

MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

COUNCIL

Te Kaunihera



**Minute Index and
Information Pack
Pikau Korero
C15
Thursday, 17 May 2018**

Advice to Councillors on Use of Information Packs

Council has agreed that Information Packs will be supplied with the agendas for Council and its Committees as well as Community Boards as required. Members are to present questions in writing on contents, provided these are received 48 hours prior to the meeting (i.e. by 5.00pm on a Monday for a Thursday meeting). A copy of the questions and written replies will be made available to all Members and will be tabled at the meeting.

Any questions received later than the 48 hour deadline will be responded to within five days with copies of both questions and answers circulated to all Members.

All questions to be **emailed** to the relevant Democracy Advisor.

In addition, should a more detailed report or presentation be required on any specific item, Councillors are invited to make an e-mail request to the Chief Executive Officer. Reports or presentations requested will be given at the first available opportunity.

Council	-	Fleur Sweeney
Community Committee	-	Michelle Parnell
Long Term and Annual Plan Committee	-	Fleur Sweeney
Operations and Monitoring Committee	-	Michelle Parnell
Policy and Strategy Committee	-	Fleur Sweeney
Rural Committee	-	Michelle Parnell
All Community Boards	-	Aileen Alty

Please include in any emailed questions and the following references from this Information Pack;

- Title of Item – Page reference for question.

Open Items
Council No. C15
17 May 2018
Minute Index - Open

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11. Minute no. OP11 of the Operations and Monitoring Committee held on 10 May 2018. <i>(To be distributed separately when available)</i>	
12. Minute no. LTAP5 of the Long Term and Annual Plan Committee held on 15 May 2018. <i>(To be distributed separately when available)</i>	
Minutes for Receipt	
13. Minute no. CH2 of the Independent Commissioner Hearing held on 27 February 2018	84-116
14. Minute no. JG3 of the Tauranga City Council/Western Bay of Plenty District Council Joint Governance Committee held on 18 April 2018	117-120

Information Pack - Open

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Western Bay of Plenty District Council

**Minutes of Meeting No. WB12 of the
Waihi Beach Community Board held on 23 April 2018
at the Waihi Beach Community Centre
commencing at 6.30pm**

Present

Members A Sole (Chairperson), M Roberts (Deputy Chairperson), B Hepenstall, R Parsons and Councillors D Marshall and M Williams

In Attendance

M Taris (Chief Executive Officer), S Harvey (Roading Engineer East/West) and A Alty (Democracy Advisor)

Others

Seven members of the public and one member of the press.

Public Forum

Resolved: Member Hepenstall / Councillor Marshall

THAT the meeting adjourn for the purpose of holding a public forum.

The Chairperson clarified the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Waihi Beach Community Board. He then invited the advised speakers and any other attending members of the public to take part in the Public Forum.

Draining of Reservoir Dam at Waihi Beach

Stephanie Duncan thanked the Board for the response to the concerns of residents raised relating to the draining processes of the reservoir dam at Waihi Beach. A new procedure for management of the dam provided clear processes of steps to be taken when any water release from the dam was required. The procedure would be managed by Council Utilities staff and the approved maintenance contractor.

Ms Duncan advised that as recently as last week, the commitment to empty the dam to 30% containment had not been met. She also asked why the water was being released with such

frequency when there had not been any significant rain events/warnings over recent months.

Ms Duncan noted that there was an opinion that there may be a correlation of the drained water spilling onto the northern end of the beach and the incidents of an increase in dead shellfish in the same area.

The Chairperson noted that it was important to remember that the dam level must be professionally managed under emergency and civil defence requirements and reflection of the Edgumbe floods in 2017 endorsed how important it was to monitor and manage dam structures in heavy rain and potential flood situations.

Water Pressure at Waihi Beach

Jim Cowern advised that there seemed to have been an increase in water pressure in some areas of The Crescent at Waihi Beach, and a local plumber had suggested that affected properties needed to install a pressure-reducing valve which could cost in excess of \$100.00 for affected households and he asked how this should be managed.

The Board was advised that there had been no increase in the water pressure supply to properties and normal pressure settings had not been increased. Any decision to install a pressure-reducing valve was at the instigation and cost to the householder. The Utilities Manager would reply directly to the Chairperson regarding this query.

Dog Owners Behaviours

Helen Micklejohn noted that, while Western Bay of Plenty District Council promoted socialisation for dogs by way of Doggy Day Out activities, for example, it was dog owners that really needed training in many cases. The behaviour of owners not picking up dog poo or randomly casting aside used plastic bags with dog poo in rather than putting the bags in rubbish bins was increasing. Dog owners needed to be responsible and the Dog Control Bylaw enforced.'

Private Property Development at No. 10 Beach Road - Location of Pohutukawa Trees

Mike Hickey advised that there was development being undertaken on private property (next to where the old picture theatre used to be) at No 10 Beach Road, and there were two pohutukawa trees on Council property that may be affected by the construction/development. It was important that the trees be protected as much as possible.

The Reserves and Facilities Manager would be asked for comment relating to this item.

Disturbance to Rock Revetment Wall - Unfenced Swimming Pool

Kevin Wright advised that he had had a reply in regard to his query about repairs to the rock revetment wall that were required to be undertaken by the property owner after a swimming

pool had been installed on a beachfront section. He noted that the swimming pool had been installed for some months now and there was no safety fencing around the pool.

An inquiry would be made to ascertain the status of the required fencing for the swimming pool.

Resolved: Member Sole / Councillor Williams

THAT the meeting be re-convened in formal session at 6.56pm.

The Chairperson advised that the meeting was now under formal process and members of the public were most welcome to stay but may not interject or speak to Board members during the course of the formal meeting.

WB12.1 Minutes of Meeting No. WB11 of the Waihi Beach Community Board Held on 12 March 2018

The Board considered the minutes no. WB11 of the Waihi Beach Community Board Meeting held on 12 March 2018 as circulated with the agenda.

Resolved: Member Sole / Councillor Marshall

THAT the minutes of meeting no. WB11 of the Waihi Beach Community Board held on 12 March 2018 as circulated with the agenda be confirmed as a true and accurate record.

WB12.2 Council Decisions on Board Recommendations - April 2018 Decision Report from Operations and Monitoring Committee Meeting OP10 28 March 2018 - Waihi Beach Cycleways

The Board considered a report from the Democracy Advisor dated 3 April 2018 as circulated with the agenda.

Resolved: Members Sole / Parsons

THAT the report of the Democracy Advisor dated 3 April 2018 titled Committee Decisions on Board Recommendations March 2018 in regard to Waihi Beach Cycleways be received.

WB12.3 Chairperson's Report

The Board considered a report from the Chairperson dated 9 April 2018 as circulated with the agenda.

WB12.3.1 Stormwater Holding Pond

The Chairperson advised that the work on Maranui Stormwater Pond had started and would be undertaken by a local contractor and overseen by Council staff.

WB12.3.2 Wilson Park Stormwater Pump

The Utilities Manager advised that Wilson Road Reserve and the surrounding property areas were part of a stormwater assessment on potential solutions for managing stormwater collection. Any solution and the associated expenditure would need to be assessed on a cost / area of benefit ratio, i.e. (Greater expenditure should benefit more than an individual property). As such any infrastructure solutions involving mechanical equipment (pumps) would significantly add to the physical and operational costs and would need to benefit a wider area.

WB12.3.3 Installation of Pedestrian Refuge Crossing

Board members noted that consideration needed to be given to the type of pedestrian refuge best suited for the specific roadways to ensure protection to pedestrians when crossing wide roads to access the beach.

The Roding Engineer (East/West) advised that he would include consideration for the most suitable type of refuge in the requested pricing from Westlink for pedestrian refuges to be installed at the roundabout corner of Emerton Road and Seaforth Road, Tuna Avenue and between 10 and 18 Seaforth Road.

WB12.3.4 Athenree Wetlands Access

It was advised that the Reserves and Facilities Manager had been in contact with a Department of Conservation representative advising the Board's request to have the Athenree Wetlands access and parking area cleaned-up.

It was noted that Council staff had a good working relationship with the Department of Conservation and there was a will to see the area cleaned up.

WB12.3.5 Dam and Trig Walkway Signs

The Board advised that they were happy with the draft signage designs forwarded from the Reserves and Facilities Management.

WB12.3.6 Dam Water Level Control Process

The Board was advised that a public information item was being put together and this was expected to be included in the local newspaper in the near future.

WB12.3.7 Volunteers Afternoon Tea

The Community Board advised their intention to acknowledge the work of volunteers in the community by hosting an afternoon tea. The date and venue for the function was to be advised in the near future.

Resolved: Members Sole / Hepenstall

THAT the Waihi Beach Community Board allocate up to \$1,000 from the Waihi Beach Community Board Contingency Account for the provision of an afternoon tea to acknowledge volunteers in the Waihi Beach Community.

WB12.3.8 Long Term Plan

The Chairperson advised that he had presented the Waihi Beach Community Board submission to the 2018-2028 Long Term Plan to Council on 19 April. He also advised that the final Have Your Say consultation event would be held at Waihi Beach on 28 April 2018 at the Waihi Beach RSA.

Resolved: Members Sole / Parsons

THAT the Waihi Beach Community Board Chairperson's Report dated 9 April 2018 be received.

WB12.4 Councillor's Report

The Board considered a report from Councillor Williams dated 9 April 2018 as circulated with the agenda.

WB12.4.1 State Highway Two Update

Councillor Williams advised that Council supported and approved in principle an initiative by SmartGrowth and the New Zealand Transport Agency for the preparation of a project plan for a Western Bay of Plenty centre for transport to present a united voice to government to advocate for the roading needs of the district.

WB12.4.2 Representation Review

Informal community engagement on the Representation Review closed on 6 April and Council would consider all the feedback received in the development of a future representation proposal for the Western Bay of Plenty District.

WB12.4.3 Māori Representation

Council was holding a binding poll to see whether Māori wards should be introduced for the next two triennial elections in 2019 and in 2022. In November 2017, Councillors voted to establish one or more Māori wards. Consequently, a valid independent petition from over five percent of Western Bay District electors against the move was handed to Council, requiring a poll. The poll would open from Friday 27 April to midday on Saturday 19 May 2018, and would be conducted by Council's electoral officer.

WB12.4.4 Rubbish and Recycling

Council was undertaking a study to investigate alternative recycling and rubbish collection models along with the management of solid waste and recycling across the District.

Residents have been urged to make use of the various recycling facilities in the District to help ensure waste was managed in a sustainable way in the future. Further public consultation would be undertaken in regard to this topic before any final Council decisions were put forward.

In regard to Waihi Beach it was important to consider how rubbish collection at Waihi Beach should be undertaken. It was clear that the volume of rubbish had increased in the area, over the whole year, not just at peak holiday times. More and more people were visiting and staying in the area which consequently meant more and more rubbish for disposal. If statistics could be collected on the volume of rubbish collected from the area, it would bear out that alternate collection options were needed.

The use of plastic rubbish collection bags also needed to be looked at, as damaged and ripped full plastic rubbish bags (by cats/dogs/birds and vermin) contributed to rubbish constantly being strewn about the area.

The Board needed to have discussions with the Environmental Solid Waste Team Leader and the Utilities Manager now to consider options for rubbish collection during the peak summer holiday period and ongoing rubbish management across the Waihi Beach area.

Resolved: Member Sole / Councillor Williams

THAT the report from Councillor Williams dated 9 April 2018 be received.

WB12.5 Infrastructure Services Report Waihi Beach - April 2018

The Board considered a report from the Deputy Chief Executive dated 6 April 2018 as circulated with the agenda.

WB12.5.1 Waihi Beach Walking Track Signage - MAS Reference WB5 17 3.2

The Board advised that they approved the signage designs for the walking tracks at Waihi Beach forwarded to them by the Reserves and Facilities Manager.

WB12.5.2 Community Roading Budget

Under topic - Less Expended to Date - the list priority reference numbers should read:

1. Wilson Road Carpark
2. Dam to Trig Walkway
9. (NOT No.3) Waihi to Waihi Beach Cycleway

The Transport Engineer (East/West) advised that pricing for Waihi Beach Priority Works No. 3 - Plom Road to Wakanoi Place and No.6 Island View Reserve to the Loop was currently underway.

Board members noted that consideration needed to be given for a walkway/cycleway along the section of roadway on Emerton Road might need to be relooked at in light of the subdivision development being undertaken in the immediate vicinity.

The Board would like to see the development of the approved Waihi Beach cycleways begin as soon as possible.

WB12.5.3 Waihi to Waihi Beach Cycle Trail

In relation to Priority No.9 - Waihi to Waihi Beach Cycle Trail the Board still wanted a breakdown of specific costs spent on this project to-date.

The Board would like to see this proposal progressed as soon as possible. It was something that members of the public were wanting and waiting to happen.

WB12.5.4 Emergency Management

Board member Roberts advised that she had spoken to a representative from Emergency Management to ensure the reporting under this section was correct for the Waihi Beach and surrounding area. The reported item within the Infrastructure Services Report was still not correct so she would again speak to the report writer of this item.

WB12.5.5 Planting Plan for Blocklands Block - MAS Reference WB11 184.1

The Board request a copy of a previous planting plan and would set up a meeting with Reserves and Facilities staff to 'workshop' options for future plantings and incorporate a visit the Broadlands Block to visualise how the area would look in the future.

An approved planting plan would be included in the Waihi Beach Reserve Management Plan.

WB12.5.6 Possible Future Parking Options for the Waihi Beach Township - Wilson Park Reserve Entrance Area

As car parking spaces within the Waihi Beach retail sector were at a premium and it was suggested that the wide entrance to the Wilson Park Reserve off The Crescent (before Citrus Avenue) may be able to be utilised for parking.

The Reserves and Facilities Manager would be asked to liaise with the Transport Engineer (East/West) to look at the viability of the suggestion. Any options would need to be considered in liaison with the Reserve Management Plan for the Wilson Park Reserve.

Resolved: Councillor Williams / Member Hepenstall

THAT the Deputy Chief Executive report dated 6 April 2018 and titled Infrastructure Services Report Waihi Beach April 2018 be received.

WB12.6 Financial Report Waihi Beach - February 2018

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda

Resolved: Councillors William / Marshall

THAT the Management Accountant's report dated 3 April 2018 and titled Financial Report Waihi Beach February 2018 be received.

WB12.7 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the month of May and June 2018 as circulated with the agenda.

Resolved: Members Parsons / Roberts

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 8.08pm.

Confirmed as a true and correct record.

A Sole
Chairperson
Waihi Beach Community Board

Date

WB12

Western Bay of Plenty District Council

**Minutes of Meeting No. OM12 of the
Omokoroa Community Board held on 24 April 2018
at the Omokoroa Community Church Hall
commencing at 7.00pm**

Present

Members M Grainger (Chairperson), T Sage (Deputy Chairperson), and D Sage and Councillors M Murray-Benge and J Palmer

In Attendance

K Perumal (Chief Financial Officer), J Paterson (Transportation Manager) and A Alty (Democracy Advisor)

Apologies

There were no apologies to hand. It was noted that Member Presland was on leave of absence.

OM12.1 **Minutes of Meeting No. O11 of the Omokoroa Community Board held on 13 March 2018**

The Board considered the minutes of OM12 of the Omokoroa Community Board held on 13 March 2018 as circulated with the agenda.

Resolved: Councillor Murray-Benge / Member Grainger

THAT the minutes of meeting no. OM11 of the Omokoroa Community Board held on 13 March 2018 as circulated with the agenda, be confirmed as a true and accurate record.

OM12.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 5 April 2018 as circulated with the agenda.

OM12.2.1 **Future Focus Meeting - The Omokoroa Intersection and State Highway Two**

The Chairperson noted that the Draft Regional Land Transport Plan had come out before the Draft Government Strategy Transport Plan and it was important that the Northern Corridor proposal for State Highway Two and the Omokoroa intersection treatment proposal did not fall into any cracks at this stage.

Before the change in government the proposed works on State Highway Two northern corridor and the Omokoroa intersection were all but ready to go out to tender. At the moment under the new government, all proposed works were on hold. The Western Bay of Plenty District Council would be making a submission to the Government Policy Statement.

The Bay of Plenty Regional Transport Committee would be deliberating on submissions to the Draft Regional Transport Committee on 8 May 2018. Submission feedback would also be included in the Regional Transport Plan submission to the Government. The Government Draft Policy Statement on the state highway investment programme would be released in August 2018.

OM12.2.2 **Open Air Art Group - Anchor Stone**

The Chairperson advised that he had had the opportunity to see the Anchor Stone sculpture in its current state as a work in progress and met with the sculptor. The finished sculpture, with incorporated Māori designs would be stunning when finally in place outside the Omokoroa Boat Club.

OM12.2.3 **Access Way to Reserve Area Beside the Omokoroa Bowling Club**

The Reserves and Facilities Officer provided answers to the queries raised by Anne Sandel at the last Community Board Meeting (OM11) about anti-social behaviours in the reserve area adjacent to the Omokoroa Bowling Club on Hamurana Road, Omokoroa. A copy of the reply would be forwarded to Ms Sandel.

OM12.2.4 **Omokoroa Road Works - Contractor Traffic Management and Consideration**

A Board member raised concerns regarding contractor behaviour and consideration whilst working on Omokoroa Road. There had been various traffic hold-ups and issues with traffic management when an influx of 600+ children had come into Omokoroa to use the playing fields for regular sports games.

Personnel running the sports fixtures needed to make sure they were booked through the Council and the Council staff would then advise the contractors of the programmed events.

From now and during the winter the junior soccer season there would mean a regular influx of traffic into the area for Saturday morning football and the roading contractors needed to be aware of this – as well as specific training nights during the week that may potentially create high volume traffic congestion.

The Transportation Manager advised that he would speak to the Roothing Construction managers to ensure they were notified of the pending events that would result in high traffic volumes to the main road into and out of Omokoroa.

OM12.2.5 **Submission to the Regional Transport Committee**

Councillor Murray-Benge congratulated the Chairperson on his submission to the Regional Land Transport Committee, which was well researched and clearly summarised the issues relating to the State Highway Two Waihi to Tauranga highway including safety and capacity improvements between Te Puna and Omokoroa and safety improvements between Omokoroa and Waihi and the Katikati bypass.

OM12.2.6 **Omokoroa Community Board Submission to the Long Term Plan**

The Chairperson advised that he had presented the Omokoroa Community Board submission to the 2018-2028 Long Term Plan to Council on 19 April 2018.

OM12.2.7 **Community Matching Fund**

The Board was advised of the forthcoming Community Matching Fund application process that opened on 12 June through to 12 July 2018. Community Groups would be encouraged to be aware of the opportunity to put forward an application.

Resolved: Members Grainger / T Sage

THAT the Omokoroa Community Board Chairperson's Report dated 5 April 2018 is received.

OM12.3 **Councillor's Report**

The Board considered a report from the Councillor Palmer dated 10 April 2018 as circulated with the agenda.

OM12.3.1 Kaimai Reserve Management Plan

Councillor Palmer advised that considerations relating to the Precious Reserve within the Kaimai Reserve Management had been withdrawn at this time.

A draft concept plan for the Omokoroa Domain was expected to be presented in the near future.

OM12.3.2 Long Term Plan Update

Councillor Palmer noted that, while the Boards submission to the Long Term Plan had been submitted, he quoted a number of projects that were listed in the Kaimai Ward Projects List within the Long Term Plan advising that if there was to be any change to priorities or funding from the Boards point of view these needed to be advised before the 4 May.

The final listed projects and allocated funding may be subject to some change when the Long Term Plan would be adopted on 28 June 2018.

The Chairperson advised that the recently adopted Omokoroa Community Plan outlined what the community wanted and the priority of those projects was yet to be confirmed.

Resolved: Members Grainger/ D Sage

THAT the report from Councillor Palmer dated 10 April 2018 be received.

OM12.4 Infrastructure Services Report Omokoroa - April 2018

The Board considered a report from Deputy Chief Executive dated 9 April 2018 as circulated with the agenda.

OM12.4.1 Te Puna Wastewater Scheme

Comment was made that the Te Puna Wastewater scheme project had been a successful Council project with the affected property owners informed along the way from start to finish.

OM12.4.2 Omokoroa Sportsground Playground

The Board received a copy of the draft Concept Plan of the playground to be constructed on the Omokoroa Sportsground, which had been circulated for community feedback. It was advised that the project may be split into two separate stages so that external funding can be obtained in which case the project may extend into 2018/19.

The Board noted that consideration must be given to the availability of parking in the immediate area in both the short and long term in association with the Western Avenue and Omokoroa Road proposed upgrade. The slope of the proposed playground site was also a concern relating to user safety.

OM12.4.3 **Omokoroa Cell Phone Tower Construction**

The Board was advised that the construction of a cell phone tower at Omokoroa would commence in the first half of 2018.

OM12.4.4 **Omokoroa Road Construction**

The Transportation Manager provided a verbal update to the summary provided within the Infrastructure Services Report.

OM12.4.5 **Application to Tourism Infrastructure Fund**

The Tourism Infrastructure Fund had been established "to protect and enhance New Zealand's reputation domestically and internationally by supporting robust infrastructure which in turn contributed to quality experiences for visitors and maintained the social licences for the sector to operate." A question was asked if an application to the Tourism Infrastructure Fund to provide financial support for local tourism-related infrastructure being local walkways and cycleways had been submitted.

It was felt that the ongoing development of the district walkways and cycleways were worthy of an application being submitted to this funding source.

Resolved: Member Grainger / Councillor Murray-Benge

THAT the Deputy Chief Executive report dated 9 April 2018 and titled Infrastructure Services Report Omokoroa April 2018 be received.

OM12.5 **Financial Report Omokoroa - February 2018**

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda.

Resolved: Members Grainger / D Sage

THAT the Management Accountant's report dated 3 April 2018 and titled Financial Report Omokoroa February 2018 be received.

OM12.6 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of May and June 2018 as circulated with the agenda.

Resolved: Councillor Murray-Benge / D Sage

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 8.18pm.

Confirmed as a true and correct record.

M Grainger
Chairperson
Omokoroa Community Board

Date

OM12

Western Bay of Plenty District Council

**Minutes of Meeting No. MC12 of the
Maketu Community Board held on 1 May 2018
in the Maketu Community Centre
commencing at 7.00pm**

Present

Members S Beech (Chairperson), G Cantlon (Deputy Chairperson), R Clark, and W McFadyen and Councillors K Marsh and J Scrimgeour

In Attendance

G Allis (Deputy Chief Executive), P Watson (Reserves and Facilities Manager) and A Alty (Democracy Advisor)

Others

Pim De Monchy (Kaituna Catchments Manager Bay of Plenty Regional Council) and one member of the press

Public Forum

Resolved: Members Cantlon / McFadyen

THAT the meeting adjourn for the purpose of holding a public forum.

Kaituna River Re-Diversion Project

Pim De Monchy gave the Board an update on the proposed Kaituna River re-diversion advising the following:

- J Swap Contractors had been awarded the contract for construction works.
- The construction programme would be completed in May with site possession was expected to be June 2018.
- Construction work was expected to start in July 2018.
- Iwi, stakeholder and public meetings would be held in May to introduce the contractors and outline the process and timeframes for the proposed work before it started.
- The road, stop bank and boat ramp closures would be in place from 1 August 2018
 - Ford Road (from Ford's Cut bridge to the Te Tumu Cut) would be closed to all vehicle and pedestrian access from 1 August to 20 December 2018.
 - Traffic restrictions would remain in place at Ford's Cut bridge until June 2020.

- Ford Road Boat Ramp and the stop bank west of Ford Road would be closed to the public from 1 August 2018 to 30 June 2020.
- Advice would be given to use alternative boat ramps at Bell Road and the Maketu Estuary would be used during this time.
- Creation of additional wetlands upstream in the Lower Kaituna Wildlife Management Reserve was ongoing. Restoration work and planting was ongoing, being undertaken by volunteers and contractors.
- A public meeting would be held at the Maketu Fire Station on 2 May 2018 to enable people to see the latest presentation update.

Mr De Monchy advised that he would be providing regular updates to the Community Board.

In answer to questions raised by Board members Mr De Monchy advised:

- There would signage at the relevant roadways/ junctions advising the pending road and boat ramp closures.
- Boaties would be advised that they could use the Bell Road and Maketu boat ramps.
- Some parking would be developed for whitebaiters. Parking for whitebaiters was recognised as an issue and suggestions relating to the management of this would be welcomed.

The Te Tumu knoll area (first developed in 1956) would be improved, with the development of upgraded access and carparking to the immediate vicinity. The improvement works would be undertaken while the roadway was closed.

Board members raised concerns that extra vehicles using the Maketu boat ramp would bring added pressure for more parking in Maketu. The closure of the Ford Road Boat Ramp would impact on current limited parking areas in Maketu. It was suggested that now was the right time to look at the 'big picture' for parking at Maketu to consider options for the future.

It was suggested that consideration be given to dredging the channel between the boat ramp and the bar as an interim step to ensure that boat launching was still available to the public whilst the river diversion work was being completed. Staff advised that they would raise the matter with Regional Council staff and report back to the Board in due course.

Board members thanked Mr De Monchy for his attendance and update.

Resolved: Member Cantlon / Councillor Scrimgeour

THAT the meeting be re-convened in formal session at 7.21pm.

MC12.1 **Minutes of Meeting No. MC11 of the Maketu Community Board Held on 20 March 2018**

The Board considered the minutes of meeting MC11 of the Maketu Community Board held on 20 March 2018 as circulated with the agenda.

Resolved: Councillor Marsh / Member Cantlon

THAT the minutes of Meeting No. MC11 of the Maketu Community Board held on 20 March 2018 as circulated with the agenda be received and confirmed as a true and correct record.

MC12.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 17 April 2018 as circulated with the agenda.

MC12.2.1 **Letter of Reply from the Tauranga Police Area Commander**

A letter of reply dated 17 April 2018 had been received and forwarded to Board Members. Inspector Clifford Paxton, Area Commander of the Western Bay of Plenty Police advised that he had forwarded the concerns raised by the Board to the Public Safety Team Supervisor at the Te Puke police station and the Road Policing Co-Ordinator for the Western Bay of Plenty.

MC12.2.2 **Placement of Drinking Fountains on Maketu Reserves**

The Board advised that they would like to see two drinking fountains installed on the Park Road reserve in the vicinity of the public barbeque and on the outside wing wall of the Maketu Surf Club building. The installation of the drinking fountains would be undertaken in liaison with staff from the Reserves and Facilities team.

Resolved: Members Beech / McFadyen

THAT the Maketu Community Board approve funding up to \$2,500 allocated from the Maketu Community Board Reserve Fund for the purchase and installation of two drinking fountains to be located by the public barbeque on Park Road and on the wing wall of the Maketu Surf Club building.

MC12.2.3 **Meeting with Westlink**

The Chairperson advised that a recent meeting with Council and Westlink staff had been very favourable.

MC12.2.4 **Property Improvements at No. 7 Little Waihi Road**

The Reserves and Facilities Manager advised that some tidying work was to be done at No. 7 Little Waihi Road. The Board was happy to see the bollards and new fencing completed which made the area look clean and tidy.

MC12.2.5 Community Matching Fund

The Board was advised of the forthcoming Community Matching Fund application process that opened on 12 June through to the 12 July 2018. Community Groups would be encouraged to be aware of the opportunity to put forward an application for the available funding.

Resolved: Member Beech / Councillor Marsh

THAT the Chairperson's Report to the Maketu Community Board for May 2018 be received.

MC12.3 Councillor's Report

The Board considered a report from Councillor Scrimgeour dated 17 April 2018 as circulated with the agenda.

Maketu Flooding

Councillor Scrimgeour, along with the Chairperson and Council staff and Bay of Plenty Regional Council representatives had met with residents from the Whakapoukorero Stream/Spencer Avenue area. The residents expressed their concerns and views relating to the management of the floodgates and the flooding to their respective properties that occurred during the 2018 January storm event.

2018 Anzac Day Commemoration Service at Maketu

Members advised that the 2018 Anzac Day Commemoration Service at Maketu had been well attending and was a very successful occasion.

Long Term Plan 2018-2028

Submission to the Draft Long Term Plan consultation document close on Friday 4 May 2018. The last round of submissions would then be collated for consideration by Council before final adoption of the Long Term Plan.

Representation Review

The Board was advised of key dates relating to current Representation Review:

Poll for the establishment of a Māori Ward:

- Voting to close at noon on 19 May 2018
- Official declaration of results 21 May 2018
- Public notice of results 23 May 2018

Representative Review - Community Engagement

- Phase 1 Community Engagement - March 2018
- Phase 2 Initial proposal consideration - end of May to June 2018
- Initial Proposal resolution - July 2018
- Initial proposal public notice - end July 2018
- Submission period - August 2018
- Hearing of submissions - September 2018
- Final proposal resolution - End September 2018
- Final proposal public notice - End September 2018
- Appeal/Objection period - October 2018
- Basis of election public notice / or appeals/objections - November 2018
- Local Government Commission determination by 10 April 2019

Resolved: Councillor Scrimgeour / Member Beech

THAT the report from Councillor Scrimgeour dated 17 April 2018 be received.

MC12.4

Community Board Grant Application - May 2018

The Board considered a report from the Democracy Advisor dated 17 April 2018 as circulated with the agenda.

The Board considered an application for funding from the Maketu Historic Research Unit for funding of \$1,391.00 for the construction of a display cabinet for Taonga donated to the group from Mr Bob Johnston and others. The cabinet would be installed in the Maketu Information Centre.

The Board was advised that the Information Centre building was insured by Council, but it was the responsibility of the users of the Information Centre to ensure the contents were appropriately insured. The Board asked that evidence of the specific contents insurance be provided by the Maketu Historic Research Group on an annual basis.

Advice from the Western Bay Heritage Museum Manager would be sought and passed onto the Maketu Historic Research Group to ensure that the right processes were undertaken to ensure agreement/ownership and use of specific display items from donors was fully understood and appropriately registered.

Resolved: Members Cantlon / McFadyen

1. *THAT the report from the Democracy Advisor dated 17 April 2018 titled Community Grant Application May 2018 be received.*
2. *THAT the Maketu Community Board approve the following grant to be funded from the Maketu Community Board Grants 2017/2018 Account subject to all accountabilities being met.*

Maketu Historic Research Unit (Maketu Information Centre)
\$1,391.00

MC12.5 **Infrastructure Services Report Maketu - May 2018**

The Board considered a report from the Deputy Chief Executive dated 14 April 2018 as circulated with the agenda.

MC12.5.1 **Kohanga Reo - MAS Reference MC817 2.4**

The Board expressed their frustration in regard to the lack of action relating to the agreement reached in September 2017 with Kohanga Reo representatives to achieve improvements to parking access for the Kohanga Reo. The Board had been advised that in order to achieve the agreed improvements the matter had been referred to the Chairperson of the Kohanga Reo but at this time no progress had been made.

The Reserves and Facilities Manager would consult with the Workforce Development and Cultural Advisor and organise a meeting with Kohanga Reo representatives.

MC12.5.2 **Improvements to Culvert Capacity - Spencer Avenue**

The Chairperson referred to the presentation from Pim De Monchy (Kaituna Catchment Manager, Bay of Plenty Regional Council) and item reported to at the last meeting Maketu Community Board meeting (MC11 20 March 2018) in regard to the management of culverts - as outlined below:

Management of the Culverts

- Mr De Monchy explained that the 12 box culverts linking the Kaituna River to the estuary would be operable remotely by the Flood Duty Officer. They would open and close on every tidal cycle to enable the re-diversion, as well as during very large flood events to comply with condition 26.4(c).
- Regional Council was also trying to improve flap-gated culverts around the lower Kaituna and Waihi Estuary catchments to ensure compliance with the Freshwater Fisheries Regulations 1983, which state that no structure shall prevent the passage of indigenous fish. To date, fish-friendly attachments have been fitted to the culverts under Maketū Rd at Spencer Ave (Otumakoro Stream), and at both ends of the Whakapoukorero wetland (un-named drain and Waitipua Stream). These operate by using a cantilever and a counter-weight to hold the gate open for about 60 minutes on the incoming tide to allow fish passage, but also had the benefit of reducing resistance for outgoing flows and thus increasing outflow capacity.
- As detailed in an engineer's assessment of the Otumakoro Stream structure several years ago, the main issue with flooding due to

stormwater ponding at Spencer Ave was the lack of capacity through the culvert under the road (described by Chairman Beech as the plughole of Maketū). The fish-friendly attachments were not to blame.

- Councillor Marsh asked if Regional Council would still contribute to the installation of extra culvert capacity at this location, and Mr De Monchy responded that they would. He asked Western Bay of Plenty staff to bring a proposal to him for consideration.

The Board advised that they had included a request to upgrade this culvert in their final Long Term Plan submission.

The Board was advised that staff would liaise with Pim De Monchy (Kaituna Catchment Manager, Bay of Plenty Regional Council) in regard to future requirements to increase the culvert capacity specifically for the management of Spencer Avenue stormwater and flood protection measures.

MC12.5.3 **Lyndhurst Avenue Stormwater**

The Deputy Chief Executive advised that he would ensure that the Roding Engineer (East/West) was appraised of the issues relating to the Lyndhurst stormwater/flood events and investigate a solution that may be put in place now to alleviate the situation.

The matter would be dealt with through the existing service request as opposed to a new minute action sheet.

Resolved: Councillor Scrimgeour / Member McFadyen

THAT the Deputy Chief Executive Officer's Report dated 14 April 2018 and titled Infrastructure Services Report Maketu May 2018 be received.

MC12.6 **Financial Report Maketu - February 2018**

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda.

Resolved: Councillor Marsh / Member Clark

THAT the Management Accountant's report dated 3 April 2018 and titled "Financial Report Maketu - February 2018" be received.

MC12.7 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of May and June 2018 as circulated with the agenda.

Resolved: Members Cantlon / McFadyen

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 8.07pm.

Confirmed as a true and correct record.

S Beech
Chairperson
Maketu Community Board

Date

MC12

Western Bay of Plenty District Council

**Minutes of Meeting No. K12 of the
Katikati Community Board held on 2 May 2018
in the Katikati Library and Service Centre
commencing at 7.00pm**

Present

Members J Hobbs (Chairperson), B Gibbs (Deputy Chairperson), N Mayo and B Warren and Councillors P Mackay and M Williams

In Attendance

E Holtsbaum (Group Manager Technology, Customer and Community Services), S Harvey Roothing Engineer (East/West) and A Alty (Democracy Advisor)

Others

Councillor D Marshall and 12 members of the public.

Public Forum

Resolved: Member Hobbs / Councillor Mackay

THAT the meeting adjourn for the purpose of holding a public forum.

The Chairperson invited the advised speakers and any other attending members of the public to take part in the Public Forum.

The Pakeke Lions Club of Katikati - Outdoor Gym Proposal

Roger Stiles spoke to a proposal put forward by the Pakeke Lions Club of Katikati for the installation of outdoor gymnasium facilities at suggested points in Katikati.

The Board welcomed the initiative of the Pakeke Lions Club, and the Chairperson advised that the item would be in her report to the next Board meeting on 6 June 2018, which would include comment from the Reserves and Facilities Manager.

Mr Stiles advised that he was aware of the Community Matching Fund application process that was open from 12 June to 12 July 2018.

Application for Mural Town and Museum Tourist Signage on State Highway Two

Jacqui Knight advised the Board that Katch Katikati and the Western Bay Museum had made another application to the New Zealand Transport Agency for tourist signage relating to Katikati Mural Town and the Western Bay Museum. The application had been made in accordance with the provision of NZ Transport Agency's Traffic Control Devices Manual Part 2: Direction, Service and General Guide Signs, Section 6.0: Tourist Signs.

The signage requested to be installed at various locations was itemised as follows:

Mural Town and Museum 5 km from Katikati -

- One North of Katikati Town on the left side of State Highway Two facing south travelling traffic sited approximately 250m south of the Tuapiro Road intersection.
- One south of Katikati Town opposite and to the north of the Forta Leza Country Inn on the left side of State Highway Two facing north travelling traffic, site approximately 550m south of the Lund Road intersection.

Signs relating to the Museum only were proposed in two location in the northern and southern parts of Katikati town.

Museum 600m on right

- Northern Katikati Town State Highway Two (Waterford Road) roughly opposite the Highfields Drive intersection next to an existing park bench and approximately 120m south-east of Mulgan Street
- South Katikati Town State Highway Two adjacent to Seeka Coolstore and packhouse facility on the left hand side facing north travelling traffic site approximately 100m north of Wharawhara Road intersection - approximately 1.3km from the Museum.

The Board thanked Ms Knight for again furnishing an application for the signage and looked forward to being advised of a successful outcome.

Vegetation Overgrowth on Footpath

Jim Davison asked that a service request be submitted to clear away the overgrown vegetation and rubbish that is blocking the footpath on the Main Road (left hand side going north) from the Kotahi Lane entrance to the Uretara Stream bridge (and up to Highfields Drive as required). Agapanthus and other vegetation was covering at least half of the footpath width, which was now dangerously narrow and very slippery in the wet.

A service request would be initiated for this item.

Haiku Path Walkway and Mobility Crossing Access

Phil Kristofferson spoke to the Board outlining his concern that the Haiku Path/walkway was just over a metre wide - only wide enough for one mobility scooter travelling one way and parts of the pathway were steep and if a mobility scooter user fell, they would fall into the path of traffic.

He highlighted that there were to be many more additional houses planned to be built along the walkway and this would mean more people using the walkway. People were at risk (particularly mobile scooter users) when they had to cross over the main highway.

Mr Kristofferson was advised of the safer crossing route using the Haiku Bridge pathway.

Comment was also made about the untidy state of a vacant commercial premise in the township that should be tidied. Board members advised that while acknowledging the comment, this was private property and there was no authority to compel the owner to clean up the premises.

Resolved: Members Hobbs / Warren

THAT the meeting be re-convened in formal session at 7.25pm

K12.1

Presentation - Dave Hume Pool Trust

The Board considered a presentation from Ann Billing and Graeme Thomson from Dave Hume Pool Trust about their proposal for an Indoor Aquatic Centre – Serving Katikati, the Western Bay of Plenty and Beyond.

The presenters outlined the current situation relating to the Dave Hume Pool noting:

- The current pool was built as a collaborative community project in 1973
- The pool was open for 26 weeks of the year.
- The pool was used by Katikati College on an irregular timetable basis - as set up in a historical agreement.
- The length and depth of the pool presented health and safety issues and this impacted on the use of the pool.
- The pool did not meet the current code of compliance for swimming events.
- It would not be cost effective to retrofit the pool to enable improved access for users.

The development and implementation of an indoor aquatic facility would:

- Enable water safety training throughout the year.
- Ensure pool use for all sectors of the community.
- Provide year-round swim coaching.
- Provide year-round access for swimming squads.
- Contribute to tackling health issues in our community including obesity.
- Provide access for special interest and school groups.
- Meet the needs of our increasing ageing population.
- Meet needs as expressed by patrons in a recent survey which overwhelmingly endorse an indoor facility.
- Future proof adequate swimming facilities for the region.
- Create a multi-use facility to cater for a greater sector of our community.
- Enhance local economic development with the running of swimming and multi-sport events.

The Chairperson advised that the Katikati Community Board had registered their support for "the building of an aquatic centre in the Western end of

the district to meet the needs of the growing populations in Waihi Beach, Katikati and Omokoroa”.

The representatives of the Dave Hume Pool Trust thanked the Board for the opportunity to make their presentation to the Board.

Resolved: Members Gibbs / Mayo

THAT the presentation from Dave Hume Pool Representatives be received.

K12.2

Minutes of Meeting No. K11 of the Katikati Community Board Held on 14 March 2018

The Board considered the minutes of K11 of the Katikati Community Board held on 14 March 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Member Gibbs

THAT the minutes of meeting no. K11 of the Katikati Community Board held on 14 March 2018 as circulated with the agenda, be confirmed as a true and accurate record.

K12.3

Chairperson's Report

The Board considered a report from the Chairperson dated 18 April 2018 as circulated with the agenda.

K12.3.1

Naming of Katikati New Library and Community Space

At a meeting chaired by Mayor Webber in February and attended by Councillors Mackay, Marshall and Williams, Community Board Members Hobbs and Gibbs (Mayo and Warren were apologies) and Community Leaders Paula Gaelic, Steve Graveson and Jacqui Knight it was recommended that the name for the new Katikati Library and Community Hub be called The Centre. Subsequently, at a workshop held on 6 April 2018, the Community Board discussed additional naming options for the new facility and chose the Maori name that had already been successfully consulted with the community - Pātuki Manawa. The Board felt this name met the Local Authority Responsibilities for Standards for New Zealand Public Libraries, was generally well received in the Facebook community engagement and was a good fit for the Katikati Town Centre.

Resolved: Member Hobbs / Councillor Williams

1. *THAT the Katikati Community Board agree that the name of the new Katikati Library and Community Hub complex be 'The Centre' and confirm that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.*

2. *THAT the Katikati Community Board recommend to Council that Council formally adopt the name of the new Katikati Library and Community Hub complex as 'The Centre' and that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.*

K18.3.2

Funding for Kitchen Fit-Out for the New Library

The Board has agreed to fund the fit-out of the Kitchen in the hub at The Centre. The funding allocation is to be made subject to the Board being satisfied that the project has been rigorously managed, and there is insufficient funds for the kitchen from the original budget. The provision of up to \$30,000 from the Katikati Community Board Reserve Account would assist the completion of the kitchen in the hub of The Centre.

Resolved: Councillor Mackay / Member Mayo

THAT the Katikati Community Board allocate funding up to \$30,000 for the fit-out of the kitchen in the new Katikati Library and Community Hub from the Katikati Community Board Reserve Account, subject to the Board being satisfied that the project budget had been rigorously managed and there were insufficient funds for the kitchen from the original budget.

K12.3.3

Parking Items

The Roading Engineer (East/West) advised the Board that there had been some delay in getting the road/parking lines marked (in line with the approved Katikati Parking and Bylaw 2008-2017 Review. The required road marking was now underway and should be completed in the near future.

K12.3.4

Moore Park - Park and Ride Bus Stop

The Roading Engineer (East/West) advised that he had been informed of the proposed Moore Park and Ride Bus stop proposal. A flyer for the proposal was being developed to ensure the park and ride options were promoted. The proposed four-hour time limit for parking near the Memorial Hall, would encourage people to use the park and ride facility at Moore Park.

At this stage, the installation of a bus stop at Moore Park was not planned.

K12.3.5

Digglemann Park Public Toilet Update

The Board was advised that the public toilet signage was now in place. Board Member Warren questioned the cost of the signage and installation, noting that if this was an example of general contract pricing then the

Board should be questioning why it was so expensive when (in his opinion) the work could have been done at half the price.

The Roading Engineer (East/West) explained that any work for Council had to be undertaken by an approved and certified provider to ensure the work was completed to Council standard, and there were other factors involved such as health and safety and traffic management requirements which had to be considered and all came at a cost.

It was noted that this was a valid point to raise and the Community Board wanted to ensure that they were getting the best value for money.

K12.3.6 **Katikati Long Term Plan Submission**

A copy of the Katikati Community Board 2018-2028 Long Term Plan submission presented to Council by the Chairperson on 19 April 2018 was circulated with the Chairpersons Report.

K12.3.7 **Community Matching Fund**

The Board was advised that the Community Matching Fund would be open for applications from 12 June to 12 July 2018. It was important that community groups were made aware of the opportunity to submit application to the fund.

Resolved: Members Hobbs / Gibbs

THAT the Katikati Community Board Chairperson's Report dated 18 April 2018 be received.

K12.4 **Councillor's Report**

The Board considered a report from Councillor Mackay dated 17 April 2018 as circulated with the agenda.

K12.4.1 **Long Term Plan Process**

Council Mackay acknowledged the work undertaken by staff in the 'Have Your Say' and community engagement relating to the 2018-2028 Long Term Plan consultation process.

Final submissions were to be received by Friday 4 May 2018 and Council would adopt the final Long Term Plan document on Thursday 28 June 2018.

K12.4.2 **State Highway Two Katikati Bypass and Traffic Safety and Congestion**

The Board was advised that submissions to the Government Policy Statements relating to State Highway Two, Katikati Bypass and Traffic Safety and Congestions treatments closed at 5.00pm on Wednesday 2 May 2018. The work of Mayor Webber and Council towards securing commitment from Central Government and the New Zealand Transport Agency for the State Highway Two improvements to be raised to a higher priority on the Land Transport Plan priority list was acknowledged.

Safety on the northern arterial route was paramount with increasing traffic volumes outrunning infrastructure and compromising people's safety every time they travelled on this section of State Highway Two. Research showed that overall accidents on the section of highway between Waihi and Tauranga were not speed related, but the sheer volume of traffic on the road saw the slightest mistake or inattention turn to tragedy in the blink of an eye.

The Board was reassured that Council would continue with their lobbying to obtain a positive outcome for the State Highway Two safety improvements and ultimately the Katikati Bypass.

K12.4.3 **Residential Development Katikati and Omokoroa**

Indication had been given that there was little ease in the number of building permits being issued. The domino effect within the building/construction industry trickled down to pressure on many other associated services causing timing and availability delays.

K12.4.4 **Anzac Day Commemorations**

Councillor Mackay acknowledged the positive comments received about the recent Anzac Day commemoration services throughout the District. He noted that it was very pleasing to see increasing numbers of people attending the services and the ownership of respective ceremonies that held specific significance for each community in their own right.

Resolved: Councillor Mackay / Members Hobbs

THAT the report from Councillor Mackay dated 17 April 2018 be received.

K12.5 **Community Board Grant Applications - May 2018**

The Board considered a report from the Democracy Advisor dated 16 April 2018 as circulated with the agenda.

The Board considered four applications for Community Board Grant funding.

- Terelle Carroll applied for funding of \$2,000 to assist with the associated costs for organising celebrations of recognising 125 years since New Zealand became the first self-governing country in the world in which all women had the right to vote in parliamentary elections. The group was also looking at establishing a scholarship in recognition of the suffrage movement.
- Lorraine Julie Langford applied for funding of \$3,000 for cost associated with putting on a Christmas Market.
- Katikati Justices of the Peace applied for funding of \$1,500 for expenses incurred for undertaking duties as a Justice of the Peace.
- Katikati Cancer Support Group applied for funding of \$500 for the tutor/instructor for the weekly exercise classes for women diagnosed with cancer.

Resolved: Councillor Williams / Member Gibbs

1. *THAT the report from the Democracy Advisor dated 16 April 2018 and titled Community Board Grant Applications May 2018 be received.*
2. *THAT the Katikati Community Board approve the following grant to be funded from the Katikati Community Grants 2017/2018 account subject to all accountabilities being met.*

<i>Suffrage 125 - Terelle Carroll.....</i>	<i>\$2,000.00</i>
<i>Katikati Justices of the Peace.....</i>	<i>\$1,500.00</i>
<i>Katikati Cancer Support</i>	<i>\$500.00</i>

3. *THAT the Katikati Community Board not approve the grant application from Lorraine Langford for costs towards organising a Christmas market as it was felt that this was a commercial venture.*

K12.6

Katikati Library Update

The Board considered a report from the Customer Relationships Manager dated 16 April 2018 as circulated with the agenda.

Resolved: Member Hobbs / Councillor Mackay

THAT the Customer Relationships Manager report dated 16 April 2018 and titled New Library Project Update be received.

K12.7 **Animal Services Activities Katikati - January-March 2018**

The Board considered a report from the Compliance and Monitoring Manager dated 16 April 2018 as circulated with the agenda.

Resolved: Councillor Williams/ Member Warren

THAT the Compliance and Monitoring Managers report dated 13 April 2018 and titled Animal Services Activities Katikati - January-March 2018 be received.

K12.8 **Options to Change Unformed Thompsons Track Road to Recreation Reserve**

The Board considered a report from the Legal Property Officer dated 5 April 2018 as circulated with the agenda.

At the Community Board meeting (K6 19 July 2017) the Board requested a report on the options relating to move a change in the designation from road to recreation reserve for a section of Council owned unformed road area of Thompsons Track which runs through the Kaimai-Mamaku Forest Park.

A report was received by the Board outlining the process and statutory requirements to change the road to Recreation Reserve, as requested by the Katikati Community Board in their meeting of 19 July 2017.

The Board was advised of potential costs of a road stopping process. The Board was aware that consultation with Matamata Piako District Council, Department of Conservation and local Iwi would need to be undertaken as part of the road stopping process. It was also noted that overall ownership of the stopped road would be retained by Council, should in the future, a change back to road reserve from recreation reserve be required.

The delegated authority to proceed with the Road stopping under the Public Works Act 1981 process lies with Council's Chief Executive Officer.

Resolved: Councillor Mackay / Member Gibbs

1. *THAT the Legal Property Officer's report dated 5 April 2018 and titled Options to Change Unformed Thompsons Track Road to Recreation Reserve 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 Katikati Community Board recommend to Council, that consideration be given to the commencement of the Road Stopping Process and the setting aside of that land for Reserve.*

K12.9 Infrastructure Services Report Katikati - May 2018

The Board considered a report from the Deputy Chief Executive dated 16 April 2018 as circulated with the agenda.

K12.9.1 Katikati Recycling Centre

The Board was very pleased to see a trial being undertaken to increase the operating hours at the Katikati Recycling Centre every Thursday from 9.00am to 4.00pm. During these extended hours the public would be asked to participate in a short survey to understand the recycling habits of the community and to gauge the use of the centre on specific days.

Board members acknowledged the work of the recycling staff - noting that they were the 'quiet heroes' in the community. The Board would like to see a promotion flyer/newspaper article about the increased opening hours at the Katikati Recycling Centre.

K12.9.2 Options for Changing Designation from Road Reserve to Recreation Reserve - MAS K617 3.1.2

The Board noted that the Minute Action Sheet showed this reference as being complete - when in fact it was still under action and asked that the 'under action' status for this topic be reinstated until the item was fully completed.

K12.9.3 Walkway/Cycleway Developments at Katikati

Council Williams noted that there was a lot of expense and exposure relating to the walkways/cycleways being developed at Omokoroa and other parts of the District and it was important that focus was also given to the planned developments in Katikati.

The Chairperson advised that the Beach Road walkway/cycleway loop would be completed by the end of June. This was to be developed as an 'all weather' route and would enable access to the Tutaetaka Island Urupa. Planting and pest control measures needed to be undertaken in this area as soon as possible.

The Board was advised that the 'Somerset' track was also due to be developed in the near future.

K12.9.4 Bird Walk Erosion - MAS Reference K11 18 8 4

The Reserves and Facilities Manager advised that the following information relating to the Yeoman Walkway would be included in the Operations and Monitoring Committee Information Pack - Yeoman Cycleway/Walkway - Culvert and Erosion Issues:

"Staff have been working with the Bay of Plenty Regional Council on a solution for the erosion that has threatened the Yeoman walkway. Unfortunately it has been brought to our attention that Western Bay of Plenty District Council will need to apply for consent for both the rock revetment and the floodgate.

In regard to the rock revetment, the Bay of Plenty Regional Council have confirmed that their Stream Works Consent, 64684, does not cover this activity in the Coastal Marine Area where the site was located.

It had also been suggested that the floodgate be put on the end of the culvert. Replacing a floodgate structure was generally a permitted activity though the Yeoman culvert situation becomes complicated by the fact that the area behind is estuarine wetland and the floodgate will be changing the hydrological regime. The fact the floodgate was intentionally removed 12 years ago with the permission of the then landowner, the paddocks have been subject to tidal flow all that time which has allowed for considerable reversion to a saltmarsh ecosystem, even though it is weedy. This simply means a consent was necessary to replace the floodgate. This matter could be considered at the same time as the rock revetment.

Council has approximately 20 metres of reserve land between the existing walkway and the adjoining private properties, which would allow the walkway to be rerouted if required. In the meantime, the walkway was not at any significant risk of imminent failure. Staff would initiate the required consent requirements with Bay of Plenty Regional Council for the erosion protection works and the flood gate."

The Board agreed that full engagement with the owner of the wetland, the Bay of Plenty Regional Council, Western Bay of Plenty District Council staff and members of the Katikati Community Board and the Katikati Community needed to be undertaken as soon as possible.

Resolved: Councillor Williams / Members Gibbs

That the Katikati Community Board support Western Bay of Plenty District Council staff initiating the consent requirements with the Bay of Plenty Regional Council for the Yeoman Walkway rock revetment erosion protection works and the floodgate as a matter of urgency.

K12.9.5

Earle Drive Parking

The Roading Engineer (East/West) had met with business owners and Board members on site at Earle Drive and discussed parking options and possible solutions to alleviate the congestion in the immediate vicinity of the respective business premises.

Resolved: Members Hobbs / Mayo

THAT the Deputy Chief Executive dated 16 April 2018 and titled Infrastructure Services Report Katikati - May 2018 be received.

K12.10 Financial Report Katikati - February 2018

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Member Warren

THAT the Management Accountant's report dated 3 April 2018 and titled Financial Report Katikati - February 2018 be received.

K12.11 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of May and June 2018.

Resolved: Members Hobbs / Councillor Williams

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 9.10pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K12

Western Bay of Plenty District Council

**Minutes of Meeting No. TP12 of the
Te Puke Community Board held on 3 May 2018
at the Te Puke Library and Service Centre
commencing at 7.00pm**

Present

Members P Miller (Chairperson), B Button (Deputy Chairperson), and R Spratt, and Councillors G Dally and J Scrimgeour

In Attendance

R Davie (Group Manager Policy, Planning and Regulatory Services) and A Alty (Democracy Advisor)

Others

Councillor Lally and one member of the press.

Apologies

There were no apologies to hand. It was noted that Member Dugmore was on leave of absence.

TP12.1 **Presentations**

TP12.1.1 **Bay of Plenty Regional Council - Future Bus Stop Locations in Te Puke**

The Board received a presentation from Joe Metcalf, Senior Transport Planner from the Bay of Plenty Regional Council Toi Moana on developments associated with a proposed new bus service for Te Puke commuters and the need for future designated bus stops and shelters around Te Puke.

For the purpose of the presentation the Chairperson indicated that he would invite Councillor Lally to join in discussion relating to public transport services for Te Puke.

The Senior Transport Planner from the Bay of Plenty Regional Council opened his presentation with a video that showed the new planned routes that would serve the Katikati, Omokoroa and Te Puke links in the Bay of Plenty Region along with routes within the Tauranga city and suburb boundaries. He advised that bus user numbers in Te Puke township and to and from Te Puke (to points within Tauranga city and Mount Manganui) had increased. The Tauranga Public Transport Blueprint showed the development of a regular hourly service from Te Puke to Tauranga from 6.00am every weekday. It was hoped that once increased patronage of the services had been established, the operating hours would be extended into the weekend.

The current bus runs would extend from five to eleven per day, with extended operating hours, free wifi and overall more flexibility of travelling time. It was very important that people had time to travel from their pick-up point, attend appointments, undertake shopping and business, work and leisure activities and be able to return to their drop-off point by bus with guaranteed regularity and consistent service.

The buses that were used on the designated routes had easy access and were user friendly for people of all ages and stages of mobility.

The Board felt that future consideration of the installation of bus shelters would be given after the new service routes had been running for a while.

The Chairperson thanked the Senior Transport Planner from the Bay of Plenty Regional Council for the presentation to the Board noting that it was very pleasing to see positive options coming on stream for the provision of improved bus services in and around Te Puke.

Resolved: Member Button / Councillor Dally

THAT the presentation from Joe Metcalf, Senior Transport Planner from the Bay of Plenty Regional Council Toi Moana be received.

TP12.1.2

Te Puke Memorial Hall

The Board was advised that this item was withdrawn from the agenda and the representatives from the Te Puke Memorial Hall would be invited to attend a future Community Board workshop.

A summary of the costs associated with hall hire and maintenance was distributed to Board members for discussion at that workshop.

TP12.2

Minutes of Meeting No. TP11 of The Te Puke Community Board Held on 22 March 2018

The Board considered the minutes no. TP11 of the Te Puke Community Board for the meeting held on 22 March 2018 as circulated with the agenda.

Resolved: Councillor Scrimgeour / Member Button

THAT the Minutes from meeting no. TP11 of the Te Puke Community Board held on 22 March 2018 as circulated with the agenda, be confirmed as a true and correct record.

TP12.3

Chairperson's Report

The Board considered a report from the Chairperson dated 18 April 2018 as circulated with the agenda.

Jellicoe Street Upgrade

The Chairperson advised that it had been confirmed that the Jellicoe Street Upgrade review would be held in the first quarter of 2019.

Storyboards

The storyboard relating to the historic Raymond Bridge was in place and there would be an article about this in the next edition of the Te Puke Times.

Entrance Signage (Eastern)

Creative Te Puke members would be invited to attend the next Te Puke Community Board workshop to advise on progress relating to the proposed entrance signage design. Board Members agreed that all associated groups needed to work together to ensure there would be 'no surprises' in regard to the proposed signage.

Bus Park Commerce Lane

The Development Engineering Manager advised that the bus markings were now in place.

Community Consultation Programme 2018

The Chairperson noted that the community forum held on Thursday 5 April had been successful. It was suggested that Waste Management Minimisation would be a good topic for the next community forum and this may be undertaken in liaison with the Utilities Manager and Waste Management staff.

Long Term Plan Submission

Board members received a copy of the Te Puke Community Board 2018-2028 Long Term Plan Submission submitted by the Chairperson at Council on 19 April 2018.

Organisation Report

The Board received a copy of the Te Puke Community Hub meeting report of 13 May 2018.

Resolved: Member Spratt / Councillor Scrimgeour

THAT the Te Puke Community Board Chairperson's Report dated 18 April 2018 be received.

TP12.4

Councillor's Report

The Board considered a report from Councillor Dally dated 24 April 2018 as circulated with the agenda.

Resolved: Councillors Dally / Scrimgeour

THAT the report from Councillor Dally dated 24 April 2018 be received.

TP12.5

Community Board Grant Application - May 2018

The Board considered a report from the Democracy Advisor dated 23 April 2018 as circulated with the agenda.

The Board asked that the application from the Youth Encounter Ministries Trust be held over at this time and reconsidered at their next meeting to be held on Thursday 14 June 2018.

Resolved: Members Miller / Spratt

1. *THAT the report from the Democracy Advisor dated 23 April 2018 titled Community Grant Application March 2018 be received*
2. *THAT the application for a Community Board grant from the Youth Encounter Trust be held over for further consideration at the next Te Puke Community Board Meeting to be held on 14 June 2018.*

TP12.6

Infrastructure Services Report Te Puke - May 2018

The Board considered a report from the Deputy Chief Executive dated 17 April 2018 as circulated with the agenda.

TP12.6.1 **Te Puke War Memorial Hall**

The Board noted that the refurbishment and earthquake proofing of the Te Puke War Memorial Hall had been completed. The recent Anzac Day commemoration service had been held at the refurbished hall and it was commented that the premises were looking great and it was hoped that it would be well patronised from now on.

TP12.6.2 **Roading - Te Puke Foot Path Priorities**

The Board asked when the following identified approved footpath projects included in the Council minor works programme would be started/completed:

Station Road

- From Jocelyn Street to Recycling Centre (South Side)

Beatty Avenue

- From Tui Street to Brown terrace (West Side) stopping at the cricket field

Jocelyn Street

- From the Anglican Church to Boucher Avenue (West Side) past the rose garden to join Boucher Avenue path.

Resolved: Members Spratt / Button

THAT the Deputy Chief Executive report dated 17 April 2018 and titled Infrastructure Services Report Te Puke - May 2018 be received.

TP12.7 **Financial Report Te Puke - February 2018**

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda.

Following comment from the Chairperson about some requested improvements at Council's pensioner housing units in Te Puke, the Group Manager Policy, Planning and Regulatory Services advised that Council had signalled the need to undertake a review of the overall pensioner housing.

Resolved: Members Spratt / Button

THAT the Management Accountant's report dated 3 April 2018 and titled Financial Report Te Puke - February 2018 be received.

TP12.8

Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the month of May and June 2018 as circulated with the agenda.

Resolved: Members Spratt / Button

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 8.53pm.

Confirmed as a true and correct record.

P Miller
Chairperson
Te Puke Community Board

Date

TP12

Western Bay of Plenty District Council

**Minutes of Meeting No. C14 of Council
held on 5 April 2018 in the Council Chamber, Barks Corner, Tauranga
commencing at 9.30am**

Present

His Worship the Mayor G J Webber (Chairperson), Councillors G Dally, M Dean, M Lally, D Marshall, J Palmer, J Scrimgeour, D Thwaites and M Williams

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive), E Holtsbaum (Group Manager Technology, Customer and Community Services), K Perumal (Chief Financial Officer), B Williams (Strategic Property Manager, G Payne (Strategic Advisor), G Golding (Legal Property Manager), R Woodward (Communications Advisor) and A Alty (Democracy Advisor)

Others

As named in the minutes.

Apologies

An apology for absence was received from Councillor Marsh and Councillor Mackay. It was noted that Councillor Murray-Benge was on leave of absence.

Resolved: Marshall / Mayor Webber

THAT the apologies for absence from Councillor Marsh and Councillor Mackay and apologies for lateness from Councillor Dally and Councillor Scrimgeour be accepted.

C14.1 Receipt of Community Board Minutes

Council considered minutes of the meetings of the Community Boards as circulated separately with this agenda.

Resolved: Williams / Palmer

THAT the minutes of the following meetings be received:

1. Minute no. WB11 of the Waihi Beach Community Board held on 12 March 2018
1. Minute no. OM11 of the Omokoroa Community Board held on 13 March 2018
2. Minute no. K11 of the Katikati Community Board held on 14 March 2018
3. Minute no. MC11 of the Maketu Community Board held on 20 March 2018
4. Minute no. TP11 of the Te Puke Community Board held on 22 March 2018

C14.2

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: Palmer / Williams

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

5. Minute no. C13 of the Western Bay of Plenty District Council held on 22 February 2018
6. Minute no. LTAP4 of the Long Term and Annual Plan Committee held on 15 March 2018
7. Minute no. CC9 of the Community Committee held on 15 March 2018
8. Minute no. OP10 of the Operations and Monitoring Committee held on 28 March 2018

C14.3

Minutes for Receipt

Council considered minutes as circulated separately with this agenda.

