



**The Ordinary Meeting of the  
Kawerau District Council will be held  
on Tuesday, 27 July 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 29 June 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 A Rangihika  
Councillor W Godfery  
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**

No apologies were received.

**Leave of Absence**

No leave of absence were received.

**Opening Prayer**

Pastor Jenny Reynolds opened the meeting with a prayer.

**Public Forum**

**Tracy-Ann Hill**

Has concerns that there was no public consultation in regards to the recent land lease agreement for 125 Onslow Street. Would like to see a public consultation plan in place for all future land leases agreements.

**Declarations of Conflict of Interest**

No declarations of conflict of interest were received.

## **1 CONFIRMATION OF COUNCIL MINUTES**

### **1.1 Ordinary Council – 25 May 2021**

**Resolved**

**Deputy Mayor Tunui / Councillor Sparks**

*That the Minutes of the Ordinary Council meeting held on 25 May 2021 is confirmed as a true and accurate record.*

### **1.2 Extraordinary Council Meeting – 22 June 2021**

**Resolved**

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

*That the Minutes of the Extraordinary Council meeting held on 22 June 2021 is confirmed as a true and accurate record.*

## **2 CONFIRMATION OF COMMITTEE MINUTES**

### **2.1 Regulatory and Services Committee – 15 June 2021**

**Resolved**

**Councillors Ion / Julian**

*That the Minutes of the Regulatory and Services Committee meeting held on 15 June 2021 is confirmed as a true and accurate record.*

### **2.2 Audit and Risk Committee – 1 June 2021**

**Resolved**

**Councillors Sparks / Rangihika**

*That the Minutes of the Audit and Risk Committee meeting held on 1 June 2021 is confirmed as a true and accurate record.*

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

**Resolved**

**Councillors Kingi / Ion**

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

### **Action Item:**

Ask Gull Services Station on Liverpool Street why discontinued with LPG gas services.

## **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, 19 May 2021 to Tuesday, 22 June 2021 is received.*

**5 Adoption of Fee for Undertakers' Premises 2021 / 22 (Manager, Finance and Corporate Services) (110400)**

Council discussed the report "Adoption of Fee for Undertakers' Premises 2021 / 22".

**Resolved**

**Councillors Julian / Kingi**

*Council has deferred this item until a comparison of fees is provided.*

**6 Kawerau District Office Building Flashing, Spouting and Roof Alterations (Engineering Manager) (407000)**

Council discussed the report "Kawerau District Office Building Flashing, Spouting and Roof Alterations".

**Resolved**

**Councillor Julian / Deputy Mayor Tunui**

- 1. That the report "Kawerau District Office Flashing, Spouting and Roof Alterations" be received.*
- 2. That the necessary funding be approved to perform the repairs / undertake the Alterations.*

**7 Netball / Tennis Pavilion Consent Drawings (Engineering Manager) (407000)**

Council discussed the report "Netball / Tennis Pavilion Consent Drawings".

**Resolved**

**Councillors Julian / Kingi**

- 1. That the report "Netball / Tennis Pavilion Consent Drawings" is received.*
- 2. That the Council allow the drawings to be submitted for consent under the condition that all comments have been considered.*

**8 Consideration of Submissions to the Long Term Plan 2021 – 2031 Consultation Document (Communications Manager) (110553)**

Council discussed the report "Consideration of Submissions to the Long Term Plan 2021 – 2031 Consultation Document".

**ACTION ITEM:**

*Improvements are made to the public toilets including:*

*Mirrors, disposal bins, hooks, seating and disability access.*

**Resolved**

**Councillors Julian / Savage**

- 1. That the report "Consideration of Submissions to the Long Term Plan 2021 – 2031 Consultation Document" is received.*

2. That Council resolves to consider the submissions to the Long Term Plan 2021 – 2031 Consultation Document.
3. Council confirmed the preferred options for the three consultation matters contained In the Long Term Plan 2021 – 2031 Consultation Document; and
4. For the three consultation proposals Council resolves to respond to submitters to that effect; and
5. Council considered all other submission points raised by submitters to the Long Term Plan 2021 – 2031 Consultation Document and requested that reviews are undertaken but did not make any changes to the 2021 – 2031 Long Term Plan.

**Councillor Ion left the meeting at 10.15am**

## **9 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) 25 May 2021.*
2. *Maurie Kjar Swimming Pool Complex Office Building.*

*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. <i>Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 25 May 2021.</i> 2. <i>Maurie Kjar Swimming Pool Complex Office Building.</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.*

Following the resumption of open meeting.

**Meeting closed 10.46am**

M J Campbell

**Mayor**

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**Minutes of the Extraordinary Meeting of the Kawerau District Council  
held on Tuesday, 13 July 2021  
in the Council Chamber commencing at 9.00am**

**Present:** His Worship the Mayor M J Campbell (Chair)  
Deputy Mayor F K N Tunui  
Councillor C J Ion  
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, Operations and Services (H van der Merwe)  
Economic and Community Development Manager (G Sutton)  
Events and Venues Manager (L Barton)  
Communications Manager (T Humberstone)  
Administration Officer (T Barnett)

**Apologies**

No apologies were received

**Declarations of Conflict of Interest**

No conflict of interest were declared.

**1 2021 Representation Arrangements Review (Electoral Officer – Dale Ofsoske)  
(101200)**

Council discussed the report 2021 Representation Arrangements Review from our Electoral Officer – Dale Ofsoske.

**Resolved**

**Deputy Mayor Tunui / Councillor Kingi**

1. *The Kawerau District Council resolves as it initial proposal for the 2021 representation arrangements review that:*

- (i) Councillors be elected by electors of the District as a whole (comprising the area in SO Plan 57977) and that the District not be divided into wards (being status quo);*
- (ii) the number of Councillors to be elected be 8 (eight), plus the Mayor (being status quo);*
- (iii) there be no communities or community boards (being status quo)*

*Noting that the above arrangements still:*

- *Best reflect the Districts shared community interest;*
  - *Provide greater diversity of views around the Council table;*
  - *Provide effective representation (including taking into consideration Councillor workload, access to community organisations and constituents).*
2. *That the formal legislative consultative process and timetable contained in this report be adopted.*
  3. *That the hearing of any representation arrangements review submissions that may be received be heard by Council in early August 2021.*

**Meeting closed 10.28am**

M J Campbell

**Mayor**

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**Minutes of the Regulatory & Services Committee  
held on Tuesday, 13 July 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 R G K Savage  
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**

No apologies were received

**Public Forum**

**Ray Barton**

Queried if Council were aware that the LPG filling station at the Gull was no longer operational, and asked if Council could help to rectify this, as it was an important facility to residents.

Asked why palliative care nurses were not being vaccinated against Covid-19.

Has concerns that parts of Valley Road grassed areas were being torn up by drivers in utes, And asked that camera's be put there.

**ACTION ITEM:**

Confirmation is required that the owner of Ballantrae Dairy has approached Council previously in regards to better cameras being installed in the area.

**Kath Cook**

Opposed to healthy tree's being cut down in Firmin Reserve.

## **Margaret Paul**

Also concerned about the trees being cut down in Firmin Reserve.

## **Harry and Gaye Sutcliffe**

Wants the trees to be cut down in Firmin reserve as they pose a health and safety concern as their property is one that backs onto Firmin Reserve.

## **Tracey Hill**

Would like to see the smoking in public places bylaw enforced where patrons smoke outside Caymans Bar in Jellicoe Court.

Would like to see an area designated where young drivers can do burns outs to help stop them from doing it in residential areas.

## **Declarations of Conflict of Interest**

No conflict of interest were declared.

## **Acknowledgement**

The chair acknowledged the passing of long serving staff, Wayne Brooking, and also the retirement of Romana Woods after 30 years of service.

## **PART A – REGULATORY**

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

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

**Resolved**

**His Worship the Mayor / Councillor Savage**

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

**Resolved**

**Deputy Mayor Tunui / Councillor Julian**

*That the report from the Manager, Finance and Corporate Services for the month of June 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 June 2021, which included the issue of the fence at the cemetery and that it may need to be re-erected if members of the public drive onto the cemetery.

**ACTION ITEM:**

Cleaning outside the Recycling Centre and around the dump area to be conducted immediately.

**Resolved**

**Councillors Kingi / Rangihika**

*That the report from the Manager, Operations and Services for the month of June 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 June 2021.

