



**The Ordinary Meeting of the
Kawerau District Council will be held
on Tuesday, 25 May 2021
in the Council Chamber 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.

**The Ordinary Meeting of the Kawerau District Council
will be held on Tuesday 27 April 2021
in the Council Chamber commencing at 9.05am**

Present: His Worship the Mayor M J Campbell
Deputy Mayor F K N Tunui
Councillor B J Julian
Councillor C J Ion
Councillor D Sparks
Councillor A Rangihika
Councillor R G K Savage

In Attendance: Chief Executive Officer (R George)
Manager, Operations & Services (H van der Merwe)
Manager, Finance & Corporate Services (P Christophers)
Communications Manager (T Humberstone)
Administration Officer (T Barnett)

Apologies

That apologies were received from Councillors Godfery and Kingi were received.

Resolved **Councillors Rangihika / Julian**

Leave of Absence

No leave of absence were received.

Opening Prayer

Pastor Jenny Reynolds opened the meeting with a prayer.

Public Forum

Jenny Reynolds

Complimented Council on the Anzac Parade held on 25 April, with particular reference to Amy Hayes and Pari Maxwell on their efforts.

Queried with Council if the abandoned and boarded up OTS houses in Kawerau still pay rates and why the Air Training Corps hall rates are so expensive. The Manager, Finance and Corporate Services confirmed that OTS houses pay rates and that the Air Training Corps hall is zoned commercial for rating purposes.

Alistair Holmes

Expressed his concerns over the amount of speed bumps in Kawerau.

Declarations of Conflict of Interest

No Conflict of Interest were declared.

1 CONFIRMATION OF COUNCIL MINUTES

1.1 Ordinary Council – 30 March 2021

Resolved

Councillors Sparks / Savage

That the Minutes of the Ordinary Council meeting held on 30 March 2021 is confirmed as a true and accurate record.

Action Item:

Staff to follow up with Jeanette Tioke in regards to public consultation regarding the Netball Pavilion rebuild.

2 CONFIRMATION OF COMMITTEE MINUTES

2.1 Regulatory and Services Committee – 13 April 2021

Resolved

Councillors Ion / Rangihika

That the Minutes of the Regulatory and Services Committee meeting held on 13 April 2021 is confirmed as a true and accurate record.

2.2 Audit and Risk Committee - 6 April 2021

Resolved

His Worship the Mayor / Deputy Mayor Tunui

That the Minutes of the Audit and Risk Committee meeting held on 6 April 2021 is confirmed as a true and accurate record.

3 Action Schedule (101120)

Resolved

Deputy Mayor Tunui / Councillor Ion

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 March 2021 to Tuesday, 20 April 2021 is received.

5 Balanced Budget Requirement (Manager, Finance and Corporate Services) (201100)

Council discussed the report 'Balanced Budget Requirement'

Resolved

Councillors Julian / Savage

1. *That the report 'Balanced Budget Requirement' is received.*
2. *That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on non-critical and non-strategic assets for the 2021 – 2031 Long Term Plan, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.*
3. *That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on the portion of Roading and Storm water assets subject to New Zealand Transport Agency's subsidies for the 2021 – 2031 Long Term Plan, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.*

6 Council's Rate Remission and Postponement Policies (Manager, Finance and Corporate Services) (110551)

Council discussed the report 'Council's Rate Remission and Postponement Policies'.

Resolved

Councillors Ion / Rangihika

1. *That the report 'Council's Rate Remission and Postponement Policies' is received.*
2. *That Council confirms the current rate remission and postponement policies.*

7 Exclusion of the Public

Resolved

His Worship The Mayor / Deputy Mayor Tunui

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) – 30 March 2021.*
2. *Porritt Glade Retirement Village – Progress Report (Manager, Finance and Corporate Services) (206700).*

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:

General Subject of the matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
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<p>1. Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 30 March 2021.</p> <p>2. Porritt Glade Retirement Village – Progress Report (Manager, Finance and Corporate Services) (206700).</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>
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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.

Following the resumption of open meeting.

Meeting closed 11.43am

M J Campbell

Mayor

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**Minutes of the Regulatory & Services Committee
held on Tuesday, 11 May 2021
in the Council 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 A Rangihika
Councillor D Sparks

In Attendance: Chief Executive Officer (R George)
Manager, Finance and Corporate Services (P Christophers)
Manager, Operations and Services (H van der Merwe)
Manager, Economic and Community Development (G Sutton)
Events and Venues Manager (L Barton)
Communications Manager (T Humberstone)
Administration Officer (T Barnett)

Apologies

Resolved

Councillors Kingi / Rangihika

That apologies were received from Councillor Savage were received.

Public Forum

Anne Kubler

Queried the correct way to dispose of dog excrement. Manager, Operations and Services confirmed that it is to be wrapped and disposed of in general rubbish, not recycling.

Declarations of Conflict of Interest

No conflict of interest were declared.

PART A – REGULATORY

1 Monthly Report - Regulatory and Planning Services (340000)

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

Action Item: Process for dealing with wandering dogs be circulated to Elected Members.

Resolved

Councillors Kingi / Sparks

That the report on Regulatory and Planning Services activities for the month of April 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 April 2021.

Action Item

Communications Manager to promote the Creative New Zealand Community Grant scheme.

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

That the report from the Manager, Finance and Corporate Services for the month of April 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 April 2021.

Action Item

1. Manager, Operations and Services and the Communications Manager to continue to put waste education information in the newsletter.
2. Provide Council with a breakdown of vandalism costs.

Resolved **Councillors Sparks / Deputy Mayor Tunui**

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

4 Monthly Report - Economic and Community Development (309005)

The committee discussed a report from the Manager, Economic and Community Development covering activities for the month of April 2021.

Resolved **Councillors Julian / Kingi**

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

5 Monthly Report – Events and Community Activities (Events and Venues Manager) (340000)

The Committee discussed a report from the Events and Venues Manager covering events and community activities for the month of April 2021.

Resolved

His Worship the Mayor / Deputy Mayor Tunui

That the report from the Events and Venues Manager for the month of April 2021 is received.

The meeting closed at 9.58am

C J Ion

Chairperson

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**Minutes of the Extraordinary Meeting of the Kawerau District Council
held on Tuesday, 11 May 2021
in the Council Chamber commencing at 10.01am**

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 D Sparks

In Attendance: Chief Executive Officer (R George)
Manager, Finance and Corporate Services (P Christophers)
Manager, Operations and Services (H van der Merwe)
Manager, Economic and Community Development (G Sutton)
Events and Venues Manager (L Barton)
Communications Manager (T Humberstone)
Administration Officer (T Barnett)

Apologies

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

That apologies were received from Councillor Savage were received.

Declarations of Conflict of Interest

No conflict of interest were declared.

PART A – REGULATORY

1 BOPLASS Limited – Draft Statement of Intent 2021 – 2024 and Half Yearly Report to 31 December 2020 (Chief Executive Officer) (104023)

The Committee discussed the report “BOPLASS Limited – Draft Statement of Intent 2021 – 2024 and Half Yearly Report to 31 December 2020”.

Resolved **Deputy Mayor Tunui / Councillor Julian**

1. *That the report “BOPLASS Limited – Draft Statement of Intent 2021 – 2024 and Half Yearly Report to 31 December 2020” be received.*
2. *That Council approves the BOPLASS Limited Draft Statement of Intent for 2021 – 2024.*

2 Adoption of Documents for Proposed Long Term Plan 2021 – 2031 (Manager, Finance and Corporate Services) (110553)

The Committee discussed the report "Adoption of Documents for Proposed Long Term Plan 2021 – 2024 and Half Yearly Report to 31 December 2020".

Resolved

Councillors Julian / Rangihika

1. *That the report "Adoption of Documents for Proposed Long Term Plan 2021 – 2031" be received.*
2. *That Council adopts the proposed Performance Framework for 2021 – 24; and*
3. *That, pursuant to sections 101A and 101B of the Local Government Act 2002, Council adopts the Financial Strategy (2021 – 2031) and the infrastructure strategy (2021 – 2031) as presented; and*
4. *That all of the above documents are made available during the special consultation period, on request, to members of the public; and*
5. *That, pursuant to section 102(1) – (4) of the Local Government Act 2002, Council adopts the following draft funding and financial policies, as presented, for consultation:*
 1. *Draft Revenue and Financial Policy;*
 2. *Draft Financial Contributions Policy;*
 3. *Draft Rates Remissions and Postponement Policies*
6. *That, pursuant to section 93 of the Local Government Act 2002, Council adopts the Consultation Document for the 2021 – 2031 Long Term Plan for commencement of the special consultative procedure, with submissions closing at 12.00 noon Monday 14 2021; and*
7. *That Council hears and considers any submissions to the consultation document at an Extraordinary Council meeting on 22 June 2021*

