

MEETING — AGENDA —

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*Western Bay of Plenty
District Council*

COUNCIL

Te Kaunihera



**Minute Index and
Information Pack
Pikau Korero
C26
Thursday, 6 June 2019**

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.

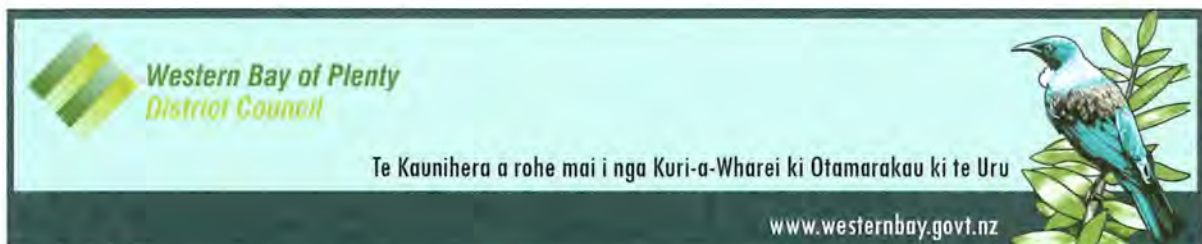
All questions to be **emailed** to the relevant Democracy Advisor.

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	-	Aileen Alty
Community Committee	-	Michelle Parnell
Long Term and Annual Plan Committee	-	Michelle Parnell
Operations and Monitoring Committee	-	Barbara Clarke
Policy Committee	-	Michelle Parnell
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. C26
6 June 2019
Minute Index - Open

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Minutes of Community Board Meetings <i>(For Receipt)</i>	4-58
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2. Minute no. OM20 of the Omokoroa Community Board held on 7 May 2019	16-26
3. Minute no. K20 of the Katikati Community Board held on 8 May 2019	27-38
4. Minute no. MC20 of the Maketu Community Board held on 14 May 2019	39-48
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Minutes of Council and Committee Meetings <i>(For Confirmation)</i>	59-95
6. Minute no. C25 of the Western Bay of Plenty District Council held on 18 April 2019	59-71
7. Minute no. CC17 of the Community Committee held on 9 May 2019	72-80
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Western Bay of Plenty District Council

**Minutes of Meeting No. WB20 of the
Waihi Beach Community Board held on 6 May 2019
at the Waihi Beach Community Centre
commencing at 6.30pm**

Present

Members A Sole (Chairperson), M Roberts (Deputy Chairperson), B Hepenstall and Councillor D Marshall

In Attendance

G Allis (Deputy Chief Executive Officer), A Hall (Roading Engineer West),
A Alty (Senior Governance Advisor)

Others

Esther Aitken (Operations Service Manager/Vegetation Manager WestLink Bay of Plenty)
6 Members of the public

Apologies

An apology for absence was received from Councillor Williams.

Resolved: Member Hepenstall / Councillor Marshall

THAT the apology for absence from Councillor Williams be accepted.

Public Forum

Resolved: Members Roberts / Hepenstall

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

Athenree Historic Homestead

Peter Robertson, the Deputy Chairperson of the Athenree Homestead Trust spoke to the Board in regard to a request for funding support for a sprinkler system for the Athenree Homestead building extension. He advised:

- The homestead was constructed in 1878 and was one of the original significant buildings in the Katikati /Waihi Beach District.
- The homestead had fallen into disrepair and was due to be demolished and in 1990 partial reconstruction was achieved, with the remaining building being reconstructed in line with the original plans.
- The purpose of the Trust was to bring and maintain the Athenree Homestead back to its original state and size, replacing five missing rooms.
- The cost of the new extension build was \$375,000.
- Funding for the new building had been partially assisted by TECT.

The Homestead Trust had been advised that under building regulations, a sprinkler system was required to be installed in the new building extension and this had not been budgeted for. It was practical to install the sprinkler system as the building renovations progressed. Two quotes had been sought for the required work and the most favoured was from a proven supplier who had installed a similar system in the older part of the building.

Mr Robertson thanked the Board for the opportunity to speak in support of the request for funding from the Athenree Homestead Trust.

The Chairperson thanked Mr Robertson for his presentation and acknowledged the work of The Athenree Homestead Trust volunteers.

Waihi Beach Residents and Ratepayers

Don Oliver spoke to the Board about the following:

- KiwiCamp Survey/Petition undertaken at Waihi Beach during Easter weekend.
- Speed limit along Seaforth Road at Bowentown entrance needed to be reduced. There were a lot of pedestrians in the immediate vicinity and vehicles travelled through the roundabout area at dangerously high speeds.

Members of the public were advised that the national speed limit guidelines were yet to be advised by the New Zealand Transport Agency.

Waihi Beach Environment Society

The local Environment Society continued to undertake trapping throughout the Waihi Beach area. To-date in excess of 933 pests had been trapped.

Dumping of Rubbish and Vehicle Damage to DOC Parking Area

Concerns were noted about the continuous dumping of rubbish at the Department of Conservation Reserve off Steele Road. Vehicles had also scoured out and damaged the surface of the parking area of the reserve.

Long Opening Hours for the Waihi Beach Recycling Centre

It was suggested that if the Waihi Beach Recycling Centre had more frequent and longer opening hours some of the illegal dumping in the area may be reduced.

Reinstatement Work after Fibre Optic Cable Laying

Numerous comments were noted that the reinstatement work to property berms after contractors had laid the fibre optic cable currently being installed throughout Waihi Beach had not been undertaken to the required standard. It was advised that the state of the berm remediation along Citrus Avenue after the fibre optic cable laying was not acceptable.

The Roding Engineer (West) advised that the cable laying contractors were required to restore any disturbed areas to the state in which they were before work was undertaken. The Roding Engineer (West) would inspect the areas advised and contact the fibre optic contractors if any reinstatement work was not up to the required standard.

Members of the public were advised that they should register a Service Request directly with Council when any specific items needed attention by Council staff.

Re-Development of Waihi Beach Road Entrance

Esther Aitken (Operations Service Manager/Vegetation Manager WestLink Bay of Plenty) spoke to the Board about suggestions for the enhancement of Waihi Beach Road at the entrance to Waihi Beach. The Board had been asking for clean-up work to be undertaken on the northern entry into Waihi Beach for some time. It was clear that the first attempt at beautification of the entranceway had been unsuccessful and the area from the first sight of the sea to the roundabout needed urgent attention.

Ms Aitken identified that there were a number of trees, flaxes and shrubs that needed to be removed. She proposed the following actions:

- Clear the area from the roadside back to the fence line on both sides of the roadway.
- Create an open area to take advantage of the sea views and give a better visual effect at the entranceway.
- An open park like entrance was in keeping with other reserve areas throughout Waihi Beach
- Clear away all the rubbish that currently accumulates in the area.

Once the entranceway overgrown vegetation and been cleared it was envisaged that there would likely be less random littering as the area would look clean and professionally managed to an urban standard of maintenance.

The Board advised that they would further discuss the conceptual plans for the entranceway at their next workshop and the Roding Engineer (West) would advise any increase to service level costs and the initial cost of the suggested renovation work to the entranceway.

The Board thanked Ms Aitken for her presentation.

Sand Pillows

It was suggested that ground cover weeds should be left to grow over the sand pillows as the growth offers additional protection from erosion and targeted vandalism.

Speed Restriction at the North End of Waihi Beach

It was again requested that there needed to be a speed restriction put in place at the northern end of Waihi Beach as it was very dangerous for pedestrians in the vicinity of the Top Ten Motor Camp to cross the roadway to get to and from the beach.

Large Pohutukawa Trees on Ocean View Road

A resident complained that the Pohutukawa trees along Ocean View Road were now as high as a 4 storied building. The problems resulting from the overgrown trees of shading in the winter, leaves, seed and flower debris clogging drains and guttering needed to be realistically looked at as the problems would only increase over time.

Proliferation of Signage at the Entrance to Waihi Beach

It was commented that the proliferation of signs along the entrance into Waihi Beach made the area look very untidy. The Chairperson advised that the policy for placement of signage along this area would be looked at by the Board.

Resolved: Members Sole / Roberts

THAT the meeting be re-convened in formal session at 7.13 pm

WB20.1 **Minutes of Meeting No. WB19 of the Waihi Beach Community Board Held on 25 March 2019**

The Board considered the minutes no. WB19 of the Waihi Beach Community Board Meeting held on 25 March 2019 as circulated with the agenda.

Resolved: Councillor Marshall / Member Hepenstall

THAT the minutes of meeting no. WB19 of the Waihi Beach Community Board held on 25 March 2019 as circulated with the agenda be confirmed as a true and accurate record.

WB20.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 23 April 2019 as circulated with the agenda.

WB20.2.1 **Waihi Beach Road Entrance**

The Board appreciated the attendance and presentation from Operations Service Manager/Vegetation Manager from Westlink and looked forward to progressing the clean-up and overall enhancement of the northern entrance to Waihi Beach.

WB20.2.2 **Dillon Street Car Park**

The Roding Engineer (West) advised that the Dillon Street carpark area would be re-seeded and closed off over the winter months. The carpark would be re-opened for use in the spring after the grass had time to establish.

WB20.2.3 **Footpath Crossing 25 Wilson Rd**

The proposed footpath crossing project outside 25 Wilson Road had been delayed due to a stormwater drainage issue. The Roding Engineer (West)

advised that plans were being redrawn and costings undertaken to accommodate the change required to complete the proposed crossing.

WB20.2.4 **Broadlands Block**

The Board was advised that a date had been scheduled for an on-site meeting with Council staff and Board Members and any other interested members of the community to look at future proposals and planting plans for the Broadlands Block.

The Chairperson advised that he had sent out a Facebook message asking for anyone interested to join the Board to form a volunteer group to assist with the future planting, development and maintenance of the Broadlands Block as a community project.

WB20.2.5 **Men's Shed**

Interest in establishing a Men's Shed at the back of the Waihi Beach Community Centre has been advised. This type of project was important to the community and such an organisation would help enhance and develop other groups.

The Reserves and Facilities Manager had advised the Chairman of the recently formed Waihi Beach Residents and Ratepayers Association to consider ideas for the facility, with the area behind the Community Centre at Waihi Beach being one option. The Waihi Beach Residents and Ratepayers Association had been sent an email outlining the statutory process for establishing a building on a reserve.

The Chairperson advised the Board that the Waihi Beach Medical Centre would not be requiring any future space at the Waihi Beach Community Centre Reserve site.

The Board were supportive of the establishment of a Men's Shed facility at Waihi Beach. The Chairperson would liaise with members of the Waihi Beach Community Centre, the Waihi Beach Skate Park Group and the Men's Shed adjunct of the Waihi Beach Residents and Ratepayers Association and set up a workshop meeting to explore future options for use of the Waihi Beach Community Centre Reserve.

Following input from all groups involved, the Reserves and Facilities Manager would be advised of the initial thoughts and future plans. A concept plan for the reserve area giving consideration to the ideas put forward would then be developed. There were specific processes that needed to be followed for the development of facilities on reserve land and staff would advise those requirements when progressing the concept plans.

WB20.2.6 **Letter from the Athenree Homestead Trust**

Declaration of Interest

Chairperson Allan Sole declared an interest in this item and vacated the Chair and took no part in the discussion or voting on this matter.

The Deputy Chairperson took the Chair for this item.

The Board considered a letter from the Athenree Homestead Trust requesting funding for the installation of a sprinkler system for the new extension to the historic building. Having listened to the Athenree Homestead Trust Deputy Chairperson in the public forum section of the meeting the Board agreed that it was imperative that a sprinkler system be installed in the new extension of the historic homestead.

Resolved: Member Roberts / Councillor Marshall

THAT the request for funding of \$11,400 + GST from the Athenree Homestead Trust for the installation of a sprinkler system in the new extension of the homestead building funded from the Community Board Reserve Account be approved.

The Chairperson assumed the Chair.

WB20.2.7 **Waihi Beach Community Patrol**

The Community Patrol was raising money for a new patrol car to help see it through the next 10 years. Patrols were still going out and various tasks were being undertaken.

WB20.2.8 **Athenree Homestead**

The Athenree Homestead Trust would host a celebration of Mothers Day at the historic homestead on Sunday 12 May 2019. The Homestead Trust continued to actively raise money to complete the interior of the building.

WB20.2.9 **Waihi Beach Events and Promotions Society**

The Waihi Beach Events and Promotions Society continued to be active in the community and were supporting the Op Shop Ball Committee for the forthcoming 2019 ball. The theme for the Ball this year would be based on the Nambassa festivals that were held in the Waihi area during the 1970's.

WB20.2.10 Waihi Beach Skate Park Group

The Waihi Beach Skate Park Group continued to work on the proposed designs for the future skate park development.

WB20.2.11 Waihi Beach Community Plan Review

At the Waihi Beach Community Board Meeting held on 19 November 2019 (WB17) the Board resolved to commit up to \$25,000 funded from the Waihi Beach Community Board Reserve Account for the engagement of suitably qualified person to undertake the required research to formulate an updated Community/Town Centre Plan for the Waihi Beach area.

Staff had assisted the Board by providing a Short Form Contract for the engagement of a researcher, on the understanding that the Community Board was responsible for their own process in this matter.

The Short Form Contract had been agreed and signed. The Chairperson advised that the researcher had begun the required work and a first report would be presented to the Board in the near future.

WB20.2.12 Waihi Beach Town Centre Development Plan

As part of the Waihi Beach Community Plan Review, a proposal for a future Waihi Beach Town Centre Development would be included.

The Waihi Beach Community Plan and the Town Centre Development Plan would include and highlight the following:

- Provision for growth and connectivity of Bowentown, Athenree and the Waihi Beach area.
- How business owners, residents, property owners and holidaymakers would like to see Waihi Beach and the immediate area in the future.
- How the current town centre as it is now would sit in the future plan.
- How the effects of future predicted sea level rise must be considered across the area.

The Board was aware of the increasing growth in the area, and this was not expected to slow in the near future, so it was vital to have an updated plan for both the community at large and the future town centre. The Board wanted to ensure that Waihi Beach would develop as an age-friendly town.

There would be full consultation with all interested parties including home and business owners and residents.

WB20.2.13 **Significant Council Processes**

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications open 29 April and close 29 May 2019.

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members were reminded that they were welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by Friday 31 May 2019.

WB20.2.14 **Training and Conference for Elected Members**

The Board received a report on the New Zealand Community Boards Executive Conference held in New Plymouth during 11 to 13 April 2019.

Resolved: Members Sole / Roberts

THAT the Waihi Beach Community Board Chairperson's Report dated 23 April 2019 be received.

WB20.3 **Councillor's Report**

The Board considered a report from Councillor Marshall dated 23 April 2019 as circulated with the agenda. Councillor Marshall spoke to the following points:

Annual Plan & Bylaws Consultation

Attendance at the Have Your Say consultation events on the proposed Annual Plan & Bylaw amendments had been good across the district. There was significant interest in the proposed kerbside rubbish and recycling options with many recommendations received on potential improvements and special cases to consider. Locally there had been much interest in the Freedom Camping Bylaw amendments, as well as the proposed alternative Kiwi Camp locations.

This year there had been a significant volume of submissions via on-line options, in addition to those submitted at the face to face meetings. The submissions totalled 75 for the Annual Plan; 609 for Kerbside rubbish and recycling; and 14 for the proposed Schedule of Fees and Charges. Decisions on these would be made on the 26th June.

For the consulted Bylaw changes there were 150 submissions on Freedom Camping; 121 on Gambling Venues and TAB venues policies; 104 on Traffic

and Parking Enforcement Bylaw; 38 on Trading in Public Places & 15 on the General Bylaw. Decisions on these were due in August.

KiwiCamp Location

With an extension of time for the local community to comment on the future location of the KiwiCamp next summer, submissions need to be received by Friday 17th May. To-date there have been 41 submissions, with 1 of these being a petition from the Waihi Residents and Ratepayers Association with 368 signatories. A decision would be made in July/August subject to funding through the Annual Plan.

State Highway 2 Safety Improvements

The New Zealand Transport Agency (NZTA) had confirmed the funding for safety improvements from Waihi to Omokoroa – a project expected to take up to 5 years. Work commenced earlier this year from Waihi and would commence shortly from Katikati. NZTA would aim to disrupt traffic as little as possible and 2 lanes would be maintained as much as possible to try and minimise traffic delays. There were plans were to have publicly accessible advice on potential time delays on the highway. The road centre would be widened, side barriers included, and intersection upgrades made. Later funding for centre barriers was a possibility. It was disappointing that the full safety upgrade was not budgeted for in the one project.

Council was still waiting on Government and NZTA to announce funding and plans for the critical section of SH2 from Omokoroa to Tauranga. Political pressure and negotiations with Government and NZTA were an ongoing priority for our Mayor and councillors to make New Zealand's most dangerous highway safe and efficient.

To remove the contradictions of competing priorities from different interests in the Western Bay of Plenty being presented to Government & NZTA, a coordinated regional group of Tauranga City Council, Western Bay of Plenty District Council, Regional Council, and NZTA has been formed, largely through effective lobbying led by Mayor Webber. The new organisation of Urban Form and Transport Initiative (referred to as UFTI) had been tasked with creating a comprehensive costed strategic priority plan for transport for the region by the end of 2019. By working collaboratively and having NZTA fully engaged in the process it was anticipated that the final plans would have a greater chance of government support and funding.

In the meantime lobbying would continue to ensure that planned housing developments in Tauranga and the Western Bay of Plenty had appropriate transport infrastructure provided in a timely manner.

Katikati Bypass

NZTA have not made the Katikati Bypass a priority so no funding was available in the foreseeable future. However the disruption of the town

centre has continued to escalate with higher traffic volumes, and large logging trucks from Coromandel, passing through the town every day. Queues at both ends of town were common and were particularly severe over holiday weekends.

Council had allocated \$200,000 to conduct a feasibility study in 2019/20 to consider constructing a Council-owned Road as a Bypass. This study would encompass evaluating costs for such a project, potential funding models & sources, whether or not tolling would be appropriate, and the impact on rates for any required borrowing.

Resolved: Councillor Marshall / Member Sole

THAT the report from Councillor Marshall dated 23 April 2019 be received.

WB20.4

Community Board Grant Applications - May 2019

The Board considered a report from the Senior Governance Advisor dated 23 April 2019 as circulated with the agenda.

Resolved: Members Sole / Hepenstall

THAT the report from the Senior Governance Advisor dated 26 April 2019 titled Community Board Grant Application – May 2019 be received.

The Board considered two applications for Community Board Grant funding.

- (1) The Waihi Beach Community Centre Committee had submitted an application for funding to have the vinyl flooring in the Waihi Beach Community Centre stripped and re-polished.

The Board noted that the stripping and polishing of the hall flooring should be covered by the Waihi Beach Community Centre rate funding as general repairs and maintenance work.

The Chairperson advised that he would organise a meeting in the near future with members of the Waihi Beach Community Centre and Council staff to clarify the options and process that the Community Centre Committee should follow in regard to required repairs and maintenance work.

Resolved: Members Sole / Hepenstall

THAT the Waihi Beach Community Board not approve the grant application from the Waihi Beach Community Centre and that the Chairperson liaise with the Community Centre Committee and set up a meeting with Council's Strategic Property Manager in regard to the future management of rate funding for repairs and maintenance for the Waihi Beach Community Centre.

- (2) The Waihi Beach Tennis Club had submitted an application for funding for the purchase of an Automated External Defibrillator (AED) to be located at the Waihi Beach Tennis Clubhouse.

Resolved: Member Hepenstall / Councillor Marshall

THAT the Waihi Beach Community Board approve the grant application from the Waihi Beach Tennis Club for \$2,500 for the purchase of an Automated External Defibrillator from the Waihi Beach Community Grants 2018/19 account subject to all accountabilities being met.

WB20.5 Infrastructure Services Report Waihi Beach - May 2019

The Board considered a report from the Deputy Chief Executive dated 18 April 2019 as circulated with the agenda.

WB20.5.1 Waihi Beach Road Entrance - Minute Action reference WB15 18 2.3

The Board was happy with the proposal put forward by the Operations Service Manager/Vegetation Manager from Westlink within the public forum section of the meeting. The Roading Engineer (West) and Board members would set up a future meeting to further discuss the Waihi Beach Road entranceway planting and maintenance plan.

WB20.5.2 The Broadlands Block - Minute Action reference WB15 18 2.11

The Board was advised that a site meeting had been organised to take place on Friday 31 May 2019. The meeting at the site should identify:

- Priorities for any proposed planting.
- Priorities and scope for any other development work that could be undertaken (pathways etc).
- How community input from interested parties could be managed.
- How the Broadlands Block could be managed in the future.

Resolved: Members Sole / Hepenstall

THAT the Deputy Chief Executive report dated 18 April 2019 and titled Infrastructure Services Report Waihi Beach - May 2019 be received.

WB20.6 Financial Report Waihi Beach - March 2019

The Board considered a report from the Management Accountant dated 10 April 2019 as circulated with the agenda.

Resolved: Members Sole / Hepenstall

THAT the Management Accountant's report dated 10 April 2019 and titled Financial Report Waihi Beach - March 2019 be received.

WB20.7 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the month of May and June 2019 as circulated with the agenda.

Resolved: Councillor Marshall / Members Roberts

That the schedule of meetings for May and June 2019 be received.

The meeting concluded at 8.36 pm

Confirmed as a true and correct record.

A Sole
Chairperson
Waihi Beach Community Board

Date

WB20

Western Bay of Plenty District Council

**Minutes of Meeting No. OM20 of the
Omokoroa Community Board held on 07 May 2019
at the Omokoroa Community Church Hall
commencing at 7.00pm**

Present

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

In Attendance

J Pedersen (Group Manager People and Customer Services), A Hall (Roading Engineer West) and A Alty (Senior Governance Advisor)

Others

9 members of the public

Late Item

The Chairperson advised that there was a Late Item for the Community Board to consider for inclusion in the open section of the agenda, being an Application for Community Board Grant Funding.

The reason this item was not included on the agenda was that the information was not available at the time the agenda was compiled and printed. The late item could not be delayed to the next Community Board meeting as the work required to install the donated water fountain had been programmed to be undertaken as soon as practicable over the next month before the next Community Board meeting.

Resolved: Members Grainger / T Sage

THAT, in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act the following item be considered as a late item of open business:

- *Community Board Grant Application - Omokoroa & District Lions Club*

Public Forum

Resolved: Member Grainger / Councillor Murray-Benge

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

Omokoroa Public Art Group

Janine Birch from the Omokoroa Public Art Group outlined the current situation relating to the placement of the Anchor Stone sculpture. Ashley Grant the sculptor of the Anchor Stone was also present. The Board was advised:

- The Anchor Stone sculpture had been completed.
- The Art Group had been advised that in order to protect underground utilities, a specific concrete structure needed to be designed before the Anchor Stone was installed at the chosen site.
- The installation of the sculpture had been delayed because the garden site outside the Omokoroa Boat Club needed to be dug out and there were underground utilities close to the spot where the sculpture was to be secured and those utilities had to be protected.
- The weight of the sculpture was 2.5 ton and the Art Group had been advised that 2.5 ton of concrete would be required to secure and support the sculpture and provide a specifically designed construction to protect the underground facilities.

Members of the Omokoroa Public Art Group had been trying to progress the installation of the anchor stone for months and had been advised that because of the need to protect the underground utilities there would be additional costs involved but they had not received any official notice of those costs. It had been suggested that the additional cost may be about \$10,000.00. The Art Group did not have funding for this extra cost.

It was suggested that the Omokoroa Public Art Group considered an alternative site for the placement of the Anchor Stone sculpture.

It was also suggested that the Omokoroa Public Art Group approach an engineer to provide an independent design and costings for a structure that would provide protection for the underground utilities to facilitate the installation of the sculpture. The Omokoroa Public Art Group were to provide information about the project to the Roading Engineer (West).

Evidence of Woolly Nightshade Growing throughout Omokoroa

A member of the public raised concern about the growth of woolly nightshade throughout the Omokoroa peninsula. The pest weed was very common along roadsides and needed to be eradicated.

The Chairperson advised that any member of the public could ring Customer Services at the Western Bay of Plenty District Council Office and any inquiries about pest plant control would be referred to the Bay of Plenty Regional Council.

Reporting back on Public Forum Items

Councillor Murray-Benge asked that there be reports back to the Community Board on specific items raised in public forum. She asked that the speaker who raised specific points relating to Dog Control Bylaws at the last Board meeting be contacted about the noted concerns.

The Board was advised that any concerns should be reported to the Western Bay of Plenty District Council CCR (service request system) in the first instance.

Resolved: Members Grainger / D Sage

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

OM20.1 **Minutes of Meeting No. OM19 of the Omokoroa Community Board held on 26 March 2019**

The Board considered the minutes of OM19 of the Omokoroa Community Board held on 26 March 2019 as circulated with the agenda.

Resolved: Councillor Murray-Benge / Member T Sage

THAT the minutes of meeting no. OM19 of the Omokoroa Community Board held on 26 March 2019 as circulated with the agenda, be confirmed as a true and accurate record.

OM20.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 9 April 2019 as circulated with the agenda.

OM20.2.1 **Omokoroa Community Board Future**

The Chairperson advised the Local Government Commission's "Determination of representation arrangements to apply for the election of Western Bay of Plenty District Council to be held on 12 October 2019" stated, inter alia: *Accordingly we have determined that the Omokoroa Community Board will be retained, with its current membership, alongside the other four existing community boards which will also retain their current membership.*

He stated that this was an excellent outcome for the Omokoroa community.

OM20.2.2 **Community Response Plan**

The Chairperson advised that Craig Hooper had met with the Bay of Plenty Civil Defence Emergency Management Advisor. He provided an initial summary on the current status of the Omokoroa Community Response Team and outlined a number of tasks that needed to be undertaken to bring the response team up to the required standard.

Mr Hooper advised that he would continue to communicate with the Emergency Management Advisor and gain clarification on the 'nuts and

bolts' items that would assist in the future planning for the Omokoroa Community Response Team.

The Board requested that Craig Hooper be invited to attend the next meeting of the Omokoroa Community Board to be held on Tuesday 18 June 2019.

Resolved: Member T Sage / Councillor Murray-Benge

1. *THAT Craig Hooper be given permission to advertise (through various local avenues) for interested persons to become a volunteer member of the Omokoroa Community Response Team.*
2. *THAT Craig Hooper be invited to attend the next meeting of the Omokoroa Community Board to be held on Tuesday 18 June 2019.*

OM20.2.3

Omokoroa Golf Course and Precious Family Reserve Walkway Erosion Funding Report

At the meeting of the Operations and Monitoring Committee held on 11 April 2019, the Committee resolved that the report and subsequent recommendations relating to the Omokoroa Golf Course and Precious Family Reserve Walkway Erosion Funding Report be referred to the Omokoroa Community Board for confirmation of their commitment to the project funded from the Omokoroa Community Roading Account.

Resolved: Member Grainger / Councillor Murray-Benge

THAT the Omokoroa Community Board approve the allocation of \$200,000 toward the proposed joint Omokoroa Golf Club and Council project for the construction of a bund, culvert structures and a walkway/cycleway on the esplanade reserve that bounds the golf course and Precious Family Reserve Walkway funded from the Board's Community Roading Account.

OM20.2.4

Project Spending to Consider

At the recent board workshop, the following funding allocations were proposed for approval at this meeting.

Resolved: Members Grainger / T Sage

THAT the projects as listed below be approved for construction funded from the Omokoroa Community Board Roading Account:

	<i>Priority</i>	<i>Budget \$</i>		<i>Fund source</i>
<i>Roading account as at OM19 6.2</i>			<i>380,612</i>	<i>Roading Reserve</i>
<i>Allocation for 2019/20 (Estimate)</i>			<i>95,000</i>	<i>2019/20 AP</i>

Total (approx.)			475,610	
Western Avenue Carpark (2 bays)	1	60,000	(60,000)	Roading
Parking by Point School (up to approx. 83m down towards tennis courts)	2	135,000	(135,000)	Roading
Extra Parking Bay - The Esplanade	3	20,000	(20,000)	Roading
Contribution to golf course walkway	4	200,000	(200,000)	Roading
Contribute extra to Western Ave - Kayelene walkway to enable concrete surface.	5	60,000	(60,000)	Roading
Total (est)			(475,000)	
Balance			610	

Resolved: Member Grainger / Councillor Murray-Benge

THAT the projects as listed below be approved for construction funded from the Omokoroa Community Board Reserve Account:

Community Board Reserve account			163,221	Board reserve
Two Barbeques, Western Ave	1	25,000	(25,000)	Reserve
Develop passive reserve at Western Ave extn, paths and planting	2	45,000	(45,000)	Reserve
Bus shelters (two) [When Omokoroa Road rehabilitation is undertaken]	3	50,000	(50,000)	Reserve
Total (est)			(120,000)	
Balance			43,221	

Resolved: Councillor Murray-Benge / Member Grainger

THAT the proposed projects listed below funded from Council's Structure Plan funding be noted

Structure Plan Funding				
Pedestrian Bridge over the railway	V high	150,000		Structure plan

<i>Develop Hamurana reserve walkway extn across railway to stormwater pond area in SHA</i>				<i>Structure plan</i>
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Pedestrian Bridge over the Railway

Concerns were raised that pedestrians, particularly school children, were seen to be dodging the traffic to cross Omokoroa Road. This was an extremely busy road with high volumes of traffic particular during school start and finish times and was seen as a high risk zone for pedestrians.

The Board requested that the construction of a pedestrian bridge on Omokoroa Road over the railway line linking the new footpaths (as identified within the Omokoroa Structure Plan) be treated with urgency in consideration of the health and safety risk to children and all pedestrians.

Resolved: Member T Sage / Councillor Murray-Benge

THAT the Omokoroa Community Board recommend to the Operations and Monitoring Committee that the installation of the planned pedestrian bridge over the railway line linking the new footpaths as identified in the Omokoroa Structure Plan be constructed as soon as possible in consideration of the safety of children (and other pedestrians) who try and cross this road.

OM20.2.5

Community Groups

- **Omokoroa Community Policing Group**

The Chairperson advised that the Omokoroa Community Policing Group was currently discussing possible options for securing a new community patrol vehicle.

- **Omokoroa District Sports and Recreation**

Member Presland advised there was frustration relating to the delays in the building consent process but it was expected that all consent requirements would be settled during the next week. It was expected that the construction of the new sports pavilion would start in June.

Member Presland acknowledged the assistance given by Council's Strategic Property Manager in working through the required consent processes and apportionment costs for the new building.

- **Omokoroa Environmental Managers (M Grainger)**

The Chairperson advised that recycled plastic seating was not easy to obtain, so suitable wooden and steel seating would be sourced with costings and installation points to be determined.

- **Omokoroa Settlers' Hall Committee Society**

Member T Sage advised that the pre-school group had found an alternate location and now were not looking to use the hall.

The Settlers Hall Committee commended the Property and Services Officer West for the assistance she had given to the hall committee in regard to a number of items.

Members of the Settlers Hall Committee and many other users had indicated that they were pleased with the Local Government Commission decision to retain the Omokoroa Community Board.

OM20.2.6 **Significant Council Processes**

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications opened on 29 April and closed on 29 May 2019.

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members were reminded that they were welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by Friday 31 May 2019.

Resolved: Members Grainger / T Sage

THAT the Chairperson's Report to the Omokoroa Community Board for May 2019 be received.

OM20.3 **Councillor's Report**

The Board considered a report from the Councillor Palmer dated 24 April 2019 as circulated with the agenda.

OM20.3.1 **New Subdivision and Dwelling Consents**

In the 9 months from 1 July 2018 to 31 March 2019 there were 337 new lots created in Omokoroa out of a total of 568 across the district.

For the same period there were 116 new dwelling consents issued for Omokoroa out of a total of 289 across the district.

Concern was expressed in relation to development at Omokoroa and the increasing access and egress congestion at the Omokoroa Road and State Highway intersection. Council had acknowledged the need for housing and there was an expectation that central government would meet its responsibilities with provision of roading infrastructure to accommodate the increased population that came with new housing and other development projects throughout the district.

OM20.3.2 **2019/2020 Annual Plan**

Submissions closed on 18 April for the 2019/2020 Annual Plan together with feedback on a number of bylaw and policy matters.

Over 200 people had attended the 7 Have Your Say open sessions and over 2000 submissions have been received. The submissions were currently being processed by staff and Council would commence deliberations in May with final adoption of the Annual Plan by the end of June.

Resolved: Councillor Palmer / Councillor Murray-Benge

THAT the report dated 24 April 2019 and titled Omokoroa Community Board Councillor's Report – May 2019 be received.

OM20.4 **Community Board Grant Application - May 2019**

The Board considered a report from the Senior Governance Advisor dated 23 April 2019 as circulated with the agenda.

The Board considered the following Community Board Grant Applications:

1. Omokoroa Anzac Committee requested funding of \$300.00 for costs associated with the Anzac Day commemorations held at Omokoroa.
2. Omokoroa & District Lions Club requested funding for the cost of pipework required to complete the installation of a donated drinking fountain and water bottle filler to be located at the Western Avenue Sports Ground in the vicinity of the Omokoroa Skate Path and playground.

It was requested that a map showing the location of the proposed drinking fountain and water bottle filler be forwarded to Board Members.

