

Western Bay of Plenty District Council

**Minutes of Meeting No. C30 of Council
held on 19 September 2019 in the Council Chamber, Barkes Corner, Tauranga
commencing at 11.00am**

Present

His Worship the Mayor G J Webber (Chairperson), Councillors G Dally, M Dean, M Lally, P Mackay, K Marsh, D Marshall, M Murray-Benge, J Palmer, D Thwaites and M Williams

In Attendance

M Taris (Chief Executive Officer), K Perumal (Group Manager Finance and Technology Services), J Pedersen (Group Manager People and Customer Services), R Davie (Group Manager Policy, Planning and Regulatory Services), B Williams (Acting Group Manager Infrastructure Services and Strategic Property Manager), I Butler (Finance Manager), K Elder (Governance Manager), D Pearce (Community Manager), P Hennessey (Communications Officer), L Balvert (Senior Communications Specialist), C Page (Senior Executive Assistance), S Tripathi (Governance Administrator), T Ruru (Governance Advisor) and A Alty (Senior Governance Advisor).

Community Boards

S Beech (Chairperson, Maketu Community Board), J Hobbs (Chairperson, Katikati Community Board), M Grainger (Chairperson, Omokoroa Community Board), P Miller (Chairperson, Te Puke Community Board) and A Sole (Chairperson, Waihi Beach Community Board)

Others

M Proctor (Audit Manager, Audit New Zealand)
Katikati Community Board Member Norm Mayo
1 member of the public

Apologies

There were no apologies to hand. It was noted that Councillor Scrimgeour was on leave of absence.

Declarations of Interest:

Members were reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

Members were advised that if they had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table for the item. (As per the Local Authorities (Members' Interest) Act 1968)

There were no declarations of interest received for any items on the agenda.

C30.1 Minutes of Council and Committee Meetings for Confirmation

Council considered minutes of the meetings of the Council and its Standing Committees as circulated separately with this agenda.

Resolved: Mackay / Palmer

THAT the minutes of the following meeting as circulated with the agenda are confirmed and are a true and correct record:

1. *Minute no. C29 of the Western Bay of Plenty District Council held on 29 August 2019.*

C30.2 Minutes for Receipt

Council considered minutes as circulated separately with this agenda.

Resolved: Marshall / William

THAT the minutes of the following meetings as circulated separately with the agenda be received:

2. *Minute no. PF10 of the Maori Partnership Forum held on 27 August 2019.*

C30.3 Non-Discharge of the Regulatory Hearings Committee, and District Licensing Committee

Council considered a report from the Governance Manager dated 10 September 2019 as circulated with the agenda.

Resolved: Murray-Benge / Dean

1. *THAT the Governance Manager's report dated 10 September 2019 and titled Non-Discharge of the Regulatory Hearings Committee and District Licensing Committee be received.*
2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
3. *THAT pursuant to Clause 30 (7) Schedule 7 of the Local Government Act 2002 the current Regulatory Hearings Committee shall not be deemed to be discharged until such time as a new Regulatory Hearings Committee has been appointed following the 2019 local authority elections, and that Council appoint all members of the current Committee as Hearings Commissioners during this period to deal with ordinary matters of business referred to that Committee under its current terms of reference.*
4. *THAT pursuant to Clause 30 (7) Schedule 7 of the Local Government Act 2002 the current District Licensing Committee shall not be deemed to be discharged until such time as a new District Licensing Committee has been appointed following the 2019 local authority elections, with all members of the current Committee to remain as members during this period to deal with ordinary matters of business referred to that Committee under its current terms of reference.*

C30.4

Draft Financial Statements for the Year Ended 30 June 2019, Funding Transfer in Reserve Accounts and Adoption of the Annual Report and Summary Annual Report 2018-19

Council considered a report from the Group Manager Finance and Technology Services dated 11 September 2019 as circulated with the agenda. The Group Manager Finance and Technology Services introduced the report and advised that Council was responsible for the preparation of the Annual Report and ensuring compliance with acceptable and required accounting practices had been followed. The Audit Report advised that compliance with the accounting standards had been met.

The Group Manager Finance and Technology Services introduced Maree Proctor, the Audit Manager from Audit New Zealand who was in attendance to present the Audit Report on the Western Bay of Plenty District Council Annual Report and Summary Annual Report – 2018-19. Ms Proctor tendered an apology on behalf of Clarence Susan the Audit Director who was unable to be at the Council meeting today to present the report. Ms Proctor spoke to the Audit Opinion and summarised the following points:

- The financial statements presented fairly, the Council's financial position as at 30 June 2019 and the results of its operations and cash flow for the 2018-19 year.
- Council complied with generally accepted accounting practices in New Zealand in accordance with Public benefit Entity Accounting Standards.
- Specific reference was made to the Groups of Activities and the levels of service achieved and other funding impact statements
- Audit New Zealand would be issuing an assurance report relating to Council's Debenture Trust Deed in the next 30 days.
- Council revaluation of its transportation assets as at 1 July 2018, the overall value of assets increased \$27m with the majority of the increase in value due to the increase in construction costs, and movements due to inclusion of drainage related assets for the first time.
- Audit New Zealand was satisfied the revaluations were performed in accordance with appropriate accounting and valuation standards and the asset values reflected fair value.
- There were no instances of any management override.
- In regard to public sector issues it was confirmed that Council had a Fraud and Corruption Prevention Policy in place that explained what corruption was. The Policy set out expectations for employees and suppliers should any bribery or corruption be identified.