Meeting closed 10.36am

M J Campbell

Mayor

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Action Schedule

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 16.07.19	Earthquake Prone Buildings The Committee expressed a desire to understand what was required for Rautahi Marae and then to discuss the issues with Trustees.	MOS	In Progress	A CDEM workshop will be held following the June R&S Meeting. Council can then determine their next steps.	June 2021
A&R 04.02.20	Council's Risk Maturity – Improvement Programme Arrange KPMG to review Council's Risk Management Maturity profile once the tasks in progress / underway are completed.	MFCS	In Progress	There are still a couple of tasks remaining. Following their completion, a further review will be undertaken.	June 2021
Council 26.05.20	Results of 2020 NRB Survey Elected Members agreed to review the way in which Council engages community satisfaction.	CEO	Pending	Staff will review how to measure community satisfaction for 2022-2023 and report to Council.	June 2021
R&S 16.06.20	Monthly Report – Operations & Services Elected Members requested a report on the downstairs ladies toilets.	MOS	In Progress	Minor works has commenced. A full report will be provided to the June R&S Meeting.	June 2021
R&S 16.03.21	Monthly Report, Operations & Services The Manager, Operations and Services to address the water damage on the ceiling above the steps in Concert Chambers, and also fix the tiles leading into the Concert Chamber as they pose a health and safety risk when it's been raining making them very slippery. The lifting on the low hanging trees in Porritt Drive needed to be completed immediately.	MOS		The ceiling will be repaired in May. The stairs have been relined with non-slip covers. The tree work along Porritt Drive was completed in April.	May 2021 Completed

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 30.03.21	Public Forum Graham Burke was concerned of the safety of residents living next to the Robinson Street alleyway after an incident that could have resulted in serious harm. He would like Council to investigate options to help keep the residents safe from objects being thrown onto properties from the alleyway. The Manager, Operations and Services to investigate and liaise with Mr Burke.	MOS	In Progress	The alleyway is currently covered by 2 CCTV cameras and lighting was previously improved.	June 2021
R&S 13.04.21	Monthly Report – Events and Community Activities Remaining Youth Councillors to be sworn in as soon as possible.	EVM	Pending	A date is still to be confirmed with the Mayor and Youth Projects Officer.	June 2021
R&S 11.05.21	Monthly Report – Regulatory & Planning Process for dealing with wandering dogs to be circulated to Elected Members.	CEO	Pending		May 2021
R&S 11.05.21	Monthly Report – Operations & Services The Manager, Operations and Services and the Communications Manager to continue to put waste education information in the newsletter. Provide Elected Members with a breakdown of vandalism costs.	MOS	In Progress	Waste education information will be included in the Council Newsletters. Staff will also work with local schools around waste education. A breakdown will be included in the MOS's monthly reports.	July 2021 June 2021

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OC: Ordinary Council EC: Extraordinary Council A&R: Audit & Risk Committee R&S: Regulatory & Services Committee
 MFCS: Manager, Finance & Corporate Services MOS: Manager, Operations & Services EM: Engineering Manager
 MPCC: Manager, Planning, Compliance & Capability ECMD: Economic & Community Development Manager

Completed Items

Meeting Date	Action	Comments
R&S 12.02.19	<p>Monthly Report – Finance & Corporate Services</p> <p>Advise Council whether insurance will be paid for the bridge repair work.</p> <p>26.05.20 Staff were asked to contact Council's lawyers and request arbitration.</p>	Council has agreed and been paid a settlement for the blue bridge.
Council 30.03.21	<p>Significance and Engagement Policy</p> <p>The Manager, Finance and Corporate Services to contact Karen Stanton from KADAP to discuss being included in the third Schedule as a Consultation Partner.</p>	KADAP has been added as a Consultation Partner in the Policy.
R&S 13.04.21	<p>Monthly Report - Finance and Corporate Services</p> <p>Water and Waste Water Request for Service figures to be tabled separately.</p>	The 3 Waters have been reported seperately in the MFCS's monthly report.
R&S 13.04.21	<p>Monthly Report - Operations and Services</p> <p>An updated formal letter to be communicated with the swimming club in regards to the redevelopment as the projects are completed.</p> <p>Organise a site visit for the Councilors to the pools to show the redevelopments to date.</p>	<p>A letter was written to the Kawerau Swimming Club.</p> <p>A site visit took place following the May R&S Meeting.</p>
R&S 11.05.21	<p>Monthly Report – Finance & Corporate Services</p> <p>Communications Manager to promote the Creative New Zealand Community Grant scheme.</p>	Creative New Zealand application and promotion was included in the recent Council Newsletter.

Meeting Council
Meeting Date: 25 May 2021
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, 21 April to Tuesday, 18 May 2021.

April

- Meeting with Deputy Chief of Navy, Commodore Melissa Ross
- Meeting with Sequel Lumber regarding MTFJ Community Recovery Programme
- ANZAC Day Service
- Monthly Council Meeting
- Civil Defence Presentation Ceremony and Morning Tea
- Iwi Liaison Hui

May

- Meeting with Paul Marshall of Generation Homes
- Meeting with Simon Appleton of Eastern Bridge
- Meeting with Karilyn Te Riini, Kawerau representative Toi-EDA
- Early Engagement Meetings with Key Stakeholders on Council's Long Term Plan
- Meeting with members of Kawerau Trails Trust
- LGNZ Three Waters Update via Zoom
- Council Workshop
- Update Meeting with Paul Marshall of Generation Homes

2 **RECOMMENDATION**

That His Worship the Mayor's report for the period Wednesday, 21 April to Tuesday, 18 May 2021 be received.



Malcolm Campbell, JP
Mayor

Meeting: Council

Meeting Date: 25 May 2021

Subject: Annual Plan Performance for the nine months ended 31 March 2021

File No.: 110400

1 **Purpose**

The purpose of this report is to review Council's actual financial and non-financial performance to 31 March 2021 and compare it with what is in the Annual Plan for 2020/21.

Comments are provided where expenditure/revenue is likely to vary from the budget by year end, and the performance target may not be achieved for the year.

A summary of this report will also go to the Audit and Risk Committee.

2 **Financial Performance**

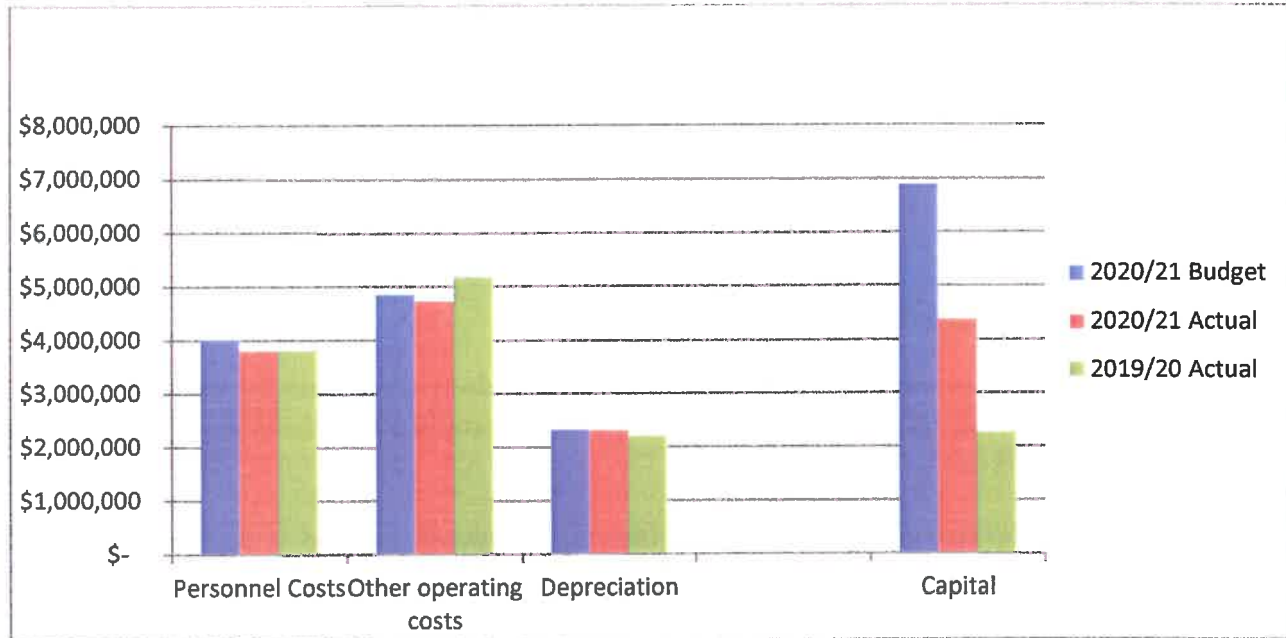
2.1 **Statement of Comprehensive Revenue and Expense**

The following table shows Council's financial performance to date, the annual budget and the amended annual budget. The amended budgets include the carried forward figures as well as any budget amendments approved by Council.