Resolved: Marshall / Dean

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

9. Minute no. DL4 of the District Licensing Committee held on 25 August 2017
10. Minute no. DL6 of the District Licensing Committee held on 27 November 2017
11. Minute no. DL7 of the District Licensing Committee held on 1 March 2018
12. Minute no. RH11 of the Regulatory Hearings Committee held on 13 March 2018

C14.4 **Information for Receipt**

Council considered the information included in the Minute Index and Information Pack dated 5 April 2018 as circulated separately with the agenda.

Resolved: Williams / Palmer

THAT the information items included in the Minute Index and Information Pack dated 5 April 2018 as circulated separately with the agenda be received.

C14.5 **Recommendation from SmartGrowth Leadership Group- Collaborative Transport Planning**

Council considered a report from the Democracy Advisor dated 23 March 2018 as circulated with the agenda.

Resolved: Thwaites / Williams

1. *THAT the recommendation from the SmartGrowth Leadership Group meeting 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 Council approves in principle the recruitment by the SmartGrowth partners and NZTA of an appropriate (independent) resource to prepare a project plan for Western Bay of Plenty centre for transport, noting that the expected cost to all the parties is \$300,000 per year and an appropriate funding split will be negotiated by staff in due course;*

AND

4. *THAT staff be instructed to prepare an internal submission to the draft LTP 2018-28 to enable a decision on the funding of the Western Bay of Plenty centre for transport for the term of the LTP.*

C14.6 **BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 and Draft Statement of Intent 2018-2019**

Council considered a report from the Chief Financial Officer dated 27 February 2018 as circulated with the agenda.

Stephen Boyle, Chief Executive of BOPLASS, was in attendance to present the BOPLASS Half Year Report 2017 - 2018 and Draft Statement of Intent.

9.35am Councillor Scrimgeour joined meeting.

Stephen Boyle advised that BOPLASS continued to consider opportunities and initiatives for Joint Procurement and Shared Services that were of value to the BOPLASS Councils.

9.43am Councillor Dally joined the meeting.

Resolved: Thwaites / Williams

1. *THAT the Chief Financial Officer's report dated 27 February 2018 and titled "BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 and Draft Statement of Intent 2018-2019" be received.*
2. *THAT the BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 and Draft Statement of Intent 2018-2019 relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 be received.*
4. *THAT the BOPLASS Limited Draft Statement of Intent 2018-2019 be received.*

His Worship the Mayor thanked Mr Boyle for his attendance and summary.

C14.7 **Local Government Funding Agency Limited Half Yearly Report to Shareholder 2017/18 and Draft Statement of Intent 2018/19**

Council considered a report from the Chief Financial Officer date 14 March 2018 as circulated with the agenda. The Chief Financial Officer spoke to the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 outlining that profitability remained strong and there were no anticipated changes to the Draft Statement of Intent 2018/19.

Resolved: Mayor Webber / Dean

1. *THAT the Chief Financial Officer's report dated 14 March 2018 and titled "Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 and draft Statement of Intent 2018/19" be received.*
2. *THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 and draft Statement of Intent*

2018/19 relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

3. *THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 be received.*
4. *THAT the Local Government Funding Agency Limited draft Statement of Intent 2018/19 be received.*

C14.8

Te Puke Cricket Club Clubrooms Lease Area Extension - Te Puke Domain

Council considered a report from the Reserves and Facilities Manager dated 8 March 2018 as circulated with the agenda.

Resolved: Scrimgeour / Lally

1. *THAT the Reserves and Facilities Manager's report dated 8 March 2018 and titled Te Puke Cricket Club Clubrooms Lease Area Extension - Te Puke Domain be received.*
2. *THAT Council, having not received any submissions, in exercise of the powers conferred on it as the administering body of the reserve by delegation from the Minister of Conservation under the Reserves Act 1977, grants Te Puke Cricket Club the right to lease an additional area of 26.5m² to allow for the extension of the existing clubrooms situated on Te Puke Domain.*
3. *THAT such approval must not be construed by the applicant, as a guarantee that all other consents required by any policy, by-law, regulation or statute, will be forthcoming. The applicant is responsible for obtaining all required consents at its own cost.*
4. *THAT the report relates to an issue that is not considered significant in terms of Council's policy on Significance.*

C14.9

Storm Water Easement Over Part of the Te Puna Estuary Esplanade Reserve

Council considered a report from the Legal Property Officer Reserves and Facilities dated 12 March 2018 as circulated with the agenda.

Resolved: Thwaites / Palmer

1. *THAT the Legal Property Officer Reserves and Facilities' report dated 12 March 2018 and titled Storm Water Easement Over Part of Te Puna Estuary Esplanade Reserve be received.*
2. *THAT the report relates to an issue that is not considered significant in terms of Council's Policy on Significance.*

3. *THAT pursuant to the authority delegated by the Minister of Conservation to the Western Bay of Plenty District Council, and the provisions of Section 48 of the Reserves Act 1977, Council hereby consents to the creation of a storm water easement shown on the attached plan (Attachment A) to allow Lot 7 DP 483940 to discharge stormwater over Lot 5 DPS 28412.*

C14.10

Road Stopping and Sale Report - Beach Road, Katikati

Council considered a report from the Legal Property Officer dated 19 March 2018 as circulated with the agenda.

The Strategic Property Manager introduced the Legal Property Officer who outlined the purpose of the report presented to Council advising that Council was required to pass the necessary resolutions pursuant to Section 342 and Schedule 10 of the Local Government Act (LGA) 1974, to enable the stopping and sale of an unformed road in accordance with Council's policy.

Council was advised that concerns raised in a submission relating to the proposed road stopping had since been resolved.

Resolved: Williams / Marshall

1. *THAT the Legal Property Officer's report dated 19 March 2018 and titled Road Stopping and Sale Report Beach Road, Katikati 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 Section 342 of the Local Government Act 1974, Council continues the Road Stopping process set out in Schedule 10 of the Local Government Act 1974 for that area of unformed road Section 1 SO 519189.*
5. *THAT an easement in gross be granted over the stopped area of road in favour of PowerCo.*
6. *THAT as the current objection is resolved within the statutory timeframe set out in Schedule 10 of the Local Government Act 1974 then the Council declares that the unformed road Section 1 SO 519189 to be stopped.*
7. *THAT Council approves the development and sale of the unformed road once a fee simple title was issued.*

C14.11 Chief Executive Officer's Report to Council - March 2018

Council considered a report from the Chief Executive Officer dated 21 March 2018 as circulated with the agenda.

Resolved: Mayor Webber / Williams

THAT the Chief Executive Officer's report dated 21 March 2018 and titled "Chief Executive Officers Report - March 2018" be received.

C14.12 Mayor's Report to Council - March 2018

Council considered a report from His Worship the Mayor dated 21 March 2018 as circulated with the agenda.

His Worship the Mayor gave a verbal update on the Local Government New Zealand (LGNZ) Rural and Provincial Conference held in Wellington on 8 and 9 March 2018. The topics discussed were:

- Freedom Camping
- Climate Change
- Privacy Act
- Remuneration
- Representation
- Transport Issues

Delegation Amendment - Chief Executive Officer

Council was advised that the current delegation to the Chief Executive in relation to payroll required amendment to allow for an appropriate level of flexibility to meet changes in the FTE staff. Council was required to formally resolve any changes to the CEO delegations.

Resolved: Mayor Webber / Marshall

1. *THAT the Mayor's Report to Council for March 2018 be received.*
2. *THAT the Chief Executive Officer's payroll financial delegation be amended to read "As Required - Approval of payroll in accordance with Council's employment agreement commitments."*

Local Government Official Information and Meetings Act**Exclusion of the Public****Schedule 2A**

Resolved: Thwaites / Williams

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

- *In Confidence Council and Committee minutes for Confirmation.*
- *In Confidence Minute Index and Information Pack*
- *In Confidence Chief Executive Officer's Report - March 2018*
- *Acquire Legalisation of Kenana Road*

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
<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>
<i>In Confidence Minute Index and Information Pack</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>
<i>In Confidence Chief Executive Officer's Report - March 2018</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>Maintain legal professional privilege. To enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) Protect the privacy of natural persons, including that of deceased natural persons.</i>
<i>Acquire Legalisation of Kenana Road</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>To enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) Maintain legal professional privilege.</i>

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
<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>

Western Bay of Plenty District Council

**Minutes of Meeting No. RUR8 of the Rural Committee
held on 10 April 2018 in the Council Chamber, Barks Corner, Tauranga
commencing at 9.30am**

Present

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

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive), P Hennessey (Strategic Advisor), G Payne (Strategic Advisor), J Paterson (Transportation Manager), L Stock (Customer Services Representative), and M Parnell (Democracy Advisor)

Others

Two members of the media, one member of the public and as listed in the minutes.

Apologies

It was noted that Councillor Murray-Benge was on leave of absence.

Presentations

RUR8.1 Road Transport Forum New Zealand

The Rural Committee considered a presentation from Ken Shirley, Chief Executive Officer of the Road Transport Forum New Zealand. He was supported by David Cox, the Road Transport Forum Area Representative for the Bay of Plenty, Taupo and Poverty Bay.

Mr Shirley introduced himself to the Committee and explained his role and the way the Road Transport Forum functioned. He advised that he was part of a small team in Wellington that worked closely with local area

representatives like Mr Cox. Mr Shirley described the Road Transport Forum's role within the context of the transport sector in New Zealand and some of the historic factors that contributed to the current context.

Mr Shirley talked about global freighting solutions and advised that although European countries had invested a lot of money into driving their freight off the roads and onto rail and water, that most countries still had a higher percentage of road freight than New Zealand. He explained that during the Kaikoura earthquake that a ship had been organised to freight items that would have normally be taken by rail but it ended up being easier to take them via road because the ship needed to wait for more cargo to be available to make it a viable option.

Mr Shirley advised that making good choices around methods of freighting could improve productivity across the economy and explain the origin of the 50 max policy; and how the design of modern trucks meant that they could carry more, their load was better distributed to prevent wear and tear on the roads and to better distribute the freight load over bridges and culverts. The more individual trucks could carry, the less trucks needed to be on the road and the transport industry was also very aware that, while roads were made to be used, they needed to be used at an affordable rate of consumption.

He also explained about some of the new technology coming through for trucks at the moment and how the accident rate supported that these trucks were much safer. He advised that while there had been an increase of 12,000 heavy trucks in the last six years, that there had been many more light vehicles on the roads, and that this was a symptom of an expanding economy.

Mr Shirley spoke to a tabled document and advised of some of the issues facing the Road Transport Forum including poor and inconsistent design of roads lacking vigour for heavy vehicles, excessive remedial works, small carriageway lengths, no edges on roads and a lack of decent rest stops. He also spoke about the de-carbonisation of transport. He explained that while electronic vehicles were expensive now that economies of scale would work out and a major change to electronic vehicles was likely in his lifetime.

Mr Shirley also spoke to transportation issues locally and advised of the congestion he experiences travelling from Omokoroa to the meeting that morning. He explained that there had been a change in focus with the change in government and that in some areas of the country the preferred mode of transport was actually more expensive than other options and that money that had been previously allocated to roading was being put towards footpaths, cycle ways and rail. He advised that the Road Transportation Forum did not prefer one mode of transport over another but saw trucks, trains and boats as tools to be used and that freight was a

driver of the economy. He explained the Road Transport Forum was opposed to regional fuel taxes as the fuel excise duty was already in place.

Mr Cox introduced himself to the Committee and explained his role as the Local Area Representative. He advised he was keen to meet with staff and be involved in further meetings with this Council as a part of his role. He explained he has helped local councils when they have been reviewing their bylaws and is happy to work with councils regarding complaints around heavy vehicles.

In response to questions, Mr Shirley and Mr Cox advised as follows:

- The best practice for road pricing involved calculations of mass, time, distance and location. This would also take into consideration the lower capacity of rural roads and dry versus wet conditions.
- This particular area was experiencing some unique transportation issues due to the growth in the area and required access to the Port of Tauranga.
- This government's focus seemed to be on road safety and research showed the best thing that could be done to make roads safer was to separate carriage on roads with a median barrier.
- Decisions being made at other national ports effected freight in the area. For example if vehicles were no longer being shipped to Auckland, then they would need to be shipped elsewhere and transported by road to Auckland, which was where the majority of vehicles needed to go.
- The transport industry were price takers rather than price makers so it made the most sense to transport freight the shortest route which meant State Highway 29 was not necessarily the best option. This would change if a road tunnel was created through the Kaimais, which Mr Shirley thought was geologically possible and also a common practice in Europe. Currently the installation of roundabouts on State Highway Two was discouraging drivers from using that route.
- Mr Cox did not know what the solution was to create better truck stop facilities for drivers but explained that any issues being caused by any of their members, he would be happy to talk to them.
- They agreed that a dump site or dump sites in the Western Bay of Plenty would be of use. The transport industry had strict rules around effluent dumping but these were not adequately policed. They had also observed that dump sites in other areas seemed to be over designed and there were not enough of them.
- They did try and submit on local transport plans. The national team did not have the resources to oversee this but the local area representatives supported their local members' submissions to these plans.
- Containerisation was becoming a global standard. It did bring its challenges like the need for better coordination at freight hubs to avoid the need to transport empty containers.

The Chairperson thanked Mr Shirley and Mr Cox for their presentation.

Resolved: Marshall / Dally

THAT the presentation from the Road Transport Forum New Zealand be received.

Information

RUR8.2 **Staff Update Report**

The Rural Committee considered a report from the Deputy Chief Executive dated 10 April 2018 as circulated with the agenda.

Mayor Webber advised that his and the CEO's meeting with Eastpack was successful and that Eastpack had reported back that concerns raised in their previous presentation had been or were being addressed. He advised that Priority One had called a meeting of the members of the kiwifruit industry and that similar feedback was received from other members who had presented and that the work the Rural Committee had been doing was valued.

He advised that there would be further meetings of the port and logistics people to find out where to from here. The information from that would be presented to SmartGrowth and become part of their planning document.

The Deputy Chief Executive advised that work to footpaths in Te Puke had already started direct following the Mayor's meeting with Eastpack.

Resolved: Mayor Webber / Marsh

THAT the report from the Deputy Chief Executive dated 10 April 2018 be received.

The meeting concluded at 10.48am.

RUR8

Western Bay of Plenty District Council

**Minutes of Meeting No. PP11 of the Policy Committee
held on 12 April 2018 in the Council Chamber, Barkes Corner, Tauranga,
commencing at 9.30am**

Present

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

In Attendance

G Allis (Deputy Chief Executive Officer), R Davie (Group Manager Policy, Planning and Regulatory Services), P Watson (Reserves and Facilities Manager), P Martelli (Resource Management Manager), S Parker (Reserves and Facilities Projects and Assets Manager), S Stewart (Policy Analyst), J Rauputu (Recreation Planner), R Woodward (Communications Advisor), and B Clarke (Democracy Advisor)

Community Boards

M Grainger (Chairperson, Omokoroa Community Board), and A Sole (Chairperson, Waihi Beach Community Board)

Leave of Absence

It was noted that Councillor Murray-Benge was on leave of absence.

PP11.1 Recommendatory Report from Rural Committee - Issues Facing Rural Communities in 2017 - Post Harvest Zones and Seasonal Accommodation Review

The Policy Committee considered a report from the Democracy Advisor dated 29 November 2017 as circulated with the agenda. The Group Manager Policy, Planning and Regulatory Services introduced the report.

Resolved: Mackay / Lally

- 1. THAT the Policy Committee review the post harvest zones and seasonal accommodation in the District Plan.*

2. *THAT the report relates to an issue that is considered to be of medium significance, and will be dealt with through the existing Resource Management Act consultation processes.*

PP11.2

Adoption of the Draft Road Naming Policy

The Policy Committee considered a report from the Policy Analyst dated 12 April 2018 as circulated with the agenda.

Resolved: Mayor Webber / Dean

1. *THAT the Policy Analyst's report dated 12 April 2018 and titled Adoption of the Draft Road Naming Policy 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 draft Road Naming Policy as follows be adopted and become effective from 13 April 2018:*

Council Policy

Road Naming Policy

1 Relevant Legislation/Standard

*Local Government Act 2002
Australian/New Zealand Standard on Rural and Urban Addressing
(AS/NZS 8419:2011)*

2 Interpretation

Mana Whenua *In the context of this policy, means Iwi or Hapū that exercise customary authority in an identified area within which a road name is sought. These Iwi and Hapū are identified by Council on the basis of interests described in current Iwi and Hapū Management Plans, Mana Whakahono ā Rohe Agreements and/or settlement deeds.*

3 Policy Objectives

To ensure future road names are appropriate and determined through a sufficiently robust process that involves consultation with mana whenua and the Community Board. Appropriate road names are those that are sufficiently unique, culturally appropriate, and meet the requirements of emergency services.

4 General Approach

The road naming process requires balancing local views on meaningful road names with the naming requirements of emergency services, within a reasonable timeframe. It is acknowledged that road names have an enduring presence in our communities and should reflect the communities in which they are located. As such, this policy sets out the process to enable a range of community views to be considered, and acknowledges the importance of mana whenua being involved early in the decision-making process.

The scope of this policy applies to the naming of roads. Council also encourages the policy to be applied to the naming of private ways (noting that Council is not empowered by legislation to require this).

5 Decision Criteria

The decision criteria shall be used to guide decision-making on road names and will be made available to the applicant(s)/developer(s), mana whenua, and Community Boards, prior to their consideration and submitting of suggested name(s).

The decision criteria will also be used by Council's planner to guide their final recommendation.

The decision criteria are set out below:

5.1 All road names should be sufficiently unique

- *No road name shall be the same as another road name within this district or any immediately adjacent district;*
- *Road names should not be phonetically similar, or similar in spelling to any other road name within this district or any immediately adjacent district;*
- *The road name is generally easy to spell (for an average New Zealander);*
- *The road name is generally easy to pronounce (for an average New Zealander);*
- *The road name is of appropriate length:*
 - *Using a guide of approximately 13 characters, including the suffix*
 - *Larger names are allowed if considered historically and/or culturally appropriate.*

5.2 A road name should be culturally appropriate

- *The road name relates to –*
 - *The location's history;*
 - *Significant people/whanau in the vicinity of the proposed road; and/or*

- *Significant cultural landmark(s) within the vicinity or view from the area.*
- *The road name is culturally sensitive, in that it –*
 - *Is not inflammatory (against a culture/person etc);*
 - *Is consistent with mana whenua views and reflects the level of significance of that location to iwi/hapū; and*
 - *Is not historically inaccurate.*
- *The road name is not offensive, being –*
 - *Rude/objectionable;*
 - *Defaming; or*
 - *Incorrect culture/history/location.*
- *A name is correctly spelt, including the correct use of macrons.*
- *The number of Māori road names is fairly represented in the context of non-Māori road names within the area.*

5.3 Appropriate for Emergency Services

- *Easy to spell (for the average New Zealand resident);*
- *Easy to pronounce (for the average New Zealand resident); and*
- *Appropriate length: Discretion shall be used with respect to the length of the road name. In general road names should not be longer than 13 characters in length, however longer road names may be necessary where alternatives are inappropriate (such as particular location, cultural significance).*

5.4 *The suffix of road names should be generally consistent with the Road Name Suffix Guide, as per Appendix A of this Policy.*

5.5 *Existing road names may be renamed, provided the re-naming process is consistent with this policy.*

6 Policy procedures

6.1 *For significant roads, such as State Highway revocations, Council can determine that wider public consultation shall be undertaken.*

6.2 *The following procedure shall apply for general road naming:*

- *Council provides the applicant (usually the developer) with contact details for the mana whenua who the applicant is required to engage with, and the Decision Criteria set out under this policy;*
- *Applicant engages with mana whenua on proposed road names, and submits at least three road names with rationale for each name to Council;*
- *Council planner checks for duplicates/conflicts with existing names within the Western Bay or neighbouring districts and consistency with Decision Criteria in this policy;*
- *Where the proposed road will be sited within an area with a Community Board, the proposed names will be*

sent to that Community Board for consideration and feedback;

- *Planner's recommendation (to consider all views from consultation and guided by the Decision Criteria in Section 3 of this policy) is sent to staff member with delegated authority;*
- *Decision signed under Delegated Authority.*

6.3 *If the planner's report concludes that more than 1 road name suggested in the process is appropriate, then the developer shall be consulted in order to decide the preferred name.*

6.4 *The road name will not be accepted if mana whenua have not been engaged in the process, or note that their engagement was insufficient (such as not reaching agreement with the applicant/developer/each other).*

6.5 *Delegated Authority shall be given to the Consents Manager, Policy, Planning & Regulatory Services Group Manager, the Deputy Chief Executive Officer, and the Chief Executive Officer. Only one signature is required by an officer with delegated authority to authorise a road name.*

Appendix A: Road Name Suffix Guide

Type	Suffix	Description/usage
<i>Alley</i>	<i>Aly</i>	<i>Usually narrow roadway in a city or town</i>
<i>Arcade</i>	<i>Arc</i>	<i>Covered walkway with shops along the sides</i>
<i>Avenue</i>	<i>Ave</i>	<i>Broad roadway, usually planted with side with trees</i>
<i>Boulevard</i>	<i>Blvd</i>	<i>Wide Roadway, well paved, usually ornamented with trees and grass plots</i>
<i>Circle</i>	<i>Cir</i>	<i>Roadway that generally forms a circle</i>
<i>Close</i>	<i>Cl</i>	<i>Short enclosed roadway</i>
<i>Court</i>	<i>Ct</i>	<i>Short enclosed roadway, usually surrounded by buildings</i>
<i>Crescent</i>	<i>Cred</i>	<i>Crescent shaped roadway, especially where both ends join the same thoroughfare</i>
<i>Crest*</i>	<i>Crest</i>	<i>A roadway running along the top or summit of a hill</i>
<i>Drive</i>	<i>Dr</i>	<i>Wide main roadway without many crossing streets</i>
<i>Esplanade</i>	<i>Esp</i>	<i>Level roadway alongside the sea, a lake or river</i>
<i>End*</i>	<i>End</i>	<i>A no exit street</i>
<i>Glade</i>	<i>Gld</i>	<i>Roadway usually in a valley of trees</i>
<i>Glen*</i>	<i>Glen</i>	<i>In narrow valley</i>
<i>Green</i>	<i>Grn</i>	<i>Roadway often leading to a grassed public recreation area</i>
<i>Grove</i>	<i>Grv</i>	<i>Roadway that features a group of trees standing together</i>
<i>Heights*</i>	<i>Hts</i>	<i>A roadway traversing high ground</i>

Type	Suffix	Description/usage
<i>Hill*</i>	<i>Hill</i>	<i>Applies to a feature rather than a route</i>
<i>Highway</i>	<i>Hwy</i>	<i>Highway Only</i>
<i>Lane</i>	<i>Ln</i>	<i>Narrow roadway between walls, buildings or a narrow country roadway</i>
<i>Lookout*</i>	<i>Lookout</i>	<i>A roadway leading to or having a view of fine natural scenery</i>
<i>Loop</i>	<i>Loop</i>	<i>Roadway that diverges from and re-joins the main thoroughfare</i>
<i>Mall</i>	<i>Mall</i>	<i>Wide walkway, usually with shops along the sides</i>
<i>Mead*</i>	<i>Mead</i>	<i>Mowed land</i>
<i>Meadows**</i>	<i>Meadows</i>	<i>Mowed land</i>
<i>Mews</i>	<i>Mews</i>	<i>Roadway in a group of houses; traditionally rural residential area converted to a residential area</i>
<i>Parade</i>	<i>Pde</i>	<i>Public roadway or promenade that has food pedestrian facilities along the side</i>
<i>Place</i>	<i>Pl</i>	<i>Short, sometimes narrow, enclosed roadway</i>
<i>Promenade</i>	<i>Prom</i>	<i>Wide flat walkway, usually along the water's edge</i>
<i>Quay</i>	<i>Qy</i>	<i>Roadway alongside or projecting into water</i>
<i>Ridge</i>	<i>Rdge</i>	<i>A roadway along the top of a hill.</i>
<i>Rise</i>	<i>Rise</i>	<i>Roadway going to a higher place or position</i>
<i>Road</i>	<i>Rd</i>	<i>Open roadway primarily for vehicles; route between places</i>
<i>Square</i>	<i>Sq</i>	<i>Roadway which generally forms a square shape, or an area of roadway bounded by four sides</i>
<i>Straight**</i>	<i>Straight</i>	<i>Rural road</i>
<i>Street</i>	<i>St</i>	<i>An urban road</i>
<i>Terrace</i>	<i>Tce</i>	<i>Roadway on a hilly area that is mainly flat</i>
<i>Track</i>	<i>Trk</i>	<i>Walkway in natural setting; narrow country street that may end in pedestrian access</i>
<i>View*</i>	<i>View</i>	<i>Street with a view of significance</i>
<i>Vista**</i>	<i>Vista</i>	<i>Street with an outlook of significance</i>
<i>Walk</i>	<i>Walk</i>	<i>Thoroughfare for pedestrians</i>
<i>Way</i>	<i>Way</i>	<i>Only to be used for private roads</i>
<i>Wharf</i>	<i>Whrf</i>	<i>A roadway on a wharf or pier</i>

Derived from Australian/New Zealand Standard on Rural and Urban Addressing (AS/NZS 8419:2011), Whanganui Road Naming Policy (), and Western Bay of Plenty District road names (**).*

PP11.3

Kaimai Ward Reserve Concept Plans

The Policy Committee considered a report from the Recreation Planner dated 28 March 2018 as circulated with the agenda. The Recreation Planner tabled an updated Reserve Concept Plan for Precious Reserve. Following a brief discussion, the Chairperson advised Members that the Committee would now focus on all other concept plans with the exception

of Precious Reserve, which was still under discussion, and would lie on the table until a future meeting of the Policy Committee.

The Recreation Planner, supported by the Reserves and Facilities Manager, and Deputy Chief Executive Officer, introduced the following concept plans that were considered one-by-one.

a) Lynley Park Reserve Concept Plan

Staff responded to questions as follows:

- In relation to the subdivision and reserve boundary to be finalised, the concept plan could be approved without the finalised boundary position, as these plans were concept only. The subdivision developer had accepted what was shown, including the cycleway, on the concept plan.
- An application for a section 224c certificate was one of the last steps in the subdivision process, and confirmed that a survey plan had been approved under section 223 for the subdivision, and that all conditions had been met.

In consideration of the Lynley Park Reserve Concept plan, Elected Members noted the following:

- The approval of the concept plans were basically 'in principle', and would allow staff to include them in future Annual Plan and Long Term Plan processes.
- Boundaries shown on the concept plan indicated approximate location, and in the final analysis, did not usually deviate by more than a metre or so.

b) Maramatanga Park Reserve Concept Plan

Staff responded to questions as follows:

- If the existing community facility building was removed and replaced with a community hall, the concept plan would support a hall if it was established on the same 'footprint'. In the event that a new hall/facility was established elsewhere on the park, then Council would need to go through a public consultation process on its intention to lease a different area.
- The carpark as shown did not appear to be in contention.

The Reserves and Facilities Manager emphasised to the Policy Committee the change on the concept plan that identified that there would only be one netball court for public use (No.6 on the concept plan), and two additional tennis courts (No.7 on the concept plan), which would allow the tennis club to expand. He noted this was a key change to address indications of preference from the community.

In consideration of the Maramatanga Park Reserve Concept plan, Elected Members noted that they were comfortable with all aspects included as shown.

c) Ruahihi Power Station Reserve Concept Plan

Staff responded to a question in relation to the toilet block located in the Canoe Club Facility (No. 6 on the concept plan), noting that discussions had not yet been held with the club, but following approval of the concept plan discussions would take place in due course as part of the process.

Resolved: Mayor Webber / Palmer

1. *THAT the Recreation Planner's report dated 28 March 2018 and titled "Kaimai Ward Reserve Concept Plans" 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 Policy Committee approves the concept plans for Lynley Park Subdivision Reserve, Maramatanga Park, and Ruahihi Power Station Reserve (as shown in Attachment A of the agenda report), and directs that the Kaimai Ward Reserve Management Plan be updated accordingly.*
4. *THAT the Policy Committee approves the decision stories for Lynley Park Subdivision Reserve, Maramatanga Park, and Ruahihi Power Station Reserve (as shown in Attachment A of the agenda report) for dissemination to those that provided feedback, as the response to their feedback.*

PP11.4

2018 Policy and Planning Work Programme

The Policy Committee considered a report from the Policy and Planning Manager dated 22 March 2018 as circulated with the agenda.

Staff responded to a question, noting that the Policy and Planning Manager had workshopped the programme requirements with her staff, and was confident that all the projects, as listed, could be comfortably progressed with current staff resources, plus the assistance of one consultant for two particular projects.

Resolved: Williams / Mayor Webber

1. *THAT the Policy and Planning Manager's report dated 22 March 2018 and titled 2018 Policy and Planning Work Programme 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 following projects be included in the 2018 Policy and Planning Work Programme, alongside the team's ongoing commitments:*
 - *Long Term Plan*

- *Review of General Bylaw 2008*
- *Review of the Trading in Public Places Bylaw*
- *Review of the Water Supply System Bylaw*
- *Development of a Policy on Urupa*
- *Completion of Kaimai Ward Concept Plans*
- *Policy on Supporting Provision of Infrastructure of Council to Marae in our District*
- *Waihi Beach / Katikati Reserve Management Plan*
- *Development of a Climate Change Action Plan*
- *Paengaroa Concept Plans*
- *Review of the Recreation and Leisure Strategy*
- *Natural Environment Strategy Review*
- *S17A on Solid Waste Services*
- *Implementation of Te Ara Mua Actions*
- *Housing Needs Assessment Actions*
- *Council's Approach to Land Disposal*
- *Review of the Freedom Camping Bylaw*
- *Communities Strategy Review*
- *S17A Review on Pensioner Housing*
- *Road Naming Policy*
- *Class 4 and TAB Venues Policies*
- *Earthquake-prone Buildings*
- *Dog Control Policy and Bylaw Amendment*
- *Review of the Reserves and Facilities Bylaw.*

PP11.5

2018 Resource Management Work Programme

The Policy Committee considered a report from the Resource Management Manager dated 21 March 2018 as circulated with the agenda.

The Resource Management Manager introduced the report and discussed the management of current projects and work needing to be done for upcoming projects, including work required in the housing area. He noted the following:

- The Resource Management team was small, with three staff and a limited consultant's budget.
- There were a number of external meetings relating to many projects that staff needed to be present at, in order to represent Council's interests.

Staff responded to a question, noting that the work programme was managed in such a way that consultants (where the budget permitted), were utilised for solely 'technical-based' projects, freeing staff to concentrate on larger projects that required a greater level of consultation, where Council needed to be seen driving the project, and where corporate knowledge was important.

Resolved: Mayor Webber / Mackay

1. *THAT the Resource Management Manager's report dated 21 March 2018 and titled 2018 Resource Management Work Programme 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.*
 - *THAT the Housing project, (listed as No.1 in the report), be included in the 2018 Resource Management work programme because of its relationship to the current projects.*

PP11.6

Receipt of Policy Committee Information Pack No. PP11

The Policy Committee considered the Policy Committee Information Pack No. PP11 dated 12 April 2018 has been circulated separately with the agenda.

Resolved: Williams / Dean

THAT the Policy Committee Information Pack No. PP11 dated 12 April 2018 be received and the information noted.

The meeting concluded at 10.05am.

PP11

Western Bay of Plenty District Council

**Minutes of Meeting No. PP12 of the Policy Committee
held on 2 May 2018 in the Council Chamber, Barkes Corner, Tauranga,
commencing at 9.30am**

Present

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

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive Officer), R Davie (Group Manager Policy, Planning and Regulatory Services), E Watton (Policy and Planning Manager), P Martelli (Resource Management Manager), P Watson (Reserves and Facilities Manager), J Rickard (Senior Policy Analyst), C Steiner (Senior Policy Analyst-Consultant), P Hennessey (Strategic Advisor), G Payne (Strategic Advisor), J Rauputu (Recreation Planner), A Shakespear (Procurement Specialist), S Laurence (Project Manager-Tauriko West Boundary Alteration), and B Clarke (Democracy Advisor),

Community Boards

A Sole (Chairperson, Waihi Beach Community Board)

Apologies

Apologies for lateness were received from Councillors Mackay and Scrimgeour.

Resolved: Thwaites / Mayor Webber

THAT the apologies for lateness from Councillors Mackay and Scrimgeour be accepted.

PP12.1 **Recommendatory Report from Community Committee - Environment Strategic Work in 2018**

The Policy Committee considered a report from the Democracy Advisor dated 26 April 2018 as circulated separately with the agenda.

Resolved: Mayor Webber / Murray-Benge

1. *THAT the presentations received at the Community Committee Meeting on 26 April 2018 from environmental organisations, be considered through the review of the Natural Environment Strategy and the development of the Climate Change Action Plan in 2018.*
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.*

PP12.2

Adoption of the Draft Reserves and Facilities Bylaw 2018 for Consultation

The Policy Committee considered a report from the Senior Policy Analyst (Consultant) dated 17 April 2018 as circulated with the agenda.

9.34am

Councillor Mackay entered the meeting.

The Senior Policy Analyst (Consultant) gave an introductory overview, noting that a review of the Reserves and Facilities Bylaw 2012 had been undertaken to respond to the following two issues:

- Through the Council's Partnership Forum, Ngati Te Wai had raised concerns in relation to horse riding at Tuapiro Point and the effects of this on kaimoana beds that were a source of food for the marae. The Bylaw allowed riding within a restricted area, but riders were going outside of this area. The draft Bylaw showed the removal of Tuapiro Point from schedule 1, and staff sought confirmation today.
- In October 2015, the Policy and Strategy Committee had provided permission was provided to operate drones over Council owned land, subject to aviation law process and not creating a nuisance, and with the intention that this be included in the Bylaw when reviewed.

In summary, she advised that, unless there were any amendments, staff sought that the draft Reserves and Facilities Bylaw 2018 and the Statement of Proposal be adopted for consultation. She noted that it was Council's intention to also seek approval for release for consultation the Katikati-Waihi Beach Reserve Management Plan, (before the Committee as the next agenda item for consideration), as there were alignments with both documents, and it was considered that releasing both together would make things clearer for the community.

Resolved: Murray-Benge / Mackay

1. *THAT the Policy Analyst (Consultant)'s report dated 17 April 2018 and titled "Adoption of the draft Reserves and Facilities Bylaw 2018 for Consultation" be received.*
2. *THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and*

Engagement Policy.

3. *THAT pursuant to s155 of the Local Government Act 2002, Council confirms that the bylaw is the most appropriate way of addressing the perceived problem, is the most appropriate form of bylaw, and that the draft bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990.*
4. *THAT the draft Reserves and Facilities Bylaw 2018 and Statement of Proposal be released for consultation pursuant to s156 of Local Government Act 2002, from 14 May 2018 to 9 July 2018 (to align with the Draft Katikati/Waihi Beach Ward Reserve Management Plan consultation).*

PP12.3

Katikati-Waihi Beach Ward Reserve Management Plan Review

The Policy Committee considered a report from the Recreation Planner dated 16 April 2018 as circulated with the agenda. The Recreation Planner, supported by the Reserves and Facilities Manager provided an introductory overview, noting the following key points:

- Research and pre-engagement sessions had been held with the Katikati and Waihi Beach Community Boards.
- Respective communities would have opportunities to provide feedback during the 2018 Long Term Plan community conversations.
- The Waihi Beach Community Board had requested that Broadlands Block and Wilson Park Reserve entrance particularly be considered. Staff had included wording in the draft Plan to capture what the Board were seeking. Any further changes would be captured during consultation.

Staff responded to questions as follows:

- Funding via the Long Term Plan would assist with further physical works to advance cycle trails. Council had concentrated on land it owned, with the funding it currently had, in order to deliver what it could.
- Council was trying to progress everything as much as possible, and there were some big links it was working to progress.
- It was suggested that the Pio Shores cycleway link shown on the plan be on hold and that it be consulted on.
- As some things had changed during progression of the Plan, for clarity for the public, an explanation could be included in the front to advise why some information was not there.

In discussion of the report, the Chairperson noted that it would be helpful to provide a comprehensive set of maps, perhaps ward-by-ward, to outline progress and provide an estimation of completion times for cycleways.

9.50am

Councillor Scrimgeour entered the meeting.

Resolved: Williams / Mackay

1. *THAT the Recreation Planner's report dated 16 April 2018 and titled "Katikati - Waihi Beach Ward Reserve Management Plan Review" be received.*
2. *THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the Policy Committee approves the release of the draft Katikati-Waihi Beach Ward Reserve Management Plan for community consultation under Section 41(6) of the Reserves Act 1977.*

PP12.4

SmartGrowth Update

The Resource Management Manager provided a verbal update in relation to the following matters:

- The Future Development Strategy (also known as the Settlement Pattern Review), and how growth would be catered for in the next thirty years.
- The work being undertaken to prepare the Future Development Strategy for the next meeting of the SmartGrowth Steering Committee, on how that programme would be 'rolled out' so that the Strategy was in place by the end of this year.
- The current Special Housing Area could only be used within urban limits, and it may be worth approaching the SmartGrowth Committee to see if that could be eased somewhat to include other areas.

The Chief Executive Officer and His Worship the Mayor gave a brief update on the proposed centre of excellence, transport space, and urban form and planning, and noting that Mr Hannah had been engaged in an advisory capacity.

Resolved: Marshall / Mayor Webber

THAT the verbal staff update on SmartGrowth on 2 May 2018 be received and the information noted.

PP12.5

Tauriko West Boundary Alteration

The Policy Committee considered a report from the Project Manager-Tauriko West Boundary Alteration dated 18 April 2018 as circulated with the agenda. The Project Manager-Tauriko West Boundary Alteration gave an extensive overview, noting the following:

- Planning identified through the SmartGrowth Settlement Pattern Review in 2013 for the new Tauriko West Urban Growth Area had been initiated.
- One proposed element had been a boundary alteration that would transfer an area of the Western Bay of Plenty District into Tauranga

- City, enabling Tauranga City Council to implement and service the Urban Growth Area.
- A Memorandum of Understanding between Western Bay of Plenty District Council and Tauranga City Council had been agreed in November 2017.
 - The sequential planning process to progress the Tauriko West Urban Growth area first required the amendment of the urban limits line by the Bay of Plenty Regional Council. That Council would meet to approve public notification of the Plan Change 4 on 15 May 2018.
 - Work on the boundary alteration had been progressing behind the scenes under the existing Local Government legislation, but there had been some delays.
 - Councillors would be briefed at an upcoming workshop in July or August 2018, but timing was dependent on the NZ Transport Agency, who were experiencing significant changes to their processes and potential direction. There had also been a change to central government. Therefore, the overall timetable was fluid and subject to influences beyond the control of this project. Councillors would be informed of any adjustments as they occurred.
 - It was recommended that Council not progress public consultation until there was confidence in terms of the matters included in the Memorandum of Understanding with Tauranga City Council. Those matters included:
 - The urban limits line
 - Transportation planning and funding, and the need for certainty about provision along State Highway 29 to accommodate the proposed urban growth area,
 - Acknowledging the Wairoa River Valley Strategy, and the significance of the environment to Tangata Whenua.

Staff responded to questions as follows:

- Council had done the work up until lodging the application with the Local Government Commission under the old legislation, which required the reorganisation proposal. The Commission would then take this out for consultation and would see if there may be any alternative proposals. The risk was that there could be one.
- If there were no other proposals, then progress would be quicker, and the application would then go before Tauranga City Council for endorsement. Several phases must be worked through before further progress could be made.

In discussion of the report, it was noted that Council had an agreed Memorandum of Understanding and an agreed position. As long as other parties were able to meet Council's required conditions, including the requirements of the Wairoa River Valley Strategy, the process that must occur would continue to proceed.

Resolved: Mayor Webber / Dean

THAT the Project Manager-Tauriko West Boundary Alteration's report dated 16 April 2018 and titled "Tauriko West Boundary Alteration Update" be received and the information noted.

PP12.6 **Receipt of Policy Committee Information Pack No. PP12**

The Policy Committee considered the Policy Committee Information Pack No. PP12 dated 2 May 2018 as circulated separately with the agenda.

Resolved: Thwaites / Marshall

THAT the Policy Committee Information Pack No. PP12 dated 2 May 2018 be received and the information noted.

The meeting concluded at 10.18am.

PP12

Western Bay of Plenty District Council

**Minutes of Meeting No. CC10 of the Community Committee
held on 26 April 2018 in the Oropi Hall, 1295 Oropi Road, Oropi
commencing at 10.00am**

Present

Councillor P Mackay (Chairperson), Councillors G Dally, M Dean, M Lally, K Marsh, D Marshall, M Murray-Benge, J Palmer, J Scrimgeour, D Thwaites and M Williams

In Attendance

E Holtsbaum (Group Manager Technology, Customer and Community Services), C Lim (Community Team Leader), B Wilson (Community Relationships Advisor), G Ayo (Community Relationships Advisor), E Rogers (Policy and Planning Manager), J Rickard (Senior Policy Analyst), C McKerras (Executive Assistant Technology Community and Customer Services) and M Parnell (Democracy Advisor)

Other

As listed in the minutes.

Apology

An apology for absence was received from Mayor Webber.

Resolved: Marsh / Thwaites

THAT the apology for absence from Mayor Webber be accepted.

Public Forum

Resolved: Scrimgeour / Williams

THAT the meeting adjourn for the purpose of holding a public forum.

Richard Somerfield addressed the Committee and welcomed everyone to the Oropi Hall on behalf of the Oropi Hall Committee. He advised that the hall was well used by the community and that the Hall Committee was seeking further funding to seal the carpark outside and purchase a dishwasher, a sound system and an alarm system for the building.

Mr Somerfield spoke to a tabled documents regarding the Oropi Cemetery asking that the Council consider installing a kerbed and sealed driveway up to the cemetery to replace the metalled driveway to make it easier for elderly visitors to make their way to the cemetery. He also explained that a gravesite at the Oropi Cemetery was less expensive than other cemeteries in the area and wanted to ensure that the cemetery would remain for the use of those affiliated with the Oropi community. He asked that the Council consider sealing the hall carpark, providing 45 carparks for use by the hall and also those visiting the cemetery.

The Committee advised staff would be in contact with Mr Somerfield.

Resolved: Lally / Murray-Benge

THAT the meeting be reconvened in formal session at 10.10am.

CC10.1 **Community Team Update**

The Community Committee considered a report from the Community Team Leader dated 26 April 2018 as circulated with the agenda.

The Community Relationships Advisor advised when the Community Matching Fund was open (12 June - 12 July 2018), that advertising for the fund would commence on 12 May and encouraged the Councillors to let their communities know.

The Community Team Leader advised of the P Awareness Seminar in Te Puke at The Orchard Church and encouraged committee members to attend. She advised further information about the seminar could be obtained from the Community Relationships Advisor, Ben Wilson.

The Community Team Leader also gave an update of the Welcoming Communities programme and advised what the Welcoming Communities Coordinator had been raising her profile in both Tauranga City and Western Bay District Councils.

In response to questions, staff advised

- The total amount for the Community Matching Fund available was \$100,000, which included \$60,000 for the environmental fund.
- Part of the Welcoming Communities Coordinator's role was making contacts in the community with different cultural groups. The Community Development team had had some success in connecting with local communities through their churches.

Resolved: Marshall / Williams

THAT the report from the Community Team Leader dated 26 April 2018 be received.

10.21am Meeting adjourned and Committee members invited to view the cemetery across the road.

10.42am Meeting reconvened.

CC10.2 **Bay Conservation Alliance**

The Community Committee considered a presentation from Michelle Elborn, Chief Executive of Bay Conservation Alliance, who was in attendance to speak to the Committee regarding Bay Conservation Alliance and its work programme. Julian Fitter, Chairperson of Bay Conservation Alliance, was in attendance to support Ms Elborn.

Ms Elborn spoke to a tabled PowerPoint presentation. She explained that their members were working well in their communities, some of which had been working for 20+ years and so had a lot of accumulative knowledge about their communities.

She also spoke about their support services for their members and the funding opportunities for the Bay Conservation Alliance.

In response to questions, Ms Elborn advised the following:

- Members of Bay Conservation Alliance paid a fee of \$100. The Board would reviewing this cost in the coming months.
- The Department of Conservation had indicated that they were excited about work that Bay Conservation Alliance did in the area and Bay Conservation Alliance worked alongside the Department of Conservation.
- The Community Biodiversity fund referenced did not currently exist but the proposed fund would be based on a similar fund managed by the Wild for Taranaki Biodiversity Trust.
- The Bay Conservation Alliance's goal was to have up to 15 groups working under them in the area. They currently had four members and were seeking to build their services in the meantime.
- The Department of Conservation had moved to more of a partnership model to empower groups like Bay Conservation Alliance already working within communities.

Resolved: Marsh / Marshall

THAT the presentation from Bay Conservation Alliance be received.

10.58am Meeting adjourned for morning tea.

11.17am Meeting reconvened.

CC10.3 **Envirohub**

The Community Committee considered a presentation from Laura Wragg, Manager of Envirohub, who was in attendance to update the Committee about Envirohub and its work programme. Mary Dillon, Chairperson of Envirohub, was in attendance to support Ms Wragg. She congratulated the

Oropi Hall Committee for their refurbishment of the hall and commended them on their community mindedness. Ms Dillon also introduced Envirohub staff member Emma Wood who was also in attendance.

Ms Wragg spoke to a tabled glide presentation and explained the work that Envirohub did and their current projects. She specifically spoke to projects around permaculture design and information, plant identification, home grown food and sustainable backyard tours.

Ms Wragg advised that the Bird ID Calling training had been popular and that Envirohub also provided training around first aid. She explained that that where possible Envirohub aligned their local and regional projects with worldwide campaigns to promote awareness of environmental issues. Envirohub worked closely with community groups who were passionate to educate their communities on sustainable practices.

In response to questions, Ms Wragg advised the following:

- Envirohub was an umbrella organisation that worked with 60 different groups. These groups worked alongside each other and Envirohub had noticed natural sub-groups within the umbrella forming where interests were shared e.g. Bay Conservation Alliance and their members.
- Envirohub used emailed monthly newsletters, Facebook events and volunteers to advertise their work in the community.

Resolved: Scrimgeour / Dean

THAT the presentation from Envirohub be received.

CC10.4

Maketu Ongatoro Wetland Society Education Programme

The Community Committee considered a presentation from Tania Bramley, Maketu Ongatoro Wetland Society Secretary and Education Coordinator, who was in attendance to update the Committee on the Maketu Ongatoro Wetlands education programme. Julian Fitter, Maketu Ongatoro Wetlands Society Chair, was in attendance to support Ms Bramley and spoke about the importance of the Maketu Ongatoro Wetlands Education Programme and introduced Ms Bramley to the Committee.

Ms Bramley spoke to a tabled PowerPoint presentation and explained the current projects they had undertaken. She advised that environmental projects did not finish once the task was done but required continual care and upkeep to sustain them, and that the Maketu Ongatoro Wetland Society had been the Child and Youth Development winners of the TrustPower Community Awards. She also explained that they had been able to create a collection of taxidermied animals to help in their education programmes. Their recent programmes had included studies on water quality, environmental impacts on local streams, lack of wetlands and a shellfish study at the Maketu Estuary. Ms Bramley advised that the Maketu Ongatoro Wetland Society was looking forward to working with those who had already presented and would present at this meeting to help provide education in the environmental sector.

In response to questions, Ms Bramley advised that:

- The education programmes provided would not have been available to this generations parents and so the hope was that the children who participated in these projects would educate their families about environmental impact and issues.
- The intention was to provide programming for school aged children through to the end of high school.
- The Maketu Ongatoro Wetland Society worked with other educational providers including House of Science in Tauranga collaboratively.

Resolved: Murray-Benge / Thwaites

THAT the presentation from the Maketu Ongatoro Wetland Education Programme be received.

CC10.5

Vital Signs 2018 Survey

The Community Committee considered a presentation from Margot McCool, the Operations Manager for Acorn Foundation, who was in attendance to speak to the Committee regarding the Vital Signs 2018 Survey.

Ms McCool spoke to a tabled PowerPoint presentation and explained that the Vital Signs survey had originated in Canada and could only be used by research foundations. The survey had been completed by this Council in 2015, and was a collaborative project with local Councils, TECT and Bay Trust and included the Eastern Bay of Plenty and the Rotorua/Taupo area.

Ms McCool explained that the survey was completed by participants either online or by paper, and by nearly 2,000 people making the margin of error relatively low. The analysis of the results had been completed locally by Key Research.

Ms McCool advised that, in comparison to the results of the survey in 2015, that the reasons why people lived in the area had not changed but that their priorities of improvements that could be made in the area had. In terms of the Western Bay of Plenty, the results for the 2018 survey had been either stable or had been improved upon in comparison to the 2015 survey.

Areas of concern that were noted in the survey included:

- People wanting more connectiveness with improved public transport systems and broadband
- Protecting new migrants from harassment (although communities scored well on largely being welcoming to new migrants)
- Drug and alcohol abuse
- Affordability for parents to be able to bring up families in the area
- Pathways for study/training through to vocation for young adults
- More multipurpose and multi-access sporting and outdoor areas.

The arts and culture section of the survey was highly scored particularly in the Katikati Ward. Ms McCool advised that her presentation was a summary of the results and that the Community Relationships Manager had access to the data tables that were used to create the summary.

In response to questions, Ms McCool explained that:

- The scores calculated were for the whole region but there was not a lot of difference between areas. The data tables would give the breakdowns.
- She had presented to the triennial mayors meeting and as a result the Committee had resolved to make a submission to parliament regarding drugs and alcohol abuse and antisocial behaviour associated with this. Ms McCool confirmed that this was a concern across the whole region and affected people from all walks of life.
- The statistics presented were based on how the survey was filled out and the perceptions of those people who submitted.
- The information collected was broad and not designed to contain all the answers but to simulate conversations within communities to seek solutions for the issues raised.
- Regarding more detailed information around arts and culture, Creative Bay of Plenty may have more information about what kind of events people wanted more of.

Resolved: Dean / Thwaites

THAT the presentation from the Acorn Foundation be received.

12.22pm Meeting adjourned for lunch.

1.02pm Meeting reconvened.

Change to the Order of Business

The Chairperson requested that the next item of business be Long Term Plan Natural Environment Strategy, as the presenters from Katikati Taiao had not yet arrived.

Resolved: Thwaites / Marsh

THAT in accordance with Standing Orders the order of business be changed and that the item Long Term Plan Natural Environment Strategy be dealt with as the next item of business.

CC10.6 Long Term Plan Natural Environment Strategy

The Community Committee considered a report from the Senior Policy Analyst dated 26 April 2018 as circulated with the agenda.

The Senior Policy Analyst spoke to a tabled PowerPoint presentation. She advised that the Council would be reviewing the Natural Environment

Strategy and this presentation was an introduction for this. She explained the connection of this policy to recent Council activities, the District Plan and existing policies around parks and reserves.

In response to questions, the Senior Policy Analyst advised that:

- The referenced Fruit and Nut Policy had been in place for about three years and was created to enable the street planting of fruit and nut trees.
- The next step after the resolution in this meeting was for the strategy to be workshopped.
- Staff would assess the national direction around natural environment and make sure the proposed strategy for workshop aligns with that.

Resolved: Murray-Benge / Thwaites

1. *THAT the Senior Policy Analyst's report dated 26 April 2018 and titled Environment Strategic Work in 2018 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 Community Committee recommends to the Policy Committee that the presentations received at the Community Committee Meeting on 26 April from environmental organisations, be considered through the review of the Natural Environment Strategy and the development of the Climate Change Action Plan in 2018.*

CC10.7

Katikati Taiao

The Community Committee considered a presentation from Professor Peter Maddison and Tiki Bluegum, co-chairs of Katikati Taiao, who were in attendance to update the Committee on the group and its work programme.

Mr Bluegum introduced himself to the committee and his connection to Katikati Taiao from an iwi perspective.

Professor Madison spoke to a tabled PowerPoint regarding the focuses of Katikati Taiao and the work they had been doing. He explained that Katikati Taiao did not just consider environmental issues but community issues such as drug and alcohol use and abuse, poverty and cultural and community development. Mr Bluegum advised they were currently seeking the best way they could serve their community and to have some significant conversations with members of the community.

In response to questions, Professor Maddison and Mr Bluegum advised:

- Katikati Taiao planned on engaging in research alongside other social groups in Katikati.
- Katikati Taiao were in touch with groups like the Acorn Foundation to regarding current research being done in the Katikati area.

Resolved: Murray-Benge / Marshall

THAT the presentation from Katikati Taiao be received.

CC10.8

Kokako Garden and Native Plantings Projects

The Community Committee considered a presentation from Andrew King, Principal of Oropi Primary School, who was in attendance to speak to the Committee about Oropi Primary school and their education programmes around their local environment and sustainability.

Mr King introduced himself to the Committee and gave some background around how projects were prioritised within the school curriculum. He explained that the school was located in an ideal space to connect with the outdoor environment. There was a bilingual unit in the school that had taken eight years to establish and the school were also seeking to connect with the local iwi. The curriculum included the study of Māori and Pakeha worldview in relation to the natural environment. The Kokako Garden was not a token project but an opportunity for students to learn about the sowing, growing and harvesting processes.

He also referenced some of the projects in a school's play based curriculum, which included sustainable tree hut makings and involved the children in tree plantings and the design of native gardens. The growth of the school had facilitated the need for the carpark to grow, which had impacted one of the existing native gardens. This had become an excellent learning opportunity to model how to deal with the responsibilities of growth and the garden had been redesigned so that the "green space" removed to make room for the carpark was reinstated.

Mr King also explained that Oropi Primary had sister school in China so students also learned about Chinese culture and to speak in Mandarin. They had Mandarin language speech competitions and incorporated Chinese culture experiences and learning opportunities into their curriculum including cooking.

In response to questions, Mr King advised:

- The school had eight international students for 12 months. They also regularly had groups of international students come for short stays in February and July/August.
- Oropi Primary had 34 out of zone students. Part of this was due to a change in zones. A ballot system was use to select out of zone students and there was a bus available for these students to get into school.
- An enrolment zone policy had needed to be implemented as government funding was based on enrolled students who were within the school zone.

Resolved: Marsh / Dean

THAT the presentation regarding the Kokako Garden and Native Planting Projects be received.

CC10.9 **Oropi Primary School Visit**

Andrew King, Principal of Oropi School hosted the Councillors on a site visit of Oropi Primary School.

The meeting concluded at 2.05pm.

CC10

Western Bay of Plenty District Council

**Minutes of Meeting No. CH2 of the Independent Commissioner Hearing held on
27 February 2018 in the Council Chamber, Barks Corner, Tauranga
commencing at 9.30am**

Present

Commissioner B Wasley

In Attendance

C Watt (Environmental Consents Manager), G Stevens (Senior Consents Planner), R Friend (Senior Consents Planner), and B Clarke (Democracy Advisor)

CH2.1 **RC10412S - Application to Subdivide a Rural Zoned Property at
12 Aongatete Road, Aongatete - Ann Owen Family Trust**

Proposal

The resource consent application sought to subdivide a rural zoned property, legally described as Lot 2, DPS81344, located at 12 Aongatete Road. The total land area was 1.2750ha and the proposal was for three lots (two additional). The basis for the subdivision was that a community benefit would arise by the Applicant vesting Lot 3 (725m²) as local purpose reserve, which would allow for provision of access to an existing esplanade reserve along the Aongatete River. The Applicant proposed that in return for the reserve he would create Lot 2 as an additional lot on site.

Commissioner's Opening of the Hearing

The Commissioner declared the hearing open and advised he was an Independent Commissioner appointed by Council to hear and determine this matter. He welcomed all those present, introduced staff, and outlined the hearing process for the day.

The Commissioner advised that no cross-examination would be permitted, and that he was the only person who could ask questions of clarification, although submitters were welcome to pose questions through him. He assured those present that he had read the pre-circulated evidence, and the listed evidence that had been tabled, and noted that all evidence,

including verbal evidence, would be taken into consideration in his decision-making.

He noted that he had not yet undertaken a site visit, but may do so following the hearing.

He called for introductions from those appearing, and these were listed as follows:

For the Applicant

- Patricia Ann Owen (Ann Owen Family Trust) (CLM Trustees Limited) (Owner/Occupier)
- Aaron Collier (Aurecon New Zealand Limited)
- Rose Thomas (In support of the Applicant)

Mr Collier noted that Ms Owen would provide her evidence first, and he gave a brief introduction of what her evidence would relate to.

Submitters in Opposition

- Christopher and Beverley Leyland (28 Aongatete Road, RD 4, Katikati)

1. Evidence of the Applicant

Ann Owens Trust Limited (the Applicant), was represented by the following persons:

- a) Ann Owen (the Applicant) tabled the 'Statement of Evidence of Patricia Ann Owen', which she read in full. Ms Owen responded to questions of clarification as follows:
 - The small boat launch and jetty comprised a narrow strip of pathway with a post in the river for mooring a kayak to. It was also part of the access for their Saint Bernard dogs.
 - There were no other public access points to the reserve; it was only through their property, which was the only one that has access to a publicly owned road. The neighbour's property would be more difficult to access due to the contour of the land.
- b) Aaron Collier, Principal, Environment and Planning (Aurecon New Zealand Limited), tabled an item titled 'Statement of Evidence of Aaron Mark Collier for the Anne Owen Family Trust', (which included photographic evidence), and presented his evidence in full.

Mr Collier responded to questions of clarification as follows:

- The location of the farm gate linking the two properties was shown in photographic evidence.

- In terms of heading east, the esplanade reserve carried on towards the harbour, with access effectively only on the side shown in the photographic evidence.
- He had met with the Leyland's on 26 November 2017.
- He considered that the Commissioner would need to have regard to certain sections of Part 2 of the Resource Management Act 1991, and to a number of broad objectives and policies, and in relation to esplanade reserves, in the subdivision chapter.
- He had provided in his evidence some relevant matters to consider in sections 5, and 6, such as social wellbeing in relation to gaining access to rivers and their margins.
- In section 3 of his evidence, he had provided a description of the site and noted that its relationship to the river was a long and recognised one, as it was a part of the Aongatete blockhouse and a rest site for militia that had protected the district in the 1880s. That description in his evidence had been taken from the NZ Archaeological Foundation.
- Staff had recommended that the walkway access should be widened to 4.5ms wide from the road through to the 'dog end' as shown. The issue with the 4.5ms and wider area was around maintenance. A width of 2.5ms was what was needed to provide pedestrian access. A width of 2.5ms aligned with most walkway/ cycleway trial widths.
- Tauranga City Council's formed walkways were around that 2.5ms width. There may be people carrying fishing rods and whitebait nets, but they could work it out when approaching each other on the walkway. A wider width may allow people to bring vehicles and boats through.
- In terms of having a close-boarded wooden fence on the submitter's side of the walkway it would create privacy. He would need to talk to the Applicant as to whether that was the best type of fence, or whether to have a farm type fence. The Owens did have dogs, so would need at the least a stock proof fence on their side of the walkway.
- If there were a PSI Report undertaken, the advice he had received was that this should be done with some testing and if that testing identified elevated levels of contamination, then a Site Contamination Plan would need to be prepared. There would be a recommendation from the PSI report and it would need to be done. He suggested testing around the curtilages of the dwellings and the gardening areas. He had been advised by the Applicant that it was a green orchard rather than conventional, but due to historic uses he considered it would still be beneficial to test. He did not consider that was "putting the cart before the horse" as long as that testing was done.
- So in terms of the NES testing and should consent be granted in respect of that standard, that would cover the need for further testing and a contamination plan. The missing thing was the testing, and it could be done, and if anything were found then it would trigger a Site

- Contamination Plan and remediation. It would be ideal to have testing done now, but unfortunately, they did not have that in place.
- The good thing about the subdivision process was that they had that 224 process (restrictions upon deposit of survey plan) as a trigger, and it could not be reached until the testing was done, and if required, a Site Contamination Plan and any required remediation. This was a very definitive process with 224.
 - Any testing would need to occur around the curtilage of the dwellings, and if the Commissioner considered it necessary, he could adjourn the hearing to get that testing done.
 - In terms of the minor dwelling and the potential for extension, it was a small cottage, not as large as substantial home on the property, and could be likely to be extended. The practical reality was that many of these sorts of dwellings had been rented out throughout the district. Many had originally been put on the property for worker accommodation but many were now rented out.
 - In terms of planting, there was a bund, and planting and trees in from the bund. You would need to create a path on the inside of the bund and would need to remove some along that area. There was no reason to interfere with trees planted up on the bund itself. It was a pleasant walking place.
 - In terms of a need for protection out from 4ms on the eastern side, and reliance placed on that planting for general amenity value, reliance was more on the area shown in photographic evidence 4, and on the aerial shot the pond and some of the higher trees can be seen. The Applicant was trying to retain as many plantings as possible, and only needed to create a trail through them.
 - In photographic evidence 2, there was an indication of how the track could be pushed back through that area and the Applicant wanted to try to minimise the amount of vegetation removed. Most of that vegetation was within a 6ms wide corridor. The Applicant could work with Council to ensure that only the vegetation that was necessary be removed.
 - There would be no reason to remove the vegetation around the pond, it is a pleasant area. It was quite 'boggy' around the pond, and the water levels did rise and fall. There was a small amount of minor earthworks to be done around there, but the object was to minimise work in terms of disturbance. The Applicant's preference was not to do those earthworks, but it may depend on staff requirements to do their access. People utilising access usually wore footwear that was 'fit for purpose'. The area was not mown and people had to work your way through it.
 - The esplanade reserve was 20ms wide.
 - Condition 7 around earthworks may have come from the Council contractor, and it was unclear whether there was a

need for that as this was not a concrete pathway, and people would be walking along an area that may be wet from time to time.

- Some concern had been raised by the Leyland's about overflow from the pond, and the Applicant understand that was a long-term issue between the two properties. He had not explored that as the pond was being left as it is.

Ms Owen responded to questions of clarification as follows:

- The pond was where the settling pond had been for the piggery, which had been extensive initially.
- Some water from the low-lying land was drained at the point where the natural springs were, and they had retained the pond so they would not be overcome with water. The overflow sometimes went on to the neighbour's property, but it had always been there. A few times, it had risen over the top of the pond.
- They had had works done to address the drainage of the overflow water and contour for a more natural overflow, but the amount of water had come to the top of pond, but she had not seen it overflow.

