



**The Ordinary Meeting of the
Kawerau District Council will be held
on Wednesday 26 April 2023
in the Council Chambers
commencing at 9.00am**

AGENDA

GUIDELINES FOR PUBLIC FORUM AT MEETINGS

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

**The Ordinary Meeting of the Kawerau District Council
will be held on Wednesday 26 April 2023
in the Council Chambers commencing at 9.00am**

A G E N D A

Apologies

Leave of Absence

Opening Prayer

Public Forum

Declarations of Conflict of Interest

1 CONFIRMATION OF COUNCIL MINUTES

1.1 Ordinary Council – 29 March 2023

Pgs. 1 - 4

Recommendation

That the minutes of the Ordinary Council Meeting held on 29 March 2023 be confirmed as a true and accurate record.

2 RECEIPT OF COMMITTEE MINUTES

2.1 Regulatory and Services Committee – 12 April 2023

Pgs. 5 - 6

Recommendation

That the Minutes of the Regulatory and Services Committee meeting held on 12 April 2023 be confirmed as a true and accurate record.

3 Action Schedule (101120)

Pgs. 7 - 12

Recommendation

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

4 Her Worship the Mayor's Report (101400)

MAYORS REPORT TO BE CIRCULATED SEPERATELY

Recommendation

That Her Worship the Mayor's report for the period Wednesday 15 March to Wednesday 19 April 2023 is received.

5 2022 Triennial Elections (Financial Accountant) (101200)

Pgs. 13 - 28

Attached is a report on the 2022 Triennial Elections

Recommendations

That the report "2022 Triennial Elections" be received.

6 Adoption of Annual Report and Summary for Year Ended 30 June 2022 (Group Manager, Finance and Corporate Services) (201000)

Pgs. 29 - 151

Attached is a report the Adoption of Annual Report and Summary for Year Ended 30 June 2022.

Recommendations

1. *That the report "Adoption of Annual Report and Summary for Year Ended 30 June 2022" be received.*
2. *That Council adopts the Annual Report and Annual Report Summary for the year ended 30 June 2022.*
3. *That the Mayor and Chief Executive Officer are delegated to sign the Annual Report for the year ended 30 June 2022 following the adoption by Council.*

7 Adoption of Consultation Document for the Proposed Kawerau District Council 2023 / 24 Annual Plan (Group Manager, Finance and Corporate Services) (110400)

Pgs. 153 - 159

CONSULTATION DOCUMENT TO BE TABLED ON MEETING DAY

Attached is a report on the adoption of the Consultation Document for the proposed Kawerau District Council 2023 / 24 Annual Plan.

Recommendations

1. *That the report "Adoption of Consultation Document for the Proposed Kawerau District Council 2023 / 24 Annual Plan" be received.*
2. *That council adopt the draft 2023 / 24 estimates and the proposed rates for the Consultation Document; and*
3. *That Council adopts the Consultation Document for the 2023 / 24 Annual Plan, as presented, with any amendments as appropriate, for commencement of the special consultative procedure, with submissions closing at 5.00pm on Friday 26 May 2023.*

8 Adoption of Councils Fraud Policy (Group Manager, Finance and Corporate Services) (201300)

Pgs. 161 - 168

Attached is a report on the Adoption of Councils Fraud Policy.

Recommendations

1. *That the report "Adoption of Councils Fraud Policy" be received.*
2. *That Council adopts the revised Fraud Policy (with any further amendments).*

9 **Budget Approval – Firmin Lodge Showers (Economic and Community Development Manager) (340000)**

Pgs. 169 - 174

Attached is a report on the Economic and Community Development Manager covering a request for budget approval to upgrade the Firmin Lodge showers.

Recommendations

1. *That the report “Budget Approval - Firmin Lodge Showers” be received.*
2. *That funds are allocated from Firmin Lodge depreciation reserves.*

10 **Dog Registration Fees 2023 / 24 (Group Manager, Finance and Corporate Services) (213100)**

Pgs. 175 - 178

Attached is a report on Dog Registration Fees 2023 / 24.

Recommendations

1. *That the report “Dog Registration Fees 2023 / 24” be received.*
2. *That Council sets the Dog Registration fees for 2023 / 24 as follows:*

Neutered Dog \$40.00

Entire Dog \$80.00

Late payment penalty applied 2 August 2023. 50% addition to the fee charged.