Resolved: Councillor Palmer / Member T Sage

1. *THAT the report from the Senior Governance Advisor dated 23 April 2019 and titled Omokoroa Community Grant Application - May 2019 be received.*

2. *THAT the Omokoroa Community Board approve the following grants to be funded from the Omokoroa Community Grants 2018/2019 account subject to all accountabilities being met:*

- *Omokoroa Anzac Committee* *\$300.00*
- *Omokoroa & District Lions Club* *\$2,300.00*

OM20.5 **Infrastructure Services Report Omokoroa - May 2019**

The Board considered a report from the Deputy Chief Executive dated 23 April 2019 as circulated with the agenda.

OM20.5.1 **Omokoroa to Tauranga Cycleway**

Councillor Murray-Benge expressed frustration in regards to the time it was taking to complete the cycleway and commented that the requirements of Heritage New Zealand and consultation with Iwi took up so much time and caused delay and extra costs for these projects.

Advice was given that consultation with Iwi was a requirement under New Zealand Law (Heritage New Zealand Act 2014) and Council had a responsibility to uphold this requirement.

OM20.5.2 **Omokoroa Library and Service Centre**

Councillor Palmer requested clarification relating to the confirmation of funding for the proposed Omokoroa Library and Service Centre.

OM20.5.3 **Kaimai Views**

The Board was advised that the Minister of Housing was to visit a housing development site at Omokoroa on 15 May 2019.

OM20.5.4 **Omokoroa Emergency Management**

It was clarified that the Omokoroa Community Response Plan was in the early stages of being updated.

OM20.5.5 **Omokoroa Road Construction - State Highway to Railway**

Councillor Murray-Benge apologised for the confusion and misunderstanding in regard to the statement she made at the previous Board meeting relating to a discussion with the previous Board Chairperson about the installation of underground power lines.

OM20.5.6 **Installation of Cycle Racks - Minute Action Reference OM1819 2.11**

The Roading Engineer (West) tabled a number of bike rack designs. The Board requested a list of comparative costing for various designs and they would provide a list of suggested locations for the future placement of bike racks throughout Omokoroa.

OM20.5.7 **Long Term Plan Priorities - Minute Action Reference OM16 18 2.3 - Playground Path Connection to The New Pavilion Building**

The Board received a draft plan of the playground path connection. Councillor Palmer asked for clarification of the pathway connections and queried the suitability of the pathway plan in relation to the topography of the route along the Western Avenue Sports Ground.

Resolved: Member Grainger / Councillor Palmer

THAT the Deputy Chief Executive Officer's Report dated 23 April 2019 and titled Infrastructure Services Report Omokoroa May 2019 be received.

OM20.6 **Financial Report Omokoroa - March 2019**

The Board considered a report from the Management Accountant dated 10 April 2019 as circulated with the agenda.

Resolved: Councillors Murray-Benge / Palmer

THAT the Management Accountant's report dated 10 April 2019 and titled Financial Report Omokoroa – March 2019 be received.

OM20.7 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the month of May and June 2019 as circulated with the agenda.

Resolved: Members Grainger / T Sage

THAT the schedule of meetings for months of May and June 2019 be received.

The meeting concluded at 8.53 pm

Confirmed as a true and correct record.

M Grainger
Chairperson
Omokoroa Community Board

Date

OM2019

Western Bay of Plenty District Council

**Minutes of Meeting No. K20 of the
Katikati Community Board held on 08 May 2019
in The Centre. Pātuki Manawa
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

R Davie (Group Manager Policy Planning and Regulatory Services), A Hall (Roading Engineer West) and A Alty (Senior Governance Advisor)

Others

9 members of the public and 5 others as named in the minutes.

Public Forum

Resolved: Members Hobbs/ Gibbs

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

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Katikati Community Board. Attending members of the public were invited to take part in the Public Forum.

Katikati Community Response Team

Eris Boyack advised the Community Board that she had prepared a letter to the Strategic Property Manager requesting information relating to the purchase of a generator for the Community Response Team. The letter also requested information relating to the power services at the Katikati Library and Service Centre to ensure that the service centre power source would match emergency service requirements as and when needed.

Yellow Hatch Lines – Beach Road and State Highway 2 Intersection

The Board was advised that the yellow hatch lines at the intersection of Beach Road and State Highway 2 were faded, hard to see and needed re-painting.

A service request would be instigated for this item.

Main Street Pedestrian Crossing Timing

In reply to a query about the timing of the pedestrian crossing lights on Main Street, the Board advised that the crossing timing was monitored and responded to in relation to traffic frequency and volumes.

In response to a question asked for a all weather shelter on either side of the Main Street pedestrian crossing, the Board advised that any shelter would inhibit traffic sight lines and cause footpath congestion and would not be permitted by the New Zealand Transport Agency.

Kerbside Rubbish Charges

George Van Dyke advised the Board that as a matter of interest he had looked back at rubbish collection charges and established that rubbish collection contractor JJ Richards had not increased their bin collection prices in 10 years.

Dave Hume Pool Trust

Anne Billing spoke on behalf of the Dave Hume Pool Trust and voiced frustration for the amount of time it had taken to receive a report from the Reserves and Facilities Asset Manager relating to options for forward planning for the Dave Hume Pool. Anne also noted the following:

- The Dave Hume Pool was an integral facility for the community and was run by a dedicated group of volunteers and committed trust members.
- The pool was over 50 years old and no longer fit for purpose and trust members had worked many hours to keep the pool running.
- The Spaces and Places Report had suggested that there needed to be four new swimming pools in the overall district.
- In June 2018 the Dave Hume Pool Trust members made a presentation to the Katikati Community Board about a proposed aquatic centre in Katikati. Trust members had met with the Reserves and Facilities team members in October 2018 and had been advised that a feasibility brief would be forwarded to them by November 2018. A feasibility tender report had been received two weeks ago and the length of time taken to receive this report had been extremely frustrating.

The Board advised that they would discuss this item at their next workshop.

Upgrade of Main Street Playground by the Arts Junction

Jacqui Knight from Katch Katikati and the Arts Junction spoke to the Board about a concept for some new playground equipment in the playground on Main Street between the Heritage Museum and the Katikati Arts Junction.

Renewal of the playground equipment had been programmed in the planned playground upgrade works to be undertaken later this year. The Reserves and Facilities Manager had advised Ms Knight that she needed to provide further quotes for the specific equipment shown in the playground concept plan.

The Board congratulated Ms Knight on the avocado themed playground concept and advised that they would further discuss this item at their next workshop. Ms Knight would provide the required quotes to the Board Chairperson as soon as they were available.

Katikati Arts Junction Cinema Programme

Jacqui Knight advised the Board of the opening night at the local Arts Junction Cinema on 20 May 2019 and tabled a programme of movies to be shown over the next few months.

The Board congratulated those volunteers who had worked hard to see the cinema now operating for the community.

Resolved: Member Hobbs / Councillor Mackay

THAT the meeting be re-convened in formal session at 7.26 pm

K20.1

Presentations

a) SuperGrans:

The Board received the presentation from Anita Rapson representing the Katikati SuperGrans who spoke about the work of the SuperGrans Volunteer Group. She highlighted that:

- SuperGrans was a national organisation who shared life skills and experience.
- SuperGrans Western Bay was established in 2017 and was based in Katikati.
- Mentors were trained and matched to individuals, groups or families who may benefit from the guidance and support of a SuperGran in their daily lives.
- SuperGrans facilitated workshops that covered a wide range of topics from mentoring and teaching, sharing skills relating to growing food, wise shopping, craft work, cooking, preparing for employment etc.

It was noted that not all SuperGrans were female or an older person but were people who had life experience to share and skills to pass on.

The Chairperson and Board members acknowledged the work and dedication of the Katikati SuperGrans who had a very positive influence in Katikati.

Bay of Plenty Regional Council E.coli Investigation – Uretara Stream Health

The Board received a presentation from Braden Rowson, Land Management Officer (Tauranga Catchments) Bay of Plenty Regional Council Toi Moana, regarding the water quality of Uretara Stream. The Board was advised:

- Water Quality Monitoring that had been undertaken over the period 2012 to 2017.

- High average levels of E.coli measures over a period of time indicated the failure of specific areas of the stream.
- The swim ability of the Henry Road swimming hole had been failing over the last few summers.
- Bay of Plenty Regional Council Land Management staff had visited landowners with property adjoining the Uretara Stream router to highlight what was happening to the stream. Staff would continue to work with pastoral/agricultural/horticultural farmers to check what was coming off the land into the stream.
- Checks for bacteria and sediment were ongoing.
- Orchards using chicken manure were being checked to ensure any manure used met the required guidelines for manure production.
- Bird populations were also being monitored.

Board members questioned if the deterioration of the health of the stream had been known for a number of years why only now were action seen to be taken to monitor and rectify the situation.

The Land Management Officer advised that the 15 year data showed a clear pattern that the bacteria levels of the stream in the winter months was relatively low and increased over the summer period. The data was required to establish measurable patterns and these were monitored. He stressed that E.coli was not a bacteria that made a person sick but was an indicator of pathogens being present.

Board members stressed that the water quality of the stream was a community concern. There was particular concern around the increasing pest bird population in the district. The Canadian Geese population had markedly increased and there were reports of significant loss of grass due to their grazing and fouling of agriculture land.

Resolved: Member Hobbs / Councillor Williams

THAT the presentations from SuperGrans and Bay of Plenty Regional Council representatives be received.

K20.2

Minutes of Meeting No. K19 of the Katikati Community Board held on 27 March 2019

The Board considered the minutes of K19 of the Katikati Community Board held on 27 March 2019 as circulated with the agenda.

Resolved: Member Gibbs / Councillor Mackay

THAT the minutes of meeting no. K19 of the Katikati Community Board held on 27 March 2019 as circulated with the agenda, be confirmed as a true and accurate record.

K20.3 **Chairperson's Report**

The Board considered a report from the Chairperson dated 29 April 2019 as circulated with the agenda.

K20.3.1 **Submission to the 2019 Annual Plan**

The Board received a copy of their 2019 Annual Plan submission that had been presented by the Chairperson at the 'Have Your Say' meeting at Barkes Corner on 16 April 2019. The presentation stressed the lack of any kind of potential to build a bypass road around Katikati. This had a huge impact on the community and there had not been any opportunity for a conversation about the future of the town centre and there had been no real visionary planning for Katikati's future for the last 20 years. The Katikati Community Board had recommended to the Long Term and Annual Plan Committee that Council continue to explore other funding options for a designer/architect to meet with them to discuss potential plans for a town centre design and future development.

The Katikati Community Board understood that \$200,000.00 had been granted for a feasibility study to investigate an alternative road around Katikati. Until there was better roading the Board felt that new housing development should be restricted until roading infrastructure was in place.

A workshop with New Zealand Transport Agency and Council was needed to look for a visionary way of working through options for an alternative road.

K20.3.2 **Presentation from New Zealand Transport Agency- NZTA Safe Roads - SH2 Waihi to Omokoroa Project Briefing**

Representatives from New Zealand Transport Agency (NZTA) Safe Roads were in attendance and supported a presentation on the SH2 – Waihi to Omokoroa Safety Improvements. Project Manager Alister McCaw spoke to the presentation and advised the following:

- The safety improvement work had been divided into ten sections with two separate contractor groups working on the safety improvements. One group would undertake work north of Katikati and the other would do the work south of Katikati.
- Road safety measures would include:
 - widening the road
 - installing wide centre line
 - installing safety barriers
 - making 26 intersections along the highway safer
- Contractors would try to maintain two open traffic lanes at all times during the safety improvement work.
- There would be an NZTA site office in Katikati township to enable residents to look at and ask questions about the safety improvement projects.

- In answering a question about the speed limit on the highway, the Board was advised that the overall speed limit on the highway would be reduced for the duration of the safety works.
- Overall national state highway speed limits were yet to be advised.

In the overall management of the safety improvement measures the project team was looking at more effective ways to:

- Determine "acceptable" delay times and manage these.
- Coordinate all activities within the corridor with all stakeholders (power, phone, utility services etc)
- Capture and disseminate customizable journey information.

The Board was advised that no funding had been approved for any bridge widening along the SH2 corridor route. The Chairperson reiterated that the volume of traffic travelling through the township continued to have a negative impact on the health, social, economic and overall wellbeing of everyday day life of the people who worked and lived in Katikati and the surrounding district.

The Chairperson thanked the NZTA Safe Roads project team members for the presentation. Their attendance was very much appreciated and the Board looked forward to seeing the safety improvements started and receiving future communications and updates from the Safe Roads team.

It was important to maintain focus on options for a future bypass, which was separate to the state highway safety improvements to be undertaken.

K20.3.3

Planting of Trees in New Subdivisions

The Board was aware that there were no trees planted in Maniaroa Drive by the subdivision developers. Residents had expressed an interest in having some trees planted in the street and had been informed the street was narrower than a normal street and there was no space to plant any trees without being too close to the roadside or obstructing service lines.

The Board needed to understand the planting protocols that specifically applied to new development as there needed to be consistency when and where suitable and approved street trees could/could not be planted.

The Group Manager Policy Planning and Regulatory Services advised that there were two main tools that governed the way subdivision design/development merged. One was by way of the District Plan that governed the rules and methods for urban design and the other was by the Infrastructure Code which was the engineering bible. There was a fine balance between good urban design to include amenity value and hard infrastructure.

Council was currently undertaking a significant project review of its entire policy of residential zoning, and this was where street trees sat. This was

a huge project and involved statutory process. The Community Board would be included as part of consultation to the overall strategy.

In the event where a developer had planted trees without consent –a blanket response could not be given at this time as it would depend on the specific subdivision consent given at the time of development.

K20.3.4 Replacement of Bus Shelter - Killen Road

The bus shelter on Killen Road Katikati became derelict and was removed months ago. It had not been replaced and with winter approaching the Community Board would like to see this done immediately. There were 10 kids catching the bus at this point daily and they needed shelter while they waited for the bus.

The Roothing Engineer (West) will check with the Westlink contractors about the status of the bus shelter and report back to the Board.

K20.3.5 Replacement of Public Bench Seat

The Board advised that the public bench seat past the Uretara Bridge across the road from the Highfields subdivision by Twickenham House on the corner of Mulgan Street was damaged and needed to be replaced.

The Roothing Engineer (West) advised that he would check with Westlink contractors and report back to the Board.

K20.3.6 Community Facilities - Structure of Bookings and Future Events

The Chairperson advised that there were concerns in the community about bookings for and the duplication of use of community spaces in Katikati. She would facilitate a workshop for those involved in the community facilities to come together and discuss what each facility had to offer, what sectors of the community were involved with, what was available and how the events and bookings were developed and managed for each community facility. The outcome of the discussion would provide a summary of options for the best use of our facilities for our community.

It was noted that the Katikati Action Centre was a community facility and representatives from this facility should be invited to the workshop.

The Chairperson offered to liaise with the Strategic Property Manager and the Customer Experience Manager, to set up a workshop time and venue.

K20.3.7 **Significant Council Processes - Community Engagement**

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications opened on 29 April and closed on 29 May 2019.

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members were reminded that they were welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by Friday 31 May 2019.

Resolved: Members Hobbs / Warren

THAT the Katikati Community Board Chairperson's Report dated 29 April 2019 be received.

K20.4 **Councillor's Report**

The Board considered a report from Councillor Mackay dated 23 April 2019 as circulated with the agenda.

2019/20 Annual Plan 'Have Your Say' events

Councillor Mackay advised that the 'Have Your Say' events and overall public consultation process had been very successful and it was a credit to staff who had been involved in the overall process.

Katikati Bypass – Possible future options

Given recent publicity it was unlikely that a Katikati bypass route would be constructed soon. Councilor Mackay reiterated that \$200,000.00 had been allocated for a feasibility study to investigate an alternative road around Katikati and if the community wished to see the construction of a bypass in the foreseeable future, then the community needed to work with Council and consider options and initiatives for a viable plan.

Ward and District Development Trends

The Board was advised that statistics highlighted strong levels of subdivision activity with 568 new lots created in the nine months to 31 March 2019.

The number of residential and rural dwelling consents issued at 31 March 2019 was 289.

Future Changes to the Katikati-Waihi Beach Ward Boundary

In regard to the recent Local Government Commission decision, the Council's proposal for the retention of the existing three wards subject to the boundary alteration between the Katikati-Waihi Beach and Kaimai wards electing a total of 11 councillors had been approved.

Resolved: Councillors Mackay / Williams

THAT the report from Councillor Mackay dated 23 April 2019 be received.

K20.5

Community Board Grant Applications - May 2019

The Board considered a report from the Senior Governance Advisor dated 26 April 2019 as circulated with the agenda. The Board considered two Grant Applications from:

Te Runanga O Ngaitamawhariua

The Chairperson invited the attending organisers of the Te Runanga O Ngaitamawhariua Fun Day to be held on 17 July 2019 with a focus on rangatahi/youth. Over sixty exhibitors were to attend the event which would cover a wide range of activities and information items to advise what was available to the youth in the community.

The Board extended congratulations to the organisers of the event and acknowledged the background work that had been undertaken to bring this event to the community. The Board wished Te Runanga O Ngaitamawhariua every success for their event.

Christina Productions

The Board considered an application for funding from Christina Production for costs associated with the production of a publication of memoirs from the Sunday Scribblers Group.

Resolved: Members Warren / Mayo

1. *THAT the report from the Senior Governance Advisor dated 26 April 2019 titled Community Board Grant Applications – May 2019 be received.*
2. *THAT the Katikati Community Board approve the following grant to be funded from the Katikati Community Grants 2018/2019 account subject to all accountabilities being met:*

Te Runanga O Ngaitamawhariua Inc \$2,000

THAT the Katikati Community Board not approve the grant application from Christina Productions Incorporated.

K20.6 Infrastructure Services Report Katikati - May 2019

The Board considered a report from the Deputy Chief Executive dated 24 April 2019 as circulated with the agenda.

K20.6.1 Kauri Point Slip Repairs

The Board was advised of various aspects of the Kauri Point Slip Repair status. The Board was aware that local Kauri Point residents needed to be informed on what was happening in regard to the remediation of various slip sites at Kauri Point. While some information was available on the Council Website not all residents had access to this media.

The Board asked that representatives of the Kauri Point Residents and Ratepayers Association be given regular updates and they would in turn inform their fellow residents about the on going repairs remediation work at Kauri Point.

The Board thanked Councillor Marshall for the liaison work he had undertaken for the affected residents.

K20.6.2 Katikati Bypass Update

The Board noted that within the current Annual Plan process Council would deliberate future funding options for the review of a bypass to be undertaken as a local road.

The Board looked forward to updates on this item.

K20.6.3 Kotahi Lane

The Roading Engineer (West) advised that work on Kotahi Lane had been programmed.

K20.6.4 Middlebrook Drive Bus Shelter

Discussions with the bus shelter manufacturer and associated suppliers were underway for the bus shelter to be installed in the near future.

K20.6.5 Earl Drive Loading and Parking Restructure

The Roading Engineer (West) advised that design options for the proposed Earl Drive loading and parking restructure had commenced.

K20.6.6 Uretara Steam Water Quality

The Board requested that the Bay of Plenty Regional Council monitoring and management of the Uretara Stream be reported back to the Board on a regular basis.

K20.6.7 Historic Cricket Pavilion - Minute Action Reference K19 15 5.7

The Board noted that a contractor would be engaged to undertake maintenance on this building.

The Board stressed that it was crucially important that the historical aspects of the building be preserved and protected when the maintenance on the Historic Cricket pavilion work was undertaken. The Reserves and Facilities Asset Manager would be advised of this request.

Resolved: Member Gibbs / Councillor Mackay

THAT the Deputy Chief Executive Officer's Report dated 24 April 2019 and titled Infrastructure Services Report Katikati May 2019 be received.

K20.7 Financial Report Katikati - March 2019

The Board considered a report from the Management Accountant dated 11 April 2019 as circulated with the agenda.

Resolved: Member Hobbs / Councillor Williams

THAT the Management Accountant's report dated 11 April 2019 and titled Financial Report Katikati – March 2019 be received.

K20.8 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of May and June 2019.

Resolved: Member Hobbs / Councillor Mackay

THAT the schedule of meetings for May and June 2019 be received.

The meeting concluded at 9.33 pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K20

Western Bay of Plenty District Council

**Minutes of Meeting No. MC20 of the
Maketu Community Board held on 14 May 2019
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 Officer), S Harvey (Roading Engineer East) and A Alty (Senior Governance Advisor)

Others

1 member of the public and 2 others as named in the minutes.
1 members of the press

Public Forum

Resolved: Councillor Marsh / Member Clark

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

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Maketu Community Board. The Chairperson invited the attending member of the public to take part in the Public Forum.

Rubbish Dumping and General Littering at the Kaituna Sand Spit and Recreation Reserve

Laurel Rae spoke to the Board about the amount of rubbish and general litter that was constantly being dumped in the vicinity of the Kaituna Sand Spit and Recreation Reserve by the groyne/bar entrance. She advised that on 29 April she along with other people had picked up a substantial amount of rubbish and generally cleaned up the area. On checking the reserve a week later almost the same amount of rubbish was apparent in the area. Most of the dumped rubbish consisted of empty plastic bottles, alcohol bottles, plastic bags, bait bags, gas canisters and general household rubbish.

The rubbish bins in the reserve never seemed to be full and were generally not used. Most of the littering seemed to occur during the night.

Ms Rae asked if a No Littering sign could be put up on a trial basis and if that did not curb the random dumping, it was suggested that a camera be installed to record the offenders activities of offending during the night.

Vermin in the Reserve Area at the Kaituna Sand Spit and Recreation Reserve

The Board was advised that some people were using the picnic tables to clean and gut fish and the tables were left unclean after use. This in turn had attracted an infestation of rats. Ms Rae advised that there had been a cull of feral cats in the area and now there was an increase of rats in the immediate vicinity and the dumping of rubbish had exacerbated the current situation.

The Chairperson advised that random dumping of rubbish was one of the biggest problems in the area. It was envisaged that when the Kaituna re-diversion work was completed, planned landscaping of the area would improve the look of the reserve and this may discourage illegal rubbish dumping. It was important that all incidents of illegal dumping were reported to the Western Bay of Plenty District Council Office.

The concerns raised regarding illegal rubbish dumping and the report of the increase in rats at the Kaituna Sand Spit and Recreation Reserve would be reported through the CCR (Service Request) system and referred to the Reserves and Facilities staff.

Resolved: Councillor Scrimgeour / Member Cantlon

THAT the meeting be re-convened in formal session at 7.08 pm

MC20.1 Presentation

The Board received the presentation from Theo Ursum from Emergency Management Bay of Plenty regarding an update on the Emergency Management Community Response Team & Plan.

Theo Ursum (Emergency Management Advisor) and Wendy Rapana (Maketu Community Response Team Co-Ordinator) reported on the work undertaken to-date in the development of the Maketu Community Response Plan. The Civil Defence Emergency Management Community Guide outlined what needed to be done for personnel and community preparedness in an emergency situation in a booklet and this would be distributed to all Maketu households in the near future. Information about the booklet and Civil Defence Emergency Management preparedness had been given out at the Maketu markets.

It was important that there was community awareness of self responsibility and community resilience for a seven day period if and when required in an emergency situation. The community knew their own people, their vulnerabilities, accessibility and topography of the immediate area. The availability of resources and the Community Response Plan framework provided information specific to the Maketu community. Two Memorandum of Understanding agreements were being developed for the

premises that had been identified for use in the community in an emergency situation.

The updated Tsunami signage was due to be installed at Maketu in the near future.

The community connection with the local volunteer Fire Brigade, Maketu Coastguard and Maketu Surf Lifesaving Club was vital, and while these groups had been involved in civil defence operations for many years, there needed to be clear communication and understanding of the requirements in place for the community and the Maketu Community Response Plan would outline this.

The Chairperson thanked the attendees for their presentation.

Resolved: Member Beech / Councillor Marsh

THAT the presentation from Theo Ursum regarding an update on the Emergency Management Community Response Team & Plan be received.

MC20.2

Minutes of Meeting No. MC19 of the Maketu Community Board held on 2 April 2019

The Board considered the minutes of meeting MC19 of the Maketu Community Board held on 2 April 2019 as circulated with the agenda.

Resolved: Members Cantlon/ McFadyen

THAT the minutes of Meeting No. MC19 of the Maketu Community Board held on 2 April 2019 as circulated with the agenda be received and confirmed as a true and correct record.

MC20.3

Chairperson's Report

The Board considered a report from the Chairperson dated 30 April 2019 as circulated with the agenda.

MC20.3.1

Cycleway into Maketu

The Chairperson advised that it was pleasing to see the draft plan for the new cycle way into Maketu. The community was pleased that the Council had considered their input regarding the placement of the new cycleway. The Chairperson had had some good conversations with the local cycle groups and some residents who had given their input on the new cycleway. The Board would further discuss the plans at the next workshop.

MC20.3.2 **Y.E.S Program**

The third Y.E.S (Youth in Emergency Services) program had been completed with the emergency services and recruits from the Maketu area were involved in the program. It was great to see the growth in confidence of the participating young people as they progressed through the program, ending with their graduation at the local Marae. Clester Eru and local community emergency services were sincerely thanked for their huge voluntary input in this programme.

MC20.3.3 **Community Hub Feasibility Study**

The Board acknowledged the two local residents for committing themselves to undertake a feasibility study with the community looking at the options for a community hub in Maketu. They were two very enthusiastic and competent people and had done great job in fulfilling the process that was required to progress the feasibility study.

In the 2014 Annual Plan the Board allocated \$20,000 (MC14.3.5) for a Maketu Community Hub Feasibility Study, and land adjacent to the current Maketu Community Centre had been acquired in 2016 with the future development of a Community Hub in mind. This was recorded as Committed Reserves Expenditure within the Community Board Financial Report – March 2019.

It was pointed out that the first step for this study was the registration of the group as an incorporated society. The Community Board funding was then to be released for the feasibility study. The incorporated society was expected to work as per the projected timelines. The project was led by the society and Council would work with them to achieve the projected outcomes.

The proposed strategy for the feasibility study was outlined as follows:

<i>April 2019</i>	<i>May 2019</i>	<i>June 2019</i>	<i>July 2019</i>	<i>August 2019</i>
<i>Organisation</i>				
<i>Create Maketu Community Building</i>				
<i>Incorporated Society</i>				
<i>Contact Community Development Officer and possible stakeholders</i>				
<i>Create background information Leaflet/information for public</i>				
	<i>Develop Information Streams:</i> <ul style="list-style-type: none"> • <i>Website</i> • <i>Facebook Page</i> • <i>Maketu Newsletter</i> 			
	<i>INFORM</i>			

		<i>Public participation Process – using information streams</i>		
		INVOLVE/COLLABORATE <i>Seek involvement from stakeholders</i> <i>Gain lists of key attributes</i>		
			<ul style="list-style-type: none"> • <i>Hold community meetings</i> • <i>Provide information through community newsletters</i> • <i>Use idea boards to allow for comments to be made outside of formal forums</i> • <i>Community Questionnaire</i> 	
			<i>Develop ideas created through involvement process to create draft plans</i> <ul style="list-style-type: none"> • <i>Make draft plans available for comment</i> • <i>Review feedback</i> • <i>Consult with the local Council re proposed plan to check the feasibility.</i> 	
				<i>Decision/Plans Created</i> <ul style="list-style-type: none"> • <i>Information feedback to community stating reasons for decisions</i> • <i>The process undertaken to get to this point.</i>

MC20.3.4

Freedom Campers

As the kiwifruit season was now underway there was an influx of seasonal/freedom campers taking over the carpark reserves. This was huge bugbear to many of the residents as they witnessed incidents of bad behaviour, littering, lighting fires, leaving beer bottles on the beach, showering outside and not using the public toilets.

The Chairperson advised that any unsightly or illegal activity should be reported to the Western Bay of Plenty District Council as soon as possible.

MC20.3.5

ANZAC Commemorations

The 2019 Anzac Day commemoration service at Maketu was attended by hundreds of people who gathered at the Maketu Memorial and the

Whakaue Marae to pay tribute to the Anzacs and all service personnel. The dawn service was well organised and enhanced by the sun rise over the Maketu estuary.

MC20.3.6 **Kaituna River Rediversion**

The landscape was changing on Ford Road and contractors were well into the project of realigning the Kaituna River to enable more fresh water into the Maketu estuary.

MC20.3.7 **Significant Council Processes - Community Engagement**

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications opened 29 April and would close on 29 May 2019.

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members were reminded that they were welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by Friday 31 May 2019.

Resolved: Member Beech / Councillor Marsh

THAT the Maketu Community Board Chairperson's Report dated 30 April 2019 be received.

MC20.4 **Councillor's Report**

The Board considered a report from Councillor Scrimgeour dated 2 May 2019 as circulated with the agenda.

2019 Triennial Elections

At the Council meeting held on 18 April 2019 Council adopted that for the 2019 triennial elections nominees names listed on voting papers be in pseudo-random order (as done in previous elections). The key dates relating to the forthcoming election were noted:

- Nominations open on 19 July and close on 16 August 2019
- Voting papers to be distributed from 20 September 2019
- Voting to be closed at noon on 12 October 2019

Kaituna Rediversion

At a recent update from the Bay of Plenty Regional Council it was advised that construction work was about 6 months ahead of schedule.

Concerns had been expressed about the water quality in the Little Waihi Estuary. The Bay of Plenty Regional Council Kaituna Catchment Manager had advised that it was expected that the water quality within the Maketu Estuary and the wetland would improve with increased water flow into the immediate area.

The water quality of the Little Waihi Estuary was also a concern and the Kaituna Catchment Manager had advised that there was work being undertaken to monitor and improve this water area.

Te Puke Recycling Centre

The trial of the extended opening hours of 8am to 5pm on Tuesday's and Thursdays at the Te Puke Recycling Centre had proven to be worthwhile and had now been made permanent.

Representation Arrangements for Western Bay of Plenty District Council

On 8 April 2018 the Local Government Commission announced its decision relating to the representation arrangements for the Western Bay of Plenty District Council that would apply for the 2019 local authority elections. The Commission had endorsed the decision of Western Bay of Plenty District Council that the existing arrangements of 11 councillors elected from three wards, with one boundary alteration, would apply for the October elections.

Resolved: Councillor Scrimgeour / Member Beech

THAT the Councillor's Report dated 2 May 2019 and titled Maketu Community Board Councillor's Report – May 2019 be received.

MC20.5

Infrastructure Services Report Maketu - May 2019

The Board considered a report from the Deputy Chief Executive dated 1 May 2019 as circulated with the agenda.

MC20.5.1

Maketu Road Proposal Cycle Trail

The Board was pleased to know that the survey work for the cycleway had been completed. The Roding Engineer (East) had to review the design with Westlink and discuss pricing and project commencement dates.

The Roding Engineer (East) advised that he would attend the next Maketu Community Board Workshop scheduled for Tuesday 4 June 2019 to

ensure that specific points of concern raised by interested community members and groups were noted for consideration in the final design of the cycleway.

The Chairperson expressed concern regarding the road crossover point that needed to be closer to Spencer Avenue – it was noted that having the crossover point closer to the entrance Pou was too close to the 100 km/h speed zone and was dangerous as vehicles tended to pick up speed and visibility was not good at this point on the roadway.

It was signalled that there had been a suggestion of developing the cycleway through the closed off section of Spencer Avenue as there was already a walkway through the area. The locked gate across the closed off section of the land would need to be opened permanently.

MC20.5.2 **Maketu Road Culvert**

It was expected that the consents for the work on the Spencer Avenue culvert improvements would be undertaken in conjunction with the cycleway development.

MC20.5.3 **Spencer Avenue Reserve Levelling - Minute Action Reference MC1916 3.2**

The Board was advised that Resource Consent was required for this reserve as it was now deemed to be a flood plain area. The original requirements for the reserve ascertained that no consent had been required from the Bay of Plenty Regional Council, but one had been required from the Western Bay of Plenty District Council for soil quantities greater than 5m³.

The Board noted that a subdivision directly across the road was being pre-loaded with soil and there was another property that had a large quantity of sand being deposited on it, seemingly without any consent restrictions.

MC20.5.4 **Surf Club Car Park Reserve Rock Revetment - Minute Action Reference MC20 16.2.1 and MC8 17 5.7**

The Board was advised that the signage had been erected advising the need for caution when accessing the beach from the Surf Club Car Park.

The Chairperson reported that some of the sand bags were ripped and requested that an on-site meeting at the Maketu Surf Club be scheduled with Council's Reserves and Facilities Asset Manager to view and ascertain the maintenance work required.

MC20.5.5 **Kohanga Reo - Minute Action Reference MC18 19 7.3**

The Minutes of the Maketu Community Board Meeting MC8 held on 17 October 2017 reported the following:

"The Chairperson advised that he and Councillor Marsh and Council staff had met with representatives of the Kohanga Reo on Wednesday 27 September 2017 and discussed issues relating to parking outside the Kohanga Reo.

It had been agreed that an entrance gate to the premise be relocated and an overhead shelter from the designated car park area to the Kohanga Reo entrance also be constructed. At the meeting, it had been indicated that the Community Board would financially assist the Kohanga Reo to achieve improved parking arrangements.