10.42am
11.00am

The hearing was adjourned for morning tea.
The hearing was reconvened.

2. Evidence of Submitters in Opposition

Christopher and Beverley Leyland owned and resided at 28 Aongatete Road. They tabled an item in relation to Traffic and Vehicle Control and Traffic Safety, and photographs of their property.

a) Mrs Leyland addressed the Hearing as follows:

- There were already a couple of suitable access ways to the river that did not interfere with neighbours' properties. They were located on the other side of the river near Matahui Road.
- This proposal severely compromised their lifestyle, and was too close to their bedroom on the corner of their house. There was only a distance of 7ms from the house corner to the boundary hedge.
- The major consideration when they made the decision to purchase the property was its rural zoning, and that it was away from public areas and not close to any neighbours. Their property offered them sufficient sleep and rest. Her husband worked 12-14 hours shifts underground mining, and it was very important for him to get adequate rest and sleep to do this work.
- Duck shooting normally happened on the other side of river, as there was a vast farm space and no one living there.
- Their dog was a pet and a guard dog, and when people were near their property boundaries he would bark. He was a

German Shephard and barked naturally, providing her with a feeling of security if her husband was at work. If there were a higher volume of walkway pedestrians, this would increase his barking. If people wandered on to her property, the dog could attack them and this would lead to his demise.

- They also ran bulls, which could attack if disturbed.

She read out her tabled item titled "Part 2 Traffic / Vehicle Control - Use of vehicles, and Traffic Safety in full.

She spoke to photographic evidence included in her tabled item, noting the following:

- Photographic evidence 3a and 3b showed the area for parking. People visiting the Owens parked on another neighbour's verge. The photographic evidence showed damage to the verge from people parking there, and they were concerned that it could happen to their grass verge as well.
- Parking incorrectly could become safety issue, as there were trucks using road as well as themselves.
- Photographic evidence 4b showed the soft, muddy bank and how plants were holding the bank.
- Their stock did not go near the river as they had fenced that off. The natural vegetation bounded the river. They considered that there was no suitable access to the river on this side.
- If the proposal was granted this would give walkers access to walk through their vegetation that had taken years to grow, and would increase the danger of flooding.
- There did not seem to be anything in place for emergency services to gain access should there be an emergency, particularly if the path was fenced on both sides and narrow, which may result in accidents.
- There were no public toilets or rubbish facilities, which may cause issues in those areas.
- The number of visitors was not proven. More foot traffic could cause damage to the riverbank and cause erosion.
- They did not see opening up this river bank as having benefits for the public. The river was muddy, the banks were muddy, and the bottom of the river was muddy. Fishing was not that great, short-lived whitebait season, not the best of fishing spots. Not really a swimming spot due to the muddy water.
- It was the Council's job to foster conservation over recreation. If this was the only way the Applicant could subdivide their land, it was preferred that there be no walkway past their house. The fencing should go all the way to the river as they have a dog.

b) Mr Leyland addressed the Hearing as follows:

- He was not opposed to the neighbor subdividing, but when they had first bought the property, the area was grazing, and now the vegetation was coming back with their encouragement, as it was not grazed.

- The pond itself was a black pond, and there was some natural springs water. During summer, the pond went black and smelled. He had asked the Council to the property because of this. All the water from the Owens property came to their property
- Every winter the bottom part of the esplanade flooded and there could be up to 3ms of water. It would be difficult for Council to look after it.
- In winter, the ground was very wet and there were duck shooters and white baiters in the area.
- In terms of the safety side of things, he was concerned if there was no decent access for rescue workers. He was involved in rescue work with the mines and knew what was involved.
- It would be difficult for boats to launch from their side and the Matahui Road people launched into river and went down into harbour.
- The river had changed a bit from photos, and like all rivers, it continued to change from time to time, the banks were extremely muddy.
- In relation to testing for contaminants, everything went into that pond, and he questioned why their pond did not have access to the river like their property. He had seen the pond completely full during a 'weather bomb' event.
- In relation to access for people, it was very wet in winter outside his property, and if the proposal went ahead, Council must look after it. There were many other areas where access would be more suitable.
- If it was a historical site from many years ago, he considered it would be better looked after than having lots of people on it.
- Currently there was not a lot of people in the area, but access had always been granted by the landowners. It had always been private land.
- He was concerned with safety, security and noise nuisance when he was trying to sleep after night shift.
- If this went ahead, there were better places to have access to the river.
- In winter, there were natural springs that come out of the bank at the proposed site. If carrying a kayak in those conditions a person was more likely to have an accident.
- He had read that many waterways had been lost over the years, and Councils were trying to protect pieces of land, and to protect the birdlife. He wanted to do the same, and that was why he protected the banks. They did have a White Heron that visited the area. He no longer went shooting and preferred to see the area allowed to go back to a natural environment and the same on his property, with a few smaller trees.
- No one had access under the bridge and there had been a couple of accidents there.
- He did not think it was right to open up the access just to subdivide property. He was not opposed to subdivision, but just had issues with the access way.

Mr and Mrs Leyland responded to questions of clarification as follows:

- The hedging shown in her photographic evidence was on their property. It did not stop noise but offered some respite visually.
- The walkway would be too close to their house. He could hear people conversing and yelling, and even when lawns were being mowed, it was difficult for him as he worked night shifts and needed to sleep in daylight hours. If people were walking down there, he would definitely hear them. The area was wet as soon as it rained and water would be on it.
- His property was river reserve. It used to be marshlands and was taken back into farmland. He had reduced his stock down to four stock although he would have more later.
- Someone had said that in the past people had dug a drain to take spring water, and they did extensive earthworks across to the pond. The original pipe to the piggery was 100ml, but the pipe there now 200ml and was still flooding. He would not object to water coming off, but everything came from that pond to his place. Council had come and looked at it. Everything, including chemicals and water came onto his property currently, and then went into the river. There would be more mud in the winter if people tramped through there.
- One option would be for the Council to elevate the entire walkway.
- Where the hedge ended, he had put a post in the corner and netted down to where the first of the trees branched out, then there was a metre high fence, and the gate from when it used to be a farm. Then the trees carried on to the top of embankment. He guessed that the top of the bank would be a couple of metres wide then it tapered down. It was a normal, standard farm type fence.
- In terms of the fencing where the proposed walkway joined the esplanade reserve, the fencing went right to the riverbank. When they bought the property that was open and stock went through to the Owens' property. He had fenced it off so stock could not go through.
- People walked through his property now. Last year, people stopped on the main road, walked through the neighbour's property and then on to his paddocks to whitebait. He had advised them it was easier to get property owners permission than risk being bitten by their dog.
- He felt that the parking situation was major. Off street parking was a necessity.
- Regardless of the length of a walkway, there was a proper width for a reason.
- The neighbouring property across the road used to be an old bookshop and they had sealed parking for their customers.
- In relation to the offer as a condition from the Applicant regarding fencing to a height of 1.8ms, he was still concerned

with security and had discussed this with Mr Collier. There were people he called "nightwalkers" stealing for gain and this had been a problem in the past. With the dog, it was not so much a problem now, but there were always opportunists. If more public were down there, his concern was during the night when he was on nightshift. If people were out walking, the dog would do his job. At the moment, there was no problem with the dog because it was private. If introducing more people into the area that could change. He would prefer the land to be left to develop as a bird sanctuary.

- The mouth of the river changed and braided out. There was already public access to river on the other side. The neighbours with boys put jet-skis in and went down the river. The neighbour did some kayaking at times. The public had better access to rivers around the place than this option.
- Further, along the road, there were different roads and they did not get rubbish pick-up. Sometimes there were up to 4-6 rubbish bags left by people not living in the area and some freedom campers also leave their rubbish. Some was picked up by Council, but a lot of it was not rubbish from people actually living in the area.

The Commissioner thanked the Leylands and advised that he would be looking at a number of matters they had raised during the site inspection.

Question of Clarification

Through the Commissioner, Mr Collier raised questions around fencing and noise.

Mr Leyland advised that he did hear road noise when an accident was right outside, but most times road noise did not wake him, due to the angle and location of his house in comparison to the road, so it was not currently a problem. He did note, however, that the Owen's tenants on their property or contractors mowing and spraying had often disturbed his sleep.

Mr Collier noted that it appeared that a wooden fence would not be to the Leyland's satisfaction, and he questioned if the Leylands considered that a board and batten fence, designed with no gaps would assist with the noise.

The Commissioner ruled that the matter of fencing would be put aside for the moment, and he would now hear from Council's Reporting Planner. He advised that following that, he would then adjourn for a period of time to allow the Applicant and Submitters to discuss fencing matters, in the hope that this would assist.

Staff Comment Following Submissions

3. Staff Report Planner

The Commissioner invited the Senior Consents Planner to introduce her report dated 25 January 2018. The Senior Consents Planner addressed the hearing, noting that, as her report had been circulated to all parties, she would take it as read. However, she noted key points as follows:

- As a matter of clarity this was a full discretionary, not a non-complying activity.
- Her understanding of relevant regulations was that Part II anticipated no testing prior to a decision. However, the Applicant could then seek consent as a non-complying activity, and would meet concerns regarding testing, then mediation would follow, and earthworks on the site. She could provide conditions to assist.
- In terms of discussions around width access at 2.5ms, after hearing Mr Collier for the Applicant, and the Leylands, it may be appropriate to retain 2.5ms to prevent any vehicle access at the top, but the access way could potentially be widened further down to allow two-way pedestrian access, which may be better accommodated on such ground.
- In terms of fencing along the Leyland's boundary, if agreement was reached between the Applicant and Submitters for a standard type of fence this could be included in condition 8.
- Condition 6 specified height to maintain a visual line.
- In reference to Part II and the Salmon Case, she agreed with Mr Collier that it was relevant in this case. She was not sure there was a clear line rule when the community benefit was introduced in 2016. This would be a policy statement at that time, but would seem on the face of it that currently the age of the protection had to be considered and a lot of it was possibly relevant in this case.

The Staff Report Planner responded to questions as follows:

- It had been some time since she had undertaken the site visit, but from her experience with public access, people would try to get quad bikes down if they could. If the access way were narrower at the entrance, this would physically prevent people trying to do that. However, in terms of white baiter's nets and kayaks being carried, if there was a widening further along the access way, it may be more appropriate, and helpful to people.
- There were other ways to achieve blocking of vehicle access, such as bollards to stop quad bikes getting in there.
- In relation to parking and effects on the road, her opinion had been given based on advice from Council's roading experts, who considered that, in their experience of these situations, traffic would be of a sporadic nature.
- Turning to amenity, she considered that the visual effects in her opinion would be minor. After hearing from the Leylands, from a purely visual amenity she was not anticipating any great difference with what would occur. In terms of acoustics, she was not an acoustic expert. It may be that an acoustically designed

fence along that boundary adjacent to the Leyland's bedroom may assist them.

- In terms of general amenity issue, and the Leyland's concerns over potential intrusion with increased pedestrian use of the walkway, certainly that was something she acknowledged could have some effect, and that was why fencing had been considered. People would wander, and there was nothing that could be done about that, regardless of whether an area was fenced or not fenced access. It was hoped that if the area were fenced they would be more likely to use the right area, rather than walk over people's paddocks.
- Mrs Leyland commented that if consent was granted, that wooden fencing should carry on to the point where the access way met the esplanade reserve. She would presume that this was to provide a visual barrier, and was considered a suitable way to provide that. A 1.8ms high fence should assist people not to wander on to the Leyland's property.
- There was nothing that she had heard from the Applicant or Submitters today that would make her substantially alter her recommendation. There was obviously room within the conditions to assist with access and fencing. It appeared all of those things could be contained within existing conditions of consent with minor amendments. A different width of the walkway could be considered as discussed and considered appropriate.

12.00pm The Commissioner thanked all those present for their evidence. He adjourned the hearing to provide an opportunity for discussion between the Applicants and Submitters, as they had indicated this would assist.

12.15pm The hearing was reconvened.

4. Informal Discussion Between Applicant and Submitters

Following discussion between the Applicant and Submitters in relation to fencing conditions, the Commissioner was advised that Mr Leyland had agreed to a close-boarded fence from the road along the boundary between his property and the proposed access way to the existing gate. Further, it was noted that he sought the erection of a 'deer fence' from that point to the stream, which would encroach upon the esplanade reserve.

Mr Leyland expressed to the Commissioner that he wished to allow natural wildlife to flourish in the area, and to this end, he had kept his stock away to allow a return to nature. He considered that, for this subdivision to go ahead there had to be 'give and take' on both sides. As both properties flooded, he considered that a 'deer fence' would not be lost in a flood, whereas other types of fence would. He noted that during past flood events there had been a lot of debris on the properties.

Staff responded to a question from the Commissioner, noting that they would need to seek advice from Council's Reserves and Facilities Manager with regard to the matter of fencing on or near the esplanade reserve.

5. Commissioner's Direction to the Hearing

The Commissioner noted that, given the current situation following discussions between parties today, it was now appropriate to adjourn. He noted that advice was required from Council's Reserves and Facilities Manager in relation to fencing on or near an esplanade reserve, and there was the matter of NES conditions.

He requested that Council and the parties work together towards the provision of an amended set of draft conditions to include what had been agreed between the Applicant and Submitters in their discussion today, and what Council required in relation to the esplanade reserve. Conditions around fencing would be in the form of feedback to him from Council. If required, he would reconvene the hearing.

Through the Commissioner, Mr Collier indicated that the Applicant would abide by Council's NES conditions that were standard and would cause no concern for them. He would rely upon the expert advice of Council's Reserves and Facilities Manager in relation to fencing on an esplanade reserve, and considered that the only outstanding condition was the fencing.

Through the Commissioner, the Staff Report Planner advised that she would liaise with Council's Reserves and Facilities Manager and provide an answer as soon as it was available.

The Commissioner directed that he wished to ensure that the three parties, being the Applicant, Submitters and Council were agreed and clear on conditions, and that he would accept the Applicant's right of reply, but would not complete it as the matter of fencing could not be provided at this time.

In response to questions of clarification from the Commissioner, Mrs Leyland reiterated that they did not mind the subdivision, but were concerned with the access way, and were still opposed to people parking outside their property, and to the fence going past the house. Mr Leyland reiterated that he considered the land more of a marsh or swamp and that it was not suitable for public recreational use. He maintained that Matahui Road would be better if improved for boating and swimming.

6. Applicants Right Of Reply

Mr Collier addressed the Committee and the following points were noted:

- The Applicant appreciated the Leylands for participating in an informal discussion over fencing and access issues.
- In relation to the appropriateness of access, the NZ Transport Agency had blocked off access to the river from the bridge, so now there was no river access. Apparently, there was access from Matahui Road. He referred the Commissioner to the planning maps attached at the rear of his evidence. They showed that there was actually no esplanade reserve on the other side of the river, so although there was possibly access from Matahui Road, and the end of Lancaster Road, there was no esplanade on the other side of river. It was assumed that access was granted to the river based on the good will of some of those landowners.
- There was esplanade reserve on the eastern bank of the stream, and on the planning maps, it showed pieces of esplanade all the way up that eastern bank of the stream. In terms of maintenance and enhancement of access ways, Council was missing a connecting link. The Applicant would not have put this application forward if there were other suitable access points available.
- Council's reserves department had considered this and considered that it was appropriate.
- In terms of the issue around access way width, 7ms was a guideline in the District Plan. As the Council staff report noted on page 6, the reason that 7ms was outlined, was to allow construction machinery to form up the access tracks, to allow for zigzagging of tracks, and associated structures where there was steep terrain, and to allow access for machinery to do track repairs and maintenance. In terms of what was proposed, the other track over the easement area fulfilled those obligations, so it came down to the track width of 2.5ms being sufficient for people to pass each other, even if carrying things, it was as wide as a standard car parking space.
- The District Plan did not provide a lot of protection in the rural chapter under lots for community benefit rules. When drafted, like many rules drafted, there was probably limited scope to introduce further objectives and policies. Nevertheless, it was clear that objective 12A2.1.3, which referred to integration of methods to secure access along riparian margins, supported by policy 2a2.2 provided better access to natural features and recreational interests of public. It was about creating access for informal and unstructured activities, and he had outlined some of those activities in his evidence.
- Mr Leyland's view that access should be retained as it was and that the public did not necessarily use it as it was, were assumptions around the use of esplanade reserves and the purpose of them. At the moment, there simply was no public access.

- In terms of Mr Leyland's concerns about wandering, there was no way to address that as it could not be known or measured.
- In terms of use of the esplanade, it would be informal and infrequent.
- Parking on the berm would be appropriate. The Applicant proposed to have two signs on the Leyland boundary identifying that the property was private. They were comfortable putting a sign on the timber fence outside the Owen's property to identify the parking area. These were to attract people to park at those locations, and this could be considered as requirements.
- The existing esplanade along the front of the Owen's property was in good condition, and was a feature for public access and use. It would be good to see a connection of the esplanade along the river.
- The pond was there as part of the natural environment.
- He considered that the issue around fencing between the two parties could attempt to be resolved, and hoped that Council's Reserves and Facilities Manager would consider the fencing that has been suggested.

Mr Collier responded to questions as follows:

- In relation to the possibility, should consent be granted, that there be a review condition around parking, he was not sure that could be dealt with as part of the consent process. The level of rural activity had been anticipated, and rural mail delivery drove along berms and caused some disturbance. He would not like to think they must form parking areas in rural environments.
- It became an urbanisation encroachment, so he was of the view that what was there was sufficient for intermittent seasonal use of the esplanade, rather than commenting on daily use.
- If there were an issue with parking in the long term, it would mean the public were utilising that esplanade reserve. It may be that the Council would have to look at that in the future.
- He believed that 'deer fencing' was appropriate in a rural area.

7. Further Information

The Commissioner advised that the Applicant had now had the right of reply, which was complete on all matters except those relating to fencing. He noted that he would issue a direction in terms of time frames around the preparation and circulation of draft conditions on fencing, and what the process would be in terms of receiving those conditions. He noted that should there be any impediments in terms of fencing across the esplanade reserve, he would document that as part of a direction to all parties.

The Commissioner thanked all those present, and in particular, he thanked the two parties for their willingness to engage in informal discussion around the matter of fencing.

8. Confirmation of Site Visit

The Commissioner advised that the Democracy Advisor would liaise with parties on arrangements for the site visit and would advise parties accordingly.

12.45pm The hearing was adjourned awaiting the provision of further information, and to allow the Commissioner to undertake a site visit.

FOLLOWING THE ADJOURNMENT OF THE HEARING

9. Directions of Hearing Commissioner No. 1

The Commissioner provided a document titled 'Directions of Hearing Commissioner No.1 and this was circulated to all parties on 1 March 2018. The directions outlined matters related to the Applicant's Right-of-Reply and included deadlines for process.

10. Receipt of Applicant's Right-of-Reply with respect to fencing

Mr Aaron Collier, of Aurecon provided the Applicant's Right-of-Reply with respect to fencing, and this was circulated to all parties on 8 March 2018.

11. Hearing Closure

The Commissioner advised by email that the Hearing had officially closed on 22 March 2018 and this was advised to all parties.

CH2.2

Decision - RC10412S - Application to Subdivide a Rural Zoned Property at 12 Aongatete Road, Aongatete - Ann Owen Family Trust

The Independent Commissioner's decision dated 16 April 2018 is as follows:

IN THE MATTER of the Resource Management Act 1991 (RMA or Act)

AND of the Resource Management Act 1991 (the RMA) and an application to the Western Bay of Plenty by the Ann Owen Family Trust to undertake a submission in respect of property described as located at

Lot 2 DPS 81344 located at 12 Aongatete Road, Aongatete.

1. INTRODUCTION

1.1 APPLICATION

The application is to subdivide a Rural zoned property, legally described as Lot 2 DPS81344, located at 12 Aongatete Road. The subject site has a land area of 1.2750ha and the proposal involves the creation of three lots being Lot 1 being 7957 m²; Lot 2 being 4068m² and Lot 3 being 725m² which is proposed to vest in the Council as an accessway.

The proposed subdivision is a discretionary activity District Plan Rule 18.3.3(i) provides for two lots for community benefit in compliance with Rules 18.4.2(h)(vii) and 18.4.2(h)(viii) as a restricted discretionary activity. However, the proposal fails to comply with Rule 18.4.2(h)(vii)2 and therefore in accordance with Rule 18.3.4(m), the proposal falls to be considered as a discretionary activity is considered a discretionary activity.

The section 42A report notes that the basis for the subdivision is that a community benefit will arise by the applicant vesting Lot 3 (725m²) as local purpose reserve, which will allow for provision of access to an existing esplanade reserve along the Aongatete River. In return for the reserve, the applicant is proposing to create Lot 2 as an additional lot.

Proposed Lot 1 contains the existing dwelling, a large shed, a pond and some orchard trees and proposed Lot 2 to include an existing minor dwelling and orchard trees. In addition, the proposal creates two rights of ways.

In addition, the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011 (NES) are applicable as the site is defined as a piece of land and at least one trigger activity is to occur as part of the proposal which is the subdivision of land. The activity also requires consent as a Discretionary Activity under regulation 11(2) of the NES.

1.2 SITE & SURROUNDING ENVIRONMENT

The section 42A report described the site and environment as follows:

"The site is a small lifestyle block that has access from Aongatete Road, contains a dwelling, minor dwelling and large shed. It contains some orchard and slopes down towards the Aongatete River. Aongatete Road is a short road with access directly from SH2. There is a commercial use established on the corner of Aongatete Road, opposite the site."

1.3 APPOINTMENT

I was appointed by the Council as an Independent Commissioner in terms of section 34A of the Resource Management Act 1991 ("the RMA") to hear the applicant, submitters and the Council's reporting officer and to determine the application. The information available to me prior to the hearing included the application, assessment of environmental effects (AEE) report and other information; the submissions and a report prepared by Council's reporting officer, being the section 42A report.

1.4 LIMITED NOTIFICATION

The application was subject to limited notification 15 August 2018 with the submission period closing on 12 September 2018. Notification of the application was made to Mr & Mrs Chris and Bev Leyland and they subsequently lodged a submission to the application.

1.5 ACTIVITY STATUS

As previously noted the application falls to be considered as a discretionary activity.

1.6 DEFINITIONS

In this Decision I use the following terms:

<i>AEE</i>	- <i>Assessment of Effects on the Environment report</i>
<i>Applicant</i>	- <i>Anne Owen Family Trust</i>
<i>District Plan</i>	- <i>Western Bay of Plenty District Plan (Operative)</i>
<i>RMA</i>	- <i>Resource Management Act 1991 and its amendments</i>
<i>Submitters</i>	- <i>Mr & Mrs Chris & Bev Leyland</i>

2. HEARING

The hearing was conducted on 27 February 2018 in the Western Bay of Plenty District Council Chambers. Appearances were from:

2.1 APPLICANT

- *Mrs Ann Owen – Applicant*
- *Mr Aaron Collier – Planning Consultant*

2.2 SUBMITTERS

- *Mr and Mrs Chris and Bev Leyland*

2.3 COUNCIL

- *Ms Gael Stevens – Senior Planner*
- *Mr Chris Watt – Environmental Consents Manager*

2.4 ADJOURNMENT DURING HEARING

During the hearing I agreed to an adjournment to allow Mr Collier and Mr Leyland to discuss matters related to fencing and to see if any agreement could be reached between the parties on this matter. Both parties reported back to me when the hearing was reconvened and advised that some agreement had been reached relating to fencing, but it did not mean that the submitters agreed with the proposal.

2.5 COMMISSIONER DIRECTION

After conclusion of the hearing I issued a Direction noting that Mr Collier had undertaken part of the applicant's right of reply but excluding any matters related to fencing. I requested that the parties consider and provide to me draft conditions relating to proposed fencing to be erected between the applicant's property and Mr & Mrs Leyland's property. This matter was subject to discussion between Mr Collier and Mr Leyland during an adjournment that I agreed at the hearing.

The Direction also provided for the process and timetable that was to apply in respect of providing any agreed set of fencing related conditions and the completion of the right of reply.

2.6 SITE VISIT

I conducted a site visit on 7 March 2018. Also, in attendance were Mr Collier and Mr Leyland. The visit involved walking over the subject site; understanding the location of the proposed accessway and the location of the existing esplanade reserve; and walking over Mr Leyland property and seeing the location of his dwelling and the existing gateway between his property and the applicant's.

2.7 HEARING CLOSURE

I formally closed the hearing on 22 March 2018 after I had concluded that I had sufficient information on which to determine the application.

3. SUBMISSION & MAIN ISSUES RAISED

The submission which was in opposition to the proposal, outlined the following matters of concern;

- *Adverse environmental effects from erosion of the rivers' edge from increased foot traffic, no toilet or litter facilities and that waste may end up in the River.*
- *Public safety issues arising from the boggy ground, bulls being in proximity to the access;*
- *No off-street parking other than the grass verge which is easily damaged.*

- *Concerns about loss of amenity, the proximity of the access to their dwelling, issues with ponds on the two sites and the public having access and the resultant loss of privacy.*
- *The submission noted that if amendments such as proper off-street parking for several cars and a high solid fence from the road to the river and independent drainage from the pond some of the concerns may then be addressed.*

4. STATUTORY PROVISIONS CONSIDERED

In considering the application, I have had regard to the matters to be considered as set out in section 104 of the RMA, recognising the status of the activity as a discretionary activity. Activity status is discussed in section 1.7 of this decision.

I have had regard to the provisions of the District Plan and to Part 2, being the purpose and principles of the RMA.

In respect of a discretionary activity, section 104B of the RMA states that a consent authority may grant or refuse consent and if granted, conditions may be imposed under section 108 of the RMA.

Furthermore, I have also considered the provisions of the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health.

5. PRINCIPAL MATTERS IN CONTENTION

Having considered the application, submissions and evidence provided, and being guided by the assessment criteria of the District Plan, I consider that the principal issues of contention are:

- *Accessway width*
- *Amenity*
- *Traffic and parking*
- *Loss of productive land*
- *Community benefit*
- *Fencing between the subject site and the submitters' property*

6. SUMMARY OF EVIDENCE

The following summary is not intended to be a full coverage of all matters raised at the hearing. Relevant parts of the evidence presented by the parties are referred to in the Main Findings section of this decision, where it forms a component of the findings by me, in deciding the application.

6.1 APPLICANT

Mr Collier stated that the application required assessment as a Discretionary Activity as the proposal will provide land for community benefit. The proposed public accessway did not comply with the 7- metre width requirement. However, he believed that this was acceptable as the Council would have a separate vehicle access for access by maintenance machinery. Consent is also required under the NES due to the historic use as an orchard.

Mr Collier agreed that the permitted baseline was not relevant, but the nature of the existing environment is relevant in considering further effects because there would be limited change to the environment. He was satisfied that the rural character and amenity would be maintained, and versatile land would not be unduly fragmented.

In respect to Part 2 of the RMA, the creation of the reserve access would meet the needs of future generations and would benefit the wider community. In his opinion Section 6(d) was particularly relevant as the accessway would provide access to the Aongatete River. This river was considered a most significant stream within the District and offered a range of land base and water based recreational opportunities. He considered the proposal was not contrary to Section 7.

The issue of privacy could be resolved in his opinion with the erection of a close boarded wooden fence to a height of 1.8m along the common boundary. Further measures included the establishment of two 'private property' signs and maintenance of an existing earth bund beyond the close board fence.

In his opinion it is was difficult to quantify the exact requirement for parking demand, but he believed the demand would be seasonal. He believed that there would be sufficient space available along the berm for cars to park and there are adequate slip lanes and sightlines at the intersection of Aongatete Road and State Highway 2.

Mr Collier stated the subdivision of the existing lot would only have positive effects on the rural environment and recognises and provided for a matter of national importance under s.6(d) of the RMA.

Mrs Owen outlined that she wished to subdivide the property as it had become too large for her to manage. She considered the esplanade area to be of a high standard which could be enjoyed by the public, and that there was also a small boat launching area and jetty in existence.

Mrs Owen noted that she had discussed with her neighbours the proposed subdivision and they stated that they were not supportive of the walkway being created because of privacy issues.

Mrs Owen was happy to undertake fencing and planting as proposed and believed that this would address the neighbour's privacy concerns. She did not agree with the neighbour's suggestion that there was inadequate

parking or that the levels of use would be such that they are not sustainable. She believed that the access would be used intermittently by recreation users.

6.2 SUBMITTERS

Mr & Mrs Leyland own the property adjoining the subject site and outlined they were opposed to the proposal. The primary concerns related to the adverse effect of people using the accessway and the potential effect that this could have on the wetland as well as the limited availability of off street parking. They believed that the proposed accessway would compromise their current lifestyle.

Specifically, the Mr and Mrs Leyland were concerned that increased foot traffic at the rivers edge would lead to erosion and the lack of public facilities may contribute to people leaving litter and waste. They also raised an issue of public safety in the adjoining wetland and on their property as they have bulls, dogs and a pond. The lack of sealed carparking areas on the street caused them concern as people may park on the grassed berm outside of their property and could create a muddy area when the area became wet.

Mr Leyland stated that they were not opposed to the subdivision however they wanted to see sealed parking bays, a higher solid fence from the road to the river and an independent drainage for their pond.

6.3 COUNCIL

Ms Stevens outlined that in her opinion the primary adverse effects associated with the proposal were related amenity issues, traffic and parking, loss of productive land and community benefit. In her opinion the visual effects of the proposal would be minor. The introduction of public access along the boundary of the site would alter the amenity for the neighbouring property but conditions of consent could address this concern.

Ms Stevens outlined that the Council's Senior Land Development Engineer had not raised any issues in relation to parking and traffic generation. She stated that it was difficult to determine the exact impact of the access as it would depend on how well advertised it is, but she anticipated that traffic will increase with people parking on the street to use the accessway. Council has entered into an agreement with the applicant to vest the access strip.

She outlined that the District Plan stated that the minimum lot size to be considered 'versatile' is 40ha. The underlying title is 1.2ha, too small to be considered versatile. The site is partially planted in avocados, and that there may be an opportunity for this to continue as the orchard will be wholly contained within proposed Lot 4.

Ms Stevens outlined the relevant objectives and policies and stated that the proposal was consistent as the existing title is small enough to not be

considered versatile land and the subdivision allowed the existing horticulture operation to continue. The proposal would provide for the future needs of the public to access and utilise the existing esplanade reserve.

Ms Stevens stated that adequate screening (imposed through conditions) between the boundary of 12 and 28 Aongatete Road would address privacy issues the submitter had raised. She recommended a grant of consent subject to the conditions outlined in the section 42A report.

6.4 RIGHT OF REPLY

Mr Collier outlined that conditions have been agreed between the applicant, Council's Planner and Reserves Manager. No feedback had been received from the Leyland's regarding fencing type proposed or their agreement to the conditions. The conditions related to proposed fencing between the applicant's property and the Leyland's property.

Mr Collier did not agree that it is appropriate to provide any form of fencing through he esplanade reserve to limit public access or to keep people out of the 20m wide esplanade. He considered that this was outside the scope of the consent process and contrary to s6(d) of the RMA. The use of close boarded fence had been recommended for the initial section of the walkway to help with Leyland's concerns relating to privacy. Council's standard for fencing walkways was a 7-wire farm type fence. Mr Collier was satisfied that the close boarded timber fence and the deer-type fencing was more than appropriate in the circumstances.

7. MAIN FINDINGS

The application, submissions and section 42A report and the evidence presented at the hearing identified various effects for consideration:

DISTRICT PLAN

The District Plan is the primary planning document and the following objectives and policies are considered relevant to my consideration of the proposal.

Objectives

- 1. The rural land resource and versatile land capability is maintained to enable its use for rural production activities.*
- 5. Maintain the rural character and amenity values associated with the low density rural environment.*
- 6. Protection and enhancement of ecological, landscape, cultural, heritage and other features located in the rural environment which are of value to the wider community.*

9. *Fulfilment of the special relationship of Maori with their ancestral land including the particular culturally based housing needs and traditions associated with such land.*

Policies

1. *Subdivision, use and development of versatile land should occur in a way which retains its potential to be used for a range of productive rural purposes and which maximises the likelihood of it actually being used for such purposes.*
2. *Fragmentation of versatile land for purposes not directly related to maintaining or enhancing the primary productive potential of the rural land resource should be avoided or minimised.*
3. *Except where specifically tailored to accommodate other activities with a legitimate need for a rural location, new rural lots created through subdivision should be of a size and nature suitable for a range of primary productive uses.*
4. *Subdivision, use and development which has the potential to inhibit the efficient use and development of rural land for primary production or to inhibit the efficient use and development of existing mineral extraction sites (including vehicle access routes to such resources) should be avoided or minimised.*
9. *Provision should be made for the limited subdivision of land (including the transfer of title rights to identified areas) in conjunction with the sustainable protection or restoration of ecological, cultural, heritage, landscape or other features of value to the wider community.*
12. *Subdivision and development should not occur in rural areas which have inadequate roading or other infrastructural capacity to cater for such development.*

The proposal is in my opinion consistent with the relevant District Plan objectives and policies. It will provide for a community benefit through the provision of a public accessway and at the same time providing an opportunity for subdivision that recognises the provision of such a benefit. It does not result in the fragmentation of versatile land as the subject site has already been developed through the erection of two dwellings and the site is 1.2ha in area.

I note that the existing title due to its' small size is not considered to be versatile for any form of productive use, and the subdivision allows the current horticultural use to continue. The lots are proposed to be independently serviced, and the access to be upgraded to the appropriate standard and will not have adverse effects on the roading network.

The proposal will provide for access to the Aongatete River, also provide for the future needs of the public to access and utilise the existing esplanade reserve for recreation activities.

The proposal maintains the current character of the area as no further development in the form of dwellings is proposed and that the provision of an accessway linking to the esplanade reserve and river is not out of

character with the area. Any impact on amenity values can be appropriately addressed through the imposition of consent conditions.

In respect of the District Plan rules, I was advised by Ms Stevens and outlined in her section 42A report that Rule 18.4.2(h)(vii)2 provided for community benefit lots. She noted that public access to an existing esplanade reserve has no minimum length for one additional lot, but the required minimum width is 7m. As previously noted the proposal does not meet this minimum.

The section 42A report outlines that a 7m minimum width for accessways is to allow for access by machinery for construction and maintenance purposes and to allow for changes in track direction. The applicant has proposed a reduction in width for part of the accessway route to 2.5m, widening to 4m and then 8m closer to the river. The applicant has proposed for alternative access arrangements for maintenance access to the reserve, across the subject site via a right of way.

I note Ms Stevens opinion that a 2.5m width is considered too narrow to provide practical access for pedestrian access in both directions, and that the access should be widened to a minimum of 4m from the road. Having considered this view and undertaken a site visit, I concur with that conclusion and proposed that the accessway be increased in width to 4m.

AMENITY EFFECTS

I note that the location of the subject site and the submitters' property is close to an existing commercial activity, and near the state highway. There are also other dwellings in the locality. Therefore, the locality and associated amenity is not typically rural.

However, I do consider that the introduction of public access along the entire boundary of the of the Leyland property would potentially change the amenity, given the narrowness of the proposed accessway from the Aongatete Road end, and given that the Leyland dwelling is relatively close to the proposed boundary of the accessway. As pointed out in the submission and on-site the submitter's dwelling and outdoor living area is close to the accessway.

There is potential for the proposal to affect the amenity enjoyed by the submitters, and therefore the erection of fencing along their common boundary with the proposed accessway will in my opinion address this concern. The erection of a close boarded fence to a height of 1.8 metres will prevent any views by users into the submitters' property.

Increasing the width of the walkway adjacent to the Leyland dwelling will also assist by maintaining amenity through having a less constricted entrance to the walkway and provide for pedestrians to pass one another.

The provision of the accessway will also contribute to improving amenity of the locality by enabling people to enjoy the pleasantness of the area through access to the reserve area and river.

I note that Mr Leyland outlined concerns about a potential increase in noise intrusion due to creation of the walkway, and that this was a concern as he did shift work. While I appreciate this concern, there are dwellings in close proximity to his property along with a state highway and a commercial activity, I do not consider that accessway users are likely to contribute to the creation of unreasonable noise levels. The close boarded fence will also in my opinion assist in contributing to minimising noise from users. Accessway use is likely to be intermittent and seasonal.

FENCING

The submitters highlighted their concerns about the potential loss of privacy along the first part of the proposed accessway given the proximity of it to their dwelling and outdoor living area. In response to this concern, the applicant has proposed the erection of a close boarded timber fence being 1.8 metres high from Aongatete Road through to a point being the gatepost at the northern end of the existing farmgate between the two properties. In addition to address submitter concerns about the potential for access-way users to either walk onto the submitter's property or to ensure users remain away from any farm animals on the submitter's property, that a 1.8 metre deer fence be erected through to the esplanade reserve boundary.

Mr Leyland sought that the deer fence be erected across the esplanade reserve to the margin of the river. However, the Council did not support this as it would have denied access to the esplanade reserve. I also note that this was a matter beyond my jurisdiction. It is a matter for discussion between the Leylands and the Council.

Having considered the concerns of the submitters, and having undertaken a site visit, I consider that the fencing proposed by the applicant addresses the concerns raised by the Leylands and assists in maintaining their privacy and ensuring that accessway users do not wander onto their property or disturb animals on it.

TRAFFIC & CAR PARKING EFFECTS

The section 42A report outlined that there were no issues in relation to traffic and traffic generation subject to imposition of the recommended conditions relating to transportation and the payment of associated financial contributions. It is noted that financial contributions are proposed to mitigate the effect of the additional lot on the Council's roading network.

With respect to traffic, Ms Stevens advised that it was difficult to assess the likely impact of the accessway being provided to the esplanade reserve and the river. Currently people seek permission from the Leylands and Mrs Owen to access the river and reserve by walking through their properties. The provision of an accessway will allow unrestricted access, and although it is difficult to determine what increase will occur in people wishing to use

the accessway, it can be anticipated that there will be an increase in public use and therefore traffic, with parking occurring on the road berm. The road is relatively short and has access directly off State Highway 2. It is noted that there is an existing commercial use on the corner of the road and state highway. There is some opportunity for parking on the road verges. The intersection is well served with a right turn bay, left turn bay and widened shoulder and no road safety issues were raised in respect of the proposal.

The submitters were concerned about parking on the road berm and that during times when the berm is wet there would be the potential for damage to the berm and to be churned up.

It is likely that use of the accessway will be intermittent and seasonal and that parking could be spread out along the road berm. I note that no formed parking has been recommended by the Council.

COMMUNITY BENEFIT

The section 42A report outlined that the Council had entered into an agreement with the applicant regarding the vesting of land in Council to enable the provision of pedestrian access to the Aongatete River. The community benefit provisions are contained in the District Plan as referenced elsewhere in this decision and provide for subdivision where land is being provided for a community benefit. In this case it is the provision of land to be used as a public accessway to provide access to an esplanade reserve and the Aongatete River, and provision of an access via a right of way for Council maintenance purpose as outlined in the application.

The use of the community benefit provisions will achieve public access to the river, and the applicant being able to subdivide the subject site to create a lot for each of the two existing dwellings on the subject site.

Having consider the proposal it is in my opinion an appropriate use of the community benefit provisions but on the basis that any effects are appropriately mitigated, remedied or avoided.

PRODUCTIVE LAND EFFECTS

I was advised by Ms Stevens that the District Plan and Regional Policy Statement ("RPS") seek to avoid fragmentation of the finite rural land resource and avoid subdivision and land use which would compromise the efficient use of the resource and its ability to provide for a wide range of activities.

I note that the District Plan states that the minimum lot size to be considered for land to be considered 'versatile' is 40ha, other than land which is suitable for horticultural uses whereby the minimum lot size is 6ha. The subject site is 1.2ha, which is too small to be considered versatile given that part of the site is a steep siding and the area adjacent to the stream is in bush and an esplanade strip runs along the stream.

It is noted that the site is partially planted in avocados, and this use may continue, as the orchard is wholly contained within proposed Lot 4.

There are already two dwellings on the site, the proposal is not likely change the current land-use apart from provision of a public accessway.

POSITIVE EFFECTS

There are positive effects arising from the granting of consent to the proposal. The provision of access to the reserve and river margins is of benefit to the wider community not just now but into the future. It will allow direct access for a range of recreational activities.

8. OTHER MATTERS

NATIONAL POLICY STATEMENTS & NATIONAL ENVIRONMENTAL STANDARDS

It is considered that there are no National Policy Statements which are of relevance to the consideration of the application.

The Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011 ensure that land affected by contaminants in soil is appropriately assessed and made safe for human use.

The parties noted that soil testing had not been undertaken and Mr Collier advised that testing should be undertaken and an appropriate condition requiring this could be imposed. This would require testing prior to issue of section 224 certification. If there was a resultant need for the development of a Site Contamination Plan and any required remediation, this would need to be addressed before the subdivision process could be completed and new titles issued.

Mr Collier stated that whilst the testing may have been better undertaken prior to the hearing he did not believe it was inappropriate to impose such requirements as a condition of consent. Ms Stevens concurred with this approach.

REGIONAL POLICY STATEMENT AND PLANS

The Bay of Plenty Regional Policy Statement (RPS) provides an overview of the resource management issues in the Bay of Plenty region and sets the direction and foundation of the regional and district plans which must give effect to the RPS.

The RPS as noted elsewhere in this decision seeks to avoid fragmentation of the rural land resource and avoid subdivision and land use that would compromise efficient use of that resource. The subject site already has two

dwellings on it and not further dwellings are proposed. Apart from the creation of an accessway to provide public access to the esplanade reserve and the river, no changes are envisaged or proposed to the current land use pattern

Therefore, in my opinion the proposal does not compromise the use of the land resource and is not inconsistent with the RPS provisions.

9. PART 2: RESOURCE MANAGEMENT ACT 1991

- ***Section 5 - Purpose***

Section 5 details the purpose of the Act which is to achieve sustainable management. Sustainable management is defined as '... means managing the use, development, and protection of natural and physical resources in a way, or at a rate, which enables people and communities to provide for their social, economic, and cultural well-being and for their health and safety while - ...'

The proposal will contribute to meeting the needs of future generations through the provision of public access to an existing esplanade reserve and the Aongatete River and enable people to enjoy the advantages of such access and therefore contributes to their social and cultural well-being. A general benefit to the community will be provided though the provision of public access.

I consider that any adverse effects can be adequately mitigated, avoided or remedied by conditions of consent. In particular, the erection of fencing both a close boarded fence and deer fencing to assist in protecting privacy and amenity of the owners of the adjoining property, and the erection of signage so users of the walkway are aware of the adjoining private property and to remain on the accessway.

The protection of the amenity values enjoyed by the submitters is considered important and the proposed conditions are to assist in ensuring that their well-being is maintained notwithstanding the proposed establishment of an accessway adjoining their property.

- ***Section 6 - Matters of National Importance***

This section of the RMA outlines matters of national importance that should be recognised and provided for. Section 6(d) being "the maintenance and enhancement of public access to and along the coastal marine area, lakes, and rivers" is of relevance in the consideration of this proposal. The provision of the accessway will assist and enhance legal access along the margins of the Aongatete River and offers a range of recreational opportunities including fishing, walking, duck shooting and white-baiting.

The proposal will in my view assist in the public's ability to directly access the exiting reserve and the river.

Overall, I consider the proposal to be an appropriate use and development of natural and physical resources and supports section 6 (d) of the RMA.

- **Section 7 - Other Matters**

Section 7 outlines various matters that decision makers shall have regard to in achieving the purpose of the Act, and the following are considered of relevance being;

- (b) The efficient use and development of natural and physical resources:*
- (c) The maintenance and enhancement of amenity values:*
- (d) Intrinsic values of ecosystems:*
- (f) Maintenance and enhancement of the quality of the environment:*
- (g) Any finite characteristics of natural and physical resources:*

The proposal will allow for the provision of public access to the existing esplanade reserve and the river bank for recreational purposes. This will allow for use and enjoyment of existing natural and physical resources and amenity values provided by these resources; and generally being consistent with section 7 matters.

- **Section 8 - Treaty of Waitangi**

This section requires those involved in exercising RMA functions and powers relating to managing the use, development and protection of natural and physical resources shall take into account the principles of the Treaty of Waitangi.

It is noted that there are no registered archaeological sites in the vicinity, and as noted in the section 42A report the Council's Iwi Consultation protocol was not triggered as a result. An advice note has been placed on the consent.

No matters were highlighted requiring my consideration in respect of section 8 matters, and therefore granting consent to the proposal will not in my opinion compromise the principles of the Treaty of Waitangi.

10. CONCLUSION

I have considered all matters placed before me including all application documentation, evidence, submissions and subsequent statements of evidence made by the parties at the hearing, the section 42A report and associated reports from Council staff, together with the relevant RMA and District Plan provisions.

The site is currently developed, and the proposal will not lead to any increase in the number of dwellings currently on the subject site. It will allow each dwelling to have it's own title, and at the same time provide for a community benefit through the establishment of an accessway to the esplanade reserve and Aongatete River. This is a positive effect and

provides for a matter on national importance as outlined by section 6(d) of the RMA.

While there is potential for the proposal to result in effects on amenity particularly in respect of the adjacent property, conditions of consent such as those relating to fencing are intended to mitigate those effects, maintain privacy, and ensure that accessway users keep to public land being the accessway and esplanade reserve.

Overall it is my opinion that it is appropriate to grant consent to the proposal subject to conditions.

11. DECISION

That pursuant to sections 104, 104B, and 108 of the Resource Management Act 1991, and the National Environmental Standard (NES) for Managing Contaminants in Soils to Protect Human Health, the Western Bay of Plenty District Council grants consent to the application of the Ann Owen Family Trust to undertake a subdivision in respect of property described as Lot 2 DPS 81344, located at 12 Aongatete Road, Aongatete subject to the following conditions;

General

1. *THAT the subdivision be carried out in accordance with plan of subdivision prepared by Aurecon, reference 255214-0001-DRG-U-0001 Rev B, dated 20.02.17 and Application reference 255214, dated 15 February 2017 submitted as part of this application except where modified by any conditions of this consent.*
- 1a. *THAT the current 2.5m width section of the proposed accessway be increased to 4m from its commencement at Aongatete Road to where the accessway width is already 4m.*
2. *THAT the Memorandum of Easements shown on the plan of subdivision be duly granted or reserved.*
3. *THAT the following financial contributions be paid in respect of Lot 2:*

<i>a) Transportation Rural (Rural)</i>	<i>\$7033+ GST</i>
<i>b) Transportation (Strategic)</i>	<i>\$398+ GST</i>
<i>c) Ecological</i>	<i>\$501 +GST</i>
<i>d) Recreation and Leisure</i>	<i>\$5966+GST</i>
4. *THAT in respect of condition 3, the financial contributions calculated in accordance with the provisions of the Operative District Plan, shall be paid within full within two years of the date of commencement of the consent provided that:*

- a) *Any financial contribution which is not paid in full within two years from the date of commencement of the consent shall be adjusted so that the amount of the financial contribution required by the resource consent shall be the amount calculated in accordance with the relevant formulae using the updated inputs to those formulae as set out in Council's Annual Plan current at the date of payment.*
 - b) *Any financial contributions not paid within two years from the date of the commencement of the consent shall be (where applicable) paid prior to the issue of a Building Consent under the Building Act 2004, subject to the adjustments referred to in sub-paragraph (a) herein.*
5. *THAT Lot 3 shall be vested in Council as Local Purpose Reserve.*
 6. *That Lot 3, being the Local Purpose Reserve (Access), is cleared of obstructions, including humps and hollows and large or foreign debris, so that public pedestrian access is not hazardous or impeded. Such clearance shall be in general accordance with DS3, 3.3 of the Development Code 2009. Additionally, the trees and shrubs shall be partially removed and/or shall be crown-lifted as appropriate, so that there is a clearance of not less than 2m wide and not less than 2m high from ground level, along the full length of Lot 3.*
 7. *That the ground level below the 2m contour, along the western and northern portions of proposed Lot 3, shall be not less than 300mm above the adjacent pond lip. If this requires some earthworks where trees trunks could end up with earth placed against them, then those trees shall either be removed or protected by retainers placed between the trunks and the imported soil.*
 8. *That the Local Purpose Reserve (Access) shall be fenced at the applicant's cost along the reserve's western boundary.*
 9. *That an encumbrance shall be placed over proposed Lot 1 to the effect that fencing construction on the common boundaries of the Local Purpose Reserve (Access) and Lot 1, if required by the owner of Lot 1 or by Council, shall be the sole responsibility of the owner of Lot 1; this shall include all fencing costs.*
 10. *That ROW easement A & B shall be for unfettered access by Western Bay of Plenty District Council's employees and agents as may be appropriate for the monitoring, development, routine management and maintenance of the Local Purpose access reserve and esplanade reserve.*
 11. *THAT an application be made to Council for a water supply connection to serve the proposed Lot 2.*
 12. *THAT the work required by condition 11 be supervised and certified as complete in accordance with the conditions by the subdivider's*

representative to the satisfaction of the Chief Executive Officer or duly authorised officer.

13. *The Consent holder shall establish a close boarded timber fence (as defined by Schedule 2 of the Fencing Act 1978, along the walkway boundary between Proposed Lot 3 and Lot 1 DPS 73476. The timber fence shall be 1.8m in height and shall extend from Aongatete Road through to a point being the gatepost at the northern end of the existing farmgate between Lot 1 DPS 73476 and Proposed Lot 3 (the area to vest as local purpose reserve).*
14. *The Consent holder shall establish a wire mesh deer fence – 1.8m high – from the end of the timber fence required by Condition 1 above, along the remaining boundary of Proposed Lot 3 and Lot 1 DPS 73476, to the southern boundary of Lot 4 DPS 33964 (the existing esplanade reserve adjacent to the Aongatete River). A section of the existing fence joining Aongatete Road shall also be removed to allow an entrance to the accessway.*
15. *A 7-wire post and wire fence shall be established along the inside boundary of the walkway between Lots 1 and 3 of the subdivision.*
16. *The Consent holder shall install three 'private property' signs along the side of the walkway to make pedestrian users aware that they are to keep to the defined walkway, with one of the signs to be in proximity to the walkway entrance from Aongatete Road and one in proximity to where the accessway joins the esplanade reserve.*
17. *The existing hedge between Lot 1 DPS 73476 and Lot 3 be trimmed back to the boundary of Proposed Lot 3.*
18. *That soil testing be undertaken in accord with relevant requirements the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health Regulations 2011, and compliance with any Site Contamination Plan and remediation requirements, if such a plan is required because of soil testing.*

Advice Notes

1. *Please note that unless given effect to by the submission to Council of a survey plan pursuant to Section 223 of the Resource Management Act 1991, this consent shall expire five years after the date of Council's decision.*
2. *There are no archaeological sites identified on the property. Nevertheless, there remains the potential unrecorded archaeological sites on the property being discovered. The consent holder is advised that work that may modify, damage or destroy any archaeological site(s), such as earthworks or landscaping, is subject to a consenting process under Heritage New Zealand Pouhere Taonga Act 2014 (previously the Historic Places Act 1993).*

3. *Should the proposed activity uncover an archaeological site/s, Heritage New Zealand confirms that an Archaeological Authority is required prior to any works commencing on the site. The applicant is advised to contact Heritage New Zealand for further information. Please contact the Lower Northern Area Archaeologist, on (07) 577-4534 or AsstArchaeologistLN@historic.org.nz. It is an offence to modify, damage or destroy a site for any purpose without an Authority and the Heritage New Zealand Pouhere Taonga Act 2014 contains penalties for unauthorised site damage.*
4. *The costs of installing the new fences and vegetation trimming are to be borne by the Consent holder.*
5. *Condition 16 clarifies the intent to retain existing vegetation, but that it may need trimming back to accommodate the fence being built.*

The reasons for this decision are detailed in the preceding discussion but can be summarised as follows:

1. *That the proposal is in general accordance with the matters outlined in Part 2 of the Act and will contribute to the sustainable management of natural and physical resources. It provides for the provision of a public pedestrian accessway to an existing esplanade reserve area and to the Aongatete River.*
2. *That the proposal on balance is in general accord with the relevant District Plan objectives and policies. There are potential adverse effects on the amenity and privacy of the adjacent property, but any such effects can be mitigated through the conditions of consent relating to erection of a close boarded fence and other fencing requirements. The increase in width of the accessway to 4m is considered appropriate to ensure there is adequate room for pedestrians to pass and provide a more spacious width to the entry of the accessway.*
3. *The proposal is consistent with the purpose and principles of the Resource Management Act 1991.*



William Wasley
Hearing Commissioner

Date: 16 April 2018

Western Bay of Plenty District Council

Minutes of Meeting No. JG3 of the Tauranga City Council/Western Bay of Plenty District Council Joint Governance Committee held on 18 April 2018 in the Athenree Room, Barks Corner, Tauranga commencing at 1.30pm

Present

Tauranga City Council

His Worship the Mayor Greg Brownless (Deputy Chairperson) and Councillor Kelvin Clout

Western Bay of Plenty District Council

Councillor Mike Williams

In Attendance

Tauranga City Council

Jaine Lovell-Gadd (General Manager City Transformation) and Ross Hudson (Team Leader Strategy and Development)

Western Bay of Plenty District Council

Erica Holtsbaum (Group Manager Customer and Community Services), Frank Begley (Community Relationships Manager), and Fleur Sweeney (Democracy Management Advisor)

Others

Kristin Dunne, Chief Executive, Tourism Bay of Plenty

Apologies

An apology for absence was received from His Worship the Mayor Garry Webber.

In the absence of the Chairperson Mayor Brownless as Deputy Chairperson assumed the Chair.

Resolved: Mayor Brownless / Councillor Williams

THAT the apology for absence from His Worship the Mayor Garry Webber be accepted.

JG3.1

Tourism Bay of Plenty's Six Month Report to Shareholders 2017/2018 and Draft Statement of Intent 2018/2019 - 2020/2121

The Committee considered a report from the Western Bay of Plenty District Council Group Manager Technology, Community and Customer Services and the Tauranga City Council General Manager: City Transformation dated 18 April 2018 as circulated with the agenda.

Kristin Dunne, Chief Executive, Tourism Bay of Plenty was in attendance and she tabled and spoke to a powerpoint presentation relating to the Six Month report to Shareholders 2017/18, and the draft Statement of Intent.

In response to questions she advised as follows:

- There were seven cruise operators holding contracts for servicing the cruise business.
- There was still a need for funding to develop a new cruise ship facility.
- There was growth in cruise ship visits and the current facilities were struggling to cope.
- The types of jobs involved in servicing the tourism industry tending to be seasonal, but with an increase in tourism year round this employment could become permanent year round employment.
- Additional funding requested was performance based, based on projected visitor spend. Compared to the national average Tourism Bay of Plenty was underfunded.
- Alternative funding mechanisms had already been investigated.
- Industry operators provided 30% of the funding for Tourism Bay of Plenty.
- Currently Priority One did not have product development, and it was not felt that the two organisations were doing the same thing, nor was there duplication of effort.
- Product development was part of destination management, and more people were needed to make destination management more effective.
- Iwi organisations had advised that they wished to work in partnership with Councils.

It was suggested that advice be provided to the Councils by Tourism Bay of Plenty as to the effects of not funding regional tourism organisations. It was noted that Destination Management was included in the Statement of Intent as well as in the applications to the Councils' Long Term Plans.

Resolved: Clout / Williams

THAT the Tauranga City Council/Western Bay of Plenty District Council Joint Governance Committee:

- (a) *Receives the reports titled "Tourism Bay of Plenty's Six Month Report to Shareholders 2017/2018 and Draft Statement of Intent 2018/2019 – 2020/2021".*
- (b) *Receives Tourism Bay of Plenty's Six Month Report to Shareholders 2017/2018.*
- (c) *Receives the Tourism Bay of Plenty's draft Statement of Intent 2018/2019 – 2020/2021 and advises the Board of Tourism Bay of Plenty of the following comment on behalf of the Councils:*

That the word 'coastal' should be added to the first sentence of paragraph 3.1, the Purpose of Tourism Bay of Plenty, so that it reads:

"TBOP's role is to support the Councils' aspiration for Tauranga to be an internationally competitive city, for the benefit for the wider coastal region and its communities."

- (d) *THAT Tourism Bay of Plenty's Six Month Report to Shareholders 2017-2018 and draft Statement of Intent 2018/2019 – 2020/2021 reports relate to issues that are considered to be of low significance in terms of both Tauranga City and Western Bay of Plenty District Councils' Significance and Engagement Policies.*

JG3.2

Future Workshops - Discussion

The Committee had a discussion on proposed topics for future workshops to be held with all elected members from both Councils. In discussion the members identified the following matters as potential topics:

- Presentations from Tourism Bay of Plenty, Priority One, TECT Park and Huharua, Safer Communities, Welcoming Communities, and a presentation of the Wairoa River Strategy.
- Issues that the Councils wished to jointly lobby central government and the regional council on, for example to request the regional council to consider support of surf life saving.
- Consideration of potential efficiencies in developing joint contracts for roading and reserves maintenance.
- Further discussion of alignment of policies, strategies and plans including the District Plans of the two Councils.
- Alignment of charges for dog control, and sets of rules.
- Policy review programmes and potential for alignment.

Resolved: Williams / Clout

THAT the following list be referred to the Chief Executives to develop a program for joint Council workshop discussions to be held in conjunction with scheduled Tauranga City Council/Western Bay of Plenty District Council Joint Governance Committee meetings:

- *Presentations from Tourism Bay of Plenty, Priority One, TECT Park and Huharua, Safer Communities, Welcoming Communities, and a presentation of the Wairoa River Strategy.*

- *Issues that the Councils wished to jointly lobby central government, and the regional council on, for example to request the regional council to consider support of surf life saving.*
- *Consideration of potential efficiencies in developing joint contracts for roading and reserves maintenance.*
- *Further discussion of alignment of policies, strategies and plans including the District Plans of the two Councils.*
- *Alignment of charges for dog control, and sets of rules.*
- *Policy review programmes and potential for alignment.*

The meeting concluded at 2.28pm.

Confirmed as a true and correct record

G J Webber, JP
Mayor

Date

JG3

Information Pack - Open

Pages

15. **Minute Action Sheet Report for March / April 2018**
16. **Schedule of Payments for the Month of March 2018**
17. **Chief Financial Officer's Exception Report Briefing - March 2018**
18. **Performance Report – 31 March 2018**
19. **Key Financial Performance Indicators for the Nine Months Ended 31 March 2018**
20. **Ward and District Development Trends Statistics January – March 2018**
21. **Civic Financial Services Ltd - Annual Report for the Year Ended 2017 and Statement of Intent for the Year Ended 2018**
22. **New Zealand Local Government Funding Agency Quarterly Report for the period ended 31 March 2018**
23. **Chief Executive Information Pack Report for April 2018**

Action Sheets not complete for Council - May 2018 (Open)

Remit Number	Remit Title	Owner	Remit Description	Owner Comments	Current Status
C1217.7 14 Dec 2017	Recommendatory Report from the Operations Committee - Bramley Drive to Ruamoana Place - Walkway Reinstatement Proposal	GM1 - DEPUTY CEO/GROUP MANAGER INFRASTRUCTURE SERVICES	<p>1. THAT the walkway between Bramley Drive and Ruamoana Place Omokoroa be reinstated on the following basis:</p> <ul style="list-style-type: none"> • THAT total possible long term reinstatement and stability protection works be limited to \$600,000 and be funded on a shared basis as follows: Council up to \$300,000 Property Owners \$300,000 • THAT a legal agreement be entered into with the owners of 23, 24 and 25 Ruamoana Place that sets out the cost share basis, their funding contribution of \$300,000, and clarifies the risk of the work with a "best endeavours" clause. • THAT in order to work with the property owners on a cost share basis the work proceeds over the 2017/2018 year. • THAT the Council share of the cost of the works be funded as follows: \$100,000 from the 2017/2018 Coastal Erosion Protection budget \$200,000 transferred from either the General Rate Reserve or the Environmental Protection Rate Reserve. <p>2. THAT it be noted that the works required for the possible long term reinstatement of the walkway may include works such as horizontal and directional bore drains, head scarp trimming, a ground anchor wall (as shown in Option C of the agenda report), and with exact details subject to detailed design in an endeavour to reduce further slippage. The option of connected vertical and horizontal drains should be regarded as trial.</p> <p>3. THAT it be noted that the possible long</p>	<p>16/03/2018; Consent being lodged, design underway and cost sharing agreement in the process of being finalised.</p> <p>16/02/2018: design underway and cost sharing agreement in the process of being finalised.</p> <p>19/1/18 T&T commissioned to proceed with design. Legal agreement drafted.</p>	UNDER ACTION

C1318.6	22 Feb 2018 Right of Way Easement Over Part of Uretara Domain, Katikati	LPOR - LEGAL PROPERTY OFFICER RESERVES FACILITIES	<p>term reinstatement and slip protection works are undertaken on a "best endeavours" basis and that due to weather and ground conditions these may still be subject to slips in the future.</p> <p>4. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p>	<p>23/04/2018 - as below</p> <p>As this is being done in conjunction with a subdivision it may be some time that the landowner provides a survey plan and the instrument registered. To advise landowner of approval and to proceed when ready. A survey plan will be the first action required, to Council staff for approval.</p>	UNDER ACTION
C1318.7	22 Feb 2018 Adoption of a New Council Risk Profile	RS - RISK SPECIALISST	<p>1. THAT the Risk Specialist's report dated 5 February 2018 and titled 'Adoption of a New Council Risk Profile be received.</p> <p>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.</p> <p>3. THAT Council approves the replacement of the current Strategic Risk Register with the new Risk Profile as attached to the report (Attachment A).</p>		NOT COMMENCED
C1318.9	22 Feb 2018 Mayor's Report to Council - January/February 2018	GM2 - GROUP MANAGER TECHNOLOGY, CUSTOMER AND COMMUNITY SERVICES	<p>1. THAT the Mayor's report dated 9 February 2018 and titled Mayor's Report to Council - January/February 2018 be received.</p> <p>2. THAT Katikati/Waihi Beach Ward Councillors attend the Waihi Beach Anzac Day Service and lay a wreath not exceeding the value of</p>	<p>This action requires investigation as to who the right person/team are to complete the report regarding the Poppy Places Trust.</p>	UNDER ACTION

			<p>\$200.00 on behalf of the Western Bay of Plenty District Council.</p> <p>3. THAT Maketu/Te Puke Ward Councillors attend the Te Puke Anzac Day Service and lay a wreath not exceeding the value of \$200.00 on behalf of the Western Bay of Plenty District Council.</p> <p>4. THAT Mayor Webber and Councillor Marsh attend the Maketu Anzac Day Service and lay a wreath not exceeding the value of \$200.00 on behalf of the Western Bay of Plenty District Council.</p> <p>5. THAT Katikati/Waihi Beach Councillors attend the Katikati Anzac Day Service and lay a wreath not exceeding the value of \$200.00 on behalf of the Western Bay of Plenty District Council.</p> <p>6. THAT Councillor Palmer attend the Omokoroa Anzac Day Service and lay a wreath not exceeding the value of \$200.00 on behalf of the Western Bay of Plenty District Council.</p> <p>7. THAT Councillor Murray-Benge attend the Tauranga Anzac Day Service and lay a wreath not exceeding the value of \$200.00 on behalf of the Western Bay of Plenty District Council.</p> <p>8. THAT a report be provided on implications for Council to implement the proposal from the Poppy Places Trust to identify places within the district that had a link to New Zealand military involvement in conflicts or operational service overseas and to mark these places with a poppy.</p>	<p>Discussions had with Policy and Resource Consents as to the rightful place for this task. A decision was made to send a letter to the Poppy Places Trust advising them that they would be best to put in a submission to the LTP to obtain funding for this project.</p>	
C1418.10 05 Apr 2018	Road Stopping and Sale Report - Beach Road, Katikati	LPOT - LEGAL PROPERTY OFFICER TRANSPORTATION & UTILITIES	<p>1. THAT the Legal Property Officer's report dated 19 March 2018 and titled Road Stopping and Sale Report Beach Road, Katikati be received.</p> <p>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.</p> <p>3. THAT pursuant to Section 342 of the Local Government Act 1974, Council continues the Road Stopping process set out in Schedule 10</p>	23-04-2018 - Final Road Stopping advert to go in newspaper.	UNDER ACTION

of the Local Government Act 1974 for that area of unformed road Section 1 SO 519189.
 5. THAT an easement in gross be granted over the stopped area of road in favour of PowerCo.
 6. THAT as the current objection is resolved within the statutory timeframe set out in Schedule 10 of the Local Government Act 1974 then the Council declares that the unformed road Section 1 SO 519189 to be stopped.
 7. THAT Council approves the development and sale of the unformed road once a fee simple title was issued.