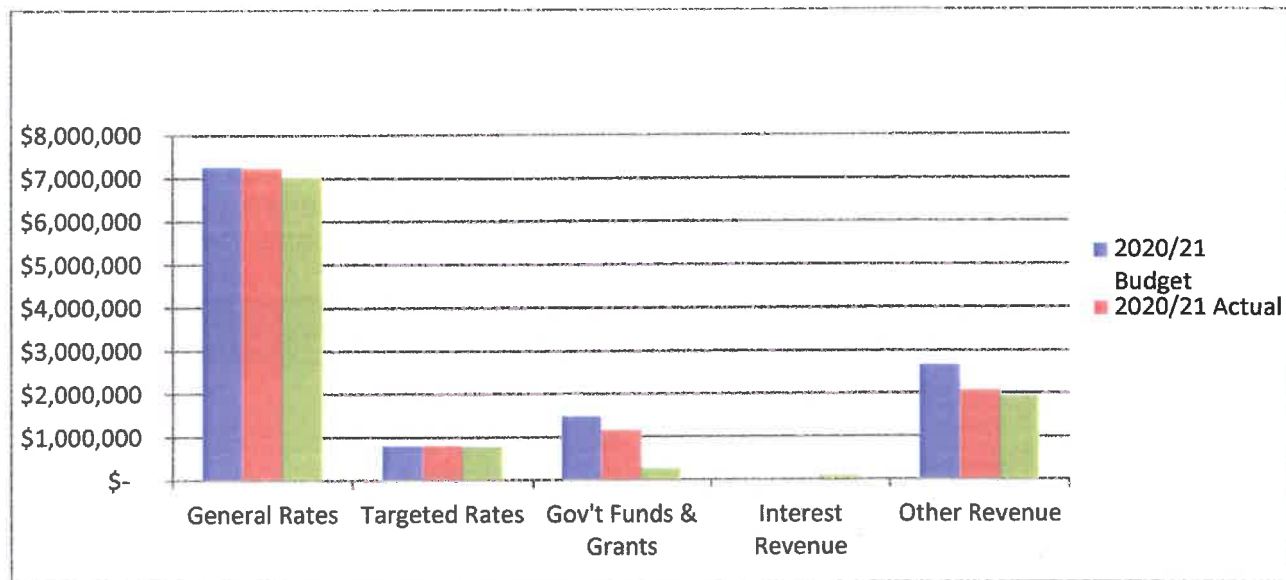
	Adopted Budget	Amended Budget	Actual 31-Mar-21	Comments
Revenue:	\$	\$	\$	
Rates	10,751,220	10,751,220	8,070,708	
Subsidies and Grants	1,393,820	1,960,815	1,165,406	Roading work done in 2 nd half of year
Interest Revenue	28,310	28,310	16,239	
Fees and Charges	2,784,730	3,453,400	2,030,395	
Other Revenue	69,000	69,000	39,513	Petrol Tax
Total Revenue	15,027,080	16,262,745	11,322,260	
Expenditure:				
Personnel Costs	5,366,150	5,366,150	3,807,236	On track
Depreciation	3,082,300	3,082,300	2,316,024	
Finance Costs	6,210	6,210	2,463	
Other Expenses	6,215,870	6,459,390	4,713,235	There will be additional expenditure for refuse disposal, KPTW & events
Total Expenditure	14,670,530	14,914,050	10,856,958	
Surplus (Deficit)	356,550	1,348,695	465,302	

Council's expenditure and revenue for the nine months to 31 March 2021 are shown in the graphs below, compared to the budget and expenditure/revenue for 2019/20.

Expenditure to 31 March 2021



Revenue to 31 March 2021



2.2 Statement of Financial Position

The following shows Council's financial position at 31 March 2021 compared to the budget (at 30 June 2021). The financial position does not include all the final accruals for receivables and payables.

	Budget @ 30/6/2021	Actual to 31 Mar 2021	Comments
Assets:			
Current assets:			
Cash & cash equivalents	\$2,648,950	\$3,385,779	
Receivables	\$1,377,790	\$1,250,384	
Inventories	\$1,495,800	\$1,219,632	Includes residential developments
Non-current assets:			
Property, plant and equipment	\$68,517,750	\$68,204,905	
Intangible assets	\$85,100	\$55,926	
Other financial assets	\$36,250	\$36,252	
Total Assets	\$74,161,640	\$74,152,878	
Liabilities:			
Current liabilities:			
Payables, provisions & employee benefits	\$3,136,260	\$1,976,035	
Borrowing	\$10,340	\$5,203	
Non-current liabilities:			
Provisions & employee benefits	\$249,530	\$237,481	
Borrowing	\$9,560	\$19,917	
Total Liabilities	\$3,405,690	\$2,238,636	
Ratepayers Equity	\$70,755,950	\$71,914,242	
Total liabilities & ratepayers equity	\$74,161,640	\$74,152,878	

2.3 Statement of Cashflow

The cashflow statement shows a decrease of \$407.8k in Council's cash position.

	Budget @ 30/6/2021	Actual to 31 Mar 2021	Comments
Cashflow from operating activities:			
Rates	\$10,620,810	\$8,180,830	
Subsidies	\$1,393,820	\$971,816	
Fees & Charges	\$2,853,730	\$1,957,185	
Interest Received	\$28,310	\$18,567	
Payments to suppliers and employees	\$(11,468,730)	\$(8,372,905)	
Interest paid on debt	\$(6,200)	\$(2,463)	
Net cashflow from Operations	\$3,421,740	\$2,753,030	
Net cashflow from investing:			
Disposal of Assets	\$1,860,000	\$1,860,000	
Property, Plant & Equipment purchase (less asset disposals)	\$(6,350,250)	\$(5,005,942)	
Net cashflow from investing:	\$(4,490,250)	\$(3,145,942)	
Net cashflow from financing:			
Debt repayment	\$(20,030)	\$(14,850)	
Net cash inflow/(outflow)	\$(1,088,540)	\$(407,762)	
Opening balance (1/7)	\$3,737,490	\$3,793,541	Includes investments > 3 months
Closing cash balance	\$2,648,950	\$3,385,779	

3 Non-Financial Performance

The following is a summary of the non-financial targets performance to date:

Activity	2020/21 No. of Targets	On track to achieve	2019/20 Achievement Rate
Democracy	5	5	38%
Economic & Community Development	7	7	67%
Environmental Services (excludes N/As)	18	16	37%
Roading (including Footpaths)	7	6	44%
Stormwater	3	3	100%
Water Supply	12	11	77%
Wastewater	7	5	63%
Solid Waste Management	4	4	63%
Leisure and Recreation	16	13	40%
TOTAL	79	70	51%

4 Capital Expenditure

The following is Council's capital budget (including carry forwards and amendments) and expenditure for the year.

Activity	2020/21 Budget	Actual	Comments
Economic & Community Development	\$1,523,740	\$1,384,216	Residential developments – Porritt Glade
Environmental Services	\$720,000	\$83,370	Dog Pound building
Roading	\$1,580,810	\$996,614	2 nd half of year
Stormwater	\$250,000	\$47,012	Pipe renewal
Water Supply	\$2,557,150	\$977,095	Pipe replacement
Wastewater	\$814,760	\$353,682	WWTP renewals
Solid Waste	\$5,000	\$11,930	
Leisure & Recreation	\$1,165,970	\$267,125	Pool & Library renewals
Plant, Depot and Office	\$563,080	\$254,061	New plant/vehicles, PCs & office building
Total	\$9,180,510	\$4,375,105	

5 RECOMMENDATION

That the report "Annual Plan Performance for the nine months ended 31 March 2021" be received.

Peter Christophers, BBS, ACA
Manager, Finance & Corporate Services
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ACTIVITY GROUP 1: DEMOCRACY

Funding Impact Statement

	Budget	Actual
Operating funding – Rates & Charges (A)	\$737,014	\$552,386
Applications of operating funding – Staff & Suppliers (B)	\$713,920	\$517,085
Surplus (deficit) of operating funding (A - B)	\$23,094	\$35,301
Sources of capital funding (C)	\$0	\$0
Less (D):		
Renewals/capital	\$0	\$0
Increase/(decrease) in reserves	\$23,094	\$35,301
Surplus (deficit) of capital funding (C - D)	\$(23,094)	\$(35,301)
Funding balance ((A - B) + (C - D))	\$0	\$0

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Financial management is prudent, effective and efficient.	Percentage completion of the annual work programme.	>90%	On track	There are 102 projects in the annual work programme and 30 projects have been completed by 31 March 2021
Council provides quality democracy and representation to the Community.	Number of public meetings held (Committee and Ordinary Council).	11 Ordinary Council and 10 Committee meetings	Achieved to date	Every Council and committee meeting was publically notified. (8 Council and 8 R & S Committee meetings)
Council informs the Community about key issues and activities.	Number of visits to Council's website. Number of newsletters.	At least 44,000 At least 11	On track Achieved	There were 43,308 visits to the council website to 31 March 2021 17 newsletters were published to 31 March 2021
Council encourages the Community to contribute to Council decision-making.	Provision of a public forum at public Council and Committee meetings.	Every meeting	Achieved to date	Public forums have been provided for every council and committee meeting to date.