Seizure Fee (at the Dog Control Officers Discretion). \$90.00

Fee for first impounding \$90.00

Fee for second impounding \$125.00

Third and subsequent impounding \$160.00

Sustenance Fee (Daily) \$12.00

Microchipping Fee \$17.00

Replacement Tag Fee \$6.00

Rehoming Fee \$12.00

11 **Receipt of Submissions to the Stoneham Park Residential Development and Hearing of Submitters wishing to Speak (Communications and Engagement Manager) (110553)**

Pgs. 179 - 272

Attached is a report on the Receipt of Submissions to the Stoneham Park Residential Development

Recommendations

1. *That the report "Receipt of Submissions to the Stoneham Park Residential Development and Hearing of Submitters wishing to Speak" be received.*
2. *That Council receive the Receipt of Submissions for the Stoneham Park Residential Development, including any late submissions.*
3. *That Council hear submitters who wish to speak to their submissions at today's Council meeting.*
4. *That council resolve to continue consultation with Iwi Kaumātua and Tangata Whenua.*
5. *That Council retrospectively resolve that following public notification published in the Beacon Newspaper on Wednesday 12 April 2023, the further 10-day resubmission period commenced for the proposed Plan Change 4 to the Kawerau District Plan will continue until 5.00pm on Friday 28 April 2023 when submissions close.*

R B George
Chief Executive Officer

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**Minutes of the Ordinary Meeting of the Kawerau District Council
held on Wednesday 29 March 2023
in the Council Chamber commencing at 9.00am**

Present: Her Worship the Mayor F K N Tunui
Deputy Mayor A Rangihika
Councillor B J Julian (via Zoom)
Councillor C J Ion
Councillor J Ross
Councillor R Brooking

In Attendance: Chief Executive Officer (R George)
Group Manager, Operations and Services (H van der Merwe)
Group Manager, Regulatory and Planning (M Glaspey)
Group Manager, Finance & Corporate Services (L Butler)
Communications Manager (T Humberstone)
Administration Officer (T Barnett)
Audit NZ (R van Zyl) (via Zoom)

Opening Prayer

Pastor Mark Kingi opened the meeting with a prayer.

Apologies

Resolved Deputy Mayor Rangihika / Councillor Savage

An apology from Councillor Godfery and Councillor Kingi was received.

Leave of Absence

No leave of absence were received.

Public Forum

Bill Turnbull

Would like to see Council come up with a preventative maintenance programme to ensure that the drains are not clogged up during heavy rainfall and to preserve the storm water basins on Beattie Road.

Declarations of Conflict of Interest

No declarations of conflict of interest were received.

1 CONFIRMATION OF COUNCIL MINUTES

1.1 Ordinary Council – 22 February 2023

Resolved

Councillors Ion / Brooking

That the minutes of the Ordinary Council Meeting held on 22 February 2023 be confirmed as a true and accurate record.

1.2 Extraordinary Council – 22 March 2023

Action Item:

Page 7 – Resolution 4 – Change the word 'tender' to 'quote'.

Resolved

Deputy Mayor Rangihika / Councillor Savage

That the minutes of the Ordinary Council Meeting held on 22 March 2023 be confirmed as a true and accurate record.

2 RECEIPT OF COMMITTEE MINUTES

2.1 Regulatory and Services Committee – 15 March 2023

Action Item:

Page 10 – Item 3 – Site visit to the Rangi Delamere Pavilion to be arranged for Councillors.

Resolved

Councillors Ion / Deputy Mayor Rangihika

That the Minutes of the Regulatory and Services Committee meeting held on 15 March 2023 be confirmed as a true and accurate record.

3 Action Schedule (101120)

Action Item:

Page 12 – 2nd item – Reference to the Whakatane/Kawerau Spatial Plan to be amended to the Eastern Bay Spatial Plan.

Resolved

Deputy Mayor Rangihika / Councillor Savage

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

4 Her Worship the Mayor's Report (101400)

Resolved

Her Worship the Mayor / Councillor Ion

That Her Worship the Mayor's report for the period Wednesday 15 February to Wednesday 15 March 2023 is received.

5 Council Created Depreciation Reserve (Group Manager, Finance and Corporate Services) (201910)

Council discussed the report "Council Created Depreciation Reserve".

Resolved

Councillor Savage / Deputy Mayor Rangihika

- 1. That the report "Council Created Depreciation Reserve" is received.*
- 2. That Council approves combining all the current separate activity depreciation reserve accounts into one "General Council Created Depreciation Reserve".*

6 BOPLASS Limited – Draft Statement of Intent 2023 – 2026 and Half-Yearly Report to 31 December 2022 (Chief Executive Officer) (104023)

Council discussed the report "BOPLASS Limited – Draft Statement of Intent 2023 – 2026 and Half-Yearly Report to 31 December 2022".

Resolved

Councillors Savages / Ross

- 1. That the report "BOPLASS Limited – Draft Statement of Intent 2023 – 2026 and Half-Yearly Report to 31 December 2022" is received.*
- 2. That Council approves the BOPLASS Limited Draft Statement of Intent for 2023 - 2026.*

7 Adoption of Porritt Glade Annual Report for the Year Ended 30 June 2022 (Financial Accountant) (201000)

Resolved

Councillor Ion / Deputy Mayor Rangihika

Elected members have unanimously agreed to defer this item due to a delay in Audit NZ completing the audit.