C1418.12 05 Apr 2018	Mayor's Report to Council - March 2018	CFO - CHIEF FINANCIAL OFFICER	<ol style="list-style-type: none"> 1. THAT the Mayor's Report to Council for March 2018 be received. 2. THAT the Chief Executive Officer's payroll financial delegation be amended to read "As Required - Approval of payroll in accordance with Council's employment agreement commitments." 	17.04.18 - The change to the CEO's delegation in regards to payroll approval has been passed to CON1 to action as part of his delegation review.	UNDER ACTION
C1418.5 05 Apr 2018	Recommendation from SmartGrowth Leadership Group- Collaborative Transport Planning	GM1 - DEPUTY CEO/GROUP MANAGER INFRASTRUCTURE SERVICES	<ol style="list-style-type: none"> 1. THAT the recommendation from the SmartGrowth Leadership Group meeting 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 Council approves in principle the recruitment by the SmartGrowth partners and NZTA of an appropriate (independent) resource to prepare a project plan for Western Bay of Plenty centre for transport, noting that the expected cost to all the parties is \$300,000 per year and an appropriate funding split will be negotiated by staff in due course; AND 4. THAT staff be instructed to prepare an internal submission to the draft LTP 2018-28 to enable a decision on the funding of the Western Bay of Plenty centre for transport for the term of the LTP. 		NOT COMMENCED
C1418.9 05 Apr 2018	Storm Water Easement Over Part of the Te	LPOR - LEGAL PROPERTY	1. THAT the Legal Property Officer Reserves and Facilities' report dated 12 March 2018 and	23/04/2018 - Advised applicant 11/04 to proceed	UNDER ACTION

	Puna Estuary Esplanade Reserve	OFFICER RESERVES FACILITIES	<p>titled Storm Water Easement Over Part of Te Puna Estuary Esplanade Reserve be rec'd</p> <p>2. THAT the report relates to an issue that is not considered significant in terms of Council's Policy on Significance.</p> <p>3. THAT pursuant to the authority delegated by the Minister of Conservation to the Western Bay of Plenty District Council, and the provisions of Section 48 of the Reserves Act 1977, Council hereby consents to the creation of a storm water easement shown on the attached plan (Attachment A) to allow Lot 7 DP 483940 to discharge stormwater over Lot 5 DPS 28412.</p>	with supplying survey plan of easement	
C1915.2.14 09 May 2015	Topic 1507 - Wastewater - Issue 6 - Ongare Point Funding Model - Submission Id 995 - and Internal Submission	UM - UTILITIES MANAGER	<p>THAT Council approves in principle, proceeding with the Ongare Point wastewater scheme generally incorporating the following principles and funding model.</p> <ul style="list-style-type: none"> • That the installation proceed subject to more than 50% of the connected properties agreeing. • That the on property costs be averaged across the scheme and all property owners pay the same amount for their on property and connection costs. • That the subsidy from Bay of Plenty Regional Council for the construction of a wastewater scheme at Ongare Point, be applied proportionally to the property owner and Council scheme costs. • That the scheme (off property costs) are loan funded and repaid by the combined wastewater UAC in accordance with the Wastewater Revenue and Financial Policy. • That the scheme mode generally comprises onsite treatment pumped to offsite secondary treatment and disposal fields. • That the scheme investigation, consenting, consultation and design costs budgeted at \$50,000 in 2015/16 are funded in accordance with the Infrastructure Investigation Revenue 	<p>April 2018 - Resource consent conditions received for Ongare Point wastewater scheme. Construction of both reticulation and treatment plant components underway. Project is expected to be completed by October/November 2018 depending on weather conditions.</p> <p>March 2018 - BOPRC confirm resource consent ready 28th March project works to commence immediately.</p> <p>Feb 2018- Project on track no issues to report, awaiting BOPRC to release resource consent.</p> <p>Jan 2018- Project on track no issues to report, awaiting BOPRC to release resource consent.</p> <p>December 2017- Project planning on track, await R/C from</p>	UNDER ACTION

and Financial Policy 60% EPR, 40% future UAC.

Indicative Full Scheme Reticulation Costs (approximately 58 properties)

Excluding GST Option 2

Property Owner - On property costs (STEP, electrical, drain laying, etc.) \$ 488,851

Council - Scheme Reticulation \$ 650,549

BOPRC subsidy \$618,000

Total Costs \$1,757,400

Property Owner Costs (approximately 58 properties) \$8,428

Council Cost \$650,549

That these decisions be subject to undertaking the appropriate consultation and decision making to meet legislative requirements.

BOPRC.

November 2017 - Feedback received

from BOPRC that no objections have been received and process can proceed to complete sign off of application and agree on resource consent conditions. all going to plan construction can start in Feb 2018.

12th October 2017:

Feedback received from BOPRC that no objections have been received and process can proceed to complete sign off of application and agree on resource consent conditions.

All going to plan construction can start in Feb 2018.

16 Sept 2017 : Process still underway, notification process underway. project actions still on track.

21 August 2017 - Regional Council

currently processing resource consent

application. Community meeting held in

July 2017. The majority of the community agreed to the proposed scheme and therefore Council has approved its construction.

Final scheme design is underway. Scheme construction due to begin in early 2018.

C1915.4.324 09 May 2015	Topic - Stormwater/Erosion - Issue Stormwater Small Settlements - Submission Ids 701, 965	UM - UTILITIES MANAGER	Council is currently in the process of reviewing the Stormwater Catchment Management Plan and Comprehensive Stormwater Consent application for the central catchment (including Te Puna and Minden). As part of this review Council will undertake further consultation with the Te Puna and Minden communities and in particular Te Puna Heartlands.	<p>30 June 2017 - Project status resource consent submitted to BOPRC. Meeting scheduled with the Ongare Point community on 19 July, to provide update on the scheme and associated costs. Community will be asked to vote on the project and allow staff to bring back the result to Council for endorsement.</p> <p>13 June 2017 - Report going to Ops & Monitoring Committee in June 2017. Seeking sign off to the project and associated construction costs.</p> <p>April 2018 - UM has contacted BOPRC regarding the processing delays, We have been advised that a consultant has now been tasked with processing the application. unfortunately can not progress any further.</p> <p>March 2018 - UM has contacted BOPRC regarding the processing delays, We have been advised that a consultant has now been tasked with processing the application. unfortunately can not progress further until a response is received from BOPRC.</p> <p>Feb 2018 - BOPRC have been sent a reminder, unfortunately can not</p>	UNDER ACTION
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				<p>progress further until is received.</p> <p>Jan 2018 -No change to Status at time of reporting. await BOPRC response. Contact will be made with BOPRC by the last week of Jan if no response is received prior by UM.</p> <p>December 2017 - No change to Status at time of reporting. await BOPRC response.</p> <p>November 2017 - Await feedback from BOPRC on the next steps.</p> <p>12th October 2017: Ongoing process.</p> <p>16 September 2017: Feedback received from BOPRC requesting additional information and clarification on some items.</p> <p>21 August 2017 - Central consent application currently sitting with the Bay of Plenty Regional Council.</p>	
C2715.13 17 Dec 2015	Waihi Beach Medical Centre - Proposed Lease of Land	SPM - STRATEGIC PROPERTY MANAGER	<p>1. THAT the Strategic Property Manager's report dated 18 November 2015 and titled "Waihi Beach Medical Centre - Proposed Lease of Land" be received.</p> <p>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.</p> <p>3a. THAT, after consideration of submissions in support of the land being leased for Medical Centre purposes, Council agree to lease a portion of reserve, for the construction of a medical centre as outlined in the aerial diagram attached to the agenda report; and</p> <p>3b. THAT Resolution 3a be subject to a Memorandum of Agreement being entered into</p>	<p>11/4/18 No change.</p> <p>13/03/2018: No change - Awaiting Trust's advice on funding and construction programme.</p> <p>14/2/18 No change. 18/1/18 No change.</p> <p>6/12/17 No change 13/11/17 No further action. 10/10/17 No change 08/09/2017 No change 21/8/17 No change at this stage.</p> <p>12/7/17 No change 19/06/2017 No</p>	UNDER ACTION

with the Trust that confirms that:

- i. the Trust agree to the relocation and construction of equivalent tennis courts at a location agreed by Council should the tennis courts adjacent to the proposed site need to be relocated;
- ii. the Trust agrees to co-location of a public toilet within the new building, operational maintenance to be for the Trust's account;
- iii. the Trust provides 50% of the car parking required in terms of Council's District Plan;
- iv. the Trust be advised that Council will grant a lease on a commercial basis on the understanding that the commercial rental will be forgiven subject to annual presentation of the Trust's accounts to Council. Council will then determine the appropriateness of forgiving the commercial rental for the following year; and
- v. the Trust agree to the provisions of section 61 of the Reserves Act requiring improvements to be returned to the Council without compensation, in the event that the Trust is wound up.

Change.

Awaiting funding proposals from community Trust.
19/05/17 No change 28/3/17 No change
16/2/17 They are proceeding to undertake a full feasibility study to ensure the project is viable. 19/1/17 It is understood the Trust is seeking funding and will not progress until such time as their funding targets have been reached. 21/12/16 No change.
7/12/16 MOU has been signed by both parties and it is understood that fund raising for the proposal is underway.21/11/16 The trust have returned the MOU duly signed. Once a lease has been signed the MAS will be shown as complete.20/10/16 Awaiting response from Trust.
19/09/2016 - Waiting on the Trust to progress the lease.
22/08/2016 No change
12/7/16 Trust are changing their name and will await the new change before entering into the agreement for lease with Council. 15/6/16 Trust are doing due diligence on the

C2715.5 17 Dec 2015	Application to Lease 8 The Esplanade to Waihi Beach Board Riders	SPM - STRATEGIC PROPERTY MANAGER	<p>1. THAT the Strategic Property Manager's report dated 18 November 2015 and titled Application to Lease 8 The Esplanade to Waihi Beach Board Riders be received.</p> <p>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.</p> <p>3. THAT staff be directed to proceed with the removal of numbers 2 and 4 The Esplanade.</p> <p>4. THAT after consideration of the submissions received regarding the proposed lease of number 8 The Esplanade to the Waihi Beach Board Riders Club Incorporated, Council agrees to accept the Waihi Beach Board Riders Club Incorporated application to lease number 8 The Esplanade for clubrooms.</p>	<p>agreement. 23/5/16 Trust are considering the agreement. 18/04/2016 Currently working through HOA to finalise. 14/3/16 Met with Trust Chair. Working through HOA to finalise. 16/2/16 Response received from Trust. Staff working through proposed changes. 11/1/16 Trust advised of Council decision and draft MOU prepared for their discussion</p> <p>11/4/18 Signing in process as staff understand. 13/03/2018: The Boardriders Club have taken possession of No 8 The Esplanade and are using the house for their clubrooms. 14/2/18 Slow communication with club, but lease has been prepared and terms are in process of being nominated. 18/1/2018 draft lease prepared and sitting with club. 6/12/17 meeting held with club representatives and a draft lease being prepared for the clubs consideration. 13/11/17 Staff meeting with club member shortly to further discuss the potential to lease the bach. 10/10/17 The club and</p>	UNDER ACTION
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staff are endeavouring to arrange a meeting to discuss the proposed lease, but as yet have been unable to arrange a suitable time to meet.08/09/2017 Have received expression of interest from club. SPM Trying to arrange a meeting with them to discuss. 21/8/17 Community Board Chair advises still interested and that the Boardriders will make contact shortly. 12/7/17 Still no response. Alternative options will be considered for this bach. 19/06/2017 No Change and no response to attempts to contact representatives of the Boardriders. 19/05/17 No change 28/3/17 Email advising matter handed to another club member receives. Contacted Board Riders contact to advise no contact with new contact. No response received.16/2/17 No responses received from Board Riders to date. 19/1/17 Communication with the Board riders contact has been difficult over the holiday period. I am continuing to send emails for us to meet or for them to confirm they are no longer interested in the

				<p>house. 21/12/16 No response received will follow up in New Year. 7/12/16 Boardriders are putting a proposal together to bring back to Council.21/11/16 Boardriders have indicated some interest but to date have not responded to staff enquiries20/10/16waiting response from Board riders. 19/09/2016 – Discussions continuing with the Board rides over the terms of the lease. August 2016 - no change 12/7/16 Awaiting response from Boardriders 15/6/16 Club have responded that lease conditions too onerous. I have asked them to a meeting to discuss. 23/5/16 No change. 7/4/16 No change. Have had a communication from them that they are reviewing the lease. Awaiting further response from Boardriders.14/3/16 Draft lease agreement with Boardriders. Awaiting their response. 16/2/16 Draft lease completed for discussion with Board Riders.11/1/16 Advised Boardriders of Council decision. Working on lease.</p>	
C417.16 06 Apr 2017	Mayor's Report to Council - March 2017	CEO - CHIEF EXECUTIVE	Council considered a report from His Worship the Mayor dated 21 March 2017 as circulated	18/4/2018 Housing report represented	NOT COMMENCED

OFFICER

with the agenda. The Mayor gave a verbal summary of his report and noted the need to consider an Easter trading policy.

The Group Manager Policy, Planning and Regulatory Services advised that in order to have this in place for the next Easter the work would have to commence no later than August 2017.

In discussion of this item the following matters were noted:

- There may be response from the community which would present conflicting views on whether or not the community wanted such a policy.

- Consideration could be given to align the policy with Tauranga City's policy.

The Mayor advised topics discussed with the Minister for Local Government and noted that submissions to the Resource Management Act amendments had closed last year.

In regard to pensioner housing he said that a further paper would be presented to Council on the whole topic later in the year but formal consideration would need to occur through the Long Term Plan and a special consultative process. A powerpoint presentation (Tabled Item 12) was tabled showing the various sites of pensioner housing.

Council was informed that previous Council discussions of this topic had considered a number of different management and ownership options.

Resolved: Mackay / Murray-Benge
THAT the request of Mayor Sandra Goudie, Thames Coromandel District Council for support for Mangrove Management is approved.

Resolved: Mayor Webber / Murray-Benge
THAT Council receive a paper on options for pensioner housing management and/or ownership.

to Council in April. Next steps to come back for direction on a range of district and national housing issues, including pensioner housing.

2/3/2018

No change

9/2/2018

No change

29/12/2017

No change

7/12/2017

No change

13/11/17

No change.

13/10/17

No change

19/9/2017

S17A review of pensioner housing to be undertaken in 2018.

11/8/2017

Preliminary report presented to Council on pensioner housing.

However more detailed analysis to come back to

Council on pensioner housing options as well as housing stock in the district.

12/7

No change per comments below.

15/06 Will be reported on via the Policy Committee through to the LTP process in

accordance with the recommendation from the Community Committee on housing
 19/5/2017
 No change. Report in June/July as requested.
 3/5/2017
 Report to Council on the current status of pensioner housing to be prepared and presented in June/July as part of the LTP debate.

C517.5 18 May 2017	Proposal to Officially Name Waihi Beach Surf Club Reserve	LPOR - LEGAL PROPERTY OFFICER RESERVES FACILITIES	<ol style="list-style-type: none"> 1. THAT the Reserves and Facilities Manager's report, dated 3 May 2017, and titled "Proposal to officially name Waihi Beach Surf Club Reserve" 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 Council approves Council staff to undertake the Reserves Act 1977 process to officially name the reserve being Part Lot 5 DPS 13324 and Lot 1 DPS 14034 and currently unofficially known as Waihi Beach Surf Club Reserve as Waihi Beach Surf Club Reserve; 4. THAT Council explore options for the recognition of the community contributions of Norma Rosborough and other prominent Waihi Beach residents. 	<p>23/04/2018 - As below 18/01/2018 - As below 08/12/2017 - To be actioned in the New Year 12/10/2017 - As below 19/06/2017 - Due to LPOR's workload this will be diarised later to action</p>	UNDER ACTION
C817.2 21 Sep 2017	Pukehina Angling and Fishing Club Inc. - Request to Extend Footprint of Lease Area	RFM - RESERVES AND FACILITIES MANAGER	<ol style="list-style-type: none"> 1. THAT the Reserves and Facilities Manager's report dated 4 September 2017 and titled Pukehina Angling and Fishing Club Inc. - Request to extend footprint of lease area be received. 2. THAT the report relates to an issue that is not considered significant in terms of Council's Policy on Significance. 3. THAT Council resolve to approve Pukehina 	<p>15/3/18 Documentation being held up due to other urgent matters which are affecting priorities.16/2/18 - No change . 22 Jan. 2018 - Lease documentation is being prepared for the</p>	UNDER ACTION

Angling and Fishing Club Incorporated's request to extend their lease footprint by an approximate additional 100m² over part of Midway Park.

Fishing club to sign.
17/11/17 - Staff have met with the Fishing Club representatives and negotiated agreed terms to vary the lease to take into consideration the extended area and conditions of use of the extended area.
6 October 2017 - Meeting scheduled for 18 October with Fishing club to negotiate lease conditions for an extension

Action Sheets Completed for Council – May 2018 (Open)

Minutes Number	Remit Title	Owner	Remit Description	Owner Comments	Current Status	Last Maintained Date	Complete Date
C1418.6 05 Apr 2018	BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 and Draft Statement of Intent 2018-2019	CFO - CHIEF FINANCIAL OFFICER	<p>1. THAT the Chief Financial Officer's report dated 27 February 2018 and titled "BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 and Draft Statement of Intent 2018-2019" be received.</p> <p>2. THAT the BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 and Draft Statement of Intent 2018-2019 relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT the BOPLASS Limited Half Yearly Report to Shareholders 2017-2018 be received.</p> <p>4. THAT the BOPLASS Limited Draft Statement of Intent 2018-2019 be received.</p>	16.04.18 - Any comments from Shareholders on BOPLASS's Draft So I will take into account by the Board of BOPLASS. BOPLASS' final So I will be presented for information to Council later in 2018.	COMPLETE	16/04/2018 12:00:00 a.m.	16/04/2018
C1418.7 05 Apr 18	Local Government Funding Agency Limited Half Yearly Report to Shareholder 2017/18 and Draft Statement of Intent 2018/19	CFO - CHIEF FINANCIAL OFFICER	<p>1. titled "Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 and draft Statement of Intent 2018/19" be received.</p> <p>2. THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 and draft Statement of Intent 2018/19 relates to an issue that is considered to be of low</p>	16.04.18 - Any comments to LGFA's Draft So I will be provided to the LGFA Shareholders' Council and considered. The final So I will be presented for information to	COMPLETE	16/04/2018 12:00:00 a.m.	16/04/2018

			<p>significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2017/18 be received.</p> <p>4. THAT the Local Government Funding Agency Limited draft Statement of Intent 2018/19 be received.</p>	Western Bay Council later in 2018.		
C1418.8 05 Apr 2018	Te Puke Cricket Club Clubrooms Lease Area Extension - Te Puke Domain	RFM - RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserves and Facilities Manager's report dated 8 March 2018 and titled Te Puke Cricket Club Clubrooms Lease Area Extension - Te Puke Domain be received.</p> <p>2. THAT Council, having not received any submissions, in exercise of the powers conferred on it as the administering body of the reserve by delegation from the Minister of Conservation under the Reserves Act 1977, grants Te Puke Cricket Club the right to lease an additional area of 26.5m² to allow for the extension of the existing clubrooms situated on Te Puke Domain.</p> <p>3. THAT such approval must not be construed by the applicant, as a guarantee that all other consents required by any policy, by-law, regulation or statute, will be forthcoming. The applicant is responsible for obtaining all</p>	The Cricket Club have been advised of Council's decision and are planning to complete their building alterations in time for the next cricket season.	COMPLETE	27/04/2018 27/04/2018 12:00:00 a.m.

C417.13 06 Apr 2017	SmartGrowth Leadership Group - Agreement and Terms of Reference	MACBS - DEMOCRACY MANAGEMENT ADVISOR	<p>required consents at its own cost.</p> <p>4. THAT the report relates to an issue that is not considered significant in terms of Council's policy on Significance.</p> <p>1. THAT the Democracy Management Advisor's report dated 27 March 2017 and titled SmartGrowth Leadership Group (Joint Committee) - Agreement and Terms of Reference be received.</p> <p>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.</p> <p>3. THAT pursuant to Clause 30A of Schedule 7 of the Local Government Act 2002, Council approves and adopts the revised SmartGrowth Leadership group Agreement and terms of reference between Western Bay of Plenty District Council, Bay of Plenty Regional Council and Tauranga City Council as attached to this report.</p> <p>4. THAT Councillor Murray-Benge be appointed alternate to the reformed SmartGrowth Leadership Group.</p>	Governance teams at the Regional Council and Tauranga City Council advised of the Western Bay resolution. Regional Council co-ordinating final signed agreement for the Mayors and Chair to sign. Awaiting signed documents. No change 8 September 2017 19/June/2017. Still awaiting signed documentation 5/07/2017. Still awaiting signed documentation 13 October 2017. Still awaiting signed documentation	COMPLETE	7/05/2018 2/05/2018 12:00:00 a.m.
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17/11/2017. No
change
7/12/2017.
Checked with
SmartGrowth
administrator
15/12/2017 who
advises still
arranging some
signatures.
22/01/2018 - no
change.
14/02/2018 - No
change.
15/03/2018 - No
change.
23/04/2018 - No
change. Digital
copy of signed
document
received 2 May
2018

Schedule of Payments for the Month of March 2018

1. Purpose

The purpose of this report is for the Elected Members to receive the information on payments from ANZ Bank for the month of March 2018.

2. Background

In accordance with the provisions of the legislation the following payments were made during the month of March 2018. Computer printouts listing all the vouchers issued over the period will be available for inspection if required.

Payment Summary – March 2018	
	\$
Payment of Accounts -	
Direct Credits and Cheques	9,003,309.90
Direct Debits (salary payments)	1,067,137.46
Investments	13,800,000.00
Direct Debits (other accounts)	1,313,595.23
TOTAL	25,184,042.59



Dion McCall

Financial Accountant

Western Bay of Plenty District Council

Council

Chief Financial Officer's Exception Report Briefing – April 2018

Purpose

This report is to inform Councillors on important issues in relation to Council's finances. Reporting is on an exception basis and includes both positive and negative variances to Council plans, projects and business operations.

Key Financial Performance Indicators for the Nine Months Ended 31 March 2018

A high-level summary of the key financial performance indicators for the nine months ended 31 March 2018 along with copies of the treasury reports and graphs have been included in the information pack.

Key Financial Issues for the Nine Months Ended 31 March 2018

Operating Income

Total income for the nine months ended 31 March 2018 was \$125.78m against a year-to-date budget of \$71.20m. The \$54.58m higher income variance is due to rates income, sundry income, vested assets, user fee revenue streams and other income being higher than year-to-date budget offset by financial contributions revenue, service charges and subsidies and grants being lower than budget.

A significant proportion of this variance is attributable to a \$43.40m increase in 'other income' resulting from the asset revaluation process.

Operating expenditure

Total expenditure of \$59.74m was \$781k lower than the year-to-date budget of \$60.52m due to underspends on additional levels of service projects and depreciation offset by higher than budgeted operational and interest costs.

With the exception of the variance for other income, operating income and expenditure for the organisation are on track for the nine months ending 31 March 2018.

Capital Expenditure

Capital expenditure of \$23.23m for the period was \$526k lower than the year-to-date budget. The expenditure variance is attributable to underspends against budget in the transportation and communities' expenditure activities offset by a higher than budgeted spend in the stormwater, water supply and wastewater activities.

The variance is primarily due to the level of spend on projects and timing differences of the capital works programme compared to budget.

Financial contributions

Financial contributions revenue to date of \$7.16m has recently fallen \$352k behind the year-to-date budget of \$7.51m. While development continues in the District there has been lower than expected levels of financial contribution income for most of the wastewater, district stormwater and in some cases community roading schemes.

The development trends report highlights good levels of subdivision activity with 276 new lots created in the nine months to 30 March 2018 against a full year forecast of 333 new lots. Athenree, Minden, Kaimai, Tahawai and Pongakawa census area units show the number of actual lots created exceeding full year forecast while Waihi Beach, Katikati Community and Te Puke are below sixty per cent of forecast. The number of dwelling consents issued at 30 March 2018 for residential and rural in total is similar to the prior year at 404 consents (2017: 402).

Debt

Total external debt at 30 March 2018 was \$115m. Council's net debt balance was \$83.59m at the end of the reporting period which represents a \$16.63m reduction from the June 2017 balance of \$100.22m.

At 30 March 2018 Council held interest rate swaps totalling \$194.5m. Council had 95.6% of total debt covered by interest rate swaps, which is marginally outside the policy range of 50%-95% coverage. This position is temporary in nature and is expected to reverse by December 2018.

LGFA Shareholders Council Quarterly Meeting

LGFA's quarterly meeting is scheduled on 15 May 2018. A verbal update will be provided at the Council meeting on 17 May 2018.

Civic Financial Services Limited Updates

Civic Financial Services Limited's Annual Report 2017 and Statement of Intent 2018-2019 are included in the information pack.

Civic Financial Services Limited's Annual General Meeting (AGM) is scheduled for 14 June 2018 in Wellington.



Kumaren Perumal
Chief Financial Officer

Performance Report – 31 March 2018

Purpose and Summary

The purpose of this report is to consolidate current reporting and provide a comprehensive report on all of Council's activities. This means that financial and non-financial information is contained in one report for each activity.

The report is based on the information and the thresholds set in the Council's business scorecard. While the scorecard may show a 'red light' it is important to review the executive summary for the activity concerned for the explanation.

This report provides the results for all Council operations for the period ending 31 March 2018 and incorporates:

- Financial reports – **(Attachment A)**
 - Additional Levels of Service **(Attachment B)**
 - To capital expenditure **(Attachment C)**
- Performance reports – executive summaries and cost of service statements for all Council's activities **(Attachment D)**



Olive McVicker
**Corporate Development /
Business Improvement Advisor**



Kumaren Perumal
Chief Financial Officer

Key Financial Issues for the Nine Months Ended 31 March 2018

1. Executive Summary

This report provides a high-level summary of the draft financial statements for the nine months ended 31 March 2018 and brief explanations of significant variances from the year-to-date budget, highlighting any known issues.

2. Income

2.1 Total income for the nine months ended 31 March 2018 was \$125.78m. This was \$54.58m higher than the year-to-date budget of \$71.20m. The significant increase is due to a \$43.40m increase in 'other income' due to asset revaluations. Further details provided below.

2.2 The major variances were:

- Financial contributions of \$7.16m are \$352k behind year-to-date budget of \$7.52m. This is due to budgeting for continued development in the District. Actual contribution income has recently started to slow down versus budgeted timing for the year. Now experiencing lower than expected income year-to-date in most wastewater schemes, District stormwater and some community roading schemes. See table on page 3 for a detailed breakdown
- Other income of \$46.12m being \$44.75m ahead of the year-to-date budget of \$1.37m. This is primarily due to asset revaluations carried out by Opteon of Council land and buildings across the District of \$43.40m. A breakdown of revaluation by activity is provided below. It is estimated, having discussed the matter with Audit NZ, that we will be transferring approximately \$10m to a revaluation land reserve in the balance sheet next month. The additional increase of \$1m relates to a contribution from the NZ Community Trust for the Tauranga to Omokoroa cycleway
- Rate income of \$27.26m being \$472k ahead of the year-to-date budget of \$26.79m
- Service charge income of \$18.74m being \$4k lower than year-to-date budget of \$18.75m
- Subsidies and grants income of \$7.96m being \$974k lower than the year-to-date budget of \$8.93m. This is due to the timing of NZTA funding for capital works projects (\$1.08m) and Omokoroa wastewater scheme (\$106k). This is offset in part by unbudgeted TECT subsidy income for the Dave Hume swimming pool (\$103k) in Katikati

Council
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- User fees income of \$7.39m is \$227k higher than the year-to-date budget of \$7.16m. This is due to the timing of trade waste disposal charges, dog registration fees, project information memorandums (PIMs) and registered premises
- Sundry income of \$483k is \$108k higher than year-to-date budget of \$375k. This is due to timing of dividend income (\$57k) and petrol tax distribution (\$51k)
- Vested assets of \$9.75m. The full year budget of \$2.24m has been set in Period 12 (June 2018) due to the nature of timing speculation. However, \$5.53m of vested assets year-to-date relates to assets identified as a result of data cleansing work carried out as part of the Asset Finda project.
- The table below provides a breakdown of asset revaluations by activity;

Summary	Asset Revaluation increase
Transportation	1,569,312
Water	732,400
Communities	3,122,000
Reserves	26,030,465
Waste Management	1,683,000
Solid Waste	290,566
Stormwater	229,649
Corp Services	9,743,943
Total	43,401,334

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- o The table below provides a breakdown of the financial contributions received:

	Budget 2018	Actual 2018	\$ Variance to Budget	% Variance to Budget
Water Supply - Western	303,858	322,331	18,473	6 %
Water Supply - Central	398,862	461,278	62,416	16 %
Water Supply - Eastern	301,761	343,461	41,700	14 %
Wastewater - Waihi Beach	369,279	381,114	11,835	3 %
Wastewater - Katikati	297,954	275,945	(22,009)	(7)%
Wastewater - Omokoroa	1,700,847	943,515	(757,332)	(45)%
Wastewater - Te Puke	208,098	40,348	(167,750)	(81)%
Wastewater - Maketu/Little Waihi	4,932	0	(4,932)	
Stormwater	941,247	414,239	(527,008)	(56)%
Roading - Rural	483,813	1,096,160	612,347	127 %
Roading - Waihi Beach SP	14,913	40,687	25,774	173 %
Roading - Katikati SP	110,385	94,679	(15,706)	(14)%
Roading - Omokoroa SP	757,809	661,183	(96,626)	(13)%
Roading - Te Puke SP	134,721	31,849	(102,872)	(76)%
Roading - Strategic	160,371	149,295	(11,076)	(7)%
District - Reserves & Facilities	1,187,541	1,740,780	553,239	47 %
Ecological	138,519	165,830	27,311	20 %
Total	7,514,910	7,162,695	(352,215)	(5)%

3. Expenditure

- 3.1 Total expenditure of \$59.74m was \$781k lower than the year-to-date budget of \$60.52m.
- 3.2 The major variances were;
- o Additional Level of Service projects of \$1.56m were \$531k lower than year-to-date budget of \$2.09m. Movements by activity are included as per **(Attachment B)**
 - o Operating costs of \$23.19m being \$695k higher than the year-to-date budget of \$22.50m. Year-to-date overspends on bad debt expense (\$915k), rating discounts (\$127k), trees/berms maintenance (\$208k) and the One Network Maintenance Contract (ONMC) (\$633k) has been partly offset by year-to-date underspends across other operational costs including maintenance contractor costs (\$266k), grants (\$103k), grants (\$113k) and electricity (\$195k)
 - o Interest expense of \$6.17m being \$221k ahead of the year-to-date budget of \$5.94m. This is due to higher short term debt held for the pre-funding of \$35m debt maturities in November and December 2017
 - o Depreciation of \$14.80m being \$329k lower than the year-to-date budget of \$15.13m.

4. Capital Expenditure

- 4.1 Total capital expenditure of \$23.23m was \$526k lower than year-to-date budget of \$23.75m. Movements by activity are included as per **(Attachment C)**.
- 4.2 The major variances were;
- Transportation expenditure of \$8.52m being \$888k lower than the year-to-date budget of \$9.40m. This is due to underspends on Community Rooding (\$607k), Structure Plan projects (\$459k) and the One Network Maintenance Contract (\$3.16m). This is offset in part by year-to-date overspends on road safety (\$1.86m) and cycling/walking (\$1.31m) projects
 - Stormwater expenditure of \$2.05m being \$1.58m higher than the year-to-date budget of \$465k. This is due to the Omokoroa Stormwater Structure Plan project being brought forward to enable the Omokoroa Road development to continue ahead. Offset in part by year-to-date underspends on smaller projects
 - Communities' expenditure of \$2.51m, being \$1.42m lower than year-to-date budget of \$3.92m. This is predominantly due to the timing difference of the Katikati Library build project (\$1.39m) and library book purchases (\$93k)
 - Water Supply expenditure of \$3.45m being \$890k higher than year-to-date budget of \$2.56m. This is due to year-to-date overspends on the reticulation projects across the district (\$677k) and the Pongakawa water treatment plant enhancement project (\$304k)
 - Wastewater expenditure of \$4.16m being \$1.12m higher than the year-to-date budget of \$3.04m. This is predominantly due to year-to-date overspends on Te Puna West wastewater system (\$440k), the Omokoroa wastewater structure plan (\$487k) and Maketu wastewater pump station improvements (\$127k).

Council
17 May 2018

Western Bay of Plenty District Council
Draft Statement of Financial Performance
For the 9 months ended 31 March 2018

	Year to Date				
	Actual \$'000	Budget \$'000	Variance Fav / (Unf) \$'000	Last Year Actual \$'000	Full Year Revised Budget \$'000
Costs					
Additional Levels of Service	1,561	2,092	531	1,671	3,696
Operating Costs	23,191	22,496	(695)	22,145	31,642
Personnel	14,028	14,865	838	12,629	19,340
Interest Exp - External	6,165	5,943	(221)	6,086	7,800
Depreciation	14,799	15,128	329	14,594	20,170
Total Costs	59,743	60,524	781	57,126	82,648
Income					
Financial Contributions	7,163	7,515	(352)	7,864	10,020
Interest Income - External	922	309	613	190	1,280
Other Income	46,120	1,371	44,749	2,316	2,217
Rate Income	27,257	26,785	472	26,972	35,713
Service Charges	18,744	18,748	(4)	18,279	25,004
Subsidies and Grants	7,956	8,929	(974)	5,619	12,818
Sundry Income	483	375	108	560	500
User Fees	7,390	7,163	227	7,241	9,392
Vested Assets	9,746	0	9,746	0	2,240
Total Revenue	125,780	71,196	54,584	69,042	99,185
Share of Associate surplus/(deficit)	0	0	0	0	0
Surplus (Deficit)	66,037	10,672	55,365	11,916	16,537

Western Bay of Plenty District Council
Statement of Financial Position
As at 31 March 2018

	Actual 31 March 2018 \$'000	Forecast June 2018 \$'000	June 2017 \$'000
EQUITY			
Accumulated Funds	850,400	786,914	784,185
Restricted Reserves	266	261	266
Council-created Reserves	29,379	21,650	29,556
Asset Revaluation Reserves	413,686	372,284	341,466
Total Equity	1,293,731	1,181,109	1,155,473
Assets			
Current Assets			
Cash and Bank	1,531	6,218	4,863
Short Term Deposits	29,878	-	44,916
Receivables and Prepayments	11,751	9,423	8,558
Property and Investments for Resale	-	192	875
Total Current Assets	43,159	15,833	59,212
Non-current Assets			
Financial Instruments	13,556	9,827	10,273
Other Non-current Assets	1,392,502	1,306,102	1,259,396
Interest in Associates	222	3,680	3,825
Total Non-current Assets	1,406,280	1,319,609	1,273,494
Total Assets	1,449,439	1,335,442	1,332,705
Liabilities			
Current Liabilities			
Payables and Accruals	28,850	11,860	14,547
Employee Entitlements	1,533	2,012	2,360
Current Portion Public Debt	-	25,000	45,000
Derivative Financial Instrument	9,655	14,798	9,655
Current Portion Provisions	312	311	312
Total current Liabilities	40,350	53,981	71,874
Non-current Liabilities			
Public Debt - Term Portion	115,000	100,000	105,000
Other Term Debt	358	22	-
Non-current Provisions	-	330	358
Total Non-current Liabilities	115,358	100,352	105,358
Total Liabilities	155,708	154,333	177,232
Net Assets	1,293,731	1,181,109	1,155,473

Western Bay of Plenty District Council
Capital Expenditure Summary
For the period ended 31 March 2018

Activity	Year Actual \$'000	Year Budget \$'000	Year Variance \$'000	Full Year Budget \$'000
Transportation	8,517	9,404	888	15,698
Solid Waste	0	0	0	0
Recreation & Leisure	1,514	2,341	826	3,121
Stormwater	2,049	465	(1,584)	1,180
Economic	0	201	201	268
Sustainable Development	0	0	0	0
	12,080	12,411	331	20,267
Western Water	831	1,015	184	2,109
Central Water	1,546	956	(590)	2,194
Eastern Water	1,073	589	(484)	1,156
Water Supply	3,450	2,560	(890)	5,459
Information Centres	1,997	3,488	1,491	4,651
Community Facilities	510	436	(74)	581
Communities	2,507	3,924	1,417	5,232
Waihi Beach Wastewater	211	219	8	579
Katikati Wastewater	418	386	(32)	960
Omokoroa Wastewater	2,670	1,743	(927)	2,134
Te Puke Wastewater	178	202	24	885
Ongare Wastewater	545	490	(55)	1,687
Wastewater	4,162	3,040	(1,122)	6,395
Information Services	359	547	188	730
Corporate Assets	476	746	271	995
Corporate Services	194	525	331	700
Corporate Services	1,028	1,818	790	2,424
Total Capital Expenditure	23,227	23,753	526	39,778

Council
17 May 2018

Western Bay of Plenty District Council
Cost of Service Summary
For the period ended 31 March 2018


Activity	Total Operating Revenue \$'000	Total Operating Costs \$'000	Net Cost of Service Surplus / (Deficit) \$'000	YTD Budget Surplus / (Deficit) \$'000	YTD Variance Under / (Over) \$'000	Total Budget Surplus / (Deficit) \$'000
Stormwater	6,170	3,005	3,165	996	2,169	1,589
Solid Waste	1,359	1,434	(75)	(421)	346	(727)
Natural Environment	426	432	(6)	(115)	109	(258)
Economic	218	572	(354)	(358)	3	(351)
Representation	327	1,911	(1,584)	(2,003)	419	(2,642)
Transportation	23,301	14,454	8,847	4,896	3,951	6,556
Recreation & Leisure	31,235	4,333	26,902	(3,134)	30,036	(4,011)
	63,035	26,141	36,894	(139)	37,033	157
Strategic Planning/Monitoring	0	980	(980)	(1,065)	85	(1,393)
Resource Management Planning	0	586	(586)	(677)	91	(911)
Infrastructure Planning	9	0	9	149	(140)	199
Sustainable Development	9	1,567	(1,557)	(1,594)	36	(2,105)
Western Water	3,825	2,603	1,222	903	319	1,215
Central Water	2,579	2,215	364	44	320	(43)
Eastern Water	3,622	3,357	265	(188)	453	(200)
Water Supply	10,026	8,176	1,850	758	1,092	972
Resource Consents	1,174	1,221	(47)	(184)	138	(222)
Building Services	2,203	3,029	(826)	(830)	4	(1,027)
Animal Services	636	671	(35)	(61)	25	(244)
Compliance & Monitoring	258	708	(450)	(495)	45	(650)
Regulatory	4,272	5,630	(1,358)	(1,570)	212	(2,143)
Information Centres	1,695	2,106	(410)	(791)	381	(905)
Community Development	128	1,406	(1,279)	(1,461)	183	(1,909)
Emergency Management	44	430	(386)	(322)	(64)	(429)
Community Facilities	3,666	794	2,872	(274)	3,146	(334)
Communities	5,533	4,736	796	(2,849)	3,645	(3,578)

Council
17 May 2018

Activity	Total Operating Revenue \$'000	Total Operating Costs \$'000	Net Cost of Service Surplus / (Deficit) \$'000	YTD Budget Surplus / (Deficit) \$'000	YTD Variance Under / (Over) \$'000	Total Budget Surplus / (Deficit) \$'000
Waihi Beach Wastewater	2,940	2,430	509	(103)	612	(349)
Katikati Wastewater	2,370	1,245	1,125	276	849	324
Omokoroa Wastewater	4,356	3,307	1,049	634	415	1,017
Te Puke Wastewater	2,591	1,291	1,300	1,305	(6)	1,728
Maketu Wastewater	397	1,028	(631)	(589)	(42)	(804)
Ongare Wastewater	0	25	(25)	(17)	(9)	869
Wastewater	12,653	9,326	3,327	1,507	1,820	2,785
Human Resource Services	0	0	0	(11)	11	0
Financial Services	567	75	492	512	(20)	516
Information Services	47	159	(112)	(706)	594	(867)
Corporate Assets	11,494	1,497	9,997	(1,130)	11,128	(508)
Corporate Services	2	285	(283)	(534)	251	(592)
Corporate Services	12,110	2,015	10,095	(1,869)	11,964	(1,451)
Treasury Operations	914	(93)	1,007	766	242	1,018
Rates Appropriation	17,226	2,245	14,982	15,659	(677)	20,878
Rates and Treasury	18,141	2,152	15,989	16,424	(435)	21,896
Total	125,780	59,743	66,037	10,672	55,365	16,537


Ian Butler
Finance Manager

Approved


Kumaren Perumal
Chief Financial Officer

ADDITIONAL LEVELS OF SERVICE

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Variance Explanation	Annual Plan Full Year Revised Budget
REPRESENTATION						
236801 001	Representation Review - Triennially	44,774	45,000	(226)	The project was scoped and approved by MT. A cross-organisational team has been formed and external expert advisor engaged.	60,000
250401 001	Triennial Elections	-	1,503	(1,503)	Election and by-elections complete.	2,000
11 01 01 0090	Elected Members	44,774	46,503	(1,729)		62,000
PLANNING FOR THE FUTURE						
151105 001	Kaimai Reserves Management Plan	(12,517)	22,761	(35,278)	The concept plans for Precious Reserve, Lynley Park Subdivision Reserve, Ruahihi and Maramatanga Park have been released for consultation. Workshops with Katikati and Waihi Beach Community Boards have been undertaken as part of scoping the review of the Waihi Beach/Katikati Reserve Management Plan. Applications to the Facilities In the Community funding round have now closed, and will be determined by the Community Committee.	30,345
151107 001	Reserve Management Plans / Concept Plan Reviews	18,040	7,497	10,543	As above.	10,000
175602 001	LTCCP Development and Adoption	88,950	97,497	(8,547)	Workstream meetings have continued and milestones are on track. The key deliverables over the coming months are the consultation document and supporting documentation.	130,000
175906 001	Freedom camping policy/bylaw	-	-	-		-
175910 001	Policy Review & Development	-	3,753	(3,753)	Work continues on the approved work programme. A final Easter Sunday Shop Trading Policy has been adopted, to come into effect for Easter 2018.	5,000
259505 001	Te Puna Community Development Plan	16,947	11,853	5,094	Plan completed.	15,800
287702 001	Solid Waste/WMMP Action Plan	-	-	-		(1)
289102 001	Strategy Review - Economic	-	3,753	(3,753)		5,000
293002 001	Bylaw Review & Development	-	3,753	(3,753)		5,000
311401 001	COBOP Coordinator Cost Share	-	15,003	(15,003)	Q2 2017/18 - No issues. Administration being performed by Western Bay. COPBOP funds held in reserve.	20,000
13 01 01 0090	Strategic Planning Management	111,420	165,870	(54,450)		221,144
317501 001	Omokoroa Central Area Master Plan	49	-	49	Start developing the project brief, but the project has been deferred due to financial situation and slow growth in Omokoroa.	-
294208 001	Structure Plan Reviews	-	15,003	(15,003)	Katikati UGA: further feasibility being undertaken on further sites and costs of infrastructure. Omokoroa Stage 3: Preparing project plan and commenced gathering background information.	20,000
252208 001	Smartgrowth Implementation - Coordination Share	57,280	74,997	(17,717)		100,000
13 02 01 0090	Resource Management Planning	57,329	90,000	(32,671)		120,000
TRANSPORTATION						
324009 001	Strategic Roading - Operating Costs - Traffic Modelling etc.	16,519	17,000	(481)	Contribution to reconstruction and upgrade of Omokoroa Road from SH2 to Railway. Roundabout brought forward. Contribution to upgrading Kayelene Place now completed.	203,642
324013 001	Transport - Service relocation	-	-	-	Contribution to reconstruction and upgrade of Omokoroa Road from SH2 to Railway. Roundabout brought forward. Contribution to upgrading Kayelene Place now completed.	207,284
30 02 14 0090	Strategic Roading	16,519	17,000	(481)		410,926

ADDITIONAL LEVELS OF SERVICE

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Variance Explanation	Annual Plan Full Year Revised Budget
279202 001	Property Purchases Rooding	7,372	6,000	1,372	Purchases are made as and when required for rooding projects	155,463
305113 001	Community Event Traffic Management	5,121	-	5,121		-
30 03 01 0090	Asset Management	12,493	6,000	6,493		155,463
152301 001	Safety Administration Programme	50,000	36,144	13,856	Joint Road Safety Committees ongoing delivery of the Road Safety Action Plan.	48,193
30 05 03 0090	Road Safety	50,000	36,144	13,856		48,193
WATER SUPPLY						
243636 001	WSZ - Water demand managment	-	-	-	- New project to upgrade water mains in Hillview, Leo, Queen, Ayr & Edinburgh Streets, Waihi Beach to commence Oct thru mid-Dec 2017 and then continue in Feb - March 2018.	110,000
310601 001	Asset Validation - Western Water	6,204	7,497	(1,293)	Completion of validation programme. Information collected included in Asset Management Plan document under plan improvements.	10,000
40 01 01 0090	Western Water	6,204	7,497	(1,293)		120,000
243333 001	Central Supply Zone - Water Demand & Management	34,496	30,000	4,496	Central water supply projects are well underway with various capital works being tendered out at present. One Major construction project underway at Omokoroa SH2 intersection.	160,000
310701 001	Asset Validation - Central Water	4,935	7,497	(2,562)		10,000
40 01 02 0090	Central Water	39,431	37,497	1,934		170,000
310801 001	Asset Validation - Eastern Water	(6,476)	7,497	(13,973)		10,000
287117 001	ESZ - Water demand management	10,000	-	10,000	Treatment plant upgrade planning is being reviewed and is dependant now on the quality of the water that will be extracted from the ESZ11 Bore.	-
40 01 03 0090	Eastern Water	3,524	7,497	(3,973)		10,000
COMMUNITIES						
148804 001	Tauranga Orchestra Grant	-	747	(747)	Successful and non successful applicants have been notified. Community Boards have been notified of successful applicants.	1,000
148805 001	Katikati Open Air Art Grant (Murals)	7,000	6,003	997	As above.	8,000
148809 001	Community Grants - Te Puke/Maketu	16,000	15,000	1,000	As above.	20,000
148810 001	Community Grants - Waihi Beach/Katikati	35,674	15,000	20,674	As above.	20,000
148811 001	Community Grants - Kaimai	6,500	15,000	(8,500)	As above.	20,000
148812 001	Community Matching Fund - Accumulated Ecological Fund	40,000	29,997	10,003	As above.	40,000
336101 001	Museum Facilities	-	45,000	(45,000)	Museum Trust Chair advised Council will hand back ownership of collection	60,000
42 01 01 0090	Community Development & Grants	105,174	126,747	(21,573)		169,000
331001 001	Supporting Iwi & Hapu Management	-	37,503	(37,503)	Have workshopped with relevant iwi/hapu on identified areas in their plans with some good actions coming from the work shop	50,000
334801 001	Marae Maintenance	-	24,750	(24,750)	This money is still set aside for Otawhiwhi and just waiting for them.	33,000
323201 001	Papakainga Development	40,000	33,705	6,295		44,946
42 01 02 0090	Cultural Development Support	40,000	95,958	(55,958)		127,946

ADDITIONAL LEVELS OF SERVICE

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Variance Explanation	Annual Plan Full Year Revised Budget
323103 001	Tsunami System Education programme	376	1,872	(1,496)		2,500
156302 001	Lifeline Facilities Study	-	7,497	(7,497)		10,000
42 02 01 0090	Emergency Management	376	9,369	(8,993)		12,500
248801 002	Audio Visual - Hastie Grant - Operating Costs	4,380	-	4,380		-
42 03 04 0090	Service Centre & Library - Te Puke	4,380	-	4,380		-
330902 001	APNK (Aotearoa Peoples Network Kaharoa) - Operating Costs	-	15,003	(15,003)		20,000
42 03 07 0090	District Library Services	-	15,003	(15,003)		20,000
280801 001	Katikati Hall Improvements	22,434	9,927	12,507	Work is undertaken by the various hall committees.	13,230
280803 001	Ohauti Hall Improvements	3,132	3,150	(18)	As above.	4,200
280804 001	Omanawa Hall Improvements	1,768	2,853	(1,085)	As above.	3,800
280805 001	Omokoroa Hall Improvements	30,479	10,728	19,751	As above.	14,300
280825 001	Oropi Hall improvements	145,000	-	145,000	As above.	-
280809 001	Paengaroa Hall Improvements	3,749	8,325	(4,576)	As above.	11,100
280810 001	Pyes Pa Hall Improvements	1,446	1,638	(192)	As above.	2,180
280811 001	Te Puke Hall Improvements	9,890	28,728	(18,838)	As above.	38,300
280812 001	Te Puna Community Centre Hall Improvements	1,777	4,761	(2,984)	As above.	6,350
280813 001	Te Puna War Memorial Hall Improvements	-	-	-	As above.	-
280815 001	Community Hall - Waihi Beach	11,995	5,778	6,217	As above.	7,700
280816 001	Kaimai Hall	1,930	1,557	373	As above.	2,080
280819 001	Pukehina Beach Commercial Centre Improvements	-	1,872	(1,872)	As above.	2,500
280820 001	Te Ranga Hall Improvements	2,945	1,503	1,442	As above.	2,000
280822 001	Whakamaramara Hall Improvements	-	4,761	(4,761)	As above.	6,350
42 04 03 0090	Community Halls	236,545	85,581	150,964		114,090
RESERVES & FACILITIES						
213404 001	Asset Management plan	5,781	37,503	(31,722)	Playground audit report received. Implementation of actions arising underway. AMP draft peer review received and actions arising will be introduced over the next few months	50,000
44 01 01 0090	Reserves & Facilities Management	5,781	37,503	(31,722)		50,000
253801 001	Maintenance - Scheduled (Excel)	(700)	-	(700)		-
260101 002	Haiku Park Walkway Extension (Operating Costs)	(191)	-	(191)		-
260106 002	Mill Block Access (Opex)	3,023	-	3,023	Project completed. Bridge CCC obtained and formal opening held.	-
260313 001	Kauri Point - Operations & Conservation Plan Manual	-	6,975	(6,975)	A proposal to prepare an Operations & Conservation Plan Manual has been received and is under review. Subject to approval, delivery of the manual will be early 2018.	9,300
294503 002	Omok Sports Grnd - Hardcourts opex	1,164	-	1,164	294503: Construction of tennis courts 3 & 4 is underway.	-
336701 001	Opureora Marae Toilet - Service Delivery Contract	-	7,497	(7,497)	SD contract in place. No invoice received yet from Marae Committee	10,000
320801 002	District Reserves Asset Renewals (operational)	(20,000)	-	(20,000)	On track. Renewals completed include Fairhaven playground; Shelly Bay bollard; Dave Hume Pool fencing; plant renewals and changing rooms refurb and pool painting; Haiku path seating; Dotterel Point toilet septic tanks upgrade;	-
312502 001	District Signage - Operating	9,708	7,497	2,211	Procurement of signage design services	10,000
44 01 02 0090	District Reserves	(6,996)	21,969	(28,965)		29,300

ADDITIONAL LEVELS OF SERVICE

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Variance Explanation	Annual Plan Full Year Revised Budget
326105 001	Te Puke Aquatic Centre - Repairs & Maintenance	18,960	15,003	3,957	Minor repairs underway with main pool actuator valve sensor replacement and pool vacuum cleaner	20,000
163503 001	Te Puke Aquatic Centre Service Delivery Contract	90,249	74,997	15,252	SD contract for 2017/18 summer swim season operation reviewed and in place. Contract for plant water treatment and maintenance in place	100,000
165401 001	Dave Hume Swimming Pool Service Delivery Contract	65,400	54,000	11,400	New SD contract in place for three years. Off season maintenance activities include: Pool repaint; new boundary fencing; Plant room DE filtration upgrade; Office refurb; Changing rooms repaint and addition of new shower cubicles. Funding for these works from Asset renewals account and TECT grant.	72,000
44 01 04 0090	Swimming Pools	174,608	144,000	30,608		192,000
322003 001	Tauranga Harbour Recreation Strategy Harbour Forum	-	747	(747)	No activity or expenditure to date with regard the harbour users forum or strategy monitoring. Third party dependant.	1,000
322004 001	Tauranga Harbour Recreation Strategy Monitoring	-	3,753	(3,753)	No activity or expenditure to date with regard the harbour users forum or strategy monitoring. Third party dependant.	5,000
328001 001	Omokoroa Geology - operational	29,953	-	29,953	Omokoroa landslip inspections and option assessment underway via geotech consultancy	-
44 02 01 0090	Harbour Structures	29,953	4,500	25,453		6,000
289835 001	TECT All Terrain Park - Plans & Assessments	360	19,503	(19,143)		26,000
44 03 02 0090	TECT All Terrain Park	360	19,503	(19,143)		26,000
WASTEWATER						
310902 001	Waihi Beach Asset Validation	6,968	3,753	3,215	Complete	5,000
319502 001	Waihi Beach Infiltration Investigation	31,410	29,997	1,413	Works complete.	40,000
336301 001	Waihi Beach WWTP Monitoring and Review	31,583	20,000	11,583	Preliminary works underway in setting up monitoring equipment within the network	50,000
310901 001	Asset Validation - Wastewater Waihi Beach	(2,000)	-	(2,000)	Complete	-
60 01 01 0090	Waihi Beach Wastewater	67,960	53,750	14,210		95,000
311002 001	Katikati Asset Validation	3,015	3,753	(738)	Completed project	5,000
323402 001	Katikati Infiltration Investigation	10,560	7,497	3,063	Project on track. Investigations looking at key I&I sites	10,000
60 01 02 0090	Katikati Wastewater	13,575	11,250	2,325		15,000
338601 001	Omokoroa Asset Validation	3,015	3,753	(738)	Pump station condition assessments nearing completion	5,000
60 01 03 0090	Omokoroa Wastewater	3,015	3,753	(738)		5,000
311102 001	Te Puke Asset Validation	(159)	-	(159)	Collection of asset data ongoing	5,000
60 01 04 0090	Te Puke Wastewater	(159)	-	(159)		5,000
331803 001	Ongare Point Wastewater System - Preliminary Costs	6,876	-	6,876	Consent has been notified and submissions closed on 9 October 2017. No objections received but 5 positive responses received. Updates have been provided to the community on a monthly basis on the status of the project. All going to plan, physical works can start Feb 2018	-
60 01 06 0090	Ongare Wastewater	6,876	-	6,876		-
318601 000	Waste Minimisation Funding Pool	63,270	54,000	9,270	Balance of funding will be held for future expenditure for Omokoroa when new site is established.	130,000
318601 001	Waste Minimisation Funding Pool	-	-	-	Balance of funding will be held for future expenditure for Omokoroa when new site is established.	-

ADDITIONAL LEVELS OF SERVICE

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Variance Explanation	Annual Plan Full Year Revised Budget
319902 001	District Wide Trade Waste Implementation	-	-	-	- Implementation of Trade waste progressing on a part time basis, due in part to Tuana Kuka who is heavily involved in the implementation of the Te Puna West wastewater scheme and is the nominated project manager for the construction works. Tuana is actively underway meeting with trade waste companies/organisations regarding their discharges into Councils wastewater system	50,000
60 02 01 0090	District Solid Waste	63,270	54,000	9,270		180,000
STORMWATER						
311302 001	Stormwater Asset Validation	-	7,497	(7,497)	Collection of asset data underway	10,000
61 01 01 0090	Stormwater Network - Growth Communities	-	7,497	(7,497)		10,000
332630 001	Pukehina Stormwater Contribution to Waihi Drainage Society	3,000	-	3,000	Project underway	5,000
61 02 01 0090	Small Communities	3,000	-	3,000		5,000
NATURAL ENVIRONMENT						
244606 001	Coastcare Materials	39,725	11,250	28,475	Materials to replace dune boardwalk at WB Coastguard and manila/nylon rope for dune fencing.	15,000
64 01 06 0090	Coastcare	39,725	11,250	28,475		15,000
305302 001	Waihi Land Drainage Society - Canal Investigation	-	15,003	(15,003)	Working with drainage society team regarding replacement of Number One pump station. Significant capital spend required to upgrade the number of pump stations	20,000
64 01 07 0090	Waihi District Drainage-Drains	-	15,003	(15,003)		20,000
ECONOMIC						
336501 001	Waihi Beach Promotion Service Delivery Contract	41,493	31,122	10,371	Have created a new walkways and cycleways brochure for use by the iSite.	41,494
299301 001	Te Puke Promotion Service Delivery Contract	65,875	49,410	16,465	Successful community events held for Halloween and the Christmas Parade.	65,875
299302 001	Te Puke Promotion Service Delivery Contract - Civic	27,486	20,619	6,867	As above.	27,486
299401 001	Town Centre Promotion Katikati	71,524	53,640	17,884	Successful Mural Contest and Arts Festival held. Contributed to NZ Herald video on KK Library project.	71,524
70 01 03 0090	Town Centre Promotion	206,378	154,791	51,587		206,379
327901 001	Business Process Review - Online Services	33,214	37,503	(4,289)		50,000
341501 002	Digital Enablement Plan Project	25,000	74,997	(49,997)		100,000
80 03 01 0090	Information Technology	58,214	112,500	(54,286)		150,000
SUPPORT SERVICES						
318701 002	Property Files Back Scanning 2	4,860	-	4,860	Ongoing scanning of building consent paper files.	-
341101 001	Digitising Permanent Archive Records	38,777	517,500	(478,723)	RFP sent out as closed tenderers.	690,000
318701 001	Property Files Back Scanning	10,024	42,750	(32,726)	Ongoing scanning of building consent paper files.	57,000
80 03 03 0090	Information Services	53,662	560,250	(506,588)		747,000
338001 001 0000	Katikati Museum Costs - Operational Costs	60,000	-	60,000	Complete	-
80 04 08 0090	Strategic Property	60,000	-	60,000		-

ADDITIONAL LEVELS OF SERVICE

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312301 001	Business & Process Improvement	2,478	15,003	(12,525)	Timesheet project is scheduled to commence in May 2018. The Assetfinda project has had a one month delay (due to data loading issues with Datacom) but project milestones are still expected to be met. The internal audit programme will be revised in February 2018 to reflect the work to be carried out in the 2017/18 year. The initial project scoping work for the DC project is expected to be complete by February 2018.	20,000
80 05 02 0090	Corporate & Planning Services - Management	2,478	15,003	(12,525)		20,000
312202 001	Business & Process Improvement	-	15,003	(15,003)	Improvement opportunities will be actioned as opportunities arise.	20,000
80 05 03 0090	Engineering Services - Group Manager	-	15,003	(15,003)		20,000
312102 001	Business & Process Improvement	16,733	27,747	(11,014)	All corporate plan priority projects have charters - waiting to progress.	36,991
80 05 06 0090	Customer Services - Management	16,733	27,747	(11,014)		36,991
336201 001	2016 Development Code Update	-	37,503	(37,503)	0	50,000
80 05 14 0090	Corporate Development	-	37,503	(37,503)		50,000
333301 001	Business Excellence Initiatives	5,168	11,997	(6,830)	Improvement initiatives have been identified in the development of the Corporate Plan.	16,000
80 05 19 0090	Corporate Development	5,168	11,997	(6,830)		16,000
312401 001	Business & Process Improvement - Policy & Planning	26,640	-	26,640	The focus for business improvement within the PPR Group is most notably within the Environmental Monitoring & Compliance Team and Resource Consent Team. An external contractor is making great progress on developing a QMS to achieve ISO 17020 accreditation to meet food verification agency requirements.	-
312402 001	Business & Process Improvement - Policy & Planning	2,626	26,343	(23,717)	As above.	35,128
80 05 20 0090	Policy Planning Regulatory - Management	29,266	26,343	2,923		35,128
TOTAL ADDITIONAL LEVELS OF SERVICE		1,561,039	2,091,781	(530,742)		3,696,060