ACTIVITY GROUP 2: ECONOMIC AND COMMUNITY DEVELOPMENT

Funding Impact Statement

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$2,311,837	\$1,353,895	Less sales (sections) than anticipated
Applications of operating funding – Staff & Suppliers (B)	\$2,132,840	\$1,481,942	
Surplus (deficit) of operating funding (A - B)	\$178,997	\$(128,047)	
Sources of capital funding (C)	\$1,860,000	\$1,860,000	Proceeds from unit sales (4)
Less (D):			
Renewals/capital	\$1,523,740	\$1,384,216	Development of retirement village
Increase/(decrease) in reserves	\$515,257	\$347,216	
Surplus (deficit) of capital funding (C - D)	\$(178,997)	\$128,047	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Economic Development				
Council is actively involved in the Eastern Bay of Plenty Regional Economic Development Agency.	Representation at Trustee Meetings.	Representation at 90% of Trustee meetings.	Achieved to date	CEO has attended all trustee meetings to date
Council is actively involved in the Industrial Symbiosis Project.	Allocation of resources to ISK.	0.5 FTE staff member allocated	Achieved.	ECD Manager manages ISK projects/programmes and CEO is standing member of ISK Steering Group
Council provides a local information centre.	Number of days open each year.	At least 360 days.	On track	The i-SITE was open 273/274 days.
Council encourages positive perceptions of Kawerau by supporting local events.	At least 1 event ¹ held per month from February to December.	At least 1 event held per month from February to December.	Not achieved	There was at least 1 event held for each month of the year to 31 March 2021 except for August 2020 when there was a COVID alert escalation
Council contributes to the continuation of successful events.	Council employs an Events Coordinator.	1 FTE Events Coordinator employed.	Achieved to date	0.75 FTE Event Co-ordinator 1 FTE Events & Venues Manager
Council supports young people to develop skills and attitudes needed to take a positive part in society.	Youth Council in place.	Annual appointments made.	Achieved	New Youth Council appointed March 2021 and sworn in
	Satisfaction with youth council collaboration from collaborating groups	78% satisfaction	Achievement anticipated	Survey of collaborating groups undertaken later in year

¹ An 'event' is a public gathering of people for a distinctly defined celebratory, educational, commemorative or exhibition purpose. It occurs for a limited time and may be repeated on a cyclical basis (e.g. annually) but is not regularly scheduled (e.g. regular organised Saturday sport, a series of regular meetings, or ongoing gallery or commercial art exhibitions). Conferences are also considered to be events.

ACTIVITY GROUP 3: ENVIRONMENTAL SERVICES

Funding Impact Statement

Both revenue and expenditure are on target for these activities.

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$1,179,734	\$950,239	
Applications of operating funding – Staff & Suppliers (B)	\$1,210,350	\$760,297	Review of District Plan delayed
Surplus (deficit) of operating funding (A - B)	\$(30,616)	\$189,942	
Sources of capital funding (C)	\$0	\$0	
Less (D):			
Renewals/capital	\$720,000	\$83,370	New dog pound - Design
Increase/(decrease) in reserves	\$(750,616)	\$106,572	
Surplus (deficit) of capital funding (C - D)	\$30,616	\$(189,942)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Building Control				
Service users consider Council's Building Control Activity to be effective	Satisfaction survey of service users - building consents processes Satisfaction survey of service users - building inspection processes	>90% >90%	Unlikely to achieve Achieved to date	2/3 satisfaction with building consent processes 4/4 satisfaction with building inspections
Council provides in-house building consent, inspection and approval services	Bi-annual Building Consent Authority accreditation re-assessment	Accreditation and registration retained.	Achieved	IANZ routine assessment undertaken 26 – 29 November 2019 BCA accreditation has been retained for 2020/21
Relevant Kawerau buildings comply with Building Warrant of Fitness requirements.	Buildings audited for BWOF requirements	35%	On track	14/81(17.3%) buildings audited

Levels of Service	Measures	Target	Status	Comment
Building Control (continued)				
Swimming pools comply with statutory requirements	Survey to identify swimming pools in the District.	Survey and all follow up action undertaken.	N/A	Survey discontinued
	Inspection of fencing for compliance – existing registered swimming pools.	35%	On track	4/44 (9.1%) inspected
Environmental Health				
Customers consider Council's Environmental Health Activity to be effective.	Satisfaction of service users – Environmental health inspection processes	90%	Achieved to date	1/1 satisfaction with environmental health inspections
	Audit of food premises operating Food Control Plans	100% annually.	On track	20/31 (64.5%) audits undertaken to date
Registered premises comply with statutory requirements.	Inspection of registered premises for compliance with relevant standards.	100% annually.	Achievement anticipated	0/4 (100%)
	Inspection of licensed premises for compliance	100% annually.	On track	9/13 (69.2%) to date
Premises licenced under the Sale and Supply of Liquor Act 2012 comply with the license conditions.				
Council monitors and keeps public places free of litter and general environmental health conditions	Weekday litter patrols.	At least 480 weekday patrols.	On track	378 weekday patrols to 31 March

Levels of Service	Measures	Target	Status	Comment
Environmental Health (continued).				
Council responds to complaints and service requests for environmental health conditions (noise, nuisance and conditions/health risks) complaints.	Response to noise complaints.	80% within 20 minutes and 98% within 30 minutes.	Unlikely to achieve	204/333 (61%) within 20 minutes 309/333 (93%) within 30 minutes 24 (7%) exceeded 30 minutes
	Response to other environmental health service requests/complaints.	100% within 1 working day.	Achieved to date	60/60 responses within 1 working day
Dog Registration and Control				
The level of dog registration is maximised.	Frequency of dog patrols.	At least 480 weekday and 345 after hours dog patrols.	On track	378 weekday patrols to date and 267 after hours patrols
	Annual District survey to detect unregistered dogs.	All residential properties surveyed and follow up action undertaken.	N/A	Survey discontinued
	Number of dogs on Council's register of known dogs that are unregistered.	None as at 30 April ²	Achieved	1,481/1481 (100%) of known dogs registered to date
	Adherence to complaint response process to respond, investigate and record the complaint and advise complainant of progress or the outcome within 24 hours.	80% within 20 minutes and 98% within 30 minutes.	On track	469/602 (78%) responses within 20 minutes and 587/602 (97.5%) within 30 minutes 15/602 (2.5%) responses exceeded 30 minutes

² Date chosen to coincide with beginning of cycle for the ensuing year's registration programme.

Civil Defence					
<p>Council plans and provides for civil defence emergency management as required by the Civil Defence Emergency Management Act.</p>	<p>Kawerau District Civil Defence Emergency Management Plans are current and reviewed every three years.</p>	<p>All plans reviewed within past 3 years.</p>	<p>Achievement anticipated</p>	<p>4 plans are due to be reviewed</p>	
	<p>Emergency Operating Centre (EOC) is equipped and operational within two hours of the controller activating.</p>	<p>Staff are identified, trained (85%) and exercised twice each year</p>	<p>Achievement anticipated</p>	<p>29/30 (97%) staff were identified and trained to date Exercises to be held later in year</p>	
	<p>Council delivers 4 public engagement initiatives to promote Community awareness, preparedness and resilience.</p>	<p>Initiatives delivered.</p>	<p>Achievement anticipated</p>	<p>2 initiatives delivered (Exercise with KNS & Christmas in park/Santa parade)</p>	

ACTIVITY GROUP 4: ROADING

Funding Impact Statement

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$1,443,051	\$1,012,008	
Applications of operating funding – Staff & Suppliers (B)	\$1,092,180	\$803,576	
Surplus (deficit) of operating funding (A - B)	\$350,871	\$208,432	
Sources of capital funding (C)	\$858,900	\$577,507	
Less (D):			
Renewals/capital	\$1,580,810	\$996,614	
Increase/(decrease) in reserves	\$(371,039)	\$(210,675)	
Surplus (deficit) of capital funding (C - D)	\$(350,871)	\$(208,432)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Capital Renewals

Item	Budget	Actual	Comment
Kerb replacement	\$93,500	\$49,727	
Street light renewals and upgrades	\$81,500	\$0	
Reseals	\$134,000	\$0	Reseals undertaken May
Pavement treatment	\$36,500	\$22,022	
Minor safety improvements (speed humps)	\$36,600	\$28,499	
Stormwater upgrade	\$596,000	\$328,975	River Road Culverts – completion May
Footpath repairs	\$167,100	\$116,308	On track
Bins/seating/music system/lights	\$26,510	\$1,155	
Town centre video cameras	\$10,000	\$6,137	
Town centre - paving	\$385,000	\$195,144	Stage one completed. Stage 2 commenced
Carparks and turnarounds	\$14,100	\$2,740	
Total	\$1,580,810	\$750,705	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Roading				
Council provides a network of roads which facilitates the safe movement of people and vehicles around the District.	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	Increase of zero or less.	Achieved to date	There have been no fatalities/serious injuries on the roads controlled by Council
Road Quality.	The average quality of ride on a sealed local road network, measured by smooth travel exposure. ³	Not less than 95%.	Achievement anticipated	Road roughness survey to be completed May 2021
Road maintenance.	The percentage of the sealed local road network that is resurfaced.	Between 5 and 6.5 % per annum.	Achievement anticipated	Resealing undertaken in May 2021
Response to service requests. (Roads)	The percentage of customer service requests relating to roads to which Council responds within the time frame specified.	Potholes: 90% within 14 days and 100% within 28 days.	Achieved to date	No pothole repairs requested to date
		Streetlights: 90% within 14 days and 100% within 28 days.	Not Achieved	37 Streetlight outages reported. 16 responded to within 14 days and 9 responded to within 28 days. 12 exceeded 28 days to repair.
Footpaths				
Footpath condition	Percentage of footpaths that fall within the level of service or service standard for the condition	95%. ⁴	Achievement anticipated	Survey to be completed in May 2021

³ The percentage of Vehicle Kilometres Travelled in the District exposed to roads with roughness less than the threshold for urban roads set by the National State Highway Strategy

⁴ Against a standard of no more than 20 lips in the 70 km of footpaths (each lip above 20 mm equates to three metres of footpath needing replacement).

