alleyway land on the map attached.

I agree GS.

Any comments regarding the alleyway:

Closure of this walkway would  
stop strangers walking up there.

Signed C. Smithlin

Date 12/1/22.

Please quote in reply: 408140

Date: 30 November 2021

Kawerau District Council  
Private bag 1004  
KAWERAU 3169

Attention: Corporate Services Manager

Name: Graeme + Gayle Bowke

Address: 18 Shepherd Rd  
Kawerau 3127

**Proposed Closure of Alleyway between 8 & 9 Shepherd Road**

I/we are in favour of the closure of the alleyway between 8 & 9 Shepherd Road. ✓

I/we are not in favour of the closure of the alleyway between 8 & 9 Shepherd Road.

Any comments regarding the alleyway:

.....  
.....  
.....  
.....

Signed G Bowke

Date 20/12/2021



HORIZONTAL DATUM: New Zealand Geodetic Datum 2000 For practical purposes, NZGD2000 equates to WGS84 VERTICAL DATUM: Mean Sea Level PROJECTION: New Zealand Transverse Mercator 2000 © Bay of Plenty Regional Council, 2013 © Sourced from Land Information New Zealand data. CROWN COPYRIGHT RESERVED



### Bay of Plenty Regional Council Map

Projection: NZGD\_2000\_New\_Zealand\_Transverse\_Mercator

SCALE 1: 282

Date Printed: 26 November 2021



**Meeting:** Council

**Meeting Date:** 22 February 2022

**Subject:** Appointment of Local Recovery Manager

**File No.:** 310000

## **1 Background**

Council is required by Policy approved by the BOP Civil Defence Emergency Management (CDEM) Group Joint Committee to appoint a Local Recovery Manager.

Section 2.1 of the policy requires “ONE Group Recovery Manager (and alternates) and ONE Local Recovery Manager (and alternates where practical)”.

The appointment of Alternates by Council is therefore permissive.

As with Controllers, there is a requirement that all Recovery Managers (Group, Local and Alternates) are named.

Unlike Local Controllers, Local Recovery Managers are only able to exercise their statutory powers in the territorial authority where they have been appointed.

Appointments need to firstly be endorsed by the relevant local authority then proceed through an endorsement process with the Joint Committee finally approving appointments.

### **Overview of role**

- Fulfil the role of Local Recovery Manager under the Civil Defence Emergency Management Act 2002 and will lead the local CDEM recovery to emergencies.
- Provide support to the Group Recovery Manager in his/her coordination of an emergency as per section 27 of the Civil Defence Emergency Management Act (2002).
- Support CDEM activities across the spectrum of reduction, readiness and recovery and operational readiness within their territorial authority.

### **Principles**

Local Recovery Managers have the following responsibilities:

- Proactive engagement in the activities described under Key Tasks (refer Appendix A).
- Active management of own personal development in the Local Recovery Manager role.
- Engagement with Chief Executive Officer, Coordinating Executive Group representative, and Group Recovery Manager regarding delivery of Local Recovery Manager outcomes.
- Display the skills and attributes when performing this role.
- Requirement to complete Recovery Manager professional development as outlined in the Bay of Plenty CDEM Group Professional Development Strategy.

The time commitment for an appointee is expected to be in the order of 6 hours per week.

Glenn Sutton previously held the position of Local Recovery Manager and the position has remained vacant since his retirement in December 2021.

## **2 Options Considered**

As stated, Council is required to appoint a Recovery Manager and Alternates where practical.

The number of suitable personnel for such appointments is limited within Council's resources; while we will always ensure that the primary appointment is filled, it is not always easy to find suitable alternates. This situation can be managed. It is considered these appointments need to be from existing staff in order to ensure that appointees understand local government processes, particularly around expenditure, and have sufficient allocation of time to do the job properly, including training.

After reviewing existing staff resources, it was identified that Michaela Glaspey (GM Regulatory & Services) has the necessary skills, background and interest to fulfil the function of Recovery Manager.

## **3 Policy and Plan Considerations**

The proposed appointment is consistent with Group policy requirements.

## **4 Risks**

The appointment will help to ensure that in the event of a local emergency, resources are available to transition from response into recovery mode using suitably trained personnel.

## **5 Financial Considerations**

There are no unusual financial considerations for Council. Council needs to meet requirements for appointed staff to allocate appropriate time to the role – training appointed staff is essentially the responsibility of the Group.