The required work would be coordinated in liaison between Council Reserves and Facilities staff and members of the Kohanga Reo.

It was resolved that the Maketu Community Board provide funding from the Maketu Community Board Contingency Account to the Maketu Kohanga Reo for materials required to achieve improvements to parking and access for the Kohanga Reo as agreed at the meeting held on 27 September 2017."

The Board received advice from the Reserves and Facilities Officer (East) that outlined a quote to complete fencing at the Kohanga Reo.

The quote was for:

- Realigning the Maketu Road paling fence to remove the parking bay
- Adjusting the vehicle entry gates in this section to enable service vehicle access
- Removing the pedestrian gate to the boundary fence between the sports field and the Kohanga Reo

The Board received the quote and asked that the Roding Engineer (East) liaise with the Reserves and Facilities Officer (East) and members of the Kohanga Reo to ensure coordination of the agreed works.

Resolved: Councillors Scrimgeour / Marsh

THAT the Maketu Community Board approve funding up to \$5,000 allocated from the Maketu Community Board Reserve Account to undertake the approved fencing work as outlined in the provided quote from the Reserves and Facilities Officer (East).

Resolved: Members Cantlon / McFadyen

THAT the Deputy Chief Executive Officer's Report dated 1 May 2019 and titled Infrastructure Services Report Maketu May 2019 be received.

MC20.6 **Financial Report Maketu - March 2019**

The Board considered a report from the Management Accountant dated 11 April 2019 as circulated with the agenda.

Resolved: Member Cantlon / Councillor Marsh

THAT the Management Accountant's report dated 11 April 2019 and titled "Financial Report Maketu – March 2019" be received.

MC20.7 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of May and June 2019 as circulated with the agenda.

Resolved: Members Beech / Cantlon.

THAT the schedule of meetings for May and June 2019 be received.

The meeting concluded at 8.21 pm

Confirmed as a true and correct record.

S Beech
Chairperson
Maketu Community Board

Date

MC20

Western Bay of Plenty District Council

**Minutes of Meeting No. TP20 of the
Te Puke Community Board held on 16 May 2019
at the Te Puke Library and Service Centre
commencing at 7.00pm**

Present

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

In Attendance

J Pedersen (Group Manager People and Customer Services), S Harvey (Roading Engineer East) and A Alty (Senior Governance Advisor)

Others

3 members of the public
1 member of the press

Public Forum

Resolved: Members Miller / Spratt

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

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Te Puke Community Board. Attending members of the public were invited to take part in the Public Forum.

Antisocial Behaviour in Te Puke Township

A member of the public spoke about her concern with regards to the increasing antisocial and intimidating behaviour by drunk and disorderly people in Jubilee Park and the town centre area. She stressed that she was deeply concerned and noted the behaviours mentioned were:

- The number of people drinking and taking drugs in public places was increasing.
- Members of the public going about their daily business had been threatened and frightened by the attitude of people under the influence of drink and drugs.
- People were being harassed and witnessed bad language and offensive behaviour.

- Police had advised that they could not take any action. If police found alcohol on the people causing problems, they confiscated the alcohol but did not remove the drunk/drugged people.
- Members of the public were not going to the public park area with their families because of the antisocial and intimidating behaviour of drunk and drugged people in the immediate area.
- People did not feel safe at the public bus stop where street dwellers and drunks often congregated.

The speaker clarified that she was referring to the street dwellers and homeless people, not the freedom campers. Volunteers in the community had tried to assist the homeless people in the community, but their numbers had grown and the speaker would like to see some community action. It was pointed out that some of the homeless people chose to live on the streets and would not accept community or social assistance.

A Community Board Member who was also a member of the Te Puke Community Patrol advised that the local police were aware of the antisocial behaviours in the public areas and had not acknowledged the concerns of the community relating to the growing situation.

The Chairperson thanked the speaker for bringing her concerns to the attention of the Board and he advised that neither the Board nor Council were in a position to directly manage or control antisocial behaviour in the community. The Chairperson asked that the concerns raised be forwarded to the Chief Executive Officer with a request that the local Police be advised of the public forum discussion at this Community Board meeting. The Chairperson also asked for comment and advice on what possible measures could be put in place to find a solution to manage the antisocial behaviours of the group of people that affected many in the community.

Resolved: Councillor Scrimgeour / Member Spratt

THAT the meeting be re-convened in formal session at 7.14 pm

TP20.1 Minutes of Meeting No. TP19 of The Te Puke Community Board held on 4 April 2019

The Board considered the minutes no. TP19 of the Te Puke Community Board for the meeting held on 4 April 2019 as circulated with the agenda.

Resolved: Members Spratt / Miller

THAT the Minutes from meeting no. TP19 of the Te Puke Community Board held on 4 April 2019 as circulated with the agenda, be confirmed as a true and correct record.

TP20.2 Council Decisions on Board Recommendation to Council - Funding for The Centre Te Puke

The Board considered a report from the Senior Governance Advisor dated 6 May 2019 as circulated with the agenda.

Resolved: Councillor Scrimgeour / Member Spratt

THAT the report of the Senior Governance Advisor dated 6 May 2019 titled Decision Report from Recommendation to Council – Funding for The Centre at Te Puke be received.

TP20.3 **Chairperson's Report**

The Board considered a report from the Chairperson dated 3 May 2019 as circulated with the agenda.

TP20.3.1 **Annual Plan Submission**

On the 15th of April the Chairperson presented the Te Puke Community Board Annual Plan Submission to Council on behalf of the Board. The Chairperson thanked Board members for their assistance and support in putting together the submission.

TP20.3.2 **McLoughlin Drive Up-Grade**

The Chairperson advised that the parking proposal put forward for the Orchard Church in association with the McLoughlin Drive road works was still under negotiation.

TP20.3.3 **Rubbish Bin Replacements Jellicoe Street**

Board Members were asked to view the bins between Oxford Street and Boucher Avenue to familiarise themselves with the number of bins that needed to be replaced. The Board would like to see a Kiwifruit design casing similar to those in Jubilee Park for the replacement bins.

The Roading Engineer would ascertain what budget funding may be available for the bins that needed to be replaced and what the price of the bins would be. Board members would check out the bins at their walk-about with the Roading Engineer (East) on 25 June 2019.

TP20.3.4 **Te Puke Memorial Pool**

As a result of the concerns raised in public forum at the February meeting, the Board decided that the Memorial Swimming Pool would be the focus of the next Public Forum with the hope of stimulating a public conversation on the future of the Te Puke public swimming pool. The agenda for the evening would follow closely the questions asked and points raised in the February public Forum. The Board would consider a date in July to initiate public discussion about the pool.

TP20.3.5 Urban Speed Limits

The Board was aware that the New Zealand Transport Agency was reviewing speed limits and that Council was awaiting the outcome of their review but asked if a reduction to urban speed limits requested by members of the public relating to No 3 Road and Manoeka Village could be dealt with as a matter of urgency.

The Roding Engineer (East) advised that Speed Limits for the Western Bay of Plenty District were still under review and any changes would be implemented on a district wide basis rather than applied to individual roadways area by area.

TP20.3.6 Station Road Upgrade

The Board was advised that the Station Road upgrade work was scheduled to be undertaken in the 2019/20 financial year.

TP20.3.7 Tactile Paving

This significant community initiative is continuing to be progressed by the Board in conjunction with Council engineering staff. The Board is waiting for a costing on this project from engineering staff.

TP20.3.8 Town Centre Walk-a-Bout

The Town Centre walk-about with the Roding Engineer (East) and Westlink staff had been scheduled for Tuesday 25 June 2019.

TP20.3.9 Te Puke Main Street Project

The Board had completed its consultation process with the community regarding the Te Puke Main Street Project in response to the Operations and Monitoring Committee request. The process undertaken included:

- The Board approached EPIC Te Puke and Te Puke EDG and asked for a response to the Board survey.
- The Board Chairperson met with the local paper and an article was published in the Te Puke Time Thursday 4 April 2019.
- The Community Board utilized its Facebook page to set up a survey and 84 people responded to it.
- Through the newspaper article, residents were encouraged to record their thoughts regarding the plaza and place them in a box at the Te Puke Library and Service Centre. A copy of the three options together with the suggestion of the kiwifruit themed piece of artwork was also on display behind the response box. 13 residents took the opportunity to respond to this item.

- A reminder notice about the survey was placed in the Te Puke Times issue of 18 April and 25 April clearly indicating the closing date for responses. An "In Brief" note was also published in the Te Puke Times reminding residents of the deadline for comments.
- The Board also noted a submission from Te Puke Business Strategies that was signed by 12 retailers in the immediate vicinity of the Jellicoe Street Plaza.

Four Board members agreed that given the constraints around the review, the reinstatement of three carparks was the most cost effective way to address the present concerns.

Resolved: Members Spratt / Miller

1. *THAT the Te Puke Community Board recommend that the Operations and Monitoring Committee consider increasing car parking on Jellicoe Street by reducing the garden area at the western end of Jellicoe Street Plaza to reinstate two carparks.*
2. *THAT the Operations and Monitoring Committee consider reducing the mobility parks at the eastern end of the plaza to one park.*

TP20.3.10

Disability Park Shelters

The Chairperson advised that he had arranged to meet with the Roading Engineer (East) to investigate the location of a prototype shelter installation that would satisfy the concerns of the Transportation Manager regarding vandalism and public safety. This would be undertaken during the town centre walk-about to be held on 25 June 2019.

TP20.3.11

ANZAC Day Commemorations

It was important that conversations were held about the funding and organisation of future Anzac Day commemoration services. Concerns had been raised earlier by the local Returned Services Association personnel and the Board. After consultation with Mayor Webber, the Board would look for options to cover the cost of the important annual civic event. The Chairperson would continue to speak to the local Te Puke Anzac Day Committee to ascertain exactly what current expenses for the commemoration services were.

TP20.3.12

Christmas Lights

Councillor Dally had been in touch with the suppliers of the FlagTrax System in Jellicoe Street to ascertain the cost of adding Christmas lighting to the structures. The Board considered that Christmas lighting would be well supported by the community relating to the positive comments the Board received after the reinstatement of the decorated tree at the eastern

entrance to the township. This item would be further discussed at the next Community Board workshop.

TP20.3.13

Significant Council Processes

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications open 29 April and close 29 May 2019.

(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)

Elected Members were reminded that they were welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at info@remauthority.govt.nz by Friday 31 May 2019.

Resolved: Member Miller / Councillor Dally

THAT the Te Puke Community Board Chairperson's Report dated 3 May 2019 be received.

TP20.4

Councillor's Report

The Board considered a report from Councillor Scrimgeour dated 2 May 2019 as circulated with the agenda.

2019 Triennial Elections

At the Council meeting held on 18 April 2019 Council adopted that for the 2019 triennial elections nominees names listed on voting papers be in pseudo-random order (as done in previous elections). The key dates relating to the forthcoming election were noted:

- Nominations open on 19 July and close on 16 August 2019
- Voting papers to be distributed from 20 September 2019
- Voting to be closed at noon on 12 October 2019

Kaituna Rediversion

At a recent update from the Bay of Plenty Regional Council it was advised that construction work was about 6 months ahead of schedule.

Concerns had been expressed about the water quality in the Little Waihi Estuary. The Bay of Plenty Regional Council Kaituna Catchment Manager had advised that it was expected that the water quality within the Maketu Estuary and the wetland would improve with increased water flow into the immediate area.

The water quality of the Little Waihi Estuary was also a concern and the Kaituna Catchment Manager had advised that there was work being undertaken to monitor and improve this water area.

Te Puke Recycling Centre

The trial of the extended opening hours of 8am to 5pm on Tuesday's and Thursdays at the Te Puke Recycling Centre had proven to be worthwhile and had now been made permanent.

Representation Arrangements for Western Bay of Plenty District Council

On 8 April 2018 the Local Government Commission announced its decision relating to the representation arrangements for the Western Bay of Plenty District Council that would apply for the 2019 local authority elections. The Commission had endorsed the decision of Western Bay of Plenty District Council that the existing arrangements of 11 councillors elected from three wards, with one boundary alteration, would apply for the October elections.

Te Puke Wastewater Consent

The submission hearing on the Te Puke Wastewater renewal had been held on 15 and 16 April 2019.

Resolved: Councillor Scrimgeour / Member Miller

THAT the report from Councillor Scrimgeour dated 2 May 2019 be received.

TP20.5

Community Board Grant Application - May 2019

The Board considered a report from the Senior Governance Advisor dated 3 May 2019 as circulated with the agenda.

The Board considered an application from the Youth Encounter Ministries Trust.

Resolved: Councillors Dally / Scrimgeour

1. *THAT the report from the Senior Governance Advisor dated 3 May 2019 titled Community Grant Application – May 2019 be received.*
2. *THAT the Te Puke Community Board approve the following grant to be funded from the Te Puke Community Board Grants 2018/2019 Account subject to all accountabilities being met. For the delivery of the programme*

Youth Encounter Ministries Trust \$1,000.00

TP20.6 **Infrastructure Services Report Te Puke - May 2019**

The Board considered a report from the Deputy Chief Executive dated 3 May 2019 as circulated with the agenda.

TP20.6.1 **Washer Road Footpath**

The Roding Engineer (East) was advised that there had been some comments regarding the standard of workmanship for the footpath not being up to expectation, particularly at the termination point at the Eastpack packhouse crossing.

The Roding Engineer (East) advised that rather than constructing a solid extension over the culvert at the crossing point, there had been a deviation around the culvert and he would check this specific area.

TP20.6.2 **Tactile Paving - Minute Action Reference TP16 18 3.5**

The Roding Engineer (East) advised that the cost to install the six tactile paving area would cost approximately \$6,000.

The tactile paving removed in the course of the revocation works would be replaced and the cost for this met by the revocation budget.

TP20.6.3 **Community Roding Account**

Ronald's Lane – Future Proposal – Minute Action Reference TP19 19 7.2

The Roding Engineer (East) advised the Board regarding the current status relating to the proposed project to form a public pedestrian walkway along Ronald's Lane for access to the Eastpack packhouse on Collins Lane.

The Roding Engineer (East) advised that he would provide the Board with a report outlining options relating to the proposal for the next Board Meeting.

TP20.6.4 **Review of Te Puke Main Street Project - Minute Action Reference TP19 19. 9**

The Roding Engineer (East) advised the Board that he had met with a landscape artist and walked around the Te Puke main street area. The landscape artist would prepare a report that would be presented to the next Community Board meeting.

The Board was also advised of an email received immediately before the meeting from Don Paterson that outlined a number of points relating to Jellicoe Street. The Chairperson accepted the email as a tabled item. And

asked that a copy of the email be sent to all Te Puke Community Board members for information.

The Board had adopted a recommendation to the Operations and Monitoring Committee Meeting to be held on Wednesday 22 May 2019 under Item TP20.3.9 of this meeting.

TP20.6.5

Roundabouts at the No.3 Road and Jellicoe Street Intersection and at the Intersection of Te Puke Quarry Road and Jellicoe Street - Minute Action Reference TP18 19 3.9

The Roding Engineer (East) advised that he was still investigating the problems of noise and vibration as reported at the Board meeting TP18 on 21 February 2019.

It was advised that a similar roundabout in Thames had less and smaller 'spokes' and this type of structure may not cause the reported amount of noise and vibration that was the issue of concern as reported at the February 2019 Community Board meeting.

The Roding Engineer (East) advised that he would continue to look at workable options relating to this item.

Resolved: Member Spratt / Councillor Scrimgeour

THAT the Deputy Chief Executive Officer's Report dated 3 May 2019 and titled Infrastructure Services Report Te Puke May 2019 be received.

TP20.7

Financial Report Te Puke - March 2019

The Board considered a report from the Management Accountant dated 11 April 2019 as circulated with the agenda.

Resolved: Member Spratt / Dugmore.

THAT the Management Accountant's report dated 11 April 2019 and titled Financial Report Te Puke – March 2019 be received.

TP20.8

Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the month of May and June 2019 as circulated with the agenda.

Resolved: Member Miller / Councillor Scrimgeour

THAT the schedule of meetings for May and June 2019 be received.

The meeting concluded at 8.50 pm

Confirmed as a true and correct record.

P Miller
Chairperson
Te Puke Community Board

Date

TP20

Western Bay of Plenty District Council

**Minutes of Meeting No. C25 of Council
held on 18 April 2019 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, P Mackay, D Marshall, M Murray-Benge, J Palmer, J Scrimgeour, D Thwaites and M Williams

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology), I Butler (Finance Manager), D Jensen (Senior Financial Planner), R Davie (Group Manager Policy, Planning and Regulatory Services), B Williams (Strategic Property Manager), K Elder (Governance Manager) and A Alty (Senior Governance Advisor)

Others

One member of the public as named in the minutes.

Apologies

An apology for lateness was received from Councillor Lally. It was noted that Councillor Marsh was on leave of absence.

Resolved: Marshall / Mackay

THAT the apology for lateness from Councillor Lally be accepted.

Public Forum

Resolved: Dean / Williams

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

Mr Fountain spoke to Council about his ideas for a multipurpose cruise terminal at the southern end of Coronation Park at Mount Maunganui. He advised that he was not

representing any group or organisation and the ideas were his own. Mr Fountain advised that he had met with various Tauranga City and Bay of Plenty Regional Councillors in an effort to make his ideas known. It was his opinion that:

- The current cruise ship embarkation and disembarkation point at Mount Maunganui needed to be upgraded.
- With over 100 cruise ships visiting the port during the cruise season there needed to be a designated reception, tourism complex at the port to showcase our port and unique aspects of our district.
- Over 300,000 people were involved in the cruise ship industry as passengers or associated industry personnel.
- The complex would be used to promote tourism activities in the western and eastern ends of the Bay of Plenty.
- The complex would also showcase a cultural centre for overseas visitors and locals.
- A multi storied complex would enable additional community use.
- A covered walkway from the proposed complex to the Mount Maunganui town centre would form an all weather boulevard to and from the port.

He estimated to build such a complex would cost about \$20m and urged all Councils in the Bay of Plenty district to get involved in the project. He felt that the time was right to get this idea up and running and develop this unique proposal as soon as possible.

Mr Fountain also expressed his interest in seeing the development of a regular ferry service from the Mount Maunganui port to downtown Tauranga City.

Mayor Webber thanked Mr Fountain for his address to Council.

Resolved: Thwaites / Palmer

THAT the meeting reconvene in formal session at 9.38am.

C25.1 **Receipt of Community Board Minutes**

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

Resolved: Scrimgeour / Mackay

THAT the minutes of the following meetings be received:

1. Minute no. WB19 of the Waihi Beach Community Board held on 25 March 2019
1. Minute no. OM19 of the Omokoroa Community Board held on 26 March 2019
2. Minute no. K19 of the Katikati Community Board held on 27 March 2019
3. Minute no. MC19 of the Maketu Community Board held on 2 April 2019
4. Minute no. TP19 of the Te Puke Community Board held on 4 April 2019

C25.2 **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: Marshall / 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. RUR12 of the Rural Committee held on 28 February 2019*
6. *Minute no. C24 of the Western Bay of Plenty District Council held on 7 March 2019*
7. *Minute no. LAMP7 of the Long Term and Annual Plan Committee held on 7 March 2019*
8. *Minute no. PP19 of the Policy Committee held on 12 March 2019*
9. *Minute no. CC16 of the Community Committee held on 28 March 2019*
10. *Minute no. OP18 of the Operations and Monitoring Committee held on 11 April 2019*

C25.3 **Minutes for Receipt**

Council considered minutes as circulated separately with this agenda.

Resolved: Murray-Benge / Dean

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

11. *Minute no. RH15 of the Regulatory Hearings Committee held on 20 December 2018*
12. *Minute no. JG8 of the Joint Governance Committee held on 10 April 2019*

C25.4 **Information for Receipt**

Council considered the information included in the Minute Index and Information Pack dated 18 April 2019 as circulated separately with the agenda.

Resolved: Mackay / Dally

THAT the information items included in the Minute Index and Information Pack dated 18 April 2019 as circulated separately with the agenda be received.

C25.5 **Decision Report from the Omokoroa Community Board - Request for CCTV at Omokoroa**

Council considered a report from the Senior Governance Advisor dated 2 April 2019 as circulated with the agenda.

Resolved: Palmer / Murray-Benge

1. *THAT the report of the Senior Governance Advisor dated 2 April 2019 titled Decision Report from Omokoroa Community Board Meeting OM19 26 March 2019 - Request for CCTV in regard to the recommendation from Council Meeting C24 held on 7 March 2019 be received.*
2. *THAT Council note the decision of the Omokoroa Community Board to defer a request to install a CCTV system at the intersection of Western Avenue and Omokoroa at this time pending the Council review of CCTV in the Western Bay later in the year.*

C25.6

Recommendatory Report from the Te Puke Community Board - Funding for the Te Puke Centre

Council considered a report from the Senior Governance Advisor dated 9 April 2019 as circulated with the agenda.

Council agreed that the proposal for the implementation of The Centre at Te Puke needed to be put forward to the Annual Plan Committee for consideration. At this point Council had not seen any financial plans for the proposal and referral to the Annual Plan process would initiate an issues and options paper (IOP) to be considered in the Annual Plan process.

Resolved: Palmer / Mackay

1. *THAT the report from the Senior Governance Advisor dated 9 April 2019 and titled Recommendatory Report from the Te Puke Community Board - Funding for the Te Puke Centre be received.*
2. *THAT the request be referred to the Long Term and Annual Plan Committee for further consideration relating to the implementation of The Centre at Te Puke.*

C25.7

Decision Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Waiari Mauri Monitoring Model Proposal

Council considered a report from the Senior Governance Advisor dated 10 April 2019 as circulated with the agenda.

Resolved: Mackay / Williams

THAT the report from the Senior Governance Advisor dated 16 April 2019 titled Decision Report from Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Waiari Mauri Monitoring Model Proposal be received.

C25.8 **Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Tauranga Western Bay Safer Communities Tactical Group Decision to Remain an International Safe Community**

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

Resolved: Mayor Webber / Williams

1. *THAT the report from the Governance Manager dated 10 April 2019 and titled Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Tauranga Western Bay Safer Communities Tactical Group Decision to Remain an International Safe Community be received.*
2. *THAT Council endorses the decision by the Tauranga Western Bay Safer Communities Tactical Group to remain as an International Safe Community.*
3. *THAT the report relates to an issue that is considered to be of medium significance in terms of Councils' Significance and Engagement Policies.*

C25.9 **Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Sub-Regional Parks Relationship Agreement**

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

Attachment A of the report circulated to Council, recognised the way that the Tauranga City Council and Western Bay of Plenty District Council would continue to work together to establish and develop a network of sub-regional parks that provided recreational opportunities and protected significant landscapes for the enjoyment of both current and future generations.

Resolved: Williams / Mayor Webber

1. *THAT the report from the Governance Manager dated 10 April 2019 and titled Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Sub-Regional Parks Relationship Agreement be received.*
2. *THAT Council adopt and sign the Sub-Regional Parks Relationship Agreement included in Attachment A.*
3. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

C25.10

Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - TECT All Terrain Park Capital Works Programme

Council considered a report from the Governance Advisor dated 10 April 2019 as circulated with the agenda.

Resolved: Williams / Mayor Webber

1. THAT the report from the Governance Manager dated 10 April 2019 and titled *Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - TECT All Terrain Park Capital Works Programme* be received.
2. THAT Council approve the *TECT All Terrain Park Capital Works Programme for 2019/20, 2020/21 and 2021/22 of \$1,810,000 (as listed below) and that it be included in the 2019/20 Annual Plan and subsequent Annual Plans.*

Project	FY 2019/2020	FY 2020/2021	FY 2021/2022
<i>Electricity Feeder Upgrade</i>	<i>\$530,000</i>		
<i>Water Bore</i>	<i>\$90,000</i>		
<i>Water Bore Power Supply</i>	<i>\$30,000</i>		
<i>Fire Protection & Response</i>	<i>\$250,000</i>		
<i>Hood Road extension</i>		<i>\$190,000</i>	
<i>Security Cameras</i>		<i>\$30,000</i>	
<i>Events Space Electricity Network Extension</i>		<i>\$125,000</i>	
<i>Motorsport Entrance Relocation</i>		<i>\$170,000</i>	
<i>Kiwicamp</i>			<i>\$350,000</i>
<i>Events Space Boundary Fence</i>			<i>\$45,000</i>
Total for year	\$900,000	\$515,000	\$395,000

3. THAT the *TECT All Terrain Park Capital Works Programme* be funded from the *TECT All Terrain Park forestry income reserve and external grants if available.*
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.*

C25.11 **Storm Water and Waste Water Easement Over Part of Omokoroa Beach Grove Esplanade Reserve**

Council considered a report from the Legal Property Officer dated 22 February 2019 as circulated with the agenda.

In response to a question to ensure that consideration be given to protecting a unique dwarf marina lily in the Omokoroa Beach Grove Estuary Esplanade Reserve area, the Deputy Chief Executive Officer advised that the Application for Easement over Council Land included the statement that Council would identify any known significant ecological, historical or archaeological features within the Reserve. This may require mitigation measures to be undertaken to protect them at cost to the applicant.

Resolved: Dean / Mackay

1. *THAT the Legal Property Officer - Reserves and Facilities' report dated 22 February 2019 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) in favour of Lot 1 Deposited Plan South Auckland 10102 to allow Lot 1 Deposited Plan South Auckland 10102 to discharge storm water over Section 1 Survey Office Plan 330241;*

AND

4. *THAT should it be required, 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 waste water easement shown on the attached plan (Attachment A) in gross to allow Lot 1 Deposited Plan South Auckland 10102 to discharge waste water over Section 1 Survey Office Plan 330241 to Council's waste water system.*

C25.12 **Local Government Funding Agency Limited Half Yearly Report to Shareholders 2018/19 and Draft Statement of Intent 2019/20**

Council considered a report from the Group Manager, Finance and Technology Services dated 5 April 2019 as circulated with the agenda.

Resolved: Mackay / Murray-Benge

1. *THAT the Group Manager, Finance and Technology Services report dated 5 April 2019 and titled "Local Government Funding Agency Limited Half Yearly Report to Shareholders 2018/19 and draft Statement of Intent 2019/20" be received.*
2. *THAT the Local Government Funding Agency Limited Half Yearly Report to Shareholders 2018/19 and draft Statement of Intent 2019/20 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 2018/19 (Attachment A) be received.*
4. *THAT the Local Government Funding Agency Limited draft Statement of Intent 2019/20 (Appendix B) and accompanying Cover Letter (Appendix C) be received.*

9.53am Councillor Lally joined the meeting.

C25.13 **2019 Election Update**

Council considered a report from the Governance Manager dated 8 April 2019 as circulated with the agenda.

Resolved: Williams / Thwaites

1. *THAT the Governance Manager's report dated 8 April 2019 and titled 2019 Triennial Elections and Order of Candidate Names 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 for the 2019 triennial elections Council adopt the pseudo-random order of candidate names; as permitted under regulation 31 of the Local Electoral Regulations 2001.*

C25.14 **Conflict of Interest Policy (Revised)**

Council considered a report from the Group Manager, Finance and Technology Services dated 9 April 2019 as circulated with the agenda.

The Group Manager, Finance and Technology Services advised that as part of Council's interim audit carried out by Audit New Zealand for the year ended 30 June 2018, a number of recommendations were made to improve Council's existing Conflicts of Interest Policy.

Resolved: Mackay / Murray-Benge

1. *THAT the Group Manager, Finance and Technology Services report dated 9 April 2019 and titled "Conflict of Interest Policy (Revised)" 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 note the revised Policy had been reviewed and approved for submission to Council by the Operational Management Team on 9 April 2019.*
4. *THAT Council approve the revised Conflict of Interest Policy (Revised).*

C25.15

Fraud and Corruption Prevention Policy (Revised)

Council considered a report from the Group Manager, Finance and Technology Services dated 9 April 2019 as circulated with the agenda.

The Group Manager, Finance and Technology Services advised that as part of Council's interim audit carried out by Audit New Zealand for the year ending 30 June 2018, a number of recommendations were made to improve Council's existing Fraud Prevention Policy.

As part of the review, Audit New Zealand compared the Policy to the Ministry of Justice's framework for creating a Fraud and Corruption Policy. Based on this, a revised and improved Fraud and Corruption Prevention Policy is submitted to Council for approval.

Resolved: Scrimgeour / Williams

1. *THAT the Group Manager, Finance and Technology Services report dated 9 April 2019 and titled "Fraud and Corruption Prevention Policy (Revised)" 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 note the revised Policy has been reviewed and approved for submission to Council by the Operational Management Team at their meeting held 8 April 2019.*
4. *THAT Council approve the revised Fraud and Corruption Prevention Policy (Revised).*

C25.16

Chief Executive Officers Exception Report - April 2019

Council considered a report from the Chief Executive Officer dated 5 April 2019 as circulated with the agenda.

The Chief Executive Officer reported on the following items:

- Meeting with New Zealand Transport Agency Representatives
- Provincial Growth Fund Application
- Ministry of Social Development - Regional Employment Update
- Tourism Fund Applications

The Group Manager, Finance and Technology Services spoke to the Exception Briefing Report to April 2019 noting the following items:

Key Financial Performance Indicators for the Eight Months ended 28 February 2019

Council's net debt balance was \$83.48m at the end of the reporting period which represented a \$14.79m reduction from the June 2018 balance of \$98.27m. Council had a positive cash position of \$51.52m at 28 February 2019.

Interest Rate Swaps

Total debt covered by interest rate swaps remained unchanged from 31 January 2019. The level of coverage was within the required policy range of 50%-95%. The value of interest rate swaps at 31 January 2019 was \$150.5m.

Operating Income

The total income for the eight months ended 28 February 2019 was \$74.85m against a year-to-date budget of \$63.46m. The \$10.76m higher income variance was largely due to favourable variances arising from the timing of receipt of financial contributions, subsidies and grants income and other income against budget.

With the exception of the rate income stream actual revenue received for all categories of operating income were higher than year-to-date budget for the eight month period.

Operating Expenditure

Total expenditure of \$56.72m was \$140k lower than year-to-date budget of \$56.90m due to higher than budgeted additional level of service, depreciation and operating costs off set by lower interest costs. Overall operating income and expenditure levels indicated Council's financial performance was on track at the end of the reporting period.

Capital Expenditure

Capital expenditure of \$21.61m for the period was higher than year-to-date budget. The expenditure variance was attributable to higher than budgeted spends in the corporate services and water supply activities offset by underspends in the transportation, communities and stormwater activities.

Financial Contributions

Financial contributions income received to date of \$12.77m was \$6.92m higher than the year-to-date budget of \$5.86m was currently at 145% of full year budget.

Ward and Development Trends Statistics

Ward and Development Trends Statistics highlighted strong levels of subdivision activity with 568 new lots created in the nine months to 31 March 2019 against a full year forecast of 287 new lots.

The number of residential and rural dwelling consents issued at 31 March 2019 was 289 against a full year forecast of 388. This signalled that the positive levels of development activity during the 2017/18 year had continued its momentum into the second half of this financial year.

Resolved: Mackay / Dean

THAT the Chief Executive Officer's report dated 5 April 2019 and titled "Chief Executive Officers Report - April 2019" be received.

C25.17

Mayor's Report to Council - March 2019

Council considered a report from His Worship the Mayor dated 5 April 2019 as circulated with the agenda.

Mayor Webber reported on the following items:

- **SmartGrowth Update**
- **New Zealand Transport Agency Update**
With no specific committed funding from New Zealand Transport Agency at this point in time, Council continued to look at options for requested urgent roading works in the Western Bay.
- **Have Your Say Meetings**
All the Have Your Say public consultation meetings around the district had been completed with good input from the majority of events. Staff were thanked for their expertise and diligent support throughout the consultation process. It was highlighted that there tended to be less members of the public attending the respective consultation meetings when there were no issues of concern in that specific district.

- **Rural & Provincial Sector Meeting**

Councillor Williams provided an overview of the topics discussed at the recent Rural and Provincial Sector meeting held in Wellington on 7 and 8 April 2019.

Resolved: Mayor / Marshall

THAT the Mayor's Report dated 5 April 2019 and titled Mayor's Report to Council - March 2019 be received.

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

Resolved: Murray-Benge / Scrimgeour

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*

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

<i>General subject of each matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>In Confidence Council and Committee minutes for Confirmation</i>	<i>THAT the public conduct of the relevant part of the proceedings of the meeting would likely result in the disclosure of information for which good reason for withholding would exist.</i>	<i>For reasons previously stated on the relevant minutes.</i>
<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>To enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i> <i>Protect the privacy of natural persons, including that of deceased natural persons.</i> <i>Maintain legal professional privilege.</i>

Item Transferred to the Open Section of the Meeting**C25.18 Decision Report from Tauranga City and Western Bay of Plenty District Councils - Appointment of Board Members to Tourism Bay of Plenty****Resolved:** Williams / Mackay

THAT Minute no. JG8 of the Joint Governance Committee held on 10 April 2019 be received and that the resolutions made by Tauranga City Council (M18/111) dated 18 December 2018 and by Western Bay of Plenty District Council (C25.11) dated 13 December 2018 and associated reports be moved into the open section at the conclusion of the meeting.