Levels of Service	Measures	Target	Status	Comment
Response to service requests.	of footpaths set out in the Long Term Plan.			
	The percentage of customer service requests relating to footpaths to which Council responds within the time frame specified.	100% within 14 days.	Achieved to date	3 service requests received and all were attended to within 14 days.

ACTIVITY GROUP 5: STORMWATER

Funding Impact Statement

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$96,450	\$71,681	
Applications of operating funding – Staff & Suppliers (B)	\$43,550	\$33,358	
Surplus (deficit) of operating funding (A - B)	\$52,900	\$38,323	
Sources of capital funding (C)	\$187,500	\$35,259	
Less (D):			
Renewals/capital	\$250,000	\$47,012	
Increase/(decrease) in reserves	\$(9,600)	\$26,570	
Surplus (deficit) of capital funding (C - D)	\$(52,900)	\$(38,323)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Capital Renewals

Item	Budget	Actual	Comment
Stormwater pipe renewals	\$250,000	\$47,012	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Council provides an effective stormwater network which removes stormwater to protect dwellings from flooding (System adequacy)	The number of flooding events that occur in the District. For each flooding event, the number of habitable floors affected.	No more than 0	Achieved to date	There have been no flooding events
Council provides an effective stormwater network which removes stormwater to protect dwellings from flooding (Customer satisfaction)	The number of complaints received by Council about the performance of its stormwater system.		Not applicable. ⁵	
Response times	The median response time to attend a flooding event.	Less than one hour.	Achieved to date	There have been no flooding events
Discharge compliance.	Compliance with Council's resource consents for discharge from its stormwater system, measured by the number of: <ul style="list-style-type: none"> • abatement notices • infringement notices • enforcement orders, and • convictions, received by Council in relation to those resource consents.	No notices, orders or convictions	Achieved to date	Council has complied with all the conditions of its resource consent. Council did not receive any notices, orders or convictions.

⁵ The mandatory measure per 1,000 properties connected to Council's stormwater system is not applicable, because properties in Kawerau are not permitted by building consents to connect to the stormwater system.

⁶ The mandatory measure per 1,000 properties connected to Council's stormwater system is not applicable, because properties in Kawerau are not permitted by building consents to connect to the stormwater system.

ACTIVITY GROUP 6: WATER SUPPLY

Funding Impact Statement

Both revenue and expenditure are on target.

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$1,222,550	\$1,022,676	
Applications of operating funding – Staff & Suppliers (B)	\$735,330	\$850,916	
Surplus (deficit) of operating funding (A - B)	\$487,220	\$171,760	
Sources of capital funding (C)	\$0	\$0	
Less (D):			
Renewals/capital	\$2,557,150	\$977,095	
Increase/(decrease) in reserves	\$(2,069,930)	\$(805,335)	
Surplus (deficit) of capital funding (C - D)	\$(487,220)	\$(171,760)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Capital Renewals

Item	Budget	Actual	Comment
Pipework replacement	\$2,016,000	\$802,222	Completed – May 2021
Toby replacement	\$120,000	\$24,153	
Valve refurbishment	\$36,900	\$5,474	
UV Tube Replacement	\$12,850	\$16,956	
Pump Refurbishment	\$167,400	\$8,920	
Roller door	\$0	\$2,230	
Chlorine and Lime dosing	\$15,000	\$6,336	
Water flow restrictor	\$49,000	\$0	
Headworks	\$140,000	\$110,804	
Total	\$2,557,150	\$977,095	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Customer satisfaction.	<p>The total number of complaints received about any of the following:</p> <ul style="list-style-type: none"> a) drinking water clarity b) drinking water taste c) drinking water odour d) drinking water pressure or flow e) continuity of supply, and f) Council's response to any of these issues expressed per 1,000 connections to the networked reticulation system. 	<ul style="list-style-type: none"> a) No more than 4 per 1,000 connections b) No more than 2 per 1,000 connections c) No more than 1 per 1,000 connections d) No more than 2 per 1,000 connections e) No more than 2 per 1,000 connections f) 0 per 1,000 connections 	Not achieved	<p>Council has 2,800 connections</p> <ul style="list-style-type: none"> a) 22 complaints about dirty water (7.9 per 1,000 connections) b) No complaints about taste c) No odour complaints d) No complaints about water pressure e) No complaints regarding continuity of supply f) No complaints about responses to above issues
Safety of drinking water.	<p>The extent to which Council's drinking water supply complies with:</p> <ul style="list-style-type: none"> a) part 4 of the 2008 drinking-water standards (bacteria compliance criteria), and b) part 5 of the 2008 drinking-water standards (protozoal compliance criteria). 	<ul style="list-style-type: none"> a) No more than 1 instance of bacteria criteria non-compliance, and b) No instances of protozoal criteria non-compliance. 	<ul style="list-style-type: none"> a) Achieved to date b) Achieved to date 	<p>There were no instances of bacteria or protozoal non-compliance</p>

Levels of Service	Measures	Target	Status	Comment
Maintenance of the reticulation network.	The percentage of real water loss from the Council's networked reticulation system, measured using the minimum night flow (MNF) analysis method contained in the DIA Guidelines.	<200 litres per connection per day ⁷	Achievement anticipated	Measured in June 2021 Water loss expected to be similar to previous years
Demand management.	The average consumption of drinking water per day per resident within the district.	< 0.6 m ³	Achieved to date	The average daily consumption to 31 March 2021 was 0.57 m ³ per person
	Where the local authority attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the median response times are:			
	a) attendance for urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site, and	Less than two hours.	Achieved to date	There were 3 urgent call outs received and the median response time was 8 minutes
	b) resolution of urgent call-outs: from the time that Council receives notification to the time that service personnel confirm resolution of the fault or interruption.	Less than 8 hours.	Achieved to date	Median resolution time was 45 minutes
Fault response times.	c) attendance for non-urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site.	24 hours.	Achieved to date	47 non-urgent call outs and median response time 17 minutes
	d) resolution of non-urgent call-outs: from the time that Council receives notification to the time that service personnel confirm resolution of the fault or interruption	48 hours.	Achieved to date	Median resolution time was 1 hour 30 minutes

⁷ Measured using the minimum night flow (MNF) analysis method contained in the DIA Guidelines.

Levels of Service	Measures	Target	Status	Comment
The water supply is reliable and has minimal disruptions.	Number of unplanned shutdowns – reticulation.	No more than 12.	Achieved to date	5 unplanned shutdowns occurred
	Number of unplanned shutdowns - pump stations.	None.	Achieved to date	No unplanned shutdowns of the pump stations
	Number of water main breaks.	No more than 8.	Achieved to date	2 water main breaks to date
Water is sourced with minimal environmental effects.	Compliance with BOP Regional Council water supply resource consents as reported in Annual Consents and Compliance Field Sheet.	Compliance ⁸	Achieved to date	Complying with old consent

⁸ BOPRC inspection reports state either compliance or non-compliance.

ACTIVITY GROUP 7: WASTEWATER

Funding Impact Statement

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$1,776,871	\$1,679,031	
Applications of operating funding – Staff & Suppliers (B)	\$1,346,960	\$956,736	
Surplus (deficit) of operating funding (A - B)	\$429,911	\$722,295	
Sources of capital funding (C)	\$0	\$0	
Less (D):			
Renewals/capital	\$740,000	\$353,682	
Increase/(decrease) in reserves	\$(310,089)	\$368,613	
Surplus (deficit) of capital funding (C - D)	\$(429,911)	\$(722,295)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Capital Renewals

Item	Budget	Actual	Comment
Pump refurbishment	\$35,000	\$14,247	
Milliscreen bearings	\$292,000	\$74,848	
Wastewater treatment plant & computer equipment	\$250,000	\$134,961	
Pumping Station/Drives/Dosing Pump	\$93,000	\$63,539	
RIB Development	\$70,000	\$0	
Pipework	\$74,760	\$66,087	
Total	\$814,760	\$353,682	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Customer satisfaction.	<p>The total number of complaints received about any of the following:</p> <ul style="list-style-type: none"> a) sewage odour b) sewerage system faults c) sewerage system blockages, and d) Council's response to issues with its sewerage system, (expressed per 1,000 connections to the sewerage system). 	<ul style="list-style-type: none"> a) No more than 1 per 1,000 connections b) No more than 15 per 1,000 connections c) No more than 15 per 1,000 connections d) 0 per 1,000 connections 	Achieved to date	<p>Council has 2,800 connections</p> <ul style="list-style-type: none"> a) No odour issues b) 0 faults c) 3 blockages (1.1 per 1,000) d) No complaints about response to service
System adequacy.	<p>The number of dry weather sewage overflows from Council's sewerage system, expressed per 1,000 connections to that sewerage system.</p>	0 per 1,000 connections to the sewerage system.	Achieved to date	No dry weather overflows
	<p>Where Council attends to sewage overflows resulting from a blockage or other fault in its sewerage system, the median response times are:</p>			
Fault response times.	<ul style="list-style-type: none"> a) attendance time: from the time that Council receives notification to the time that service personnel reach the site, and 	Less than 1 hour.	Achieved to date	1 sewerage overflow that was attended (10 minutes)

Levels of Service	Measures	Target	Status	Comment
	b) resolution time: from the time that Council receives notification to the time that service personnel confirm resolution of the blockage or other fault.	Less than 8 hours.	Not achieved	1 sewerage overflow that was resolved after 2 weeks – due to sewer line collapse
Council provides a reliable domestic wastewater collection and disposal service.	Number of disruptions to wastewater collection service.	No more than 50.	Achieved to date	There was 1 disruption to the wastewater collection service to date
Discharge compliance.	Compliance with resource consents for discharge from Council's sewerage system measured by the number of: a) abatement notices b) infringement notices c) enforcement orders, and d) convictions, received in relation those resource consents.	No notices, orders or convictions.	Achieved to date	Council has not received abatement, infringement, enforcement notices or convictions for 2020/21
The wastewater treatment plant operates effectively.	Compliance with BOPRC wastewater treatment plant resource consents as reported in annual Consents and Compliance Field Sheet.	Compliance. ⁹	Not achieved	Council has not complied with all conditions of the resource consent due to volumes received from the dairy factory

⁹ BOPRC inspection reports state either compliance or non-compliance.