## **6 Legal Considerations**

Council is required to meet its statutory obligation to appoint at least a Local Recovery Manager. Appointment of Alternates is permissive but highly desirable where practical.



**7 Significance and Engagement**

Appointments into these roles is not a matter that requires any public engagement under Council's Significance and Engagement Policy.

**8 Conclusion**

The proposed appointment of Michaela Glaspey as Local Recovery Manager will ensure that Council can meet its statutory obligations in Council's civil defence emergency management readiness, response and recovery framework.

**9 RECOMMENDATIONS**

1. That the report "Appointment of Local Recovery Manager" be received.
2. That Council endorses the appointment of Michaela Glaspey as Local Recovery Manager for the Kawerau District and commends these appointments to BOP Civil Defence Emergency Management Group.



Russell George, CA, MBA  
**Chief Executive Officer**

### LOCAL RECOVERY MANAGER KEY TASKS

[Copied from Bay of Plenty Civil Defence Emergency Management (CDEM) Group's "Policy for the Appointment and Development of Recovery Managers (Feb 2017)"]

Strategic Environment	Tactical Environment	Operational Environment
Establish and maintain effective multi agency relationships by engaging and consulting with key stakeholders within the Bay of Plenty.	Support Group Recovery Manager in planning processes that ensure operational plans are joined up, monitored, tested, reported and reviewed.	Provide appropriate and timely advice and support to the group recovery manager.
Support Group Recovery Manager in the provision of effective and inclusive information flow between local CDEM needs and national CDEM direction	Support Group Recovery Manager by ensuring that local plans are developed in a consistent coordinated manner by including all local emergency operations centre (EOC) staff, partner agencies and other relevant groups	Liaise with Recovery Managers of neighbouring territorial authorities as appropriate.
Support the Bay of Plenty CDEM Group's professional development programme through championing and demonstrating leadership	Engage in the Recovery Manager professional development programme	Provide confidence to the group recovery manager that the coordination of emergency events are effectively managed
Engage in national best practice, forward planning methodology and process	Maintain an awareness of CDEM readiness work programmes	Direct EOC operations in accordance with: <ul style="list-style-type: none"> <li>• SOPs.</li> <li>• Plans.</li> <li>• CDEM Act 2002.</li> </ul>
Contribute to the provision of emergency management guidance to the CEO, key stakeholders and the Council in the development of strategic plans, identification of strategic risk and integration of emergency management within CDEM corporate planning processes	Maintain an oversight of EOC standards (including people, place and process components) at all times	Ensure the involvement and contribution of partner organisations in an emergency recovery as per CDEM group plan, national CDEM plan and CDEM Act (2002)
	Participate in planning of the process of transition from recovery to recovery	Monitor and adjust the operating structure to reflect the scale of activity, and identify surge and escalation points to address critical vulnerabilities
	Gain an understanding of the vulnerability of communities to local and regional hazards	Set and review local recovery priorities and ensure they are aligned with CDEM Group priorities
	Ensure promulgation of information and its flow are maintained appropriately in an EOC environment	Approve the local recovery Action Plan and ensure it aligns with the CDEM Group Action Plan
	Ensure appropriate warning mechanisms are in place and that local warning procedures align with CDEM Group procedures	Direct local warnings in accordance with the CDEM Group Recovery Manager's direction and Group Warning SOP

**Meeting:** Council

**Meeting Date:** 22 February 2022

**Subject:** Regional Economic Development Agency Trust Exemption as a Council Controlled Organisation

**File Number:** 309102

## 1 **Purpose**

The purpose of this report is to request that Council continues to exempt the Eastern Bay of Plenty Regional Economic Development Trust (ToiEDA), from the provisions relating to Council Controlled Organisations (CCOs) as provided by section 7 of the Local Government Act 2002.

*A local authority must review an exemption it has granted –*

- (a) Within 3 years after it is granted; and*
- (b) After the first review, at intervals of not less than 3 years.*

This continuing exemption is also being considered by the other councils, which are party to ToiEDA (BoPRC, Opotiki, Kawerau, Whakatane).

## 2 **Background**

The Eastern Bay of Plenty Regional Economic Development Trust (ToiEDA) was established to support regional economic development. ToiEDA is governed by Trustees appointed by the three District Councils; Kawerau, Opotiki and Whakatane, and Te Rūnanga o Ngāti Awa (on behalf of the Mataatua Iwi Forum which represents the Iwi of the region) and Bay of Plenty Regional Council. The primary purpose of the Trust is to be the economic development agency for the Eastern Bay of Plenty.