Western Bay of Plenty District Council

**Minutes of Meeting No. CC17 of the Community Committee
held on 9 May 2019 in the Council Chamber, Barkes Corner, Tauranga
commencing at 9.30am**

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, M Williams and His Worship the Mayor G J Webber

In Attendance

M Taris (Chief Executive Officer), J Pedersen (Group Manager People and Customer Services), D Pearce (Community Manager), C Lim (Engagement Specialist), R Chambers (Events Specialist), B Wilson (Community Relationships Advisor), G Ayo (Community Relationships Advisor), H Kalirai (Welcoming Communities Coordinator), H Wi Repa (Community Events and Relationships Coordinator), A McFadden (Team Leader Libraries Community) and M Parnell (Governance Advisor)

Others

B Button, J Dugmore and R Spratt (Members, Te Puke Community Board), as listed in the minutes and one member of the media.

Public Forum

Resolved: Dean / Williams

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

Waitsu Wu, Operations Manager from Multicultural Tauranga spoke to the Committee regarding a new initiative in Te Puke called the Newcomers Morning Tea and advised the following:

- She introduced herself and talked about her volunteer position in Multicultural Tauranga.
- Multicultural Tauranga was trialling a weekly morning tea at the Te Puke Library and Service Centre, and if this was successful, they will look at hosting other events.
- They were working with the Tauranga Chinese Friendship Society to help produce a Chinese New Year festival at Te Puke's Jubilee Park, and other events. Ms Wu introduced Ms Tina Zhang, President of the Tauranga Chinese Friendship Society, who she was working with on the Chinese New Year festival.

Resolved: Murray-Benge / Marshall

THAT the meeting be reconvened in formal session at 10.07am.

CC17.1 **Community Team Update**

The team introduced their new members and advised of their roles in Council to the Committee.

The Committee considered an updated from the Community Development Team. The report was taken as read and the Community Relationships Advisor noted that in reviewing the Community Strategy, a gap had been identified for the elderly and ageing population, so the Active Ageing Week had been proposed.

The Welcoming Communities Coordinator spoke to the Katikati Festival of Cultures that was to take place on Saturday, 29 June 2019 and reported that the organisation for the event so far had been very successful.

In response to questions, staff advised as follows:

- Council was looking for a funding partner to employ three people in the community for the Active Ageing Week Have A Go days.
- The funding for the Active Ageing Week included the provision for transport for residents in rural areas to come to programmes run in the urban centres.

Resolved: Marshall / Williams

THAT the report titled Community Team Update and dated 26 April 2019 be received.

Presentations

CC17.2 **Council's Ethnic Engagement Approach**

The Committee received a presentation from the Engagement Specialist, regarding the Council's Ethnic Engagement Approach and their future actions. The Engagement Specialist spoke to a tabled powerpoint presentation and noted the following:

- The definition, barriers to and benefits of community engagement.
- What other Councils were doing in the ethnic engagement space specifically in Hamilton.
- Western Bay of Plenty District Council's approach to its ethnic community. She noted the posters that had been hung around the meeting room with the word "hello" in different languages that had been distributed to Council libraries and service centres, and to other groups that the Community Development staff interact with.
- Relationships were key to Western Bay of Plenty District Council's approach to engagement with different ethnic communities.

- Future actions and next steps were discussed.

In response to questions, staff advised the following:

- Becoming a host city for refugees who wanted to become residents needed to be instigated by the community but staff could assist in facilitating this.
- There was a seminar on Monday, 13 May 2019 in Council Chambers being run by Immigration New Zealand about human trafficking.
- The Welcoming Communities Programme focused on preparing the receiving community for new migrants, enabling and inspiring genuine relationship and combatting negativity associated with migrant communities.

At the invitation of the Chairperson, Ms Wu advised that Multicultural New Zealand were also looking to prepare receiving communities for new migrants. Their proposed events were focussed on encouraging the general public to connect with new migrant communities.

Resolved: Thwaites / Dean

THAT the presentation regarding Council's Ethnic Engagement Approach be received.

CC17.3

Shakti Ethnic Women

The Committee received a presentation from Margie Dinwoodie, Acting Coordinator of the Shakti Ethnic Women's Support Group, who was in attendance to update the Committee on the group's work with Western Bay community. Ms Dinwoodie outlined the following:

- The Shakti Ethnic Women's Support Group model started in Auckland with eight Shakti women who regularly met to discuss living in a different culture.
- They mainly aided in family harm and with domestic violence situations.
- A number of their clients struggled with isolation.
- The group ran events and workshops that facilitated personal growth.
- The group focused on gender equality for women in the Shakti community and raising the next generation in a more equitable environment.
- They had 30 families in their service at the moment and had supported the Christchurch group after the mosque attack.
- There were seven groups in Auckland, and one each is Tauranga, Wellington, Christchurch and Dunedin.
- They also provided services for refugees as required.
- They received funding from the Ministry of Social Development for their case work and support from the Ministry of Justice for families with safety issues.
- They had just organised to co-share a space in the Te Puke War Memorial Hall for part of the week.
- They were holding a community fair event in Mt Maunganui on 18 May 2019 called Shakti in the Park.

In response to questions, Ms Dinwoodie advised the following:

- The group provided a direct service to their clients for safety and security, and crisis intervention by working closely with the Police and advocating through the legal system. They also had a safe house.
- Barriers for Shakti women to connect with their communities could be cultural or gender related.
- In her experience, abuse started once families moved to New Zealand as people experienced the stress of trying to re-establish themselves in a foreign culture.
- Their main source of advertising was through referrals from police and local clinics, and by word of mouth.
- The group had been targeted previously and had been successful in getting protection orders against those who threatened them. In the meantime they employed safety measures like meeting clients in public places like a café or at the library.
- They had the most success through using the legal system. When a protection order was in place, the court could mandate attendance to an anti-violence course, and had access to funding for an interpreter, if required.
- Depending on the circumstances, some women at times felt they had no control in their situation. A significant portion of their clients were in mixed culture relationships.
- The group was supported by their community but not openly spoken about.

Resolved: Murray-Benge / Williams

THAT the presentation from the Shakti Ethnic Women's Support Group be received.

11.16am The meeting adjourned for morning tea.

11.52am The meeting reconvened.

CC17.4 **Pacific Island Community and Pacific Power UP Programme**

The Chairperson advised that Esther Martin, Chief Executive Officer of the Pacific Island Community Trust Tauranga was no longer available to present in today's meeting.

Change to the Order of Business

The Chairperson requested that the next item of business be CC17.8 on the agenda - the presentation from the Sikh Community, in order to release Mr Lehmbur Singh from the meeting.

Resolved: Mayor Webber / Murray-Benge

THAT in accordance with Standing Orders the order of business be changed and that the item CC17.8 (the presentation from the Sikh Community) be dealt with as the next item of business.

CC17.5 **Sikh Community**

The Committee received a presentation from Mr Lehmbur Singh, Te Puke Sikh Community Leader, who was in attendance to update the Committee on the Sikh Community in Te Puke, including the upcoming Sikh Street Parade. Mr Singh shared the following:

- He was a board member of the Bay of Plenty Sikh Society.
- The Sikh community started in the 1980s when seven Sikh's came to Te Puke to work in the Kiwifruit industry. By 1997, there were 100 Sikh families in the Bay of Plenty. Their Board was established in 1998 and the Sikh temple was opened in 2001. There were now around 1,000 Sikh families from Katikati to Opotiki, mostly located in Papamoa and Te Puke.
- The Sikh Temple hosted religious services on Saturday nights and festivals over weekends. Their community kitchen was open to all.
- The Sikh Community wanted to make an effort to follow the rules but found Council processes complex. For example, Mr Singh had obtained a resource consent for a shed on his property but had no idea he also needed to get a building consent as well.
- Projects at the Sikh temple included bringing the community kitchen up to compliance and establishing a playground.

In response to questions, Mr Singh advised the following:

- His children were currently studying in New Zealand and his family had found no barriers to education in New Zealand.
- Compliance for the Sikh temple involved a bigger extraction fan for the community kitchen and a more robust fire plan for the temple.
- The Sikh temple was open to Hindu and Muslim families but was mostly comprised of Sikh families.

The Chief Executive Officer invited Mr Singh to meet with her regarding some of the Council issues he was experiencing.

Resolved: Scrimgeour / Thwaites

THAT the presentation from the Te Puke Sikh Community be received.

12.06pm Councillor Thwaites left the meeting

CC17.6 **Chinese Community**

The Committee received a presentation from Lauren Qiu, Member and Candy Yan, President of the Bay of Plenty Chinese Culture Society and Bay

of Plenty Chinese Business and Commerce Association, who were in attendance to update the Committee on the Chinese community across the sub-region. Ms Qiu and Ms Yan spoke to a tabled powerpoint presentation and the following was noted:

- An overview of both organisations was given.
- The activities of the Chinese Cultural Society for the Chinese Community and their desire to share their culture with others were discussed.
- The Chinese Community wanted to be able to learn and adapt.
- There had been a large influx of Chinese people in the area in the last few years. They had largely come for the lifestyle and had found employment in horticultural and hospitality, or had established their own businesses. They were usually well educated and had good skills.
- The Chinese Church in Tauranga had been a great source of support for many in the Chinese community.
- Many Chinese used the social media tool WeChat, where groups could be created that held up to 500 people. The Bay of Plenty Chinese Culture Society managed four groups on WeChat and had found it a powerful tool to communicate with their community.
- There was a common perception amongst the Community that Tauranga City and Western Bay of Plenty District Council's were the same thing.
- Many from the Chinese community commuted to Tauranga for work along State Highway 2, so the safety of the road was important to the community.
- The Chinese Community wanted to understand and have input into the Long Term Plans for both the Tauranga City and Western Bay of Plenty District Council's and intended to have good relationships with governing bodies.

In response to questions, Ms Qiu and Ms Yan advised the following:

- A Council WeChat page would be very useful. They would be happy to run one but would need a point of contact at Council to answer complicated questions.
- They regularly did presentations to the Chinese community about topics like immigration and business, and could invite Council to present.
- The main purpose for starting the Bay of Plenty Chinese Culture Society was to provide language studies. It had been established for Chinese families but they found people from all cultures came to learn.
- There were some members of the Chinese community who exported local product to China.
- More established Chinese families took the opportunity to interact with more recent migrants from China to help preserve their culture and language.

Resolved: Dean / Marshall

THAT the presentation regarding the Chinese Community across the sub-region be received.

12.36pm

The meeting adjourned for lunch.

1.05pm The meeting reconvened. Councillor Lally was not present.

CC17.7 **Auckland Council's Engagement with Chinese Community**

The Committee received a presentation from Yongjie Li, Specialist Advisor, Auckland Council's Community Empowerment Unit regarding Auckland Council's engagement with the Chinese community on its Long Term and Annual Plans. Kylie Hill, Business Advisor within the Community Empowerment Unit (CEU) was also in attendance to support Mr Li who spoke to a tabled powerpoint presentation and outlined the following:

- The drivers for change in Auckland including diversity.
- The platforms for ethnic community engagement.
- Community Empowerment Unit projects in the ethnic community including Māori culture sessions and cultural tours to ethnic temples and culture centre. They also ran open days for low visible ethnic communities, diversity forums and ethnic leaders roundtable meetings as well as special workshops for ethnic communities about governance structure and services, particularly regarding the differences between local and central government.
- There had been a significant increase in the participation of the Chinese Community in Auckland's Annual Plan consultation.
- Auckland Council also used WeChat and found it a useful tool.
- Shared tips for engaging with ethnic communities.
- Auckland Council had adopted the Empower Community Approach (ECA) in 2015.
- Barriers to communication with ethnic communities included unawareness of cultural appropriateness and translation services not being about to accurately explain Council processes.

In response to questions, Mr Li confirmed the following:

- The drive for all staff to be involved in engagement had been determined by the Council.
- Auckland City had one Mayor, 20 Council members and local board with delegated authority to look after local issues.

1.26pm Councillor Murray-Benge left the meeting.

Resolved: Marsh / Dean

THAT the presentation regarding Auckland Council's engagement with the Chinese community on its Long Term and Annual Plans be received.

CC17.8 **The Daily Cafē**

The Committee received a presentation from Chrissi Robinson of The Search Party Charitable Trust and The Daily Cafē, regarding an update on the work The Daily Cafē does for the Te Puke Community. Ms Robinson spoke to a tabled powerpoint presentation and shared the following:

- Council staff had been very supportive of their work in Te Puke, which she thanked Council for.
- They were a local Te Puke Trust that had started in 2014 with a vision to see everyone in Te Puke connected and thriving.
- They were not interested in duplicating services already present in the Te Puke Community.
- Their business model was designed to be sustainable including partnership with local schools.
- The Daily Café facilitated connection with the community and provided healthy food. It also included a community room that was free to use.
- The regular community meal programme had been successful with over 1,000 free pizzas being provided to the community.
- The team also provided crisis meals in the form of cottage pies to those in need.
- The Daily Help Project was modelled on Good Neighbour in Tauranga and provided help around the home for those unable to complete projects themselves and who were in danger of losing their tenancy. Daily Help would come onto a property to scope the project and work with the resident to complete the project. Examples of what the team had done included removing rubbish and weed, and set up a vegetable garden. They operated in the greater Te Puke area and accepted referrals from key partners.
- The Search Party Charitable Trust fostered collaboration in the community and had supported the St John Health Shuttle. They had also worked with schools to arrange free bus trips to and from school for students, which had improved attendance rates at schools.
- The Te Puke Co-lab was encouraging social services coming together to look at social issues like housing and homelessness, and community cohesion.
- A need had been identified in the community regarding feeding families well on a budget. A pilot programme with a local chef teaching people to cook healthy food on a budget was run after funding was obtained for set up costs. The first course had been very successful in connecting people with food. Their goal was to provide the course for 60 Te Puke families.
- The Daily Lift was a programme designed to provide transport in the greater Te Puke area allowing elderly people without vehicles to run their errands or mothers and children without a vehicle during the day to visit the doctor within open hours. Private donations had allowed for the purchase of a 12 seat van for this purpose.
- Noted that they were seeking an improvement in public transport through a collaborative process.
- The Search Party Charitable Trust had been recipients of the Community Matching Fund, which Ms Robinson thanked the Committee for.

In response to questions, Ms Robinson advised the following:

- Before starting The Daily Café, the Robinson's had engaged with the community to ensure they were adding to the community with The Daily Café; not taking away business from others. It was through this process that they identified that vegan, healthy food would be their business as well as a place where mother's could bring their children

and enjoy a coffee. The Daily Café had become a destination café for Te Puke and their marketing was specifically not competitive with other eateries in the area.

- The cooking course was a model that could be used elsewhere. The course was longer than a similar one the District Health Board ran and included a local chef and provided childcare. Participants were encouraged to become mentors.
- The Search Party Charitable Trust did not currently or had not had any government contracts but were open to working in partnership with the government.
- The Search Party Charitable Trust were interested in developing volunteers. They currently had volunteers for a number of different projects and found food to be an incentive. Some volunteers worked on one project and then moved on, and others continued to help. They had probably organised around 100 volunteers to do 2,000 hours work.

Ms Robinson was thanked for the work The Search Party Charitable Trust did in Te Puke.

Resolved: Scrimgeour / Marshall

THAT the presentation from The Search Party Charitable Trust and The Daily Café be received.

The meeting concluded at 2.23pm.

CC17

Western Bay of Plenty District Council

**Minutes of Meeting No. PP20 of the Policy Committee
held on 20 May 2019 in the Council Chamber, Barks Corner, Tauranga,
commencing at 9.30am**

Present

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

In Attendance

R Davie (Group Manager Policy, Planning and Regulatory Services), J Pedersen (Group Manager People and Customer Services), E Watton (Policy and Planning Manager), P Martelli (Resource Management Manager), P Watson (Reserves and Facilities Manager), F Low (Senior Policy Analyst Resource Management), J Rickard (Senior Policy Analyst), P Marshall (Executive Assistant, People and Community Services), S Tripathi (Governance Administrator), and M Parnell (Governance Advisor)

Community Boards

M Grainger (Chairperson, Omokoroa Community Board)

Apologies

An apology for absence was received from Councillor Thwaites. It was noted that Councillor Marshall was on a leave of absence.

Resolved: Murray-Benge / Palmer

THAT the apology for absence from Councillor Thwaites be accepted.

PP20.1 **Draft Environment Strategy**

The Committee considered a report from the Senior Policy Analyst dated 1 May 2019 as circulated with the agenda. The report was taken as read and the following was noted:

- The strategy was to be publicly consulted through the 2021-2031 Long Term Plan.
- Action 10 in the strategy had been added since the last workshop.

9.33am Councillor Dally entered the meeting.

In response to questions, staff advised the following:

- Part of the action regarding cultural sites of significance included consultation with Tangata Whenua as to the most appropriate way these could be recorded. Other Councils used silent files to support this process.
- There had been no requests of this Council for silent files regarding sites of significance to date.
- Regarding the inclusion of items such as carbon reductions, mitigating climate change, the restoration and preservation of wetlands, energy conservation and protection of endangered species, although they were not overt actions in the strategy, much of Council's work, its education programmes and corporate initiatives supported and contributed to these areas.
- This strategy did not mention partnerships with Tauranga City Council and Sport Bay of Plenty regarding sport grounds. This had been included in the draft Communities Strategy. This could also be included in the Open Space network plan.

Resolved: Mayor Webber / Mackay

1. *THAT the Senior Policy Analyst's report dated 8 May 2019 and titled Draft Environment Strategy 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 adopts the Draft Environment Strategy (Attachment A), with amendments, to be progressed through the Long Term Plan 2021-2031.*

PP20.2 **Draft Communities Strategy**

The Committee considered a report from the Senior Policy Analyst dated 8 May 2019 as circulated with the agenda. The report was taken as read and the following was noted:

- This strategy was developed in parallel with the draft Environment Strategy.
- Since the last workshop, community safety and wellbeing had been included as focus areas.

In response to questions, staff advised the following:

- The principles of the strategy reflected the collaborative nature with which Council wished to work although this could also be added as a bullet point to Focus Area 1.
- Papakainga Housing had been included in Focus Area 4.
- The Housing Action Plan had been developed to respond to the need for affordable housing in the sub-region.

Resolved: Mackay / Mayor Webber

1. *THAT the Senior Policy Analyst's report dated 8 May 2019 and titled 'Draft Communities Strategy' 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 adopts the Draft Communities Strategy (Attachment A), with amendments, to be progressed through the Long Term Plan 2021-2031.*

PP20.3

Receipt of Policy Committee Information Pack No. PP20

The Committee considered the Information Pack No. PP20 dated 20 May 2019 that was circulated separately with the agenda.

Resolved: Murray-Benge / Scrimgeour

THAT the open section of the Policy Committee Information Pack No. PP20 dated 20 May 2019 be received and the information noted.

The meeting concluded at 9.57am.

PP20

Western Bay of Plenty District Council

**Minutes of Meeting No. OP19 of the Operations and Monitoring Committee
held on 22 May 2019 in the Council Chamber, Barks Corner, Tauranga
commencing at 9.30am**

Present

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

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive), J Petersen (Group Manager People and Customer Services), K Hill (Utilities Manager), P Watson (Reserves and Facilities Manager), J Paterson (Transportation Manager), A Hall (Roading Engineer West), S Harvey (Roading Engineer (East)), L Herring (Health and Safety Advisor), N Silver (Legal Property Officer), R Woodward (Communications Specialist), M Dowd (Chief Information Officer), C Lim (Engagement Specialist), E Watton (Policy and Planning Manager), A Alty (Senior Governance Advisor)

Community Boards

M Grainger (Chairperson, Omokoroa Community Board) and A Sole (Chairperson, Waihi Beach Community Board) and J Dugmore (Te Puke Community Board Member)

Others

13 members of the public
1 member of the press

Apologies

An apology for absence was received from Councillor Lally. It was noted that Councillor D Marshall was on leave of absence.

Resolved: Murray-Benge / Scrimgeour

THAT the apology for absence from Councillor Lally be accepted.

Public Forum

Resolved: Murray-Benge / Williams

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

Kumikumi Road

Paul Mildren spoke on behalf of 12 other attending residents from Kumikumi Road who were seeking approval to have the length of 2.5 km of unsealed roadway along Kumikumi Road sealed. Mr Mildren outlined:

- There were currently 13 dwellings or houses on 14 properties along the roadway.
- The 14 properties consisted of 2 sections under 1 hectare, 9 lifestyle blocks, 2 farms and one station of 1551 hectare being the Poripori Farm Trust.
- Poripori Farm Trust was traditional Maori land with multiple shareholders.
- 39 residents of the 14 properties consisted of a mix of families, farmers and senior married couples.
- Of the 39 residents – 32 held a full drivers licence, two were restricted licence holders and one held a learners licence.
- A minimum of 62 basic car movements per day had been calculated over the road. This did not include various farm worker (quad bikes and tractors) vehicles, contractors, utility workers, contractors (shearers, stockbrokers, spray contractors, fencers etc) and general visitors to households along the roadway.
- Annual truck movements had been calculated at 6 wool trucks and trailers, 20 lime trucks and trailers, 56 livestock truck and trailer movements and 7 cull cows livestock sale trucks and trailers, 10 sheep and lamb truck and trailers, 23 fertiliser and urea truck and trailers, 26 fuel trucks and 100+ logging trucks.
- The total truck movements equated to 536+ truck and trailer movements per year coming off three working farms on Kumikumi Road.

It was noted that the Poripori Trust Station had some 100 hectares of pine forest ready for harvest. Entrance for the logging trucks would be at the far end of Kumikumi Road. Once harvested, the pine forest would be replanted which would generate additional farm traffic to and from the Trust Station.

When the weather was dry there was constant dust and home windows could not be opened, washing could not be dried on an outside line, collected rainwater had to be filtered, vegetable gardens were covered in dust. One child suffered from asthma problems. The grass feed for animals was unpalatable for animals when covered in dust.

In wet weather the road was muddy and corrugated with many potholes, and the water drained directly into the water course and stream below the road which then flowed into the Wairoa River above the Poripori water holes flowing out to sea. Silt blocked culverts and road erosion was exacerbated.

When problems on the road were reported to Council it took a long time for these to be rectified by the contract road maintenance team.

In conclusion, the speaker summarised that there was an excess of 50 vehicle movements per day along the roadway. The dust exposure to four homes and properties close to the roadway was unacceptable and one resident's toddler required medical attention because of

asthma. The quality of feed for animals in paddocks adjacent to the unsealed roadway was severely affected.

The degree of benefit of a sealed road would be:

- Safety of road users and pedestrians
- Dust exposure minimised
- Health and wellbeing for residents would be improved
- Vehicle longevity would increase
- The quality of pasture and stock feed would improve
- Silt run off would be minimised decreasing culvert blockage
- Silt run off to the neighbouring stream would be minimised.

Kumikumi Road users had seen other roadways sealed when the road seal had been promised in 1989 and was then dropped from the list. It was not on the present list for sealing work and residents just wanted it registered on the list and the sealing work done as soon as possible. The road was a good width with sweeping corners and good visibility so a good metal base with a cap of tar seal would seem to be a straight forward job. Kumikumi Road residents felt that roads with a less residents and vehicle movements had been sealed before Kumikumi Road.

The Chairperson advised that under the current criteria 23 unsealed roads had been prioritised for seal extension for the 2016 – 2021 period. Assurance was given that the list was totally transparent and Kumikumi Road should be included on the list from 2021.

Resolved: Mackay / Murray-Benge

THAT the meeting be reconvened in formal session. At 9.51 am

Presentations

OP19.1 Presentations

a) Proposal for Permanent Closure of the SH2 Te Puna Station Road Right Turn Bay

Nigel D'Ath of NZTA and Ann Fosberry from Aurecon Group Consultants presented a proposal to introduce permanent right hand turn bans to and from SH2 at Te Puna Station Road. The following background information was advised:

- Trials on Te Puna Station Road were undertaken in May 2018 and reported to Western Bay of Plenty District Council in August 2018.
- The goal of the trial in May 2018 was to test options to determine whether travel time benefits were achievable for State Highway Traffic if turning movements were reduced at the intersection of SH2 and Te Puna Station Road.
- Results had indicated similar/improved travel times between Omokoroa and Cambridge Road.
- Council requested further peak period bans on right turns into Te Puna Station Road from SH2 to collect additional data.

- A right hand turn had been in place since April 2019 to facilitate the Omokoroa to Tauranga Cycleway construction. This included closure for northbound (to Te Puna) traffic.
- 'Bliptrack' data had been used to monitor and record travel time and volume comparison data.
- It had been observed that
 - There was increased traffic using the Wairoa Bridge by Te Puna bound traffic
 - There was an increase in right turn traffic from SH2 into Te Puna Road at the Minden Road roundabout.
 - There was a 10% increase in Tauranga bound traffic volumes on SH2 between 6am and 7am from May 2018 to May 2019.
 - There was similar Tauranga bound traffic volumes on SH2 between 6am and 9am from May 2018 to May 2019.
- Data showed the right hand turn ban at Te Puna Station Road provided an overall average reduction in travel time of 2.7 minutes between Omokoroa and Cambridge Road.

In relation to safety the potential for "right turn against" crashes was removed. There was the potential for an increase in "nose-to-tail" crashes for left turning vehicles into Wairoa Road to access the underpass. Rear end crashes had a considerably lower risk of fatality and serious injury than right turn crashes.

Larger vehicles accessing Te Puna Station Road were diverted to the safe system intersection at SH2/Minden roundabout.

A question was asked why improvements to the SH2 Wairoa Road or Clarke Road entrance were not being considered. Nigel D'Ath advised that the Transport Agency was limited to the number of projects currently being undertaken. Due to funding restrictions it was important to assist the people who lived in the immediate area to see traffic moving more efficiently than it had been. Treatment options for managing traffic along Clarke Road were being considered and these would be advised through a consultation process with affected property owners. It was stated that SH2 was collapsing and the domestic off-roads from the highway were taking the brunt of drivers trying to avoid congestion spots and save travel time.

Councillors expressed concern that looking at traffic congestion areas in isolation would not provide the solution for something that needed to be looked at that covered the whole componentry of contributing factors.

b) SafeRoads Alliance Project Update from NZTA on SH2 Safety Works

Alister McCaw of New Zealand Transport Agency and Chris Farnsworth from Becca Consultants and Gary Budon from HEB Construction were in attendance for the presentation on the SH2 – Waihi to Omokoroa safety improvements.

Project Manager Alister McCaw introduced Gary Budon from HEB Construction who were contracted to undertake the safety improvements

along the northern corridor and outlined the following in relation to the project:

- The safety improvement work had been divided into ten sections with two separate contractor groups working on the safety improvements. One group would undertake work north of Katikati and the other would do the work south of Katikati.
- Road safety measures would include:
 - widening the road
 - installing wide centre line
 - installing safety barriers
 - making 26 intersections along the highway safer
- Contractors would try to maintain two open traffic lanes at all times during the safety improvement work.
- Median barriers would not be installed as part of the safety improvements within this project but the upgrade would accommodate centre median barrier installation in the future.
- A wider roadway improved the overall safety aspect of the highway.

In the overall management of the safety improvement measures the project team was looking at more effective ways to:

- Determine "acceptable" delay times and manage these.
- Coordinate all activities within the corridor with all stakeholders (power, phone, utility services etc)
- Capture and disseminate customise journey information.

In answer to a question Mr McCaw advised that there was no requirement to install dedicated passing lanes along the highway, but slow vehicle lanes would be installed where possible to accommodate large agricultural/horticultural machinery using the northern corridor.

The Chairperson thanked the representatives for their attendance and presentation.

Resolved: Murray-Benge B / Dally

THAT the presentation from NZTA dated 22 May 2019 be received.

10.43 am The meeting adjourned for morning tea.

11.05 am The meeting re-convened in formal session.

OP19.2 **Recommendatory Report from Omokoroa Community Board - May 2019**

- **Omokoroa Golf Course and Precious Family Reserve Walkway Erosion and Funding Report**
- **Project Priority List and Budget Allocations**
- **Pedestrian bridge over the Railway Line.**

The Committee considered a report from the Senior Governance Advisor dated 9 May 2019 as circulated with the agenda.

Resolved: Palmer / Murray-Benge

1. THAT the report from the Senior Governance Advisor dated 13 May 2019 and titled *Recommendatory Report to the Operations and Monitoring Team – May 2019* be received.
2. THAT the Operations and Monitoring Committee confirm approval of the following items:
 - (i) Omokoroa Community Board allocation of \$200,000 toward the proposed joint Omokoroa Golf Club and Council project for the construction of a bund, culvert structures and a walkway/cycleway on the esplanade reserve that bounds the golf course and Precious Family Reserve walkway funded from the Board's Community Rooding Account.
 - (ii) Project Priority List and Budget Allocations - Omokoroa Community Board Rooding Account

	Priority	Budget \$		Fund source
Rooding account as at OM19 6.2			380,612	Rooding Reserve
Allocation for 2019/20 (Estimate)			95,000	2019/20 AP
Total (approx.)			475,610	
Western Avenue Carpark (2 bays)	1	60,000	(60,000)	Rooding
Parking by Point School (up to approx. 83m down towards tennis courts)	2	135,000	(135,000)	Rooding
Extra Parking Bay - The Esplanade	3	20,000	(20,000)	Rooding
Contribution to golf course walkway	4	200,000	(200,000)	Rooding
Contribute extra to Western Ave - Kayelene walkway to enable concrete surface.	5	60,000	(60,000)	Rooding
Total (est)			(475,000)	
Balance			610	

- Omokoroa Community Board Reserve Account

Community Board Reserve account			163,221	Board reserve
Two Barbeques, Western Ave	1	25,000	(25,000)	Reserve
Develop passive reserve at Western Ave extn, paths and planting	2	45,000	(45,000)	Reserve
Bus shelters (two) [When Omokoroa Road rehabilitation is undertaken]	3	50,000	(50,000)	Reserve
Total (est)			(120,000)	
Balance			43,221	

3. THAT the proposed projects listed below funded from Council's Structure Plan funding be noted:

Structure Plan Funding				
Pedestrian Bridge over the railway	V high	150,000		Structure plan
Develop Hamurana reserve walkway extn across railway to stormwater pond area in SHA				Structure plan

4. Pedestrian Bridge over the Railway

THAT the installation of the planned pedestrian bridge over the railway line linking the new footpaths as identified in the Omokoroa Structure Plan be constructed as soon as possible in consideration of the safety of children (and other pedestrians) who cross this road.

OP19.3

Recommendatory Report from Te Puke Community Board - Te Puke Main Street Project - Response to Community Survey

The Committee considered a report from the Senior Governance Advisor as circulated prior to the meeting.

The Te Puke Community Board had completed its consultation process with the community regarding the Jellicoe Street Main Street Project in response to the Operations and Monitoring Committee request from meeting OP18 11 April 2019. The recommendations from the Board were before the Operations and Monitoring Committee for consideration at this meeting.

The Deputy Chief Executive Officer advised that the decisions to reinstate parking at the western end of the Jellicoe Street Plaza and/or the reduction of mobility parking at the eastern end of the Plaza would need to be referred to the Policy Committee, so that the final Traffic and Parking Enforcement Bylaw (currently under review) is consistent with the decisions on any changes to car parking provision in the Plaza area.

Operations and Monitoring Committee members noted the following points:

- There were a lot of elderly people in the town and they needed to use the mobility parks.
- The reduction of the garden area was supported.
- The Chemist Shop had its own specific parking area for customers.
- The Plaza had not been used by the community as it was intended.
- Should there be shorter parking time zones in the immediate car parks.
- The landscaping and vegetation was being addressed.

The Te Puke Community Board was thanked for facilitating the consultation and it was felt that a safety investigation was appropriate before a final decision was made.

Resolved: Palmer /Murray-Benge

1. *THAT the report from the Senior Governance Advisor titled Te Puke Main Street Project – Response to Community Survey be received.*
2. *THAT the proposal to reduce the garden area at the Western end of the plaza and to reinstate two carparks be assessed for traffic and safety implications and reported back to the July meeting of the Operations and Monitoring Committee.*
3. *THAT the proposal to reduce mobility parks by one at the eastern end of the plaza be assessed and referred to the Policy Committee to ensure the final Traffic and Parking Enforcement Bylaw Review was consistent with the decisions on any changes to car parking provision in the Plaza area.*

Councillor Dally voted against the recommendation.

OP19.4

Waihi Beach Medical Centre

The Committee considered a report from the Strategic Property Manager dated 29 April 2019 as circulated with the agenda.

Resolved: Williams / Mayor Webber

1. *THAT the Manager Strategic Property report dated 29 April 2019 and titled Waihi Beach Medical Centre Report 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 it be recommended to Council that Council resolution 27.12 dated 17 December 2015, approving the entering into a lease with the Waihi Beach Medical Centre Trust be rescinded.*

OP19.5

Wilson Road South (Walter Street) Road Stopping

The Committee considered a report from the Legal Property Officer dated 30 April 2019 as circulated with the agenda.

Resolved: Marsh / Mackay

1. *THAT the Legal Property Officer's report dated 30 April 2019 and titled Wilson Road South (Walter Street) Road Stopping 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 it be recommended to Council that resolution C15.10 dated 17 May 2018, proposing to stop the Wilson Road South (Walter Street) be rescinded.*

OP19.6

Omokoroa Library Budget & Estimate

The Committee considered a report from the Strategic Property Manager dated 29 April 2019 as circulated with the agenda.