CAPITAL PROJECTS

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TRANSPORTATION

175602 002	LTCCP Development and Adoption (Capex)	-	-	-		-
13 01 01 8901	Strategic Planning Management	-	-	-		-
283202 001	Rural Community Rooding	-	167,904	(167,904)		223,866
30 02 02 8901	Local Connections - Rural	-	167,904	(167,904)		223,866
282705 001	Waihi Beach Esplanade Regrade car park	-	-	-	- Cycling priorities have been adopted.	50,000
282702 001	Waihi Beach roading projects	-	106,335	(106,335)	Cycling priorities have been adopted.	141,782
30 02 03 8901	Community Rooding - Waihi Beach	-	106,335	(106,335)		191,782
282802 001	Katikati Rooding Projects	-	119,205	(119,205)	Community Board to decide community roading priorities.	158,945
30 02 04 8901	Community Rooding - Katikati	-	119,205	(119,205)		158,945
282902 001	Omokoroa Rooding Projects	-	71,082	(71,082)	Community Board to prioritise future projects.	94,770
30 02 05 8901	Community Rooding - Omokoroa	-	71,082	(71,082)		94,770
283002 001	Te Puke roading projects	-	113,319	(113,319)		151,097
30 02 06 8901	Community Rooding - Te Puke	-	113,319	(113,319)		151,097
283102 001	Maketu Community Rooding	-	29,574	(29,574)	Town Point Rd footpath under construction.	39,426
30 02 07 8901	Community Rooding - Maketu	-	29,574	(29,574)		39,426
302801 001	Waihi Beach Rooding Structure Plan	-	-	-		-
30 02 08 8901	Structure Plans - Waihi Beach	-	-	-		-
302901 001	Katikati roading SP - Urban	176,278	-	176,278		-
30 02 09 8901	Structure Plans - Katikati	176,278	-	176,278		-
303003 282	Omokoroa Rooding SP - Rural	511,731	211,653	300,078		282,203
303004 001	Omokoroa Rooding Structure Plan - Strategic	417,365	758,889	(341,525)		1,011,850
303005 001	Omokoroa Rooding Structure Plan - Rates	38,870	23,319	15,551		31,093
303006 001	Omokoroa Structure Plan Review	32,988	337,500	(304,512)		450,000
303008 001	Omokoroa Rooding Structure Plan - Current Account	20,344	198,072	(177,728)		264,092
303009 001	Omokoroa Rooding SP - Catchment - Cycle and Walkways	5,568	302,508	(296,941)		403,340
303001 001	Omokoroa Rooding Structure Plan - Catchment	1,049,850	818,460	231,390		1,091,274
303010 001	Omokoroa Rooding SP - Southern Industrial Area	13,631	74,997	(61,366)		100,000
30 02 10 8901	Structure Plans - Omokoroa	2,090,346	2,725,398	(635,052)		3,633,852
309101 001	Eastern Arterial Road 2013-16	259,909	88,659	171,250	Majority of the works in Te Puke are complete. Remaining work will be completed in early 2018. Some minor works are still to be completed in the Te Puke main street.	118,209
30 02 13 8901	Regional Connections	259,909	88,659	171,250		118,209
324004 001	Strategic Rooding - Rangiuru Industrial Rooding	-	-	-		68,500
30 02 14 8901	Strategic Rooding	-	-	-		68,500

TRANSPORTATION

283423 001	Pavement Surfacing - Reseals (PBC)	1,255,531	1,710,540	(455,009)	Omokoroa Road from SH2 to railway is continuing. Omokoroa Road from Western Avenue to Tralee rehabilitation may be delayed due to further land development intersection requirements.	2,280,724
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CAPITAL PROJECTS

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283426 001	Pavement Unsealed Strength (PBC)	99,563	466,362	(366,799)	Omokoroa Road from SH2 to railway is continuing. Omokoroa Road from Western Avenue to Tralee rehabilitation may be delayed due to further land development intersection requirements.	621,820
283429 001	Pavement Rehabilitation (PBC)	11,960	842,256	(830,296)	Omokoroa Road from SH2 to railway is continuing. Omokoroa Road from Western Avenue to Tralee rehabilitation may be delayed due to further land development intersection requirements.	1,123,007
283430 001	Drainage Improvements (PBC)	94,000	-	94,000		-
283432 001	Drainage Improvements (PBC)	3,661	23,508	(19,847)		31,339
283435 001	Ancillary Improvements (PBC)	11,202	10,620	582		14,165
283438 001	Rural Road Improvements	-	437,688	(437,688)		583,587
283441 001	Pavement Seal Widening (PBC) - @ 3km pa	382	582,984	(582,602)	Summer resealing programme is expected to be completed by December 2017. Omokoroa Road from SH2 to railway is continuing. Omokoroa Road from Western Avenue to Tralee rehabilitation may be delayed due to further land development intersection requirements. The Junction Road seal extension has recently had the surfacing completed.	777,313
283499 001	BOP West Renewals Contra	-	-	-	Summer resealing programme is expected to be completed by December 2017. Omokoroa Road from SH2 to railway is continuing. Omokoroa Road from Western Avenue to Tralee rehabilitation may be delayed due to further land development intersection requirements. The Junction Road seal extension has recently had the surfacing completed.	-
283408 002	Seal Extension	231,645	799,524	(567,879)	Summer resealing programme is expected to be completed by December 2017. Omokoroa Road from SH2 to railway is continuing. Omokoroa Road from Western Avenue to Tralee rehabilitation may be delayed due to further land development intersection requirements. The Junction Road seal extension has recently had the surfacing completed.	1,066,029
279202 002	Property Purchases Roding	2,600	-	2,600		-
342601 001	LED Lighting Conversion	-	-	-	NZTA business case being developed	3,040,000
30 03 01 8901	Asset Management	1,710,543	4,873,482	(3,162,939)		9,537,984
210411 001	Minor Safety Projects - 2016 New Zealand Transport Authority (NZTA) subsidy	756,699	-	756,699	Ongoing with community roading, rehabilitation, seal extension and seal widening projects.	-
210412 001	Minor Safety Projects - 2017 NZTA subsidy	128,819	-	128,819	Ongoing with community roading, rehabilitation, seal extension and seal widening projects.	-
210413 001	Minor Safety Projects	-	787,734	(787,734)	Ongoing with community roading, rehabilitation, seal extension and seal widening projects.	1,050,317
210407 001	Minor Safety Projects	1,788,433	-	1,788,433	Ongoing with community roading, rehabilitation, seal extension and seal widening projects.	-
304604 001	Level crossing warning device	-	23,319	(23,319)		31,092
30 05 03 8901	Road Safety	2,673,951	811,053	1,862,898		1,081,409
307601 001	Walking & Cycling - Rural	16,683	236,880	(220,197)	The cycleway bridge tenders have been awarded. The Wairoa River bridge crossing and Tauranga City leg being developed.	315,837
337701 001	Tauranga Moana Coastal Cycle Trail - Waihi to Waihi Beach	81,452	-	81,452	The Waihi to Waihi Beach cycle trail has stalled due to the time required to finalise land owner agreements.	-
337701 002	Omokoroa to Tauranga - Tauranga Moana Coastal Cycle Trail	116,667	-	116,667	The Omokoroa to Tauranga project schedule has been updated to reflect the change for the iconic bridge Wairoa River crossing to the light weight clip on to the Wairoa River SH2 Bridge. The contract for the other 3 bridges has been let and is progressing. Overall the project will be 80% complete by mid 2018 with the last component being the Wairoa Clip on option. The is programmed for completion between Sept 18 and Jan 19 depending on consenting.	-
337702 001	Sections 1-4 Omokoroa Foreshore	140,793	-	140,793	As above	1
337702 002	Sections 5 ECMT railway bridge harbour crossing	210,181	-	210,181	As above	-
337702 003	Sections 6-7	48,424	-	48,424	As above	-

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337702 004	Sections 8-9 Plummer Road to Kiwirail Bridge	19,120	-	19,120	As above	-
337702 005	Section 10 ECMT railway bridge harbour crossing	585,432	-	585,432	As above	-
337702 006	Sections 11-15	(20,000)	-	(20,000)	As above	-
337702 007	Sections 16-19 Lochhead Road to ECMT Railway	11,125	-	11,125	As above	-
337702 008	Sections 20-23	6,177	-	6,177	As above	-
337702 009	Section 24 Wairoa Bridge river crossing	282,531	-	282,531	As above	-
337702 010	Preliminary / Contract Administration	45,360	-	45,360	As above	-
337703 001	Tauranga Moana Coastal Cycle Trail - Cycleway Tauranga Eastern Link	36,715	-	36,715	The Maketu trail is awaiting a design and alignment safety audit. A local group is pursuing the link between Paengaroa to Lake Rotoiti.	1
337703 003	TMCCT - Cycleway TEL3	1,956	-	1,956		-
337703 004	TMCCT - Paengaroa Road - Rotoiti	22,130	-	22,130	The Maketu trail is awaiting a design and alignment safety audit. A local group is pursuing the link between Paengaroa to Lake Rotoiti.	-
307601 002	Urban footpath Development	976	22,500	(21,525)	The cycleway bridge tenders have been awarded. The Wairoa River bridge crossing and Tauranga City leg being developed.	30,000
307604 001	District Walking - Off-road	-	38,862	(38,862)	The cycleway bridge tenders have been awarded. The Wairoa River bridge crossing and Tauranga City leg being developed.	51,821
30 05 04 8901	Cycling & Walking	1,605,721	298,242	1,307,479		397,660
WATER SUPPLY						
243624 001	Western Supply Zone Bulk Flow Meters	(1,698)	-	(1,698)	Project to upgrade water mains in Hillview, Leo, Queen, Ayr & Edinburgh Streets, Waihi Beach commenced Oct thru mid-Dec 2017 and then continue in Feb - March 2018.	-
337201 001	Western Supply Zone Water Modelling Calibration	250	6,000	(5,750)	Progressing well. 80% complete	20,000
336901 001	Western Supply Zone- Wharawhara Road WTP Generator	(14,195)	-	(14,195)		-
318201 001	District Wide Water Metering Project	360,145	550,000	(189,855)	Installations on track with Katikati area nearly 50% complete Waihi Beach 90% complete.	1,338,423
340801 001	Western Supply Zone Reservoirs, Pumps & Controls renewals	-	3,000	(3,000)	Project is in the design stage, researching options for instrumentation controls and best pump options	73,000
243619 001	Western Water Reticulation Improvements	498,742	456,160	42,582	Project to upgrade water mains in Hillview, Leo, Queen, Ayr & Edinburgh Streets, Waihi Beach commenced Oct thru mid-Dec 2017 and then continue in Feb - March 2018.	556,743
243619 006	Western Water Supply Zone - Bridge & Stream Crossing Renewals - FMECA	-	-	-	As above	40,660
243619 007	Western Water Supply Zone - Water Treatment Plant Upgrades & Improvements	(12,202)	-	(12,202)	As above	-
243619 009	Western Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	-	-	-	As above	80,250
40 01 01 8901	Western Water	831,042	1,015,160	(184,118)		2,109,076
243307 001	Omokoroa Supply	-	-	-	Central water supply projects are well underway with various capital works being tendered out at present. One Major construction project underway at Omokoroa SH2 intersection.	-
243320 001	Central Supply Zone - Additional Bore	168,507	200,000	(31,493)	As above	1,085,000
243210 001	Omokoroa Stage 2 Water Reticulation	554,000	-	554,000		-
340601 001	Central Supply Zone Water Modelling Calibration	(1,833)	6,000	(7,833)	Data being collected from the field to assist with the model calibration	10,000
243310 001	Reticulation Improvements	825,181	749,600	75,581	Central water supply projects are well underway with various capital works being tendered out at present. One Major construction project underway at Omokoroa SH2 intersection.	866,408
243310 006	Central Water Supply Zone - Bridge & Stream Crossing Renewals - FMEC	-	-	-	As above.	40,630
243310 007	Central Water Supply Zone - Water Treatment Plant Upgrades & Improvements	-	-	-	As above.	138,386
243310 009	Central Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	-	-	-	As above.	53,500
40 01 02 8901	Central Water	1,545,856	955,600	590,256		2,193,924

CAPITAL PROJECTS

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243027 001	Eastern Water Showground Road Water Supply	-	-	-		135,000
287112 001	Pongakawa Water Treatment Plant Enhancement / Stage 2	416,596	112,500	304,096	Treatment plant upgrade planning is being reviewed and is dependant now on the quality of the water that will be extracted from the ESZ11 Bore.	150,000
287113 001	ESZ Bulk Flow Meters	-	-	-	As above.	70,000
287118 001	Te Puke Infrastructure areas 3 + 4	-	-	-	As above.	86,000
323801 001	District Wide Water Metering - Eastern Supply Zone	(7,500)	-	(7,500)	Completed project	-
340701 001	Eastern Supply Zone Water Modelling Calibration	3,000	7,497	(4,497)	Model complete	10,000
243002 001	Eastern Water Reticulation Improvements	267,290	186,440	80,850	Most projects completed.	216,440
243002 006	Eastern Water Supply - Boost Lift & Pump Replacements	-	-	-	As above.	25,680
243002 007	Eastern Water Supply Zone - Water Treatment Plant Upgrades & Improvements	91,504	40,000	51,504	As above.	192,055
243002 008	Eastern Water Supply Zone - Resource Consents	-	-	-	As above.	-
243002 009	Eastern Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	27,877	-	27,877	As above.	28,500
243002 010	Eastern Water Supply Zone - Raymond Dam Purge Valve	(6,000)	-	(6,000)	As above.	-
243002 012	Bush Supply improvements	280,434	242,560	37,874	As above.	242,560
40 01 03 8901	Eastern Water	1,073,199	588,997	484,202		1,156,235

COMMUNITIES

318401 001	Revitalisation - Reception Area Barkes Corner	87	-	87	Work almost complete, some furniture still to arrive. Technology solution to be finalised.	-
42 03 01 8901	Service Centre - Barkes Corner	87	-	87		-
332201 001	Katikati Library Building	1,642,441	3,187,503	(1,545,062)	Contractor slightly ahead of programme, although some concerns with the delivery of all the pre cast walls.	4,250,000
332201 002	Katikati Library Build - RCP	46,600	-	46,600	As above.	-
332201 003	Katikati Library Build - Cove Kinloch	1,175	-	1,175	As above.	-
332201 004	Katikati Library Build - Opus	62,652	-	62,652	As above.	-
332201 008	Katikati Library Build - Crowther & Co	26,800	-	26,800	As above.	-
332201 009	Katikati Library Build - Guild & Spence	18,076	-	18,076		-
42 03 03 8901	Service Centre & Library - Katikati	1,797,743	3,187,503	(1,389,760)		4,250,000
248801 001	Audio Visual - Hastie Grant	263	9,000	(8,737)		12,000
42 03 04 8901	Service Centre & Library - Te Puke	263	9,000	(8,737)		12,000
282105 001	District Library Book Purchases New	-	36,225	(36,225)		48,296
307202 001	District Library - Self Issue Stations	-	37,503	(37,503)		50,000
282103 001	District Library Book Purchases - Renewals	198,948	217,818	(18,870)	Expenditure on track.	290,419
282103 002	Katikati Library (Books & Audio Visual)	(31)	-	(31)		-
42 03 07 8901	District Library Services	198,917	291,546	(92,629)		388,715
280001 001	Pensioner Housing Capital Requirements	64,038	37,503	26,535	All units now have heat pumps installed	50,000
42 04 01 8901	Pensioner Housing	64,038	37,503	26,535		50,000
264316 001	Katikati Cemetery Berms	14,050	-	14,050	Work programme has been re-budgeted to LTP	-
299502 001	Oropi Cemetery Berms & Roadway	-	4,959	(4,959)	No works required or scheduled	6,615
299602 001	Maketu Cemetery Berms & Rock Wall	-	11,763	(11,763)	Procurement of design services to extend cemetery burial beam space required.	15,683
264402 001	Te Puke Cemetery Berms	5,007	15,003	(9,996)	Burial beams and ashes plots construction completed. Issue with numbering of new plots to resolve.	20,000
42 04 02 8901	Cemeteries	19,057	31,725	(12,668)		42,298
280823 001	Te Puke Hall strengthening	427,068	366,750	60,318	Work is undertaken by the various hall committees.	489,000
42 04 03 8901	Community Halls	427,068	366,750	60,318		489,000

CAPITAL PROJECTS

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RESERVES & FACILITIES

213405 001	Infrastructure Services Asset Management System Upgrade	-	-	-		-
44 01 01 8901	Reserves & Facilities Management	-	-	-		-
212914 001	Moore Park Katikati - Council Funded	-	225,513	(225,513)	Proposed works for coming construction season include earthworks to develop remaining land into sports field. Contracts for design and construction will be delayed until boundary issue with structure plan future road resolved.	300,678
225403 001	District Wide Reserves Minor Works	15,618	18,747	(3,129)	On track: new cycleway access gates for Tamawhariua Reserve and some boardwalk decking materials for Tanners Point.	25,000
244912 001	General Reserve Acquisition	(29,516)	150,003	(179,519)	Purchase of Lot 106 DP 414581 COT 454953 for future reserve - 27 Maniaroa Drive (0.42Ha) adjacent to KatiKati Middlebrook subdivision	200,000
245807 001	Broadlands Block - Community Pitch & Putt	13,165	11,250	1,915		15,000
246005 004	Pohutakawa Park - Parking Construction	-	60,003	(60,003)		80,000
246506 001	Toilet & Capital Development	212,731	156,447	56,284		208,600
260511 001	Dotterel Point Reserve - Capital Landscape Development	2,273	-	2,273	Completed - new bollards installed at Dotterel Point	-
265833 001	Capital Landscape Development	9,312	-	9,312		-
281002 001	Toilet & Extend Boat Ramp	3,213	103,122	(99,910)	Toilet renewal Geotech investigation completed. Power supply still to resolve with Powerco as related to supposed network capacity. Design proposed to be 2 or 3-cubicle Exeloo prefabricated style. Construction timing dependent on waste water reticulation project	137,500
294503 001	Omokoroa Sports Ground - Hardcourts	209,129	78,750	130,379	Construction of tennis courts 3 & 4 is underway.	105,000
294507 001	Omokoroa Sports Ground - Council Funded	11,298	225,000	(213,702)	Playground - a consultant has been engaged to assist with the concept design following which there will be wider public consultation. Completion by May 2018 dependent on design and funding	300,000
294509 001	Omokoroa Sports Ground - Skate Facility	1,957	-	1,957		-
294801 001	Te Puna Station Rd Harbour Access 12/13	-	67,500	(67,500)	Not yet commenced. Both 294801 (harbour access) and 294802 (carpark) will be implemented under the Omokoroa to Tauranga cycleway project.	90,000
294802 001	Car park	-	22,500	(22,500)	Not yet commenced. Both 294801 (harbour access) and 294802 (carpark) will be implemented under the Omokoroa to Tauranga cycleway project.	30,000
295101 001	Skate park - Jubilee Park (Previously Hayward Reserve)	3,499	-	3,499	Procurement of Stage 2 design services are currently being reviewed. Note the likelihood of this project proceeding is subject to external funding	-
312501 001	District Signage - Capital	6,455	15,003	(8,548)	Dog control signage procurement	20,000
320801 001	District Reserves Assets Renewals	383,387	277,497	105,890	On track. Renewals completed include Fairhaven playground; Shelly Bay bollard; Dave Hume Pool fencing; plant renewals and changing rooms refurb and pool painting; Haiku path seating; Dotterel Point toilet septic tanks upgrade;	370,000
330701 001	Tauranga Harbour Esplanade Reserves Management Project	3,144	22,500	(19,356)	Some minor consultancy expense undertaken	30,000
330801 001	Panepane Point Reserve Development	-	22,500	(22,500)	Project outcomes timing dependent on OTS Crown settlement negotiations with newly formed Council.	30,000
331201 001	Tauranga Harbour Margins Project	1,952	22,500	(20,548)	Expenditure to date: 25 % Share of costs as per the reconciliation for the Lankshear Riparian Management Plan	30,000
342001 001	District Reserves Erosion Protection Works	20,029	150,003	(129,974)	Consultancy services regarding Kauri Pt Reserve landslips	200,000
44 01 02 8901	District Reserves	867,644	1,628,838	(761,194)		2,171,778
343802 001	Waihi Beach Top 10 Holiday Park Land Slip	7,216	-	7,216		-
44 01 03 8901	Motor Camps	7,216	-	7,216		-
326103 001	Te Puke Aquatic Centre - Capital	-	29,997	(29,997)	Fence procurement will be planned over the summer and implementation when the pool closes in April. H&S needs outweigh MoE agreement delays	40,000

CAPITAL PROJECTS

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Variance Explanation	Annual Plan Full Year Revised Budget
44 01 04 8901	Swimming Pools	-	29,997	(29,997)		40,000
281505 001	Omokoroa Seawalls	88,854	-	88,854		-
281507 001	Omokoroa Horizontal Board Drains	-	-	-		-
281509 001	One Mile Creek - Bank Protection	(1,218)	18,747	(19,965)	1-mile creek bank protection - resource consent lodged and design completed. Construction timing dependent on consent and contractors	25,000
295203 001	Omokoroa Boat Ramp Construction	39,555	74,997	(35,442)	Consultancy services to analyse Omokoroa Domain congestion including trailer boats is currently being arranged. This includes the placement of 3 CCTV cameras to observe and count use over the summer holiday period. Report findings are expected April 2018	100,000
321101 001	Coastal Marine Structures Renewals	474,144	419,247	54,897	Expenditure this period represents the Omokoroa and Opureora ferry ramp upgrades which was unbudgeted. As a result, other planned renewals such as the Opureora jetty will be deferred as required into 2018/19.	559,000
44 02 01 8901	Harbour Structures	601,335.32	512,991	88,344		684,000
289823 001	TECT All Terrain Park - Subhub & Park Signage	9,790	15,003	(5,213)	All capital projects are still at the early stages of implementation. Opportunities to make an early start on the programme have been thwarted by bad weather.	20,000
289824 001	TECT All Terrain Park - Plantings	25,667	11,250	14,417		15,000
289840 001	TECT All Terrain Park - Asset Renewals	3,430	67,500	(64,070)	All capital projects are still at the early stages of implementation. Opportunities to make an early start on the programme have been thwarted by bad weather.	90,000
289841 001	TECT All Terrain Park - Cell Phone Tower	-	-	-	Cellphone tower funding from MBIE has been announced and further information on likely location and time is not yet forthcoming from Crown Fibre Holdings who are managing the roll-out.	-
289808 001	TECT All Terrain Park Grants Infrastructure - Trails	8,561	74,997	(66,436)	All capital projects are still at the early stages of implementation. Opportunities to make an early start on the programme have been thwarted by bad weather.	100,000
289849 001	TECT Capital Recovery from TCC	(9,176)	-	(9,176)		-
44 03 02 8901	TECT All Terrain Park	38,272	168,750	(130,478)		225,000
WASTEWATER						
168603 001	Waihi Beach Wastewater Treatment Plant Renewals	21,534	22,000	(466)	Project underway	99,000
340501 001	Wastewater Modelling	27,863	30,000	(2,137)	Progress on modelling for Te Puke WWTP network is well underway.	30,000
226001 001	Pump Station Renewals	14,554	17,000	(2,447)	Planning of works underway. Expected physical works to commence early 2018.	100,000
226025 001	Waihi Beach Treatment Plant upgrade additional seration capacity	146,685	150,000	(3,315)	As above.	350,000
60 01 01 8901	Waihi Beach Wastewater	210,636	219,000	(8,364)		579,000
225723 001	Wastewater Pump Station Renewals	75,378	48,753	26,625		65,000
225724 225	Wastewater Treatment Plant Renewals	246,618	-	246,618		400,000
225742 001	Katikati Pump Station Additional Storage	41,558	295,000	(253,442)		295,000
225727 727	Katikati Wastewater Treatment Plant renewals of resource consent	54,516	42,000	12,516		200,000
225741 001	Katikati Treatment plant, wetland upgrade	-	-	-		-
60 01 02 8901	Katikati Wastewater	418,071	385,753	32,318		960,000
229815 001	Omokoroa Wastewater Pumpstation Renewals	-	-	-	Completed.	60,000
317301 001	Omokoroa Structure Plan Utilities Wastewater	487,000	-	487,000	Project is tied to the Structure Plan. The proposed upgrade to Omokoroa Road scheduled for 2017/18 year will allow the project to start and run con-currently with any roading works.	-
331701 001	Te Puna West Wastewater System	2,182,896	1,743,000	439,896	95% of reticulation in place.	1,874,000

CAPITAL PROJECTS

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Variance Explanation	Annual Plan Full Year Revised Budget
336601 001	Omokoroa Manhole Repair	-	-	-	Planning underway for implementing proposed works. Timing of this is dependent on low flows through pipe and traffic management plans, given location of some manholes within the State Highway	200,000
60 01 03 8901	Omokoroa Wastewater	2,669,896	1,743,000	926,896		2,134,000
220104 001	Te Puke WWTP Micro Screen	14,305	40,000	(25,695)		140,000
225615 001	Wastewater Pump Station Renewals	4,882	10,000	(5,118)	Renewals schedule on track with priority work listed in order.	50,000
225619 001	Wastewater Treatment Plant Renewals	81,020	80,000	1,020	As above.	415,000
225620 620	Te Puke Wastewater Treatment Plant Renewals of Resource Consent	78,243	72,000	6,243	Resource consent for Te Puke wastewater treatment plant well underway with significant dialogue taking place relating to section 92 request for more detailed information on application	280,000
60 01 04 8901	Te Puke Wastewater	178,450	202,000	(23,550)		885,000
335001 001	Maketu Wastewater Treatment Plant Operations Improvements	12,445	-	12,445	Plant working within resource consent discharge conditions	150,000
335003 001	Maketu Wastewater Pump Stations Improvements	127,388	-	127,388	Plant working within resource consent discharge conditions	-
60 01 05 8901	Maketu Wastewater	139,833	-	139,833		150,000
331801 001	Ongare Point wastewater system	544,775	490,000	54,775	Consent has been notified and submissions closed on 9 October 2017. No objections received but 5 positive responses received. Updates have been provided to the community on a monthly basis on the status of the project. All going to plan, physical works can start Feb 2018	1,687,000
60 01 06 8901	Ongare Wastewater	544,775	490,000	54,775		1,687,000
265202 001	Katikati Recycling Centre expansion	-	-	-		-
60 02 02 8901	Western Solid Waste	-	-	-		-
304404 001	Omokoroa Solid Waste - 491 Omo	-	-	-		-
60 02 04 8901	Omokoroa Solid Waste	-	-	-		-
STORMWATER						
340201 001	Asset Management - Waihi & Drainage District	58,552	-	58,552	Works progressing on pump station proposal	-
226332 001	Stormwater Pump Station Renewals	32,363	39,303	(6,941)	Projects underway with preparation of documentation and contractors to carry out the works.	52,400
226347 001	Otto Rd - Drainage System	(19,764)	-	(19,764)	As above.	-
226350 001	One Mile Creek - repair outlet gabions	-	-	-	As above.	28,000
226352 000	Waihi Beach 2 Mile Creek East Bank	181,671	-	181,671	As above.	-
226353 000	Waihi Beach 2 Mile Creek West Bank	32,665	18,000	14,665	As above.	200,000
226524 001	Omokoroa Stormwater Renewals	-	-	-		120,000
226354 000	Upgrades Adela Stewart Dr Roretana Dr	1,345	-	1,345	Projects underway with preparation of documentation and contractors to carry out the works.	200,000
226635 001	Upgrades Noel Bowyer Park Fairview Pl Brown T	2,500	60,000	(57,500)	Projects scheduled with tendering underway.	60,000
226654 001	Te Puke Stormwater Upgrades Beatty Ave	165,275	160,000	5,275	Projects scheduled with tendering underway.	160,000
317201 001	Omokoroa SP Utilities Stormwater	1,367,022	-	1,367,022	Project carried forward from future year	-
317202 001	Omokoroa SP - Omokoroa Pond, Dam and Ancillary works P02 for SHA	-	-	-		-
319601 001	Stormwater Network Upgrade	216,138	172,503	43,635	Comprehensive Stormwater Consents status: 1. Western - going through environment court process - Hearings expected Feb 2018. 2. Central - Consent lodged with BOPRC. 3. Eastern - consultation with Te Puke and wider community occurred. Application submitted to BOPRC. Further consultation with iwi and wider community to be undertaken. AECOM engaged to facilitate the process	230,000
331501 001	Otawhiwhi Marae stormwater drain	-	-	-	Project planning for stormwater options for Pio shores area. Adjacent to Otawhiwhi Marae.	50,000
340001 001	Growth Communities Stormwater Infrastructure Rehabilitation	-	-	-	Works undertaken to connect stormwater outlet to existing infrastructure thus necessitating no need for new soakholes to be installed.	15,000

CAPITAL PROJECTS

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Variance Explanation	Annual Plan Full Year Revised Budget
340101 001	District Wide Stormwater Modelling	11,081	15,000	(3,919)	Planning for general correspondence to go out to property owners advising of the new SW flooding levels for properties south of Two Mile Creek.	60,000
61 01 01 8901	Stormwater Network - Growth Communities	2,048,848	464,806	1,584,042		1,175,400

CAPITAL PROJECTS

Financial Year 2017/18	For the 9 months ended 31 March 2018	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Variance Explanation	Annual Plan Full Year Revised Budget
332614 001	Small Communities Stormwater Infrastructure rehabilitation	-	-	-	Project underway	5,000
332625 001	Te Puna Upgrades Wallace Rd Stage 2, Fairlie Gr	(121)	-	(121)	Project underway	-
61 02 01 8901	Small Communities	(121)	-	(121)		5,000
332401 001	Minden Stormwater Investigation & Remedial Work	-	-	-		-
61 03 01 8901	Minden	-	-	-		-
244601 001	Coastcare Service Capital Works	151	-	151		-
64 01 06 8901	Coastcare	151	-	151		-
ECONOMIC						
326804 001	Katikati Town Centre Development - Ward Funded	-	66,357	(66,357)	Opportunities that arise are being pursued as and when they occur. Focus is on the library construction at this point in time	88,480
326903 001	Omokoroa Town Centre Development - District Funded	-	135,000	(135,000)		180,000
70 01 03 8901	Town Centre Promotion	-	201,357	(201,357)		268,480
SUPPORT SERVICES						
341501 001	Business Continuity Planning - Fibre Infrastructure Install (BOPLASS)	-	74,997	(74,997)	Met with Venture Centre to receive update on Projects October 2017. Agreed funding for future to go to joint governance.	100,000
157103 001	Origen Application Development	-	-	-	Ozone Jirias managed and latest releases implemented.	-
157302 001	IT Application Software Development	22,548	161,253	(138,705)	Windows 10 rollout continuing.	215,000
157503 001	E-Business Development	15,575	74,997	(59,422)	SoW received for website upgrade and meeting held with Datacom to discuss design. Will wait for next template on Sphere Content.	100,000
212302 001	IT Infrastructure Development	285,198	209,628	75,570		279,500
80 03 01 8901	Information Technology	323,322	520,875	(197,553)		694,500
225501 001	Aerial Photography - Resupply	35,353	26,253	9,100	No imagery this year, yearly invoice paid to BOPLASS.	35,000
80 03 02 8901	GIS Operations	35,353	26,253	9,100		35,000
259908 004	Minor Alterations - Te Puke	-	15,003	(15,003)	Awaiting report on office accommodation from Unispace	20,000
259903 001	Minor Office Alterations	37,609	60,003	(22,394)	As above.	80,000
259905 001	Refurbishment	-	150,003	(150,003)	As above.	200,000
342200 001	Animal Shelter - Katikati	5,217	119,997	(114,780)	Final design completed. Building Consent to be applied for.	160,000
342200 002	Animal Shelter - Te Puke	9,610	119,997	(110,387)	As above.	160,000
259803 001	Office Furniture & Fittings	38,923	51,750	(12,827)	Awaiting report from Unispace on accommodation and furniture requirements	69,000
80 04 07 8901	Corporate Property (Non-rate)	91,360	516,753	(425,393)		689,000
338301 001	Expenditure - Strategic Property Omokoroa Development	195,379	150,003	45,376		200,000
338302 001	Expenditure - Strategic Property Katikati Development	43,511	79,425	(35,914)		105,900
341601 001	Expenditure - Omokoroa Special Housing Area	145,286	-	145,286	Marketing of stage two is well under way.	-
80 04 08 8901	Strategic Property	384,177	229,428	154,749		305,900
315701 001	Purchase of Vehicles	193,838	525,006	(331,168)		700,000
80 05 15 8901	Infrastructure Services - Strategic Prop Mngm	193,838	525,006	(331,168)		700,000
341801 001	Timesheet System	-	-	-	Datacom have advised implementation timeframe May - July 2018, Working in with Datacom and key Finance staff who are on leave in May and June has meant this project is later in the year. Project plan and project team to be finalised.	-
80 05 19 8901	Timesheet System	-	-	-		-
44 03 02 8907	TECT All Terrain Park	-	(45,000)	45,000		(60,000)
TOTAL CAPITAL EXPENDITURE		23,227,071	23,752,844	(525,773)		39,777,806

Attachment D



*Western Bay of Plenty
District Council*

Performance Report

Period ending 31 March 2018

Results Summary

The following tables provide a high-level summary of Council’s financial and non-financial results for the quarter ending 31 March 2018.

Long Term Plan

Page	Activity	Non Financial	Financial	Activity Result
Leadership				
3	Representation	Green	Orange	Yellow
5	Planning for the Future	Green	Green	Green
Building Communities				
7	Communities	Green	Orange	Yellow
12	Recreation and Leisure	Green	Orange	Yellow
16	Regulatory	Orange	Green	Yellow
20	Stormwater	Green	Orange	Yellow
22	Transportation	Yellow	Orange	Orange
25	Water Supply	Green	Green	Green
Protecting the Environment				
27	Natural Environment	Yellow	Orange	Orange
28	Waste Management	Green	Orange	Yellow
Supporting our Economy				
34	Economic	Green	Orange	Yellow

Corporate Plan

Page	Activity	Non Financial	Financial	Activity Result
Customer Care				
35	Customer Service	Green	Grey	Green
36	Engagement & Communication	Green	Orange	Yellow
Internal Processes				
37	Asset Management	Yellow	Orange	Orange
39	Key Business Processes	Green	Green	Green
43	Work Effectively with Others	Orange	Grey	Orange
44	Risk Management	Yellow	Grey	Yellow
Learning & Innovation				
45	Staff Knowledge and Skills	Green	Green	Green
47	Institutional Knowledge	Green	Orange	Yellow
49	Work Environment	Yellow	Orange	Orange

Leadership - Representation

Community Outcome:

- Leaders are informed by the views of residents to make effective decisions, which improve our communities and environment, now and for the future.

Representation



Community Representation

Non-financial: There are no projects or processes for this activity.

Financial: No issues.

District Representation

Non-financial: All democracy KPIs met in the third quarter. Representation Review - direction received at March workshop, planning underway for workshop on the 8 May. Analysis of community feedback underway. Planning complete for Maori ward poll. Partnership forums - meetings with iwi and hapu are complete with a consensus that the Partnership Forums should continue. First meeting has been scheduled for August 26.

Financial: No issues at this stage, although requirement to conduct (unbudgeted) poll on Maori wards will result in overspend.

Treasury Management

Non-financial: Interest swap coverage is currently outside policy parameters. This is expected to be temporary and reverse by December 2018.

Financial: The approach for refinancing the next tranches of maturing debt is presently being considered and a report will be prepared for Council consideration prior to June 2018.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Representation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,848)	(1,878)	Operating Costs	(1,202)	(1,430)	229	16%
(3,031)	(3,061)	Total Costs	(1,911)	(2,317)	406	18%
419	419	Total Direct Income	327	314	13	4%
(2,612)	(2,642)	Net Cost of Service	(1,584)	(2,003)	419	21%
0	0	Capital expenditure	0	0	0	

Leadership – Planning for the Future

Community Outcome:

- In consultation with our communities and guided by our sustainable development approach, we plan for the future.

Planning for the Future

Work Programme	Financial
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Resource Management Planning

Non-financial: Progress is being made on the Omokoroa stage 3 structure plan, Matakana Island ONFL appeal, natural hazards identification and communication with landowners, Katikati urban growth study, review of urban design controls, SmartGrowth (notably the NPS on Urban Development Capacity, and the Future Development Strategy), and a commencement of the Post Harvest Zone Review.

Financial: Currently within budget, but likely to go over Legal and Consultants budgets with the Matakana Appeal.

Policy & Planning

Non-financial: Work is progressing as per Policy Committee work programme. Key focus over coming month is LTP deliberations and finalisation. A number of other projects are in the scoping phase, to commence following LTP adoption.

Financial: Overspend in consultancy due to Tauriko West Boundary Alteration project management costs - to be reimbursed by Tauranga City Council.

Infrastructure Planning

Non-financial: No projects or processes have been allocated to this activity.

Financial: Financial variances are due to the timing of the interest payments.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Policy & Planning	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(841)	(902)	Operating Costs	(1,202)	(1,430)	229	16%
(1,145)	(1,206)	Total Costs	(1,911)	(2,317)	406	18%
13	13	Total Direct Income	327	314	13	4%
(1,133)	(1,194)	Net Cost of Service	(1,584)	(2,003)	419	21%
0	0	Capital expenditure	0	0	0	
		Resource Management Planning				
(683)	(683)	Operating Costs	(428)	(506)	78	15%
(911)	(911)	Total Costs	(586)	(677)	91	13%
0	0	Total Direct Income	0	0	0	
(911)	(911)	Net Cost of Service	(586)	(677)	91	13%
0	0	Capital expenditure	0	0	0	

Building Communities - Communities

Community Outcome:

- Social infrastructure (the community facilities, services and networks that help individuals, families, groups and communities) meets the diverse needs of communities; communities are strong and can influence their future.

Communities

Work Programme	Financial
----------------	-----------

Community Development

Non-financial: Some changes to how Service Delivery Contracts with Sport BOP and Surf Lifesaving BOP are managed. Contracts progressing well and Long Term Plan discussions taking place with a number of providers.

Financial: No issues to report.

Community Facilities

Non-financial: Facilities maintained with no significant issues. The court process in regard to the Te Puna Hall is postponed to 29 June pending further negotiations.

Financial: Income variances are the result of asset valuation increases. Community Halls expenditure includes the \$145,000 paid to Orophi Hall. Te Puke Hall strengthening has increased in cost due to contract variations.

Emergency Management

Non-financial: January storm event resulted in setting up the EOC and testing communication with agencies. CDEM training is ongoing.

Financial: Rural Fire expenditure variations are due to the transfer of this function to the new entity, Fire and Emergency NZ. Emergency Management overspend is due to timing of expenditure against budget.

Communities



Libraries and Service Centres

Non-financial: All Front of house KPIs (with one exception - abandoned calls = 4%) met for the third quarter. A 10% increase in phone calls and a 4% increase in email direct to customerservice@westernbay comparative third quarter last year. 2,417 calls handled by after hours provider for the quarter. District libraries KPIs all met - events well attended & wifi use continues to be high. An 11% increase in hard copy issues and a 4.5% increase in e-copy issues across the district. Reconfiguration of public area Barkes Corner office completed. Construction Contractor (Watts & Hughes) are on target for building programme.

Financial: Capital underspend is due to the Katikati Library project - construction invoicing timing and self/check. The Radio-Frequency Identification (RFID) solution (\$50k) to be committed April 2018.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Community Development & Grants	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,460)	(1,490)	Operating Costs	(1,070)	(1,147)	77	7%
(1,929)	(1,959)	Total Costs	(1,406)	(1,498)	92	6%
49	49	Total Direct Income	128	37	91	247%
(1,879)	(1,909)	Net Cost of Service	(1,279)	(1,461)	183	13%
0	0	Capital expenditure	0	0	0	
		Emergency Management				
(360)	(360)	Operating Costs	(304)	(270)	(34)	-13%
(542)	(542)	Total Costs	(430)	(406)	(24)	-6%
112	112	Total Direct Income	44	84	(40)	-48%
(429)	(429)	Net Cost of Service	(386)	(322)	(64)	-20%
0	0	Capital expenditure	0	0	0	

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Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Information Centres	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,942)	(1,942)	Operating Costs	(1,406)	(1,488)	83	6%
(3,064)	(3,064)	Total Costs	(2,106)	(2,410)	304	13%
2,158	2,158	Total Direct Income	1,695	1,619	76	5%
(905)	(905)	Net Cost of Service	(410)	(791)	381	48%
(4,651)	(4,651)	Capital expenditure	(1,997)	(3,488)	1,491	43%
		Cemeteries				
(89)	(89)	Operating Costs	(51)	(70)	19	27%
(172)	(172)	Total Costs	(112)	(132)	20	15%
75	75	Total Direct Income	180	56	123	219%
(97)	(97)	Net Cost of Service	67	(76)	143	189%
(42)	(42)	Capital expenditure	(19)	(32)	13	40%
		Community Halls				
(286)	(286)	Operating Costs	(240)	(218)	(23)	-10%
(376)	(376)	Total Costs	(275)	(285)	10	4%
206	206	Total Direct Income	1,949	155	1,794	1161%
(170)	(170)	Net Cost of Service	1,674	(131)	1,805	1383%
(489)	(489)	Capital expenditure	(427)	(367)	(60)	-16%

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Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Pensioner Housing	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(277)	(277)	Operating Costs	(260)	(225)	(34)	-15%
(477)	(477)	Total Costs	(407)	(376)	(32)	-8%
410	410	Total Direct Income	1,537	308	1,230	400%
(67)	(67)	Net Cost of Service	1,130	(68)	1,198	1760%
(50)	(50)	Capital expenditure	(64)	(38)	(27)	-71%
		Community Infrastructure Support				
0	0	Operating Costs	0	0	0	
1	1	Total Costs	1	1	(0)	-16%
3	3	Total Direct Income	0	2	(2)	
4	4	Net Cost of Service	1	3	(2)	-74%
0	0	Capital expenditure	0	0	0	

Building Communities – Recreation & Leisure

Community Outcome:

- Recreation and leisure facilities are well planned and safe to meet the diverse and changing needs of our community.

Recreation and Leisure

Work Programme	Financial
----------------	-----------

Coastal and Marine Structures

Non-financial: Design of the replacement Opureora pontoon is being consulted on with the Island residents. The storm surges and King tide event on 5 January 2018 has caused damage to various coastal and marine assets. Pricing is being sought for the replacement of the sea wall adjacent to the Bowentown Boating Club. Matahui erosion protection works project is progressing with the adjoining resident agreeing to fund the cost of necessary consents and construction of protection works. Opureora ramp and Panepane wharf upgrades have been completed.

Financial: Operational budgets are within tolerances. Capex figures show over expenditure YTD, however, year-end budget on track.

Recreation Reserves and Facilities

Non-financial: The reserves maintenance contractor has struggled at times to meet the mowing requirements in the contract. This was primarily due to the optimum growing conditions throughout January and February. Capital works projects have been progressing, with the exception of Moore Park sportsfields development. The swimming season has finished and the swimming pools are to be shut down for winter. The storm surge event in early January created a lot of damage to Coastal and Marine assets. Preparations have been made for the retendering of the District Wider Reserves Maintenance Contract, which is currently out for tender. Omokoroa sports ground tennis courts have been completed and now the club is arranging for the new lights and artificial surface to be installed. Cycleways continue to be progressed with the Jess Road wetlands bridge having been completed. Work has commenced on the cycleway bridge between, Omokoroa and Plummers Point.

Financial: Recent asset revaluations has seen an increase in value of \$18 M which has been identified as increased income. This is a non-cash measure required for financial purposes. District Reserves operating expenditure is within tolerances. Capital expenditure is currently underspent year to date. A significant portion of this relates to the Moore Park project being delayed due to other commitments and available resources. Reserve Financial contributions revenue is \$550K more than anticipated year to date.

Recreation and Leisure



Sub Regional Reserves

Non-financial: TECT All Terrain Park has been awarded the Green Flag award for the fifth time. This time round there was a full audit of the management plan, operating procedures and a site visit to ensure that the park meet the high standards required by this Internationally recognised benchmark. All planned & funded capital projects are on track. Cell phone tower funding from MBIE has been announced and further information on likely location and time is not yet forthcoming from Crown Fibre Holdings who are managing the roll-out. Water restrictions to preserve tank water supply has seen a reduction in freedom camping over the recent summer period. Adrenalin Forest High Ropes activity continues to be popular. Though the use of heat maps staff have identified significant use of the park by walkers, horse rider and mountain bikers. This technology enables Council to target investment in the high use areas and trails.

Financial: Asset revaluations has seen an increase in revenue at TECT Park of \$2M and Huharua Park of \$825K. This is a non-cash item for financial purposes. Maintenance budgets for both TECT All Terrain Pak and Huharua Park are with in tolerances and are on track for year-end.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Recreation Reserves & Facilities	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(2,879)	(2,879)	Operating Costs	(2,067)	(2,124)	57	3%
(4,634)	(4,634)	Total Costs	(3,147)	(3,354)	207	6%
1,889	1,889	Total Direct Income	26,947	1,417	25,530	1802%
(2,745)	(2,745)	Net Cost of Service	23,800	(1,937)	25,736	1329%
(2,212)	(2,212)	Capital expenditure	(875)	(1,659)	784	47%
		Coastal & Marine Structures				
(202)	(202)	Operating Costs	(158)	(123)	(36)	-29%
(845)	(845)	Total Costs	(568)	(605)	37	6%
0	0	Total Direct Income	474	0	474	
(845)	(845)	Net Cost of Service	(94)	(605)	511	84%
(684)	(684)	Capital expenditure	(601)	(513)	(88)	-17%

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Sub-Regional Parks	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(633)	(639)	Operating Costs	(393)	(475)	82	17%
(840)	(846)	Total Costs	(618)	(652)	34	5%
423	426	Total Direct Income	3,815	60	3,755	6259%
(418)	(421)	Net Cost of Service	3,197	(592)	3,789	640%
(165)	(165)	Capital expenditure	(38)	(124)	85	69%

Building Communities – Regulatory

Community Outcome:

- Regulatory services support community wellbeing.

Regulatory

Work Programme	Financial
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Animal Control

Non-financial: 98% of known dogs registered, and the dog population has further increased through active follow up. This is the second year that we have undertaken phone call follow-ups prior to site visits and this has increased compliance. The team have had a successful dog walk series, and rescheduling of the dogs day out has moved this event to April. Planned activities for the coming quarter include dogs day out, dogs in dogs pool event and dog event in Maketu.

Financial: Dog revenue is up for the period with adoptions (\$5K increase on expected year end position), impounding (\$2K increase on expected year end position) and registration fees (\$51K increase on expected year end position) due to increased activities in these areas. Expenses YTD are up with increases in pound operations - as a result of the menacing de-sexing campaign, and de-sexing increases due to number of adoptions. Additional poo pods for reserves were also purchased and are now installed in additional 6 locations in the District. The additional new vehicle purchase, and body worn cameras for the team have also increased vehicle and equipment expenses.

Building Services

Non-financial: Total building consents, 98% approved in statutory time (923/946) of which new dwellings (360) received for the year to-date indicate a slight decrease on the same period last year. A similar decrease is identified for inspections visits (6406 this year versus 6613 for the same period last year) reflecting a slight calming in building activity. 92% (80/87) of service requests were actioned within agreed timeframes against a target of 90%. The activity continues to experience sustained growth across the district with a number of subdivisions under development or coming on-line which will see the building consent transactions continue at the current level.

Financial: The YTD financial position across the building services cost centres is overall positive. In the Application processing cost centre consultant spend again is higher YTD than forecast. The consultant spend in this cost centre mostly relates to our consultants who process applications on our behalf but it also includes services provided to support the BWOFF cost centre too (which doesn't have a consultants budget). The procurement of the new plan processing consultants will deliver a reduction in consultant costs due to savings in the hourly rate. Finally,

Regulatory



the Public Enquiries cost centre shows a negative YTD position in terms of direct costs and this is due to a WHRS claim and Carter Holt Harvey litigation legal fees, which are not budgeted for.

Compliance & Monitoring

Non-financial: Key activities: parking is operating with only one parking officer, additional staff will be recruited in the coming quarter. RMA compliance has a number of legal abatement processes in progress that are a result of non-compliance with resource consent and District Plan requirements. Alcohol licensing activities all operating as projected. Work to transition of food businesses to the new Food Act has resulted in increased time on assessing scope of operations and supporting business understanding of the Food control plans. This has resulted in reduced inspections, additional contracted resource has been sourced to address this shortfall but this will not be available until July.

Financial: Parking revenue is down, and corresponding expenditure due to staff resourcing in this area. RMA compliance costs are up in legal fees (\$9K above year end position in monitoring budget and \$15K in public enquiries budget) and staffing costs (to be investigated), this is mitigated in the RMA cost centre by an increase in RMA monitoring fees (\$5K above year end projected income, \$10K above 3rd quarter position). Revenue in the environmental health area is above projections (\$47K due to timing of businesses transitioning to new Food Act and having to pay additional registration fees) this was proposed to be utilised by an additional contracted resource this year but due to conflicts in contracts this resource will not be available until July - some provision for carry forward will be investigated.

Resource Consents

Non-financial: Statutory timeframe compliance for both subdivision consent processing and land use consent processing is showing a steady decline. Together with increasing spend on consultants to process overflow consent applications, it is indicative of the fact that resourcing constraints are the fundamental driver of declining statutory timeframe performance. LIM and PIM processing continues to meet statutory timeframes, but the consent officer team are also under increasing pressure noting that they also provide administrative support to the resource consent process and provide duty planner cover.

Financial: SUBDIVISION CONSENTS - while operating expenditure is slightly ahead of budget year to date, revenue is tracking 18% ahead of budget year to date which has resulted in the net cost of service being 15% less than forecast. LAND USE CONSENTS – operating expenditure is again higher than forecast budget and this is driven mostly by significant overspend on consultants. This reflects resourcing constraints in this team. Having said that revenue year to date is ahead of budget such that the net cost of service is in or around what was budgeted. LIMS/PIMs - actual operating expenditure is significantly less than budget and revenue is significantly ahead of forecast.

Financial Summary

Full Yr. Budget \$'000	Full Yr. Revised Budget \$'000	Regulatory - Resource Consents	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,001)	(1,001)	Operating Costs	(748)	(769)	21	3%
(1,652)	(1,652)	Total Costs	(1,221)	(1,257)	36	3%
1,430	1,430	Total Direct Income	1,174	1,072	102	10%
(222)	(222)	Net Cost of Service	(47)	(184)	138	75%
0	0	Capital expenditure	0	0	0	
		Regulatory - Building & Health				
(2,693)	(2,693)	Operating Costs	(2,077)	(2,079)	2	0%
(4,006)	(4,006)	Total Costs	(3,029)	(3,064)	34	1%
2,978	2,978	Total Direct Income	2,203	2,234	(31)	-1%
(1,027)	(1,027)	Net Cost of Service	(826)	(830)	4	0%
0	0	Capital expenditure	0	0	0	

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Regulatory – Animal Control	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(519)	(519)	Operating Costs	(453)	(397)	(56)	-14%
(824)	(824)	Total Costs	(671)	(626)	(46)	-7%
580	580	Total Direct Income	636	565	71	13%
(244)	(244)	Net Cost of Service	(35)	(61)	25	42%
0	0	Capital expenditure	0	0	0	
		Regulatory - Compliance				
(670)	(670)	Operating Costs	(481)	(510)	30	6%
(968)	(968)	Total Costs	(708)	(734)	26	3%
318	318	Total Direct Income	258	238	20	8%
(650)	(650)	Net Cost of Service	(450)	(495)	45	9%
0	0	Capital expenditure	0	0	0	

Building Communities – Stormwater Network

Community Outcome:

- Stormwater approaches are innovative, affordable and sustainable and lead to a reduction in flooding events.

Stormwater Network



Stormwater Network

Non-financial: Operationally the network has been performing well. The number of storm events in the first half of this financial year has seen higher levels of groundwater providing issues with surface water not draining away. Storm event occurred in early Jan 2018 resulting in minor additional expenditure. Other storm and rain events have been managed by the network.

Financial: Income for growth communities significantly up on budget for the first 9 months of the year. The 340% overspend in capital expenditure in growth communities relates to Omokoroa Structure plan road (1.367million) and associated stormwater pipes and control structures.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Stormwater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(767)	(767)	Operating Costs	(586)	(550)	(36)	-7%
(3,815)	(3,815)	Total Costs	(2,913)	(2,836)	(78)	-3%
5,443	5,443	Total Direct Income	6,040	3,857	2,182	57%
1,628	1,628	Net Cost of Service	3,126	1,022	2,105	206%
(1,180)	(1,180)	Capital expenditure	(2,049)	(465)	(1,584)	-341%
		Waihi Beach Coastal Protection				
(47)	(47)	Operating Costs	(18)	(32)	14	44%
(148)	(148)	Total Costs	(91)	(107)	16	15%
109	109	Total Direct Income	130	82	49	59%
(39)	(39)	Net Cost of Service	39	(25)	64	252%
0	0	Capital expenditure	0	0	0	

Building Communities - Transportation

Community Outcome:

- Transportation networks are safe, affordable, sustainable and planned to meet our Community's needs and support economic development.

Transportation

Work Programme	Financial
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Roading

Non-financial: Financial claims to NZTA are completed on a timely basis. Westlink process audits are ongoing.

Financial: No issues although there is some risk to subsidy for improvement works and a revision to the emergency works claim.

Network Development

Non-financial: Continue to work with the Community Boards in the delivery of their programmes. Delays experienced with Omokoroa Community Board as they have removed footpath projects from programme in response to community feedback. Delivery at contract rates is problematic due to the hot contract market.

Financial: Financial variances due to timing of works and the receipt of develop contributions.

Transportation (cont'd)

Work Programme	Financial
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Network Optimisation

Non-financial: Work programme on track, no issues. Council to respond to NZTA procurement and technical audit findings.

Financial: Budget is underspent due to the seal extension delivery programme being delayed however a programme is in place with Westlink to accelerate deliver, in particular the shape and seal programme. Income variance is due to the anticipated increase asset revaluation not being completed. This will be done as part of the year-end accounting process.

Environmental Mitigation

Non-financial: Vegetation control continuing in accordance with the contract.

Financial: Vegetation control costs greater than budget.

Transportation Health & Safety

Non-financial: Safety work ongoing with no issues. The Omokoroa cycle route is subject to Kiwirail agreement and consenting for the Wairoa Bridge. The Waihi to Waihi Beach trail is on hold due to landowner negotiations stalling.

Financial: Cycleway over spent, however this is offset by income received from NZTA and other parties. Additional funding still required.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Transportation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(9,419)	(9,419)	Operating Costs	(6,918)	(6,036)	(882)	1%
(20,794)	(20,794)	Total Costs	(14,454)	(14,566)	113	7%
27,350	27,350	Total Direct Income	23,301	19,462	3,838	15%
6,556	6,556	Net Cost of Service	8,847	4,896	3,951	102%
(15,698)	(15,698)	Capital expenditure	(8,517)	(9,404)	888	27%

Building Communities – Water Supply

Community Outcome:

- Water supply is provided to our Community in a sustainable manner.

Water Supply

Council Water Supply

Non-financial: Levels of service maintained within water network area. Only minor water outages due to leaks. Demand for water over holiday period increased as expected with influx of people. Advertisements placed on Radio to remind consumers of water to be conservative and not waste water. No extra measures were required to restrict or limit water over this period. Good outcome for WBOPDC. Our neighbouring Council TCC had to implement water restrictions over the holiday period.

Western Supply zone: Well advanced with water meter installation project with Katikati area 90% complete Waihi Beach 98% complete and rural areas 85% complete. A significant number of cross connections have been found that require modifying, these are being evaluated now and work undertaken concurrently with meter installation work.

Financial: Generally all on track from a financial perspective. Income better than budget prediction and is partly due to increase in development contributions and with the implementation of water meter billing process across the district. Capital expenditure considerable higher in two areas: Omokoroa road water main carried out under the structure plan, and the Pongakawa treatment plant.

Work Programme	Financial
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Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Western Water Supply	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,791)	(1,791)	Operating Costs	(1,031)	(1,266)	235	19%
(3,805)	(3,805)	Total Costs	(2,603)	(2,776)	173	6%
5,020	5,020	Total Direct Income	3,825	3,679	146	4%
1,215	1,215	Net Cost of Service	1,222	903	319	35%
(2,109)	(2,109)	Capital expenditure	(831)	(1,015)	184	18%
		Central Water Supply				
(1,323)	(1,323)	Operating Costs	(891)	(878)	(12)	-1%
(2,935)	(2,935)	Total Costs	(2,215)	(2,088)	(128)	-6%
2,892	2,892	Total Direct Income	2,579	2,131	448	21%
(43)	(43)	Net Cost of Service	364	44	320	732%
(2,194)	(2,194)	Capital expenditure	(1,546)	(956)	(590)	-62%
		Eastern Water Supply				
(1,814)	(1,814)	Operating Costs	(1,233)	(1,361)	129	9%
(4,418)	(4,418)	Total Costs	(3,357)	(3,315)	(43)	-1%
4,219	4,219	Total Direct Income	3,622	3,126	496	16%
(200)	(200)	Net Cost of Service	265	(188)	453	240%
(1,156)	(1,156)	Capital expenditure	(1,073)	(589)	(484)	-82%

Protecting the Environment – Natural Environment

Community Outcome:

- Areas of our natural environment with important environmental, cultural and heritage values are protected.

Natural Environment

Work Programme	Financial
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Environmental Protection

Non-financial: A number of environmental projects being supported.

Financial: Environmental financial contributions system to be phased out.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Natural Environment	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(765)	(765)	Operating Costs	(386)	(491)	105	21%
(791)	(791)	Total Costs	(432)	(510)	79	15%
533	533	Total Direct Income	426	395	30	8%
(258)	(258)	Net Cost of Service	(6)	(115)	109	95%
0	0	Capital expenditure	(0)	0	(0)	

Protecting the Environment – Waste Management

Community Outcomes:

- Wastewater services are well planned and maintained to ensure a clean and healthy environment.
- Efficient waste management practices minimise environmental harm and waste.

Waste Management

Work Programme	Financial
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Wastewater

Non-financial: Generally wastewater schemes are performing well with the district with no significant concerns or issues to report.
 - Operational: Infrastructure systems operating to the correct levels of service. No issues to report. Replaced a new section of rising main due to SHA/Omokoroa road upgrade. An additional wastewater main will be constructed into the pump station from Omokoroa road as part of the structure plan works.

Capital: Te Puna West wastewater construction project is now complete with positive feedback from community on the end result. Landowner contribution has identified to be \$13,000 including GST. Invoices will be sent to landowners in October with payments to be made in November. Consent for all construction works have now been granted. Physical works have begun with drilling of new wastewater main. Treatment Plan design is currently being finalised with the expectation that construction on the treatment plant will begin mid May. Scheme commission is planned for mid July with the project due to be completed in August 2018.

Financial: Total wastewater network tracking under budget by 45% at nine month stage. This will change by year-end as expenditure on Ongare Point steps up. Exceptions to this being Omokoroa capital expenditure due to structure plan wastewater main. Te Puna west costs being incurred in the 17/18 financial year not 16/17 year as previously planned.

Solid Waste

Non-financial: Recycling Centres operating well and no issues to report. Contractor delivering the required level of service for illegal dumping and abandoned vehicle removal. Delivering business waste minimisation contract according to contractual requirements. No issues to report. Zero waste education delivering waste minimisation programmes to schools in Western Bay, as well as delivering home worm composting workshops in the district, which have received high attendance. Support for waste minimisation programmes through Para Kore. Monitoring programme in place for illegal dumping hot spots. A Swat exercise is planned for mid April to look at what is being put in the kerbside rubbish bags. The contents of the bags are separated into various components and assessed as percentage of the total volume of the bag. The relocation of the Omokoroa greenwaste centre is being accelerated due to the SHA construction programme.