ToiEDA falls within the definition of a CCO in section 6 of the Local Government Act 2002 as:

- “(b) an organisation in respect of which one or more local authorities have, whether or not jointly with other local authorities or persons, -*
- (i) control, directly or indirectly, of 50% or more of the votes at any meeting of the members or controlling body of the organisation; or*
  - (ii) the right, directly or indirectly, to appoint 50% or more of the trustees, directors or managers (however described) of the organisation”*

### 2.1 **CCO Requirements**

The requirements of a CCO under the Local Government Act 2002 include:

- preparation of a Statement of Intent (in accordance with timeframes and process set out in the Act)
- preparation of half yearly reports and Annual Reports

- consultation on establishment
- having a policy on the appointment and remuneration of directors
- monitoring performance.

However, section 7 of the Local Government Act 2002 provides:

- “(3) A local authority may, after having taken account of the matters specified in subsection (5), exempt a small organisation that is not a council-controlled trading organisation, for the purposes of section 6(4)(i).*
- (4) An exemption must be granted by resolution of the local authority.*
- (5) The matters are—*
- (a) the nature and scope of the activities provided by the organisation; and*
  - (b) the costs and benefits, if an exemption is granted, to the local authority, the council-controlled organisation, and the community.*
- (6) A local authority must review an exemption it has granted—*
- (a) within 3 years after it is granted; and*
  - (b) after the first review, at intervals of not less than 3 years.*
- (7) A local authority may, at any time, revoke an exemption it has granted.”*

## **2.2 Reasons for the Exemption**

At the time of authorising the ToiEDA Trust Deed on 15 September 2004, Council considered that the requirements of the Act relating to CCOs were onerous in relation to the direct financial costs and benefits for the EDA. In accordance with section 7 of the Local Government Act 2002, the Council resolved to exempt the EDA as a CCO.

The Local Government Act requirements on a CCO are onerous and expensive. For example, the requirement to have an annual report audited. In terms of the nature and scope of the CCO's activities, Toi-EDA's role is focused on activities, which contribute to the sustainable growth and development of the regional economy. Council contributes to Toi-EDA as a public service for the future of households and businesses in the Eastern Bay of Plenty.

Being exempted from being a CCO allows the Trust to focus its limited resources on improving economic development without the additional CCO administrative requirements of the Act. Therefore, this report recommends that the Council re-exempt the EDA as a CCO under section 7 of the Local Government Act 2002 from the provisions of section 6 of the Act. This exemption is permitted for a maximum period of three years.

## **2.3 Assessment of Significance**

The decision to re-exempt the EDA from the provisions relating to CCOs as provided by section 7 of the Local Government Act 2002 is not considered significant under the Council's Significance and Engagement Policy and no consultation is necessary.

## **3 Policy and Plan Considerations**

Toi-EDA is included as a CCO in Council's Long Term Plan with disclosure that it is an exempt CCO. No change is required to the Long Term Plan.

#### **4 Consideration of Community Views**

Community views have not been sought on this matter, nor is it recommended that they be sought. The recommendation of this report is to continue the exemption provided in 2019

#### **5 Financial Considerations**

The adoption of the recommendation will mean that Council does not incur additional audit fees that would be required if the exemption was not approved.

#### **6 Legal Considerations**

Any statutory or legal obligations are included in section 1 of this report.

#### **7 Conclusion**

After considering all issues, options and the known views of those affected, as well as giving consideration to the level of significance and the legal and financial implications, the recommendation of this report is to continue to exempt the Regional Economic Development Agency Trust from the provisions related to Council Controlled Organisations as provided under section 7 of the Local Government Act 2002.

#### **8 RECOMMENDATIONS**

1. That the report "Regional Economic Development Agency Trust Exemption as a Council Controlled Organisation" be received
2. That Council resolves to renew the exemption of the Eastern Bay of Plenty Regional Economic Development Trust (ToiEDA) from the provisions related to Council Controlled Organisations as provided under section 7 of the Local Government Act 2002.