The report advised the indicative budget increase required for the construction of a new library and offices on Western Avenue reserve at Omokoroa. The budget increases were necessitated by area required to meet the community aspirations (300m² to 355m²) and landscaping requirements to tie into the Sports pavilion.

The requested budget provision for the construction of the Library/Office would be made in the 2019/2020 financial year. The decision was required prior to the Annual Plan adoption in order to meet the expected Omokoroa Sport and Recreation Club timetable for their tender process.

At this point in the meeting, the Chairperson invited Omokoroa Community Board Chairperson Murray Grainger to speak to his tabled document requesting that Council consider retaining ownership of the Western Bay of Plenty District Council McDonnell Street Library/Service Centre property for future community purposes. He stated that in his opinion it was a retrograde step to dispose of a community asset that could be well used in the future. The Chairperson had listed a number of community groups in Omokoroa who would use the old Library Building as a community centre. He advised that a representative of Pirirakau had expressed interest in

working with the community to present the cultural heritage of the area as part of the community facility based at McDonnell Street.

There was concern that there had been no consultation over the proposed sale of the old Library and Service Centre in McDonnell Street. He outlined that the Omokoroa community was in favour of the new library in Western Avenue and there was no appetite to derail that.

Committee Members commented:

- While there had been no specific community consultation about the new library project, there had been no specific objections or opposition.
- The indicative sale revenue was set high at \$600,000
- The indicative funding would allow exploration of other funding
- It was suggested that if the Omokoroa Community wished to retain the old library building they should bid for the building at market rate.
- It would be some time before the old library needed to be vacated, but a decision regarding indicative funding needed to be made at this time to enable the proposed project to progress.

The Deputy Chief Executive Officer advised that under the Local Government Act (LGA) the proposed property sale would require a consultation process. This would occur after the new building commenced.

Library

Resolved: Mayor Webber / Palmer

1. *THAT the Strategic Property Manager report dated 29 April 2019 and titled Omokoroa Library Budget & Estimate Recommendatory Report 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 it be recommended to Council that budget provision, for construction of the Omokoroa Library and Office on Western Avenue sports fields be increased from \$1.2 million, to \$1.5 million, for the 2019/2020 financial year.*
4. *THAT indicative funding for the project be from:*
 - *The possible sale of the existing library/office: \$600,000*
 - *The Reserves Financial Contributions: \$540,000*
 - *The Property & Assets Reserve: \$360,000*

OP19.7

Digital Channels & Services Update

The Chief Information Officer and the Engagement Specialist spoke to a presentation outlining new digital channels and services that included:

- Antenno for reporting and posts
- Building Consents and additional forms application apps uptake
- New Direct Debit Payment Authority Form
- Uptake of digital communications for dog registrations

- Interactive maps for engagement
- Connect Peoples Panel update
- New Council website

The presenters gave a demonstration of the new look Council website. They extended thanks to the Councillors who had assisted in the trial and provided comment before the launch of the website.

OP19.8

Infrastructure Services Report - May 2019

The Committee considered a report from the Deputy Chief Executive dated 7 May 2019 as circulated with the agenda.

The open section of the Operations and Monitoring Committee Information Pack No. OP19 dated 23 May 2019 had been circulated separately with the agenda.

The Deputy Chief Executive, Utilities Manager, Strategic Property Manager, Reserves and Facilities Manager, and Transportation Manager provided updates on the following current projects and issues:

- Utilities
 - Te Puke WasteWater Consent 35 year consent granted.
 - A consent decision had been given for 34 years
 - Conditions of the consent were being assessed
 - There was the potential for an appeal against the decision
 - Preliminary Investigation of Rock Fall at the Athenree Reservoir
 - Testing the Resilience of Plastic Boxes
 - Overview of Wastewater in the Bay of Plenty
- Reserves and Facilities
 - Green Flag Award for TECT Park
 - Katikati Cemetery/Urupa Development at Sapphire Springs
 - Kauri Point Historic Reserve – Slip Repairs
 - Top 10 Holiday Park Waihi Beach Retaining Wall
 - Matahui Esplanade Reserve
 - Tauranga City Council – Infrastructure Study

A study being undertaken to consider and understand the increasing pressures on and future needs for aquatic, community centres, libraries and indoor court facilities across the Tauranga city network including Western Bay of Plenty.

- KiwiCamp Update
- Responsible Camping
- Roding
 - Omokoroa Road
 - Te Puna Road Footpath
 - Pats lane Cycleway
 - Henry Road Cycleway/Footpath
 - Roydon Downs Road Seal Extension
 - Maniatutu Road Seal Extension

- Lindemann Road Storm Damage Repair
- KumiKumi Road

Resolved: Mayor Webber / Murray-Benge

1. *THAT the Deputy Chief Executive's Report dated 7 May 2019 and titled Infrastructure Services Report May 2019 be received.*
2. *THAT the Open Section of the Operations & Monitoring Committee Information Pack No. OP19 dated 23 May 2019 be received.*
3. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

Local Government Official Information and Meetings Act

Exclusion of the Public

Schedule 2A

Resolved: Murray-Benge / Mayor Webber

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

- *Infrastructure Services Briefing – May 2019 - In Confidence*

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

<i>General subject of each matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>Infrastructure Services Briefing – May 2019 – In Confidence</i> <ul style="list-style-type: none"> - <i>Property Negotiations</i> - <i>Contract and Project Updates</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)</i> <i>Protect the privacy of natural persons, including that of deceased natural persons.</i>

Council No. C26
6 June 2019
Information Pack - Open

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11. Minute Action Sheet Report for May 2019	97-123
• Minute Actions Not Completed or Under Action (Open)	97-120
• Minute Actions Completed (Open)	121-123
12. Key Financial Issues for the Ten Months Ended 30 April 2019	124-131
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14. Civic Financial Services Ltd Statement of Intent for 2019 and Annual Report for the Year Ended 2018	205-244
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Minute Actions Not Completed for Council (Open) - (C26) June 2019

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</p>	<p>7/7The construction work is underway, earthworks are complete, vertical drilling will commence late July. 17/5 Agreement signed with property owners. Consent issued. Earthworks have commenced. 16/03/2018: Consent being lodged, design underway and cost sharing agreement in the process of being finalised. 16/02/2018: design underway and cost sharing agreement in the process of being finalised. 19/1/18 T&T commissioned to proceed with design. Legal agreement drafted.</p>	UNDER ACTION

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.

3. THAT it be noted that the possible long 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.

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.

C1318.6 22 Feb 2018	Right of Way Easement Over Part of Uretara Domain, Katikati	LPOR - LEGAL PROPERTY OFFICER RESERVES FACILITIES	<p>1. THAT the Legal Property Officer/Reserves and Facilities' report dated 2 February 2018 and titled Right of Way Easement Over Part of Uretara Domain, Katikati be received.</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 Right of Way easement in accordance with the area shown highlighted in red on the plan attached to the report (Attachment A) over Lots 177 and 178 DP 67 to Lot 1 DPS 57029.</p>	<p>28/11/2018 - Instrument ready to be registered but awaiting progressing of RC10957S to provide a survey plan</p> <p>19/10/2018- 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
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</p>	<p>10-07-2018 - Survey to be confirmed for Road Stopping to be completed.</p> <p>15-05-2018 - Awaiting Survey to be approved.</p>	UNDER ACTION

			<p>considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>23-04-2018 - Final Road Stopping advert to go in newspaper.</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 of the Local Government Act 1974 for that area of unformed road Section 1 SO 519189.</p> <p>5. THAT an easement in gross be granted over the stopped area of road in favour of PowerCo.</p> <p>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.</p> <p>7. THAT Council approves the development and sale of the unformed road once a fee simple title was issued.</p>		
C1518.10 17 May 2018	Road Stopping and Sale Report - Wilson Road South Paengaroa	LPO - LEGAL PROPERTY OFFICER	<p>1. THAT the Legal Property Officer's report dated 2 May 2018 and titled Road Stopping and Sale Report - Wilson Road South, Paengaroa 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 of the Local Government Act 1974 for that area of unformed road outlined in yellow on Attachment A.</p> <p>4. THAT a right of way easement be granted</p>	10-07-2018 - Survey to completed.	UNDER ACTION

			<p>over the stopped area of road in favour of the landowners at 46A and 46B Wilson Road South</p> <p>5. THAT if no objections to the road stopping are received within the statutory timeframe set out in Schedule 10 of the Local Government Act 1974 then the Council declares that the road adjacent to 44 and 46 Wilson Road is stopped.</p> <p>6. THAT an easement in gross be granted over the stopped area of road in favour of PowerCo outlined in red on Attachment A.</p> <p>7. THAT provided the Road Stopping process is successful, Council approves the development and sale of the unformed road once a fee simple title is issued.</p>		
C1518.6 17 May 2018	Recommendatory Report from the Katikati Community Board - Options to Change Unformed Thompsons Track Road to Recreation Reserve	RFM - RESERVES AND FACILITIES MANAGER	<p>1. THAT Council, give consideration to and approve the investigation of the Road Stopping Process for the Unformed Thompsons Track Road and the setting aside of that land for Reserve.</p> <p>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.</p>		NOT COMMENCED
C1518.9 17 May 2018	Road Stopping and Sale Report - Rea Road Katikati	LPOT - LEGAL PROPERTY OFFICER TRANSPORTATION & UTILITIES	<p>1. THAT, the Legal Property Officer's report dated 2 May 2018 and titled Road Stopping and Sale Report - Rea 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 commences the Road Stopping process set out in Schedule</p>	10-07-2018 - Advertising commenced due to be completed by the end of July	UNDER ACTION

10 of the Local Government Act 1974 for that area of unformed road adjacent to Lot 41 DPS 438769.

4. THAT Council will seek the prior consent of the Minister of Lands to the stopping of the area of unformed road Section 1 and 2 SO 515896.

5. THAT if no objections to the road stopping are received within the statutory timeframe set out in Schedule 10 of the Local Government Act 1974 and the consent of the Minister of Lands is obtained then the Council declares that the section unformed road Section 1 and 2 SO 515896 to be stopped.

6. THAT, providing the road stopping is successful; Council approves the disposal of Section 2 SO 515896 unformed road to the owner of Lot 41 DPS 438769. Council approves the purchase price of Section 2 SO 515896 unformed road to the applicant to be negotiated by the Strategic Property Manager.

7. THAT, providing the road stopping is successful; Council approves the disposal and donation of Section 1 SO 515896 to the Department of Conservation to be amalgamated with Section 91 Block VIII Katikati SD owned by Department of Conservation.

8. THAT, providing the road stopping is successful; Council approves the disposal of Section 1 SO 515896 to be amalgamated with Section 91 Block VIII Katikati SD and the purchase price of the land is to be paid by the applicant.

9. THAT all necessary legal, valuation, and survey costs involved in the transfer of the

C1818.6 09 Aug 2018	Proposal to Lease - Centennial Park Te Puke Gymsport Incorporated	RFM - RESERVES AND FACILITIES MANAGER	<p>land be payable by the applicants.</p> <p>1. THAT the Reserves and Facilities Manager's report dated 10 July 2018 and titled "Proposal to Lease - Centennial Park Te Puke Gymsport Incorporated" 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 after consideration of the submission received, in exercise of the powers conferred on it by delegation from the Minister of Conservation under the Reserves Act 1977, the Council in its capacity as administering body, grants Te Puke Gymsport Incorporated a lease for 2000m², more or less, of the land for up to 33 years over part of Centennial Park, Te Puke pursuant to Section 54 (1) (b) of the Reserves Act 1977.</p>		NOT COMMENCED
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>10th April 2019- BOPRC advised Jan 2019 - As per reporting in December.</p> <p>Dec 2018 Awaiting notification of the Central Comprehensive Consent by the Bay of Plenty Regional Council Nov 2018 Been advised by BOPRC that the application has been reviewed and comments due back to WBOPDC by Dec 2018</p> <p>October 2018 - Awaiting approval of application by BOPRC</p> <p>June 2018- Feedback provide from BOPRC additional info required to be</p>	UNDER ACTION

submitted.
May 2018 - Still await feedback
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.

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.

Feb 2018 - BOPRC have been sent a reminder, unfortunately can not progress further until is received.

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.
December 2017 - No change to Status at time of reporting. await BOPRC response.

November 2017 - Await feedback from BOPRC on the next steps.

12th October 2017: Ongoing process.

16 September 2017: Feedback received from BOPRC requesting additional information and clarification on some items.

21 August 2017 - Central consent application currently sitting with the Bay of Plenty Regional Council.

30 June 2017 - No change to report.

May 2017 - Application review underway.

(Sitting with Bay of Plenty Regional Council)

Apr2017 - Modifications to document

being undertaken. Bay of Plenty Regional Council have put the application on hold for the time being.

Feb 2017- Draft document provided to

BOPRC. Feedback received with minor

changes recommended. Expected to Lodge

final version of Comprehensive Stormwater consent (CSC) by March 2017

Jan 2017 - Draft document provided to

BOPRC. Feedback received with minor

changes recommended. Expected to Lodge final version of Comprehensive Stormwater consent (CSC) by March 2017
Dec 2016 - No change to status
November 2016 - Final documentation being prepared for submission to BOPRC.
October 2016- Meeting held with BOPRC, agreement reached regarding submission process.
Sept 2016 - Meeting rescheduled to September at BOPRC request.
August 2016 - Initial review of Comprehensive Stormwater Consent application complete by Regional Council. Meeting to be held with Regional Council in late August to discuss any outstanding issues.
July 2016- BOPRC staff have contacted UM to discuss issues raised by Te Puna Heartlands in their annual plan process.
May 2016 - No change
April 2016 - Final document being submitted to Regional Council this month.
March 2016 - Final document being compiled ready for submission to Regional Council in April.
Feb 2016 - Meeting held with Te Puna Heartlands. Outcome answered questions and can proceed with application.

				<p>Jan 2016 - Meeting with Te Puna Heartlands Jan/Feb 2016 to finalise submission prior to lodging the application with BOPRC.</p> <p>Dec 2015- Date shifted to Jan 2016 at the request of project team.</p> <p>Nov 2015 - tentative date for late Nov for meeting with Te Puna Heartlands.</p> <p>Oct 2015 - Rescheduled to Oct/Nov.</p> <p>Sept 2015 - Process underway meeting planned for end of month (Sept)</p> <p>Aug 2015 - comments noted. Consultant has been appointed to assist Utilities team regarding Comprehensive Stormwater Consent. Meeting to be held with Te Puna Heartlands to discuss their concerns.</p>	
C1918.4 03 Sep 2018	Representation Review 2018 - Final Proposal	GM2 - GROUP MANAGER PEOPLE AND CUSTOMER SERVICES	<p>1. THAT the Group Manager Technology, Customer and Community Services report dated 17 September 2018 and titled Representation Review 2018 Final Proposal be received.</p> <p>2. THAT the report relates to an issue that is considered to be of high significance in terms of Council's Significance and Engagement Policy.</p> <p>3. That following consideration of submissions received (written and oral), and taking into account the results of earlier informal consultation undertaken prior to resolving its initial proposal, Council, pursuant to section 19N of the Local Electoral Act 2001, resolves</p>	<p>Final proposal has been adopted by Council following the LGA decision. There are no substantive changes to the current representative structure. Aproox 517 properties will have a minor boundary change.</p>	UNDER ACTION

to amend the initial proposal with the final proposal for the review of representation arrangements for the 2019 and 2022 triennial elections being:

THAT regarding the number of Councillors and Wards the Status Quo is maintained - retain 11 councillors elected from the existing three wards, plus the Mayor elected district-wide.

For the following reasons:

- Achieves fair representation and meets the '+/- 10% rule'.
- Will not require consideration of boundary adjustments which have not been publicly consulted on.
- Provides the population with reasonable access to its elected members and vice versa.
- Allows elected members to effectively represent the views of their electoral area.
- Allows elected members to attend public meetings throughout their area and provides reasonable opportunity for face-to-face meetings.
- Fairer representation than at large options.

THAT regarding the proposed boundary change Council makes a minor boundary adjustment from the eastern side of the Morton Road Peninsula between the Katikati-Waihi Beach and Kaimai wards by generally following the centre of the Waipapa River until it reaches just south of the Esdaile Road/Wainui South Road intersection. It then follows the centre of Wainui South Road for a short distance before continuing up the centre of Tim Road to its end, and before reconnecting with the remainder of the existing ward boundary.

AND THAT

(a) the Western Bay of Plenty District Council be divided into three wards, these being:

(i) Katikati-Waihi Beach Ward being the existing ward comprising the area delineated on LGC Plan 022-2013-W-2 deposited with the Local Government Commission with the addition of a small north-western portion of the current Kaimai Ward (westward of the Waipapa River), the boundaries and more detailed description of which are shown on Map 1 - Initial Proposal - Proposed Boundary Change;

(ii) Kaimai Ward being the existing ward comprising the area delineated on LGC Plan 022-2013-W-3 deposited with the Local Government Commission with the exclusion of a small north-western portion (westward of the Waipapa River), the boundaries of which are shown on Map 1 - Initial Proposal - Proposed Boundary Change; and

(iii) Maketu-Te Puke Ward being the existing ward comprising the area delineated on LGC Plan 022-2013-W-4 deposited with the Local Government Commission, the boundaries of which are shown on Map 1 - Initial Proposal - Proposed Boundary Change.

For the following reasons:

- The people in the affected area would become part of the ward in which they share common links with educational, shopping, social and other needs.
- The numbers of people affected would not influence the fair representation rule of '+/- 10% rule'.
- Reflects the information gathered from the community in the pre consultation process

where people identified their own communities of interest.

THAT regarding the Initial Proposal Disestablish Community Boards/Establish Community Committees the Waihi Beach, Maketu and Te Puke Community Boards be retained in their current boundaries.

AND

THAT the Katikati Community Board be retained in the adjusted boundary.

AND

THAT the Omokoroa Community Board be disestablished.

AND

THAT a Ward Councillor Committee consisting of all Ward Councillors be established for each of the following areas:

- Whole of Kaimai Ward
- Eastern end of the Maketu-Te Puke Ward i.e. all the areas not included in the Te Puke and Maketu Community Boards
- Matakana Island and Rangiwaea Island of the Katikati-Waihi Beach Ward i.e. all the areas not included in the Waihi Beach and Katikati Community Boards

AND

THAT the purpose of the Ward Councillor Committees will be to provide representation and liaison for all the communities of interest as identified through the review process not currently represented by Community Boards.

For the following reasons:

- Satisfied the views expressed by those who submitted to and were heard regarding the initial proposal of the Representation Review process.
- Provided direct contact for Kaimai Ward, the eastern end of the Maketu-Te Puke ward and Matakana Island and Rangiwaea Island residents with their Ward Councillors.
- Easily able to be changed if Councillor Ward Committees did not work well.
- Was the closest compromise to the initial proposal once the views of the public had been made.
- Enabled different communities (i.e. urban and rural) within the same ward to work through their own community of interest issues.
- Opportunity to try a different model while retaining Community Boards in areas that supported them.
- Retains the Waihi Beach, Maketu, Te Puke and Katikati (subject to boundary adjustment) Community Boards
- Would create opportunity for representation in rural/other communities which do not currently have community boards
- Only partially addresses concerns regarding equitable representation and democratic process - only elected ward councillors would represent the district
- Potential lack of duplication of communication and engagement processes in the Kaimai ward only.
- More representation offered than the status quo.

The Group Manager Technology, Community and Customer Services introduced the report and gave information about how the process would move forward after the final deliberations had taken place. She also explained the issues that would be discussed

C2018.7 20 Sep 2018	Recommendatory Report from the Operations and Monitoring Committee - Kiwi Camp Facility	RFM - RESERVES AND FACILITIES MANAGER	<p>during the meeting.</p> <p>1. THAT Council approve the implementation of a Kiwi Camp facility on the following basis:</p> <p>a. Trial Location Waihi Beach Community Centre</p> <p>b. Council cost \$40,000 from General Rate Reserve Account</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>29 Nov 2018: The funding agreement with MBIE has been signed by both parties. The Contract for the Kiwicamp facility and Kiwi Cash license have been signed.</p> <p>The Kiwicamp Facility is being built off site.</p> <p>The Contract for services, water, power and sewer has been let with work scheduled for mid December 2018. A progress report has been provided to MBIE.</p>	UNDER ACTION
C2018.8 20 Sep 2018	Storm Water Easement Over Part of Vesey Stewart Recreation Reserve	LPOR - LEGAL PROPERTY OFFICER RESERVES FACILITIES	<p>1. THAT the Legal Property Officer - Reserves and Facilities' report dated 2 August 2018 and titled Storm Water Easement Over Part of Vesey Stewart Recreation Reserve be received.</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, in gross, with Council being both the grantor and grantee, as shown on the attached plan (Attachment A) to allow discharge of stormwater over Lot 14 DPS 23757.</p> <p>4. THAT in accordance with section 48(3) of the Reserves Act 1977, public consultation is not required as the reserve is not likely to be permanently altered or damaged and the</p>	<p>18/01/2019 As below 28/11/2018 - Ready to go but on hold while we await easement over MoE land is finalised as that easement feeds into Council's one. 19/10/2018 - Awaiting A and I 25/09/2018 - Awaiting survey plan so that we can progress easement instrument. Consultant advised.</p>	UNDER ACTION

C2118.6 01 Nov 2018	Pukehina Surf Rescue Lifeguard Service Incorporated - Lease Area Extension	RFM - RESERVES AND FACILITIES MANAGER	<p>rights of the public in respect of the reserve are not permanently affected as a result of the easement being in place.</p> <p>1. THAT the Reserves and Facilities Manager's report dated 18 September 2018 and titled Pukehina Surf Rescue Lifeguard Service Incorporated - Lease Area Extension 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 in exercise of the powers conferred on it by delegation from the Minister of Conservation under the Reserves Act 1977, the Council in its capacity as administering body, grants Pukehina Surf Rescue Lifeguard Service Incorporated a lease variation to extend the existing lease area on Dotterel Point Reserve, being part of Lot 616 on DPS 11365, by 118m² more or less, for an extension to the current facility.</p>	29 Nov 2018: The Surf Club have been advised of Council's decision. Staff continue to work with the Surf Club in amending their lease and advice on the building consent process.	UNDER ACTION
C2118.7 01 Nov 2018	Katikati Boating Club - Alternative Lease Site for Shipping Container	RFM - RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserves and Facilities Manager's report dated 18 September 2018 and titled Katikati Boat Club - Alternative Lease Site for Shipping Container 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 after consideration of the submissions received, in exercise of the powers conferred on it by delegation from the Minister of Conservation under the Reserves Act 1977, the Council in its capacity as administering body, grants a lease for 60m², more or less, of the land for up to 33 years over part of Katikati Foreshore Tamawahariua</p>	29 Nov 2018: A lease is being prepared for execution. Staff have met on site and agreed to the final siting of the shipping container and some minor earthworks. Staff are assisting the club in being operational this summer.	UNDER ACTION

			Reserve being part of Lot 6 DP 326967 pursuant to Section 54 (1) (b) of the Reserves Act 1977.		
			4. THAT in giving approval in principle, such approval must not be construed by the applicant, as a guarantee that all other consents required by any policy, bylaw, regulation or statute, will be forthcoming. The applicant is responsible for obtaining all required consents at its own cost.		
C2218.5 13 Dec 2018	Recommendatory Report from the Te Puke Community Board - Funding for the Te Puke Sports and Recreation Society Grandstand Project	FM - FINANCE MANAGER	THAT Council adopt the recommendation put forward by the Te Puke Community Board that Council contribute \$40,000 (funded from the general rates reserve) to the Te Puke Sports and Recreation Club to bring the combined contribution from the Te Puke Community Board and the Western Bay of Plenty District Council to \$100,000 for the Te Puke Sports and Recreational Grandstand Project.	Resolution noted. Transfer of funds from the General Rate Reserve will be carried out at the same time as the Te Puke Community Board release \$60k from their reserve. Parks and Reserves Manager to prepare a Facilities In The Community agreement.	UNDER ACTION
C2419.11 07 Mar 2019	Sapphire Springs Reserve - Geotechnical Investigation Funding	RFM - RESERVES AND FACILITIES MANAGER	1. THAT the Reserves and Facilities Manager's report dated 1 March 2019 and titled "Sapphire Springs Reserve - Geotechnical Investigation Funding" 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 \$25,000 be allocated from the General Rate Reserve account for Stage 2 of the Sapphire Springs Reserve Geotechnical Investigation.		NOT COMMENCED
C2519.11 18 Apr 2019	Storm Water and Waste Water Easement Over Part of Omokoroa Beach Grove Esplanade Reserve	LPOR - LEGAL PROPERTY OFFICER RESERVES FACILITIES	1. THAT the Legal Property Officer - Reserves and Facilities' report dated 22 February 2019 and titled Storm Water Easement Over Part of Te Puna Estuary Esplanade Reserve be received.		NOT COMMENCED

			<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) in favour of Lot 1 Deposited Plan South Auckland 10102 to allow Lot 1 Deposited Plan South Auckland 10102 to discharge storm water over Section 1 Survey Office Plan 330241; and</p> <p>4. THAT should it be required, 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 waste water easement shown on the attached plan (Attachment A) in gross to allow Lot 1 Deposited Plan South Auckland 10102 to discharge waste water over Section 1 Survey Office Plan 330241 to Council's waste water system.</p>	
C2519.6 18 Apr 2019	Recommendatory Report from the Te Puke Community Board - Funding for the Te Puke Centre	EO2 - SENIOR GOVERNANCE ADVISOR	<p>1. THAT the report from the Senior Governance Advisor dated 9 April 2019 and titled Recommendatory Report from the Te Puke Community Board - Funding for the Te Puke Centre be received.</p> <p>2. THAT the request be referred to the Long Term and Annual Plan Committee for further consideration relating to the implementation of The Centre at Te Puke.</p>	NOT COMMENCED
C2519.7 18 Apr 2019	Decision Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Waiari	EO2 - SENIOR GOVERNANCE ADVISOR	THAT the report from the Senior Governance Advisor dated 16 April 2019 titled Decision Report from Tauranga City Council / Western Bay of Plenty District Council Joint	NOT COMMENCED

C2519.8 18 Apr 2019	Mauri Monitoring Model Proposal Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Tauranga Western Bay Safer Communities Tactical Group Decision to Remain an International Safe Community	EO2 - SENIOR GOVERNANCE ADVISOR	<p>Governance Committee - Waiari Mauri Monitoring Model Proposal be received.</p> <p>1. THAT the report from the Governance Manager dated 10 April 2019 and titled Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Tauranga Western Bay Safer Communities Tactical Group Decision to Remain an International Safe Community be received.</p> <p>2. THAT Council endorses the decision by the Tauranga Western Bay Safer Communities Tactical Group to remain as an International Safe Community.</p> <p>3. THAT the report relates to an issue that is considered to be of medium significance in terms of Councils' Significance and Engagement Policies.</p>		NOT COMMENCED
C2519.9 18 Apr 2019	Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Sub-Regional Parks Relationship Agreement	EO2 - SENIOR GOVERNANCE ADVISOR	<p>1. THAT the report from the Governance Manager dated 10 April 2019 and titled Recommendatory Report from the Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee - Sub-Regional Parks Relationship Agreement be received.</p> <p>2. THAT Council adopt and sign the Sub-Regional Parks Relationship Agreement included in Attachment A.</p> <p>3. 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>		NOT COMMENCED
C2715.5 17 Dec 2015	Application to Lease 8 The Esplanade to Waihi Beach Board Riders	SPM - STRATEGIC PROPERTY MANAGER	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.	6/5/2019 no change. Building assessment indicated building in disrepair. reviewing options for the lease. 19/12/18 no change 14/11/18	UNDER ACTION

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 staff be directed to proceed with the removal of numbers 2 and 4 The Esplanade.

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.

Agreement signed but not yet sealing by club. Extreme difficulty in communicating with the club signatory.11/10/18 Staff trying to get

hold of lessees but have been unsuccessful.

13/9/18 No change continuing to chase club16/5/18 Signed lease not yet received. Chasing up with Club 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 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
 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 to
 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.

C417.16 06 Apr 2017	Mayor's Report to Council - March 2017	CEO - CHIEF EXECUTIVE OFFICER	<p>Council considered a report from His Worship the Mayor dated 21 March 2017 as circulated with the agenda. The Mayor gave a verbal summary of his report and noted the need to consider an Easter trading policy.</p> <p>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.</p> <p>In discussion of this item the following matters were noted:</p> <ul style="list-style-type: none"> • 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. <p>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.</p> <p>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.</p> <p>Council was informed that previous Council discussions of this topic had considered a number of different management and</p>	<p>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> <p>10/4/2019 No change 18/2/2019 No change 28/12/2018 No change Will be assessed as part of S17a review in 2019. 12/11/2018 No change 10/10/18 S17A review as well as Communities strategy review will address pensioner housing. Expected to be over the next few months and into the new calendar year. 11/9/18 No change 4/7/2018 No change. 13/6/2018 Council to defer a decision on pensioner housing until issues over funding and subsidies are clarified. 11/5/2018 Paper to go back to Council in June July re pensioner housing plus all other housing options and Council's role in housing in general. 18/4/2018 Housing report represented to Council in April. Next steps to come back for direction on a range of</p>	UNDER ACTION
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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.

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.

C817.2 21 Sep 2017	Pukehina Angling and Fishing Club Inc. - Request to Extend	RFM - RESERVES AND FACILITIES	1. THAT the Reserves and Facilities Manager's report dated 4 September 2017 and titled	15/5/16- Draft documentation being	UNDER ACTION
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	Footprint of Lease Area	MANAGER	<p>Pukehina Angling and Fishing Club Inc. - Request to extend footprint of lease area be received.</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 Council resolve to approve Pukehina Angling and Fishing Club Incorporated's request to extend their lease footprint by an approximate additional 100m² over part of Midway Park.</p>	<p>reviewed before forwarding to Lessee.</p> <p>15/3/18 Documentation being held up due to other urgent matters which are affecting priorities.</p> <p>16/2/18 - No change .22 Jan. 2018</p> <p>-</p> <p>Lease documentation is being prepared for the Fishing club to sign.</p> <p>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.</p> <p>6 October 2017 - Meeting scheduled for 18 October with Fishing club to negotiate lease conditions for an extension</p>
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Completed Minute Action Sheets for Council (Open) – C26 June 2019

Minutes Number	Remit Title	Owner	Remit Description	Owner Comments	Current Status
C2419.12 07 Mar 2019	Recommendatory Report from the Operations and Monitoring Committee - Sale of Land - Housing Affordability Forum	SPM - STRATEGIC PROPERTY MANAGER	<p>1. THAT Council adopt the recommendation that land within the Special Housing Area, designated for use by the Housing Affordability Forum, be offered for sale to the approved developer for \$1,100,000 generally on the following conditions:</p> <ul style="list-style-type: none"> • Price fixed until 31 March 2020 • Development plan, funding and ownership structure to be approved by Council by 1 November 2019 • Subdivision consent (if required) to be approved by 31 March 2020 • Building consent to be lodged by 30 June 2020 • Payment for land 30 June 2020 • All development investment at purchasers' risk • Buy back clause at cost if building does not proceed. <p>2. THAT staff meet with the Housing Affordability Forum to discuss the developer options, funding and ownership structures and seek to reach agreement on an approach that meets the complimentary objectives of both the pilot project and Council's Housing Action Plan.</p> <p>3. 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>(a) THAT in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act the following item be considered as a late item of closed business:</p> <ul style="list-style-type: none"> • Recommendation from the Operations and Monitoring Committee - Land Exchange 75 Kayelene Place Omokoroa <p>(b) The reason why the item was not on the agenda was because it was considered at the Operations and Monitoring Committee Meeting held on 28 February 2019 and the information from that meeting came to hand after the Council agenda had been distributed.</p> <p>(c) The reason why discussion cannot be delayed is that staff were currently in negotiation with landowners in relation to respective Memorandum of Agreement and Land Exchange Agreement for the proposed land exchange and sale relating to 75 Kayelene Place Omokoroa.</p>	6/5/2019 HAF have declined to purchase the land. Staff have engaged with HAF to develop land in a Council lead project.	COMPLETE

C2419.15 07 Mar 2019	No 2 Road Charitable Trust Board	SPM - STRATEGIC PROPERTY MANAGER	<p>1. THAT the Council report dated 1 February and titled No 2 Road Charitable Trust Board 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 receives correspondence from Mr Douglas Martin in connection with the No 2 Road Church Hall (Attachment A & B).</p> <p>4. THAT Council requests staff to respond to Mr Martin as follows:</p> <p>a) Council has carefully considered the matters raised in Mr Martin's correspondence and considers the issues raised are of a private nature over which it has no jurisdiction, and</p> <p>b) Mr Martin be advised that he may in respect of the concerns he has regarding use of the No 2 Road Church Hall take legal advice, and</p> <p>c) Staff will no longer respond to correspondence from Mr Martin in relation to the constitution and activities of the No 2 Road Charitable Trust Board.</p> <p>d) THAT staff be authorised to make the report available to the Ombudsman in the event of an enquiry in relation to Mr Martin's concerns.</p>	6/5/2019 Letter sent to outlining Councils position...no response.	COMPLETE
C2419.8 07 Mar 2019	BOPLASS Limited Half Yearly Report to Shareholders 2018 - 2019 and Draft Statement of Intent 2019 - 2022	CFO - GROUP MANAGER FINANCE AND TECHNOLOGY	<p>1. THAT the Group Manager, Finance and Technology Services report dated 25 February 2019 and titled "BOPLASS Limited Half Yearly Report to Shareholders 2018-2019 and Draft Statement of Intent 2019-2022" be received.</p> <p>2. THAT the BOPLASS Limited Half Yearly Report to Shareholders 2018-2019 and Draft Statement of Intent 2019-2022 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 2018-2019 be received.</p> <p>4. THAT the BOPLASS Limited Draft Statement of Intent 2019-2022 be received.</p>	Recommendations approved at March Council meeting.	COMPLETE
C2519.14 18 Apr 2019	Conflict of Interest Policy (Revised)	CFO - GROUP MANAGER FINANCE AND TECHNOLOGY	<p>1. THAT the Group Manager, Finance and Technology Services report dated 9 April 2019 and titled "Conflict of Interest Policy (Revised)" 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>	03.05.19 - The Council approved Finance and Corruption Prevention Policy and Conflicts of Interest Policy have been	COMPLETE

			<p>3. THAT Council note the revised Policy had been reviewed and approved for submission to Council by the Operational Management Team on 9 April 2019.</p> <p>4. THAT Council approve the revised Conflict of Interest Policy (Revised).</p>	<p>finalised and are on Council's intranet. They have been sent to Audit NZ for review and an All Staff email is being prepared to inform staff of the updated Policies and will be circulated w/c 6.5.19.</p>	
C2519.15 18 Apr 2019	Fraud and Corruption Prevention Policy (Revised)	CFO - GROUP MANAGER FINANCE AND TECHNOLOGY	<p>1. THAT the Group Manager, Finance and Technology Services report dated 9 April 2019 and titled "Fraud and Corruption Prevention Policy (Revised)" 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 note the revised Policy has been reviewed and approved for submission to Council by the Operational Management Team at their meeting held 8 April 2019.</p> <p>4. THAT Council approve the revised Fraud and Corruption Prevention Policy (Revised).</p>	<p>03.05.19 Council approved Conflicts of Interest Policy and Fraud and Corruption Prevention Policy have been finalised and are current on Council's Intranet. An email to all staff is currently being prepared for circulation week commencing 6.5.19. A copy has been provided to Audit NZ for audit review.</p>	COMPLETE

Key Financial Performance Indicators for the Ten Months Ended 30 April 2019

1. Executive Summary

The purpose of this report is to provide the Elected Members with a high-level summary of the key financial performance indicators for the ten months ended 30 April 2019 along with copies of the treasury reports and graphs (**Attachment A**).