**Resolved**

**Councillors Kingi / Julian**

*That the report from the Economic and Community Development Manager for the month of June 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 June 2021.

**Resolved**

**Deputy Mayor Tunui / Councillor Godfery**

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

**6 Proposal by Te Aka Toitu Trust for Funding to Complete the Connected Kawerau Project (Economic and Community Development Manager) (309005)**

The Committee discussed a report from the Economic and Community Development Manager covering funding to complete the Connected Kawerau Project.

**Resolved**

**Councillor Kingi / His Worship the Mayor**

*Council has deferred this item until further analysis has been undertaken.*

**The meeting closed at 10.18am**

C J Ion

**Chairperson**



## Action Schedule

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 16.07.19	<b>Earthquake Prone Buildings</b> The Committee expressed a desire to understand what was required for Rautahi Marae and then to discuss the issues with Trustees.	CEO	In Progress	A CDEM workshop was held following the June R&S Meeting. Discussion to be held with Trustees of Rautahi Marae.	August 2021
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.	MFCS	In Progress	There are still a couple of tasks remaining. Following their completion, a further review will be undertaken.	August 2021
Council 26.05.20	<b>Results of 2020 NRB Survey</b> Elected Members agreed to review the way in which Council engages community satisfaction.	MFCS	Pending	Staff will review how to measure community satisfaction for 2022-2023 and report to Council.	August 2021
R&S 16.03.21	<b>Monthly Report, Operations &amp; Services</b> The Manager, Operations and Services was asked to address the water damage on the ceiling above the steps at the 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 has been repaired and is now ready for painting. The stairs have been relined with non-slip covers.	July 2021 Completed
Council 21.05.21	<b>Ordinary Council</b> Elected Members would like the Office of Treaty Settlement houses to be raised again.	CEO	In progress	The tree work along Porritt Drive was completed in April.	Completed July 2021

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 21.05.21	<b>Action Schedule</b> His Worship the Mayor requested incontinence disposal units be installed in male toilets. <u>Consideration of Submissions to the LTP 2021 – 2031 Consultation Document – 29.06.21</u> Elected Members requested that improvements be made to public toilets; including Mirrors, disposal bins, hooks, seating, disability access.	MOS	In progress	Incontinence disposal units will be purchased and servicing of units will be in-house.	August 2021
R&S 15.06.21	<b>Monthly Report - Operations and Services</b> 1. Contractors fencing needs to be removed from where work has been completed. An update is required in a fortnights time as to why independent contractors fencing is still up. 2. Markings to be completed on Speedhump in front of 135 River Road urgently. 3. An update to be presented to Council on the recycling shed, which must include a list of delayed works and an explanation as to why work has been delayed.	MOS	Complete  Complete  In progress	Fencing removed. The reason the fencing was still up was to fence off the retention wall at the BMX track that had given way.  Markings completed.  An update was given to Elected Members; that staff are waiting for materials to arrive.	August 2021
R&S 13.07.21	<b>Monthly Report – Operations and Services</b> Discussions to be had whether the fence at the Cemetery is re-erected or kept down.  Basic cleaning outside the Recycling Centre and around the dump to be conducted immediately.	MOS	In progress  In progress	Council agreed to undertake a trial period with the fence kept down.  Staff are evaluating the source of the refuse and a long-term solution.	

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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  
ECDM: Economic & Community Development Manager      MRP: Manager, Regulatory & Planning



**Completed Items**

<b>Meeting Date</b>	<b>Action</b>	<b>Comments</b>
R&S 16.06.20	<b>Monthly Report – Operations &amp; Services</b> Elected Members requested a report on the downstairs ladies toilets.	A report was provided to the June Council meeting.
Council 30.03.21	<b>Public Forum</b> Graham Bourke 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 met with Mr Bourke who was happy with the improvements made.
R&S 15.06.21	<b>Monthly Report – Economic and Community Development</b> A report to be presented in next Committee meeting containing the statistics of passengers using the new Bay Hopper service. Communications Manager to confirm advertising and public information regards to where the bus stops are.	Statistics were included in the July monthly report. Bay Hopper service has been included in the Community Newsletter and on Council's website.
R&S 15.06.21	<b>Monthly Report - Finance and Corporate Services</b> Communications Manager to promote the Bay Hopper 135 bus service's new route, timetable and Bee card.	Timetable and promotion has been included in the Community Newsletter and on Council's website. This will be ongoing.



**Meeting** Council  
**Meeting Date:** 27 July 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, 23 June to Tuesday, 20 July 2021.

### June

- Swearing In of remaining Youth Councillors
- Mountain View opening of new Meeting room
- LGNZ Three Waters Reform Update, via Zoom
- Monthly Council Meeting
- Monthly Catch-up with Te Haukakawa (Boycie) Te Rire
- LGNZ Three Waters Reform Webinar
- Matariki Celebration, Tohia o te Rangi Marae

### July

- Meeting with Jo Smaill and Kataraina Macown of Audit New Zealand
- LGNZ Three Waters Reform Q&A Webinar
- Meeting with Ken Lu of Kawerau Hotel
- Regional Economic Discussion with Brad Olsen of Infometrics, hosted by ISK
- Monthly Regulatory & Services Committee Meeting
- Meeting with Henare Clarke of Higgins
- Norske Skog Tasman Public Celebration Day
- Council Workshop

## 2 **RECOMMENDATION**

That His Worship the Mayor's report for the period Wednesday, 23 June to Tuesday, 20 July 2021 be received.



Malcolm Campbell, JP  
**Mayor**



**Meeting:** Council

**Meeting Date:** 27 July 2021

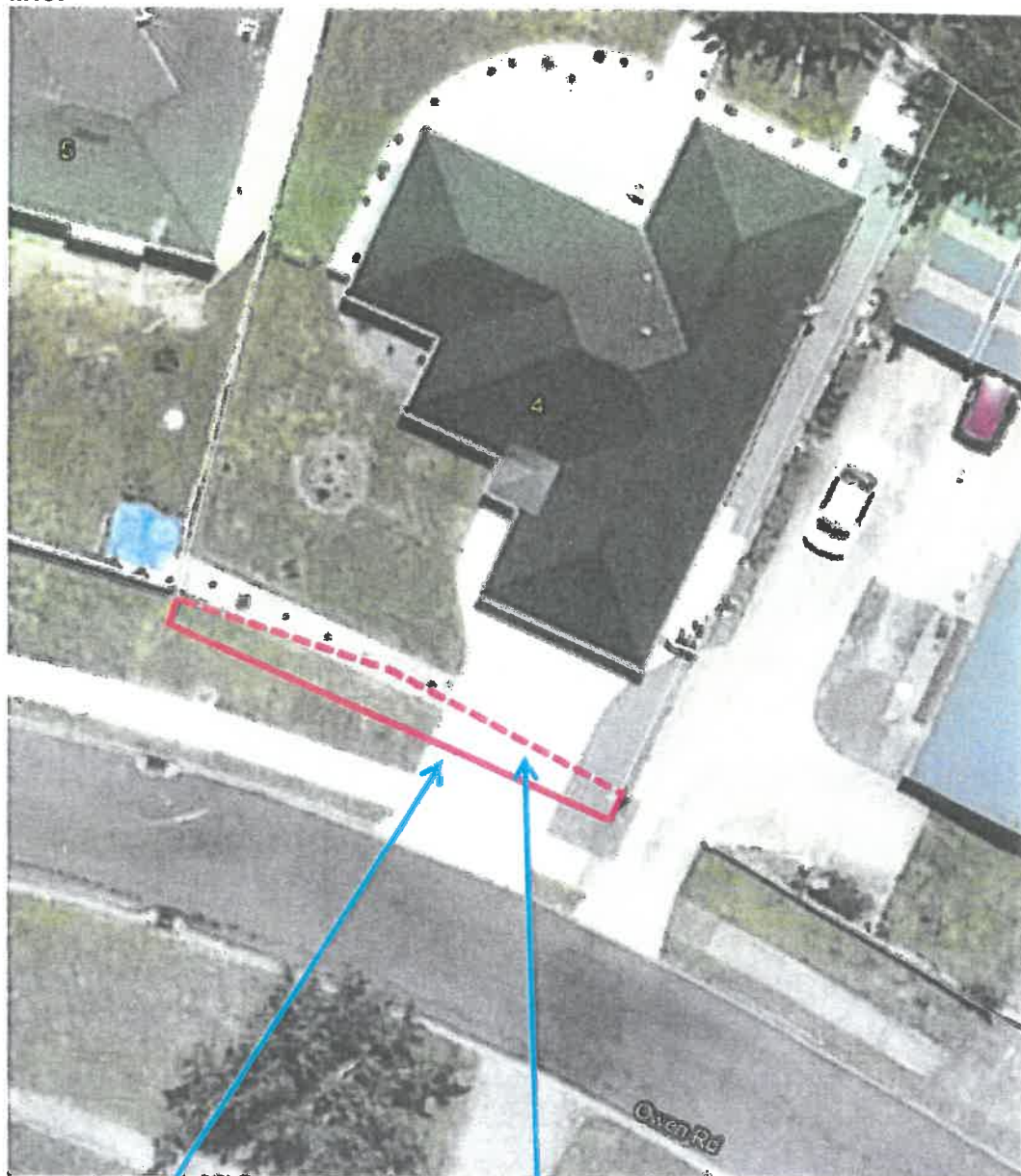
**Subject:** Road Reserve Encroachment 4 Owen Road

**File No.:** 401000

**1 Background**

The property owner at 4 Owen Road has requested permission to erect the front fence of the property on the road reserve rather than the property boundary line between the reserve and the property.