**Russell George, CA, MBA**  
**Chief Executive Officer**

Governance\Democratic Services\Meetings\Council\Reports\R-Toi EDA Trust Exemption as a CCO\_220222.docx



**The Ordinary Meeting of the Kawerau District Council  
will be held on Tuesday, 22 February 2022  
in the Concert Chambers commencing at 9.00am**

## **A G E N D A**

**Apologies**

**Leave of Absence**

**Opening Prayer**

**Public Forum**

**Declarations of Conflict of Interest**

**1 CONFIRMATION OF COUNCIL MINUTES**

**1.1 Ordinary Council – 14 December 2021**

**Pgs. 1 - 3**

**Recommendation**

*That the minutes of the Ordinary Council Meeting held on 14 December 2021 be confirmed as a true and accurate record.*

**1.2 Extraordinary Council – 28 January 2022**

**Pgs. 5 - 6**

**Recommendation**

*That the minutes of the Extraordinary Council Meeting held on 28 January 2022 be confirmed as a true and accurate record.*

**2 RECEIPT OF COMMITTEE MINUTES**

**2.1 Creative NZ Communities Scheme Assessment Committee – 8 December 2021**

**Pgs. 7 - 9**

**Recommendation**

*That the Minutes of the Creative NZ Communities Scheme Assessment Committee meeting held on 8 December 2021 be confirmed as a true and accurate record.*

**2.2 Regulatory and Services Committee – 14 December 2021**

**Pgs. 11 - 12**

**Recommendation**

*That the Minutes of the Regulatory and Services Committee meeting held on 14 December 2021 be confirmed as a true and accurate record.*

**2.3 Regulatory and Services Committee – 8 February 2022**

**Pgs. 13 - 15**

**Recommendation**

*That the Minutes of the Regulatory and Services Committee meeting held on 8 February 2022 be confirmed as a true and accurate record.*

**2.4 Regulatory and Services Committee (Supplementary Agenda) – 8 February 2022**

**Pgs. 17 - 18**

**Recommendation**

*That the Minutes of the Regulatory and Services Committee (Supplementary Agenda) meeting held on 8 February 2022 be confirmed as a true and accurate record.*

**2.5 Audit and Risk Committee – 15 February 2022**

**Pgs. 19 - 20**

**Recommendation**

*That the Minutes of the Audit and Risk Committee meeting held on 15 February 2022 be confirmed as a true and accurate record.*

**3 Action Schedule (101120)**

**Pgs. 21 - 23**

**Recommendation**

*That the updated Action Schedule of resolutions/actions requested by Council be received.*

**4 His Worship the Mayor's Report (101400)**

**Pg. 25**

**Recommendation**

*That His Worship the Mayor's report for the period Wednesday 8 December 2021 to Tuesday 22 February 2022 be received.*

**5 Request for Alleyway Closure – Between 8 and 9 Shepherd Road (Corporate Services Manager) (408140)**

Attached is a report requesting Elected Members to approve the closure between 8 and 9 Shepherd Road.

**Pgs. 27 - 35**

**Recommendation**

*That the report "Request for Alleyway Closure – Between 8 and 9 Shepherd Road" be received.*

**6 Appointment of Local Recovery Manager (Chief Executive Officer) (310000)**

**Pgs. 34 - 40**

Attached is a report outlining the appointment of a Local Recovery Manager.

**Recommendation**



1. That the report "Appointment of Local Recovery Manager" be received.
2. That Council endorses the appointment of Michaela Glaspey as Local Recovery Manager for the Kawerau District and commends these appointments to BOP Civil Defence Emergency Management Group.

**7 Regional Economic Development Agency Trust Exemption as a Council Controlled Organisation (Chief Executive Officer) (309102)**

**Pgs. 41 - 43**

Attached is a report for Council requesting that it continue to exempt the Eastern Bay of Plenty Regional Economic Development Trust (ToiEDA) from provisions relating to Council Controlled Organisations.

**Recommendation**

1. That the report "Regional Economic Development Agency Trust Exemption as a Council Controlled Organisation" be received.
2. That Council resolves to renew the exemption of the Eastern Bay of Plenty Regional Economic Development Trust (ToiEDA) from the provisions related to Council Controlled Organisations as provided under section 7 of the Local Government Act 2002.

**8 Exclusion of the Public**

**Recommendation**

*That the public is excluded from the following part of the proceedings of this meeting, namely:*

1. **Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 14 December 2021**
2. **Proposed Elected Members Remuneration 2022 - 23 (Manager, Finance and Corporate Services) (101310)**

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

<b>General Subject of the matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
1. Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 14 December 2021 2. Proposed Elected Members	<i>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48 (1) (a) (i)</i>

*This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.*

R B George  
**Chief Executive Officer**

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