8 Eastern Bay of Plenty Spatial Plan Governance Proposal (Group Manager, Regulatory and Planning) (104025)

Council discussed the report "Eastern Bay of Plenty Spatial Plan Governance Proposal.

Resolved

Her Worship the Mayor / Councillor Julian

1. *That the report "Eastern Bay of Plenty Spatial Plan Governance Proposal" is received.*
2. *That council endorses the proposed project structure.*
3. *That Council appoints Mayor Tunui as its representative to the Project Governance Group.*
4. *That Council appoints Deputy Mayor Rangihika as an alternative representative to the Proposed Governance Group, should the Mayor not be available.*
5. *That the Council notes that the Project Governance Group Terms of Reference will be submitted to Council for approval once developed.*

9 Adoption of Annual Report and Summary for Year Ended 30 June 2022 (Group Manager, Finance and Corporate Services) (201000)

Resolved

Councillor Ion / Deputy Mayor Rangihika

Elected members have unanimously agreed to defer this item due to a delay in Audit NZ completing the audit.

Meeting closed 10.13am

F K N Tunui

Mayor

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**Minutes of the Regulatory & Services Committee
held on Wednesday 12 April 2023
commencing at 9.00am**

Present: Councillor C J Ion (Chairperson)
Councillor B Julian
Councillor S Kingi
Councillor R G K Savage (9.12am)
Councillor J Ross
Councillor R Brooking

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

Apologies

Apologies from Her Worship the Mayor, Deputy Mayor Rangihika and Councillor Godfery were received.

Resolved

Chair Ion / Councillor Julian

Declarations of Conflict of Interest

No conflict of interest was declared.

PART A – REGULATORY

1 Monthly Report - Regulatory and Planning Services (340000)

The Committee discussed a report covering Planning, Compliance and Capability activities for the month of March 2023.

Action Item:

Clarification to be provided to Elected Members as to the testing points of Kawerau's waterways undertaken by the Regional Bay of Plenty Council.

Resolved

Councillors Kingi / Brooking

That the report on Regulatory and Planning Services activities for the month of March 2023 is received.

PART B – NON REGULATORY

2 Monthly Report - Finance and Corporate Services (211000)

The Committee discussed a report from the Group Manager, Finance and Corporate Services covering activities for the month of March 2023.

Action Item:

Statistics to be provided to Elected Members of the total amount of people supported by the MTFJ funding.

Resolved

Councillors Savage / Ross

That the report from the Group Manager, Finance and Corporate Services for the month of March 2023 is received.

3 Monthly Report - Operations and Services (440000)

The Committee discussed a report from the Group Manager, Operations and Services covering activities for the month of March 2023.

Resolved

Councillors Savage / Kingi

That the report from the Group Manager, Operations and Services for the month of March 2023 is received.

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

The Committee discussed a report from the Economic and Community Development Manager covering economic and community activities for the month of March 2023.

Resolved

Councillors Julian / Savage

That the report from the Economic and Community Development Manager for the month of March 2023 is received.

5 Monthly Report – Communications and Engagement (Communications and Engagement Manager) (340100)

The Committee discussed a report from the Communications and Engagement Manager covering communications and engagement activities for the month of March 2023.

Resolved

Councillors Kingi / Brooking

That the report from the Communications and Engagement Manager for the month of March 2023 is received.

Meeting closed at 9.40am

C J Ion

Chairperson

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Action Schedule

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
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.	GM F&CS	In Progress	Council has completed all areas recommended for improvement and will be engaging a consultant to further assess Council's risk maturity. Staff are currently investigating different providers of this service.	June/July 2023
Council 26.05.20	Results of 2020 NRB Survey (Community Satisfaction Survey) Elected Members agreed to review the way in which Council engages community satisfaction.	C&EM	Pending	After assessing providers, and discussion with Whakatāne and Ōpōtiki, SIL Research a New Zealand based (Hawkes Bay) registered market research company with 25-plus years' experience in local government will undertake this project. SIL Research has been the provider of resident surveys for both Whakatāne and Ōpōtiki for a number of years. Timing of the survey moved from January (the traditional timing for the survey) to April/May with the results available by the end of May/June 2023. Plan to use multiple methods for data collection including phone, mail, social media, and targeted approaches. Project Outline available. Opportunity to assess and develop the monthly customer satisfaction survey online with SIL Research.	Draft Questions March 2023 Survey completion April/May 2023 Final report May/June 2023