The plan below shows where the fence line would be erected and the true boundary line.



Proposed Fence Line

Boundary

A similar encroachment for 6 Owen Road was approved by Council in 2015. The requested area is clear from underground services.

The amount of reserve that will be included in the property and effectively treated as being part of the property into the future is not significant. However, the true property boundary line is in a different location than it would normally be expected to be, therefore to users of the road the fence line will look like it is in the correct position.

The fence being proposed is 1.6 metres high. To allow access to the road reserve the occupation of the land will be treated as a lease with a finite term.

The encroachment will not have a negative impact on the balance of the community. There will be an unmeasurable cost saving to Council by reducing the quantity of berm mowing required by a miniscule amount.

### **Options**

Council has the following options to consider.

a) Decline the request

The property owner will erect the fence on the true boundary line. Council will continue to mow the berm. The fence will look like it is erected in the wrong place as it will not follow the curve of the road.

b) Agree to the encroachment

This allows the owner to erect the fence in a logical position. The benefits are a minimal reduction in mowing area for Council and the owner gets to use the land for a good purpose. There are no non-benefits to the community in appearance or physical as the land would not be used by the community.

## **2 Policy and Plan Considerations**

Agreeing to either of the options is not contrary to any of Council's Plans and Policies.

## **3 Legal Considerations**

There are no Legal Considerations about agreeing to the proposed location of the front fence or not agreeing to its relocation.

## **4 Significance and Engagement**

The relocation of the fence will have no impact on the community, therefore consultation with the community on this issue is not required.

## 5 Financial Considerations

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

## 6 Summary

The location of the fence on road reserve at 4 Owen Road rather than the true boundary line will not look wrong, allows the owner to better use their property and has no negative impact on the balance of the community.

## 7 RECOMMENDATIONS

1. That the report "Road Reserve Encroachment 4 Owen Road" be received.
2. That the request to build the front fence of 4 Owen Road on the road reserve rather than the property boundary line be approved.
3. That the owner of 4 Owen Road pay for any legal costs associated with preparing licence to occupy agreements.
4. That the term of the licence 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 licence.



Hanno van der Merwe, MSc (Eng), PhD

**Group Manager, Operations & Services**

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**Meeting:** Council

**Meeting Date:** 27 July 2021

**Subject:** Elected Members' Remuneration – 2021/22

**File No.:** 101310

**1 Purpose**

The purpose of this report is to inform members of the remuneration decisions by the Remuneration Authority for the period 1 July 2021 to 30 June 2022 (including the salaries for the positions of additional responsibility). There had been no increase in elected members' remuneration for the 2020/21 year.

**2 Background**

The features of the remuneration determinations as determined by the Remuneration Authority are:

- The Remuneration Authority sets the base salaries for elected members.
- These base salaries including the Mayor's salary have been determined by a "size index" which is based on the size and complexity for each council.
- The Remuneration Authority determines a remuneration "pool" for the deputy mayor and councillors. Councils recommend at the commencement of each triennium how the pool will be allocated between the positions of additional responsibility (including the deputy mayor) and councillors.
- Meeting fees are not an option for remunerating members.
- The salary increases will commence from 1 July 2021

The Remuneration Authority determined the following remuneration (annual) for elected members for 2019/20 and 2020/21:

<b><u>Office</u></b>	<b><u>Salary</u></b>
Mayor	\$92,500 (before deduction for vehicle)
Deputy Mayor	\$35,660
Committee Chair	\$31,840
Councillor	\$25,472

### **3 Remuneration for KDC Mayor and Councillors – 2021/22**

The Remuneration Authority has determined the following salaries for the Mayor and councillors:

<b><u>Office (annualised)</u></b>	<b><u>Salary</u></b>
Mayor	\$93,500 (before deduction for vehicle)
Councillor	\$25,854
Deputy Mayor	\$36,195
Committee Chair	\$32,318

The Remuneration Authority has also listed a minimum amount that elected members must be paid. However, as the members without additional responsibilities receive more than this amount, it is not applicable.

Overall, elected members (excluding the Mayor) will receive a 1.5% increase in their remuneration with the Mayor receiving just over 1%.

### **4 Elected Members' Allowances**

The Remuneration Authority also determines allowances for 2021/22 for elected members, which are:

- Vehicle mileage allowance is \$0.79 per kilometre (\$0.79 for electric vehicles) for eligible travel and there is no minimum distance before mileage may be claimed.
- Travel time allowance of \$37.50 per hour (after the first hour) is payable for time spent travelling on council business (as long as it is the quickest and most direct route). The mayor is not eligible for this payment.
- Hearing fees are payable when: conducting a hearing, formally deliberating, participating in a site inspection and preparing for a hearing (NB KDC appoints commissioners for hearings).
- A communications allowance (if Council decides not to provide the required communication devices) and reimburses elected members the following:
  - \$400 pa for PC, Laptop or tablet
  - \$50 pa for printer
  - \$700 pa for mobile phone and service
  - \$800 pa for internet service

(To be eligible for these allowances, elected members must have these devices/services and they are available for council business)

**5 Reimbursement of Expenses**

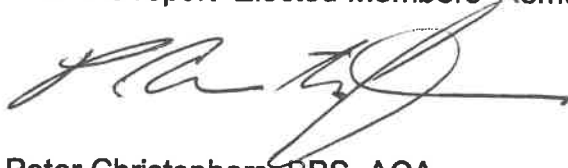
Council will also reimburse elected members all reasonable expenses incurred when on council business as long as a receipt is provided.

**6 Appendix**

Remuneration Authority Determination 2021/22.

**7 RECOMMENDATION**

That the report 'Elected Members' Remuneration – 2021/22" be received.



Peter Christophers, BBS, ACA  
**Manager, Finance & Corporate Services**

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## **Local Government Members (2021/22) Determination 2021**

The Remuneration Authority makes this determination (including the appended explanatory memorandum) under the Remuneration Authority Act 1977 and clauses 6 and 7A of Schedule 7 of the Local Government Act 2002, after having regard to the matters specified in clause 7 of that schedule.

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## Determination

### 1 Title

This determination is the Local Government Members (2021/22) Determination 2021.

### 2 Commencement

This determination comes into force on 1 July 2021.

### 3 Expiry

This determination expires at the close of 30 June 2022.