Attachment D

Waste Management



Financial: Income from district solid waste well up on plan with a similar situation in the eastern solid waste operation. Small capital items purchased from Waste minimisation levy funding. Additional storage bins purchased for increase in glass being dropped off at centres due to change in private contractors levels of service. Balance of funding will be held for future expenditure for Omokoroa when new site is established. Generally Solid waste operation tracking within budget plan for this year. No surprises to report.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Waihi Beach Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,740)	(1,640)	Operating Costs	(854)	(922)	68	7%
(3,871)	(3,771)	Total Costs	(2,430)	(2,520)	89	4%
3,422	3,422	Total Direct Income	2,940	2,417	523	22%
(449)	(349)	Net Cost of Service	509	(103)	612	594%
(579)	(579)	Capital expenditure	(211)	(219)	8	4%
		Katikati Wastewater				
(688)	(788)	Operating Costs	(482)	(506)	24	5%
(2,194)	(2,294)	Total Costs	(1,245)	(1,635)	390	24%
2,618	2,618	Total Direct Income	2,370	1,911	459	24%
424	324	Net Cost of Service	1,125	276	849	308%
(960)	(960)	Capital expenditure	(418)	(386)	(32)	-8%
		Te Puke Wastewater				
(822)	(822)	Operating Costs	(666)	(607)	(59)	-10%
(1,643)	(1,643)	Total Costs	(1,291)	(1,223)	(68)	-6%
3,371	3,371	Total Direct Income	2,591	2,528	62	2%
1,728	1,728	Net Cost of Service	1,300	1,305	(6)	0%
(885)	(885)	Capital expenditure	(178)	(202)	24	12%

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Omokoroa Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(802)	(802)	Operating Costs	(752)	(677)	(75)	-11%
(4,228)	(4,228)	Total Costs	(3,307)	(3,247)	(60)	-2%
5,244	5,244	Total Direct Income	4,356	3,881	475	12%
1,017	1,017	Net Cost of Service	1,049	634	415	65%
(2,414)	(2,134)	Capital expenditure	(2,670)	(1,743)	(927)	-53%
		Maketu Wastewater				
(515)	(515)	Operating Costs	(440)	(372)	(68)	-18%
(1,358)	(1,358)	Total Costs	(1,028)	(1,005)	(23)	-2%
555	555	Total Direct Income	397	416	(19)	-5%
(804)	(804)	Net Cost of Service	(631)	(589)	(42)	-7%
(150)	(150)	Capital expenditure	(140)	0	(140)	
		Ongare Wastewater				
(21)	(21)	Operating Costs	(12)	0	(12)	
(43)	(43)	Total Costs	(25)	(17)	(9)	-52%
912	912	Total Direct Income	0	0	0	
869	869	Net Cost of Service	(25)	(17)	(9)	-52%
(1,407)	(1,687)	Capital expenditure	(545)	(490)	(55)	-11%

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	District Solid Waste	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(580)	(580)	Operating Costs	(285)	(319)	34	11%
(762)	(762)	Total Costs	(402)	(455)	53	12%
130	130	Total Direct Income	137	97	40	41%
(632)	(632)	Net Cost of Service	(264)	(357)	93	26%
0	0	Capital expenditure	0	0	0	
		Western Solid Waste				
(484)	(484)	Operating Costs	(330)	(365)	34	9%
(645)	(645)	Total Costs	(647)	(486)	(161)	-33%
644	644	Total Direct Income	564	483	81	17%
(2)	(2)	Net Cost of Service	(83)	(3)	(80)	-2486%
0	0	Capital expenditure	0	0	0	
		Eastern Solid Waste				
(361)	(361)	Operating Costs	(188)	(266)	77	29%
(492)	(492)	Total Costs	(275)	(364)	88	24%
460	460	Total Direct Income	593	345	248	72%
(32)	(32)	Net Cost of Service	317	(18)	336	1820%
0	0	Capital expenditure	0	0	0	

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Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Omokoroa Solid Waste	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(53)	(53)	Operating Costs	(51)	(36)	(15)	-42%
(142)	(142)	Total Costs	(110)	(103)	(7)	-7%
82	82	Total Direct Income	65	61	4	6%
(61)	(61)	Net Cost of Service	(45)	(42)	(3)	-8%
0	0	Capital expenditure	0	0	0	

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Supporting our Economy - Economic

Community Outcome:

- To encourage the sustainable use of local resources in a way which strengthens economic opportunities and improves social outcomes.

Economic

Work Programme **Financial**

Economic Development

Non-financial: Services being provided. Tourism spend in the Western Bay has grown substantially as reported by Tourism BOP. Submissions to the long term plan are expected.

Financial: No new issues to report.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Economic	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(635)	(635)	Operating Costs	(528)	(571)	44	8%
(648)	(648)	Total Costs	(572)	(581)	8	1%
297	297	Total Direct Income	218	223	(5)	-2%
(351)	(351)	Net Cost of Service	(354)	(358)	3	1%
(268)	(268)	Capital expenditure	0	(201)	201	

Customer Service

Council Outcome:

- Customers are provided with an environment where their needs are understood, information is accurate and user friendly, and advice and services are provided in a timely and professional manner.

Customer Service

Work Programme **Financial**

Service Delivery Processes & Standards

Non-financial: Benchmarking reports completed and complaints and compliments monitored. Total Complaints recorded for the third quarter: 36; 8 (22%) staff complaints, 28 (78%) process complaints. No change comparative third quarter last year. 35 compliments received in this quarter, an increase of 9% comparative to the same quarter last year. New strategic plan for Customer and Libraries team completed. Goals linked and reported via Leaders meetings. Update and review (following publication of Corporate Plan) completed. Customer experience and Unified Communications project reported separately. Unified Communications Project not scoped - not commenced

Financial: There are no financial KPIs.

Engagement & Communication

Council Outcome:

- Residents and all key communities of interest are effectively engaged.

Engagement & Communication



Communication

Non-financial: Long Term Plan, Representation Review and other public projects requiring strong communications support.

Financial: No issues to report.

Maori

Non-financial: Cultural training for new staff has recommenced.

Financial: There is no separate budget for this activity.

Community Relationships

Non-financial: Event support area continues to evolve.

Financial: No issues to report.

Internal Processes – Asset Management

Council Outcome:

- Council's assets are efficiently, effectively and proactively managed.

Asset Management

Work Programme	Financial
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Asset Management

Non-financial: Work programme on track. New asset management system being implemented.

Financial: Financials are on track apart from Development Engineering where the budget for the 2016 Development Code update has not been utilised. A CAD based design check package is being investigated.

Corporate Property

Non-Financial: Work programme on track apart from Corporate Property where maintenance has been delayed, awaiting outcome of accommodation review.

Financial: Income received is greater than budget due to the adjustment to reflect the asset revaluation. Corporate Property - capital is underspent due to delays with the Animal Shelter and awaiting outcome of accommodation review. The Strategic Property account capital overspend is due to timing of works in regard to the Special Housing Area. Strategic Property Management capital is underspent due to timing of vehicle purchases.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Corporate Assets	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(625)	(625)	Operating Costs	(403)	(514)	111	22%
(1,682)	(1,682)	Total Costs	(1,497)	(1,359)	(138)	-10%
1,173	1,173	Total Direct Income	11,494	229	11,265	4916%
(508)	(508)	Net Cost of Service	9,997	(1,130)	11,128	985%
(995)	(995)	Capital expenditure	(476)	(746)	271	36%

Internal Processes - Key Business Processes

Council Outcome:

- Systems and processes represent value for money and meet the business needs of the organisation.

Key Business Processes

Work Programme	Financial
----------------	-----------

Quality Management

Non-financial: All work is on track at this point in the year.

Financial: There are no budget implications for this work stream.

Information Management

Non-financial: Focus over the last three months has been supporting current projects such as the asset management system implementation with data migration complete and go live in January. Additional forms for the building consent process have gone live and we are working on integration with Ozone and Objective for the environmental services mobile inspection project. The security review has been complete and all new firewalls and associated network infrastructure is now live. The GIS User Acceptance Testing (UAT) environment has been built and is ready for UAT. Requirements have been prepared for the reporting and analysis project. Operationally there are no issues

Financial: The financials for the IT and GIS activity are on track. The IT infrastructure and asset budget is spent for the financial year. There will be a need to re-budget some of the capital projects to align with the work programme. This information will be prepared in May.

Procurement

Non-financial: The first set of project deliverables include the revised delegated financial authorities and refreshed procurement policy which are scheduled for management team review early May.

Financial: No impact.

Key Business Processes

Work Programme	Financial
----------------	-----------

Financial Management

Non-financial: Draft LTP delivery targets have been achieved. Team effort is now focussed on finalisation of the LTP for adoption in June 2018.

Financial: Financial performance is largely on track at this point in the year. Funding implications for higher than anticipated rating discounts and bad debt expense will be considered prior to year-end.

Continuous Improvement

Non-financial: Projects on track at this stage.

Financial: No financial impact at this stage.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Financial Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,926)	(1,926)	Operating Costs	(1,204)	(1,287)	83	6%
(140)	(140)	Total Costs	(75)	53	(127)	-241%
656	656	Total Direct Income	567	459	108	23%
516	516	Net Cost of Service	492	512	(20)	-4%
0	0	Capital expenditure	0	0	0	
		Treasury Operations				
(160)	(160)	Operating Costs	(85)	(118)	32	28%
618	618	Total Costs	93	466	(373)	-80%
400	400	Total Direct Income	914	300	614	205%
1,018	1,018	Net Cost of Service	1,007	766	242	32%
0	0	Capital expenditure	0	0	0	

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Rate appropriation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,630)	(1,630)	Operating Costs	(2,245)	(1,222)	(1,022)	-84%
(1,630)	(1,630)	Total Costs	(2,245)	(1,222)	(1,022)	-84%
22,508	22,508	Total Direct Income	17,226	16,881	345	2%
20,878	20,878	Net Cost of Service	14,982	15,659	(677)	-4%
0	0	Capital expenditure	0	0	0	

Internal Processes – Work Effectively with Others

Council Outcome:

- Collaboration with other organisations achieves improved community outcomes.

Work Effectively with Others

Work Programme	Financial
-----------------------	------------------

Planning & Working in Partnership

Non-financial: Annual Residents Survey is underway and results will be available by June 2018. Other engagement initiatives are being progressed.

Financial: There is no separate budget for this activity.

Internal Processes – Risk Management

Council Outcome:

- Risks are identified, minimised or mitigated.

Risk Management

Work Programme Financial

Risk Management

Non-financial: Business Continuity Plans are progressing. KPMG undertaking the agreed internal audit programme. They have just completed an internal audit on Financial Controls and will report on their findings in May 2018.

Financial: There is no separate budget for this activity.

Occupational Safety & Health

Non-financial: The hazardous substance register is now complete. Hearing tests are underway. Flu vaccinations will commence in April. A number of site safety audits have been conducted within the reporting period, including Katikati and Omokoroa area offices/Katikati new building site and Te Puke area office. Contractors inductions are being developed with various departments. Contractor training from a safety perspective is currently being researched. This is an area for improvement with our contract managers.

Financial: There is no separate budget for this activity.

Learning & Innovation – Staff Knowledge & Skills

Council Outcome:

- Knowledgeable and skilled workforce enhances organisational capability and effectiveness.

Staff Knowledge & Skills

Work Programme	Financial
----------------	-----------

Capacity & Recruitment

Non-financial: There are currently 12 active vacancies with a high calibre of applicants coming through. In the reporting period four new staff commenced and were inducted into Council. Implementation of the new recruitment system (Snaphire) has commenced. Four staff left Council within the reporting period. A number of wellness activities held in March include the Everest Challenge, Inter-Council Sports, Bike month, and Hearing tests.

Financial: on track.

Clear Accountabilities & Responsibility

Non-financial: PADP half yearly review for all staff commenced in March 2018.

Financial: There is no separate budget for this activity.

Training & Development

Non-financial: The Management Challenge team have now competed and are awaiting results. Tertiary study is continuing for a number of staff. The Customer Focus and Treaty programmes are on going. Approx. 50 staff have been offered Back to Basics training of core computer systems such as word/Excel and Microsoft Office. Ozone training will not commence until a number of system changes have been made (essentially around purchase order/procurement). Managers have been asked to ensure that all staff have training and development discussions. Currently our training spend is focussed at the senior level and managers have been asked to address this imbalance.

Financial: Training budget is underspent largely due to LTP and other competing work priorities.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Human Resource Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(932)	(932)	Operating Costs	(786)	(710)	(76)	-11%
0	0	Total Costs	0	(11)	11	
0	0	Total Direct Income	0	0	0	
0	0	Net Cost of Service	0	(11)	11	
0	0	Capital expenditure	0	0	0	

Note: Operating costs for this activity are recovered through overhead allocations, therefore total costs are \$nil.

Learning & Innovation – Institutional Knowledge

Council Outcome:

- Institutional knowledge is captured, shared and utilised.

Institutional Knowledge



Knowledge Management

Non-financial: All new staff receive training on the Knowledge Toolkit. Survey to be developed to monitor the effectiveness of the toolkit and opportunities to improve.

Financial: There is no separate budget for this activity.

Information Utilisation

Non-financial: Operations on track. Contract for completion of building consent files scanning due end of May and this is on track. Contract for back scanning of subdivision files is on track, with Part 1 scanning complete. We are looking to employ a temporary administrator to assist with the QA and administration of this contract. We are progressing the retention and disposal schedule with the business and this is ongoing. We have been working on ways to manage and monitor filing to Objective including Inbox management with this work going to a discussion on the work status report.

Financial: No issues. The property file income is down from budget. There will be surplus for the subdivision back scanning project and a re-budget will be required.

Alignment & Monitoring

Non-financial: Deliverables on this work stream have been achieved.

Financial: No financial impact at this stage.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Information Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(3,624)	(3,741)	Operating Costs	(2,266)	(2,839)	573	20%
(831)	(948)	Total Costs	(159)	(767)	608	79%
82	82	Total Direct Income	47	61	(14)	-23%
(750)	(867)	Net Cost of Service	(112)	(706)	594	84%
(730)	(730)	Capital expenditure	(359)	(547)	188	34%

Learning & Innovation – Work Environment

Council Outcome:

- The Council is recognised as a good employer that provides a motivating work environment.

Work Environment



Motivating Environment

Non-financial: Work ongoing with no significant issues. The review of the work status report and the Business Plan process will facilitate the review of the Corporate Standards.

Financial: There is no separate budget for this activity.

All One Team

Non-financial: Great progress made on the transition to Promapp and organisational take up of the new tool. AssetFinda project is on track for annual report delivery targets.

Financial: Financial impact noted.

Being Valued

Non-financial: JRA Kenexa staff survey scheduled for August 2018.

Financial: No issues.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Corporate Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(6,487)	(6,525)	Operating Costs	(4,161)	(4,980)	820	16%
(554)	(592)	Total Costs	(285)	(534)	249	47%
0	0	Total Direct Income	2	0	2	
(554)	(592)	Net Cost of Service	(283)	(534)	251	47%
(700)	(700)	Capital expenditure	(194)	(525)	331	63%

Key Financial Performance Indicators for the Nine Months Ended 31 March 2018

1. Executive Summary

The purpose of this report is to provide the Strategic Management Team with a high-level summary of the key financial performance indicators for the nine months ended 31 March 2018 along with copies of the treasury reports and graphs (**Attachment A**).

2. Key performance indicators

- 2.1 Council was in compliance with most of its key financial ratios as at 31 March 2018.
- 2.2 Interest expense on external debt for the nine-months ended 31 March 2018 of \$6.17m was \$222k higher than year-to-date budget of \$5.94m. This is due to the higher short term debt held for the pre-funding of \$35m debt maturities in November and December 2017. The higher interest cost is offset by interest income on the corresponding higher term deposits held of \$35m.
- 2.3 The current swaps to 12-month net debt ratio of 95.6% falls marginally outside the 50% - 95% band by 0.6%. This is due to the higher amount of current swaps held to take advantage of the current low interest rate environment. This is a short term outlier which will be normalised by December 2018 at the latest.

3. Treasury reports

- 3.1 At 31 March 2018 total external debt was \$115.0m. This is \$35m lower than the balance of external debt at 30 June 2017.
- 3.2 Council's weighted cost of finance at 31 March 2018 was 5.29%. This is higher than February 2018 but consistent with previous months. This is due to the fixed swaps covering a larger portion of total debt after recent debt repayments.

4. Interest rate swaps

- 4.1 The valuation of Council's interest rate swaps at 31 March 2018 was a net liability of \$9.28m. This represents a \$380k decrease over 30 June 2017 liability of \$9.66m. Global interest rate market and signals from the Reserve Bank of New Zealand are to maintain a constant official cash rate over the medium term.

- 4.2 At 31 March 2018 Council held interest rate swaps totalling \$194.5m. Of these \$75m were forward start interest rate swaps. Council had 95.6% of total debt covered by interest rate swaps, which is marginally outside the policy range of 50% - 95% coverage as described in point 2.3 above.

5. Projected cash flow

- 5.1 At 31 March 2018 Council had a positive cash position of \$31.41m. This was comprised of \$1.53m cash and \$29.88m in short term deposits.

6. Internal loans and current account balances

- 6.1 Internal loan balances at 31 March 2018 totalled \$95.69m. This is \$1.80m lower than the 1 July 2017 balance of \$97.49m.
- 6.2 Current account balances totalled \$30.99m as at 31 March 2018. This is consistent with the 1 July 2017 balance of \$30.99m.

7. Debt summary and trend analysis

- 7.1 The attached graphs (**Attachment A**) provide details of Council's external debt quarter on quarter from August 2011 to March 2018.
- 7.2 Net debt being external debt of \$115.0m less cash on hand of \$31.41m was \$83.59m as at 31 March 2018. This was \$16.63m lower than the 30 June 2017 balance of \$100.22m. Traditionally March is a low point in the net debt cycle after the rates penalty date. Net debt is expected to gradually increase until June.



Dion McCall
Financial Accountant

Approved



Kumaren Perumal
Chief Financial Officer

Key Performance Indicators for the Period Ended 31 March 2018

Debt Levels & Interest Costs		Year to Date - 31 March 2018		Year to Date - 28 February 2018	
		Actual	Budget	Actual	Budget
		(\$000)	(\$000)	(\$000)	(\$000)
Loans Outstanding					
Current Account and other debt		30,988	35,949	30,988	35,949
Internal Debt		95,687	97,758	95,915	97,758
Total Debt		126,674	133,707 at 30 June 17	126,903	133,707 at 30 June 17
External Debt		115,000		115,000	
Other balances		11,674		11,903	
External Debt					
Term		85,000		85,000	
Current (due next 12 months)		30,000		30,000	
Total External Debt		115,000	150,000 at 30 June 17	115,000	150,000 at 30 June 17
Total Debt to Non Current Assets		9.01%		9.01%	
Unused committed Bank Facilities		30,000		30,000	
Interest Expense		6,165	5,943 Budget	5,370	5,283 Budget
Swap policy limits					
Existing debt		115,000		115,000	
New debt		-		-	
Debt repayments		(30,000)		(30,000)	
Plus expected funding for projects		40,000		40,000	
12 month debt		125,000	150,000 at 30 June 17	125,000	150,000 at 30 June 17
Current swaps		119,500		104,500	
Forward swaps		75,000		54,000	
Total Swaps		194,500		158,500	
[Current swaps / 12mth net debt]		95.6%	50% - 95%	83.6%	50% - 95%
Weighted cost of finance		5.29%	6.50%	5.14%	6.50%
Financial Ratios					
		Year to Date - 31 March 2018		Year to Date - 28 February 2018	
		Actual	Policy Limits	Actual	Policy Limits
		(\$000)		(\$000)	
Liquid Funds					
Ratio (with unused facilities)		2.78	1.10	1.90	1.10
Ratio (without unused facilities)		1.42	1.10	0.74	1.10
Liquidity Ratio		136%	110%	131%	110%
Working Capital Current Ratio					
Ratio (with unused facilities)		6.38	1.25	5.39	1.25
Ratio (without unused facilities)		3.89	1.25	3.50	1.25
Assets					
		Actual	Interest	Actual	Interest
		(\$000)	Rate	(\$000)	Rate
Fixed Assets (cost less depreciation)		1,402,623		1,404,583	
Bank & Investments Accounts					
Bank Operating Accounts		1,531		3,015	
Investments and interest rates					
A.N.Z Bank		8,554	1.60% - 3.13%	6,548	1.60% - 3.13%
B.N.Z. Bank		2,800	2.14%	-	
A.S.B Bank		9,501	2.99% - 3.04%	5,501	2.22% - 2.95%
Westpac		9,024	2.72% - 3.03%	4,017	2.72% - 2.77%
Total Bank & Investments		31,409	49,779 at 30 June 17	19,080	49,779 at 30 June 17
Outstanding Debtors					
Rates		10,185		31,841	
Water		1,571		1,328	
Other		3,235		2,840	
Total Debtors		14,991		36,009	

**TREASURY REPORT FOR WESTERN BAY OF PLENTY DISTRICT COUNCIL
PERIOD ENDING 31 MARCH 2018**

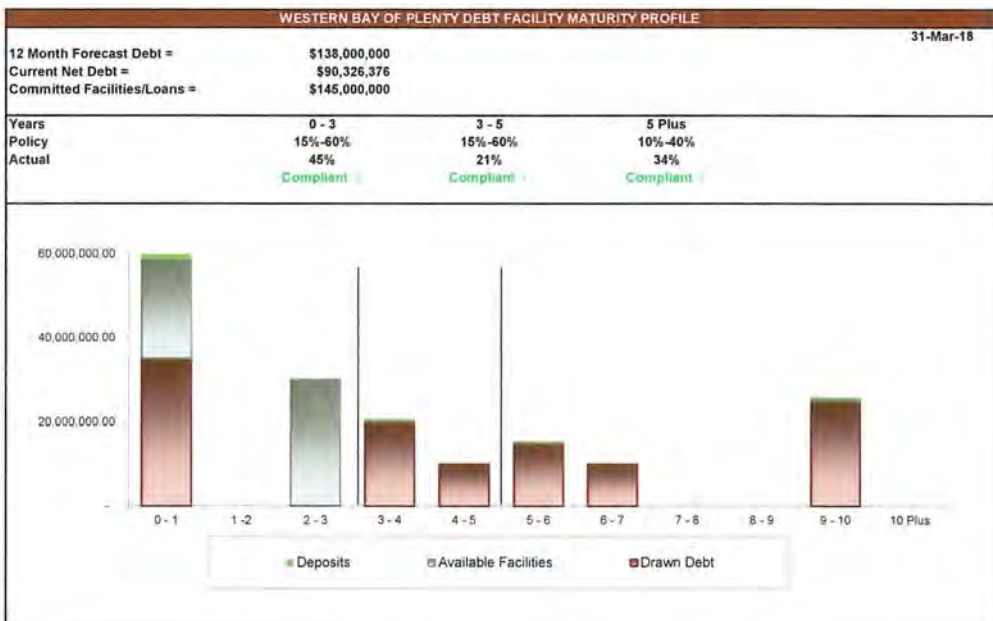
1. TOTAL DEBT AND LIQUIDITY

NZD	Available Facilities	Drawn Debt Current Month	Drawn Debt Last Month	Floating Rate Current Month	Floating Rate Last Month
Debenture Stock	\$115,000,000	\$115,000,000	\$115,000,000	3.1832%	3.1723%
Committed Facility	\$30,000,000	\$0	\$0	0.0000%	0.0000%
Total Facilities	\$145,000,000	\$115,000,000	\$115,000,000	3.1832%	3.1723%

Available Headroom \$30,000,000 \$30,000,000

Monthly Weighted Average Interest Cost (Including Hedges & Margin) 5.2873% 5.1367%

2. CONSOLIDATED FUNDING RISK



3. NEW ZEALAND INTEREST RATE MANAGEMENT

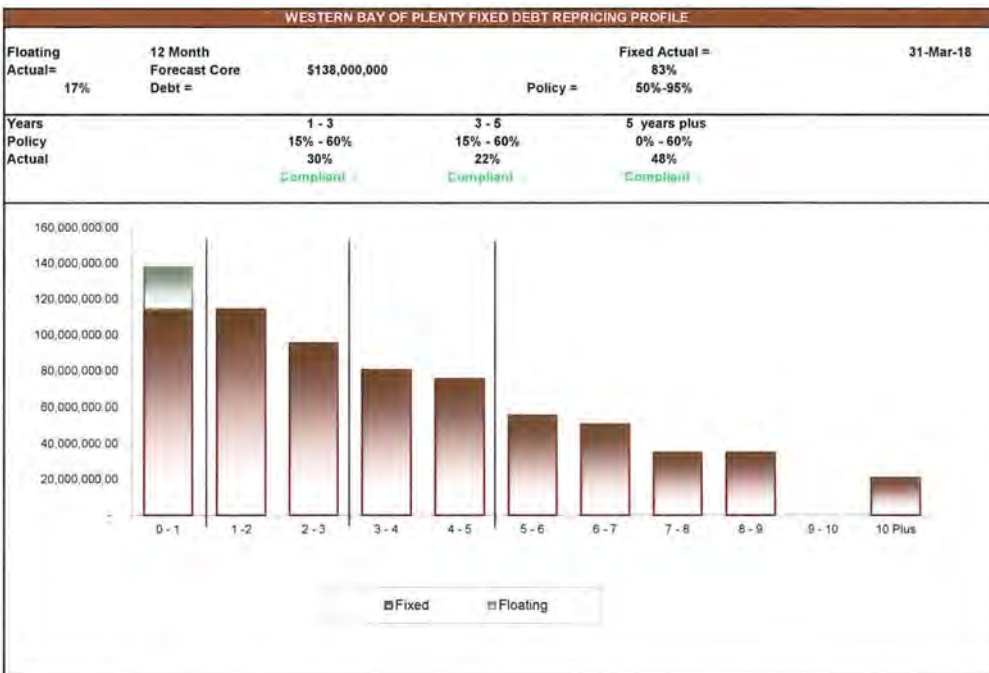
Type	Notional	Rate
Fixed Swaps	179,500,000	4.8024%
Floating Swaps	15,000,000	2.0400%
Total	194,500,000	

NEW TRANSACTIONS THIS MONTH:

Type	Notional	Rate	Maturity
IRS	10,000,000	3.78%	18/08/2028
IRS	6,000,000	3.94%	25/08/2029
IRS	5,000,000	3.96%	15/09/2030
IRS	15,000,000	2.04%	31/12/2018

NZD RISK PROFILE

Policy	Amount	Floating	Fixed	1 - 3 Yrs	3 - 5 Yrs	5 Yrs +
NZD			50%-95%	15% - 60%	15% - 60%	0% - 60%
Forecast 12 Mth Debt	\$138,000,000	17%	83%	30%	22%	48%

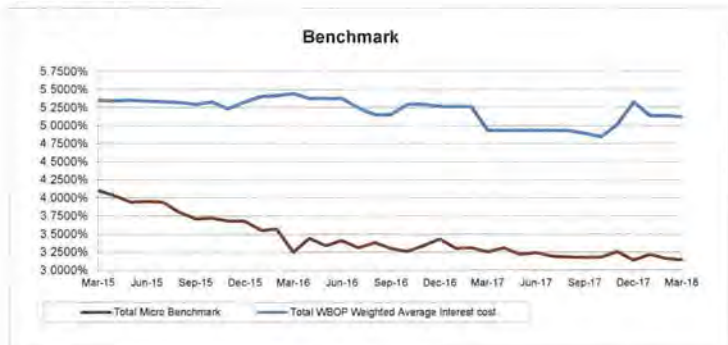
**4. INVESTMENTS**

Type	NZD Amount Current Month	NZD Amount Previous Month	Cpty
Short Term Operating account	\$1,528,718.50	\$3,012,491.42	ANZ
Term/Call Deposit	\$8,553,766.40	\$6,547,897.29	ANZ
Term/Call Deposit	\$2,800,000.00	\$0.00	BNZ
Term/Call Deposit	\$9,023,548.86	\$4,016,715.64	WPC
Term/Call Deposit	\$9,500,736.57	\$5,500,735.43	ASB
Term/Call Deposit	\$0.00	\$0.00	LGFA
TOTAL NZD AMOUNT	\$31,406,770.33	\$19,077,839.78	

5. COUNTERPARTY EXPOSURE

C'Party	Rating	Gross Limit	Swaps/Caps	Investments/Deposits	Total	% of Gross	C'party Exposure
		MM	MM	MM		Limit	% of Total
ANZ	AA-	30	18.79	10.08	28.88	96.25%	45.54%
ASB	AA-	30	4.32	9.50	13.82	46.07%	21.80%
BNZ	AA-	30	5.27	2.80	8.07	26.91%	12.73%
WBC	AA-	30	3.61	9.02	12.64	42.13%	19.93%
		120	32.0	31.4	63.4	52.84%	100.00%

6. NZD BENCHMARK



	Current Month	Previous Month
WBOP Weighted Average Interest Cost (incl. Hedges)	5.2873%	5.1367%
Micro Benchmark	3.1399%	3.1609%

Composite Benchmark indicator rate	
Weighting	Rate
25%	Average 90-Day bank bill bid-rate for the reporting month
15%	5 year interest rate swap bid-rate, end of reporting month
15%	5 year interest rate swap bid-rate, 1 year ago
15%	5 year interest rate swap bid-rate, 2 years ago
15%	5 year interest rate swap bid-rate, 3 years ago
15%	5 year interest rate swap bid-rate, 4 years ago
100%	

7. COMPLIANCE

Western Bay of Plenty DC has no breaches of policy for the month of March 2018.

Current Account Balances & Movements as at March 2018

Cost Centre	Description	Opening Bal 1 July 2017	Current A/C Mvmt's	Closing Balance @ March 2018
30*02*03	Community Roading - Waihi Beach	333,000	-	333,000
30*02*04	Community Roading - Katikati	169,974	-	169,974
30*02*05	Community Roading - Omokoroa	221,956	-	221,956
30*02*06	Community Roading - Te Puke	(36,345)	-	(36,345)
30*02*07	Community Roading - Maketu	60,289	-	60,289
30*02*08	Structure Plans - Waihi Beach	1,725,878	-	1,725,878
30*02*09	Structure Plans - Katikati	(218,568)	-	(218,568)
30*02*10	Structure Plans - Omokoroa	(14,394,107)	-	(14,394,107)
30*02*11	Loc Connections - Omok Stg 2	(6,446,123)	-	(6,446,123)
30*02*12	Structure Plans - Te Puke	152,807	-	152,807
30*02*13	Regional Connections	1,199,775	-	1,199,775
30*02*14	Strategic Roading	2,855,255	-	2,855,255
30*03*01	Asset Management	6,448,135	-	6,448,135
30*05*04	Cycling and Walking	(536,808)	-	(536,808)
40*01*01	Western Water	1,087,309	-	1,087,309
40*01*02	Central Water	(1,962,793)	-	(1,962,793)
40*01*03	Eastern Water	(5,035,072)	-	(5,035,072)
42*01*01	Community Development & Grants	(5,553)	-	(5,553)
42*02*03	Rural Fire	11,640	-	11,640
42*02*04	Western Bay Moana Rural Fire	(4,166)	-	(4,166)
42*03*04	Service Centre & Library - Te Puke	(582,627)	-	(582,627)
42*04*01	Pensioner Housing	(238,079)	-	(238,079)
42*04*03	Community Halls	343,737	-	343,737
42*06*01	Gibraltar Water Scheme	21,366	-	21,366
44*01*02	District Reserves	554,670	-	554,670
44*01*04	Swimming Pools	(278,382)	-	(278,382)
44*01*05	Reserves Catchment Protection	(833,241)	-	(833,241)
44*02*01	Harbour Structures	(49,700)	-	(49,700)
44*03*02	TECT All Terrain Park	1,676,926	-	1,676,926
50*03*02	Dog Control	84,870	-	84,870
60*01*01	Waihi Beach Wastewater	(2,475,141)	-	(2,475,141)
60*01*02	Katikati Wastewater	3,587,923	-	3,587,923
60*01*03	Omokoroa Wastewater	(13,006,607)	-	(13,006,607)
60*01*04	Te Puke Wastewater	6,024,741	-	6,024,741
60*01*05	Maketu Wastewater	(3,336,963)	-	(3,336,963)
60*01*06	Ongare Wastewater	(69,194)	-	(69,194)
60*02*02	Western Solid Waste	594,987	-	594,987
60*02*03	Eastern Solid Waste	198,385	-	198,385
60*02*04	Omokoroa Solid Waste	(534,347)	-	(534,347)
61*01*01	Stormwater Network - Growth Communities	334,086	-	334,086
61*01*02	Waihi Beach Coastal Protection	134,581	-	134,581
61*02*01	Stormwater Network - Small Settlements	(232,255)	-	(232,255)
61*03*01	Stormwater Network - Minden	22,393	-	22,393
64*01*05	Natural Environment Support	1,575	-	1,575
64*01*07	Waihi District Drainage - Drains	17,107	-	17,107
64*01*08	Waihi District Drainage - Pumps	44,018	-	44,018
70*01*01	Economic Support	506,802	-	506,802
70*02*01	Land Drainage - Drains	(9,093)	-	(9,093)
70*02*02	Land Drainage - Pumps	(14,139)	-	(14,139)
70*02*03	Community Infrastruc. Support	-	-	-
80*04*03	Broadlands Property	(2,179)	-	(2,179)
80*04*04	Emerton Rd Property	(457,593)	-	(457,593)
80*04*05	Capamagian Drive Property	(1,379,642)	-	(1,379,642)
80*04*06	Turnbull Property	1,190,017	-	1,190,017
80*04*08	Strategic Property	(8,001,586)	-	(8,001,586)
80*04*09	Te Tumu	(750,835)	-	(750,835)
80*06*01	Treasury Operations	299,401	-	299,401
		(30,987,535)	-	(30,987,535)

INTERNAL LOAN BALANCES [as at 31 March 2018]

Cost Centre	Cost Centre	Opening Balance 1 July 2017	Advances	Repayment	Closing Balance @ 31 March 2018	Comments
30*02*04	Loc Connections - Katikati	(1)	-	1	-	Talisman Drive
30*02*06	Loc Connections - Te Puke	(95,951)	-	71,963	(23,988)	Te Puke Main Street upgrade
30*02*07	Loc Connections - Maketu	(92,506)	-	15,862	(76,644)	Beach Road Maketu
40*01*01	Western Water	(6,407,391)	-	225,831	(6,181,560)	Reticulation improvements
40*01*02	Central Water	(4,576,475)	-	148,734	(4,427,741)	Reticulation improvements
40*01*03	Eastern Water	(8,622,521)	-	269,403	(8,353,118)	Reticulation improvements
42*03*03	Service centre and Library - Katika	(181,860)	(22,869)	2,832	(201,897)	Reticulation improvements
42*04*01	Pensioner Housing	(288,279)	-	9,286	(278,992)	Refinance original debt
42*04*02	Cemeteries	(68,042)	-	983	(67,059)	Katikati and Te Puke
42*04*03	Community Halls	-	(180,000)	-	(180,000)	Oropi Hall
44*01*02	District Reserves	(66,042)	-	8,787	(57,255)	Balance of land purchases
60*01*01	Waihi Beach Wastewater	(13,358,830)	-	445,328	(12,913,502)	Waihi beach two loans one for 50 years and the other 20 years
60*01*02	Katikati Wastewater	(4,258,701)	-	129,151	(4,129,550)	Upgrade
60*01*03	Omokoroa Wastewater	(24,928,092)	-	154,849	(24,773,243)	Modelled to be repaid by 2036
60*01*04	Te Puke Wastewater	(1,547,538)	-	41,168	(1,506,371)	Upgrade
60*01*05	Maketu Wastewater	(12,150)	-	227	(11,923)	Maketu Wastewater Scheme
60*02*04	Omokoroa Solid Waste	(6,670)	-	91	(6,579)	New greenwaste facility
61*01*01	Stormwater - Growth Communities	(20,371,563)	-	406,364	(19,965,199)	Various internal loans with maturities of 25-30 years
61*01*02	Waihi Beach Coastal Protection	(1,259,387)	-	26,801	(1,232,586)	Waihi Beach Shoreline Protection
61*02*01	Stormwater - Small Communities	(1,950,854)	-	33,067	(1,917,787)	Various internal loans with maturities of 25-30 years
80*04*04	Corporate Assets	(27,042)	-	6,369	(20,672)	Emerton Road
80*04*05	Capamagian Drive Property	(241,461)	-	56,882	(184,578)	Capamagian Drive
80*04*07	Corporate Property (Non-rate)	51,036	(51,036)	-	-	Corporate Property (Non-rate)
80*04*08	Strategic Property	(9,176,591)	-	-	(9,176,591)	Property initially coded to current account and Omokoroa roading
		(97,486,912)	(253,905)	2,053,980	(95,686,837)	

Western Bay of Plenty District Council Interest Accrual
31-Mar-18

ATTACHMENT **A**

Deal No.	Notional Amount	Counterparty	Fixed Rate	Maturity Date	Frequency	Last Reset Date	Next Reset Date	Rate Incl Margin	Floating Rate	Total Days	Total Interest	Days to Accrue	Interest Accrual		
Summary of Borrower Interest Rate Swap Arrears															
TRG 2404915_WBC	NZD 10,000,000.00	Westpac	5.50%	550,000.0000		15-May-18	Quarterly	15-Feb-18	15-May-18	1.90%	89	87,780.82	44	43,397.26	
IRS4774932	NZD 4,000,000.00	ANZ	5.52%	220,800.0000		4-Jul-18	Quarterly	4-Jan-18	4-Apr-18	1.88%	90	35,950.69	86	34,352.88	
TRG1060180_WBC	NZD 5,000,000.00	Westpac	5.99%	299,250.0000		4-Dec-18	Quarterly	5-Mar-18	5-Jun-18	1.90%	92	51,482.19	26	14,549.31	
26028925	NZD 5,000,000.00	ASB	5.93%	296,250.0000		21-Jan-19	Quarterly	23-Jan-18	23-Apr-18	1.88%	90	49,931.51	67	37,171.24	
IRS4868347_ANZ	NZD 5,000,000.00	ANZ	5.79%	289,500.0000		26-May-19	Quarterly	26-Feb-18	28-May-18	1.91%	91	48,367.12	33	17,539.72	
TRG-1902789	NZD 5,000,000.00	Westpac	4.99%	249,250.0000		1-Jun-19	Quarterly	1-Mar-18	1-Jun-18	1.92%	92	38,627.40	30	12,595.89	
TRG-4277435	NZD 4,000,000.00	Westpac	4.30%	172,000.0000		22-Jan-20	Quarterly	23-Jan-18	23-Apr-18	1.88%	90	23,917.81	67	17,805.48	
7262166.1	NZD 3,000,000.00	ANZ	5.73%	171,900.0000		1-Feb-20	Quarterly	1-Feb-18	1-May-18	1.89%	89	28,089.86	58	18,305.75	
7262183.1_ANZ	NZD 3,000,000.00	ANZ	5.83%	174,900.0000		25-Feb-20	Quarterly	26-Feb-18	25-May-18	1.91%	88	28,352.88	33	10,632.33	
384177426_BNZ	NZD 10,000,000.00	BNZ	5.89%	589,000.0000		18-May-20	Quarterly	19-Feb-18	18-May-18	1.92%	88	95,715.07	40	43,506.85	
384322788	NZD 5,000,000.00	BNZ	4.74%	237,000.0000		15-Jun-20	Quarterly	14-Mar-18	14-Jun-18	1.89%	92	35,917.81	17	6,636.99	
384245057	NZD 10,000,000.00	BNZ	5.98%	598,000.0000		28-Oct-20	Quarterly	30-Jan-18	30-Apr-18	1.88%	90	101,095.89	60	67,397.26	
8292995.1_ANZ	NZD 5,000,000.00	ANZ	4.71%	235,500.0000		26-Jan-21	Quarterly	26-Jan-18	26-Apr-18	1.88%	90	34,890.41	64	24,810.96	
TRG3706681	NZD 5,000,000.00	Westpac	4.69%	234,500.0000		12-Apr-21	Quarterly	12-Jan-18	12-Apr-18	1.87%	90	34,767.13	78	30,131.51	
TRG-2199503_WBC	NZD 10,000,000.00	Westpac	4.28%	427,500.0000		7-Feb-22	Quarterly	7-Feb-18	7-May-18	1.89%	89	58,154.80	52	33,978.09	
8292994.1_ANZ	NZD 5,000,000.00	ANZ	4.89%	244,500.0000		26-Jan-23	Quarterly	26-Jan-18	26-Apr-18	1.88%	90	37,109.59	64	26,389.04	
8895225.1_ANZ	NZD 5,000,000.00	ANZ	5.00%	249,750.0000		27-May-23	Quarterly	27-Feb-18	28-May-18	1.92%	90	37,939.44	32	13,489.58	
11418908.1	NZD 5,500,000.00	ANZ	5.41%	297,550.0000		4-Oct-24	Quarterly	4-Jan-18	4-Apr-18	1.88%	90	47,940.41	86	45,809.73	
											104,500,000		876,030.83		
Summary of Investment Interest Rate Swap Arrears															
384476682	NZD 15,000,000.00	BNZ	2.04%	305,250.0000		31-Dec-18	Quarterly	29-Mar-18	29-Jun-18	1.96%	92	-2,835.62	2	-61.64	
											15,000,000.00				
Summary of Borrower Forward Start Interest Rate Swaps															
104111121	NZD 4,000,000	ANZ	4.470%	178,800.0000		4-Oct-19	Quarterly		4-Jul-18						
TRG-4277436	NZD 10,000,000	WPC	4.410%	441,000.0000		17-Feb-20	Quarterly		15-May-18						
16172626	NZD 5,000,000	ANZ	3.038%	151,900.0000		26-May-22	Quarterly		27-May-19						
10411164	NZD 10,000,000	ANZ	4.690%	469,000.0000		18-Aug-24	Quarterly		18-May-20						
10411153	NZD 6,000,000	ANZ	4.690%	281,400.0000		25-Aug-24	Quarterly		25-Feb-20						
10411141	NZD 5,000,000	ANZ	4.690%	234,500.0000		15-Sep-24	Quarterly		15-Jun-20					0.00	
16172684	NZD 4,000,000	ANZ	3.507%	140,280.0000		22-Jul-26	Quarterly		22-Jan-20					0.00	
16172685	NZD 10,000,000	ANZ	3.741%	374,100.0000		7-Feb-27	Quarterly		7-Feb-22					0.00	
11675671	NZD 5,000,000	ASB	3.780%	189,000.0000		18-Aug-28	Quarterly		19-Aug-24					0.00	
17638751_ANZ	NZD 6,000,000	ANZ	3.936%	236,130.0000		25-Aug-29	Quarterly		26-Aug-24					0.00	
384476681	NZD 5,000,000	BNZ	3.960%	198,000.0000		15-Sep-30	Quarterly		16-Sep-24					0.00	
											70,000,000		498,438.23		
Borrower Note															
The LGFA borrower notes pay interest at maturity so must accrue a total															
30171	NZD 400,000	LGFA				15-Mar-19		15-Mar-18	15-Jun-18	2.250000	1.91000	92	-2,268.49	17	-419.18
57844	NZD 320,000	LGFA				15-Apr-21		15-Jan-18	16-Apr-18	2.340000	1.72500	91	-1,866.87	76	-1559.15
57590	NZD 240,000	LGFA				15-Apr-23		15-Jan-18	16-Apr-18	2.400000	1.72500	91	-1,436.05	76	-1199.34
30169	NZD 400,000	LGFA				15-Apr-27		15-Jan-18	16-Apr-18	2.317500	1.88000	91	-2,311.15	76	-1930.19
											Total	1,360,000		TOTAL	-5,107.86
Fixed Rate Note Borrowing															
NZWBPD130C4	NZD 10,000,000	WPC	5.5650			2-May-22	Semi Annual	2-Nov-17	2-May-18			181	278,250.00	149	229,056.63
NZWBPD131C2	NZD 10,000,000	WPC	5.7800			2-May-24	Semi Annual	2-Nov-17	2-May-18			181	289,000.00	149	237,906.08
											Total	20,000,000		TOTAL	466,962.71
Floating Rate Note Borrowing															
WBPT018	NZD 10,000,000	WPC				24-May-18	Quarterly	26-Feb-18	24-May-18	3.110000	1.91000	87	74,128.77	33	28,117.81
FRN 9	NZD 25,000,000	LGFA				15-Mar-19	Quarterly	15-Mar-18	15-Jun-18	2.600000	1.91000	92	163,835.62	17	30,273.97
WB0427LF32	NZD 25,000,000	LGFA				15-Apr-27	Quarterly	15-Jan-18	16-Apr-18	2.732500	2.04250	91	170,313.36	76	142,239.73
WB0423LFBS	NZD 15,000,000	LGFA				15-Apr-23	Quarterly	15-Jan-18	16-Apr-18	2.560000	1.87000	91	95,736.99	76	79,956.16
WB0421LFBS	NZD 20,000,000	LGFA				15-Apr-23	Quarterly	15-Jan-18	16-Apr-18	2.490000	1.80000	91	124,158.90	76	103,693.15
											Total	95,000,000		TOTAL	384,280.82
TOTAL DEBT											115,000,000				

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Western Bay of Plenty - Interest Rate Swaps Position Report

(31 Mar 2018)

NZD Hedging

Maturity Date	Qty	National Amount	Fixed Rate	Swap Type	Floating Rate	Frequency	Valuation	Next Reset Date	Last Reset Date	Counterparty	Deal Number	Reference
15 May 2018	NZD	10,000,000.00	5.50000%	Pay Fixed	1.90000%	Quarterly	-87,540	15 May 2018	15 Feb 2018	Westpac	8885	TRG 2404915_WBC
04 Jul 2018	NZD	4,000,000.00	5.52000%	Pay Fixed	1.87500%	Quarterly	-71,593	04 Apr 2018	04 Jan 2018	ANZ	8884	IRS4774932
04 Dec 2018	NZD	5,000,000.00	5.98500%	Pay Fixed	1.90000%	Quarterly	-148,342	05 Jun 2018	05 Mar 2018	Westpac	8819	TRG1060180_WBC
31 Dec 2018	NZD	15,000,000.00	2.03500%	Pay Float	1.96000%	Quarterly	-1,106	29 Jun 2018	29 Mar 2018	BNZ	87977	384476682
21 Jan 2019	NZD	5,000,000.00	5.92500%	Pay Fixed	1.87500%	Quarterly	-193,394	23 Apr 2018	23 Jan 2018	ASB	8823	26028925
26 May 2019	NZD	5,000,000.00	5.79000%	Pay Fixed	1.91000%	Quarterly	-229,140	28 May 2018	26 Feb 2018	ANZ	8886	IRS4868347_ANZ
01 Jun 2019	NZD	5,000,000.00	4.98500%	Pay Fixed	1.92000%	Quarterly	-181,186	01 Jun 2018	01 Mar 2018	Westpac	8865	TRG-1902789
22 Jan 2020	NZD	4,000,000.00	4.30000%	Pay Fixed	1.87500%	Quarterly	-167,863	23 Apr 2018	23 Jan 2018	Westpac	18000	TRG-4277435
01 Feb 2020	NZD	3,000,000.00	5.73000%	Pay Fixed	1.89000%	Quarterly	-210,018	01 May 2018	01 Feb 2018	ANZ	8895	7262166.1
25 Feb 2020	NZD	3,000,000.00	5.83000%	Pay Fixed	1.91000%	Quarterly	-213,896	25 May 2018	26 Feb 2018	ANZ	8893	7262183.1_ANZ
18 May 2020	NZD	10,000,000.00	5.89000%	Pay Fixed	1.92000%	Quarterly	-805,452	18 May 2018	19 Feb 2018	BNZ	8853	384177426_BNZ
14 Jun 2020	NZD	5,000,000.00	4.74000%	Pay Fixed	1.89000%	Quarterly	-276,454	14 Jun 2018	14 Mar 2018	BNZ	8910	384322788
28 Oct 2020	NZD	10,000,000.00	5.98000%	Pay Fixed	1.88000%	Quarterly	-990,500	30 Apr 2018	30 Jan 2018	BNZ	8880	384245057
26 Jan 2021	NZD	5,000,000.00	4.71000%	Pay Fixed	1.88000%	Quarterly	-350,213	26 Apr 2018	26 Jan 2018	ANZ	8900	8292995.1_ANZ
12 Apr 2021	NZD	5,000,000.00	4.69000%	Pay Fixed	1.87000%	Quarterly	-371,421	12 Apr 2018	12 Jan 2018	Westpac	8905	TRG3706681
07 Feb 2022	NZD	10,000,000.00	4.27500%	Pay Fixed	1.89000%	Quarterly	-700,850	07 May 2018	07 Feb 2018	Westpac	8878	TRG-2199503_WBC
26 Jan 2023	NZD	5,000,000.00	4.89000%	Pay Fixed	1.88000%	Quarterly	-549,823	26 Apr 2018	26 Jan 2018	ANZ	8901	8292994.1_ANZ
27 May 2023	NZD	5,000,000.00	4.99500%	Pay Fixed	1.91769%	Quarterly	-587,351	28 May 2018	27 Feb 2018	ANZ	8902	8895225.1_ANZ
04 Oct 2024	NZD	5,500,000.00	5.41000%	Pay Fixed	1.87500%	Quarterly	-914,871	04 Apr 2018	04 Jan 2018	ANZ	17893	11418908.1
TOTAL	NZD	119,500,000.00	4.88904%				-7,051,023					

NZD Hedging (Forward start)

Maturity Date	Qty	National Amount	Fixed Rate	Swap Type	Floating Rate	Frequency	Valuation	Next Reset Date	Last Reset Date	Counterparty	Deal Number	Reference
04 Oct 2019	NZD	4,000,000.00	4.47000%	Pay Fixed	.00000%	Quarterly	-112,492	04 Jul 2018		ANZ	15274	10411112.1_ANZ
17 Feb 2020	NZD	10,000,000.00	4.41000%	Pay Fixed	.00000%	Quarterly	-377,435	15 May 2018		Westpac	17999	TRG-4277436
26 May 2022	NZD	5,000,000.00	3.03800%	Pay Fixed	.00000%	Quarterly	-51,640	27 May 2019		ANZ	62486	16178414_ANZ
18 Aug 2024	NZD	10,000,000.00	4.69000%	Pay Fixed	.00000%	Quarterly	-624,360	18 May 2020		ANZ	15272	10411164.1_ANZ
25 Aug 2024	NZD	6,000,000.00	4.69000%	Pay Fixed	.00000%	Quarterly	-404,379	25 Feb 2020		ANZ	15268	10411153.1_ANZ
15 Sep 2024	NZD	5,000,000.00	4.69000%	Pay Fixed	.00000%	Quarterly	-308,083	15 Jun 2020		ANZ	15271	10411141.1_ANZ
22 Jul 2026	NZD	4,000,000.00	3.50700%	Pay Fixed	.00000%	Quarterly	-77,057	22 Jan 2020		ANZ	62326	16172684_ANZ
07 Feb 2027	NZD	10,000,000.00	3.74100%	Pay Fixed	.00000%	Quarterly	-133,484	08 Feb 2022		ANZ	62325	16172685_ANZ
18 Aug 2028	NZD	10,000,000.00	3.78000%	Pay Fixed	.00000%	Quarterly	-36,921	19 Aug 2024		ASB	87978	11675671
25 Aug 2029	NZD	6,000,000.00	3.93550%	Pay Fixed	.00000%	Quarterly	-54,186	26 Aug 2024		ANZ	87927	17638751_ANZ
15 Sep 2030	NZD	5,000,000.00	3.96000%	Pay Fixed	.00000%	Quarterly	-51,435	16 Sep 2024		BNZ	87976	384476681
TOTAL	NZD	75,000,000.00	4.11081%				-2,231,477					

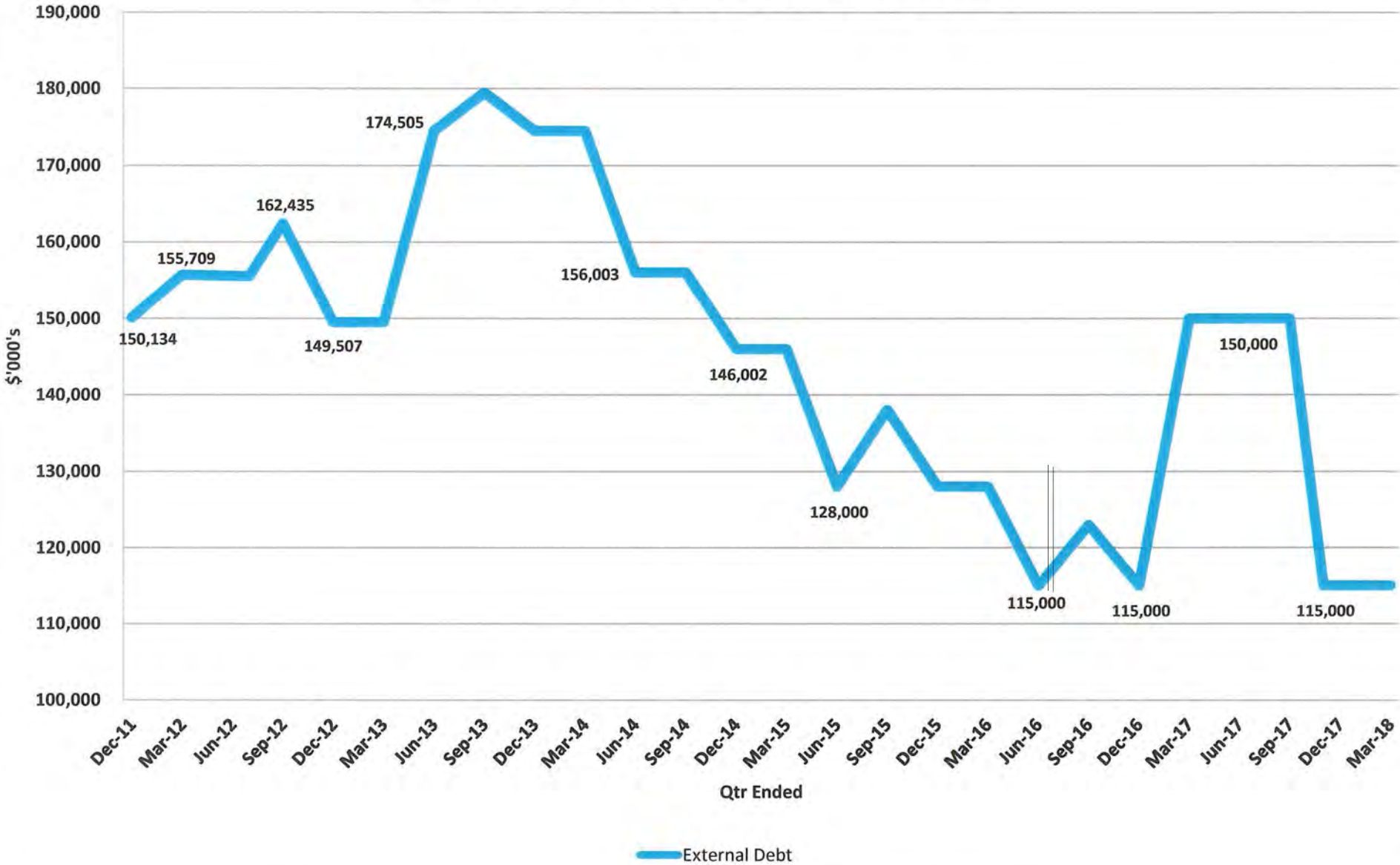
Report run as at 31 Mar 2018 for Western Bay of Plenty valued in NZD using a mid market spread basis.

9,282,500 liability

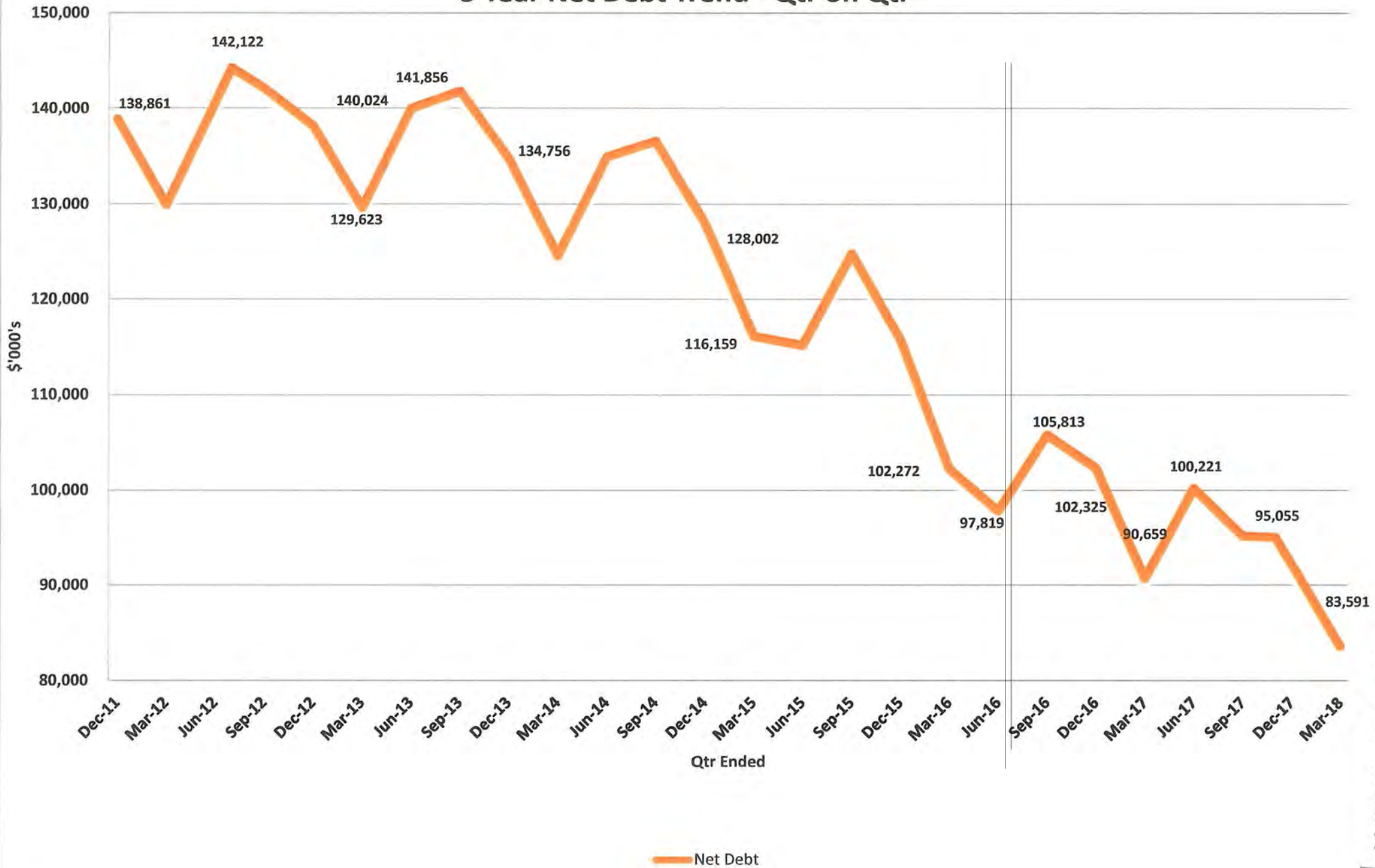
Disclaimer:

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5 Year External Debt Trend - Qtr on Qtr



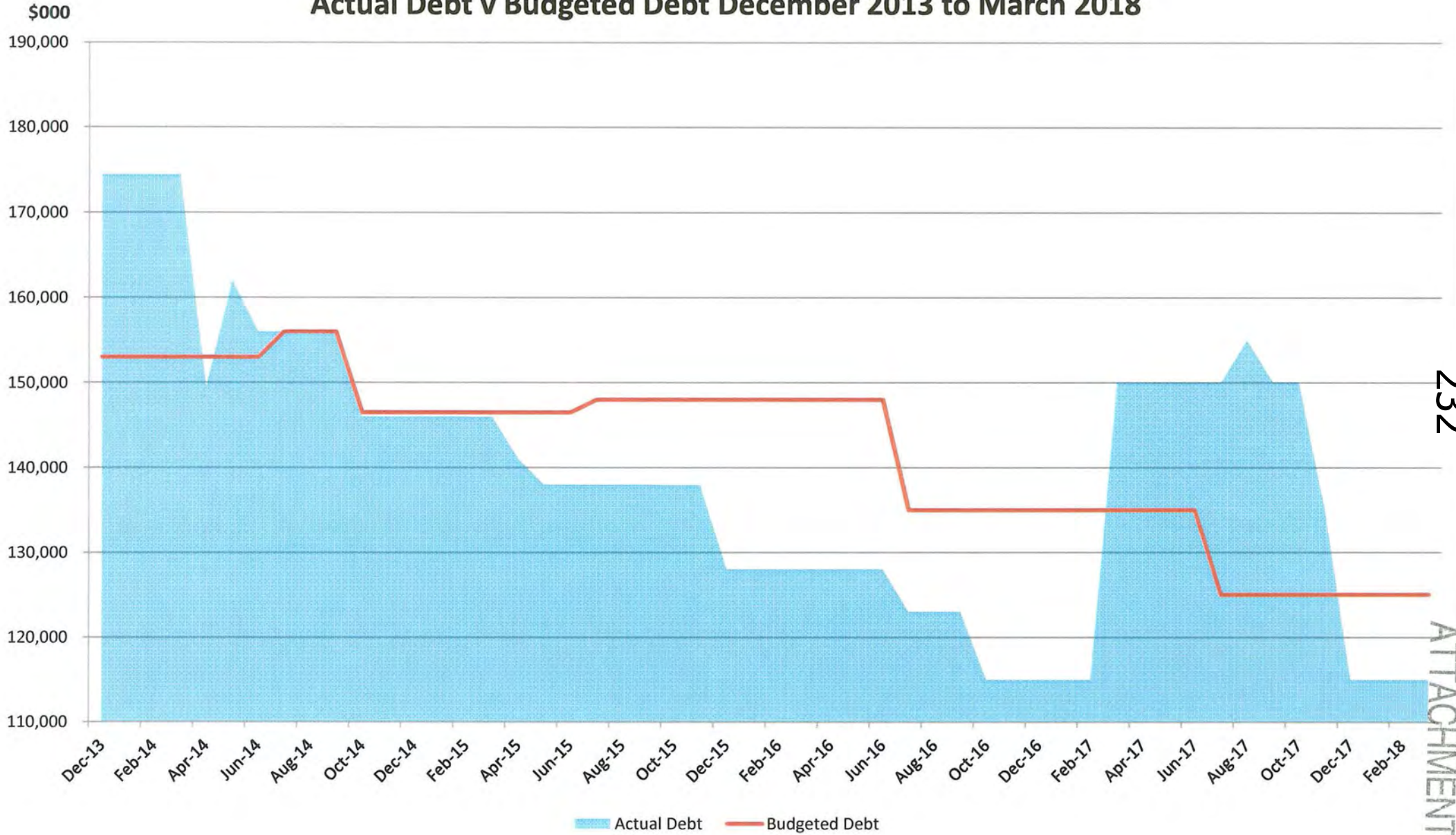
5 Year Net Debt Trend - Qtr on Qtr



5 Year Net Debt Trend - Qtr on Qtr



Actual Debt v Budgeted Debt December 2013 to March 2018



WARD AND DISTRICT DEVELOPMENT TRENDS STATISTICS JANUARY - MARCH 2018

1. Purpose and Summary

The purpose of this report is to provide information to the elected members detailing ward and district level data from July 2015 – March 2018 regarding three indicators of development in the District.

2. Discussion on Issue

This report provides ward and district level data regarding three indicators of development in the District:

- **New dwelling consents issued** (*includes new dwellings*)
- **Additional lots created at Section 224 approval stage**
- **Additional lots proposed at subdivision application stage** (*please note the actual number of lots created may change during the consent process*)

These indicators are designed to reflect subdivision and dwelling consents issued and recorded on a quarterly basis in the District.

The report includes tables per Census Area Unit, ward and zone showing the comparison of the last three financial years between July 2015 - June 2017. The report also includes the comparison of the last three quarters from July 2017 – September 2017, October 2017 – December 2017 and January 2018 – March 2018 for dwelling consents issued, additional lots created and additional lots proposed. See **(Attachment A)** for further detail.