ACTIVITY GROUP 8: SOLID WASTE

Funding Impact Statement

Both revenue and expenditure are likely to exceed the budget due to additional waste volumes.

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$1,826,118	\$1,488,335	
Applications of operating funding – Staff & Suppliers (B)	\$1,792,010	\$1,408,551	
Surplus (deficit) of operating funding (A - B)	\$34,108	\$79,784	
Sources of capital funding (C)	\$0	\$0	
Less (D):			
Renewals/capital	\$5,000	\$11,930	Recycling shed
Increase/(decrease) in reserves	\$29,108	\$67,854	
Surplus (deficit) of capital funding (C - D)	\$(34,108)	\$(79,784)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Refuse Collection and Disposal				
Council's refuse collection and disposal services meet the needs of the Kawerau Community and help maintain public health and a clean environment.	Frequency of residual refuse collection from residential properties.	52 weekly collections.	On track	Collection occurred every week (39/39)
	Level of compliance with BOP Regional Council refuse disposal resource consents as reported in annual Consents and Compliance Field Sheet.	Compliance. ¹⁰	Achieved to date	No notices, abatement notices, enforcement orders or convictions
Zero Waste (Recycling)				
Material that would otherwise go to landfill as household refuse is collected by the recycling collection service.	Average amount of recyclable material collected from each household.	No less than 178 kg per annum.	On track	2,800 households
	Frequency of recycling collection from properties.	52 weekly collections.	On track	Collection occurred every week (39/39)

ACTIVITY GROUP 9: LEISURE AND RECREATION

Funding Impact Statement

Costs and revenue are on track and it is expected to be close to budget at year-end

	Original Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$4,136,883	\$3,116,092	
Applications of operating funding – Staff & Suppliers (B)	\$3,393,960	\$2,343,468	
Surplus (deficit) of operating funding (A - B)	\$742,923	\$872,624	
Sources of capital funding (C)	\$550,000	\$0	
Less (D):			
Renewals/capital	\$1,165,970	\$267,125	
Increase/(decrease) in reserves	\$126,953	\$605,499	
Surplus (deficit) of capital funding (C - D)	\$(742,923)	\$(872,624)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Capital Renewals

Item	Budget	Actual	Comment
Library:			
Collection renewals	\$71,360	\$45,253	Replacement books
Equipment, Fixtures and Fittings	\$25,160	\$20,806	
Building	\$77,700	\$19,275	
Swimming Pool:	\$789,600	\$143,169	Clubrooms, Office and Entrance
Recreation Centre	\$16,500	\$0	
Town Hall	\$8,600	\$2,979	
Concert Chambers	\$24,400	\$0	
Sports fields and amenity buildings	\$19,350	\$8,788	Tarawera Park – irrigation & changing room upgrade
Passive Reserves	\$72,850	\$22,856	Boundary fences, carparks and outlet
Playgrounds	\$40,230	\$3,999	Playground and fence renewals
Cemeteries	\$20,220	\$0	New plots and fence
Total	\$1,165,970	\$267,125	

Statement of Service Provision

Levels of Service	Measures	Target	Status	Comment
Library				
The library is accessible to the public.	Percentage of the population who are active members of the library. ¹¹	>25%	On track	Currently 1,725 (23.4%) of the population are active members of the library
	Number of visits to the library annually	>90,000	Unlikely to achieve	49,203 people visited the library to 31/3
	New items per 1,000 population added to the collection each year.	>500	On Track	2,616 new items (353 per 1,000 population) have been added to the collection
Museum				
Council provides a museum service which reflects Community needs.	Number of exhibitions held.	6	On track	5 exhibitions have been held to date
	Number of historical articles produced. ¹²	10	On track	8 articles produced to date
	Number of objects accessioned to the museum collection per annum.	200	Unlikely to achieve	There were 33 objects accessioned into the museum collection to 31 Mar 2021
Swimming Pools				
Swimming pool water meets water quality standards.	Level of compliance with standards.	Full compliance in 95% of tests.	Achieved to date.	97% compliance of tests done
Council provides a Swimming Pool Complex which is accessible to the Community.	Weeks open per year.	At least 48.	On track	Pool has been open 35/39 weeks for the year to 31 March 2021
Public Halls and Facilities				

¹¹ Those who have used library services in the past two years.

¹² Historical articles include a mix of oral histories, exhibition booklets and special event DVDs.

Levels of Service	Measures	Target	Status	Comment
Four Community halls are available for hire: Ron Hardie Recreation Centre, Town Hall, Concert Chambers and the Bert Hamilton Hall.	Number of weeks public halls available for hire	Each hall is available for 50 weeks. ¹³	On track	All halls were open for 37/39 weeks
Clean public toilets are provided in the central business district.	Council provides town centre public toilets.	Open at least 360 days.	On track	The town centre public toilets were open 274/274 days
Parks and Reserves				
Playing surfaces at sports fields are maintained to the requirements of the codes for which they are used.	Implementation of recommendations of NZ Sports Turf Institute advisory reports.	100%	On track	NZ Sports and Turf inspected the sports fields in August and recommendations are being implemented
Council provides an adequate number of reserves for Community leisure and recreation.	Percentage of households situated within 500 metres of a reserve.	At least 95%.	Achieved	100% of properties are within 500 metres of a reserve
Bedding displays are attractive and updated to suit the season.	Number of bedding displays.	2 (1 summer and 1 winter).	On track	Summer displays are planted in October and the winter displays planted in May
Playground equipment is safe for children to use.	Monthly inspections of all playground equipment. Remediation of all identified ¹⁴ problems.	12 inspections conducted. All repairs completed within 2 weeks.	On track	7 inspections have been undertaken to date Minor defects identified by inspection and from the public via requests for service All rectified within 2 weeks apart from 1

¹³ Each hall is closed for scheduled maintenance for up to two weeks per year.

¹⁴ Problems can be identified by users, parents, community members or staff at any time.

Levels of Service	Measures	Target	Status	Comment
Cemetery				
The Kawerau cemetery meets community interment needs in the present and the medium term	Number of burial plots available	Enough for at least 5 years	Achieved	There are currently enough plots for approximately a further 30 years.

SUNDRY (VANDALISM, PLANT AND ELIMINATIONS)

Funding Impact Statement

These activities include vandalism, plant and eliminations. Eliminations mostly include the rates charged to Council properties and any surpluses that Council has resolved to use to reduce rates.

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$934,824)	\$712,477)	
Applications of operating funding – Staff & Suppliers (B)	\$(812,860)	\$(603,284)	
Surplus (deficit) of operating funding (A - B)	\$(121,964)	\$(109,193)	
Sources of capital funding (C)	\$0	\$0	
Less (D):			
Renewals/capital	\$136,220	\$176,765	Small plant & vehicles
Increase/(decrease) in reserves	\$(258,184)	\$(295,958)	
Surplus (deficit) of capital funding (C - D)	121,964	\$109,193	
Funding balance ((A - B) + (C - D))	0	0	

ACCOMMODATION AND CORPORATE OVERHEADS

Funding Impact Statement

These activities include the buildings costs as well as overheads (CEO's and Managers' cost centres). These costs are included in the other activities costs, which is required for reporting purposes.

	Budget	Actual	Comment
Operating funding – Rates & Charges (A)	\$121,920	\$87,341	
Applications of operating funding – Staff & Suppliers (B)	\$3,272,950	\$2,396,226	
<i>Less allocated to activities</i>	\$(3,272,950)	\$(2,396,226)	
Surplus (deficit) of operating funding (A - B)	\$121,920	\$87,341	
Sources of capital funding (C)	\$0	\$0	
Less (D):			
Renewals/capital	\$216,860	\$77,296	IT and building renewals
Increase/(decrease) in reserves	\$(94,940)	\$10,045	
Surplus (deficit) of capital funding (C - D)	\$(121,920)	\$(87,341)	
Funding balance ((A - B) + (C - D))	\$0	\$0	

Meeting: Council

Meeting Date: 25 May 2021

Subject: Eastern Bay Road Safety Operations Group:
Terms of Reference

File No.: 401250

1 Purpose

The purpose of this report is to provide Council with an update and a recommendation to approve the newly established Terms of Reference (ToR) for the Eastern Bay of Plenty Road Safety Operations Group (the Group), and to appoint an Elected Member representative to the group.