## *Interpretation*

### 4 Interpretation

In this determination, unless the context otherwise requires,—

**ATA panel** means a panel appointed by an accord territorial authority under section 89 of the Housing Accords and Special Housing Areas Act 2013

**board** means—

- (a) a community board of a territorial authority other than the Auckland Council; or
- (b) a local board of the Auckland Council

**determination term** means the period from the coming into force of this determination to its expiry

**hearing** has the meaning given to it by clause 5

**hearing time** has the meaning given to it by clause 6

**local authority** means a regional council or a territorial authority

**member** means, in relation to a local authority or a board, a person who is declared to be elected to that local authority or board under the Local Electoral Act 2001 or who, as the result of further election or appointment under that Act or the Local Government Act 2002, is an office holder in relation to the local authority or board (for example, a chairperson)

**on local authority business** includes on the business of any board of the local authority

**regional council** means a regional council named in Part 1 of Schedule 2 of the Local Government Act 2002

**RMA** means the Resource Management Act 1991

**territorial authority** means a territorial authority named in Part 2 of Schedule 2 of the Local Government Act 2002.





**5 Meaning of hearing**

In this determination, **hearing** means—

- (a) a hearing that is held by an ATA panel arising from—
  - (i) a resource consent application under subpart 2 of Part 2 of the Housing Accords and Special Housing Areas Act 2013; or
  - (ii) a request for a plan change or for a variation to a proposed plan under subpart 3 of Part 2 of that Act; or
- (b) a hearing arising from a resource consent application made under section 88 of the RMA; or
- (c) a meeting for determining a resource consent application without a formal hearing; or
- (d) a hearing arising from a notice of requirement (including one initiated by the local authority); or
- (e) a pre-hearing meeting held under section 99 of the RMA in relation to a hearing referred to in paragraph (b) or (d); or
- (f) a hearing as part of the process of the preparation, change, variation, or review of a district or regional plan or regional policy statement; or
- (g) a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or
- (h) a hearing on an objection against a charge fixed by a local authority under section 36 of the RMA.

**6 Meaning of hearing time**

In this determination, **hearing time** means the time spent on any of the following:

- (a) conducting a hearing;
- (b) formal deliberations to decide the outcome of a hearing;
- (c) participating in an official group site inspection related to a hearing;
- (d) determining a resource consent application where a formal hearing does not take place;
- (e) up to a maximum of the aggregate of the time referred to in paragraphs (a) and (b), preparing for a hearing and participating in any inspection of a site for the purposes of a hearing (other than an official group site inspection under paragraph (c));
- (f) writing a decision arising from a hearing or communicating for the purpose of the written decision.



*Entitlement to remuneration, allowances, and hearing fees*

**7 Remuneration, allowances, and hearing fees payable**

*Remuneration*

- (1) A member of a local authority or a board of that local authority is entitled to the applicable remuneration set out in the Schedule (adjusted under clause 9, if applicable).
- (2) If a member of a territorial authority is also elected or appointed to a board, the member is entitled only to the remuneration that is payable to the member as a member of the territorial authority.

*Allowances and hearing fees*

- (3) A member of a local authority or a board is also entitled to—
  - (a) the applicable allowances payable under clauses 11 to 14;
  - (b) the applicable hearing fees payable under clause 15.

**8 Acting mayor or chairperson**

- (1) This clause applies to a member who acts as a mayor or chairperson during a period when, because of a vacancy or temporary absence, the remuneration or allowances that would usually be paid to the mayor or chairperson are not being paid.
- (2) While acting as mayor or chairperson, the member must be paid the remuneration and allowances usually payable to the mayor or chairperson, instead of the member's usual remuneration, allowances, and hearing fees.

**9 Motor vehicles for mayors and regional council chairpersons**

- (1) A local authority may provide to the mayor or regional council chairperson of the local authority—
  - (a) a motor vehicle (which may be provided for restricted private use, partial private use, or full private use); or
  - (b) a vehicle kilometre allowance under clause 11.
- (2) The maximum purchase price that may be paid for a motor vehicle purchased by a local authority for provision to a mayor or regional council chairperson during the determination term is,—
  - (a) in the case of a petrol or diesel vehicle, \$55,000 (including goods and services tax and any on-road costs); and
  - (b) in the case of an electric or a hybrid vehicle, \$65,000 (including goods and services tax and any on-road costs).
- (3) If a motor vehicle is provided to a mayor or regional council chairperson for restricted private use, no deduction may be made from the annual remuneration payable to the mayor or regional council chairperson under the Schedule for the provision of that motor vehicle.



- (4) If a motor vehicle is provided to a mayor or regional council chairperson for partial private use or full private use,—
- (a) the annual remuneration payable to the mayor or regional council chairperson under the Schedule must be adjusted by the local authority in accordance with subclause (5) or (6) (as applicable); and
  - (b) the adjustment must take effect on and from—
    - (i) the date of commencement of this determination (in the case of a motor vehicle provided to the person before that date); or
    - (ii) the date of provision of the motor vehicle to the person (in the case of a motor vehicle provided during the determination term).
- (5) If a motor vehicle is provided to a mayor or regional council chairperson for partial private use, the amount calculated in accordance with the following formula must be deducted from the remuneration payable to that person:

$$v \times 41\% \times 10\%$$

where  $v$  means the actual purchase price of the vehicle, including goods and services tax and any on-road costs.

- (6) If a motor vehicle is provided to a mayor or regional council chairperson for full private use, the amount calculated in accordance with the following formula must be deducted from the remuneration payable to that person:

$$v \times 41\% \times 20\%$$

where  $v$  means the actual purchase price of the vehicle, including goods and services tax and any on-road costs.

- (7) In this clause,—

**full private use means—**

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is available for the mayor's or regional council chairperson's unrestricted private use; and
- (c) the vehicle is used by the mayor or regional council chairperson for both local authority business and private use; and
- (d) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson

**partial private use means—**

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is used by the mayor or regional council chairperson for both local authority business and private purposes; and



- (c) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson; and
  - (d) all travel in the vehicle is recorded in a logbook; and
  - (e) the use of the vehicle for private purposes accounts for no more than 10% of the distance travelled in the vehicle in a year
- restricted private use means—**
- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
  - (b) the vehicle is otherwise generally available for use by other local authority members or staff on local authority business; and
  - (c) the vehicle is used solely for local authority business; and
  - (d) all travel in the vehicle is recorded in a logbook.
- (8) Subclause (2) does not apply to a motor vehicle provided to a mayor or regional council chairperson before 1 July 2018.

#### *Allowances*

#### **10 Definition of member**

For the purposes of payment of allowances under clauses 11 to 14, **member**, in relation to a territorial authority, includes a member of a board of the territorial authority.

#### **11 Vehicle kilometre allowance**

- (1) A local authority may pay to a member a vehicle kilometre allowance to reimburse that member for costs incurred in relation to eligible travel.
- (2) A member's travel is eligible for the allowance if—
  - (a) it occurs on a day when the member is not provided with a motor vehicle by the local authority; and
  - (b) the member is travelling—
    - (i) in a private vehicle; and
    - (ii) on local authority business; and
    - (iii) by the most direct route that is reasonable in the circumstances.
- (3) The allowance payable to a member for eligible travel is,—
  - (a) for a petrol or diesel vehicle,—
    - (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
    - (ii) 27 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:





- (b) for a petrol hybrid vehicle,—
  - (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
  - (ii) 16 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
- (c) for an electric vehicle,—
  - (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
  - (ii) 9 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term.

## 12 Travel time allowance

- (1) A local authority may pay a member (other than a mayor or a regional council chairperson) an allowance for eligible travel time.
- (2) A member's travel time is eligible for the allowance if it is time spent travelling within New Zealand—
  - (a) on local authority business; and
  - (b) by the quickest form of transport that is reasonable in the circumstances; and
  - (c) by the most direct route that is reasonable in the circumstances.
- (3) The travel time allowance is \$37.50 for each hour of eligible travel time after the first hour of eligible travel time travelled in a day.
- (4) However, if a member of a local authority resides outside the local authority area and travels to the local authority area on local authority business, the member is only eligible for a travel time allowance for eligible travel time—
  - (a) after the member crosses the boundary of the local authority area; and
  - (b) after the first hour of eligible travel time within the local authority area.
- (5) The maximum total amount of travel time allowance that a member may be paid for eligible travel in a 24-hour period is 8 hours.
- (6) Despite subclause (1), the Chatham Islands Council may pay the Mayor of the Chatham Islands Council an allowance for eligible travel time.

## 13 ICT allowances

### *Member uses local authority's ICT*

- (1) If a local authority supplies ICT to a member for use on local authority business and allows for its personal use, the local authority may decide what portion, if any, of the local authority's costs reasonably attributable to such personal use must be paid by the member.



*Member uses own equipment and consumables*

- (2) If a local authority determines that particular ICT equipment is required by members to perform their functions and requests that members use their own equipment for those purposes, the local authority may pay an allowance.
- (3) The matters for which an allowance is payable and the amounts that may be paid for the determination term are as follows:
  - (a) for the use of a personal computer, tablet, or laptop, including any related docking station, \$400:
  - (b) for the use of a multi-functional or other printer, \$50:
  - (c) for the use of a mobile telephone, \$200:
  - (d) for the use of ICT consumables, up to \$200.