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 28.06.22	His Worship the Mayor's Report Elected Members agreed to move the cemetery records from the toilet block area to another area of the cemetery. <u>22.02.23 Council</u> Staff to communicate to public regarding the relocation of the cemetery records.	GM O&S C&EM	In Progress In Progress	A solution has been developed. It is being costed and will be presented to Elected Members in a workshop. Part of the Mayor's Message in the December 2022 newsletter As a new solution is re-worked, we will advise the Community	April 2023 Ongoing
R&S 12.07.22	Monthly Report - Regulatory and Planning Services Iwi consultation for the Spatial Plan.	GM R&P	In Progress	The Eastern Bay of Plenty Spatial Plan (Our Spaces) is being developed in partnership with central government and Iwi from Whakatane, Opotiki and Kawerau. Tuwharetoa Settlement Trust has been invited to join, but declined as they do not believe they speak for all the Iwi. Tuwharetoa Kaumatua, Te Haukākawa (Boycie) Te Rire has agreed to sit at the Governance level (once established), and will liaise with Tuwharetoa Kaumatua on who may be the appropriate person to sit at the leadership level.	Ongoing
R&S 16.08.22	Monthly Report - Operations and Services Opus report to be made available to the Disability Group.	GM O&S	In Progress	Meeting between Disability Group and staff planned to discuss the results and options	April 2023

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 13.09.22	<p>Monthly Report - Economic and Community Development</p> <p>Staff to:</p> <ol style="list-style-type: none"> provide Council with a date when the Bert Hamilton Hall repairs will commence. communicate to regular hirers of the Bert Hamilton Hall about the maintenance on the Hall. organise a letter of gratitude to be sent to the guest speakers of the Kawerau Young Achievers Awards. 	ECDM	In Progress	<ol style="list-style-type: none"> A Contractor was engaged to assess the work but was unable to do it. Another Contractor will be engaged. A letter was sent to regular users and initial comms placed in latest newsletter explaining next course of action. Letter completed and circulated. 	<p>June 2023</p> <p>Completed</p> <p>Completed</p>
R&S 15.11.22	<p>Monthly Report - Regulatory and Planning Services</p> <p>Staff to invite Commissioner Russell Orr and Inspector Jan Pryor to speak at the next R&S Committee Meeting about unannounced inspections and the timing of visits.</p> <p>Staff to contact MSD directly regarding alternative housing for homelessness with the introduction of the new Self-Contained Motor Vehicles Legislation Bill.</p>	GM R&P	Complete	<p>Commissioner Russell Orr and Inspector Jan Pryor met with Council on 15th March 2023.</p> <p>Engaging with local MSD Office regarding alternative housing options for homelessness. Was delayed while office closed – appointment being arranged</p>	<p>Completed</p> <p>Awaiting response from MSD</p>
R&S 13.12.22	<p>Monthly Report – Economic & Community Development</p> <p>Staff to provide Elected Members with a breakdown of the funding from the Youth Fund Officials meeting with the Youth Council.</p>	ECDM	In Progress	The Ministry of Youth Development (MYD) are yet to release details of the successful recipients. An email was sent to MYD on 21 April requesting an update.	Awaiting release from MYD

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 08.02.23	Monthly Report - Operations and Services Item 10: Vandalism – Staff to include in monthly reports, the location of the walls that have been vandalised. Staff to relay to residents the reason behind the discolouration of the water. In addition, include what zone we are up to with the pipe reticulation replacement project.	GM O&S C&EM	In Progress Ongoing	Locations will be included in the next R&S report Social media completed. Newsletter 22 March completed Will continue to promote	April 2023 Ongoing
Council 22.02.23	Council Minutes – 13.12.22 Council agreed to increase the general refuse charge for commercial trucks only at \$260 per tonne up to 2 cubic meters and \$290 per tonne exceeding 2 cubic meters. Council further agreed to review the charge at the February Regulatory and Services meeting.	GM O&S	Pending	Staff will do a full review for the 2023/2024 Financial Year.	June 2023
Council 29.03.23	Regulatory and Services Committee – 15 March 2023 Page 10 – Item 3: Staff to organise a site visit to the Rangī Delamere Pavilion for Councillors.	GM O&S	Pending	An update will be provided to Elected Members and a site visit arranged.	April 2023