3. Internal and External Communication

No internal and/or external communication required.



Antoinette Denton
Research and Monitoring Analyst

Growth Monitoring Statistics as at 31 March 2018**DWELLING CONSENTS****Dwelling Consents over the last 3 Financial Years**

Census Area Unit	RESIDENTIAL		
	2015	2016	2017
Waihi Beach	29	30	31
Athenree	-	10	14
Katikati Community	26	91	83
Tahawai	-	1	-
Maketu Community	-	2	1
Omokoroa	59	110	145
Island View-Pios Beach	3	3	3
Te Puna	2	5	3
Pongakawa	2	-	3
Paengaroa	6	18	10
Te Puke	11	35	38
TOTAL	138	305	331

	2015	2016	2017
Total for WBOPD (Residential and Rural)	262	505	528

Census Area Unit	RURAL		
	2015	2016	2017
Waihi Beach	5	15	8
Te Puna	8	3	2
Matakana Island	-	-	-
Tahawai	8	4	7
Aongatete	33	52	58
Minden	26	44	43
Kaimai	25	49	47
Ohauti-Ngapeke	3	4	5
Upper Papamoa	2	16	10
Paengaroa	-	-	2
Rangiuru	4	7	6
Pongakawa	8	4	7
Te Puke	2	2	2
TOTAL	124	200	197

ATTACHMENT A

Dwelling Consents Year to Date: July 2017 – March 2018

Census Area Unit	RESIDENTIAL			
	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 - Mar 18
Waihi Beach	8	9	6	23
Athenree	4	3	3	10
Island View-Pios Beach	6	1	3	10
Katikati Community	10	11	6	27
Tahawai	1	1	-	2
Maketu Community	1	-	1	2
Omokoroa	58	43	53	154
Te Puna	-	-	1	1
Pongakawa	9	7	6	22
Paengaroa	-	1	-	1
Te Puke	9	10	4	23
TOTAL	106	86	83	275

	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 - Mar 18
Total Residential and Rural	151	127	126	404

Census Area Unit	RURAL			
	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 - Mar 18
Waihi Beach	3	1	-	4
Te Puna	2	1	1	4
Matakana Island	-	-	-	
Tahawai	2	-	2	4
Aongatete	9	10	6	25
Minden	9	14	14	37
Kaimai	12	9	9	30
Ohauti-Ngapeke	-	3	1	4
Upper Papamoa	2	1	6	9
Paengaroa	-	-	-	-
Rangiuru	3	1	1	5
Pongakawa	3	1	2	6
Te Puke	-	-	1	1
TOTAL	45	41	43	129

SUBDIVISION

S224 Lots Created over the last 3 Financial Years

Census Area Unit	2015	2016	2017
Waihi Beach	4	21	18
Athenree	-	-	3
Island View	-	-	1
Matakana Island	-	-	-
Katikati	6	64	26
Aongatete	11	20	11
Tahawai	9	13	5
Kaimai	11	24	24
Omokoroa	9	44	167
Te Puna	9	1	3
Minden	15	30	48
Ohauti-Ngapeke	1	4	1
Upper Papamoa	8	3	15
Maketu	-	1	-
Paengaroa	1	19	6
Rangiuru	5	4	7
Pongakawa	-	3	17
Te Puke	2	17	35
Total	91	268	387

WARD	2015	2016	2017
Western			
Residential	7	82	48
Industrial/ Commercial	-	-	1
Rural	23	36	15
Western Total	30	118	64
Central			
Residential	5	41	167
Industrial/ Commercial	-	-	-
Rural	40	62	76
Central Total	45	103	243
Eastern			
Residential	2	36	37
Industrial/ Commercial	-	-	-
Rural	14	11	43
Eastern Total	16	47	80
TOTAL	91	268	387

224 Lots Created for the last 6 months from July 2017 – March 2018

Census Area Unit	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 – Mar 18
Waihi Beach	-	1	2	3
Athenree	-	-	17	17
Island View	-	1	-	1
Matakana Island	-	-	-	-
Katikati	1	5	27	33
Aongatete	2	6	1	9
Tahawai	3	1	2	6
Kaimai	5	18	1	24
Omokoroa	73	21	1	95
Te Puna	-	1	1	2
Minden	7	13	10	30
Ohauiti-Ngapeke	-	-	-	0
Upper Papamoa	-	3	2	5
Maketu	-	-	-	-
Paengaroa	-	-	3	3
Rangiuru	1	1	-	2
Pongakawa	20	8	8	36
Te Puke	2	5	3	10
Total	114	84	78	276

WARD	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 – Mar 18
Western				
Residential	1	7	45	53
Industrial/ Commercial	-	-	-	-
Rural	5	7	4	16
Western Total	6	14	49	69
Central				
Residential	73	21	1	95
Industrial/ Commercial	-	-	-	-
Rural	12	32	12	56
Central Total	85	53	13	151
Eastern				
Residential	21	3	5	29
Industrial/ Commercial	1	-	-	1
Rural	1	14	11	26
Eastern Total	23	17	16	56
TOTAL	114	84	78	276

ADDITIONAL LOTS PROPOSED

S223 Lots Proposed over the last 3 Financial Years

Census Area Unit	2015	2016	2017
Waihi Beach	29	65	41
Athenree	-	3	23
Island View	1	-	2
Matakana Island	0	-	-
Katikati	53	44	34
Aongatete	3	37	-
Tahawai	-	1	1
Kaimai	2	8	-
Omokoroa	120	161	719
Te Puna	-	1	1
Minden	7	30	53
Ohauiti-Ngapeke	-	1	-
Upper Papamoa	1	1	-
Maketu	-	-	-
Paengaroa	1	1	3
Rangiuru	1	11	4
Pongakawa	4	32	1
Te Puke	-	28	98
Total	222	424	980

WARD	2015	2016	2017
Western			
Residential	81	112	100
Industrial/ Commercial	-	-	-
Rural	5	38	1
Western Total	86	150	101
Central			
Residential	120	161	719
Industrial/ Commercial	-	-	-
Rural	9	40	54
Central Total	129	201	773
Eastern			
Residential	-	49	98
Industrial/ Commercial	-	-	0
Rural	7	24	8
Eastern Total	7	73	106
TOTAL	222	424	980

S223 Lots Proposed for the last 6 months from July 2017 – March 2018

Census Area Unit	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 - Mar 18
Waihi Beach	13	9	1	23
Athenree	4	1	-	5
Island View	1	-	-	1
Matakana Island	-	-	-	-
Katikati	27	20	-	47
Aongatete	-	2	2	4
Tahawai	-	-	-	-
Kaimai	-	-	1	1
Omokoroa	2	-	27	29
Te Puna	-	-	5	5
Minden	2	3	7	12
Ohauti-Ngapeke	-	-	-	-
Upper Papamoa	1	-	-	1
Maketu	-	2	-	2
Paengaroa	-	-	-	-
Rangiuru	-	2	1	3
Pongakawa	1	2	2	5
Te Puke	4	10	3	17
Total	55	51	49	155

WARD	Jul 17 - Sep 17	Oct 17 - Dec 17	Jan 18 - Mar 18	Total for Jul 17 - Mar 18
Western				
Residential	45	27	-	72
Industrial/ Commercial	-	3	-	3
Rural	-	2	3	5
Western Total	45	32	3	80
Central				
Residential	2	-	27	29
Industrial/ Commercial	-	-	-	-
Rural	2	3	13	18
Central Total	4	3	40	47
Eastern				
Residential	5	12	3	20
Industrial/ Commercial	-	-	-	-
Rural	1	4	3	8
Eastern Total	6	16	6	28
TOTAL	55	51	49	155

Civic Financial Services Ltd Annual Report for the Year Ended 2017 and Statement of Intent for the Year Ended 2018.

1. Executive Summary

The purpose of this report is to provide the Elected Members with Civic Financial Services Ltd Annual Report 2017, including the covering letter (**Attachment A**) and Statement of Intent for 2018 (**Attachment B**).

2. Annual Report 2017

It is noted in the Annual Report that Civic made a pre-tax surplus from normal operations of \$828,855 for the year ended 31 December 2017, compared to the forecasted surplus of \$338,000 as set out in the 2017 Statement of Intent.

The ongoing seismic assessment review on Civic Assurance House has resulted in the value of the building being reduced by \$798,043 bringing the before-tax profit to \$30,812 for the year ended 31 December 2017.

At the Special General Meeting on 5 October 2017 held in Wellington Civic Financial Service's shareholders voted in favour of the resolution to sell Civic Assurance House. The Board has been progressing this forward, acting in the best interest of the company to achieve a satisfactory price for the sale of Civic Assurance House.

3. Points to note

As noted in the statement of intent reporting to shareholders will be completed on the following dates:

- An audit annual report for 2017 to be received by 30 April 2018 (achieved and attached to this report)
- A report on the first half of 2018 by 30 September 2018 containing a review of the Company's operations during the half year including unaudited half-yearly accounts.



Kumaren Perumal
Chief Financial Officer



Ms Miriam Taris
Chief Executive
Western Bay of Plenty District Council
Private Bag 12 803
TAURANGA 3143

17 April 2018

Dear Miriam

**Civic Financial Services Statement of Intent and Annual Report
and Plan to Sell Civic Assurance House**

Please find enclosed your copy of Civic's Annual Report for the year ended 2017 and Statement of Intent for 2018.

You will see in our Annual Report that Civic made a pre-tax surplus from normal operations of \$828,855 for the year ended 31 December 2017, compared to the forecasted surplus of \$338,000 as set out in the 2017 Statement of Intent. The ongoing seismic assessment review on Civic Assurance House has resulted in the value of the building being reduced by \$798,043 bringing the before-tax profit to \$30,812 for the year ended 31 December 2017.

At the Special General Meeting on 5 October 2017 held in Wellington our shareholders voted in favour of the resolution to sell Civic Assurance House. Your Board has been progressing this forward, acting in the best interest of the company to achieve a satisfactory price for the sale of Civic Assurance House.

As part of the sales pack we had requested an updated seismic assessment review before taking the building to market.

The ongoing seismic assessment review has identified there is strengthening work required for the non-structural south and west boundary walls of Civic Assurance House. The cost to complete this work has been estimated at \$820,000 and is expected to be completed within a twelve-month timeframe. Having taken professional advice, the decision was made to complete the strengthening work before taking the building to market.

Upon completion of this work the value of the building is expected to be restored, at which time we will commence the selling process which is envisaged to be completed within a three-month time period. If a satisfactory sale price can be obtained, the proceeds net of selling costs will be distributed to shareholders via a special dividend. The cost for this strengthening work will not be considered as a selling cost.

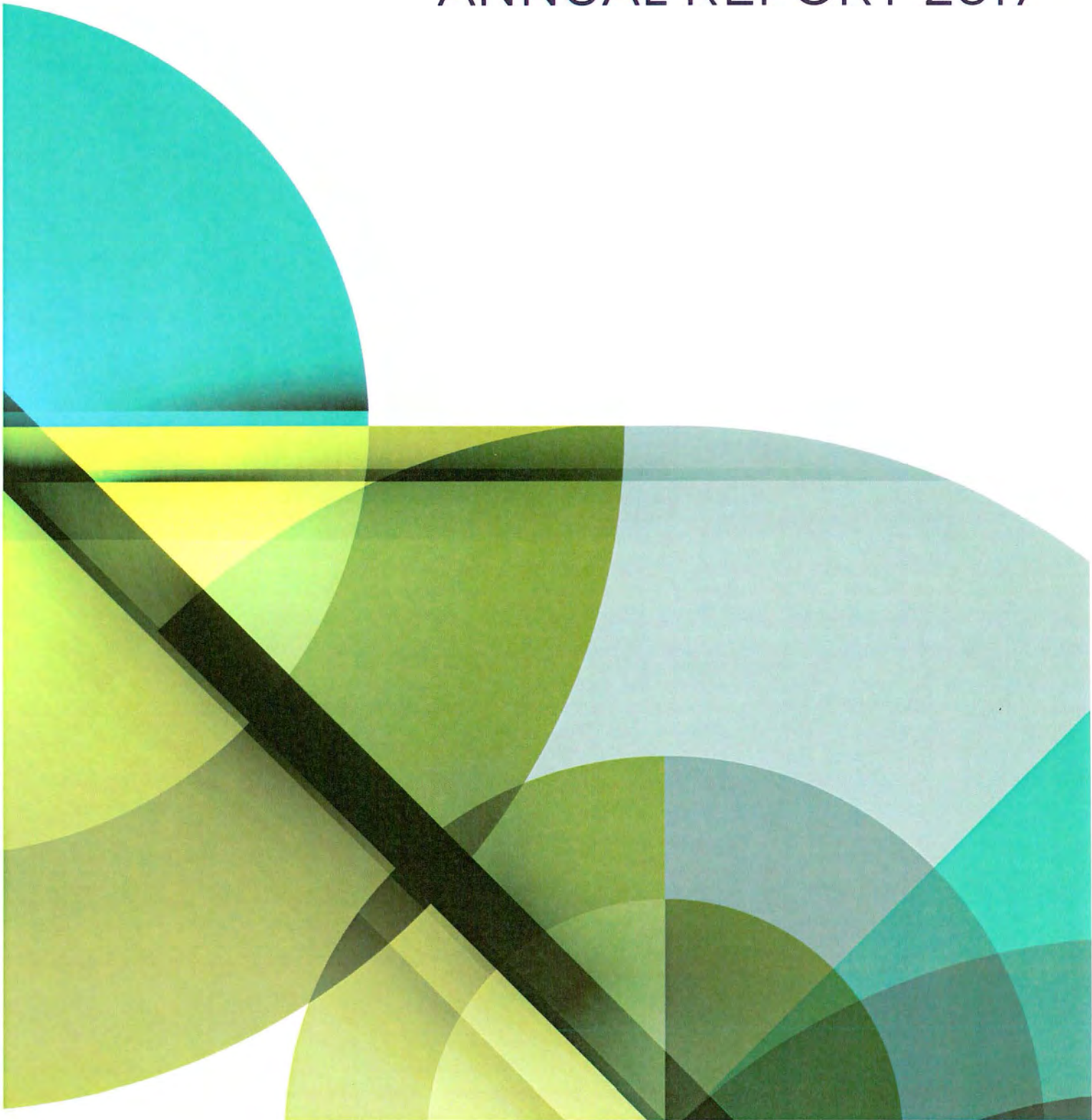
We will keep you informed of any significant developments.

Yours sincerely

Ian Brown
Chief Executive
Email: ian.brown@civicfs.co.nz



ANNUAL REPORT 2017



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ANNUAL REPORT AND STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

Your Directors have pleasure in submitting the 57th Annual Report of the affairs of the Company (formerly New Zealand Local Government Insurance Corporation Ltd trading as Civic Assurance) for the year ended 31 December 2017, which is to be presented at the Annual General Meeting of Members in June 2018.

1. PERFORMANCE

Civic's before-tax profit in 2017 was \$30,812 (2016: \$1,333,868).

Civic made a pre-tax surplus from normal operations of \$828,855 for the year ended 31 December 2017, compared to the forecasted surplus of \$338,000 as set out in the 2017 Statement of Intent.

The ongoing seismic assessment review on Civic Assurance House has resulted in the value of the building being reduced by \$798,043 bringing the before-tax profit to \$30,812 for the year ended 31 December 2017.

2. OPERATIONS

Administration Services

Fees in 2017 from providing services to LAPP, Riskpool and the SuperEasy and SuperEasy KiwiSaver Superannuation Schemes were \$2,750,037 (2016: \$2,358,859).

Investment Revenue

Income from investments was \$173,515 (2016: \$283,739). Income from Civic Assurance House was \$808,771 (2016: \$762,633).

Civic Assurance House

At the Special General Meeting on 5 October 2017 held in Wellington our shareholders voted in favour of the resolution to sell Civic Assurance House.

As part of the sales pack we had requested an updated seismic assessment review before taking the building to market.

The ongoing seismic assessment review has identified there is strengthening work required for the non-structural south and west boundary walls of Civic Assurance House. The cost to complete this work has

been estimated at \$820,000 and is expected to be completed within a twelve-month timeframe. Having taken professional advice, the decision was made to complete the strengthening work before taking the building to market.

Upon completion of the strengthening work the value of the building is expected to be restored.

Sponsorship and Support for the Sector

The Company continues as a sponsor of SOLGM (Society of Local Government Managers) events both at a regional and national level.

3. ASSOCIATED ENTITIES

Local Government Superannuation Trustee Limited

Local Government Superannuation Trustee Limited (LGST) is a 100% subsidiary of Civic and is the trustee to the SuperEasy and SuperEasy KiwiSaver Superannuation Schemes. Both are administered by Civic and from 1 April 2016 both have been registered with the FMA (Financial Markets Authority). Director appointments to LGST are made by LGNZ (two), Civic (one), CTU (one), SOLGM (one) and one, who must be a Licensed Independent Trustee, by the LGST Board.

The SuperEasy schemes feature low member charges and simple administration for councils. Both make use of passive fund managers, which as well as allowing lower member fees removes the possibility of a fund manager making a bad call, which is something that can happen at any time.

The SuperEasy schemes also offer an 'Automatic Fund', in which each member's risk exposure is gradually and automatically switched from growth assets to income assets as the member gets older.

Superannuation funds under management as at December 2017 were \$323 million (December 2016: \$271 million) and the combined membership 10,263.

DIRECTORS' REPORT

SuperEasy's fund managers are AMP Capital Investors (New Zealand) Ltd and ANZ New Zealand Investments Ltd. Of the councils that have a preferred provider for KiwiSaver, 94% have appointed Civic (68 out of 72 councils).

The SuperEasy website is www.supereasy.co.nz.

LAPP Disaster Fund

LAPP is a charitable trust that was set up by LGNZ and Civic in 1993. LAPP's membership is 21. It could be said that LAPP is New Zealand's original LASS (Local Authority Shared Services).

LAPP was designed to cover back-to-back major disasters and this is what happened of course with the Canterbury earthquakes in 2010 and 2011. LAPP settled the claims from Waimakariri District Council and Christchurch City Council for damage to their underground assets with a total payout of \$217 million (excluding GST). LAPP's highest claim before this was just over \$5 million for claims arising from the 2004 Manawatu floods.

LAPP extended its cover arrangement from two events to three events from July 2017.

LAPP is currently managing the Kaikoura-Hurunui earthquake claims involving the Kaikoura, Hurunui and Marlborough District Councils. At the time of writing it is unknown how much these claims will be, but it will be well within LAPP's ability to pay, providing the benefit of full cover for all of their earthquake damaged assets registered with LAPP.

Civic is the administration and fund manager for LAPP. LAPP's website is: www.lappfund.co.nz.

Riskpool/Civic Liability Pool (CLP)

Riskpool provides public liability and professional indemnity cover for councils and has done so since 1997. It is not a company, but a mutual liability fund governed by a trust deed. CLP is similar to Riskpool, but has no facility for calls. For the fund year ending 30 June 2017 Riskpool/CLP had 31 members.

As support had dropped off in recent years to this low level Riskpool could no longer offer the competitively priced cover and risk management services that it had provided over the previous 20 years.

As a result Riskpool/CLP decided to no longer provide cover after 30 June 2017 and will therefore be in run-off mode for at least the next five years.

Local Government Mutual Funds Trustee Limited (LGMFT) is the trustee of Riskpool and CLP. Civic is the Fund Manager and Scheme Manager for Riskpool and Administration Manager for CLP.

Civic has entered into two arm's length secured loan facility agreements on commercial terms with Local Government Mutual Funds Trustee Limited to enable Riskpool to manage its cashflows.

4. DIRECTORS

As at 31 December 2017 there were six directors: M.A. Butcher, A.T. Gray, M.C. Hannan, A.J. Marryatt, J.B. Melville and B.J. Morrison. The Company's constitution allows for up to six directors of which at least two are to be appointed from outside the local authority sector.

Director attendances at Board meetings held in 2017:

Mark Butcher	6 / 6
Tony Gray	6 / 6
Mike Hannan	6 / 6
Tony Marryatt	6 / 6
John Melville	6 / 6
Basil Morrison	6 / 6

The Chairmen of each of the Board and the Risk and Audit Committee are elected at the first meeting held after each year's AGM.

Section 139 of the Companies Act 1993

All Civic directors are directors of LGMFT except Mark Butcher who resigned from LGMFT in February 2017 to ensure that one Civic director was independent of LGMFT. Subsequently two secured loan facility agreements between the Company and LGMFT were entered into whereby the Civic loans LGMFT up to \$3,000,000 under each loan at commercial interest rates to assist with Riskpool's cashflows.

DIRECTORS' REPORT

There are no other notices required under section 139 of the Companies Act 1993 except for Directors' remuneration. Changes to the Directors' fee pool are approved by shareholders at an AGM. The Board determines the allocation per Director based on the duties of the individual Director. The Director fees for subsidiary companies are set by the Parent Company Board. For the year ended 31 December 2017, Directors' remuneration was:

Mark Butcher	\$17,812
Tony Gray	\$17,812
Mike Hannan	\$17,812
Tony Marryatt	\$35,625
John Melville	\$26,720
Basil Morrison	\$17,812
	\$133,593

In addition, the following Directors received director fees in relation to their directorships of Riskpool or LGST:

Mark Butcher	(Riskpool)	\$1,062
Tony Gray	(Riskpool)	\$8,310
Mike Hannan	(Riskpool)	\$8,310
Tony Marryatt	(Riskpool)	\$16,620
John Melville	(Riskpool)	\$8,310
Basil Morrison	(Riskpool, LGST)	\$18,677
		\$61,289

Interests Register

Directors' interests are tabled at the beginning of each Board meeting. Directorship and other disclosures as at 31 December 2017 were:

M.A. Butcher	Chief Executive of Local Government Funding Agency Ltd; Chair of New Plymouth District Perpetual Investment Fund Guardians Ltd; Member of SuperEasy KiwiSaver Superannuation Scheme; Trustee of Civic Property Pool; Board Member of INFINZ.
A.T. Gray	Ngati Apa Developments Ltd; Eastland Group Ltd including Gisborne Airport Ltd, Eastland Port; Eastland Network Ltd; Chair of Ngati Pukenga Investments Ltd; Maungaharuru - Tangitu Ltd; Executive Project Advisor to Hastings District Council; Artemis Nominees Ltd; Quality Roading and Services (Wairoa) Limited; Local Government Mutual Funds Trustee Ltd; Trustee of Civic Property Pool; Origin Earth Ltd; a party to agreements for finance with the LGMFT.
M.C. Hannan	Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; a party to agreements for finance with the LGMFT.
A.J. Marryatt	Chair of Local Government Mutual Funds Trustee Ltd; AJM Holdings Ltd; Trustee of Civic Property Pool; Member of SuperEasy KiwiSaver Superannuation Scheme; a party to agreements for finance with the LGMFT.
J.B. Melville	Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; a party to agreements for finance with the LGMFT.
B.J. Morrison	Chairman of Local Government Superannuation Trustee Ltd; Basil J Morrison & Associates Ltd; Member of SuperEasy KiwiSaver Superannuation Scheme; Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; Waitangi Tribunal Member; Independent Hearings Commissioner for Auckland Council; Thames-Coromandel District Council Hearings Panel; Waikato Regional Council Hearings Commissioner; Accredited Commissioner – RMA; a party to agreements for finance with the LGMFT.

DIRECTORS' REPORT

The Company provides Directors and officers with, and pays the premiums for, Directors' and Officers' liability insurance to the full extent allowed for, and in accordance with the requirements of the Companies Act 1993. The renewal of the Company's Directors' and Officers' liability insurance was entered in the Interests Register pursuant to sections 162 and 163 of the Companies Act 1993. This insurance does not cover liabilities arising from criminal actions or deliberate and reckless acts or omissions by the Directors. The cover includes indemnity of costs and expenses incurred in defending an action that falls within the scope of the indemnity.

Conduct of the Board and Board Committee

The Board has put in place and regularly reviews a number of good governance policies including Charters for the Board and the Risk and Audit Committee, Fit and Proper Policy, Code of Conduct, and a Risk Management Plan.

Use of Information

Directors, individually or collectively, may obtain independent professional advice relating to any matters concerning the Company's business or in relation to the discharge of the Director's responsibilities. Subject to approval of the Chairman the Company will reimburse the Director(s) some or all of the reasonable costs of the advice. During the reporting period, no Director has sought leave to obtain such advice.

Loans to Directors

No loans or advances have been made to Directors, their spouses or dependants, or to related parties during the year.

5. EMPLOYEE REMUNERATION

Detailed below is the number of employees who received remuneration in their capacity as employees of \$100,000 or more during the year ended 31 December 2017.

Remuneration	Number of Employees
\$100,000 – \$110,000	1
\$130,000 – \$140,000	1
\$140,000 – \$150,000	1
\$420,000 – \$430,000	1

The above remunerations include Company contributions to employees' superannuation (KiwiSaver and other), medical insurances and discretionary bonus payments.

6. AUDIT AND RISK MANAGEMENT

Pursuant to Section 15 of the Public Audit Act 2001 the Company's auditor is the Auditor General who has appointed Michael Wilkes using the staff and resources of Deloitte Limited to carry out the audit on his behalf.

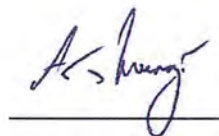
The Risk and Audit Committee (RAC) comprises the full Board. John Melville is the Chairman of this committee. RAC met six times in 2017: the Auditor attended two of those meetings and a part of one of those meetings was held without management present.

7. DONATIONS

No donations have been made during the year by any Company in the Group (2016: \$0).

8. STAFF

We sincerely thank the staff for their work during the year. They are: Caroline Bedford, Ian Brown, Jane Brown, Chathuri Mendis, Sylvia Jackson, Tim Sole, Bas van Laanen, and Glenn Watkin.



Tony Marryatt **Chairman**
March 2018

DIRECTORS

Anthony (Tony) J. Marryatt (Chairman)
Mark A. Butcher
Anthony (Tony) T. Gray
Michael C. Hannan
John B. Melville
Basil J. Morrison CNZM JP

EXECUTIVE OFFICERS

Chief Executive : Ian Brown
Chief Operating Officer : Caroline Bedford CPA

AUDITORS

The Auditor General, who has appointed Michael Wilkes, Deloitte Limited to carry out the audit on his behalf

BANKERS

ANZ Banking Group (New Zealand) Limited
Bank of New Zealand

LEGAL ADVISERS

Brandons
Kensington Swan

COMPANY REGISTRATION NO: 13271

REGISTERED OFFICE

Level 9, Civic Assurance House, 116 Lambton Quay, Wellington 6011

POSTAL ADDRESS

Civic Financial Services Ltd, PO Box 5521, Wellington 6140

OTHER CONTACT DETAILS

Telephone (04) 978 1250
Facsimile (04) 978 1260
Email admin@civicfs.co.nz
Website www.civicfs.co.nz

The Company is a participant in the Insurance & Financial Services Ombudsman Scheme (Inc)
Participant Number 2000427

Statement of Accounts

CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2017

	NOTE	2017 \$	2016 \$
REVENUE			
Administration Fees		2,750,037	2,358,859
Interest Income	4	173,515	283,739
Property Income		808,771	762,633
Other Income	16	120,355	542
		3,852,678	3,405,773
EXPENDITURE			
Audit Fee			
Statutory Audit of the Financial Statements		114,317	71,980
Other Fees Paid to Auditors Re Assurance Services		41,358	4,830
Other Fees Paid to Auditors Re Taxation Compliance		22,550	9,890
Compliance Costs		110,899	303,519
Consultants		85,020	78,331
Depreciation	6	38,609	38,761
Amortisation	6	406	3,238
Directors' Remuneration	3	133,594	133,594
Legal Fees		60,401	29,910
Property Operating Expenses		518,811	510,118
Other Expenses		977,958	1,139,336
Employee Remuneration		868,860	939,852
Superannuation Subsidies		51,040	99,653
Total Expenditure		3,023,823	3,363,012
Surplus Before Share of Profit from Associate, Revaluation of Investment Property and Taxation		828,855	42,761
Net Change in Value of Investment Property	7	(798,043)	96,571
Share of Profit of Associate		-	(3,152)
Surplus Before Taxation From Continuing Operations		30,812	136,180
Surplus Before Taxation From Discontinued Operations	15	-	1,197,688
Surplus Before Taxation		30,812	1,333,868
Taxation Expense From Continuing Operations	10	186,932	21,992
Taxation Expense From Discontinued Operations	15	-	337,564
Taxation Expense		186,932	359,556
TOTAL COMPREHENSIVE (DEFICIT)/SURPLUS AFTER TAX ATTRIBUTABLE TO OWNERS OF THE COMPANY	14	(156,120)	974,312

The Notes to the Financial Statements form part of, and should be read in conjunction with, these Statements.

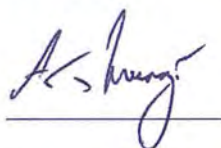
Civic Financial Services Limited

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

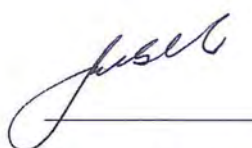
AS AT 31 DECEMBER 2017

	NOTE	2017 \$	2016 \$
SHAREHOLDERS' EQUITY			
Issued and Paid-Up Ordinary Shares			
Ordinary Shares fully paid-up	14	10,763,506	10,763,506
Retained Earnings	14	6,284,094	6,440,214
TOTAL EQUITY		17,047,600	17,203,720
Represented By:			
CURRENT ASSETS			
Cash & Cash Equivalents		5,202,397	6,111,694
Sundry Debtors and Prepayments	12	728,100	556,715
Loan Receivable	13	1,109,874	-
Income Tax Receivable	10	3,580	990
Total Current Assets		7,043,951	6,669,399
NON CURRENT ASSETS			
Property, Plant and Equipment	6	189,831	189,155
Intangible Assets (Software)	6	89,246	89,652
Deferred Tax Asset	10	3,085,852	3,272,784
Investment Property	7	7,175,000	7,925,000
Total Non Current Assets		10,539,929	11,476,591
TOTAL ASSETS		17,583,880	18,145,990
CURRENT LIABILITIES			
Sundry Creditors & Accrued Charges	12	150,901	385,923
Accrued Holiday Pay		42,853	49,766
CLP/ Riskpool Admin Fee Reserve		52,530	112,969
Subordinated Debt	16	-	120,176
Total Current Liabilities		246,284	668,834
NON-CURRENT LIABILITIES			
CLP/ Riskpool Admin Fee Reserve		289,996	273,436
Total Non Current Liabilities		289,996	273,436
TOTAL LIABILITIES		536,280	942,270
EXCESS OF ASSETS OVER LIABILITIES		17,047,600	17,203,720

For and on behalf of the Directors:



Chairman Tony Marryatt
28 March 2018



Director John Melville
28 March 2018

The Notes to the Financial Statements form part of, and should be read in conjunction with, these Statements.

CONSOLIDATED STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2017

	NOTE	2017 \$	2016 \$
OPENING EQUITY		17,203,720	16,032,308
Total Comprehensive (Deficit)/Surplus Net of Tax		(156,120)	974,312
Ordinary Shares issued during the year	14	-	197,100
CLOSING EQUITY		17,047,600	17,203,720

The Notes to the Financial Statements form part of, and should be read in conjunction with, these Statements.

Civic Financial Services Limited

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2017

	NOTE	2017 \$	2016 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash was provided from:			
Rent Received		808,516	778,617
Administration Fees Received		2,693,894	2,348,707
Investment Income		91,914	277,415
Loan Interest Received		68,280	-
Other Income		179	542
Reinsurance Recoveries*		-	496,346,310
Taxation (Paid)/ Refunded		(5,390)	2,843
		3,657,393	499,754,434
Cash was applied to:			
Claims Expenses*		-	488,705,997
Payments to Suppliers and Employees		3,382,809	5,135,207
		3,382,809	493,841,204
Net Cash Flow from Operating Activities	11	274,584	5,913,230
CASH FLOWS FROM INVESTING ACTIVITIES			
Cash was provided from:			
Dividend – LGOL		-	6,335
Sale of Property, Plant and Equipment		-	1,252
Loans Repaid		4,416,421	-
		4,416,421	7,587
Cash was applied to:			
Purchase of Property, Plant and Equipment		39,285	57,210
Purchase of Investment Property		48,043	403,428
Loans Issued		5,512,974	-
		5,600,302	460,638
Net Cash Flow from Investing Activities		(1,183,881)	(453,051)
CASH FLOWS FROM FINANCING ACTIVITIES			
Cash was provided from:			
Ordinary Shares issued during the year		-	197,100
		-	197,100
Net Cash Flow from Financing Activities		-	197,100
Net (Decrease)/Increase in Cash Held		(909,297)	5,657,279
Opening Cash Balance as at 1 January		6,111,694	454,415
Closing Cash Balance as at 31 December		5,202,397	6,111,694
Being: Cash & Cash Equivalents		5,202,397	6,111,694

* In 2016, the Canterbury Earthquake Claims Global settlement agreement required that certain reinsurance monies totalling \$363m was transacted through a third party Trust account. This amount is included in Cash provided from Reinsurance Recoveries and Cash applied to Claims Expenses.

The Notes to the Financial Statements form part of, and should be read in conjunction with, these Statements.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 1. REPORTING ENTITY

The reporting entity is Civic Financial Services Ltd (the "Company"), formerly known as New Zealand Local Government Insurance Corporation Ltd (trading as Civic Assurance). The Group comprises the Company and its subsidiaries listed in note 2 (b).

The Group provides financial services principally for New Zealand local government and also provides property services.

The Company provided insurance products to New Zealand local authorities until 31 December 2016 and subsequently opted to cancel its provisional insurance licence with the Reserve Bank of New Zealand (refer to Note 15).

The Company is a FMC reporting entity under the Financial Markets Conduct Act (FMCA) 2013 and the group financial statements have been prepared in accordance with the FMCA 2013.

Statement of Compliance

The Group is a Tier 1 Public Sector Public Benefit Entity and the financial statements have been prepared in accordance with and comply with Tier 1 Public Sector Public Benefit Entity (PBE) Standards.

NOTE 2. STATEMENT OF ACCOUNTING POLICIES**General Accounting Policies**

The measurement and reporting of profits on a historical cost basis have been followed by the Group, except for specific policies as described below. The reporting currency is New Zealand dollars. The Group is no longer subject to the requirements under the Insurance (Prudential Supervision) Act 2010 as a provisional licence holder (refer to Note 15).

Critical Judgements and Estimates in Applying the Accounting Policies

In the application of the PBE Standards the Directors are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. These are based on historical experience and other various factors and are reviewed on an ongoing basis.

The Directors believe that, as at the date of these financial statements, there are no significant sources of estimation uncertainty that have not been disclosed in these notes. The most significant judgements, estimates and assumptions made in the preparation of these financial statements are in respect of the recognition of the deferred tax asset (Note 10) and the valuation of investment property (Note 7).

Particular Accounting Policies

The following particular accounting policies which materially affect the measurement of surplus and financial position have been applied. Further particular accounting policies are contained in the relevant notes to the financial statements.

(a) Consolidation of Subsidiaries

The Group financial statements incorporate the financial statements of the Company and its subsidiaries, which have been consolidated using the acquisition method. The results of any subsidiaries acquired or disposed of during the year are consolidated from the effective dates of acquisition or until the effective dates of disposal. All inter-company transactions, balances and unrealised profits are eliminated on consolidation.

(b) Investment in Subsidiaries

At 31 December 2017 the Company had four wholly owned subsidiaries which are all incorporated in New Zealand. Three of these, Local Government Superannuation Trustee Limited, SuperEasy Limited and Local Government Finance Corporation Limited with balance dates of 31 December and Local Government Mutual Funds Trustee Limited with its balance date of 30 June did not have any significant assets, liabilities, revenue or expenses during the years ended 31 December 2016 and 31 December 2017.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 2. STATEMENT OF ACCOUNTING POLICIES CONTINUED

(b) Investment in Subsidiaries continued

- i) Civic Assurance Ltd was removed from the New Zealand Companies register on 22 May 2017. Civic Assurance Ltd did not have any significant assets, liabilities, revenue or expenses during the years ended 31 December 2016 and the period to 22 May 2017.
- ii) New Zealand Local Government Finance Corporation Limited (NZLGFC) commenced business on the 29 November 1999, ceased active operations in February 2010 and was removed from the New Zealand Companies register on 25 September 2017. NZLGFC had total assets of \$50,533 and total liabilities of \$120,176 at 31 December 2016.

(c) Investment in Associate Company

The Company held a 25% share of Local Government Online Limited (LGOL). In 2014 LGOL returned the shareholders capital, ceased operations on 31 March 2014 and was wound up on 12 October 2016. In 2016 the share of the income of LGOL was included in the consolidated Statement of Comprehensive Income.

(d) Administration Fees

Administration fees are recognised at the agreed amounts based on time and expenses incurred. Administration fees collected during the year that will be utilised in future periods are held within the administration fee reserve on the Statement of Financial Position, until the point in time where administration services have been provided.

(e) Property Income

Property rental income from operating leases is recognised on a straight-line basis over the term of the relevant lease.

(f) Employee Benefits

Provision is made for benefits accruing to employees in respect of wages and salaries and annual leave when it is probable that settlement will be required and they are capable of being measured reliably.

Provisions made in respect of employee benefits are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

Basis of Measuring Other Income and Expenses

Income and expenses are accounted for on an accruals basis. All revenue is exchange revenue.

(g) Changes in Accounting Policies

There have been no material changes in the accounting policies during the year. All policies have been applied on bases consistent with those used in the prior year.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 3. KEY MANAGEMENT PERSONNEL AND RELATED PARTIES

The compensation of the Directors and executives, being the key management personnel of the Group, is set out below.

	2017 Number	2016	2017 \$	2016 \$
Short term employee benefits				
Executive Management Personnel	3	4	537,194	865,135
Directors	6	6	133,594	146,953
			670,788	1,012,088

In 2016, restructuring costs totalling \$235,609 had been included in Executive Management Personnel Remuneration and Directors Remuneration include fees related to the discontinued insurance business.

All related party transactions that the Group entered into during the year occurred within a normal client/supplier relationship and under terms equivalent to those that prevail in arm's length transactions in similar circumstances. Refer to Note 13 for information relating to loans with subsidiaries.

NOTE 4. FINANCIAL INSTRUMENTS

Accounting Policies:

i) Classification and Measurement

Financial instruments are transacted on a commercial basis to derive an interest yield / cost with the terms and conditions having due regard to the nature of the transaction and the risks involved. Financial instruments are recognised and accounted for on a settlement date basis.

Loans and Receivables

Other receivables are measured at initial recognition at fair value, and are subsequently measured at amortised cost using the effective interest rate.

Bank and Cash Equivalents

Bank and cash equivalents are measured at amortised cost using the effective interest rate.

Financial Liabilities

Financial liabilities include Sundry Creditors, Accrued Charges and Subordinated Debt. Financial liabilities are recorded initially at fair value, net of transaction costs. Subsequent to initial recognition, liabilities are measured at amortised cost.

ii) Offsetting Financial Instruments

Financial assets and liabilities are not offset as there is no legally enforceable right to set-off.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 4. FINANCIAL INSTRUMENTS CONTINUED

Accounting Policies continued

iii) Asset Quality

Impairment of Financial Assets

Financial assets measured at amortised cost are reviewed at each balance date to determine whether there is any objective evidence of impairment. If any such condition exists, the asset's recoverable amount is estimated and provision is made for the difference between the carrying amount and the recoverable amount.

As at the date of these Financial Statements, no such evidence of impairment exists.

iv) Fair Value of Financial Instruments

Fair value measurements recognised in the Statement of Financial Position

Financial instruments are categorised into 3 levels:

- Level 1 fair value measurements are those derived from quoted prices (unadjusted) in active markets for identical assets or liabilities;
- Level 2 fair value measurements are those derived from inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices); and
- Level 3 fair value measurements are those derived from valuation techniques that include inputs for the asset or liability that are not based on observable market data (unobservable inputs).

v) Derivatives

The Group do not use any derivative financial instruments.

(1) Income Relating to Financial Assets

	2017 \$	2016 \$
Loans		
Interest Received – Loans	81,601	-
Cash & Cash Equivalents		
Interest Received – Short Term Deposits	91,914	283,739
Total Interest Income	173,515	283,739

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 4. FINANCIAL INSTRUMENTS CONTINUED**(2) Financial Assets and Liabilities**

The carrying amounts of all financial assets and liabilities are considered to be equivalent to their market value, which for these assets and liabilities is also considered to be fair value.

The Subordinated Debt is measured at amortised cost which is considered to be fair value.

All fixed interest investments were managed around a 90 day duration and carry a minimum Standard and Poors credit rating of "A" or equivalent.

Loans are secured against Riskpool's future contributions and repayable with six months notice (refer to Note 13).

Carrying value of Financial Assets and Financial Liabilities

	2017 \$	2016 \$
Financial Asset: Loans and Receivables		
Sundry Debtors	590,921	421,098
Loans	1,109,874	-
Total Loans and Receivables	1,700,795	421,098
Financial Asset: Amortised Cost		
Cash & Cash Equivalents	5,202,397	6,111,694
Financial Liability: Amortised Cost		
Subordinated Debt	-	120,176
Sundry Creditors & Accrued Charges	150,901	385,923
Total Amortised Cost	150,901	506,099

(3) Financial Risk – Structure and Management

The Group manages its capital to ensure that the entities in the Group will be able to continue as a going concern. The Group's overall strategy is reviewed annually and remains unchanged.

Financial instruments which potentially subject the Group to a concentration of credit risk consist principally of cash and interest bearing deposits. The Group has no debt liability instruments.

The Group does not require collateral or other security to support financial instruments with credit risk and as such, no collateral exists for any of the investments held by the Group. The maximum credit risk exposure is the carrying amount of the individual debtor and investment balances.

The Group has placed interest bearing deposits and funds to be managed with financial institutions and limits its amount of credit exposure to any one such institution.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 4. FINANCIAL INSTRUMENTS CONTINUED

(3) Financial Risk - Structure and Management continued

(a) Market Risk

All financial assets and liabilities are New Zealand Dollar based and are recorded at amortised cost, therefore changes in interest rates and foreign currency values do not impact on their carrying value.

(b) Carrying Amount and Fair Value

The carrying amounts of all financial assets and liabilities are considered to be equivalent to their fair value.

(c) Liquidity Risk

Liquidity Risk is the risk that the Group will encounter difficulties in raising funds at short notice to meet commitments associated with financial instruments. Management of liquidity risk is designed to ensure that the Group has the ability to meet financial obligations as they fall due.

The following tables include an analysis of the contractual undiscounted cash flows relating to the Group's financial assets and liabilities categorised by the maturity dates.

	Interest Rate Spread %	Within 6 months \$	6 to 12 months \$	1 to 2 years \$	2 to 5 years \$	Total \$
Maturity Analysis as at 31 December 2017						
Assets						
Cash & Cash Equivalents	0 to 3.45%	5,202,397	-	-	-	5,202,397
Other Receivables	n/a	590,921	-	-	-	590,921
Loans	5.13% to 5.15%	1,109,874	-	-	-	1,109,874
Total Financial Assets		6,903,192	-	-	-	6,903,192
Liabilities						
Sundry Creditors & Accrued Charges	n/a	150,901	-	-	-	150,901
Total Financial Liabilities		150,901	-	-	-	150,901
Maturity Analysis as at 31 December 2016						
Assets						
Cash & Cash Equivalents	0 to 3.76%	6,111,694	-	-	-	6,111,694
Other Receivables	n/a	421,098	-	-	-	421,098
Total Financial Assets		6,532,792	-	-	-	6,532,792
Liabilities						
Sundry Creditors & Accrued Charges	n/a	385,923	-	-	-	385,923
Subordinated Debt		-	-	120,176	-	120,176
Total Financial Liabilities		385,923	-	120,176	-	506,099

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 4. FINANCIAL INSTRUMENTS CONTINUED

(3) Financial Risk - Structure and Management continued

(d) Credit Risk

All investments are in the form of cash held at registered banks and loans. The registered banks have a credit rating of "A" or better. Loans are with Riskpool (refer to Note 13).

(i) Exposure to Credit Risk

	2017 \$	2016 \$
Cash & Cash Equivalents	5,202,397	6,111,694
Other Receivables	590,921	421,098
Loans	1,109,874	-
Total	6,903,192	6,532,792

(ii) Concentration of Credit Exposure

The major credit exposure greater than 20% of total assets is with registered banks.

NOTE 5. OPERATING LEASE COMMITMENTS

	2017 \$	2016 \$
Operating Lease Expense Commitments:		
not later than one year	12,444	12,444
later than one year but not later than five years	41,478	53,922
	53,922	66,366
Operating Lease Income Commitments:		
not later than one year	823,306	760,980
later than one year but not later than five years	2,984,210	2,421,422
later than five years	285,729	525,063
	4,093,245	3,707,465

Operating lease income relates to a combination of office and retail tenancies to the Investment Property referred to in Note 7. The property is subject to a combination of multiple office and retail tenancies over varying lease periods.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 6. PROPERTY, PLANT & EQUIPMENT AND INTANGIBLE ASSETS**Accounting Policy:**

Assets are depreciated on a straight line basis at rates calculated to allocate the assets' cost, in equal instalments over their estimated useful lives which are assessed and regularly reviewed.

Depreciation Rates		
Office Furniture and Equipment	up to 17 years	
Intangibles – Software	5 years	

	2017	2016
	\$	\$
(a) Property, Plant and Equipment		
Office Furniture and Equipment – cost	629,989	595,688
Plus Additions	39,285	36,596
Less Disposals	-	(2,295)
Closing Value - cost	669,274	629,989
Office Furniture and Equipment - Accumulated Depreciation	(440,834)	(402,540)
Less Depreciation Charge	(38,609)	(38,761)
Less Disposals	-	467
Closing Accumulated Depreciation	(479,443)	(440,834)
Net Book Value	189,831	189,155
The Total Comprehensive (Deficit)/Surplus After Tax in the Statement of Comprehensive Income includes a \$nil loss on disposal of fixed assets (2016: nil).		
(b) Intangible Assets		
Software - cost	519,453	498,839
Plus Additions	-	20,614
Less Disposals	-	-
Closing Value - cost	519,453	519,453
Software - Accumulated Amortisation	(429,801)	(426,563)
Less Amortisation Charge	(406)	(3,238)
Less Disposals	-	-
Closing Accumulated Amortisation	(430,207)	(429,801)
Net Book Value	89,246	89,652

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 7. INVESTMENT PROPERTY**Accounting Policy:**

Investment property is measured at fair value, by reference to an external market valuation (performed annually), with any resulting unrealised gain or loss recognised in the Statement of Comprehensive Income.

	2017 \$	2016 \$
Civic Assurance House, Lambton Quay, Wellington		
(a) Land valuation (Original Cost \$289,253)	2,900,000	2,900,000
Level 3 Fair Value	2,900,000	2,900,000
(b) Opening Building valuation (Original Cost \$860,571)	5,000,000	4,500,000
Refurbishment	48,043	403,429
(Decrease)/Increase in value	(798,043)	96,571
Level 3 Fair Value	4,250,000	5,000,000
(c) Opening Artwork valuation (Original Cost \$8,844)	25,000	25,000
Fair Value	25,000	25,000
	7,175,000	7,925,000

The Company has received preliminary advice that investigations and calculations as part of a seismic assessment review have highlighted an issue with unreinforced masonry in non-structural parts of the building and, under the Building (Earthquake-prone Buildings) Amendment Act 2016, the building is therefore potentially earthquake prone.

The Company has resolved to mitigate this risk and proceed with seismic strengthening with expected completion within 12 months. The investment property valuation has been obtained as at 31 December 2017 on an 'as if complete' basis with the estimated costs for the strengthening works (approximately \$820,000) being deducted from the 'as if complete' value.

The investment property is revalued every year. The investment property valuation for the year ended 31 December 2017 was completed on 6 March 2018 by independent registered valuer Martin Veale (ANZIV, SPINZ) of the firm Telfer Young (Wgtn) Ltd. The property is valued in accordance with International Valuation Standards 2017. The Investment property is Level 3 fair value.

The adopted market value has been established by consideration of the Income Capitalisation and Discounted Cashflow approaches. Major inputs and assumptions used in the valuation are income and expense growth forecasts, capital expenditure, an analysis of yields, capitalisation rate and market rent per square metre, discount rate, occupancy and weighted average lease terms.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 7. INVESTMENT PROPERTY CONTINUED

Investment Property Metrics

	2017	2016
Average Growth Factor	1.40%	1.38%
Capitalisation Rate	8.00%	8.00%
Terminal Yield	8.25%	8.25%
Discount Rate	9.25%	9.25%
Rent per sqm	\$355	\$357
Occupancy (net lettable area)	92.84%	83.66%
Weighted average lease term (years)	2.00	2.30

NOTE 8. ANALYSIS OF FINANCIAL ASSETS NOT IMPAIRED

There are no financial assets that are impaired or past due at balance date (2016: \$nil).

NOTE 9. CONTINGENT LIABILITIES

There are no contingent liabilities (2016: \$nil).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 10. TAXATION**Accounting Policies:****i) Current Tax**

The current income tax expense charged against the profit for the year is the estimated liability in respect of the taxable profit. It is calculated using tax rates and tax laws that have been enacted or substantively enacted by reporting date. Current tax for the current and prior periods is recognised as a liability (or asset) to the extent that it is unpaid (or refundable). Tax assets are offset only when there is a legally enforceable right to set off the recognised amounts, and an intention to settle on a net basis.

ii) Deferred Tax

The liability method of accounting for deferred taxation is applied on a comprehensive balance sheet basis in respect of temporary differences between the carrying amounts of assets and liabilities in the financial statements and the corresponding tax base of those items.

Deferred tax liabilities are recognised for all temporary differences. Deferred tax assets are reviewed at each balance date and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered.

Deferred tax is calculated at the tax rates that are expected to apply in the period when the liability is settled or the asset is realised. Deferred tax is charged or credited in the Statement of Comprehensive Income.

iii) Goods and Services Tax (GST)

Revenue, expenses, assets and liabilities are recognised net of the amount of GST except:

- When the GST incurred on a purchase of goods and services is not recoverable from the taxation authority in which case the GST is recognised as part of the cost of the acquisition of the assets or as part of the expense item as applicable.
- Receivables and payables, which are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Statement of Financial Position.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 10. TAXATION CONTINUED

(a) Income tax recognised in the Statement of Comprehensive Income

	2017 \$	2016 \$
Tax expense comprises:		
Current tax expense	-	(7)
Adjustments recognised in the current year in relation to the current tax of prior years	(13,947)	-
Deferred tax relating to temporary differences	200,879	21,999
Total Tax Expense	186,932	21,992
Attributable to:		
Continuing operations	186,932	21,992
	186,932	21,992

The prima facie income tax expense on pre-tax accounting profit from operations reconciles to the income tax expense in the financial statements as follows:

	2017 \$	2016 \$
Surplus before tax	30,812	136,180
Income tax calculated at 28%	8,628	38,130
Tax effect of permanent differences	192,251	(16,138)
Prior Period Adjustment	(13,947)	-
Income Tax Expense	186,932	21,992

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 10. TAXATION CONTINUED

(b) Current tax assets and liabilities

	2017 \$	2016 \$
Tax refund receivable	3,580	990
	3,580	990

(c) Deferred tax balances

	2017 \$	2016 \$
Deferred tax assets comprise:		
Temporary differences	3,588,348	3,759,692
	3,588,348	3,759,692
Deferred tax liabilities comprise:		
Temporary differences	(502,496)	(486,908)
	(502,496)	(486,908)
Net Deferred Tax balance	3,085,852	3,272,784

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 10. TAXATION CONTINUED

(c) Deferred tax balances continued

Gross taxable and deductible temporary differences for the Group arise from the following:

	Opening Balance \$	Charged to Income \$	Charged to Equity \$	Prior Period Adjustment \$	Closing Balance \$	
2017	Investment gains	(40,315)	-	-	40,315	-
	Building, property and equipment	(1,698,639)	(95,989)	-	-	(1,794,628)
		(1,738,954)	(95,989)	-	40,315	(1,794,628)
	Employee entitlements	54,914	6,572	-	(21,221)	40,265
	Losses carried forward	13,372,556	(628,007)	-	30,716	12,775,265
		13,427,470	(621,435)	-	9,495	12,815,530
	Attributable to:					
	Continuing operations	11,688,516	(717,424)	-	49,810	11,020,902
	Total	11,688,516	(717,424)	-	49,810	11,020,902
	Tax effect at 28%	3,272,784	(200,879)	-	13,947	3,085,852
2016	Investment gains	(40,315)	-	-	-	(40,315)
	Building, property and equipment	(1,768,639)	(98,085)	-	168,085	(1,698,639)
		(1,808,954)	(98,085)	-	168,085	(1,738,954)
	Employee entitlements	130,833	(80,703)	-	4,784	54,914
	Losses carried forward	14,650,787	(1,105,362)	-	(172,869)	13,372,556
		14,781,620	(1,186,065)	-	(168,085)	13,427,470
	Attributable to:					
	Continuing operations	12,972,666	(1,284,150)	-	-	11,688,516
	Total	12,972,666	(1,284,150)	-	-	11,688,516
	Tax effect at 28%	3,632,344	(359,560)	-	-	3,272,784

No liability has been recognised in respect of the undistributed earnings of subsidiaries because the Group is in a position to control the timing of the reversal of the temporary differences and it is probable that such differences will not reverse in the foreseeable future.

The deferred tax asset relating to tax losses carried forward has been recognised as the financial forecasts anticipate the Group maintaining sufficient profitability in future financial years (refer Note 20).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 10. TAXATION CONTINUED

(d) Imputation Credit Account

	2017 \$	2016 \$
Opening Balance	5,257,222	5,256,739
Plus Credits		
Income Tax Paid	-	-
Resident Withholding Tax	3,580	-
Imputation Credits Received	-	2,463
	3,580	2,463
Less Debits		
Tax Refund	990	1,980
Imputation Credits Attached to Dividends Paid	-	-
Other Debits	-	-
	990	1,980
Closing Balance	5,259,812	5,257,222

NOTE 11. RECONCILIATION OF COMPREHENSIVE INCOME AFTER TAX WITH CASH FLOW FROM OPERATING ACTIVITIES

Accounting Policy:

The Statement of Cash Flows is prepared exclusive of GST, which is consistent with the method used in the Statement of Comprehensive Income. The GST component of cash flows arising from investing and financing activities, which is recoverable from or payable to, the taxation authority is classified as operating cash flow.

The following are definitions of the terms used in the Statement of Cash Flows:

- Bank comprises cash on hand and demand deposits.
- Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of Cash and which are subject to insignificant risk of changes in value.
- Cash flows are inflows and outflows of cash and cash equivalents.
- Operating activities are the principal revenue producing activities of the entity and other activities that are not investing or financing activities.
- Investing activities are the acquisition and disposal of long-term assets.
- Financing activities are activities that result in changes in the size and composition of the contributed equity and borrowings of the entity.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 11. RECONCILIATION OF COMPREHENSIVE INCOME AFTER TAX WITH CASH FLOW FROM OPERATING ACTIVITIES CONTINUED

	2017 \$	2016 \$
Total Comprehensive (Deficit)/Surplus	(156,120)	974,312
Add/(less) non cash items		
Loan Interest	(13,321)	-
Depreciation	38,609	38,761
Amortisation	406	3,238
Movement in CLP / Riskpool Admin Fee Reserve	(43,879)	386,405
Movement in Deferred Tax Asset	186,932	359,562
Net change in fair value of investment property	798,043	(96,571)
Share of Loss of Associate	-	3,152
Debt Write-off	(120,176)	-
	846,614	694,547
Add/(less) movements in other working capital items		
Sundry Debtors and Prepayments and Reinsurance Recoveries	(171,391)	568,347,733
Sundry Creditors and Accrued Charges	(241,936)	(553,491,392)
Movement in Insurance Provisions	-	(10,608,200)
Tax Refund Due	(2,590)	1,981
	(415,917)	4,250,122
Add/(Less) Items Classified as Investing Activity	-	(5,758)
Add/(Less) Items Classified as Financing Activity	7	7
Net Cash Flow from Operating Activities	274,584	5,913,230

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 12. SUNDRY DEBTORS AND CREDITORS**(a) Sundry Debtors and Prepayments**

	2017 \$	2016 \$
Sundry Debtors	590,921	421,097
Prepayments	124,191	86,396
GST Receivable	12,988	49,222
Sundry Debtors and Prepayments	728,100	556,715

(b) Sundry Creditors and Accrued Charges

	2017 \$	2016 \$
Sundry Creditors & Accrued Charges	150,901	385,923
Sundry Creditors & Accrued Charges	150,901	385,923

NOTE 13. LOANS

A secured loan agreement between the Company and Local Government Mutual Funds Trustee Limited on behalf of New Zealand Mutual Liability Riskpool ("Riskpool") was entered into in February 2017 and again in August 2017 to assist with Riskpool's cashflow. The amount under each agreement is for a loan of up to \$3,000,000 and under the terms of the loan the interest rate is set as BKBM plus a margin. Any loan may be repaid by Riskpool at any time without penalty and the agreement terminated by either party with six months' notice. The first loan including interest of \$68,280 under the first agreement was repaid in full in October 2017. The loan outstanding at 31 December 2017 is \$1,109,874.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 14. SHAREHOLDERS' EQUITY

The Share Capital of the Group comprises solely authorised and issued ordinary shares with each share ranking equally in votes, dividends and surpluses. In 2016, 219,000 shares were issued at \$0.90 per share to existing shareholders. There were no shares issued during 2017.

	2017 \$	2016 \$
Retained Earnings		
Opening Balance	6,440,214	5,465,902
Net Surplus After Taxation	(156,120)	974,312
Closing balance	6,284,094	6,440,214
Shareholders Capital		
Opening Balance	10,763,506	10,566,406
Ordinary Shares Issued during the year	-	197,100
Closing balance	10,763,506	10,763,506
Number of Ordinary Shares Fully Paid	11,249,364	11,249,364

NOTE 15. DISCONTINUED OPERATIONS

As a consequence of the Canterbury earthquakes the Company ceased providing material damage from 1 July 2011. In December 2015 the Company reached a global settlement of the majority of the Canterbury earthquake claims and a commutation agreement of the remaining open Canterbury earthquake claims with the reinsurers. The Company met its insurance liabilities in full in December 2016 and opted to cancel its provisional insurance licence with the Reserve Bank of New Zealand. The license was cancelled on 17 January 2017. Consequently, the Company is not required to hold a credit rating or maintain a solvency margin.

Analysis of Profit from discontinued operations

The results of the discontinued insurance operations for 2016 and 2017 are set out below. The comparative profit and cash flows from discontinued operations have been represented in the Consolidated Statement of Comprehensive Income and the Consolidated Statement of Cash Flows to include those operations classified as discontinued in the current year.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 15. DISCONTINUED OPERATIONS CONTINUED

	2017 \$	2016 \$
Surplus for the year from discontinued operations		
Underwriting Surplus	-	1,998,024
Insurance Related Expenses	-	(800,336)
Insurance Surplus Before Taxation	-	1,197,688
Taxation Expense Attributable to Insurance	-	337,564
Surplus After Tax Attributable to Owners of the Company	-	860,124

	2017 \$	2016 \$
Cash flows from discontinued operations		
Net Cash Flow from Operating Activities	-	5,547,816
Net Cash Flow from Investment Activities	-	-
Net Cash Flow from Financing Activities	-	-
Net Cash Flows	-	5,547,816

NOTE 16. SUBORDINATED DEBT

New Zealand Local Government Finance Corporation Limited (NZLGFC) ceased active operations in February 2010 and was removed from the New Zealand Companies register on 25 September 2017. NZLGFC had total assets of \$50,533 and total liabilities of \$120,176 at 31 December 2016. On completion of the windup process during 2017, NZLGFC had no remaining assets available for distribution and was released from the remaining debt of \$120,176. This amount is included in the Statement of Comprehensive Income in 2017.

NOTE 17. EQUITY RETAINED FOR FINANCIAL SOUNDNESS

All shareholder equity is retained to ensure the financial soundness of the Group. The cash is retained for cash flow purposes and to balance the funds allocated in the building investment.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

NOTE 18. STANDARDS APPROVED BUT NOT YET EFFECTIVE**Standards and Interpretations in issue not yet adopted**

At the date of authorisation of the financial report, one Standard and Interpretation was in issue that was relevant to the Group, but not yet effective.

Initial application of the following Standard is not expected to affect any of the amounts recognised in the financial report or change the presentation and disclosures presently made in or relation to the Group's financial report:

	<i>Effective for annual reporting periods beginning on or after</i>	<i>Expected to be initially applied in the financial year ending</i>
Revised NZ IFRS 9 'Financial Instruments'	1 January 2018	31 December 2018

NOTE 19. SUBSEQUENT EVENTS

A seismic assessment review for the investment property is being undertaken by the Company and at the date of signing these financial statements the review is ongoing. Preliminary advice is that non-structural elements of the building are potentially earthquake prone and the property has been valued on that basis. The estimated cost of strengthening is \$820,000 and the financial statements adjusted accordingly. To proactively mitigate this risk, the Company has embarked on the process of seismic strengthening. Refer to Note 7 for more information.

There have been no other material events subsequent to 31 December 2017 that require adjustment to or disclosure in the financial statements.

NOTE 20. GOING CONCERN

The financial statements have been prepared on a going concern basis.

The profitability of financial and property services supports the going concern assumption for Civic Financial Services Ltd as a whole. The deferred tax asset is reviewed regularly and at balance date against forecast profits and future business opportunities. The Directors believe that it is probable that sufficient taxable profits will be available in the future against which the unused tax losses can be utilised.



INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF CIVIC FINANCIAL SERVICES LIMITED'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

The Auditor-General is the auditor of Civic Financial Services Limited and its subsidiaries (the 'Group'). The Auditor-General has appointed me, Michael Wilkes, using the staff and resources of Deloitte Limited, to carry out the audit of the consolidated financial statements of the Group on his behalf.

OPINION

We have audited the consolidated financial statements of the Group on pages 7 to 30, that comprise the consolidated statement of financial position as at 31 December 2017, the consolidated statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date and notes to the consolidated financial statements that include accounting policies and other explanatory information.