*Member uses own services*

- (4) If a local authority requests a member to use the member's own Internet service for the purpose of the member's work on local authority business, the member is entitled to an allowance for that use of up to \$800 for the determination term.
- (5) If a local authority requests a member to use the member's own mobile telephone service for the purpose of the member's work on local authority business, the member is entitled, at the member's option, to—
  - (a) an allowance for that use of up to \$500 for the determination term; or
  - (b) reimbursement of actual costs of telephone calls made on local authority business on production of the relevant telephone records and receipts.

*Pro-rating*

- (6) If the member is not a member for the whole of the determination term, subclauses (3) to (5) apply as if each reference to an amount were replaced by a reference to an amount calculated in accordance with the following formula:

$$(a \div b) \times c$$

where—

- a is the number of days that the member held office in the determination term
  - b is the number of days in the determination term
  - c is the relevant amount specified in subclauses (3) to (5).
- (7) The Remuneration Authority may approve rules proposed by a local authority to meet the costs of installing and running special ICT where, because of distance or restricted access, normal communications connections are not available.
  - (8) In this clause, ICT means information or communication technology, including—



- (a) ICT equipment (for example, a mobile telephone and a laptop computer); and
- (b) ICT services (for example, a mobile telephone service and an Internet service); and
- (c) ICT consumables (for example, printer or photocopy paper and ink cartridges).

**14 Childcare allowance**

- (1) A local authority may pay a childcare allowance to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- (2) A member is eligible to be paid a childcare allowance for childcare provided for a child only if—
  - (a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
  - (b) the child is under 14 years of age; and
  - (c) the childcare is provided by a person who—
    - (i) is not a parent of the child or a spouse, civil union partner, or de facto partner of the member; and
    - (ii) does not ordinarily reside with the member; and
  - (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.
- (3) A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum per child.

*Hearing fees*

**15 Fees related to hearings**

- (1) A member of a local authority or a board who acts as the chairperson of a hearing is entitled to be paid a fee of up to \$100 per hour of hearing time related to the hearing.
- (2) A member of a local authority or a board who is not the chairperson of a hearing is entitled to be paid a fee of up to \$80 per hour of hearing time related to the hearing.
- (3) For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
- (4) This clause does not apply to—
  - (a) a mayor or a member who acts as mayor and is paid the mayor's remuneration and allowances under clause 8(2); or



- (b) a chairperson of a regional council or a member who acts as chairperson of a regional council and is paid the chairperson's remuneration and allowances under clause 8(2).

*Revocation*

**16 Revocation**

The Local Government Members (2020/21) Determination 2020 (LI 2020/160) is revoked.





Schedule	<b>Local Government Members (2021/22) Determination 2021</b>
<i>Paekākāriki Community Board</i>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Chairperson	8,066
Member	4,033
<i>Paraparaumu–Raumati Community Board</i>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Chairperson	20,276
Member	10,138
<i>Waikanae Community Board</i>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Chairperson	16,570
Member	8,285
<b>Kawerau District Council</b>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Mayor	93,500
Deputy Mayor	36,195
Chair of Regulatory and Services Committee	32,318
Councillor (with no additional responsibilities) (6)	25,854
Councillor (Minimum Allowable Remuneration)	17,945
<b>Mackenzie District Council</b>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Mayor	84,500
Deputy Mayor	35,249
Engineering and Services Committee Chair	35,249
Commercial and Economic Development Committee Chair	35,249
Planning and Regulatory Committee Chair	35,249
Councillor (with no additional responsibilities) (2)	18,956
Councillor (Minimum Allowable Remuneration)	18,956
<i>Fairlie Community Board</i>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Chairperson	4,060
Member	2,030
<i>Tekapo Community Board</i>	
<b>Office</b>	<b>Annual remuneration (\$)</b>
Chairperson	4,060
Member	2,030



**Meeting:** Council

**Meeting Date:** 27 July 2021

**Subject:** Long Term Plan 2021–2031 Budget Overview (Years 1 – 3)

**File No:** 110400

## 1 Introduction

The purpose of this report is to inform members of the budget figures for the next 3 years included in the 2021 – 2031 Long Term Plan, the anticipated rates for 2021/22 as well as the 2021/22 fees and charges.

## 2 Prospective Income and Expenditure Budgets – 2021 - 2024

The following table includes the budgets for Council and proposed rate increase for the next 3 years of the Long-Term Plan.

	2020/21	2021/22	2022/23	2023/24
<b>Revenue</b>				
General Rates	9,687,210	10,074,470	10,579,460	10,960,640
Targeted Rates	1,064,010	1,169,580	1,201,290	1,235,440
<b>Total Rates</b>	<b>10,751,220</b>	<b>11,244,050</b>	<b>11,780,750</b>	<b>12,196,080</b>
Grants & Subsidies	1,393,820	1,241,850	879,320	842,630
Other Revenue	1,169,000	670,000	622,170	624,340
Interest Revenue	28,310	16,990	27,980	30,080
Fees and Charges	1,684,730	1,800,300	1,781,220	1,704,500
<b>Total Revenue</b>	<b>15,027,080</b>	<b>14,973,190</b>	<b>15,091,440</b>	<b>15,397,630</b>
<b>Expenditure</b>				
Personnel costs	5,366,140	5,868,230	6,007,440	5,958,090
Depreciation	3,082,300	3,238,240	3,269,380	3,364,660
Finance	6,200	28,980	80,500	129,010
Other Expenditure	6,215,940	5,945,730	5,944,700	6,089,630
<b>Total Expenditure</b>	<b>14,670,580</b>	<b>15,081,180</b>	<b>15,302,020</b>	<b>15,541,390</b>
<b>Surplus/(Deficit)</b>	<b>356,520</b>	<b>(107,990)</b>	<b>(210,580)</b>	<b>(143,760)</b>
*Includes anticipated funding for swimming pool				
<b>Rate Increase (%)</b>	<b>3.5%</b>	<b>5.1%</b>	<b>4.8%</b>	<b>3.5%</b>
<b>Capital Budget</b>	<b>6,350,250</b>	<b>6,991,450</b>	<b>7,007,320</b>	<b>6,530,090</b>

Council indicated in its Consultation Document that it was proposing a 5.1% overall rate increase. The main contributors for the rate increase are:

- Increased levels of service for: solid waste, cleaning, water/wastewater, communication/IT and accounting
- Increased costs for: insurance, district plan review and inflation
- Lesser amount of proceeds from residential sales being used to reduce rates
- Less recoveries for wastewater treatment

Following the consideration of submissions, Council made no changes to the overall rate increase for 2021/22.

### 3 Indicative Rates for 2021/22

While the overall rate increase following the consideration of submissions to the Consultation Document is 5.1%, individual properties have varying rate increases for 2021/22.

The following table shows the KDC rates for 2021/22 compared to 2020/21 for a selection of properties:

Capital Value	Rates 2020/21	Rates 2021/22	Increase %	Cost per Week 2020/21	Cost per Week 2021/22
<b>Residential</b>					
\$29,000	\$1,171	\$1,210	3.3%	\$23	\$23
\$170,000	\$1,878	\$1,959	4.3%	\$36	\$38
\$210,000	\$2,079	\$2,172	4.5%	\$40	\$42
\$230,000	\$2,179	\$2,278	4.5%	\$42	\$44
\$285,000	\$2,455	\$2,570	4.7%	\$47	\$49
\$335,000	\$2,706	\$2,836	4.8%	\$52	\$55
\$490,000	\$3,483	\$3,659	5.1%	\$67	\$70

Capital Value	Rates 2020/21	Rates 2021/22	Increase %	Cost per Week 2020/21	Cost per Week 2021/22
<b>Commercial</b>					
\$140,000	\$3,769	\$3,851	2.2%	\$72	\$74
\$175,000	\$4,500	\$4,602	2.3%	\$87	\$89
\$325,000	\$7,633	\$7,821	2.5%	\$147	\$150
\$850,000	\$18,597	\$19,088	2.6%	\$358	\$367
\$18,600,000	\$389,306	\$400,003	2.7%	\$7,487	\$7,692
\$29,400,000	\$614,864	\$631,771	2.7%	\$11,824	\$12,149
\$33,550,000	\$701,537	\$720,830	2.8%	\$13,491	\$13,862
\$120,500,000	\$2,517,488	\$2,586,777	2.8%	\$48,413	\$49,746

As can be seen in this table residential ratepayers have increases ranging from 3.3% to 5.1%, with the average rate increase for residential properties being 4.6%. For commercial properties the rate increases range from 2.2% to 2.8% with the average increase being 2.6%.