2 Background

Road Safety was identified as a priority area for the Eastern Bay and ensuring an effective Road Safety Programme is essential for the wellbeing of the community.

The Eastern Bay Road Safety Committee (EBRSC) was established to provide strategic direction, oversight and leadership to ensure Eastern Bay roads are increasingly free of death and serious injury. It was a joint Committee of the four Councils in the Eastern Bay of Plenty region (Whakatāne, Ōpōtiki, Kawerau District Councils and the Bay of Plenty Regional Council).

At the end of the previous triennium, the EBRSC agreed the need for a review of the Committee's Terms of Reference and functions, to ensure a high level of engagement, and effective and efficient activity for the future.

As a result of that review, the four Councils agreed throughout June-August 2020, to the recommendation to disestablish the EBRSC and to strengthen the existing joint Operations Group, so that it may give effect to the national 'Road to Zero 2020-2030' strategy.

This includes establishing a Terms of Reference for the Operations Group. A strengthened, strategic Group also fits with Waka Kotahi's expectation of an oversight group for the Road Safety Programme it funds.

This decision is reasonably consistent with those taken in Rotorua and the Western Bay of Plenty who have been through their own reviews of Road Safety Governance Committees, and which resulted in a combined high level governance/operational group in Rotorua and a staff-led operational group in the Western Bay of Plenty.

3 Terms of Reference

The Draft Terms of Reference Eastern BOP Road Safety Operational Group is attached to this report.

Until now, the Operations Group has not had a ToR. The benefits of having a ToR for this strengthened Group include:

- clarity of purpose and scope,
- defined parameters for its activity including good decision-making,
- clarified membership of the Group and relationship with the Regional Transport Committee,
- clear authority lines and roles of Elected Members.

It had been hoped that the decision earlier in the year by the Regional Transport Committee to establish a Western Bay of Plenty Road Safety Operations Group might have resulted in a ToR template that could be consistent across the region.

However, this is not the case and these ToR have been developed on the basis of good general practice, current activity and suggested process improvement to provide clear direction and boundaries and to avoid ambiguity.

The Operations Group (which includes representatives from the four Eastern Bay of Plenty Councils and from three partner organisations) reviewed the ToR for a second time on 7 September 2020. They agreed to these ToR being presented to the four Councils for adoption and appointment of a councillor representative.

4 Considerations

Accepting the ToR for the Group is not contrary to any of Council's Policies and Plans.

There are no Legal Considerations with accepting the ToR for the Group.

Obtaining the Community's views on accepting the ToR for the Group is not considered necessary.

There is no additional budget involved in a strengthened Operations Group. These parameters for Road Safety already exist and are confirmed within the Annual and Long Term Plans of each Council.

5 Risks

The risks of not establishing ToR for this Group includes ambiguity of expectations which has the potential to create confusion, dilute, delay or repeat activity and decisions. A further risk is that the Group would not realise the benefits of an improved, effective, collaborative road safety programme. Support from Waka Kotahi may also be at risk nor would the Eastern Bay benefit from formal links with the Regional Transport Committee.

In accordance with the jointly agreed resolutions by Councils, until the ToR are agreed, the EBRSC cannot be fully disestablished. Therefore, if agreement on the Group's ToR cannot be reached by all four Council leadership teams, an alternative solution will need to be determined or the EBRSC may need to be re-established.

6 Appointment of an Elected Member

The ToR require an Elected Member from each Council to be a member of the group.

With the subsequent disbanding of the governance committee for the road safety activity, it may be important that the councillor representatives on the operations group have a connection to the Regional Transport committee and that consideration be given to the role and expectations of the councillor representative from a governance perspective e.g. that the member provides a report back to the Regulatory and Services Committee.

This group is not a statutory committee but rather an operational group. The ToR states that elected members are eligible for appointment to the Chair or Deputy Chair positions and goes on to provide an outline of the duties of the Chair (see point 6 in the Draft TOR).

The Chairperson and Deputy Chairperson are decided by the group and are not remunerated positions.

7 RECOMMENDATIONS

1. That the report "Eastern Bay Road Safety Operations Terms of Reference" be received.
2. That Council approve the Terms of Reference for the Eastern Bay of Plenty Operational Road Safety Group.
3. That Council appoint an Elected Member to be a member of the group as per the Terms of Reference.



Hanno van der Merwe, MSc (Eng), PhD
Manager, Operations & Services

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TERMS OF REFERENCE FOR THE EASTERN BAY OF PLENTY ROAD SAFETY OPERATIONS GROUP

1. PURPOSE

- To provide oversight, strategic leadership and pragmatic solutions to ensure that Eastern Bay of Plenty roads are increasingly free of death and serious injury.
- To give effect to the national 'Road to Zero 2020-2030' strategy.

The Eastern Bay of Plenty Operational Road Safety Group ('the Group') is a collaborative and inter-organisational forum and response to contribute to and plan the co-ordinated delivery of road safety in the area.

2. SCOPE

- All local roads and State Highways in the Eastern Bay of Plenty region.
- All road safety matters including education and promotion, and those that influence and impact enforcement, engineering and improvement.
- Co-ordination with broader regional and national strategies.
- Budget parameters are identified and agreed through the Annual and Long Term Plans for each Council.

3. GROUP TYPE

The Group is a high level staff-led operational group with elected member representation. It is not a governance committee and therefore its structure is not subject to legislation protocol.

4. MEMBERSHIP

The Group shall comprise of at least the following member organisations:

- ACC
- NZ Police
- Waka Kotahi (NZ Transport Agency)
- Whakatāne District Council (staff)
- Ōpōtiki District Council (staff)
- Kawerau District Council (staff)
- Bay of Plenty Regional Council (staff)

Elected-member representation:

- One elected member from each of Bay of Plenty Regional Council, Kawerau District Council, Ōpōtiki District Council, Whakatāne District Council.
- Eastern Bay of Plenty Road Safety Co-ordinator
- The group can also include the Eastern Bay of Plenty Road Safety Co-ordinator.

Membership application:

- Requests for additional membership shall be in writing and will be considered at the next scheduled Group meeting.
- Members shall be organisational only.
- Criteria for membership includes:

General:

- A vested interest (financial or logistic support) in road safety in the Eastern Bay of Plenty;
- Commitment to attend and contribute to regular meetings and activities;
- Commitment to advocate for, support and action community engagement and education of road safety throughout the Eastern Bay of Plenty;
- Additional members may be co-opted for specific tasks or assignments and for finite periods of time, although shall have no voting rights.
- To perform their role effectively, each Committee member must develop and maintain his or her skills and knowledge, including an understanding of the group's responsibilities.
- While it is recognised that each member brings a particular perspective, members are expected to contribute to discussion and act in the best interests of road safety and all people of the Eastern Bay of Plenty.

5. TERMS OF APPOINTMENT

- Each member organisation shall be appointed for a three-year term which shall be reviewed at the beginning of each new triennium (the triennium is to align with LTP/RLTP/NLTP timeframes).
- Each member organisation shall appoint up to 2 representatives to the group, confirmed annually at the beginning of each calendar year. These representatives shall be appointed on the basis of interest, position and skills.
- One elected member will be appointed as the representative to the group by the Mayor or Chief Executive of each of the four Councils, at the beginning of each triennium.

6. CHAIRPERSON AND DEPUTY CHAIRPERSON

- The Chair and Deputy Chair shall be appointed annually at the first meeting of the calendar year.
- The Chair and the Deputy Chair must be from different member Councils.
- The Deputy Chair acts for the Chair if the latter is unable to fulfil their position.
- Elected members are eligible for appointment to Chair or Deputy Chair positions.
- The Chair shall provide leadership, be responsible for chairing meetings and follow up of actions, set agendas, act as key contact for all Councils and the Regional Transport Committee, ensure that the Group acts within its responsibilities, and that required information is disseminated to all appropriate parties.

7. ROLE OF ELECTED MEMBERS

- Elected members provide a link to each represented governance body and to the community.
- The elected member shall provide updates to their governing bodies and through each Council's agreed channels, and ensure the Mayors are kept informed on key issues of local road safety prior to attendance at Regional Transport Committee meetings.
- No alternate elected member representation is required.

8. MEETING FREQUENCY

- Bi-monthly.
- Additional meetings may be convened as necessary.

9. QUORUM

- Four member organisations – in person or on video call.
- Two of these must be Council organisations.
- Elected members are not included in the required quorum to enable a meeting to be held.

10. MEETING ARRANGEMENTS

- Meetings will be held at times and locations set out in an annual schedule agreed by the Group before the beginning of each calendar year.
- Meeting locations will be shared around the Eastern Bay cluster (Kawerau, Ōpōtiki, Whakatāne).
- Video meetings may be held by agreement if best suited for particular discussion and decision.
- In-person attendance at meetings is the expectation, however, if necessary and agreed with the Chair in advance members may attend by video call.
- Additional workshops or seminars may be held as necessary to assist in fulfilling an action.
- Sub-groups/task forces/steering groups may be established as required for a particular purpose and for a defined period of time to assist in fulfilling a task. Such groups should have clear Terms of Reference established.

11. MEETING PROCEDURE

- External speakers and presenters, including community members and stakeholders, with a specific interest or concern on road safety, may be invited to share at a meeting and contribute to particular discussion points.
- Additional organisational staff may be required or invited to attend and participate in Group meetings as necessary.
- Decisions are by agreement of 75% of those individuals present in person or on video call.