In our opinion, the consolidated financial statements of the Group:

- present fairly, in all material respects:
 - its financial position as at 31 December 2017; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector Public Benefit Entity Standards.

Our audit was completed on 28 March 2018. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board of Directors and our responsibilities relating to the audit of the consolidated financial statements, we comment on other information, and we explain our independence.

BASIS FOR OUR OPINION

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

RESPONSIBILITIES OF THE BOARD OF DIRECTORS FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The Board of Directors is responsible on behalf of the Group for preparing consolidated financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Directors is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.



INDEPENDENT AUDITOR'S REPORT *CONTINUED*

In preparing the consolidated financial statements, the Board of Directors is responsible, on behalf of the Group, for assessing the Group's ability to continue as a going concern. The Board of Directors is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board of Directors intends to liquidate the Group or to cease operations, or has no realistic alternative but to do so.

The Board of Directors' responsibilities arise from the Financial Markets Conduct Act 2013.

RESPONSIBILITIES OF THE AUDITOR FOR THE AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these consolidated financial statements.

We did not evaluate the security and controls over the electronic publication of the consolidated financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risk of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Group's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Directors.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements, or if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Group to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board of Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

OTHER INFORMATION

The Board of Directors is responsible for the other information. The other information comprises the information in the Directors' report that accompanies the consolidated financial statements and our audit report.

Our opinion on the consolidated financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the consolidated financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

INDEPENDENCE

We are independent of the Group in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

In addition to the audit, we have carried out engagements in the areas of tax compliance and controls assurance, which are compatible with those independence requirements. Other than the audit and these engagements, we have no relationship with or interests in the Group.



Michael Wilkes
for Deloitte Limited
On behalf of the Auditor-General
Christchurch, New Zealand

CIVIC FINANCIAL SERVICES SHAREHOLDERS AS AT 31 DECEMBER 2017

SHAREHOLDER MEMBER	NO. OF SHARES		SHAREHOLDER MEMBER	NO. OF SHARES	
CITY COUNCILS			DISTRICT COUNCILS (Cont'd)		
Auckland	2,195,042	19.51%	Rangitikei	35,338	0.31%
Christchurch	1,417,704	12.60%	Rotorua	175,906	1.56%
Dunedin	470,966	4.19%	Ruapehu	56,666	0.50%
Hamilton	202,729	1.80%	South Taranaki	135,496	1.20%
Hutt	479,822	4.27%	South Waikato	42,374	0.38%
Invercargill	407,927	3.63%	South Wairarapa	53,930	0.48%
Napier	283,842	2.52%	Southland	13,715	0.12%
Nelson	95,543	0.85%	Stratford	65,608	0.58%
Palmerston North	411,737	3.66%	Taranua	99,972	0.89%
Porirua	140,146	1.25%	Tasman	65,584	0.58%
Tauranga	124,242	1.10%	Taupo	83,971	0.75%
Upper Hutt	51,209	0.46%	Thames-Coromandel	27,120	0.24%
Wellington	526,821	4.68%	Timaru	230,118	2.05%
DISTRICT COUNCILS			Waikato	41,070	0.37%
Ashburton	56,016	0.50%	Waimakariri	88,172	0.78%
Buller	27,698	0.25%	Waimate	30,458	0.27%
Carterton	23,642	0.21%	Waipa	149,082	1.33%
Central Hawke's Bay	28,580	0.25%	Wairoa	22,992	0.20%
Central Otago	91,238	0.81%	Waitaki	120,000	1.07%
Clutha	33,711	0.30%	Waitomo	16,940	0.15%
Far North	85,440	0.76%	Wanganui	289,660	2.57%
Gisborne	99,404	0.88%	Western Bay of Plenty	28,142	0.25%
Gore	54,589	0.49%	Westland	28,356	0.25%
Grey	33,742	0.30%	Whakatane	38,788	0.34%
Hastings	129,170	1.15%	Whangarei	63,524	0.56%
Hauraki	63,434	0.56%	REGIONAL COUNCILS		
Horowhenua	110,689	0.98%	Bay of Plenty	55,000	0.49%
Hurunui	14,000	0.12%	Canterbury	152,696	1.36%
Kaikoura	10,000	0.09%	Hawke's Bay	20,000	0.18%
Kaipara	13,629	0.12%	Horizons	2,000	0.02%
Kapiti Coast	15,060	0.13%	Southland	10,000	0.09%
Kawerau	31,161	0.28%	Taranaki	1,000	0.01%
Manawatu	203,964	1.81%	Waikato	22,000	0.20%
Marlborough	86,022	0.76%	Wellington	80,127	0.71%
Masterton	127,230	1.13%	OTHER		
Matamata-Piako	122,554	1.09%	TrustPower	137,251	1.22%
New Plymouth	441,456	3.92%			
Opotiki	20,000	0.18%			
Otorohanga	5,000	0.04%			
Queenstown-Lakes	31,149	0.28%			
				Total Shares	11,249,364

CIVIC FINANCIAL SERVICES LIMITED

STATEMENT OF INTENT

FOR THE YEAR ENDED 31 DECEMBER 2018

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1.0 Mission Statement

Mission Statement of Civic Financial Services Ltd
To provide superannuation and risk-financing solutions to the local government sector

2.0 Corporate Goals

The specific goals of the Company are:

- 2.1 To operate as a sound and successful business.
- 2.2 To be the primary supplier of risk-financing and superannuation services to the local government sector.
- 2.3 To investigate and facilitate, as appropriate, new products and markets in risk-financing and superannuation and such other markets that it believes could prove beneficial to its shareholders and the local government sector.

3.0 Nature and Scope of Activities

- 3.1 The Company administers superannuation services for local government and local government staff via SuperEasy and the SuperEasy KiwiSaver Superannuation Scheme.
- 3.2 The Company provides administration, reinsurance, accounting, and a range of other services to LAPP, Riskpool, CLP (Civic Liability Pool) and CPP (Civic Property Pool).
- 3.3 The Company investigates and facilitates as appropriate such new risk-financing and superannuation services and/or markets that it believes will prove beneficial to its shareholders and the local government sector.
- 3.4 In a modest and selective way the Company provides sponsorship for a range of local government activities at regional and national level.

4.0 Financial Projections

Civic's projected profit outlook over the next three years is shown in the tables below.

Civic's main revenue streams will come from the two following sources: fees from providing administration services and investment income.

Profits from providing administration services: Civic's income in 2018 will come from providing administration services as described in section 3.1 and 3.2.

Profits from investment income: Civic's income in 2018 will come from investment income. This includes the rental income from Civic Assurance House, a ten-storey Wellington CBD office building. At the Special General Meeting ("SGM") held on 5 October 2017 there was overwhelming support from our shareholders to sell Civic Assurance House. Your Board is taking the appropriate action to progress this forward. A recent seismic assessment review has identified there is strengthening work required for the non-structural south and west boundary walls of Civic Assurance House. Having taken professional advice, the decision was made to complete the strengthening work before taking the building to market. We anticipate this work will be completed within the next twelve months. If a satisfactory sale price can be obtained, the proceeds net of selling costs will be distributed to shareholders via a special dividend. This potential sale and subsequent removal of rental income has been taken into consideration in the projections below.

Financial projections for 2018 to 2020 are:

	2018	2019	2020
Administration Income	\$2,154,991	\$2,129,232	\$2,223,377
Investment Income	\$ 416,000	\$ 291,000	\$ 140,000
Revenue	\$2,570,991	\$2,420,232	\$2,363,377
Expenses	\$2,123,037	\$2,081,114	\$2,108,429
Surplus before tax	\$ 447,954	\$ 339,118	\$ 254,948

Please note that these are projections, not firm predictions.

5.0 Performance Targets and Measures

- 5.1 To provide superannuation services to at least 90% of local authorities.
- 5.2 To continue to be an efficient and effective administration manager for LAPP, Riskpool, CLP and CPP.

6.0 Reporting to Shareholders

- 6.1 An audited annual report for 2017 by 30 April 2018.
- 6.2 A report on the first half of 2018 by 30 September 2018 containing a review of the Company's operations during the half year and unaudited half-yearly accounts.

7.0 Acquisitions/Disposals

Any acquisition or disposal that is equivalent to 50% or more of the Company's assets will constitute a "major transaction" under the Company's constitution and approval of the shareholders will be sought in accordance with the constitution. Any acquisition that is equivalent to 25% or more but less than half of the Company's assets will constitute a "minor transaction" under the Company's constitution and consultation with shareholders will take place.

8.0 Transactions with Related Parties

The Company has 72 local authority shareholder members plus TrustPower (holding 1.22%). Local Government Superannuation Trustee Limited and Local Government Mutual Funds Trustee Limited are wholly owned subsidiaries of the Company. Because it is sharing management resources, the Local Authority Protection Programme (LAPP), Riskpool, CLP and CPP are also considered to be related parties. Transactions with shareholder members include risk-financing services and superannuation related financial services.

Charges to and from shareholder members will be made for services provided as part of the normal trading activities of the Company and its subsidiaries. Transactions with shareholder members are on a wholly commercial basis.

***** END *****

New Zealand Local Government Funding Agency Quarterly Report for the period ended 31 March 2018

1. Executive Summary

The purpose of this report is to provide the Elected Members with New Zealand Local Government Funding Agency's (LGFA) quarterly report (Q3) for the period ended 31 March 2018. Please refer to **(Attachment A)**.

Key points to note

- LGFA's volume of council lending is currently below their Statement of Intent forecast and this is due to the December 2017 loans rolling off, more subdued borrowing by councils relative to forecast and their largest borrower Auckland Council preferring to borrow in offshore markets
- "Issuance and operating expenses (excluding AIL) YTD" was the only performance measure fully met for the 9 months ended 31 March 2018
- While there were no new council members during this quarter, LGFA are expecting a number of councils to be consulting in their Draft Long Term Plans on joining.



Kumaren Perumal
Chief Financial Officer

Quarterly Report

Quarter 3: 2017 - 2018
 Period ended: 31 March 2018



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Quarterly Report

Quarter 3: 2017 - 2018
 Period ended: 31 March 2018



A. March quarter issuance and highlights summary

Quarter	Total	Bespoke Maturity	2017	2019	2020	2021	2023	2025	2027	2033
Bonds issued \$m	120	N/A	-		45			45	30	
Term Loans to councils \$m	183	126.5	-			-	18.5	25	13	
Term Loans to councils #.	20	13	-			-	4	2	1	

Year to date	Total	Bespoke Maturity	2017	2019	2020	2021	2023	2025	2027	2033
Bonds issued \$m	739	N/A	-	40	225	70	79	189	66	70
Term Loans to councils \$m	701.4	556.9	-	5	5	5	18.5	46	53	12
Term Loans to councils #	77	55	-	1	1	2	4	7	5	2

Key points and highlights for the March quarter:

- The bond curve was slightly steeper over the quarter with the 2033 bond yield rising 4 bps (0.04%) while the 2020 bond yield fell 5 bps (0.05%).
- LGFA issued only \$120 million of bonds during the quarter in one tender. The March quarter is always the quietest quarter for issuance, averaging \$184 million of issuance over the past six years. The average term of issuance of 5.79 years was much shorter than the average term for the 2016-17 year of 8.87 years but in line with the average term of 5.74 years for the current financial year. LGFA bonds outstanding as at 31 March 2018 were \$7.579 billion (including \$350 million of treasury stock).
- LGFA margins to swap were unchanged for the shorter LGFA bond maturities but widened in the back end of the curve on global credit market concerns e.g. the 2033 spread to swap widened by 14 bps (0.14%). LGFA Spreads to NZGB tightened by between 1 bps (2033s) and 6 bps (2021s).
- Long dated on-lending to council borrowers was \$183 million including \$126.5 million of bespoke maturity loans (69% of total lending) during the quarter. The average term of on-lending during the quarter was 7.45 years which lengthened from the average loan term of 5.62 years in the previous quarter.
- LGFA market share of 84.4% for the rolling 12-month period to March 2018 was unchanged from the 12-month period to December 2017.
- Short-term lending to councils remains well supported by councils with loans outstanding of \$264.9 million as at 31 March 2018. This was a decline of \$67 million over the quarter and the number of councils using this product declined by five to twenty. The decline was due to councils extending the term of their debt by borrowing on a longer dated basis and repaying the short-dated loans.
- LGFA Net Operating Gain (unaudited) for the nine-month period to March 2018 was \$9.303 million or \$0.594 million above budget.
- While there were no new council members during the quarter, we are expecting a number to be consulting in their Draft Long Term Plans on joining.

Quarterly Report

Quarter 3: 2017 - 2018
Period ended: 31 March 2018



B. LGFA bond tenders during quarter

LGFA held only one bond tender over the quarter.

Tender 53: 14 February 2018

\$120 million

Tender 50 Tender date: 4 Oct 2017	Apr-20	Apr-25	Apr-27	
Total amount offered \$m	45	45	30	<p>We tendered three tranches but with a shorter tenor than usual due to soft market conditions. Price support was mixed with successful yields for the 2020s (2 bps below mid-rate), good for the 2025s (at mid- rate) and average for the 2027s (3 bps above mid-rate).</p> <p>Since the December 2017 tender, market expectations for the first RBNZ OCR rate hike has been pushed into 2019 and led to strong demand for short dated bonds by banks and investors. Long dated bond appetite was not as strong due to rising US interest rates, curves steepening and NZ yields being tight on a spread to US and Australia.</p> <p>The spread to swap compared to the prior tender was 2 bps tighter on the 2020s and set a record low while the 2025s was 3.5 bps tighter. Spreads to NZGB were 1 bps to 2 bps wider than the prior tender and was due to the positive fiscal news implying reduced NZGB supply.</p> <p>The average maturity of the LGFA bonds issued in tender of 5.79 years was in line with the current 2017-18 year average (5.74 years).</p> <p>Coverage ratio of 3.89 times was very strong and followed the December 2017 tender coverage ratio of 3.94 times.</p> <p>While we issued \$120 million of LGFA bonds we on-lent \$104.5 million to seven councils. The average term of lending was longer than normal at 8.4 years but we chose not to match fund the long-dated lending with long dated issuance due to the nervous state of the market and we had previously issued longer tenor bonds than on-lending.</p>
Total amount allocated \$m	45	45	30	
Total number bids received	15	19	17	
Total amount of bids received \$m	185	172	110	
Total number of successful bids	6	11	5	
Highest accepted yield %	2.265	3.530	3.860	
Lowest yield accepted %	2.250	3.480	3.845	
Highest yield rejected %	2.305	3.720	4.065	
Lowest yield rejected %	2.265	3.530	3.860	
Weighted average accepted yield %	2.259	3.507	3.855	
Weighted average rejected yield %	2.274	3.563	3.915	
Coverage ratio	4.11	3.82	3.67	
NZGB spread at issue bps	39	78	86	
Swap spread at issue bps	7	49	62	
Swap spread: AA council bps	17.5	57.75	80.0	
Swap spread: AA- council bps	22.5	62.5	85.0	
Swap spread: A+ council bps	27.5	67.5	90.0	
Swap spread: unrated council bps	37.5	77.5	100.0	

Quarterly Report

Quarter 3: 2017 - 2018
 Period ended: 31 March 2018



C. Key performance indicators

We have met only of the four KPIs as at the end of the March quarter. We have maintained issuance and operating expenses below budget but not met the other KPIs which are influenced by factors outside of our control e.g. amount of borrowing undertaken by councils and the term of borrowing.

Due to the reduction in short term lending over the quarter (and being replaced by increased longer dated lending) the average base margin widened by 0.005% to above 10 bps. We are struggling to improve our estimated interest cost savings due to secondary market spreads on our comparable group (Auckland and Dunedin councils) not widening in line with the LGFA spreads to swap. This is due to LGFA issuing bonds on a regular basis and a lack of issuance by the other councils. Our volume of council lending is currently below SOI forecast and this is due to the December 2017 loans rolling off, more subdued borrowing by councils relative to forecast and our largest borrower Auckland Council preferring to borrow in offshore markets.

Measure		Prior full year to June 2017	Q1 30 Sept 2017	Q2 31 Dec 2017	Q3 31 Mar 2018	Q4
Average base margin over cost of funds for short term and long-term lending	Target %		0.10%	0.10%	0.10%	0.10%
	Average actual %	0.104%	0.094% (0.1086% for long term and 0.08% for short term) ✓	0.097% (0.1071% for long term and 0.09% for short term) ✓	0.102% (0.1080% for long term and 0.09% for short term) ✗	
Estimated interest cost savings %	Target %		Improvement on prior year	Improvement on prior year	Improvement on prior year	Improvement on prior year
	2019 maturity At quarter end	12 bps	11 bps ✗	10 bps ✗	10 bps ✗	
	2021 maturity At quarter end	20 bps	13 bps ✗	18 bps ✗	14 bps ✗	
	2025 maturity As at quarter end	17 bps	5 bps ✗	14 bps ✗	11 bps ✗	

Quarterly Report

Quarter 3: 2017 - 2018
 Period ended: 31 March 2018



Issuance and operating expenses (excluding AIL) YTD	Target (\$ m)		\$1.33 m	\$2.73 m	\$4.02 m	\$5.45 m
	Actual (\$ m) Year to date	\$4.67 m	\$1.20 m ✓	\$2.55 m ✓	\$3.76 m ✓	
Lending (short and long term) to participating councils	Target (\$ b)		\$7.834 b	\$7.932 b	\$8.03 b	\$8.128 b
	Actual (\$ b) Year to date	\$7.736 b	\$8.101 b ✓	\$7,481.5 b ✗	\$7,594.8 b ✗	

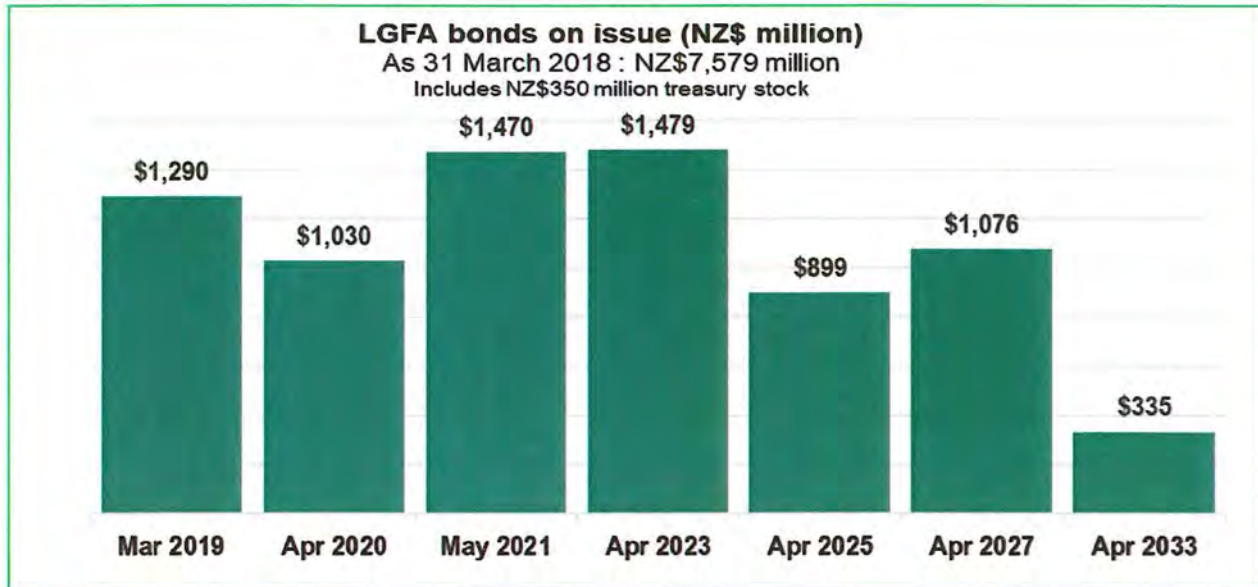
D. Summary financial information (provisional and unaudited)

Financial Year (\$m)	YTD as at Q1	YTD as at Q2	YTD as at Q3	YTD as at Q4
	30-Sep-17	31-Dec-17	31-Mar-18	30-June-18
Comprehensive income				
Interest income	88.68	178.15	259.14	
Interest expense	83.95	168.53	244.82	
Net interest revenue	4.73	9.62	14.32	
Issuance and On-lending costs	0.49	1.09	1.63	
Approved issuer levy	0.19	1.02	1.26	
Operating expenses	0.71	1.47	2.13	
Issuance and operating expenses	1.39	3.58	5.02	
Net Profit	3.34	6.04	9.30	

Financial position (\$m)	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18
Retained earnings + comprehensive income	30.83	33.52	33.52	
Total assets (nominal)	8,338.71	7,721.93	7,979.38	
Total LG loans (nominal)	8,101.05	7,488.52	7,594.67	
Total LGFA bills (nominal)	350.00	370.00	545.00	
Total LGFA bonds (nominal)	7,760.00	7,109.00	7,229.00	
Total borrower notes (nominal)	124.45	114.43	117.28	
Total equity	55.83	58.52	63.18	

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E. Quarterly compliance summary

Policy	Limit	Policy page ref	Continuous Compliance
One-month Liquidity Monitor	>120%	S1-1.1	Yes
Three Month Liquidity Monitor	>110%	S1-1.2	Yes
Twelve Month Liquidity Monitor	>110%	S1-1.3	Yes
Council Exposure (any 12-month period)	<10% of Balance Sheet	S1-1.5	Yes
Liquidity Buffer	>110%	S1-1.4	Yes
Partial Differential Hedge (PDH Interest Rate Gap Report)	\$40,000	S3-4.1	Yes
Value at Risk (VaR)	\$250,000	S3-4.2	Yes
Council Maturity (any 12-month period)	\$100m or 33% of LGFA borrowing	S1-1.6	Yes
Funding Largest Council Exposure	>100%	S1-1.7	Yes
Foreign Exchange Exposure	Nil	S7-3.1	Yes
NZDMO Facility Utilisation	Report monthly	S8-8.5	Yes
Counterparty Credit Limits	80% of Portfolio \$125m Counterparty (category 3)	S4	Yes
Auckland Council Exposure (proportion of total Council exposure)	<40%	S1-1.8	Yes
Balance Sheet Maturity Mismatch	<15% of Balance Sheet	S2-2.1	Yes
Financial Covenants	Various (as set out on p13)	S9	Yes
Authorising Treasury transactions	Two approvers, one signature	S8-8.4	Yes

Details for compliance breaches over quarter.

There were no breaches over the quarter.

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F. Performance against SOI objectives and performance targets

Primary objectives

1. Providing savings in annual interest costs for all Participating Local Authorities on a relative basis to other sources of financing

The LGFA on-lending base margins are 9 bps (terms out to 2019s), 10 bps (2020s to 2022s) and 11 bps (2023s and longer). The actual average base lending margin paid by council borrowers will depend upon the term of council borrowing. The base margin charge covers our operating costs and provides for our capital to grow in line with the growth in our balance sheet to maintain a capital buffer.

Our estimated annual savings to councils based upon the secondary market levels at 31 March 2018 of LGFA bonds compared to bonds issued by Auckland and Dunedin councils is between 10 bps and 20 bps depending upon the term of borrowing. The amount of savings has reduced over the past quarter as LGFA borrowing spreads have widened slightly while Auckland and Dunedin borrowing margins have narrowed. The relative movement in secondary market margins is due to supply and demand e.g. Auckland Council has not issued in the domestic capital markets for over a year and Dunedin City Treasury last issued in October 2017 while LGFA has issued \$1.27 billion of bonds in the past year.

March 2018	Savings to AA rated councils (bps)				
	Auckland 2019	Dunedin 2020	Dunedin 2021	Auckland 2022	Auckland 2025
AA rated councils margin to swap	26	38	42	48	73
Less LGFA margin to swap	-7	-8	-18	-25	-51
LGFA Gross Funding Advantage	19	30	24	23	22
Less LGFA Base Margin	-9	-10	-10	-10	-11
Total Saving	10	20	14	13	11

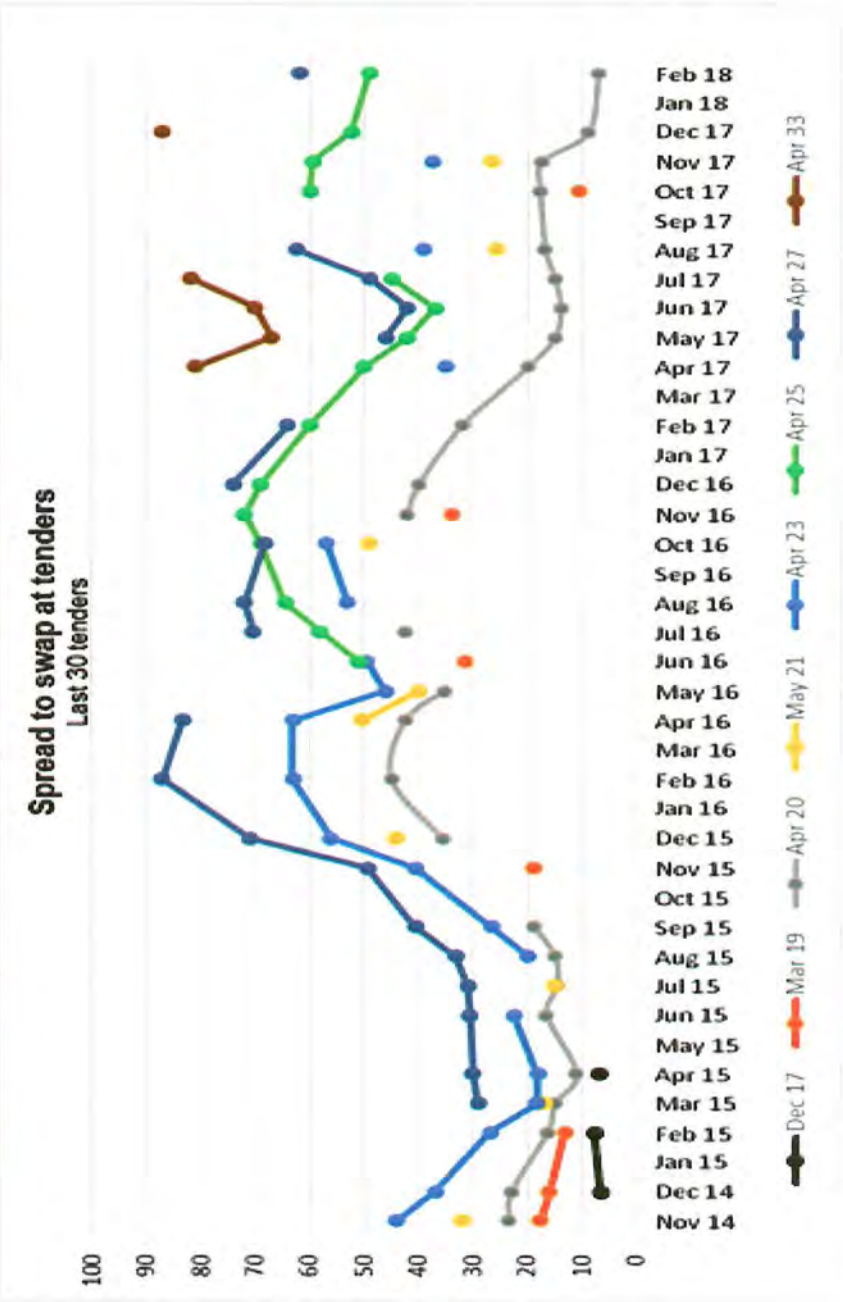
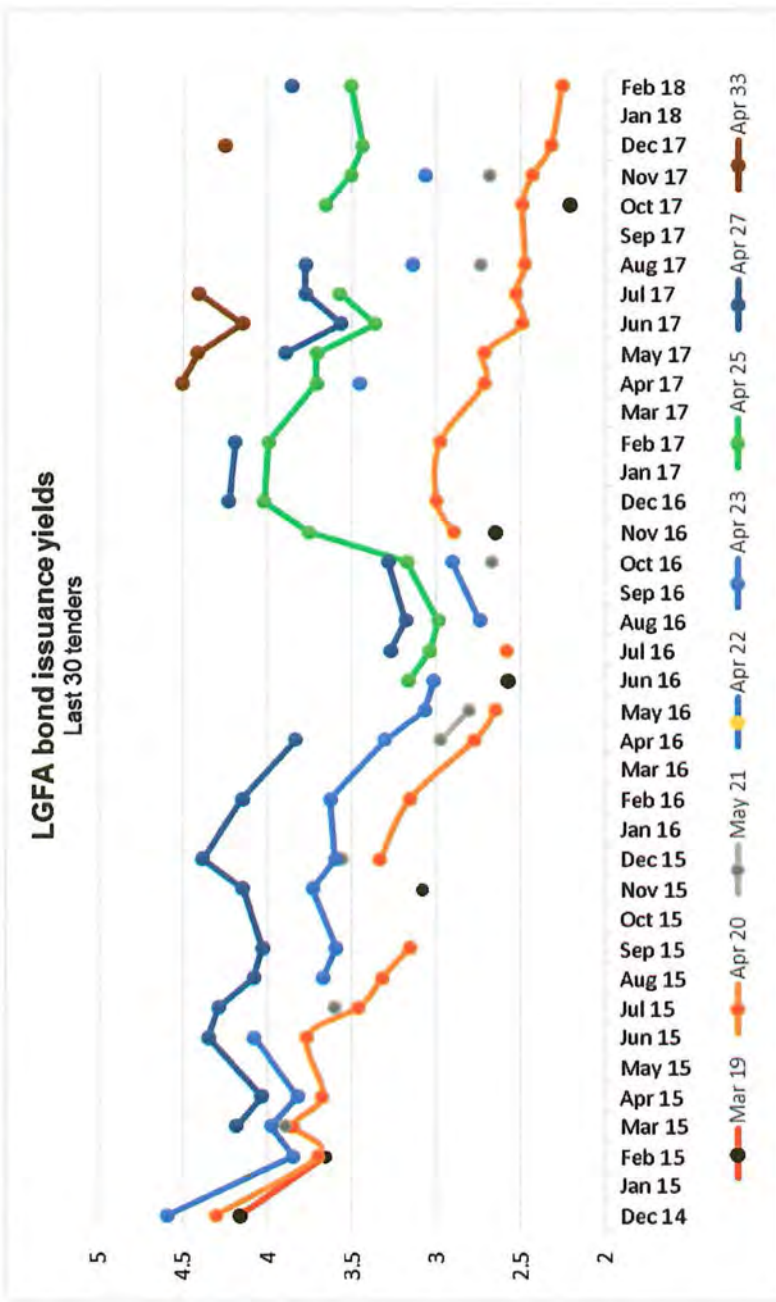
Note that from 30 June 2017 we have removed the implied "LGFA effect" of 10 bps of savings in borrowing costs from the analysis. The LGFA effect was the assessment of immediate savings to councils when LGFA first commenced lending to councils in February 2012.

We only held one tender during the March quarter with total issuance of \$120 million. This was significantly lower volume than the prior quarter issuance (\$364 million) and the average quarterly issuance of \$347 million since LGFA commenced issuing in 2012. Credit market sentiment turned negative over the quarter with long dated spreads widening as yields rose and global concerns towards risk assets increased. High grade corporate bond supply was very strong with \$3.8 billion of Kauri bonds issued in the quarter (compared to \$2.6 billion for the entire 2017 calendar year) and the NZDMO issuing \$2 billion of the new 2029 NZGB. Secondary market spreads to swap for LGFA bonds were unchanged for 2019 through 2021 maturities but 14 bps wider for the 2033 bond maturity.



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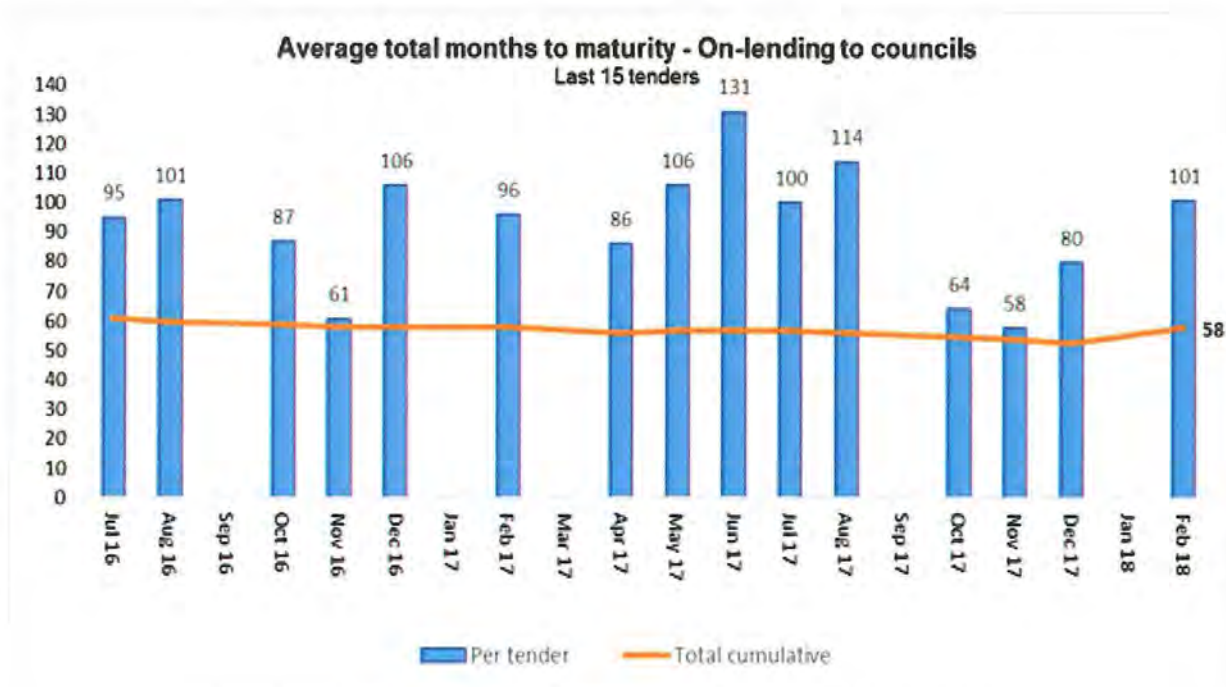
Quarterly Report

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2. Making longer-term borrowings available to Participating Local Authorities

The average borrowing term (excluding short dated borrowing) for the March 2018 quarter by council members was 7.45 years and while this was longer than the December 2017 quarter average of 5.62 years, it was still shorter than the 8.10 year average term for the prior year. The shortening in term compared to the prior year was due to councils responding to the recent widening of borrowing margins in the longer dated maturities. Also, many councils had taken advantage of the tighter margins in early 2017, using the opportunity to extend longer when the 2033 maturities were first made available in April 2017.

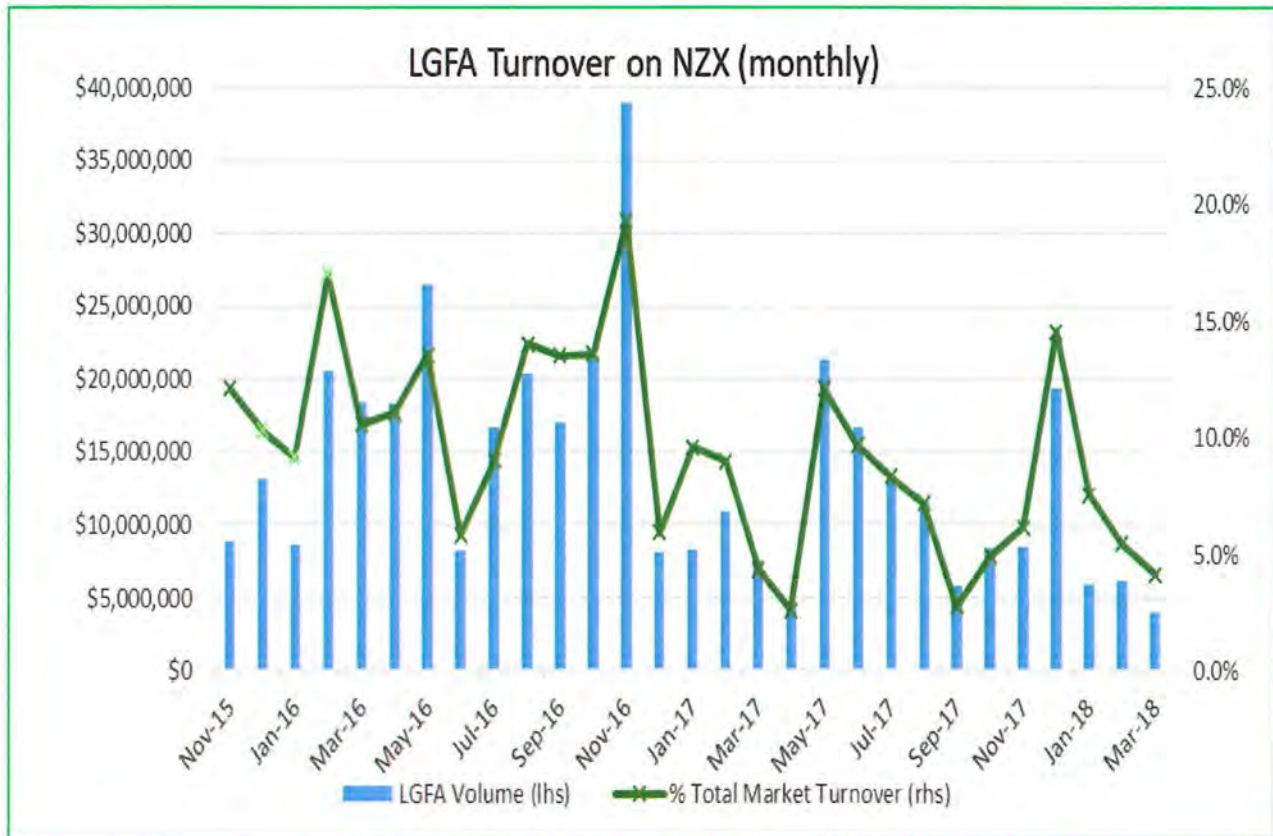


3. Enhancing the certainty of access to debt markets for Participating Local Authorities, subject always to operating in accordance with sound business practice

The listing of LGFA bonds on the NZX Debt Market in November 2015 has led to greater investor awareness of LGFA bonds. Average turnover on the NZX Debt market since listing has been \$15 million per month or 9.5% of the total turnover of the NZX Debt Market. Turnover has reduced in recent months as retail investors are more attracted to high term deposit rates.

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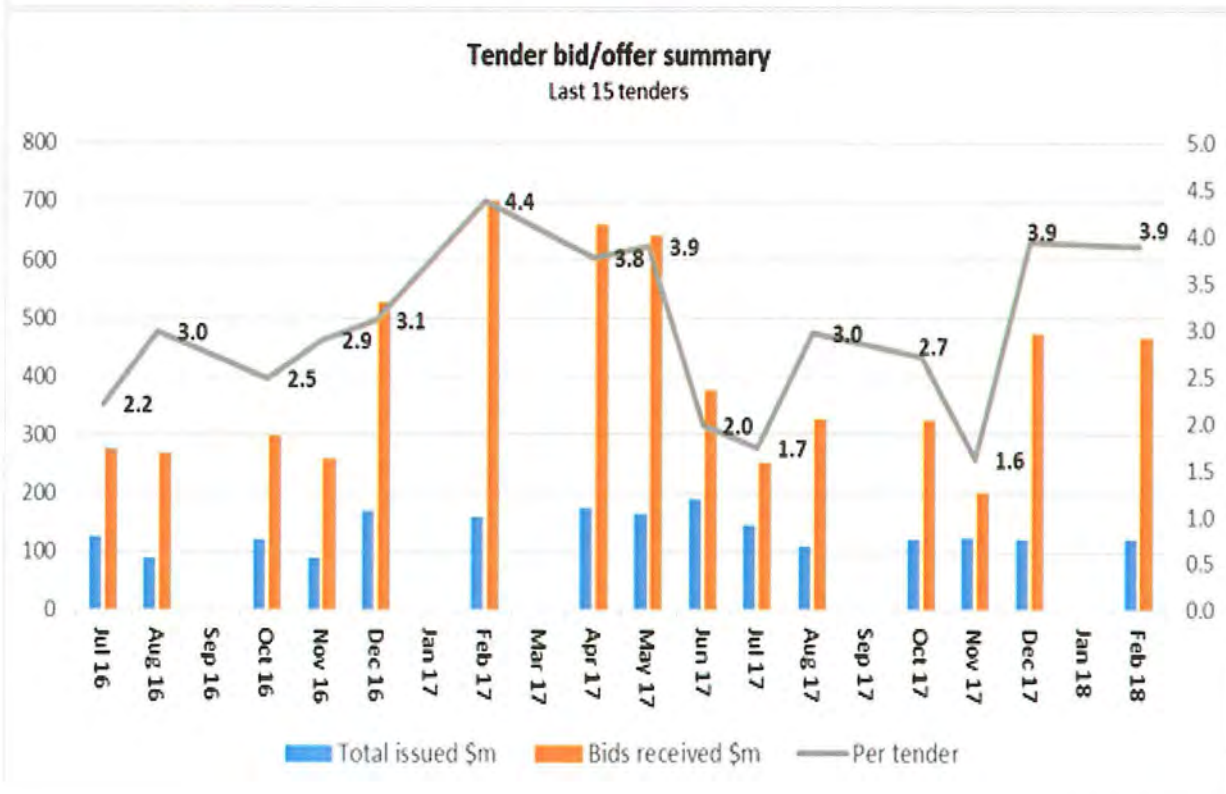
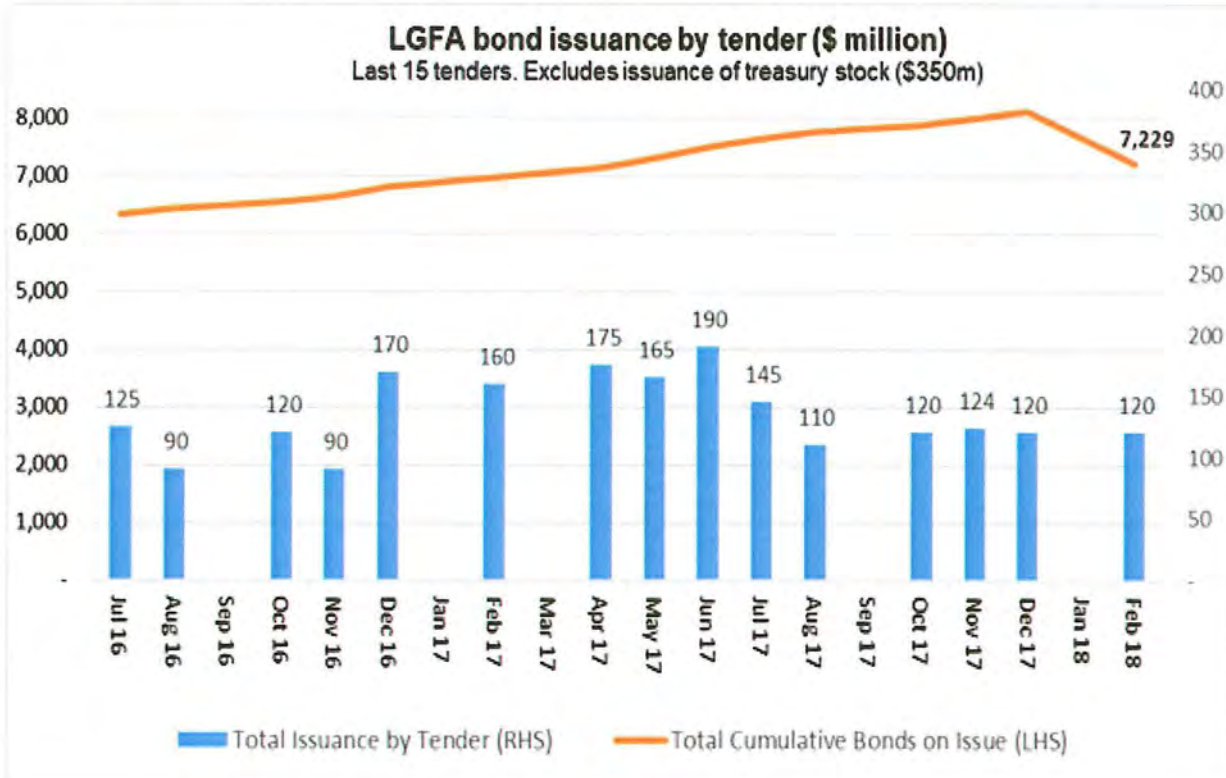
LGFA began issuing 3-month and 6-month LGFA Bills and commenced short dated (less than 1 year) lending to councils in late 2015. LGFA has short term loans to twenty councils of \$265 million outstanding as at 31 March 2018.

LGFA documented an Australian Medium-Term Notes Programme in November 2017 to provide the ability to issue in currencies other than NZD. It is not our intention to use this programme but to have it established to provide some flexibility in case of the unlikely scenario of a significant market disrupting event in the future.

The LGFA bond tender held in February was supported by the market with a healthy coverage ratio of 3.89 times which was similar to that achieved in the December 2017 tender. We continue to offer three or four LGFA maturities at each tender and try to maintain the volume offered within the \$130 million to \$170 million range to ensure ongoing price tension and reduce the risk of a tender failure.

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4. Offering more flexible lending terms to Participating Local Authorities

Bespoke lending continues to be a popular borrowing option for council members. During the quarter we lent \$126.5 million on a bespoke basis to eleven councils. This comprised 69% of total term lending by LGFA to its members during the quarter.

Short term borrowing by councils has been well received with loan terms to date of between 3 months and 12 months on \$265 million of loans outstanding as at 31 March 2018.

5. LGFA will monitor the quality of the asset book so that it remains of a high standard by ensuring it understands each Participating Local Authority's financial position and the general issues confronting the Local Government sector.

LGFA had meetings with nine councils during the March quarter to discuss their financial performance and any developments with the underlying council operations. LGFA reviews council agendas and management reports on an ongoing basis for those councils on the LGFA borrower watch-list.

LGFA has commenced work on credit default assessment analysis of its member councils in preparation for adopting IFRS9 for accounting purposes.

LGFA management met representatives from Fitch, Moody's and MBIE to discuss the local government sector. We have also been assisting an offshore agency who is considering whether to establish a similar vehicle to LGFA.

LGFA presented at the LGNZ Quarterly media briefing on the sector financial position and provided an LGFA update.

Additional objectives

6. Operate with a view to making a profit sufficient to pay a dividend in accordance with its stated Dividend Policy

LGFA's Net Operating Gain on an unaudited management account basis of \$9.303 million for the nine-month period to 31 March 2018 exceeded the management forecast of \$8.709 million. The average cost of funds for the first nine months of the 2017-18 financial year is 3.06%. This is lower than the 3.56% for the 2016-17 financial year due to the lower level of interest rates and much shorter term of LGFA bond issuance compared to the previous financial year. The LGFA Board has the sole discretion to set the dividend.

7. Provide at least 50% of aggregate long-term debt funding for Participating Local Authorities

LGFA estimates market share from the PwC Local Government Quarterly Debt Report and the most recent report is for the March 2018 quarter. LGFA market share of total sector borrowing for the March 2018

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quarter was 100% and for the year to March 2018 was 84.4%. Our market share remains strong compared to our global peers but will be influenced by the amount of borrowing undertaken by Auckland Council and Dunedin City Councils in their own name.

There are fifty-four participating local authority members of LGFA which is unchanged over the quarter. We are aware of at least six councils who are currently consulting through their LTP on their intention to join.

8. Ensure its products and services are delivered at a cost that does not exceed the forecast for issuance and operating expenses

Expenses for the nine-month period on an unaudited basis are \$5.017 million which is \$230k below budget. This variance is the consequence of:

- Issuance and on-lending costs (excluding AIL) at \$1.633 million were \$90k under budget. There were lower fees than budgeted relating to the NZDMO facility offset by higher registry costs and legal costs than forecast. The larger amount of short term lending and establishment of an AUD bond programme has increased legal costs.
- Operating costs at \$2.128 million were \$171k below budget due to lower personnel costs than forecast but offset by additional legal costs relating to LGFA input into the HIF.
- Approved Issuer Levy payments of \$1.26 million were slightly above our forecast of \$1.23 million.

9. Take appropriate steps to ensure compliance with the Health and Safety at Work Act 2015

LGFA has a Health and Safety staff committee and reporting on Health and Safety issues are made to the LGFA board on a regular basis by the Risk and Compliance Manager. There were no Health and Safety incidents during the quarter.

10. Maintain LGFA's credit rating equal to the New Zealand Government sovereign rating where both entities are rated by the same Rating Agency

LGFA has credit ratings from Standard and Poor's ("S&P") and Fitch Ratings ("Fitch") and meets with both agencies in September and October each year. Meetings were held in 2017 with both agencies and S&P affirmed the long-term rating of LGFA at AA+ (stable outlook) on 25 September 2017 and Fitch affirmed the rating at AA+ (stable outlook) on 10 November 2017.

11. Achieve the financial forecasts

As at the end of third quarter, Net Interest Income was estimated by management on an unaudited basis to be \$365k above budget while expenses are \$230k below budget. Net Operating Gain of \$9.303 million was \$594k above budget and 7.5% above the Net Operating Gain for the equivalent period in the prior year.

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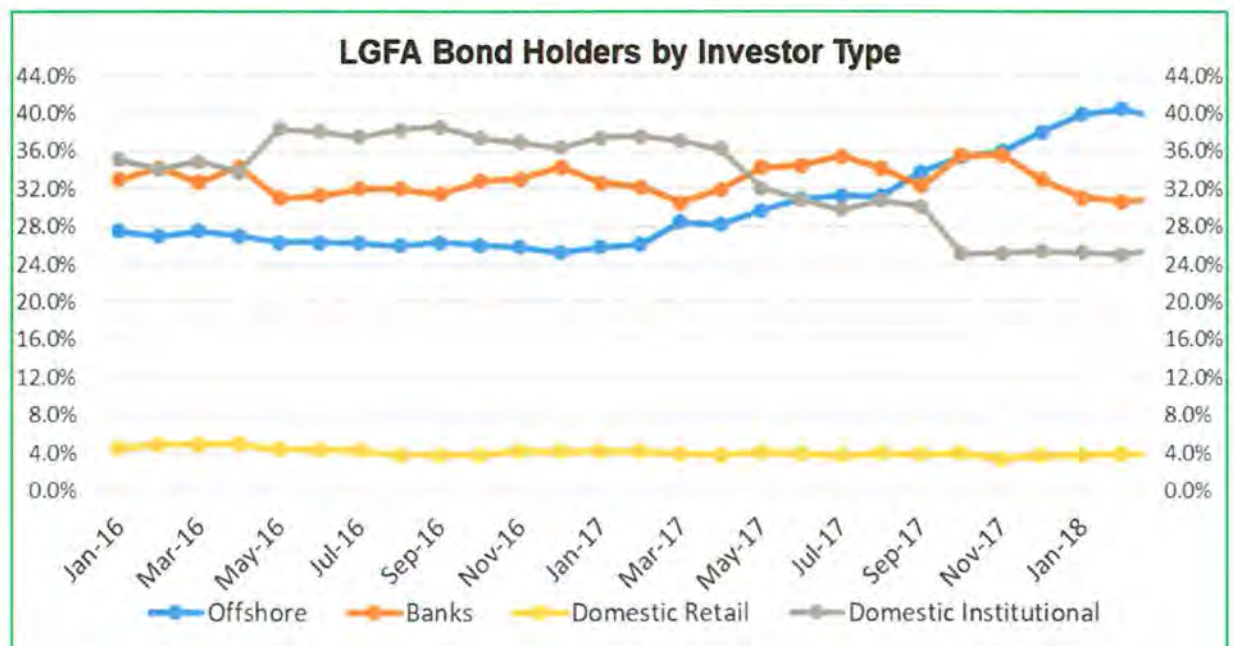


G. Investor relations / outlook

Managing relations with our investor base is very important as the amount of LGFA bonds on issue has yet to peak and we require investors and banks to support our tender issuance. Our focus is on growing and diversifying the offshore investor group as these investors have the most growth potential given that we already receive strong support from the domestic banks and institutional investors.

Offshore investors and domestic investors increased their holdings of LGFA bonds during the March quarter while bank holdings declined.

- Offshore investors increased their holdings by \$157 million over the March quarter and by \$541 million since June 2017. They are estimated to hold \$2.9 billion (39.5% of outstandings) compared to \$2.3 billion (30.9% of outstandings) a year ago. Offshore investor holdings are at a record high and they have become our largest investor group.
- Domestic institutional and retail investors increased their holdings by \$72 million over the quarter and were estimated to hold \$2.1 billion (29.5% of outstandings) compared to \$2.8 billion (41.0% of outstandings) a year ago. The decline over the past year has been due to the maturing of December 2017 LGFA bonds held in money market funds and a small number of domestic investors have reduced their holdings as they are less optimistic on the credit market outlook.
- Domestic banks reduced their holdings by \$101 million over the quarter and by \$341 million since June 2017. This reduction was due to the maturing December 2017 bond which was mainly held by banks in their liquidity portfolios and the increase in offshore investor holdings who buy from bank secondary market trading books. Bank holdings of \$2.2 billion (31% of outstandings) compared to \$2.1 billion (30.5% of outstandings) a year ago.



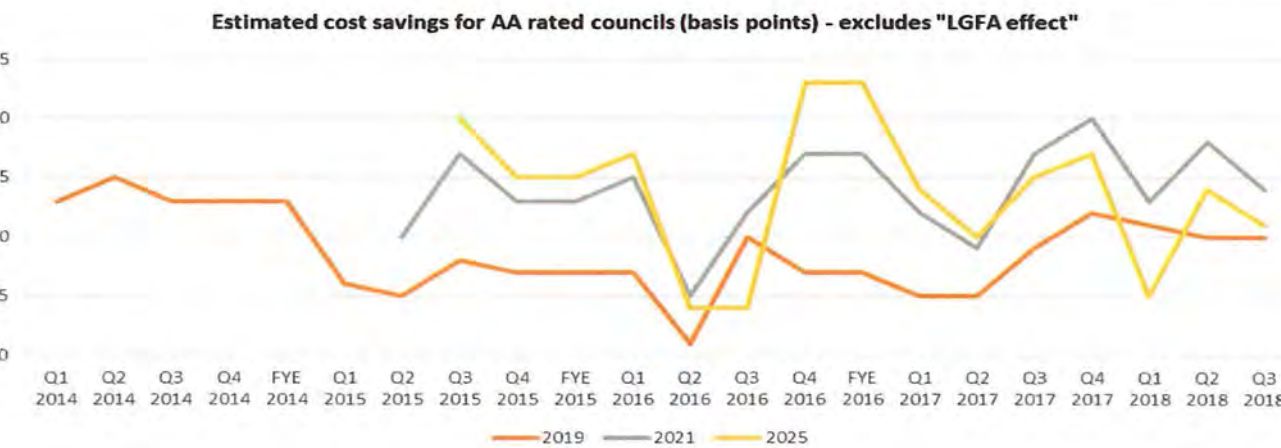
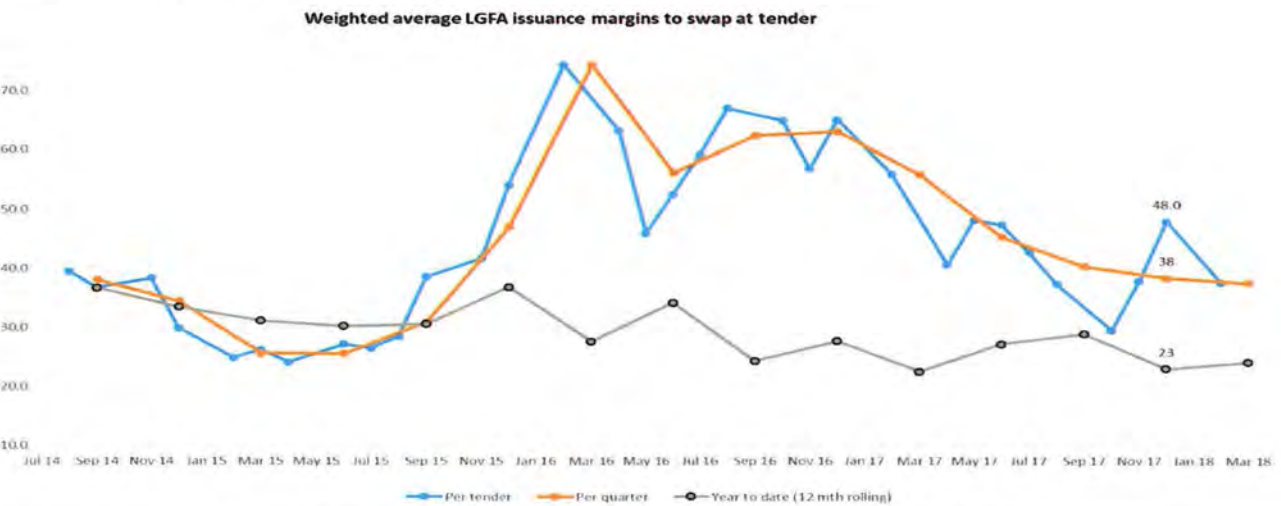
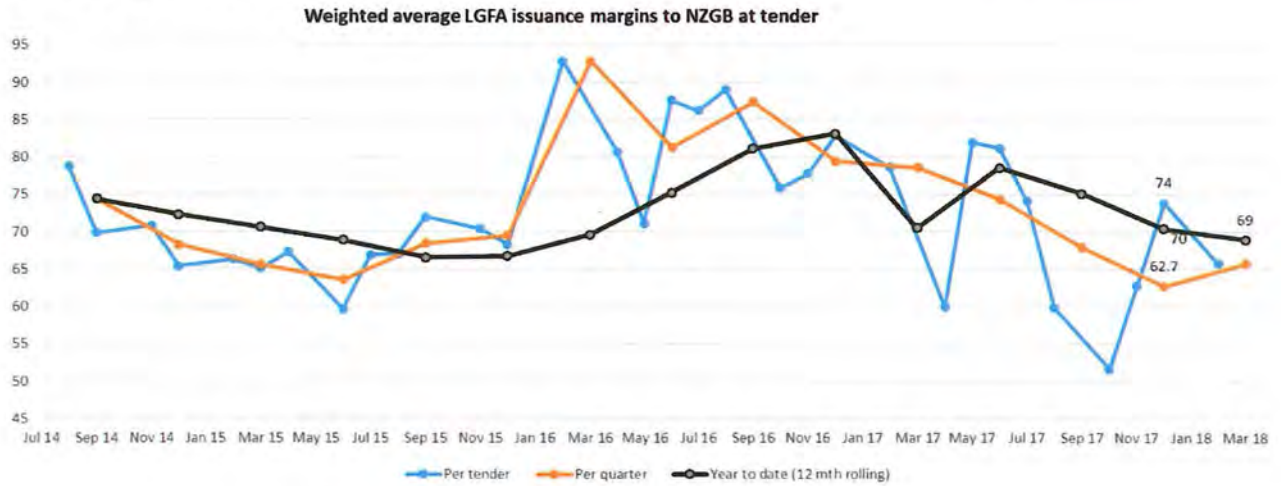


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NEW ZEALAND
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H. Key trends



Note: Weighted average margins are a function of the term of issuance at each tender as the longer the borrowing term, the wider the margin (assuming everything else remains constant).

Chief Executive Information Pack Report for – April 2018

Purpose

To provide Council with updates on the Chief Executive's meetings with Community Board Chairs and topics discussed. To provide information on the Chief Executive's meetings as attended on behalf of Council including those attended with His Worship the Mayor

The following topics were discussed at the Community Board Chairpersons meetings with the Chief Executive officer held over the past 6 weeks:

Chairperson Shane Beech – Maketu Community Board

- Water Drinking Fountains to be installed on Maketu Reserve areas
- Letter to NZ Police regarding lawlessness
- Roding walk Development of No. 7 Little Waihi Road property
- Clarification of water quality issue at lower end of Little Waihi Road
- Drainage Clearing required – drains behind Church Road and Wilson Road
- Flood Management – Meeting with Environment Bay of Plenty
- Community Board Representation review
- Kohanga Reo parking agreement
- Removal of Gum Trees
- around with Westlink representative

Chairperson Allan Sole – Waihi Beach Community Board

- Maranui Stormwater Holding Pond
- Wilson Park Stormwater Pump
- Requested Pedestrian Refuge stations
- Waihi Beach Dam – Water Levels and Control Process
- Bridge Embankment required works
- Long Term Plan
- Pio Shores Cycleway
- Emerton Road – Caravan Pak area
- Waihi Beach Community Garden
- Broadlands Block Development and Planting Plan

Chairperson Peter Miller – Te Puke

- Jellicoe Street Parking
- Parking for public available in the New World Car Park area
- Transitional Signage
- Dangerous Intersection Cameron and Station Road

Chairperson Jenny Hobbs – Katikati

- Katikati New Library Name
- Funding from Reserve Fund for new Katikati Library
- Moore Park – Park and Ride arrangements
- Long Term Plan Submission
- Moore Park Future Development of jointly used playing fields

There was no meeting with Chairperson Murray Grainger during this period.

1. Additional Booked Engagements and Meetings attended by CEO

- | | |
|------------|--|
| 09 April - | Local Government Road Safety Summit |
| 12 April - | Pricewaterhouse Coopers Chief Executives Forum (SOLGM) |
| 17 April | NZTA Audit Meeting |
| 20 April - | BOPLASS Directors Meeting |
| 23 April - | Waihi Beach Community Board |
| 25 April - | Civic Anzac Day Service |
| 26 April - | Community Committee - Oropi |
| 03 May - | Mark Boyle & Dave Meban Meeting |
| 04 May - | COBOP Steering Group - Rotorua |

2. Additional Booked Engagements and Meetings CEO attended with HWTM

- | | |
|------------|---|
| 06 April - | Panepane Project Group Meeting |
| 16 April - | Transport Summit 2018 in Wellington |
| 18 April - | Ministerial meeting - Hon Phil Twyford and Hon Julie-Anne Genter |
| 19 April - | Cocktail function with NZ Transport Agency |
| 20 April - | Ministry of Transport Officials - CEO Peter Mersi and Deputy Chief Executive Strategy and Investment Bryn Gandy |
| 30 April - | BayTrust 2018 Granting Refresh - Council Feedback Request |

Miriam Taris
Chief Executive Officer