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

Completed Items

Meeting Date	Action	Comments
R&S 13.09.22	Monthly Report - Operations and Services Staff to present a report for CCTV footage to Council at the 20 September 2022 Workshop with the urgency for New Zealand Police to attend.	A workshop was held on Tuesday 20 th September 2022 with Police in attendance. A further workshop was held on Tuesday 22 nd March 2023 updating Council on current CCTV cameras. Work and consultation continue looking at locations and funding for additional cameras.
R&S 15.03.23	Monthly Report - Finance and Corporate Services Item 3.1: Community Grants – Staff to provide clarity around the money funded from the Dog Control grant fund to K-Town Community Animal Welfare.	Further details clarifying the Dog Control grant were reported to the Regulatory and Services Committee on 12 April 2023.
R&S 15.03.23	Monthly Report - Operations and Services Manager, Operations and Services to include the statistics for rainfall, sunshine hours and temperature recordings in his monthly report.	Rainfall was included in GM O&S Report. Sunshine hours and temperature recordings will be included in GM F&CS Report.
R&S 15.03.23	Communications and Engagement Manager to provide a monthly report to the Regulatory and Services Committee.	Reporting commenced at April Regulatory and Services Committee meeting.
Council 29.03.23	Action Schedule Page 12 – Item 2: Staff to include Opotiki in the Spatial Plan.	The Plan was changed to Eastern Bay of Plenty Spatial Plan (Our Spaces) to represent Whakatane, Kawerau and Opotiki.
Council 29.03.23	Extraordinary Council – 22 March 2023 Page 7 – Resolution 4: Change the word ‘tender’ to ‘quote’.	Minutes were changed accordingly.

Election Services
Level 2, 198 Federal Street, Auckland
PO Box 5135, Victoria Street West
Auckland 1142
Phone: 64 9 973 5212
Email: info@electionservices.co.nz

Report to the
Kawerau District Council
regarding the

2023 Local Government

From the
Electoral Officer

28 March 2023

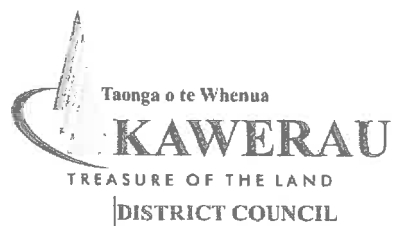


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Outline

The 2022 local government triennial elections occurred on Saturday 8 October 2022. The elections for Kawerau District Council and Bay of Plenty Regional Council were conducted satisfactorily and on time and met all legislative and practical requirements.

This report summaries the electoral process.

Background

Local government elections are required to be conducted every three years, with the 2022 election occurring on Saturday 8 October 2022. The conduct of these elections is prescribed by legislation and regulation to ensure public confidence and electoral integrity are maintained.

The following preliminary actions/decisions were made:

- (i) in 2020, Council resolved to retain the FPP (First Past the Post) electoral system for the 2022 triennial elections. The Bay of Plenty Regional Council similarly retained the FPP electoral system for their elections;
- (ii) during 2021, Council undertook a representation arrangements review (a review of representation arrangements such as the number of elected members etc). The final proposal comprised the mayor and eight councillors elected 'at large';
- (iii) postal voting to be used;
- (iv) the alphabetical order of candidate names to be used for Kawerau District Council and the random order of candidate names to be used for Bay of Plenty Regional Council;
- (v) no election was required for the Bay of Plenty District Health Board.

The electoral officer appointed for the Kawerau District Council is Dale Ofsoke of Election Services.

With the 2022 elections now complete, this report details the various electoral processes undertaken and election statistics for the information of Council.

Executive Summary

Elections Required

Elections were undertaken for:

Kawerau District Council

- mayor (elected at large)
- councillors (eight elected at large)

Bay of Plenty Regional Council

- Eastern Bay of Plenty General Constituency (two)

or

- Kōhi Māori Constituency (1).

Timetable

Key election functions and dates were:

Nomination period

15 July – 12 August 2022

Inspection of Preliminary Electoral Roll

15 July – 12 August 2022

Delivery of voting mailers

16-21 September 2022

Special voting/early processing

16 September – 8 October 2022

Election day

8 October 2022

Preliminary count

8 October 2022

Official count

9-14 October 2022

Return of Electoral Donations & Expenses Form

by 9 December 2022

Electoral Roll

The electoral roll comprises two parts, the Residential Electoral Roll and the non-resident Ratepayer Electoral Roll.

The Residential Electoral Roll contains parliamentary electors, whose details are maintained and supplied by the Electoral Commission.

Each territorial authority is responsible for compiling its own non-resident Ratepayer Electoral Roll.

To compile the Ratepayer Electoral Roll, three actions are required:

- (i) issuing an explanatory ratepayer roll flyer with all rates notices;
- (ii) a nationwide advertising campaign on the criteria of ratepayer elector qualifications and enrolment procedures; and
- (iii) the issuing of Ratepayer Confirmation Forms to all eligible 2019 Ratepayer Electoral Roll electors, and if returned, these along with any new enrolments, form the basis of the 2022 Ratepayer Electoral Roll.

A national advertising campaign was undertaken by Taituarā during May 2022 advising readers in all major daily newspapers of the criteria and qualifications required to be eligible for the Ratepayer Electoral Roll. A 0800 free-phone service was again used as a national helpline for ratepayer roll enquiries.