12. ADMINISTRATION

- Whakatāne District Council will take responsibility for administration aspects of the Group in conjunction with the Chair. This includes but is not limited to agenda preparation, minutes, meeting logistics and group communication.
- The intention is that agendas and reports will be distributed a week prior to the agreed meeting date.
- Whakatāne District Council has the responsibility to appoint the Road Safety Co-ordinator for the Eastern Bay of Plenty cluster after consultation with other funding Councils.

13. RELATIONSHIPS

- Collaborative relationships should be developed with any organisation or community group that has a vested interest in road safety in the Eastern Bay of Plenty. This may include but is not limited to District Community Boards, Iwi, schools, the District Health Board, AA, and the Regional Transport Association.
- The Group may hold events, information sessions or any other activity necessary in order to engage and consult with the community and form recommendations for decisions.

14. RESPONSIBILITIES AND FUNCTIONS

- Encourage full participation of each Group member.
- Contribute to the development of the triennial Road Safety Action Plan for submission to Waka Kotahi.
- Support the implementation of the Road Safety Action Plan.
- Agree any potential funding applications to appropriate organisations that will support road safety priorities in the Eastern Bay.
- Engage communities, including District Community Boards, across the Eastern Bay of Plenty on specific priorities, key trends and emerging issues of road safety.
- Encourage, contribute to and support local, regional and national road safety programmes and initiatives.
- Provide leadership in the development and review of road safety plans, strategies and policies for recommendation to each Council of the Eastern Bay.
- Consider matters referred to the Group by the Chief Executives or the senior management of the Councils, the partner organisations or the Regional Transport Committee.
- Remain responsive to the possibilities and opportunities for collaboration to support road safety initiatives and priorities.
- Raise the profile of road safety initiatives within member organisations and the wider community.
- Support community-led road safety initiatives if they can be demonstrated to contribute to Eastern Bay road safety objectives.
- Report strategic activity to the Regional Transport Committee and ensure each partner Council and organisation are aware of key matters.

15. ACCOUNTABILITY AND REPORTING

- Each member organisation shall determine the department within its own organisational structure, through which this Group reports.
- The Group will ordinarily provide a quarterly written report to the Regional Transport Committee, focused on strategic matters and in line with the latter's delegation to 'monitor and provide advocacy on regional road safety matters'. A report is not required to be furnished if there are no strategic matters to be raised.
- The Group may present in-person to the Regional Transport Committee as appropriate to an issue and/or if requested.
- The Group should update and report on progress of activity at least quarterly to each Council (full-Council or applicable Council Committee) through appropriate senior manager reports and as applicable to other member organisations.

16. AUTHORITY

The Group has been agreed to under the authority and mandate from the Kawerau, Ōpōtiki and Whakatāne District Councils and the Bay of Plenty Regional Council.

17. REVIEW

These Terms of Reference will be fully reviewed by the Operations Group and confirmed by the Executive leadership of each Council at the commencement of every triennium.

Minor alterations to the Terms of Reference or changes that are immediately required to further critical plans, may be amended at any time with the written agreement of the Operations Group.

Meeting: Council
Meeting Date: 25 May 2021
Subject: Monika Lanham Reserve – License to Occupy
File No.: 408005

1 Background

The property owners at 125A Onslow Street have requested that Council formalise a verbal agreement to occupy the reserve at the rear of their property, which has been used for grazing horses for approximately the last 20 years. The plan below shows where the fence line is currently and the true boundary line for the property.



The area of land being grazed is approximately 2,000 m² and the grazing of this land is beneficial to Council as it is not necessary to mow this area. Also, the access to the area is problematic.

Council does lease small areas of reserves to adjoining owners and also the stock pound for grazing (\$2,160.00 annually). However, the stock pound is a considerably larger area of land (5 hectares) and anyone could theoretically lease the stock pound land, whereas only 1 or 2 people could use the land behind 125A Onslow Street for grazing.

The issue of a license to occupy for this land would not have a negative impact on the community

2 Options Considered

Council has the following options to consider:

a) Decline the request

The property owner will need to move the fence that is used to keep the grazing animals in the area. Also, Council would need to make arrangements to access and mow the reserve area.

b) Agree to the request to formalise the occupation of this area of reserve

This allows the owner to continue grazing the reserve. The benefits are that the owner will continue to maintain a piece of reserve that would otherwise be the responsibility of Council. There are no disadvantages for the community.

3 Policy and Plan Considerations

Agreeing to either of the options is not contrary to any of Council's plans and policies.

4 Legal Considerations

There are no legal considerations about agreeing to the proposal to formalise the agreement to lease the land.

5 Significance and Engagement

The establishment of a license to occupy for the land will have no impact on the community, therefore consultation with the community on this issue is not required.

6 Financial Considerations

The land owner would be expected to pay for any legal cost in preparing the license to occupy. The staff time associated with instructing lawyers, checking final document and getting it signed are expected to be minimal.

7 RECOMMENDATIONS

1. That the report "Monika Lanham Reserve – License to Occupy" be received.
2. That the request to grant a license to occupy part of the Monika Lanham reserve for a cost of \$1.00 annually, be approved.
3. That the owner of 125A Onslow Street pay for any legal costs associated with preparing the license to occupy agreements.
4. That the term of the license to occupy be 20 years.
5. That it be made clear to the owner that if at any time during the 20 years Council requires the use of the land for any reasonable purpose, Council will require the fence to be relocated back to the true boundary within one month and that there will be no compensation for the cost of relocating the fence or the inconvenience of not having the land for the full term of the license.



Peter Christophers BBS, ACA

Manager, Finance & Corporate Services

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**The Ordinary Meeting of the Kawerau District Council
will be held on Tuesday, 25 May 2021
in the Council Chamber commencing at 9.00am**

AGENDA

Apologies

Leave of Absence

Opening Prayer

Public Forum

A period of 30 minutes is set aside for public forum at the commencement of this meeting. Each speaker during the public forum section of the meeting may speak for 3 minutes.

Declarations of Conflict of Interest

Any member having a “conflict of interest” with an item on the Agenda should declare it, and when that item is being considered abstain from any discussion or voting. The member may wish to remove themselves from the meeting while the item is being considered.

1 CONFIRMATION OF COUNCIL MINUTES

1.1 Ordinary Council – 27 April 2021

Pgs. 1 - 4

Recommendation

That the Minutes of the Ordinary Council meeting held on 27 April 2021 be confirmed as a true and accurate record.

2 RECEIPT OF COMMITTEE MINUTES

2.1 Regulatory and Services Committee – 11 May 2021

Pgs. 5 - 7

Recommendation

That the Minutes of the Regulatory and Services Committee meeting held on 11 May 2021 be confirmed as a true and accurate record.

2.2 Extraordinary Council Meeting – 11 May 2021

Recommendation

Pgs. 9 - 10

That the minutes of the Extraordinary Council Meeting held on 11 May 2021 be confirmed as a true and accurate record.

3 Action Schedule (101120)

Pgs. 11 - 13

Recommendation

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

4 His Worship the Mayor's Report (101400)

Pg. 15

Recommendation

That His Worship the Mayor's report for the period Wednesday 21 April 2021 to Tuesday 18 May 2021 be received.

5 Annual Plan Performance for the Nine Months Ended 31 March 2021 (Manager, Finance and Corporate Services) (110400)

Pgs. 17 - 49

Attached is a report which summarises Councils performance for the 9 months to 31 March 2021.

Recommendation

That the report "Annual Plan Performance for the nine months ended 31 March 2021" be received.

6 Eastern Bay Road Safety Operations Group: Terms of Reference (Manager, Operations and Services) (401250)

Pgs. 51 - 59

Attached is a report "Eastern Bay Road Safety Operations Group – Terms of Reference".

Recommendations

1. That the report "Eastern Bay Road Safety Operations Terms of Reference" be received.
2. That Council approve the Terms of Reference for the Eastern Bay of Plenty Operational Road Safety Group.
3. That Council appoint an Elected Member to be a member of the group as per the Terms of Reference.

7 Monika Lanham Reserve – License to Occupy (Manager, Finance and Corporate Services) (408005)

Pgs. 61 - 63

Attached is a report requesting Council approve a licence to occupy part of Monika Lanham Reserve.

Recommendations

1. That the report "Monika Lanham Reserve – License to Occupy" be received.

2. That the request to grant a license to occupy part of the Monika Lanham reserve for a cost of \$1.00 annually, be approved.
3. That the owner of 125A Onslow Street pay for any legal costs associated with preparing the license to occupy agreements.
4. That the term of the license to occupy be 20 years.
5. That it be made clear to the owner that if at any time during the 20 years Council requires the use of the land for any reasonable purpose, Council will require the fence to be relocated back to the true boundary within one month and that there will be no compensation for the cost of relocating the fence or the inconvenience of not having the land for the full term of the license.

7 **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) – 27 April 2021**
2. **Zone 1 Reticulation Replacement Tender – Manager, Operations and Services) (404000)**

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:

<i>General Subject of the matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
1. <i>Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 27 April 2021.</i> 2. <i>Zone 1 Reticulation Replacement Tender.</i>	<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.</i> <i>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