The reason that the rate increases for the individual properties are lower than the overall rate increase (5.1%) is because of the increase in the number of rateable properties (resulting from subdivisions and development) and also the remission for Waiu Dairy is removed (they had a 50% rate remission for 2 years).

#### **4 Fees and Charges**

Council adopted the fees and charges for 2021/22 at the Council meeting on 30 March 2021 and the fees were unchanged from the previous year. However, Council did not adopt a fee for the registration of the undertakers premises, as members wanted to know what Whakatane District Council charged for these premises. For 2021/22 WDC's fees are:

- \$225.00 Registration of Undertakers Premises
- \$225.00 Registration of Hairdressers Premises

Therefore, it is proposed that Council adopt the same fee for the registration of the undertaker's premise, as hairdressers - \$90.00 pa.

The total estimated revenue from Fees and Charges for 2021/22 (excluding recoveries and event funding) is around \$1,394,300.

#### **5 RECOMMENDATIONS**

1. That the report "Long Term Plan 2021 - 2031 – Budget Overview (Years 1 to 3)" be received.
2. That Council adopts the following fee for 2021/22:

Registration of Undertakers Premises \$90.00 pa



Peter Christophers BBS, ACA

**Manager Finance & Corporate Services**

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**Meeting:** Council

**Meeting Date:** 27 July 2021

**Subject:** Adoption of Long Term Plan 2021 - 2031

**File No.:** 110553

## **1 Background**

For the last 12 months, Council and staff have been working through the steps to develop the Kawerau District Council 2021 – 2031 Long Term Plan. This has included reviewing and adopting the following:

- Vision, mission and community outcomes
- Significance and Engagement policy
- Financial Contributions Policy
- Investment and Liability Management Policy
- Financial and Infrastructure Strategies
- Performance framework (including targets)
- Asset management plans and underlying information
- Consultation Document – consultation period 14 May to 14 June 2021

Attached is the Long Term Plan document. It reflects Council's decisions in the development process. The plan has been subject to review and scrutiny by Audit NZ and meets the requirements of the Local Government Act 2002.

Council now needs to adopt the Long Term Plan for the period 2021 to 2031.

## **2 Policy and Plan Considerations**

During the consultation period Council sought community feedback about three proposals. Following consideration of all submissions Council decided the following:

### **1. Water pipe replacement programme**

Council decided that it would proceed with its preferred option of replacing all AC and steel pipes (48 kms) over the next 6 years at a total cost of \$12.0 million and this cost would be funded from external borrowings

## 2. Using proceeds from the sale of residential property to reduce rates

Council confirmed its preferred option to use the proceeds from property sales over the next four years to keep rates affordable for the community while still maintaining services at the current level.

## 3. Development of Stoneham Park for future residential properties

Council decided following the community feedback, that it would proceed with the option of potentially developing Stoneham Park into residential sections and this included further consultation with affected residents and the community.

No costs or revenue have been included in the Long Term Plan as the likely timing and costs/revenue is unknown.

## 4. Other submission issues

There were a number of other issues that were raised in the various submissions from the public. These included (by topic):

- Town development
- Roading and footpaths
- Playground, parks, reserves and recreation
- Iwi relationships
- 3 waters and local government reforms
- Council land
- Regional and national initiatives
- Health and wellbeing initiatives
- Solid waste
- Other

Council considered all of these submissions and resolved to undertake reviews where appropriate and implement requests (reasonable) that could be undertaken immediately. There were no changes, arising from these other submission issues, made to the Long Term Plan document.

## **3 Policy and Plan Considerations**

The Long Term Plan is Council's principal planning document. It reflects and is consistent with the provisions of a number of underlying policies and plans including Council's Significance and Engagement Policy, Asset Management Plans, Infrastructure Strategy, Financial Strategy, Significant Forecasting Assumptions and Funding and Financial Policies.



#### **4 Significance and Engagement**

Use of the special consultative procedure elicited 80 submissions on a number of topics. Council heard 22 submitters speak on the 22 June 2021 and then considered all submissions on 29 June 2021.

#### **5 Financial Considerations**

The cost of developing the Long Term Plan is met within existing estimates and the budgeted rate increases for the 2022 – 2031 period is within Council's affordability limit.

#### **6 Legal Considerations**

The Long Term Plan has been developed according to, and audited for compliance with, the procedural and substantive requirements of the Local Government Act 2002.

#### **7 Conclusion**

Council has been engaged for several months in the process of preparing the 2021 – 2031 Long Term Plan. The Consultation Document and Council's underlying policies and plans have been subject to a rigorous audit process.

If Council is satisfied that the document reflects the decisions that have been made, then the Long Term Plan can be adopted.

#### **8 RECOMMENDATIONS**

1. That the report "Adoption of 2021 – 2031 Long Term Plan" be received.
2. That Council resolves, pursuant to section 93 of the Local Government Act 2002, to adopt the Kawerau District Council 2021 – 2031 Long Term Plan as presented.



Peter Christophers BBS ACA  
**Manager Finance and Corporate Services**

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## Appendix: Kawerau District Council Proposed Long Term Plan 2021-2031 Additional Submission Points with Council Responses and Actions

Submission Topic	Details of Submission	Council Response and Action
<b>Town Development</b>	<ol style="list-style-type: none"> <li>1. Request for Water Feature: as the 'heart of the town' as a focal point to mirror Tarawera Falls.</li> <li>2. Stage 3 of the Town Development - request for seating and shade.</li> <li>3. Request for a concept of the Town Centre redevelopment similar to that of Stoneham Park (the old Soccer Club grounds).</li> <li>4. Comment: Empty shops in Town Centre not attractive. With development and more people hopefully encourage more retail outlets.</li> <li>5. Request to improve the promenade area.</li> <li>6. Request for more toilet facilities for mobility access. Also, better facilities in both men's and women's public toilets (i.e., mirrors, disposal bins, door hooks and seating).</li> </ol>	<p>(1 – 5) These submissions need to be considered as part of Stage 3 of the Town Centre development.</p> <p>As per submission 3, the Stage 3 Town Centre Redevelopment would include a concept plan, which Council will include for consultation and feedback as requested.</p> <p>(6) The operations team have started to progress this request to install the additional features into mobility access public toilets throughout the District as requested including mirrors, disposal bins, door hooks and seating).</p>
<b>Roading and Footpaths</b>	<ol style="list-style-type: none"> <li>1. Better accessibility for people in wheelchairs using footpaths down the kerbs (i.e., reduce the lip so that wheelchairs don't get stuck). In particular at the Fenton/Grey Street intersections.</li> <li>2. Request for consistency of road marking of the speed humps, signage and lighting.</li> <li>3. Query whether speed hump outside Mountain View Rest Home should be a raised pedestrian crossing.</li> <li>4. Request for mobile speed signage indicators and for speed cameras.</li> <li>5. Request for bylaw to reduce speed around the District.</li> <li>6. Request for Police enforcement of speeding and dangerous driving.</li> <li>7. Request for wider footpaths for mobility scooters to pass each other.</li> </ol>	<p>(1, 7) Operations team in conjunction with the Accessibility Group to ensure these changes can be made in the main thoroughfares; particularly Fenton/Grey Street. There are limitations with regards to existing footpaths regarding the widths.</p> <p>(2, 3 – 6) Council to develop a Road Safety and Speed Management Strategy that incorporates speed humps, pedestrian crossings and other speed mitigation features. Rather than a new speed by-law, Council will focus on education and work with the Crime Reduction Forum and the Police in terms of consequences.</p> <p>(3) Council has approached Mountain View with regards to this and they have requested that a pedestrian crossing be installed if feasible across River Road near the dairy.</p>
<b>Playground, Parks and Reserves and Recreation</b>	<ol style="list-style-type: none"> <li>1. Playground enhancements requested for district including McKenzie Street and Hilldale Reserve.</li> </ol>	<p>(1) Council will conduct a review of all playgrounds in the District and consider priority areas, to include accessibility requests and equipment as requested by submitters.</p>