On behalf of Audit New Zealand, the attending Audit Manager thanked members of the Western Bay of Plenty District Council, particularly the finance team for their assistance during the course of the audit process.

The Group Manager Finance and Technology Services advised that the Audit Management Report would be presented to the newly elected Council.

The Mayor thanked the New Zealand Audit Team and the Council Finance team for their work in bringing the Financial Statements for the Year Ended 30 June 2019, Funding Transfer in Reserve Accounts and Adoption of the Annual Report and Summary Annual Report 2018-19 to Council for adoption.

Resolved: Mackay / Marshall

1. *THAT the Senior Financial Planner's report dated 11 September 2019 and titled 'Draft Financial Statements for the Year Ended 30 June 2019, Funding Transfers in Reserve Accounts and Adoption of the Annual Report and Summary Annual Report 2018/19' be received.*
2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the Annual Report and Summary Annual Report for the year ended 30 June 2019 be received and approved by Council.*

AND following receipt of the Audit Opinion from the Audit New Zealand representative in attendance.

4. *THAT the Audit Opinion from Audit New Zealand for Western Bay of Plenty District Council's financial statements and performance information for the year ended 30 June 2019 be received.*
5. *THAT the pursuant to Section 98 and 99 of the Local Government Act 2002, the Western Bay of Plenty District Council's audited Annual Report and Summary Annual Report and Summary Annual Report for the year ended 30 June 2019 be adopted.*

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

Resolved: Marsh / Williams

THAT the public be excluded from the following part of this meeting namely:

- *In Confidence Council and Committee minutes for Confirmation.*

AND

THAT members of the public in attendance be permitted to remain for the confidential section of the meeting.

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

<i>General subject of each matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>In Confidence Council and Committee minutes for Confirmation</i>	<i>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</i>	<i>For reasons previously stated on the relevant minutes.</i>

Return to Open Business

Resolved: Murray-Benge / Dean

THAT the meeting resume in open session.

C30.6

Valedictory Speeches

Mayor Webber invited retiring Councillors Mackay and Williams to each give a valedictory speech to the final Council meeting for the 2016-19 Triennium.

Retiring Councillor Peter Mackay

Councillor Peter Mackay reflected on a phone call that had instigated his candidacy and subsequent election and commitment as an elected Councillor for the Waihi Beach/Katikati Ward six years ago.

He noted that as a newly elected Councillor, the training he undertook with the Institute of Directors highlighted that in terms of governance, the most important duty of Council was the appointment of its Chief Executive Officer. He extended thanks to Miriam Tavis for her exemplary performance as the Chief Executive of the Western Bay of Plenty District Council. He also thanked Councillors, for their team work that set a good example of decision making and working together.

Received with acclamation.

Retiring Councillor Mike Williams

Councillor Mike Williams acknowledged the people of the Katikati community and the Ward for electing him as their representative. He reflected that he had really enjoyed the past 13 years that he had served as a Councillor and Community Board member. When he first joined Council he worked with Glenn Snelgrove as the previous Chief Executive Officer. He endorsed the comments of Councillor Mackay in relation to the leadership of Miriam Tavis in her role as the current Chief Executive over the past six years.

He stated that he was especially proud of the achievements of the development of the Katikati Museum, now the Western Bay Heritage museum at the old fire station building in Katikati, and the completion of the new library building at Katikati both which were great assets for the community and the overall district.

Council had been able to achieve debt reduction, improvements to water, sewerage, roading and overall infrastructure across the district. Council had worked hard to make some brave decisions that would reflect well in the future.

Councillor Williams noted that hard decisions had been made and he was proud to have been part of the team and he leaves Council in good order. He thanked everyone present.

Received with acclamation.

Concluding Remarks

Mayor Webber acknowledged the attendance of all five Community Board Chairpersons at the final meeting of Council, noting that four of those Chairpersons were retiring from their respective positions.

He noted that it had been a pleasure working with the Chief Executive Office and staff. He reiterated comments of the retiring Councillors that Council had made some hard decisions and Council was now in good shape for the future.

He thanked the Senior Governance Advisor, Aileen Alty, for her support to the Council meetings and thanked all staff and Councillors and extended best wishes to all candidates in the forthcoming elections.

The Chief Executive Officer extended thanks to all Councillors for their commitment over the past three years. She noted that a lot had been achieved and some difficult decisions made during the past triennium and Council had worked well together during this time.

The Chief Executive Officer announced that Western Bay of Plenty District Council Customer Services team had won the award for the Association of Local Government Information Management (ALGIM) Spring Conference Award for Customer Service. This was a national award competing against 80 other Councils and was based on anonymous callers making enquiries through phone, email and social media avenues over a three month period.

The Chief Executive Officer acknowledged and thanked staff who had supported Council over the past triennium.

Received with acclamation.

The meeting concluded at 11.31 pm.

In accordance with Standing Order 27.4 these minutes are authenticated as a true and correct record:

G J Webber, JP
Mayor

Date

M G Taris
Chief Executive Officer

Date

C30