2. Key performance indicators

- 2.1 Council was in compliance with all of its key financial ratios.
- 2.2 Interest expense on external debt for the ten months ended 30 April 2019 of \$5.8m was \$1.3m lower than year-to-date budget of \$7.1m. This is due to a combination of lower floating interest rates and the maturity of legacy interest rate swap contracts.

3. Treasury reports

- 3.1 At 30 April 2019 total external debt was \$110.0m, unchanged from 31 March 2019. Total external debt has reduced from \$135.0m at the beginning of the financial year after Council repaid its March 2019 debt maturity with the Local Government Funding Agency.
- 3.2 Council's weighted cost of finance at 30 April 2019 was 4.87%, largely unchanged from 31 March 2019 at 4.88%.

4. Interest rate swaps

- 4.1 The valuation of Council's interest rate swaps at 30 April 2019 was a net liability of \$10.2m, down \$0.6m from the period ending 31 March 2019.
- 4.2 At 30 April 2019 Council held interest rate swaps totalling \$150.5m. Of these \$61m were forward start interest rate swaps. Council had 81% of total debt covered by current interest rate swaps, unchanged from 31 March 2019.
- 4.3 The Reserve Bank of New Zealand ("RB") reduced the Official Cash Rate to 1.50% (from 1.75%) in its May Monetary Policy Statement citing slow domestic growth and easing demand for New Zealand goods and services overseas. This has flowed through to lower interest rates on borrowings and savings for NZ households and businesses.
- 4.4 The current swaps to 12 month net debt ratio as at 30 April 2019 sits within the recommended policy bands.

5. Projected cash flow

- 5.1 At 30 April 2019 Council had a positive cash position of \$34.83m. This was comprised of \$13.76m cash and \$21.08m in short term deposits.

6. Internal loans and current account balances

- 6.1 Internal loan balances at 30 April 2019 totalled \$97.14m. This is \$0.24m lower than the 31 March 2019 balance of \$97.38m.
- 6.2 Current account balances totalled \$27.58m as at 30 April 2019. This is consistent with the balances of 31 March 2019.

7. Debt summary and trend analysis

- 7.1 The attached graphs (**Attachment A**) provide details of Council's external debt from January 2014 to April 2019.
- 7.2 Net debt being external debt of \$110.0m less cash on hand of \$34.83m, was \$75.17m as at 30 April 2019. This was \$6.55m higher than the 31 March balance of \$68.62m as Council utilises the cash raised in the March rates strike to achieve our capital and operational programmes.



David Jensen
Senior Financial Planner



Approved Ian Butler
Finance Manager



Approved Kumaren Perumal
**Group Manager, Finance and
Technology Services**

TREASURY REPORT FOR WESTERN BAY OF PLENTY DISTRICT COUNCIL PERIOD ENDING 30 APRIL 2019

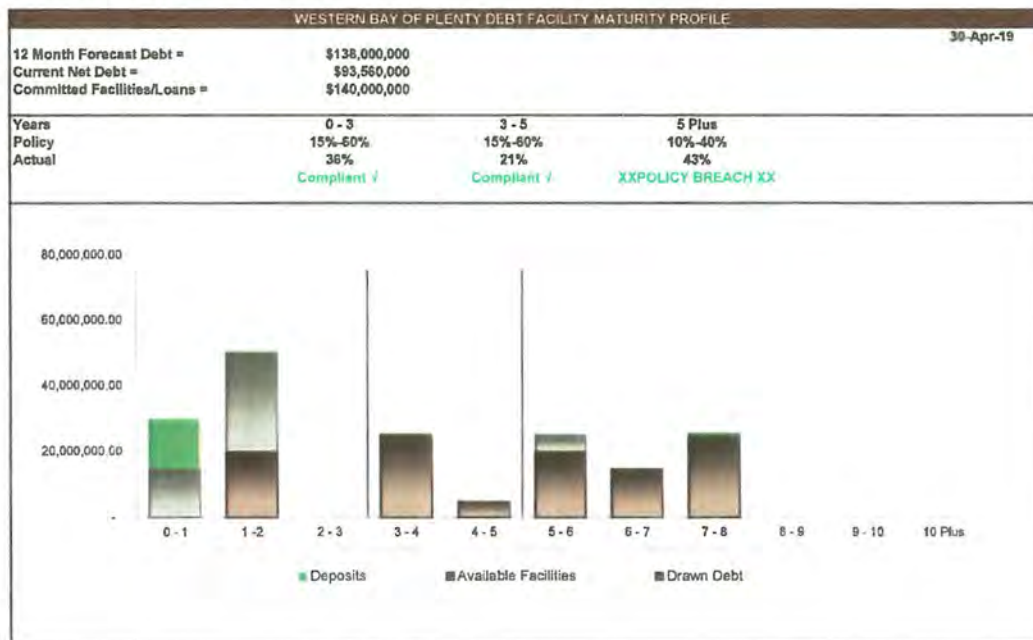
1. TOTAL DEBT AND LIQUIDITY

NZD	Available Facilities	Drawn Debt Current Month	Drawn Debt Last Month	Floating Rate Current Month	Floating Rate Last Month
Debenture Stock	\$110,000,000	\$110,000,000	\$110,000,000	3.0917%	3.1531%
Committed Facility	\$30,000,000	\$0	\$0	0.0000%	0.0000%
Total Facilities	\$140,000,000	\$110,000,000	\$110,000,000	3.0917%	3.1531%

Available Headroom \$30,000,000 \$30,000,000

Monthly Weighted Average Interest Cost (Including Hedges & Margin) 4.8681% 4.8796%

2. CONSOLIDATED FUNDING RISK

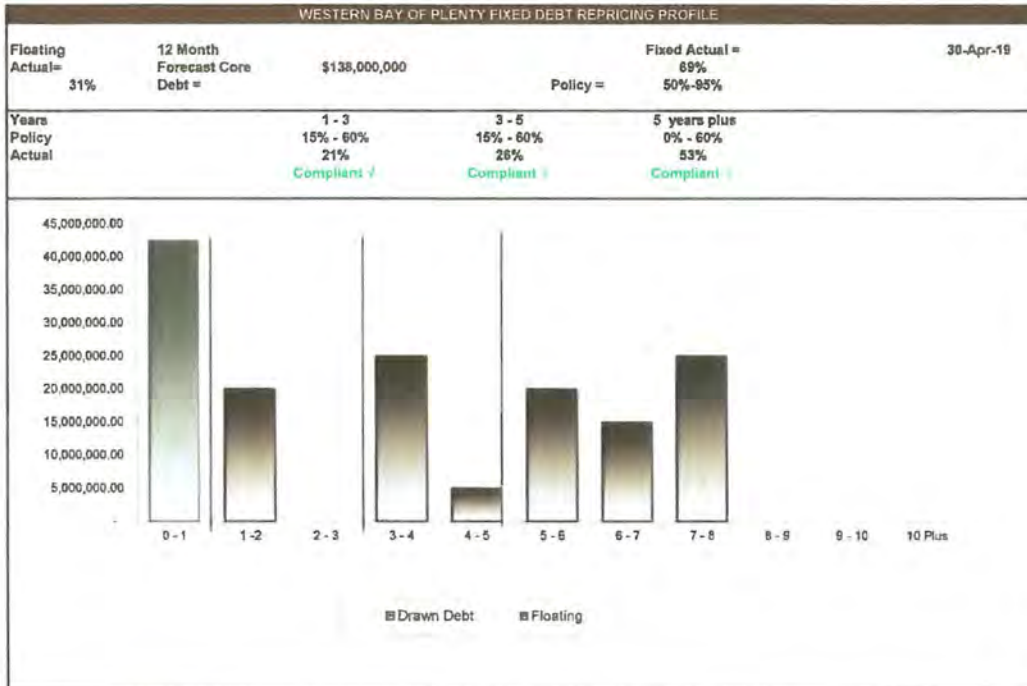


3. NEW ZEALAND INTEREST RATE MANAGEMENT

Type	Notional	Rate
Fixed Swaps	150,500,000	4.6550%
Floating Swaps	0	0.0000%
Total	150,500,000	

NZD RISK PROFILE

Policy NZD	Amount	Floating	Fixed 50%-85%	1 - 3 Yrs 15% - 60%	3 - 5 Yrs 15% - 60%	5 Yrs + 0% - 60%
Forecast 12 Mth Debt	\$138,000,000	31%	69%	21%	26%	53%

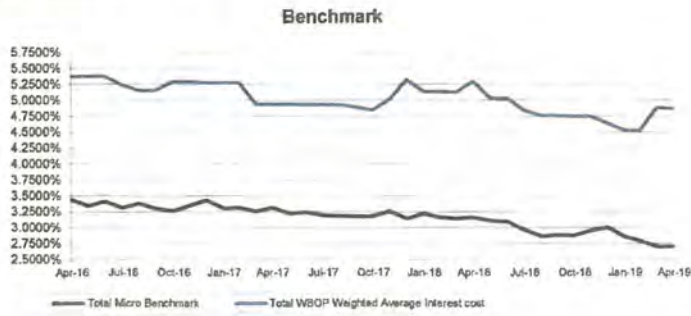
**4. INVESTMENTS**

Type	NZD Amount Current Month	NZD Amount Previous Month	Cpty
Short Term Operating account	\$12,094,240.44	\$10,054,205.16	ANZ
Term/Call Deposit	\$6,092,228.45	\$6,066,409.85	ANZ
Term/Call Deposit	\$0.00	\$10,000,000.00	BNZ
Term/Call Deposit	\$0.00	\$0.00	WPC
Term/Call Deposit	\$15,000,000.00	\$15,000,000.00	ASB
Term/Call Deposit	\$1,440,000.00	\$1,440,000.00	LGFA
TOTAL NZD AMOUNT	\$34,626,468.89	\$42,560,615.01	

5. COUNTERPARTY EXPOSURE

C'Party	Rating	Gross Limit MM	Swaps/Caps MM	Investments MM	Total	% of Gross Limit	C'party Exposure % of Total
ANZ	AA-	30	11.42	18.19	29.6	98.68%	57.49%
ASB	AA-	30	2.79	15.00	17.8	59.31%	34.55%
BNZ	AA-	30	2.64	0.00	2.6	8.81%	5.13%
WBC	AA-	30	1.45	0.00	1.5	4.84%	2.82%
		120	18.3	33.2	51.5	42.91%	100.00%

6. NZD BENCHMARK



	Current Month	Previous Month
WBOP Weighted Average Interest Cost (incl. Hedges)	4.8581%	4.8796%
Micro Benchmark	2.7022%	2.6986%

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%	

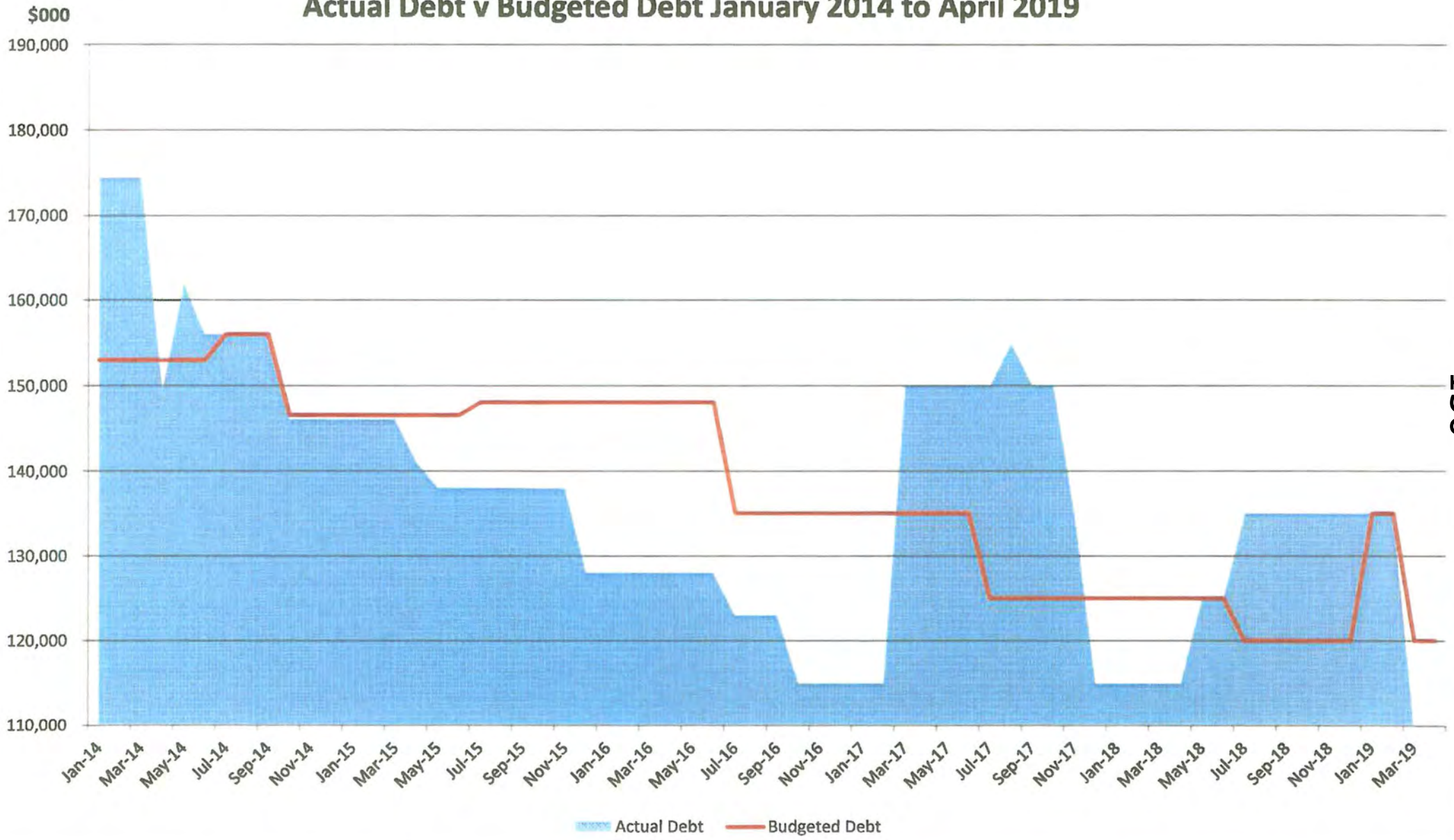
7. COMPLIANCE

Western Bay of Plenty DC has no breaches of policy for the month of April 2019

Key Performance Indicators for the Period Ended 30 April 2019

Debt Levels & Interest Costs		Year to Date - 30 April 2019		Year to Date - 31 March 2019	
	Actual (\$000)	Budget (\$000)		Actual (\$000)	Budget (\$000)
Loans Outstanding					
Current Account and other debt	27,584	27,256		27,584	
Internal Debt	97,142	99,831		97,385	
Total Debt	124,727	127,087	at 30 April 19	124,969	126,467
					at 31 March 19
External Debt	110,000			110,000	
Other balances	14,727			14,969	
External Debt	110,000			110,000	
Term	110,000			110,000	
Current (due next 12 months)	-			-	
Total External Debt	110,000	120,000	at 30 April 19	110,000	120,000
					at 31 March 19
Total Debt to Non Current Assets	8.61%			8.72%	
Unused committed Bank Facilities	30,000			30,000	
Interest Expense	5,823	7,075 Budget	<input checked="" type="checkbox"/>	5,306	6,367 Budget
Swap policy limits					
Existing debt	110,000			110,000	
New debt					
Debt repayments					
Plus expected funding for projects	-			-	
12 month debt	110,000	120,000	at 30 April 19	110,000	150,000
					at 31 March 19
Current swaps	89,500			89,500	
Forward swaps	61,000			61,000	
Total Swaps	150,500			150,500	
[Current swaps / 12mth net debt]	81%	50% - 95%	<input checked="" type="checkbox"/>	81%	50% - 95%
Weighted cost of finance	4.87%	6.50%	<input checked="" type="checkbox"/>	4.88%	6.50%
Financial Ratios					
	Year to Date - 30 April 2019			Year to Date - 30 September 2018	
	Actual (\$000)	Policy Limits		Actual (\$000)	Policy Limits
Liquid Funds					
Ratio (with unused facilities)	7.06	1.10	<input checked="" type="checkbox"/>	5.21	1.10
Ratio (without unused facilities)	3.79	1.10	<input checked="" type="checkbox"/>	3.02	1.10
Liquidity Ratio	140%	110%	<input checked="" type="checkbox"/>	144%	110%
Working Capital Current Ratio					
Ratio (with unused facilities)	8.63	1.25	<input checked="" type="checkbox"/>	6.41	1.25
Ratio (without unused facilities)	5.36	1.25	<input checked="" type="checkbox"/>	4.22	1.25
Assets					
	Actual (\$000)	Interest Rates		Actual (\$000)	Interest Rates
Fixed Assets (cost less depreciation)	1,445,392			1,430,148	
Bank & Investments Accounts					
Bank Operating Accounts	13,757			10,308	
Investments and interest rates					
A.N.Z Bank	6,074	1.60%		6,074	1.60%
B.N.Z. Bank	-			10,000	2.88%
A.S.B Bank	15,001	2.28%		15,001	1.96 - 2.28%
Westpac	0			0	
Total Bank & Investments	34,832		at 30 April 19	41,383	
					at 31 March 19
Outstanding Debtors					
Rates	8,525			11,042	
Water	1,654			1,116	
Other	3,546			3,592	
Total Debtors	13,725			15,750	

Actual Debt v Budgeted Debt January 2014 to April 2019



Western Bay of Plenty District Council

Current Account & Internal Loan Balances & Movements as at April 2019

Current Account Balances & Movements

Internal Loan Balances & Movements

Cost Centre	Description	Current Account Balances & Movements			Internal Loan Balances & Movements				Net Position
		Opening Bal 1 July 2018	Current A/C Mvmt's	Closing Balance @ April 2019	Opening Bal 1 July 2018	Advances	Repayment	Closing Balance @ April 2019	
30*02*03	Community Roading - Waihi Beach	474,780	-	474,780	-	-	-	-	474,780
30*02*04	Community Roading - Katikati	328,914	-	328,914	-	-	-	-	328,914
30*02*05	Community Roading - Omokoroa	316,732	-	316,732	-	-	-	-	316,732
30*02*06	Community Roading - Te Puke	143,325	-	143,325	(0)	-	-	(0)	143,325
30*02*07	Community Roading - Maketu	100,933	-	100,933	(71,357)	-	18,633	(52,724)	48,209
30*02*08	Structure Plans - Waihi Beach	1,864,534	-	1,864,534	-	-	-	-	1,864,534
30*02*09	Structure Plans - Katikati	(231,580)	-	(231,580)	-	-	-	-	(231,580)
30*02*10	Structure Plans - Omokoroa	(13,947,689)	-	(13,947,689)	-	-	-	-	(13,947,689)
30*02*11	Loc Connections - Omok Stg 2	(6,421,528)	-	(6,421,528)	-	-	-	-	(6,421,528)
30*02*12	Structure Plans - Te Puke	196,726	-	196,726	-	-	-	-	196,726
30*02*13	Regional Connections	1,017,114	-	1,017,114	-	-	-	-	1,017,114
30*02*14	Strategic Roading	1,598,964	-	1,598,964	-	-	-	-	1,598,964
30*03*01	Asset Management	12,316,190	-	12,316,190	-	-	-	-	12,316,190
30*05*04	Cycling and Walking	(245,308)	-	(245,308)	-	-	-	-	(245,308)
40*01*01	Western Water	1,410,865	-	1,410,865	(6,106,283)	-	261,756	(5,844,527)	(4,433,662)
40*01*02	Central Water	(3,285,571)	-	(3,285,571)	(4,378,163)	-	175,122	(4,203,042)	(7,488,612)
40*01*03	Eastern Water	(6,005,242)	-	(6,005,242)	(8,263,317)	-	327,593	(7,935,724)	(13,940,966)
42*01*01	Community Development & Grants	-	-	-	-	-	-	-	-
42*02*03	Rural Fire	12,280	-	12,280	-	-	-	-	12,280
42*02*04	Western Bay Moana Rural Fire	(4,166)	-	(4,166)	-	-	-	-	(4,166)
42*03*03	Service Centre & Library - Katikati	-	-	-	(2,311,066)	-	25,083	(2,285,983)	(2,285,983)
42*03*04	Service Centre & Library - Te Puke	(617,585)	-	(617,585)	-	-	-	-	(617,585)
42*04*01	Pensioner Housing	(351,522)	-	(351,522)	(275,897)	-	10,750	(265,147)	(616,669)
42*04*03	Community Halls	198,737	(29,021)	169,716	(750,717)	81,717	225,794	(443,206)	(273,490)
42*06*01	Gibraltar Water Scheme	22,329	-	22,329	-	-	-	-	22,329
44*01*02	District Reserves	554,670	-	554,670	(54,326)	-	10,310	(44,016)	510,654
44*01*04	Swimming Pools	(174,947)	-	(174,947)	-	-	-	-	(174,947)
44*01*05	Reserves Catchment Protection	(896,973)	-	(896,973)	-	-	-	-	(896,973)
44*02*01	Harbour Structures	(20,723)	-	(20,723)	-	-	-	-	(20,723)
44*03*02	TECT All Terrain Park	1,697,976	-	1,697,976	-	-	-	-	1,697,976
50*03*02	Dog Control	84,870	-	84,870	-	-	-	-	84,870
60*01*01	Waihi Beach Wastewater	(2,105,754)	-	(2,105,754)	(12,707,642)	-	514,639	(12,193,003)	(14,298,757)
60*01*02	Katikati Wastewater	4,507,665	-	4,507,665	(4,019,461)	-	147,103	(3,872,357)	635,308
60*01*03	Omokoroa Wastewater	(14,013,584)	-	(14,013,584)	(25,963,036)	-	193,181	(25,769,855)	(39,783,440)
60*01*04	Te Puke Wastewater	7,540,070	-	7,540,070	(1,459,002)	-	47,596	(1,411,406)	6,128,664
60*01*05	Maketu Wastewater	(3,963,148)	-	(3,963,148)	(11,847)	-	261	(11,586)	(3,974,734)
60*01*06	Ongare Wastewater	(1,226,219)	-	(1,226,219)	(593,265)	-	9,011	(584,254)	(1,810,473)
60*02*02	Western Solid Waste	730,410	-	730,410	-	-	-	-	730,410
60*02*03	Eastern Solid Waste	307,857	-	307,857	-	-	-	-	307,857
60*02*04	Omokoroa Solid Waste	(589,226)	-	(589,226)	(6,548)	-	104	(6,445)	(595,670)
61*01*01	Stormwater Network - Growth Communities	944,747	-	944,747	(20,293,952)	-	481,751	(19,812,201)	(18,867,454)
61*01*02	Waihi Beach Coastal Protection	193,746	-	193,746	(1,223,652)	-	30,806	(1,192,846)	(999,100)
61*02*01	Stormwater Network - Small Settlements	(156,191)	-	(156,191)	(1,906,644)	-	40,731	(1,865,913)	(2,022,105)
61*03*01	Stormwater Network - Minden	23,560	-	23,560	-	-	-	-	23,560
64*01*05	Natural Environment Support	1,914	-	1,914	-	-	-	-	1,914
64*01*07	Waihi District Drainage - Drains	20,004	-	20,004	-	-	-	-	20,004
64*01*08	Waihi District Drainage - Pumps	47,327	-	47,327	-	-	-	-	47,327
70*01*01	Economic Support	506,802	-	506,802	-	-	-	-	506,802
70*02*01	Land Drainage - Drains	(9,093)	-	(9,093)	-	-	-	-	(9,093)
70*02*02	Land Drainage - Pumps	(14,139)	-	(14,139)	-	-	-	-	(14,139)
70*02*03	Community Infrastruc. Support	-	-	-	-	-	-	-	-
80*04*03	Broadlands Property	(2,302)	-	(2,302)	-	-	-	-	(2,302)
80*04*04	Emerton Rd Property	(485,023)	-	(485,023)	(18,549)	-	7,495	(11,055)	(496,078)
80*04*05	Capamagian Drive Property	(1,331,116)	-	(1,331,116)	(165,618)	-	66,916	(98,701)	(1,429,818)
80*04*06	Turnbull Property	1,260,290	-	1,260,290	-	-	-	-	1,260,290
80*04*08	Strategic Property	(9,038,086)	-	(9,038,086)	(9,176,591)	-	-	(9,176,591)	(18,214,677)
80*04*09	Te Tumu	(842,900)	-	(842,900)	-	-	-	-	(842,900)
80*06*01	Treasury Operations	299,401	(299,401)	-	-	-	-	-	-
		(27,255,883)	(328,422)	(27,584,305)	(99,830,675)	81,717	2,606,528	(97,142,429)	(124,726,734)

Performance Report – 31 March 2019

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 2019 (with the exception of the Key Financial Issues Report dated 30 April 2019) and incorporates:

- Financial reports – **(Attachment A)**
 - Additional Levels of Service **(Attachment B)**
 - 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
**Group Manager Finance &
Technology Services**

Key Financial Issues for the Ten Months Ended 30 April 2019

1. Executive Summary

This report provides a high-level summary of the key financial statements for the ten months ended 30 April 2019 and brief explanations of significant variances from the year-to-date budget, highlighting any known issues.

2. Income

Total income for the ten months ended 30 April 2019 was \$109.41m. This was \$30.08m higher than the year-to-date budget of \$79.33m. This increase is predominantly due to the favourable variances coming from the timing of receipt of financial contributions (\$8.93m), Other Income (\$3.32m), Subsidies and Grants (\$1.40m) and Vested Assets (\$13.59m) compared to budget. Vested Assets is a non-cash item.

2.1 The major variances were:

- Financial contributions of \$16.25m are \$8.93m higher than year-to-date budget of \$7.32m. This is currently a 85% over-achievement on full year budget and 122% over-achievement on year-to-date budget. This favourable variance is still predominantly due to ongoing development seen in the Central ward, with higher income than budget experienced in Central water supply, Omokoroa wastewater, rural roading, Omokoroa roading structure plan, district reserves and facilities and district stormwater.
- Other income of \$4.58m being \$3.32m ahead of year-to-date budget of \$1.26m. This is primarily due to lump sum contributions received for Te Puna West (\$871k) & Ongare Point (\$441k) wastewater properties and water supply extensions on Woodland Road and Black Road (\$50k). Other favourable variances include rental income (\$178k), gain on sale of property disposal in Western Ave, Omokoroa (\$736k), Solid Waste income (\$49k) and forestry harvesting proceeds at TECT All Terrain Park (\$568k).
- Rate and Service Charge income of \$59.11m being \$2.47m ahead of year-to-date budget of \$56.64m. These income streams are reported together as Finance work to align internal reporting with the Annual Report. Higher water connection charges accounted for \$426k of the variance.
- Subsidies and grants income of \$9.22m being \$1.40m higher than year-to-date budget of \$7.82m due to the timing of transportation (\$1.35m) and waste management (\$226k) income. Offset in part by the TECT cell phone tower project not yet commencing, hence no year-to-date subsidy income (\$240k).
- Sundry income of \$537k is \$237k higher than year-to-date budget of \$300k. This is due to unbudgeted dividend income from Zespri (\$24k), Seeka (\$1k),

LGFA (\$97k) and Tauranga Energy Consumer Trust (TECT) (\$24k), along with higher petrol tax distribution (\$91k).

- User fee income of \$5.27m is \$67k lower than year-to-date budget of \$5.34m. This is on target but incurs unders and overs across a number of codes due to the timing of income. User fee income is another income stream Finance are looking to align with the Annual Report.
- Vested Assets of \$13.59m is higher than full year budget of \$2.24m. This is due to development of infrastructure vested to Council for water (\$3.01m), wastewater (\$3.41m) and stormwater (\$7.17m) across the district year-to-date.
- The table below provides a breakdown of the financial contributions received:

	YTD Budget 2019	YTD Actual 2019	\$ Variance to Budget	Variance to Budget
Water Supply - Western	246,450	315,570	69,120	28 %
Water Supply - Central	453,330	1,337,664	884,334	195 %
Water Supply - Eastern	302,450	632,207	329,757	109 %
Wastewater - Waihi Beach	117,910	442,654	324,744	275 %
Wastewater - Katikati	324,680	278,599	(46,081)	(14)%
Wastewater - Omokoroa	1,031,470	3,081,522	2,050,052	199 %
Wastewater - Te Puke	188,640	386,350	197,710	105 %
Wastewater - Maketu/Little Waihi	12,140	13,712	1,572	
Stormwater	950,150	1,696,319	746,169	79 %
Roading - Rural	463,780	1,085,724	621,944	134 %
Roading - Waihi Beach SP	7,680	49,462	41,782	544 %
Roading - Katikati SP	149,010	33,535	(115,475)	(77)%
Roading - Omokoroa SP	875,400	2,826,803	1,951,403	223 %
Roading - Te Puke SP	121,630	294,351	172,721	142 %
Roading - Strategic	143,000	289,928	146,928	103 %
District - Reserves & Facilities	1,775,240	3,176,499	1,401,259	79 %
Ecological	158,860	311,161	152,301	96 %
Total	7,321,820	16,252,059	8,930,239	122 %

3. Expenditure

- 3.1 Total expenditure of \$71.75m was \$379k higher than year-to-date budget of \$71.37m.
- 3.2 The major variances were;
- Additional Level of Service projects of \$2.99m were \$302k higher than year-to-date budget of \$2.69m. Movements by activity are included as per **(Attachment B)**.

- Operating costs of \$27.83m being \$1.34m higher than year-to-date budget of \$26.49m. This relates to timing of expenses and discounts compared to budget, including consultancy (\$345k), Weathertight Homes Riskpool claims (\$176k), maintenance (\$1.37m), pavement maintenance (\$249k), rating discounts (\$137k) and bad debt expenses (\$713k). These year-to-date overspends are offset in part by underspends across a number of expense types including electricity (\$316k), One Network Maintenance Contract (\$545k), personnel (\$122k), tabloid and communications (\$115k), sludge disposal (\$213k), plant/pest control (\$92k), statutory levies (\$185k) and valuation fees (\$63k) in the same period.
- Interest expense of \$5.82m being \$1.25m lower than year-to-date budget of \$7.08m. This is due to a combination of lower floating interest rates and the maturity of legacy interest rate swap contracts.
- Depreciation of \$17.62m being \$623k higher than year-to-date budget of \$16.99m.

4. Capital Expenditure

4.1 Total capital expenditure of \$24.72m was \$2.84m higher than year-to-date budget of \$21.88m. Movements by activity are included as per **(Attachment C)**.