In April 2022, six Ratepayer Roll Confirmation Forms were issued to eligible 2019 Ratepayer Electoral Roll electors. Once new enrolments had been added, a total of seven non-resident ratepayer electors appeared on the 2022 Final Ratepayer Electoral Roll.

Preliminary and Final Electoral Rolls

The Preliminary and Final Electoral Rolls contained elector details in alphabetical order with a flag denoting the regional council constituency entitlement.

The Preliminary Electoral Roll was available for public inspection during normal office hours between 15 July 2022 and 12 August 2022 from the District Office, Ranfurly Court, Kawerau.

On the Final Electoral Roll there were 5,125 electors (5,118 resident electors and seven ratepayer electors).

The total number of electors of 5,125 is an increase of 287 (+6%) when compared to the 2019 Final Electoral Roll of 4,838.

Nominations

The nomination period was 15 July to noon 12 August 2022.

Nomination material was available during this time from:

- the District Office, Ranfurly Court, Kawerau;
- downloading the material from the Council's website;
- phoning the electoral office to have the material posted out.

A detailed '2022 Candidate Information Handbook' was prepared and made available to all candidates, any interested party (e.g. media) and available online. The handbook contained relevant information about the Council and its electoral process to potential candidates.

A total of 13 nominations were received for the nine vacancies, these being:

Issue	No. Nominations	No. Vacancies
Mayor	1	1
Councillors	12	8
Total	13	9

For the mayoral position, as only one nomination was received, Faylene Tunui was duly declared elected following the close of nominations.

The 13 nominations received for mayor and council vacancies compares with 16 nominations received at the 2019 election.

For candidate names, refer Notice of Day of Election - **Appendix 2**.

Voting Mailers

Voting mailers consisting of an outward envelope, return prepaid envelope, voting document and a candidate profile booklet (which included instructions in English and Māori) were posted to electors from Friday 16 September 2022.

The voting mailers were produced by the NZ Post Group and were consistent in design layout to all other local authorities in the country.

Special Voting

Special votes were available from 16 September 2022 to noon 8 October 2022 from:

- the District Office, Ranfurly Court, Kawerau;
- phoning or emailing the electoral office.

A total of 69 special votes were returned prior to the close of voting, of which 41 (60%) were valid. This compares to 88 special votes returned for the 2019 election, with 44 (50%) being valid.

Elector Turnout

Of the 5,125 electors on the Final Electoral Roll, 2,160 electors returned their voting document. This represents a 42.1% return and compares to a 48.9% return in 2019 and a 45.6% return in 2016.

A schedule of the daily returned voting documents over the voting period is attached (**Appendix 1**).

Of note, the 2022 average nationwide voter turnout is

45.58% (compared to 41.7% for the 2019 election) and an average 49.22% voter turnout from similar councils (e.g. Gore, Hauraki, Kaipara, Ōpōtiki, Wairoa etc). Neighbouring Whakatāne District achieved a 45.3% turnout.

Results

With the undertaking of the early processing of returned voting documents during the voting period, progress results were able to be released on election day at around 1pm. Progress results reflected about 80% of votes cast and did not include votes received at Council's office on election day morning or special votes received.

The preliminary results were released about 8.00pm on election day following the receipt and processing of votes received at Council's office on election day morning. The preliminary result reflected about 98% of votes cast. These statistics show about 18% of all votes cast were received on election day morning.

Both the progress and preliminary results were released to candidates and placed on Council's website.

The final results (Declaration of Results of Election – see **Appendix 3**) were made on Friday 14 October 2022 and were also released to candidates and placed on Council's website.

Election Costs

The 2022 estimated election cost advised in June 2020 was \$52,280 + GST (or for 5,150 electors, \$10.15 + GST per elector), subject to actual third-party costs.

The 2022 final election cost has now been determined at \$55,315 + GST (or for 5,125 electors, \$10.39 + GST per elector). The cost increase is due largely to the higher than budgeted cost of postage (an additional \$4,157 + GST), due to a late change in pricing by NZ Post from a nationwide unit price to each council's zonal pricing.

The unit cost per elector of \$10.39 + GST compares to the \$9.34 + GST unit cost for the 2019 election (+11.2%).

Of the \$55,315 + GST final cost, Council is able to recover \$20,499 + GST (37.06%) from the Bay of Plenty Regional Council.

Accordingly, this leaves a net cost to Council for their

election of \$34,816 + GST (62.94% of the total).

The cost share for each organization is determined by the nationally provided Taituarā MOU Cost Sharing Calculator, which reflects the actual number of electors, elections required, final costs by component etc.

Upcoming Issues

Inquiry into the 2022 elections

Parliament's Justice Committee is undertaking its normal inquiry into the conduct of the 2022 local government elections. Submissions were called for and closed on Tuesday 14 February 2023.