	<p>2. Dog Park – request for a safe venue to socialise dogs. Suggested areas that may be suitable - Hilldale Reserve, area within Firmin Reserve or Prideaux Park. Spencer Avenue was also suggested as a short-term measure, while other areas are assessed.</p> <p>3. Request for Parks and Reserves Strategy to include tree replanting strategy.</p> <p>4. Request for better and easier access to Parks and Reserves for cyclists, people with disabilities and wheelchairs.</p> <p>5. Request for more seating in district, especially on walkways and beside river.</p> <p>6. Request for a disabled swing to be installed at the Kawerau Pools.</p> <p>7. Request for adult exercise equipment to cater for seniors (i.e., as fall prevention).</p> <p>8. Query whether there will be sufficient sports areas (i.e., for rugby and soccer) to cater for the increased population.</p> <p>9. Request to charge people from outside the district to use the Maurie Kjar Memorial Swimming Pool complex.</p> <p>10. Request for a Pet Cemetery.</p>	<p>(2) Council will consider short-term and longer-term options for a Dog Park as requested and work with submitters to put a plan together to incorporate the play area, seating, fencing and possible water areas.</p> <p>(3) Council to communicate the Tree Strategy to the District.</p> <p>(4-6) Council to conduct a review of access ways into Parks and Reserves in the district. Operations are planning to conduct trials using some of the concepts proposed by submitters. Review to encompass areas for seating. Council acknowledged there are families who wished to donate seating. Together with local organisations, Council will work with regional and national agencies and funders to co-fund initiatives to enhance the district.</p> <p>(7) Council will conduct a review of all playgrounds in the District and consider priority areas, to include accessibility requests and equipment as requested by submitters.</p> <p>(8) Tarawera Park is the allocated sports grounds for soccer and rugby with Prideaux Park available for summer sports.</p> <p>(9) To advise submitter that a cost analysis has recently been completed and showed it would at best be cost neutral to charge entry to the pools due to additional staffing requirements.</p> <p>(10) Council is to consider this request again in future.</p>
<p><b>Iwi Relationships</b></p>	<ol style="list-style-type: none"> <li>1. Question how Council consults with Tangata Whenua.</li> <li>2. Request for better ways for Māori to have input to the Long Term Plan 2021-2031.</li> <li>3. Query regarding the pepeha shared in the Long Term Plan 2021-2031 Consultation Document and how it was shared with Iwi.</li> <li>4. Request for Local Government that embodies Treaty Partnerships (Mana Whenua).</li> </ol>	<p>(1 – 4) Council will continue to work closely with Tuwharetoa ki Kawerau and the appointed Cultural Advisor. As with all areas of engagement, Council will consider further opportunities for hui to ensure Māori have opportunities for input and engagement during consultation processes. On behalf of Tuwharetoa ki Kawerau the pepeha has been shared to the Council by the Iwi Cultural Advisor.</p>

<p><b>Three Waters and Local Government Reforms</b></p>	<ol style="list-style-type: none"> <li>1. Request from Kowhai Park to gazette their roadways in exchange for Three Waters liability (to replace the pipes).</li> <li>2. Request for Council to Opt Out of the Three Waters Reform.</li> <li>3. Retain a stand-alone District Council for the region.</li> <li>4. Request for Council to encourage District to stop wasting water.</li> <li>5. Query regarding water pressure issues at Valley Road area and how Stoneham Park development will impact this.</li> <li>6. Request not to install water meters.</li> <li>7. Request for Council to find alternative ways, other than chlorination, to ensure the quality of drinking water.</li> <li>8. Request to retain the unchlorinated drinking water taps.</li> </ol>	<p>(1) Council will conduct further meetings with Kowhai Park regarding this.</p> <p>(2-3) Council acknowledges this feedback and a strong desire from the community to retain independence. It will consult further with the District about the Three Waters Reform and in due course, the Local Government Reform.</p> <p>(4) Council will continue education programmes about conserving water, especially in the warmer months.</p> <p>(5) Details of the development are yet to be confirmed and essential services will be considered as part of the next stage.</p> <p>(6) Council does not intend to meter for water.</p> <p>(7 – 8) Council is committed to maintaining quality drinking water and retaining the two unchlorinated drinking water outlets.</p>
<p><b>Council Land</b></p>	<ol style="list-style-type: none"> <li>1. Request to review agreements regarding the lease and the Right to Occupy reserves, alleyways and other Council land with a view to selling the land and generating income, rather than rolling over agreements.</li> <li>2. Request to check title and gifting of land from Tasman Pulp and Paper to the Council at Stoneham Park.</li> <li>3. Query what will Council do when there is no reserves left to build on?</li> </ol>	<p>(1) Council will conduct a review of all land under lease and Licence to Occupy agreements.</p> <p>(2) The records will be checked regarding the gifting of land at Kowhai Park by Tasman Pulp and Paper.</p> <p>(3) Council to advise submitter that the district has one of the largest number of reserves per population of all districts.</p>
<p><b>Regional and National Initiatives</b></p>	<ol style="list-style-type: none"> <li>1. Film BOP request support from the Council of \$2,500 for ongoing programmes.</li> <li>2. Waiariki Park Region requests support from the Council as a new entity. Request for \$10,000 although verbal submission acknowledged Council endorsement is what is requested for 2021/2022.</li> <li>3. Bay of Plenty Regional Council request support of the Spatial Awareness programme.</li> <li>4. NZ Memorial Museum Trust in France request funding support.</li> <li>5. Request for a regional bus service that goes to Whakatane more frequently.</li> </ol>	<p>(1) Council has offered their support to Film BOP in particular with regards to training programmes for rangatahi.</p> <p>(2) Council wishes to find out more information regarding the Waiariki Park Region proposal as it supports in principle but wishes to discuss with other BOP Councils.</p> <p>(3) Council has already committed to working with the BOPRC with regards to the Spatial Awareness programme.</p> <p>(4) Council does not see a clear connection between this initiative and the Kawerau District.</p>

<p><b>Health and Well-being Initiatives</b></p>	<ol style="list-style-type: none"> <li>1. Request to reduce the number of outlets that sell liquor and to ensure people have the opportunity to oppose the renewals and applications.</li> <li>2. Request for support and collaboration with Water Safety NZ to raise the profile of Water Safety messaging and event information through the Council network.</li> <li>3. Request from Toi Te Ora for Council to continue supporting the COVID-19 programme initiatives.</li> <li>4. Sport BOP thanks Council for their ongoing engagement and commitment to the BOP Spaces and Places strategy. In addition, Sport BOP offers to work with Council.</li> <li>5. Request to add Vaping to the Kawerau District's Smoke Free Policy.</li> <li>6. Sport NZ supports and encourages the recreational areas in the new housing development and offers to work with Council in the development.</li> <li>7. Request for Council to assist with the coordination of social services to reduce violence and domestic violence issues.</li> </ol>	<p>(5) Council will continue to inform the community and support the BOPRC with regards to the new Bay Hopper 135 bus service launched in May 2021.</p>
	<ol style="list-style-type: none"> <li>(1) Council undertakes to advertise more widely the licence renewals and applications for liquor licences. In addition to the newspaper advertising, Council will utilise other communications channels to ensure people have the opportunity to submit. In addition, Kawerau needs to ask for expressions of interest for new representation on the District Licencing Committee.</li> <li>(2) Council supports all Water Safety NZ initiatives and will request posters and information to advertise at the pool complex. Council also wishes to enquire about the Water Safety NZ programmes being offered to the District's via school programmes.</li> <li>(3) Council endorses all COVID-19 initiatives and messaging and will continue to support these.</li> <li>(4) Council acknowledges the good working relationship between Sport BOP and Council to support active lifestyles and enhance the district's amenities. Council wishes to assess how Sport BOP can assist community groups access funding via training and partnerships.</li> <li>(5) Council undertakes to take the lead on vaping from the BOPDHB.</li> <li>(6) Council acknowledges Sport NZ support of the recreational areas proposed at Stoneham Park. Council will continue to talk with the community and sporting bodies.</li> <li>(7) Council works with community organisations and agencies in various spaces. The Mayors' Taskforce for Jobs is one positive initiative that leads to positive outcomes by providing jobs here in the Kawerau District.</li> </ol>	