4.2 The major variances were;

- Transportation expenditure of \$13.13m being \$2.91m higher than year-to-date budget of \$10.22m due to overspending on road safety projects (\$3.91m), cycling and walking projects (\$1.21m) and community roading projects (\$43k). This overspend is offset by underspending on the Omokoroa Structure Plan (\$692k), asset management e.g. improvements (\$1.55m).
- Eastern Water Supply expenditure of \$213k being \$1.09m lower than year-to-date budget of \$1.31m. This is predominantly due to timing of capital works relating to water treatment plant enhancements, bulk renewals and various road specific projects. Some projects have been highlighted as requiring a re-budget as part of the Annual Plan process.
- Corporate Services expenditure of \$4.45m being \$2.41m higher than year-to-date budget of \$2.04m. This is predominantly due to the unbudgeted land purchase of 452 Omokoroa Road (\$2.00m) and 24 Middlebrook Drive, Katikati (\$2.5m). Other projects with smaller year-to-date overspends due to timing include IT/GIS related capital (\$38k), vehicle purchases (\$45k) and corporate property work programs (\$167k). Offset in part by the transfer of cash receipts for sales of Special Housing Area land from disposals to work-in-progress (\$2.34m).
- Recreation & Leisure expenditure of \$1.03m being \$1.37m lower than year-to-date budget of \$2.39m. This is due to lower year-to-date spending on capital work programs in District Reserves (\$849k), Harbour Structures (\$368k) and TECT All Terrain Park (\$160k). Offset in part by unbudgeted spend on the Waihi Beach Top 10 Holiday Park land slip (\$12k).

**Western Bay of Plenty District Council
Draft Statement of Financial Performance
For the 10 months ended 30 April 2019**

	Year to Date				Full Year Revised Budget \$'000
	Actual \$'000	Budget \$'000	Variance Fav / (Unf) \$'000	Last Year Actual \$'000	
Costs					
Additional Levels of Service	2,994	2,692	(302)	1,778	3,817
Operating Costs	27,834	26,493	(1,341)	25,944	33,646
Personnel	17,485	18,120	635	15,536	21,482
Interest Exp - External	5,823	7,075	1,252	6,659	8,000
Depreciation	17,616	16,993	(623)	16,420	20,392
Total Costs	71,752	71,373	(379)	66,337	87,338
Income					
Financial Contributions	16,252	7,322	8,930	8,108	8,786
Interest Income - External	839	649	190	967	779
Other Income	4,584	1,261	3,323	32,808	1,896
Rate Income	48,512	49,573	(1,061)	42,512	59,504
Service Charges	10,597	7,069	3,528	11,700	8,483
Subsidies and Grants	9,223	7,820	1,403	8,793	9,514
Sundry Income	537	300	237	483	360
User Fees	5,269	5,335	(67)	4,942	6,402
Vested Assets	13,592	0	13,592	4,224	2,240
Total Revenue	109,405	79,329	30,077	114,537	97,963
Share of Associate surplus/(deficit)	0	0	0	0	0
Surplus (Deficit)	37,653	7,956	29,697	48,200	10,626

Western Bay of Plenty District Council
Statement of Financial Position
As at 30 April 2019

	Actual 30 April 2019 \$'000	Forecast June 2019 \$'000	June 2018 \$'000
EQUITY			
Accumulated Funds	887,661	814,328	849,971
Restricted Reserves	271	272	271
Council-created Reserves	30,391	26,597	30,434
Asset Revaluation Reserves	435,306	396,491	407,239
Total Equity	1,353,629	1,237,688	1,287,915
Assets			
Current Assets			
Cash and Bank	13,757	1,720	11,750
Short Term Deposits	21,075	-	14,983
Receivables and Prepayments	10,964	10,872	14,574
Property and Investments for Resale	-	-	445
Total Current Assets	45,796	12,592	41,752
Non-current Assets			
Financial Instruments	13,955	22,416	14,247
Other Non-current Assets	1,434,978	1,347,641	1,386,280
Interest in Associates	207	2,377	207
Total Non-current Assets	1,449,139	1,372,434	1,400,734
Total Assets	1,494,935	1,385,026	1,442,485
Liabilities			
Current Liabilities			
Payables and Accruals	20,035	14,295	17,580
Employee Entitlements	1,759	2,575	2,479
Current Portion Public Debt	-	-	25,000
Derivative Financial Instrument	463	9,655	465
Current Portion Provisions	313	313	313
Total current Liabilities	22,570	26,838	45,837
Non-current Liabilities			
Public Debt - Term Portion	110,000	120,000	100,000
Other Term Debt	8,735	150	8,412
Non-current Provisions	-	350	321
Total Non-current Liabilities	118,735	120,500	108,733
Total Liabilities	141,305	147,338	154,570
Net Assets	1,353,629	1,237,688	1,287,915


Western Bay of Plenty District Council
Capital Expenditure Summary
For the period ended 30 April 2019

Activity	Year Actual \$'000	Year Budget \$'000	Year Variance \$'000	Full Year Budget \$'000
Transportation	13,134	10,220	(2,914)	16,895
Solid Waste	0	0	0	0
Recreation & Leisure	1,027	2,392	1,365	5,065
Stormwater	2,211	1,737	(475)	5,042
Economic	0	383	383	460
Sustainable Development	0	0	0	0
	16,372	14,732	(1,641)	27,461
Western Water	461	373	(88)	1,020
Central Water	1,122	1,071	(51)	1,961
Eastern Water	213	1,307	1,094	1,822
Water Supply	1,796	2,752	955	4,803
Information Centres	530	318	(212)	390
Community Facilities	(618)	132	750	140
Communities	(84)	449	533	530
Waihi Beach Wastewater	366	174	(192)	450
Katikati Wastewater	220	186	(34)	732
Omokoroa Wastewater	414	319	(96)	339
Te Puke Wastewater	333	357	24	1,193
Maketu Wastewater	(8)	0	8	140
Ongare Wastewater	860	873	13	873
Wastewater	2,185	1,908	(276)	3,727
Information Services	913	875	(38)	1,087
Corporate Assets	3,011	689	(2,323)	1,998
Corporate Services	529	478	(51)	614
Corporate Services	4,453	2,042	(2,411)	3,699
Total Capital Expenditure	24,723	21,883	(2,840)	40,219


Western Bay of Plenty District Council
Cost of Service Summary
For the period ended 30 April 2019

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	12,337	3,677	8,660	1,029	7,632	1,279
Solid Waste	1,320	1,116	203	(204)	407	(512)
Natural Environment	684	702	(19)	(140)	121	(255)
Economic	270	724	(453)	(467)	13	(384)
Representation	365	2,316	(1,951)	(2,669)	718	(3,342)
Transportation	24,153	15,471	8,682	4,616	4,066	5,675
Recreation & Leisure	4,248	6,260	(2,012)	(3,541)	1,528	(3,908)
	43,376	30,266	13,110	(1,375)	14,485	(1,449)
Strategic Planning/Monitoring	0	1,056	(1,056)	(1,219)	163	(1,511)
Resource Management Planning	0	942	(942)	(894)	(48)	(1,131)
Infrastructure Planning	11	0	11	146	(136)	175
Sustainable Development	11	1,998	(1,987)	(1,967)	(20)	(2,466)
Western Water	5,195	3,322	1,873	403	1,470	505
Central Water	6,531	2,704	3,827	(83)	3,911	(291)
Eastern Water	4,395	4,399	(3)	(499)	495	(739)
Water Supply	16,121	10,424	5,697	(179)	5,876	(525)
Resource Consents	1,405	1,782	(377)	(426)	49	(562)
Building Services	2,653	3,796	(1,143)	(694)	(449)	(918)
Animal Services	639	862	(223)	(200)	(23)	(262)
Compliance & Monitoring	438	1,157	(719)	(774)	55	(946)
Regulatory	5,137	7,640	(2,503)	(2,073)	(430)	(2,640)
Information Centres	1,383	2,759	(1,377)	(1,353)	(24)	(1,523)
Community Development	73	1,651	(1,577)	(1,936)	358	(2,363)
Emergency Management	16	269	(253)	(452)	199	(563)
Community Facilities	722	1,570	(848)	(351)	(497)	(461)
Communities	2,194	6,249	(4,055)	(4,091)	37	(4,911)

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	2,873	2,546	327	(338)	665	(257)
Katikati Wastewater	2,276	1,511	764	690	74	769
Omokoroa Wastewater	7,947	3,779	4,168	(1,298)	5,466	(1,547)
Te Puke Wastewater	3,586	1,629	1,957	1,585	372	1,858
Maketu Wastewater	490	1,331	(842)	(804)	(37)	(992)
Ongare Wastewater	1,170	97	1,073	414	659	470
Wastewater	18,342	10,894	7,449	249	7,199	300
Human Resource Services	1	73	(72)	(95)	24	0
Financial Services	689	230	458	218	241	375
Information Services	56	650	(594)	(632)	39	(280)
Corporate Assets	965	1,904	(939)	(1,073)	134	(1,084)
Corporate Services	26	708	(682)	(1,076)	394	(747)
Corporate Services	1,738	3,566	(1,828)	(2,660)	832	(1,737)
Treasury Operations	831	(1,515)	2,345	(46)	2,391	(65)
Rates Appropriation	21,653	2,234	19,419	20,095	(675)	24,113
Rates and Treasury	22,484	719	21,765	20,049	1,716	24,048
Total	109,405	71,752	37,653	7,956	29,697	10,626


Ian Butler
Finance Manager

Approved:


Kumaren Perumal
Group Manager, Finance and
Technology Services

ADDITIONAL LEVELS OF SERVICE

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Annual Plan Full Year Revised Budget	Variance Explanation
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REPRESENTATION

236801 001	Representation Review - Triennially	40,995	-	40,995	-	
250401 001	Triennial Elections	-	162,000	(162,000)	202,500	
284801 001	Elected Members induction	-	104,000	(104,000)	130,000	
296101 001	Recruitment of CEO	-	60,000	(60,000)	75,000	
11 01 01 0090	Elected Members	40,995	326,000	(285,005)	407,500	
334902 001 0000	Katikati Museum Costs	(155)	-	(155)	-	
11 02 02 0090	Elected Members	(155)	-	(155)	-	

PLANNING FOR THE FUTURE

151105 001	Kaimai Reserves Management Plan	90	-	90	-	
151107 001	Reserve Management Plans / Concept Plan Reviews	8,565	8,333	232	10,000	
175602 001	LTCCP Development and Adoption	8,881	-	8,881	-	
175906 001	Freedom camping policy/bylaw	-	-	-	-	
175910 001	Policy Review & Development	960	8,333	(7,373)	10,000	
259505 001	Te Puna Community Development Plan	-	-	-	-	
287702 001	Solid Waste/WMMP Action Plan	43,056	41,667	1,389	50,000	
289102 001	Strategy Review - Economic	-	-	-	-	
293002 001	Bylaw Review & Development	14,670	8,333	6,337	10,000	
339201 001	s17A Review Pensioner Housing	-	25,000	(25,000)	30,000	
343601 001	Omokoroa Point Project Coordination	-	16,666	(16,666)	20,000	
346201 001	Te Ara Mua Implementation	20,000	16,666	3,334	20,000	
346301 001	Climate Change Action Plan	-	16,666	(16,666)	20,000	
151101 001	Reserve Management Planning	-	-	-	-	
151103 001	Reserve Management Plans - Katikati/Waihi Beach	261	16,666	(16,405)	20,000	
335701 001	Healthy Housing Forum	(202)	-	(202)	-	
160801 001	Funding Review	-	20,833	(20,833)	25,000	
296301 001	Monitoring Reports (CO & SOE)	-	41,667	(41,667)	50,000	
311401 001	COBOP Coordinator Cost Share	-	-	-	-	
13 01 01 0090	Strategic Planning Management	96,279	220,830	(124,551)	265,000	
317501 001	Omokoroa Central Area Master Plan	-	-	-	-	
252210 001	Monitoring Reports (CO & SOE)	449	-	449	-	
294208 001	Structure Plan Reviews	-	33,333	(33,333)	40,000	
346401 001	Natural Hazards Collaborative Planning	-	41,664	(41,664)	50,000	
252208 001	Smartgrowth Implementation - Coordination Share	84,828	83,333	1,495	100,000	
13 02 01 0090	Resource Management Planning	85,277	158,330	(73,053)	190,000	
324009 001	Strategic Roding - Operating Costs - Traffic Modelling etc.	15,514	-	15,514	-	
324013 001	Transport - Service relocation	500	5,000	(4,500)	135,000	
324014 001	Sub Regional Transport Centre	-	-	-	50,000	
30 02 14 0090	Strategic Roding	16,014	5,000	11,014	185,000	
279202 001	Property Purchases Roding	37,534	125,000	(87,466)	150,000	
305113 001	Community Event Traffic Management	-	-	-	-	
30 03 01 0090	Asset Management	37,534	125,000	(87,466)	150,000	
152301 001	Safety Administration Programme	55,000	50,000	5,000	50,000	
30 05 03 0090	Road Safety	55,000	50,000	5,000	50,000	

ADDITIONAL LEVELS OF SERVICE

Financial Year		Actual	Budget	Variance	Annual Plan	Variance Explanation
2018/19	For the 9 months ended March 2019	Year to Date	Year to Date	Year to Date (Under)/Over	Full Year Revised Budget	

WATER SUPPLY

243636 001	WSZ - Water demand management	(8,441)	-	(8,441)	25,000	
310601 001	Asset Validation - Western Water	10,900	8,330	2,570	10,000	
40 01 01 0090	Western Water	2,459	8,330	(5,871)	35,000	
243333 001	Central Supply Zone - Water Demand & Management	2,449	-	2,449	100,000	
310701 001	Asset Validation - Central Water	6,560	8,000	(1,440)	20,000	
40 01 02 0090	Central Water	9,009	8,000	1,009	120,000	
310801 001	Asset Validation - Eastern Water	16,761	10,000	6,761	20,000	
287117 001	ESZ - Water demand management	7,260	10,000	(2,740)	55,000	
40 01 03 0090	Eastern Water	24,021	20,000	4,021	75,000	

COMMUNITIES

148804 001	Tauranga Orchestra Grant	-	834	(834)	1,000	
148805 001	Katikati Open Air Art Grant (Murals)	1,043	6,667	(5,624)	8,000	
148809 001	Community Grants - Te Puke/Maketu	31,900	16,667	15,233	20,000	
148810 001	Community Grants - Waihi Beach/Katikati	24,600	16,667	7,933	20,000	
148811 001	Community Grants - Kaimai	8,000	16,667	(8,667)	20,000	
148812 001	Community Matching Fund - Accumulated Ecological Fund	-	-	-	-	
336101 001	Museum Facilities	70,000	58,333	11,667	70,000	
341002 001	Implementation of the Housing Needs Assessment	-	16,667	(16,667)	20,000	
345501 001	Welcoming Communities Contract	10,000	8,334	1,666	10,000	
345502 001	Migrant Support	7,609	12,500	(4,891)	15,000	
345503 001	Multi-Cultural Tauranga	10,000	8,334	1,666	10,000	
42 01 01 0090	Community Development & Grants	163,152	161,670	1,482	194,000	
331001 001	Supporting Iwi & Hapu Management	6,000	41,670	(35,670)	50,000	
334801 001	Marae Maintenance	8,748	41,670	(32,922)	50,000	
334802 001	Marae Toolkit	-	20,830	(20,830)	25,000	
323201 001	Papakaiinga Development	-	33,330	(33,330)	40,000	
323201 002	Fee Abatement	1,739	12,500	(10,761)	15,000	
42 01 02 0090	Cultural Development Support	16,487	150,000	(133,513)	180,000	
323103 001	Tsunami System Education programme	-	-	-	-	
156302 001	Lifeline Facilities Study	-	8,330	(8,330)	10,000	
42 02 01 0090	Emergency Management	-	8,330	(8,330)	10,000	
248801 002	Audio Visual - Hastie Grant - Operating Costs	5,798	-	5,798	-	
332302 002	Te Puke Library Build (Opex)	1,986	-	1,986	-	
42 03 04 0090	Service Centre & Library - Te Puke	7,784	-	7,784	-	
330902 001	APNK (Aotearoa Peoples Network Kaharoa) - Operating Costs	-	16,800	(16,800)	21,000	
42 03 07 0090	District Library Services	-	16,800	(16,800)	21,000	
264316 002	Katikati Cemetery Berms Opex	22,200	-	22,200	-	
264402 002	Te Puke Cemetery Berms Opex	4,955	-	4,955	-	
42 04 02 0090	Cemeteries	27,155	-	27,155	-	
280801 001	Katikati Hall Improvements	2,835	23,840	(21,005)	28,610	

ADDITIONAL LEVELS OF SERVICE

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Annual Plan Full Year Revised Budget	Variance Explanation
280803 001	Ohauti Hall Improvements	13,569	12,920	649	15,500	
280804 001	Omanawa Hall Improvements	2,770	12,500	(9,730)	15,000	
280805 001	Omokoroa Hall Improvements	-	1,920	(1,920)	2,300	
280825 001	Oropi Hall improvements	-	-	-	-	
280809 001	Paengaroa Hall Improvements	39,477	25,440	14,037	30,525	
280810 001	Pyes Pa Hall Improvements	1,808	3,790	(1,982)	4,550	
280811 001	Te Puke Hall Improvements	114,535	29,180	85,355	35,010	
280830 001	Te Puke Hall Improvements Loan	-	62,500	(62,500)	75,000	
280812 001	Te Puna Community Centre Hall Improvements	-	25,220	(25,220)	30,260	
280813 001	Te Puna War Memorial Hall Improvements	-	-	-	-	
280815 001	Community Hall - Waihi Beach	19,577	21,250	(1,673)	25,500	
280816 001	Kaimai Hall	2,230	4,330	(2,100)	5,200	
280819 001	Pukehina Beach Commercial Centre Improvements	2,323	3,750	(1,427)	4,500	
280820 001	Te Ranga Hall Improvements	2,642	4,900	(2,258)	5,880	
280822 001	Whakamaramara Hall Improvements	-	8,330	(8,330)	10,000	
280823 002	Te Puke Hall strengthening (opex)	515,045	-	515,045	-	
280829 001	TePuna Hall (Maramatanga Park) Major Refurbishment	-	-	-	1	
42 04 03 0090	Community Halls	716,811	239,870	476,941	287,836	

RESERVES & FACILITIES

213404 001	Asset Management plan	5,331	21,100	(15,769)	50,000	
44 01 01 0090	Reserves & Facilities Management	5,331	21,100	(15,769)	50,000	
253801 001	Maintenance - Scheduled (Excel)	-	-	-	-	
253801 002	Maintenance - Unscheduled	-	-	-	-	
244912 002	General Reserve Acquisition Opex	73,250	-	73,250	-	
244914 002	Tahataharoa Heritage Reserve Acquisition Opex	9,001	-	9,001	-	
260511 002	Dotterel Point Res - Capital Landscape development Opex	1,468	-	1,468	-	
265808 002	KK foreshore reserves walkway extension Opex	11,117	-	11,117	-	
294507 003	Omokoroa Sports Ground - Sports Pavillion - Comm Brd	40,800	-	40,800	-	
294508 002	Omokoroa Sports Ground - Community Funded Opex	6,300	-	6,300	-	
312501 002	District Signage - Opex	9,845	-	9,845	-	
322501 002	Maramarua Park, Pukehina Beach playground renewal and road frontage carpark. Opex	(3,846)	-	(3,846)	-	
225403 002	District Wide Reserves Minor Works Operational	8,895	-	8,895	-	
260101 002	Haiku Park Walkway Extension (Operating Costs)	-	-	-	-	
260106 002	Mill Block Access (Opex)	-	-	-	-	
260313 001	Kauri Point - Operations & Conservation Plan Manual	2,000	-	2,000	-	
294601 002	Omokoroa new urban areas walkway 12/13 - Comm Bd Funded	-	-	-	-	
294503 002	Omok Sports Grnd - Hardcourts opex	-	-	-	-	
336701 001	Opureora Marae Toilet - Service Delivery Contract	-	-	-	5,000	
320801 002	District Reserves Asset Renewals (operational)	-	-	-	-	
330701 002	Tauranga Harbour Esplanade Reserves Management Project (operational)	14,466	-	14,466	-	
330801 002	Panepane Point Reserve Development (operational)	4,529	-	4,529	-	
331201 002	Tauranga Harbour Margins Project (operational)	10,252	-	10,252	-	
312502 001	District Signage - Operating	125	8,000	(7,875)	10,000	
44 01 02 0090	District Reserves	188,202	8,000	180,202	15,000	
326105 001	Te Puke Aquatic Centre - Repairs & Maintenance	51,046	20,000	31,046	20,000	
163503 001	Te Puke Aquatic Centre Service Delivery Contract	104,643	77,452	27,191	100,000	
165401 001	Dave Hume Swimming Pool Service Delivery Contract	95,000	95,000	-	95,000	
324702 001	Dave Hume Pool - Feasibility Study	-	50,000	(50,000)	50,000	
44 01 04 0090	Swimming Pools	250,689	242,452	8,237	265,000	

ADDITIONAL LEVELS OF SERVICE

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Annual Plan Full Year Revised Budget	Variance Explanation
322003 001	Tauranga Harbour Recreation Strategy Harbour Forum	-	-	-	1,000	
322004 001	Tauranga Harbour Recreation Strategy Monitoring	-	-	-	5,000	
347501 002	Uretara Stream/Yeoman Walkway Erosion Protection Opex	3,750	-	3,750	-	
281505 002	Omokoroa Seawalls - Operational	618	-	618	-	
295203 002	Omokoroa Boat Ramp Construction Opex	53,393	-	53,393	-	
321101 002	Coastal Marine Structures Renewals - Operational	-	-	-	-	
328001 001	Omokoroa Geology - operational	-	-	-	-	
44 02 01 0090	Harbour Structures	57,761	-	57,761	6,000	
289835 001	TECT All Terrain Park - Plans & Assessments	5,667	14,000	(8,333)	20,000	
289828 002	TECT All Terrain Park - 5 Hectare Event Space Stg2 Opex	5,374	-	5,374	-	
289808 011	TATP - Public Infrastructure (Operational)	37,380	-	37,380	-	
289824 003	TATP - Forest Replantings (Opex)	24,795	-	24,795	-	
44 03 02 0090	TECT All Terrain Park	73,215	14,000	59,215	20,000	
REGULATORY						
336201 001	2016 Development Code Update	-	41,670	(41,670)	50,000	
50 05 02 0090	Regulatory Development Engineering	-	41,670	(41,670)	50,000	
WASTEWATER						
310902 001	Waihi Beach Asset Validation	-	-	-	6,000	
319502 001	Waihi Beach Infiltration Investigation	7,545	6,500	1,045	40,000	
336301 001	Waihi Beach WWTP Monitoring and Review	-	-	-	10,000	
310901 001	Asset Validation - Wastewater Waihi Beach	-	-	-	-	
60 01 01 0090	Waihi Beach Wastewater	7,545	6,500	1,045	56,000	
311002 001	Katikati Asset Validation	-	-	-	6,000	
323402 001	Katikati Infiltration Investigation	-	-	-	10,000	
60 01 02 0090	Katikati Wastewater	-	-	-	16,000	
338601 001	Omokoroa Asset Validation	-	-	-	6,000	
60 01 03 0090	Omokoroa Wastewater	-	-	-	6,000	
311102 001	Te Puke Asset Validation	-	-	-	6,000	
60 01 04 0090	Te Puke Wastewater	-	-	-	6,000	
331803 001	Ongare Point Wastewater System - Preliminary Costs	26,630	-	26,630	-	
331804 001	Ongare Point Wastewater System - Operational Costs	-	-	-	15,000	
60 01 06 0090	Ongare Wastewater	26,630	-	26,630	15,000	
318601 000	Waste Minimisation Funding Pool	98,917	97,000	1,917	130,000	
318601 001	Waste Minimisation Funding Pool	-	-	-	-	
318605 001	Alternative Recycling and Rubbish Collection	15,889	15,000	889	25,000	
318606 001	Envirohub	-	-	-	20,000	
319902 001	District Wide Trade Waste Implementation	7,803	21,500	(13,697)	50,000	
60 02 01 0090	District Solid Waste	122,609	133,500	(10,891)	225,000	
STORMWATER						
311302 001	Stormwater Asset Validation	-	41,660	(41,660)	100,000	
61 01 01 0090	Stormwater Network - Growth Communities	-	41,660	(41,660)	100,000	

ADDITIONAL LEVELS OF SERVICE

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Annual Plan Full Year Revised Budget	Variance Explanation
345902 001	Waihi Beach Shoreline Protection Options Assessment	25,323	37,500	(12,177)	75,000	
61 01 02 0090	Waihi Beach Coastal Protection	25,323	37,500	(12,177)	75,000	
332630 001	Pukehina Stormwater Contribution to Waihi Drainage Society	-	-	-	5,000	
61 02 01 0090	Small Communities	-	-	-	5,000	
NATURAL ENVIRONMENT						
244606 001	Coastcare Materials	1,455	7,455	(6,000)	15,000	
64 01 06 0090	Coastcare	1,455	7,455	(6,000)	15,000	
305302 001	Waihi Land Drainage Society - Canal Investigation	-	-	-	-	
64 01 07 0090	Waihi District Drainage-Drains	-	-	-	-	
ECONOMIC						
311601 001	Event Support	2,900	-	2,900	-	
70 01 01 0090	Economic Support	2,900	-	2,900	-	
336501 001	Waihi Beach Promotion Service Delivery Contract	51,000	51,000	-	51,000	
299301 001	Te Puke Promotion Service Delivery Contract	70,855	70,875	(20)	70,875	
299302 001	Te Puke Promotion Service Delivery Contract - Civic	32,486	32,486	-	32,486	
299401 001	Town Centre Promotion Katikati	96,481	77,432	19,049	77,432	
70 01 03 0090	Town Centre Promotion	250,822	231,793	19,029	231,793	
327901 001	Business Process Review - Online Services	6,891	-	6,891	-	
340401 001	Business Process Review - Resource Consents	52,740	62,500	(9,760)	75,000	
341201 001	Reporting and Analysis project	31,475	62,500	(31,025)	75,000	
341501 002	Digital Enablement Plan Project	-	-	-	-	
80 03 01 0090	Information Technology	91,106	125,000	(33,894)	150,000	
SUPPORT SERVICES						
318701 002	Property Files Back Scanning 2	11,408	41,670	(30,262)	50,000	
341101 001	Digitising Permanent Archive Records	273,062	100,000	173,062	120,000	
318701 001	Property Files Back Scanning	-	-	-	-	
80 03 03 0090	Information Services	284,470	141,670	142,800	170,000	
338001 001 0000	Katikati Museum Costs - Operational Costs	19,104	-	19,104	-	
80 04 08 0090	Strategic Property	19,104	-	19,104	-	
348101 001	BC Accom Study - Unispace	115,672	-	115,672	-	
348101 002	BC Accom Study - Wingate	73,125	-	73,125	-	
348101 003	BC Accom Study - T&T	47,454	-	47,454	-	
348101 004	BC Accom Study - BCD	13,500	-	13,500	-	
348101 007	BC Accom Study - WT Partnership	12,958	-	12,958	-	
80 05 01 0090	Chief Executive Officer	262,710	-	262,710	-	
312301 001	Business & Process Improvement	5,036	16,670	(11,634)	20,000	
80 05 02 0090	Corporate & Planning Services - Management	5,036	16,670	(11,634)	20,000	
312202 001	Business & Process Improvement	-	16,670	(16,670)	20,000	
80 05 03 0090	Engineering Services - Group Manager	-	16,670	(16,670)	20,000	

ADDITIONAL LEVELS OF SERVICE

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under)/Over	Annual Plan Full Year Revised Budget	Variance Explanation
312102 001	Business & Process Improvement	8,346	16,670	(8,324)	20,000	
339101 001	Customer Experience	999	50,000	(49,002)	60,000	
80 05 06 0090	Customer Services - Management	9,345	66,670	(57,325)	80,000	
333301 001	Business Excellence Initiatives	7,750	7,750	-	10,000	
346101 001	Project Management Approach	-	16,670	(16,670)	20,000	
80 05 19 0090	Corporate Development	7,750	24,420	(16,670)	30,000	
312401 001	Business & Process Improvement - Policy & Planning	-	-	-	-	
312402 001	Business & Process Improvement - Policy & Planning	3,849	16,670	(12,821)	20,000	
80 05 20 0090	Policy Planning Regulatory - Management	3,849	16,670	(12,821)	20,000	
TOTAL ADDITIONAL LEVELS OF SERVICE		2,993,675	2,691,560	302,115	3,817,129	

CAPITAL PROJECTS

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
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TRANSPORTATION

175602 002	LTCCP Development and Adoption (Capex)	-	-	-	-	
13 01 01 8901	Strategic Planning Management	-	-	-	-	
304801 001	Oropi Road	-	-	-	-	
30 02 01 8901	Loc Connections - District	-	-	-	-	
283202 001	Rural Community Rooding	-	-	-	223,866	
30 02 02 8901	Local Connections - Rural	-	-	-	223,866	
282705 001	Waihi Beach Esplanade Regrade car park	-	-	-	-	
282702 001	Waihi Beach roading projects	70,000	35,000	35,000	141,782	
30 02 03 8901	Community Rooding - Waihi Beach	70,000	35,000	35,000	141,782	
282802 001	Katikati Rooding Projects	25,301	25,000	301	158,945	
30 02 04 8901	Community Rooding - Katikati	25,301	25,000	301	158,945	
282902 001	Omokoroa Rooding Projects	10,000	25,000	(15,000)	94,770	
30 02 05 8901	Community Rooding - Omokoroa	10,000	25,000	(15,000)	94,770	
283002 001	Te Puke roading projects	22,942	-	22,942	283,564	
30 02 06 8901	Community Rooding - Te Puke	22,942	-	22,942	283,564	
283102 001	Maketu Community Rooding	-	-	-	39,426	
30 02 07 8901	Community Rooding - Maketu	-	-	-	39,426	
302801 001	Waihi Beach Rooding Structure Plan	-	-	-	-	
30 02 08 8901	Structure Plans - Waihi Beach	-	-	-	-	
302901 001	Katikati roading SP - Urban	14,657	20,000	(5,343)	64,680	
302902 001	Katikati Rooding SP - Rates	-	-	-	64,860	
30 02 09 8901	Structure Plans - Katikati	14,657	20,000	(5,343)	129,540	
303003 282	Omokoroa Rooding SP - Rural	2,705,807	529,830	2,175,977	635,800	
303004 001	Omokoroa Rooding Structure Plan - Strategic	15,576	1,315,880	(1,300,304)	1,579,050	
303005 001	Omokoroa Rooding Structure Plan - Rates	20,756	493,630	(472,874)	592,350	
303006 001	Omokoroa Structure Plan Review	6,933	-	6,933	-	
303008 001	Omokoroa Rooding Structure Plan - Current Account	270	-	270	-	
303009 001	Omokoroa Rooding SP - Catchment - Cycle and Walkways	32,918	166,670	(133,752)	200,000	
303001 001	Omokoroa Rooding Structure Plan - Catchment	(125,511)	1,022,330	(1,147,841)	1,226,800	
303001 010	Western to Tralee Urbanisation	24,453	-	24,453	-	
303010 001	Omokoroa Rooding SP - Southern Industrial Area	77,229	100,000	(22,771)	2,500,000	
303011 001	Omokoroa Road Urbanisation - Western Ave to Tralee	178,403	-	178,403	-	
30 02 10 8901	Structure Plans - Omokoroa	2,936,832	3,628,340	(691,508)	6,734,000	
303101 001	Te Puke Rooding SP	-	-	-	264,576	
30 02 12 8901	Structure Plans - Te Puke	-	-	-	264,576	
309101 001	Eastern Arterial Road 2013-16	(0)	-	(0)	-	
30 02 13 8901	Regional Connections	(0)	-	(0)	-	
324004 001	Strategic Rooding - Ranguru Industrial Rooding	-	-	-	-	
30 02 14 8901	Strategic Rooding	-	-	-	-	
283423 001	Pavement Surfacing - Reseals (PBC)	899,120	1,419,380	(520,260)	1,703,258	
283426 001	Pavement Unsealed Strength (PBC)	981,575	485,410	496,165	582,496	
283429 001	Pavement Rehabilitation (PBC)	240,761	876,660	(635,899)	1,051,986	
283430 001	Drainage Improvements (PBC)	-	-	-	-	
283432 001	Drainage Improvements (PBC)	91,503	24,460	67,043	29,355	
283435 001	Ancillary Improvements (PBC)	-	11,800	(11,800)	14,165	
283438 001	Rural Road Improvements	19,215	478,620	(459,405)	574,343	
283441 001	Pavement Seal Widening (PBC) - @ 3km pa	6,938	833,330	(826,392)	1,000,000	