The Terms of Reference include:

- low voter turnout
- the provision of election services by private organisations, with particular reference to:
 - special voting
 - provision of ballot papers
 - complaint processes
 - accountability for local elections
 - postal voting (including security of ballots and whether postal voting is an effective method of receiving votes)
- the age of eligible voters (with reference to lowering the age of eligible voters to 16 years).

Electoral System Review

Under the Local Electoral Act 2001 (LEA), a local authority may resolve, before 12 September 2023, to change the electoral system used at the last election. Should Council wish to consider changing its electoral system (to single transferable voting), it can do so by resolution no later than 12 September 2023.

However, a public notice must be given by 19 September 2023 providing the right of electors to demand a poll on the matter.

Māori Representation Review

Under the Local Electoral Act 2001, Council may at any time resolve to introduce one or more Māori wards. If Council wishes to establish Māori wards to apply for

the 2025 and 2028 triennial elections, a resolution must be made before 23 November 2023. However, as Council does not currently have Māori wards, the need to consult with iwi by 20 December 2023 applies - refer the Local Government Electoral Legislation Bill below.

**Representation
Arrangements Review**

The Local Electoral Act 2001 requires every local authority to undertake a representation arrangements review at least once in every six-year period. As Council last undertook a review in 2021 (for the 2022 triennial elections), it is not required to conduct a review until 2027.

However, should Council resolve to introduce one or more Māori wards, then a further representation arrangements review must be undertaken in 2024.

**Local Government
Electoral Legislation Bill**

The electoral system, Māori representation and representation arrangements review processes are subject to the Local Government Electoral Legislation Bill currently before Parliament (2nd Reading), which if passed, will introduce changes to the legislative dates and requirements outlined below:

Electoral system:

- If a successful demand for a poll of electors to change the electoral system is received by **11 December 2023** (currently 21 February 2024), or Council resolves to hold a poll on the electoral system by **11 December 2023** (currently 21 February 2024), a poll **must** be held by **14 March 2024** (currently 21 May 2024) (sec 28 LEA).

Māori representation:

- If Māori representation is not already established, Council **must** consult with, and have regard for the views of Māori and other communities, concerning the establishment of Māori representation **by 20 December 2023** (sec 19GA LEA);
- If Māori representation is not already established, Council **must** resolve whether or not to establish Māori representation **by 20 December 2023** (sec 19GA LEA);
- Public notice **must** be given **by 3 January 2024**

following the Council resolution on whether or not to establish Māori representation (sec 19GA LEA) and Māori representation must/must not form part of the ensuing representation arrangements review.

Representation arrangements review:

- **From 20 December 2023** (currently 1 March 2024), a formal consultation/resolution period of initial representation arrangements review proposal commences, concluding **no later than 31 July 2024** (currently 31 August 2024) (sec 19K (1AA) LEA);
- Council **must** give public notice of resolution of initial proposal **by 8 August 2024** (currently by 8 September 2024), with submission period of at least one month (**by 8 September 2024** - currently by 8 October 2024) (sec 19M LEA);
- Submissions heard by Council, and resolution of final proposal **must** be made by **3 November 2024** (currently 19 November 2024) (sec 19N LEA);
- Council **must** give public notice of its resolution of final proposal within eight weeks of the close of submissions (**3 November 2024** - currently 19 November 2024), with an appeal/objection period of at least one month (sec 19N LEA);
- If an appeal/objection is received by **3 December 2024** (currently 20 December 2024), the final proposal **must** be submitted to the Local Government Commission **by 20 December 2024** (currently 15 January 2025) (sec 19Q LEA).

Summary and Conclusions

The Kawerau District Council's 2022 triennial elections were conducted successfully and met all legislative and practical requirements, with all tasks completed on time.

There are however several electoral issues Council may be required to consider during 2023/24:

- (i) consider whether Council retains the first past the post electoral system or adopts the single transferable voting electoral system for the 2025 triennial elections – by 12 September 2023. A public notice of the electoral system for the 2025 triennial elections must be made by 19 September 2023;

- (ii) if the Local Government Electoral Legislation Bill is passed into legislation, Council will need to consult with and have regard to the views of iwi on the introduction of Māori wards and make an appropriate resolution by 20 December 2023. Should one or more Māori wards be introduced, a further representation arrangements review would be required in 2024.