<p><b>Solid Waste</b></p>	<ol style="list-style-type: none"> <li>1. Request for a recycling centre at the Transfer Station.</li> <li>2. Request to stop people outside the region using Kawerau facilities such as the Transfer Station.</li> </ol>	<p>(1-2) Council will review its Solid Waste operations with a view to reduction and working towards zero waste. The facilities are provided primarily for local residents.</p>
<p><b>Other</b></p>	<ol style="list-style-type: none"> <li>1. Request for bus shelters along the bus routes.</li> <li>2. Query as to Council staff salaries.</li> <li>3. Request for Council to also focus on the non-economic drivers and assets of the district such as the unique natural features/recreational areas.</li> <li>4. Concern that new development will increase crime in the Stoneham Park (the old Soccer Club grounds) area.</li> <li>5. Request for Council to focus on economic, social and community development.</li> <li>6. Request for Council to continue the requests to the Office of the Treaty Settlements for action to utilise the derelict homes in the district.</li> <li>7. Request for an Aged Care facility.</li> </ol>	<p>(1) The new Bay Hopper 135 bus launched in May 2021 has shown increasing usage rates. Council will consider seating and bus shelters at later stages, once the trial has been assessed and the need and costs have been quantified.</p> <p>(2) Council publishes the Annual Report, which contains the salaries of key personnel and elected members. This is available online and at the Council Offices.</p> <p>(3, 5) As a founding member of Industrial Symbiosis Kawerau some 12 years ago, Council will now become one of the founding members of ISK Incorporated which aims to foster further economic development in the district.</p> <p>(4) Crime prevention will be one of the key factors of discussion with residents and stakeholders as Council works through the next phases of the development with design. In addition, all traffic management issues would also be worked through in this process, in consultation with roading experts, neighbours and stakeholders.</p> <p>(6) Council resolved to write to the Labour MP Rawiri Waititi outlining the issues with the derelict homes in the district and the historical requests to the Office of Treaty Settlements for action.</p> <p>(7) Council will consider all options for new developments including aged care facilities as part of the overall planning.</p>

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**The Ordinary Meeting of the Kawerau District Council  
will be held on Tuesday, 27 July 2021  
in the Council Chamber 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 – 29 June 2021**

**Pgs. 1 - 5**

**Recommendation**

*That the minutes of the Ordinary Council Meeting held on 29 June 2021 be confirmed as a true and accurate record.*

**1.2 Extraordinary Council Meeting – 13 July 2021**

**Recommendation**

**Pgs. 7 - 8**

*That the minutes of the Extraordinary Council Meeting held on 22 June 2021 be confirmed as a true and accurate record.*

**2 RECEIPT OF COMMITTEE MINUTES**

**2.1 Regulatory and Services Committee – 13 July 2021**

**Pgs. 9 - 11**

**Recommendation**

*That the Minutes of the Regulatory and Services Committee meeting held on 15 June 2021 be confirmed as a true and accurate record.*

**3 Action Schedule (101120)**

**Pgs. 13 - 15**

**Recommendation**

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

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

**Pg. 17**

**Recommendation**

*That His Worship the Mayor's report for the period Wednesday 23 June 2021 to Tuesday 20 July 2021 be received.*

**5 Road Reserve Encroachment 4 Owen Road (Group Manager, Operations and Services) (401000)**

**Pg. 19 -21**

Attached is a report on Road Reserve Encroachment – 4 Owen Road.

**Recommendation**

- 1. That the report "Road Reserve Encroachment 4 Owen Road" be received.*
- 2. That the request to build the front fence of 4 Owen Road on the road reserve rather than the property boundary line be approved.*
- 3. That the owner of 4 Owen Road pay for any legal costs associated with preparing licence to occupy agreements.*
- 4. That the term of the licence 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 licence.*

**6 Elected Members Remuneration – 2021 / 22 (Group Manager, Finance and Corporate Services) (101310)**

**Pgs. 23 - 47**

Attached for members information is the Remuneration Authority Determinations for 2021 / 22

**Recommendations**

- 1. That the report 'Elected Members' Remuneration – 2021/22" be received.*

**7 Long Term Plan 2021 – 2031 Budget Overview (Years 1 – 3) (Group Manager, Finance and Corporate Services) (110400)**

**Pg. 49 - 51**

Attached are the budgeted figures included in years 1 – 3 of the 2021 – 2031 Long Term Plan and the proposed rate increases.

**Recommendations**

- 1. That the report "Long Term Plan 2021 - 2031 – Budget Overview (Years 1 to 3)" be received.*
- 2. That Council adopts the following fee for 2021/22:*

Registration of Undertakers Premises \$90.00 pa

**8 Adoption of Long Term Plan 2021 – 2031 (Group Manager, Finance and Corporate Services) (110553)**

**Pgs. 53 - 61**

Attached is a report on “Consideration of Submissions to the Long Term Plan 2021-2031 Consultation Document” for Council to discuss.

**Recommendations**

1. *That the report “Adoption of 2021 – 2031 Long Term Plan” be received.*
2. *That Council resolves, pursuant to section 93 of the Local Government Act 2002, to adopt the Kawerau District Council 2021 – 2031 Long Term Plan as presented.*

**9 Setting of Rates for the 2021 – 22 Financial Year (Chief Executive Officer) (209900)**

Following the adoption of the 2021 – 2031 Long Term Plan, Council is required to set the rates for the 2021 / 22 financial year.

**Recommendation**

1. *That Council sets the following rates under the Local Government (Rating) Act 2002, on the rating units in the district for the financial year commencing on 1 July 2021 and ending on 30 June 2022.*

**(a) Uniform Annual General Charge**

*A uniform annual general charge of \$600.00 (including GST) per separately used or inhabited part of a rating unit, set under section 15 of the Local Government (Rating) Act 2002 on every rateable rating unit within the district.*

**(b) General Rate**

*A General Rate set under section 13 of the Local Government (Rating) Act 2002 on every rating unit within the district, assessed on a different basis as described below:*

- *A rate of 0.5313 cents in the dollar (including GST) of capital value on every rateable rating unit zoned “residential”, “rural lifestyle” and “reserve” in terms of Council’s operative District Plan.*
- *A rate of 2.1460 cents in the dollar (including GST) of capital value for every rateable rating unit in all other land zones of Council’s operative District Plan other than “residential”, “rural lifestyle” and “reserve”.*

**(c) Water Supply Rate**

*A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$69.30 (including GST) per separately used or inhabited part of a rating unit to which water is supplied (excluding those properties that are supplied by water meter).*

A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of **\$0.23** (including GST) per cubic metre of water supplied to any rating unit on metered water supply.

**(d) Wastewater Disposal Rate**

A targeted rate for wastewater disposal, set under section 16 of the Local Government (Rating) Act 2002, of **\$177.70** (including GST) per separately used or inhabited part of a rating unit that is connected to Councils wastewater disposal network.

**(e) Refuse Collection Rate**

Targeted rates for refuse collection set under section 16 of the Local Government (Rating) Act 2002 for rating units for which Council is prepared to remove refuse, assessed as described below.

- A rate of **\$208.80** (including GST) per 60 litre residual bin.
- A rate of **\$268.80** (including GST) per 120 litre residual bin.

**DUE DATES FOR PAYMENT OF RATES**

2. That all rates (except metered water) will be payable in four equal instalments due on:

- Instalment 1            27 August 2021
- Instalment 2            26 November 2021
- Instalment 3            25 February 2022
- Instalment 4            20 May 2022

The due dates for metered water are as follows:

<b><u>Reading Date</u></b>	<b><u>Payment Due Date</u></b>
1. 30 September 2021	22 October 2021
2. 30 December 2021	21 January 2022
3. 31 March 2022	22 April 2022
4. 30 June 2022	22 July 2022

**PENALTIES**

3. That Council, applies penalties to unpaid rates (apart from metered water) as follows:

- (i) A penalty of 5 percent on the amount of any installment assessed between 1 July 2021 and 30 June 2022 and which is unpaid after the due date for that instalment, to be added on the following dates:

Instalment 1 penalty added – 30 August 2021  
Instalment 2 penalty added – 29 November 2021  
Instalment 3 penalty added – 28 February 2022  
Instalment 4 penalty added – 23 May 2022

- (ii) A further penalty of 3 percent on any rates assessed before 1 July 2021 including previously applied penalties, which remain unpaid on 3 August 2021 to be added on the 4 August 2021.

- (iii) *A further penalty of 3 percent on any rates to which a penalty has been added under (ii) above if the rates remain unpaid on 4 February 2021 to be added 8 February 2021.*

*And delegates authority to the Chief Executive Officer to impose the penalties.*

### **PAYMENT OF RATES**

4. *That rates shall be payable to the Offices of the Kawerau District Council, Ranfurly Court, Kawerau between the hours of 8.00am and 5.00pm, Monday to Friday.*

## **10 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) – 29 June 2021**

*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. <i>Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 29 June 2021.</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. 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**