Dale Ofoske
Electoral Officer // Kawerau District Council
Election Services

APPENDIX 1

KAWERAU DISTRICT COUNCIL VOTING DOCUMENT RETURNS - 2022 ELECTIONS

ELECTIONS	01/12/22		02/12/22		03/12/22		04/12/22		05/12/22		06/12/22		07/12/22		08/12/22		09/12/22		10/12/22		11/12/22		12/12/22	
	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT	COUNT	PCT
TOTAL	200	1.5%	150	1.1%	50	0.4%	0	0%	475	3.6%	50	0.4%	125	0.9%	250	1.9%	850	6.4%	600	4.6%	11.7%	7.4%	600	4.6%
5125	350	6.8%	425	8.3%	425	8.3%	425	8.3%	475	9.3%	475	9.3%	500	9.6%	500	9.6%	600	11.7%	600	11.7%	7.4%	7.4%	1250	24.4%
NETS	1.9%	7.8%	1.9%	7.8%	1.9%	7.8%	1.9%	7.8%	1.9%	7.8%	1.9%	7.4%	7.4%	1.9%	1.9%	7.4%	7.4%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%
NETS	5.2%	8.8%	11.0%	13.2%	14.0%	16.5%	15.9%	20.8%	23.6%	25.6%	27.4%	28.5%	29.6%	31.5%	34.6%	37.2%	42.9%	48.9%	46.9%	45.6%	45.6%	37.3%	34.0%	34.0%

KAWERAU DISTRICT COUNCIL 2022 ELECTION Daily Voting Document Returns



APPENDIX 2

KAWERAU DISTRICT COUNCIL ELECTIONS NOTICE

NOTICE OF DAY OF ELECTION FOR THE 2022 ELECTIONS OF KAWERAU DISTRICT COUNCIL

Nominations received

Notice is given under section 65 of the Local Electoral Act 2001 that the following persons have been duly nominated as candidates for:

COUNCIL (*eight vacancies*)

Last Name	First Name	Affiliation
BROOKING	Rowena	
GODFERY	Warwick	
HIWARAU	Louise Kaihau	
ION	Carolyn	
JULIAN	Berice	
KINGI	Sela	
MCLEAN	Craig Kenneth	
RANGIHIKA	Aaron	
ROSS	Justin	
SAVAGE	Rex	
WILSON	Vivienne Puti	
WORRELL-KURTH	Vannessa	

As there are (for each office) more candidates than there are vacancies to be filled, an election will be held between the listed candidates on Saturday, 8 October 2022, under the first past the post electoral system by postal vote.

Elected unopposed

Mayor (*one vacancy*)

Last Name	First Name	Affiliation
TUNUI	Faylene	

As the number of candidates does not exceed the number of vacancies, Faylene TUNUI is duly declared elected mayor of Kawerau District Council.

Order of candidate names

The Kawerau District Council has resolved under regulation 31 of the Local Electoral Regulations 2001 to adopt the alphabetical order of candidate names to appear on the voting documents.

KAWERAU DISTRICT COUNCIL ELECTIONS NOTICE

Issuing of voting documents

Voting documents will be posted to electors from Friday, 16 September 2022.

Return of voting documents

Voting documents must be returned not later than noon, Saturday, 8 October 2022 to the electoral officer.

Voting documents can be returned by post or hand delivered at the District Office, 2 Ranfurly Court, Kawerau between Friday, 16 September 2022 and Friday, 7 October 2022 during normal office hours, and Saturday, 8 October 2022 between 9.00am – noon.

Special voting

Special voting in terms of the Local Electoral Act 2001 and the Local Electoral Regulations 2001 may be exercised at the above council office and times.

A person can apply to enrol as either a residential or ratepayer elector right up to and including Friday, 7 October 2022 – the day before the close of voting.

Dale Ofsoske, Electoral Officer

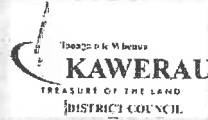
Kawerau District Council

2 Ranfurly Court, Kawerau

17 August 2022

APPENDIX 3

**DECLARATION OF RESULTS OF
ELECTION for the Kawerau
District Council 2022 elections**



I hereby declare the results of the elections held on 8 October 2022 for the following offices:

COUNCIL (<i>eight vacancies</i>)	Votes Received
BROOKING, Rowena Te Rangī	1374
GODFERY, Warwick	1364
HIWARAU, Louise Kaihau	659
ION, Carolyn	1407
JULIAN, Berice	1367
KINGI, Sela	1428
MCLEAN, Craig Kenneth	718
RANGIHIKA, Aaron	1203
ROSS, Justin	1444
SAVAGE, Rex	1256
WILSON, Vivienne Puti	797
WORRELL-KURTH, Vanessa	679

Informal votes received: 4

Blank votes received: 5

I therefore declare Rowena BROOKING, Warwick GODFERY, Carolyn ION, Berice JULIAN, Sela KINGI, Aaron RANGIHIKA, Justin ROSS, and Rex SAVAGE to be elected.

Mayor (*one vacancy*)

Elected unopposed when nominations closed was Faylene TUNUI.



Dated Kawerau, 14 October 2022
Dale Ofsoske, Electoral Officer
Kawerau District Council
2 Ranfurly Court, Kawerau

Phone 0800 922 822