CAPITAL PROJECTS

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
283499 001	BOP West Renewals Contra	1,184,874	-	1,184,874	-	
283408 002	Seal Extension	5,313	857,140	(851,827)	1,028,571	
279202 002	Property Purchases Roothing	3,660	-	3,660	-	
342601 001	LED Lighting Conversion	-	-	-	1,040,000	
30 03 01 8901	Asset Management	3,432,959	4,986,800	(1,553,841)	7,024,174	
210411 001	Minor Safety Projects - 2016 New Zealand Transport Authority (NZTA) subsidy	262,797	-	262,797	-	
210412 001	Minor Safety Projects - 2017 NZTA subsidy	-	-	-	-	
210413 001	Minor Safety Projects	-	833,330	(833,330)	1,000,000	
210414 001	Minor Improvements 2 - 2018 to 2025 (NZTA Subsidy 51% RR 49%)	-	333,330	(333,330)	400,000	
210415 002	Minor Imps - Katikati Community Board	14,193	-	14,193	-	
210415 003	Minor Imps - Omokoroa Community Board	21,392	-	21,392	-	
210407 001	Minor Safety Projects	4,778,617	-	4,778,617	-	
304604 001	Level crossing warning device	-	-	-	-	
30 05 03 8901	Road Safety	5,077,000	1,166,660	3,910,340	1,400,000	
307601 001	Walking & Cycling - Rural	206,003	266,670	(60,667)	320,000	
337701 001	Tauranga Moana Coastal Cycle Trail - Waihi to Waihi Beach	101,948	-	101,948	-	
337701 002	Omokoroa to Tauranga - Tauranga Moana Coastal Cycle Trail	-	-	-	-	
337702 001	Sections 1-4 Omokoroa Foreshore	42,972	-	42,972	-	
337702 002	Sections 5 ECMT railway bridge harbour crossing	(124,374)	-	(124,374)	-	
337702 003	Sections 6-7	130,735	-	130,735	-	
337702 004	Sections 8-9 Plummer Road to Kiwirail Bridge	19,914	-	19,914	-	
337702 005	Section 10 ECMT railway bridge harbour crossing	590,375	-	590,375	-	
337702 006	Sections 11-15	118,057	-	118,057	-	
337702 007	Sections 16-19 Lochhead Road to ECMT Railway	123,063	-	123,063	-	
337702 008	Sections 20-23	142,165	-	142,165	-	
337702 009	Section 24 Wairoa Bridge river crossing	101,608	-	101,608	-	
337702 010	Preliminary / Contract Administration	(50,534)	-	(50,534)	-	
337703 001	Tauranga Moana Coastal Cycle Trail - Cycleway Tauranga Eastern Link	(56,854)	-	(56,854)	-	
337703 003	TMCCT - Cycleway TEL3	8,564	-	8,564	-	
337703 004	TMCCT - Paengaroa Road - Rotoiti	180,087	-	180,087	-	
307601 002	Urban footpath Development	10,508	25,000	(14,492)	30,000	
307604 001	District Walking - Off-road	-	41,670	(41,670)	50,000	
30 05 04 8901	Cycling & Walking	1,544,234	333,340	1,210,894	400,000	
WATER SUPPLY						
243624 001	Western Supply Zone Bulk Flow Meters	(13,302)	-	(13,302)	160,000	
287203 001	Reservoir upgrades Lockington Rd or Waihi Bch	3,220	-	3,220	50,000	
337201 001	Western Supply Zone Water Modelling Calibration	-	-	-	20,000	
336901 001	Western Supply Zone- Wharawhara Road WTP Generator	-	-	-	-	
318201 001	District Wide Water Metering Project	78,155	41,670	36,485	50,000	
340801 001	Western Supply Zone Reservoirs, Pumps & Controls renewals	71,251	50,000	21,251	110,000	
243619 001	Western Water Reticulation Improvements	246,299	106,720	139,579	216,600	
243619 006	Western Water Supply Zone - Bridge & Stream Crossing Renewals - FMECA	22,188	25,000	(2,812)	193,000	
243619 007	Western Water Supply Zone - Water Treatment Plant Upgrades & Improvements	-	35,000	(35,000)	35,000	
243619 009	Western Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	870	-	870	70,000	
243619 018	WSZ - Water - Retic Analytical Monitoring	-	55,000	(55,000)	55,000	
243619 020	WSZ - Water - District Wide Site Fencing	-	60,000	(60,000)	60,000	
243619 022	WSZ - Water - Western Water Reticulation General	52,446	-	52,446	-	
40 01 01 8901	Western Water	461,127	373,390	87,737	1,019,600	
243307 001	Omokoroa Supply	(630,000)	-	(630,000)	-	
243320 001	Central Supply Zone - Additional Bore	25,486	-	25,486	850,000	
243335 001	CSZ Construct Additional Reservoir	4,000	-	4,000	30,000	
243210 001	Omokoroa Stage 2 Water Reticulation	799,483	221,000	578,483	221,000	
340601 001	Central Supply Zone Water Modelling Calibration	(388)	-	(388)	10,000	

CAPITAL PROJECTS

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
243310 001	Reticulation Improvements	885,742	260,001	625,741	260,001	
243310 006	Central Water Supply Zone - Bridge & Stream Crossing Renewals - FMEC,	(74,544)	-	(74,544)	-	
243310 007	Central Water Supply Zone - Water Treatment Plant Upgrades & Improvements	-	12,766	(12,766)	12,766	
243310 009	Central Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	-	20,000	(20,000)	20,000	
243310 010	CSZ - Water - Myrtle Ave / Walnut Grove	-	65,000	(65,000)	65,000	
243310 012	CSZ - Water - Vivian Dr	-	120,000	(120,000)	120,000	
243310 013	Central Supply Zone Source and Storage Improvements	76,246	162,000	(85,754)	162,000	
243310 014	CSZ - Water - Crawford Rd	-	65,000	(65,000)	65,000	
243310 015	CSZ - Water - Youngson Road WTP - Chemical containment	-	60,000	(60,000)	60,000	
243310 018	CSZ - Water - Retic Analytical Monitoring	-	55,000	(55,000)	55,000	
243310 020	CSZ - Water - District Wide Site Fencing	-	30,000	(30,000)	30,000	
243310 022	CSZ - Water - Central Water Reticulation General	36,024	-	36,024	-	
40 01 02 8901	Central Water	1,122,049	1,070,767	51,282	1,960,767	
243027 001	Eastern Water Showground Road Water Supply	(8,718)	-	(8,718)	-	
287112 001	Pongakawa Water Treatment Plant Enhancement / Stage 2	(92,598)	-	(92,598)	250,000	
287112 002	Pongakawa WTP ESZ8 Pump Replacement	-	-	-	-	
287113 001	ESZ Bulk Flow Meters	14,490	16,000	(1,510)	100,000	
287118 001	Te Puke Infrastructure areas 3 + 4	(1)	-	(1)	161,000	
323801 001	District Wide Water Metering - Eastern Supply Zone	-	-	-	-	
340701 001	Eastern Supply Zone Water Modelling Calibration	(2,600)	-	(2,600)	20,000	
243002 001	Eastern Water Reticulation Improvements	238,418	170,000	68,418	170,000	
243002 006	Eastern Water Supply - Boost Lift & Pump Replacements	(39,211)	15,000	(54,211)	15,000	
243002 007	Eastern Water Supply Zone - Water Treatment Plant Upgrades & Improvements	84,255	135,000	(50,745)	135,000	
243002 008	Eastern Water Supply Zone - Resource Consents	-	-	-	-	
243002 009	Eastern Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	-	67,980	(67,980)	67,980	
243002 010	Eastern Water Supply Zone - Raymond Dam Purge Valve	-	-	-	-	
243002 012	Bush Supply improvements	-	-	-	-	
243002 013	Eastern Supply Zone Source and Storage Improvements	-	-	-	-	
243002 014	ESZ - Water - Station Rd	-	25,420	(25,420)	25,420	
243002 015	ESZ - Water - No3 Road & Bayliss Road	-	160,000	(160,000)	160,000	
243002 016	ESZ - Water - Edgehill Place	-	86,450	(86,450)	86,450	
243002 017	ESZ - Water - SH2 Bulk Renewal Rangiuuru to Kaituna Br	-	395,000	(395,000)	395,000	
243002 018	ESZ - Water - Retic Analytical Monitoring	-	55,000	(55,000)	55,000	
243002 019	ESZ - Water - Pongakawa / Muttons Underground Chemical Containment	-	90,000	(90,000)	90,000	
243002 020	ESZ - District Wide Fencing	-	80,000	(80,000)	80,000	
243002 021	ESZ - Bridge and Stream Crossings	-	11,500	(11,500)	11,500	
243002 022	ESZ - Eastern Water Reticulation General	19,277	-	19,277	-	
40 01 03 8901	Eastern Water	213,313	1,307,350	(1,094,037)	1,822,350	
COMMUNITIES						
279301 001	CDEM Capital Equipment	4,634	-	4,634	-	
42 02 01 8901	Emergency Management	4,634	-	4,634	-	
318401 001	Revitalisation - Reception Area Barks Corner	-	-	-	-	
42 03 01 8901	Service Centre - Barks Corner	-	-	-	-	
332201 001	Katikati Library Building	292,476	-	292,476	-	
332201 002	Katikati Library Build - RCP	2,328	-	2,328	-	
332201 003	Katikati Library Build - Cove Kinloch	-	-	-	-	
332201 004	Katikati Library Build - Opus	(6,456)	-	(6,456)	-	
332201 008	Katikati Library Build - Crowther & Co	12,000	-	12,000	-	
332201 009	Katikati Library Build - Guild & Spence	(12,683)	-	(12,683)	-	
42 03 03 8901	Service Centre & Library - Katikati	287,665	-	287,665	-	
248801 001	Audio Visual - Hastie Grant	-	9,600	(9,600)	12,000	
42 03 04 8901	Service Centre & Library - Te Puke	-	9,600	(9,600)	12,000	

CAPITAL PROJECTS

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
282105 001	District Library Book Purchases New	-	39,184	(39,184)	48,984	
307202 001	District Library - Self Issue Stations	19,756	-	19,756	-	
318501 001	Radio Frequency Identification Technology for the District Libraries	-	24,000	(24,000)	30,000	
282103 001	District Library Book Purchases - Renewals	222,491	244,801	(22,310)	298,877	
282103 002	Katikati Library (Books & Audio Visual)	-	-	-	-	
42 03 07 8901	District Library Services	242,247	307,985	(65,738)	377,861	
280001 001	Pensioner Housing Capital Requirements	-	41,670	(41,670)	50,000	
42 04 01 8901	Pensioner Housing	-	41,670	(41,670)	50,000	
264316 001	Katikati Cemetery Berms	(14,050)	40,000	(54,050)	40,000	
299502 001	Oropi Cemetery Berms & Roadway	-	-	-	-	
299602 001	Maketu Cemetery Berms & Rock Wall	-	50,000	(50,000)	50,000	
264402 001	Te Puke Cemetery Berms	(4,955)	-	(4,955)	-	
42 04 02 8901	Cemeteries	(19,005)	90,000	(109,005)	90,000	
280823 001	Te Puke Hall strengthening	(599,063)	-	(599,063)	-	- The costs for this job were accumulated in 2018 and were transferred to an operational job in 2019, as we do not own the Hall and therefore cannot capitalise it. This balance reflects the transfer out of the job.
42 04 03 8901	Community Halls	(599,063)	-	(599,063)	-	

RESERVES & FACILITIES

213405 001	Infrastructure Services Asset Management System Upgrade	-	-	-	-	
44 01 01 8901	Reserves & Facilities Management	-	-	-	-	
164906 001	Waihi Beach Dam Car Park and Toilet	37,000	100,000	(63,000)	200,000	
166008 001	Centennial Park sports fields renovation and drainage	-	-	-	50,000	
212914 001	Moore Park Katikati - Council Funded	85,178	500,597	(415,419)	662,078	
217403 001	Ohineangaanga Stream Esplanade	3,985	10,000	(6,015)	30,000	
217805 001	Picnic tables, seating, signage and viewing platfo	-	100,000	(100,000)	150,000	
225403 001	District Wide Reserves Minor Works	31,290	12,500	18,790	25,000	
244004 001	Playground upgrade and walkway	-	80,000	(80,000)	80,000	
244912 001	General Reserve Acquisition	1,296	73,250	(71,954)	200,000	
244914 001	Tahataharoa Heritage Reserve Acquisition	-	-	-	200,000	
244915 001	Tahataharoa Heritage Reserve Acquisition	-	-	-	1	
245601 001	Spence Ave - General Development	-	5,000	(5,000)	10,000	
245807 001	Broadlands Block - Community Pitch & Putt	-	-	-	-	
246005 004	Pohutakawa Park - Parking Construction	-	-	-	80,000	
246005 007	Pohutakawa Park - Toilet New With Art	-	-	-	80,000	
260101 001	Haiku Park walkway extension	1,250	-	1,250	-	
260315 001	Kauri Point - Atea development	-	-	-	137,300	
260316 001	Kauri Point - North Beach development	-	-	-	36,000	
260702 001	Athenree Foreshore Rsve landsc & minor capital	-	20,000	(20,000)	20,000	
260720 001	Landscaping	-	10,000	(10,000)	10,000	
260721 001	Seating bollards etc	-	10,000	(10,000)	10,000	
260722 001	New Walkway	9,804	17,000	(7,196)	17,000	
260725 001	Capital Development	-	14,000	(14,000)	14,000	
246506 001	Toilet & Capital Development	9,188	-	9,188	-	
260511 001	Dotterel Point Reserve - Capital Landscape Development	-	-	-	-	
260520 001	Otamarakau / Rogers Rd - Specimen Trees	-	-	-	-	
265808 001	KK foreshore reserves walkway extension	49,285	72,458	(23,174)	100,000	
265833 001	Capital Landscape Development	-	-	-	-	
281002 001	Toilet & Extend Boat Ramp	137,852	137,598	254	134,288	
294503 001	Omokoroa Sports Ground - Hardcourts	(1,498)	-	(1,498)	-	
294507 001	Omokoroa Sports Ground - Council Funded	274,931	-	274,931	-	
294507 002	Omokoroa Sports Ground - Sports Pavillion Comm Brd	(64,280)	-	(64,280)	-	
294508 001	Omokoroa Sports Ground - Community Funded	(6,300)	-	(6,300)	-	
294701 001	Pond 02 SHA	-	-	-	200,000	

CAPITAL PROJECTS

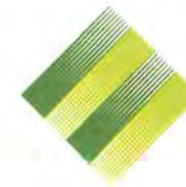
Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
294509 001	Omokoroa Sports Ground - Skate Facility	-	-	-	-	
294601 001	Omokoroa new urban areas walkway 12/13	-	-	-	-	
294801 001	Te Puna Station Rd Harbour Access 12/13	156,969	90,000	66,969	90,000	
294802 001	Car park	30,000	30,000	-	30,000	
295101 001	Skate park - Jubilee Park (Previously Hayward Reserve)	11,944	-	11,944	-	
295308 001	Park Road - capital development	764	-	764	-	
312501 001	District Signage - Capital	4,212	20,000	(15,788)	20,000	
320801 001	District Reserves Assets Renewals	29,012	185,000	(155,988)	370,000	
322102 001	Wilson Park	-	-	-	-	
322501 001	Maramarua Park, Pukehina Beach playground renewal and road frontage c	3,846	-	3,846	-	
330701 001	Tauranga Harbour Esplanade Reserves Management Project	95	2,702	(2,607)	25,000	
330801 001	Panepane Point Reserve Development	46,387	30,000	16,387	30,000	
331201 001	Tauranga Harbour Margins Project	4,618	13,215	(8,597)	25,000	
345301 001	Cycleways & Walkways - increased funding	-	-	-	100,000	
348201 001	Waihi Beach Kiwicamp	(34,806)	-	(34,806)	-	
348202 001	Compacting Bins	50,673	-	50,673	-	
348401 001	Kauri Point Reserve Road Slip	3,770	-	3,770	-	
342001 001	District Reserves Erosion Protection Works	37,477	200,000	(162,523)	200,000	
265803 001	Gilfillan Dr & accessway walkway new high .5km	-	30,000	(30,000)	30,000	
44 01 02 8901	District Reserves	913,939	1,763,320	(849,381)	3,365,667	
343802 001	Waihi Beach Top 10 Holiday Park Land Slip	12,081	-	12,081	-	
44 01 03 8901	Motor Camps	12,081	-	12,081	-	
326103 001	Te Puke Aquatic Centre - Capital	-	-	-	40,000	
44 01 04 8901	Swimming Pools	-	-	-	40,000	
281505 001	Omokoroa Seawalls	110,025	-	110,025	-	
281507 001	Omokoroa Horizontal Board Drains	-	25,000	(25,000)	50,000	
281509 001	One Mile Creek - Bank Protection	(9,752)	25,000	(34,752)	25,000	
295203 001	Omokoroa Boat Ramp Construction	(27,662)	92,432	(120,094)	100,000	
321101 001	Coastal Marine Structures Renewals	2,924	303,024	(300,100)	638,000	
321501 001	Katikati Foreshore Reserves	2,053	-	2,053	-	
347501 001	Uretara Stream/Yeoman Walkway Erosion Protection	-	-	-	75,000	
44 02 01 8901	Harbour Structures	77,589	445,456	(367,867)	888,000	
289823 001	TECT All Terrain Park - Subhub & Park Signage	3,162	20,000	(16,838)	20,000	
289824 001	TECT All Terrain Park - Plantings	(24,795)	-	(24,795)	-	
289828 001	TECT All Terrain Park - 5 Hectare Event Space Stg2	16,244	72,500	(56,256)	75,000	
289840 001	TECT All Terrain Park - Asset Renewals	48,698	30,527	18,171	76,059	
289841 001	TECT All Terrain Park - Cell Phone Tower	-	-	-	250,000	
289848 001	TECT All Terrain Park - Cell Phone Tower - (100% Subsidy)	-	-	-	250,000	
289808 001	TECT All Terrain Park Grants Infrastructure - Trails	6,475	60,000	(53,525)	100,000	
289838 001	TECT All Terrain Park - Misc Capital Works	-	-	-	-	
289849 001	TECT Capital Recovery from TCC	(26,484)	-	(26,484)	-	
44 03 02 8901	TECT All Terrain Park	23,300	183,027	(159,727)	771,059	
WASTEWATER						
168603 001	Waihi Beach Wastewater Treatment Plant Renewals	97,099	154,000	(56,901)	280,000	
340501 001	Wastewater Modelling	10,534	-	10,534	20,000	
226001 001	Pump Station Renewals	80,589	20,000	60,589	150,000	
226025 001	Waihi Beach Treatment Plant upgrade additional seration capacity	177,701	-	177,701	-	
60 01 01 8901	Waihi Beach Wastewater	365,924	174,000	191,924	450,000	
225723 001	Wastewater Pump Station Renewals	-	30,000	(30,000)	87,000	
225724 225	Wastewater Treatment Plant Renewals	27,450	55,650	(28,200)	400,000	
225742 001	Katikati Pump Station Additional Storage	-	-	-	-	
225727 727	Katikati Wastewater Treatment Plant renewals of resource consent	192,199	100,000	92,199	100,000	
225743 001	Katikati Wastewater Infrastructure rehabilitation	-	-	-	50,000	
344201 001	Katikati Wastewater Treatment Plant - Trailer Mounted Diesel Pump	-	-	-	95,000	
225741 001	Katikati Treatment plant, wetland upgrade	-	-	-	-	
60 01 02 8901	Katikati Wastewater	219,649	185,650	33,999	732,000	

CAPITAL PROJECTS

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
229815 001	Omokoroa Wastewater Pumpstation Renewals	75,906	66,000	9,906	66,000	
229815 002	Omokoroa Wastewater Renewals General	578	-	578	-	
317301 001	Omokoroa Structure Plan Utilities Wastewater	135,801	-	135,801	-	
331701 001	Te Puna West Wastewater System	3,062	52,500	(49,438)	52,500	
336601 001	Omokoroa Manhole Repair	198,831	200,000	(1,169)	200,000	
343901 001	Omokoroa Infiltration Rehabilitation	-	-	-	20,000	
60 01 03 8901	Omokoroa Wastewater	414,177	318,500	95,677	338,500	
220102 001	Te Puke WWTP Fixed Generator	12,798	-	12,798	-	
220102 002	Te Puke WWTP Water Recycle	-	-	-	80,000	
220102 003	Te Puke WWTP Bubble Diffuser	-	-	-	40,000	
220104 001	Te Puke WWTP Micro Screen	303,089	305,000	(1,911)	588,136	
225615 001	Wastewater Pump Station Renewals	7,080	10,000	(2,920)	72,000	
225619 001	Wastewater Treatment Plant Renewals	(77,265)	42,030	(119,295)	81,000	
225620 620	Te Puke Wastewater Treatment Plant Renewals of Resource Consent	78,506	-	78,506	235,000	
225629 001	Te Puke Wastewater 2010 Loan Balance	8,568	-	8,568	-	
225632 001	Wastewater Treatment plant upgrade	-	-	-	41,864	
225633 001	Te Puke Wastewater Pipe Renewls	-	-	-	55,000	
60 01 04 8901	Te Puke Wastewater	332,775	357,030	(24,255)	1,193,000	
295805 001	Maketu/Little Waihi Supply of Grinder pumps - Eone	-	-	-	-	
335001 001	Maketu Wastewater Treatment Plant Operations Improvements	(8,126)	-	(8,126)	140,000	
335003 001	Maketu Wastewater Pump Stations Improvements	-	-	-	-	
60 01 05 8901	Maketu Wastewater	(8,126)	-	(8,126)	140,000	
331801 001	Ongare Point wastewater system	860,141	873,060	(12,919)	873,060	
60 01 06 8901	Ongare Wastewater	860,141	873,060	(12,919)	873,060	
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	(15,684)	-	(15,684)	22,000	
226332 001	Stormwater Pump Station Renewals	(22,123)	24,000	(46,123)	48,000	
226347 001	Otto Rd - Drainage System	-	-	-	-	
226350 001	One Mile Creek - repair outlet gabions	-	-	-	-	
226352 000	Waihi Beach 2 Mile Creek East Bank	(535)	-	(535)	-	
226353 000	Waihi Beach 2 Mile Creek West Bank	10,792	5,000	5,792	1,140,000	
226524 001	Omokoroa Stormwater Renewals	-	-	-	-	
226626 001	Upgrades Bayley Pl Clydesburn Ave Washer Pl	-	-	-	-	
226354 000	Upgrades Adela Stewart Dr Roretana Dr	(9,951)	-	(9,951)	-	
226361 000	Upgrades Adela Stewart Dr Roretana Dr	31,962	10,000	21,962	100,000	
226525 001	Omokoroa Stormwater Upgrades, Omokoroa Road(OM7)	6,296	-	6,296	400,000	
226656 001	Te Puke Stormwater network upgrades Queen Street	2,720	150,000	(147,280)	300,000	
226635 001	Upgrades Noel Bowyer Park Fairview Pl Brown T	-	-	-	-	
226654 001	Te Puke Stormwater Upgrades Beatty Ave	-	-	-	-	
317201 001	Omokoroa SP Utilities Stormwater	2,027,298	1,447,500	579,798	2,000,000	
317202 001	Omokoroa SP - Omokoroa Pond, Dam and Ancillary works P02 for SHA	62,608	-	62,608	-	
319601 001	Stormwater Network Upgrade	101,214	100,000	1,214	340,000	
331501 001	Otawhiwhi Marae stormwater drain	-	-	-	50,000	
331601 001	Ohineangaanga Stream upper catchment screen devise	-	-	-	420,000	
340001 001	Growth Communities Stormwater Infrastructure Rehabilitation	-	-	-	17,000	
340101 001	District Wide Stormwater Modelling	16,891	-	16,891	155,000	
344501 001	Stormwater - Installation of Rain Gauges through out District	-	-	-	30,000	
61 01 01 8901	Stormwater Network - Growth Communities	2,211,487	1,736,500	474,987	5,022,000	
332614 001	Small Communities Stormwater Infrastructure rehabilitation	-	-	-	-	
332625 001	Te Puna Upgrades Wallace Rd Stage 2, Fairlie Gr	-	-	-	-	

CAPITAL PROJECTS

Financial Year 2018/19	For the 9 months ended March 2019	Actual Year to Date	Budget Year to Date	Variance Year to Date (Under) / Over	Annual Plan Full Year Revised Budget	Variance Explanation
61 02 01 8901	Small Communities	-	-	-	-	
332401 001	Minden Stormwater Investigation & Remedial Work	-	-	-	20,000	
61 03 01 8901	Minden	-	-	-	20,000	
244601 001	Coastcare Service Capital Works	-	-	-	-	
64 01 06 8901	Coastcare	-	-	-	-	
ECONOMIC						
326804 001	Katikati Town Centre Development - Ward Funded	-	74,900	(74,900)	89,880	
326805 001	Katikati Town Centre Development - Capital Wk Program	-	125,000	(125,000)	150,000	
326903 001	Omokoroa Town Centre Development - District Funded	-	183,330	(183,330)	220,000	
70 01 03 8901	Town Centre Promotion	-	383,230	(383,230)	459,880	
SUPPORT SERVICES						
341501 001	Business Continuity Planning - Fibre Infrastructure Install (BOPLASS)	(1,938)	78,670	(80,608)	94,407	
157103 001	Origen Application Development	32,868	32,000	868	40,000	
157302 001	IT Application Software Development	203,447	160,436	43,011	200,000	
157503 001	E-Business Development	44,087	128,000	(83,913)	160,000	
212302 001	IT Infrastructure Development	599,396	448,379	151,017	557,500	
80 03 01 8901	Information Technology	877,859	847,485	30,374	1,051,907	
225501 001	Aerial Photography - Resupply	35,353	28,000	7,353	35,000	
80 03 02 8901	GIS Operations	35,353	28,000	7,353	35,000	
259908 003	Minor alterations-Omokoroa	-	-	-	25,000	
259908 004	Minor Alterations - Te Puke	-	5,000	(5,000)	25,000	
259903 001	Minor Office Alterations	417,604	80,000	337,604	80,000	
259905 001	Refurbishment	-	200,000	(200,000)	400,000	
342200 001	Animal Shelter - Katikati	1,100	-	1,100	315,000	
342200 002	Animal Shelter - Te Puke	268,434	-	268,434	315,000	
345802 001	Omokoroa Sportsground - Library and Service Centre	52,382	-	52,382	-	
259803 001	Office Furniture & Fittings	5,133	128,649	(123,516)	200,000	
80 04 07 8901	Corporate Property (Non-rate)	744,654	413,649	331,005	1,360,000	
326201 001	Asset Purchase Misc Land Purchases	18,221	-	18,221	-	
324901 001	Asset purchase - 466 Omokoroa Rd, Springvale Trust	(9,866)	-	(9,866)	-	
338301 001	Expenditure - Strategic Property Omokoroa Development	80,000	275,000	(195,000)	638,199	
338302 001	Expenditure - Strategic Property Katikati Development	22,683	-	22,683	-	
338303 001	Strategic Property - Acquisition, Development and Sale	4,500,001	-	4,500,001	-	
341601 001	Expenditure - Omokoroa Special Housing Area	(2,344,451)	-	(2,344,451)	-	
313501 001	Waihi Beach Town Centre Development	-	-	-	-	
80 04 08 8901	Strategic Property	2,266,588	275,000	1,991,588	638,199	
315701 001	Purchase of Vehicles	523,275	478,330	44,945	574,000	
80 05 15 8901	Infrastructure Services - Strategic Prop Mngmt	523,275	478,330	44,945	574,000	
341801 001	Timesheet System	5,745	-	5,745	40,000	
80 05 19 8901	Timesheet System	5,745	-	5,745	40,000	
44 03 02 8907	TECT All Terrain Park	-	(169,790)	169,790	(203,750)	
TOTAL CAPITAL EXPENDITURE		24,723,303	21,883,140	2,840,163	40,219,494	



Performance Report

Nine months ending 31 March 2019

Results Summary

The following tables provide a high-level summary of Council's financial and non-financial results for the nine months ending 31 March 2019.

Long Term Plan

Page	Activity	Non Financial	Financial	Activity Result
Leadership				
3	Representation	Yellow	Red	Red
5	Planning for the Future	Yellow	Green	Yellow
Building Communities				
7	Communities	Green	Green	Green
12	Recreation and Leisure	Green	Red	Yellow
16	Regulatory	Red	Yellow	Red
21	Stormwater	Red	Green	Yellow
23	Transportation	Yellow	Yellow	Yellow
26	Water Supply	Yellow	Red	Red
Protecting the Environment				
28	Natural Environment	Red	Green	Yellow
29	Waste Management	Yellow	Red	Red
Supporting our Economy				
35	Economic	Green	Red	Yellow

Corporate Plan

Page	Activity	Non Financial	Financial	Activity Result
Customer Care				
36	Customer Service	Green	Grey	Green
37	Engagement & Communication	Yellow	Red	Red
Internal Processes				
38	Asset Management	Red	Red	Red
40	Key Business Processes	Yellow	Green	Yellow
44	Work Effectively with Others	Green	Grey	Green
45	Risk Management	Green	Grey	Green
Learning & Innovation				
46	Staff Knowledge and Skills	Green	Green	Green
48	Institutional Knowledge	Yellow	Red	Red
50	Work Environment	Green	Yellow	Yellow

Leadership - Representation

Community Outcome:

- Elected leaders represent the views of residents and make effective decisions which improve our communities and environment, now and for the future.

Representation

Work
Programme

Financial

Community Representation

Non-financial: There is no work programme for this activity.

Financial: Omokoroa Community Board – under spend in conference expenses, contingency, grants, and salaries.

District Representation

Non-financial: All KPIs except for Agenda production met for the 3rd quarter. Awaiting notification of LGC decision Representation Review (due no later than 10 April 2019). Good progress is being made against Te Ara Mua actions

Financial: Elected Members: operating expenditure under budget due to under spends in advertising, conference expenses, community surveys, Election expenses, legal fees, Maori Consultative Committee, tabloid & communications, telephone & tolls, travelling expenses.

Treasury Management

Non-financial: No compliance issues with the Treasury Policy.

Financial: Favourable financial performance for this activity.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Representation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(2,434)	(2,434)	Operating Costs	(1,109)	(1,818)	709	39%
(3,772)	(3,772)	Total Costs	(2,073)	(2,821)	748	27%
430	430	Total Direct Income	327	322	5	1%
(3,342)	(3,342)	Net Cost of Service	(1,746)	(2,499)	753	30%
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

Resource Management Planning

Non-financial: The major projects of Katikati Urban Growth Area, Omokoroa Structure Plan, Seasonal Worker Accommodation, and the Residential Zone development rules are requiring substantial input from staff across the organisation. Significant other technical plan changes are being progressed by a consultant planner. The involvement of the Resource Management Manager in the UFTI project going forward may well have implications for the progress of the WBOPDC resource management work programme. It is anticipated that these implications (if any) will be known within another month or so.

Financial: All projects are within budget at this stage, but there is the possibility as additional funding may be required to complete the urban growth projects.

Policy & Planning

Non-financial: Work is progressing in accordance with agreed milestones and work programme. Key focus for this period has been the adoption of draft policies and bylaws for consultation alongside the Annual Plan for 2019/20 and the kerbside waste proposal (Long Term Plan amendment), and implementation of the consultation phase and community engagement activities.

Financial: Forecasted expenditure for Policy and Planning is on track, with a range of costs incurred in this quarter due to consultation processes. This includes costs such as venue hire, advertising costs and design/production of consultation collateral.

Infrastructure Planning

Non-financial: There are no projects assigned to this activity.

Financial: Financial variance due to timing of interest payments.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Policy & Planning	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(989)	(989)	Operating Costs	(602)	(748)	146	20%
(1,348)	(1,348)	Total Costs	(974)	(1,017)	43	4%
13	13	Total Direct Income	9	9	0	0%
(1,335)	(1,335)	Net Cost of Service	(964)	(1,007)	43	4%
0	0	Capital expenditure	0	0	0	
		Resource Management Planning				
(863)	(863)	Operating Costs	(527)	(618)	90	15%
(1,131)	(1,131)	Total Costs	(870)	(818)	(52)	-6%
0	0	Total Direct Income	0	0	0	
(1,131)	(1,131)	Net Cost of Service	(870)	(818)	(52)	-6%
0	0	Capital expenditure	0	0	0	

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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: Community Services Contracts are progressing and meeting contractual obligations.

Financial: Operating expenditure is on track. Income received (\$36k) in the Cultural Development account, from Creative NZ, was unbudgeted.

Community Facilities

Non-financial: Work across all areas proceeding well. Awaiting outcome of healthy homes initiative to determine requirements for pensioner housing.

Financial: Pensioner Housing - operating expenditure work in progress timing issue. Income variance due to greater occupancy than expected resulting in slightly more income than budgeted for. Capital expenditure - awaiting new rental standards to determine best options for spend.

Cemeteries - capital expenditure variance due to a timing issue procurement not undertaken for Maketu Cemetery

Community Halls - operating expenditure includes earthquake strengthening for Te Puke Hall.

Emergency Management

Non-financial: CDEM is going well. The EOC is at an improved level of capability. Tier 2 exercise held in April.

Financial: Cost centres underspend is due to the timing of instalment invoices.

Communities

Work Programme	Financial
-----------------------	------------------

Libraries and Service Centres

Non-financial: All KPI's met or partially met for these activities in the third quarter. There is an increase in email contacts and decrease in face-to-face contacts comparative to same quarter 2018. Libraries engagement activities continue to be well attended across the district and a good increase (10%) in the use of electronic library materials, aligning with increase in collection size.

Financial: Underspend in operating budgets Waihi Beach (Telephone & Tolls), Te Puke (Office Expenses, Telephone & Tolls, Advertising), Omokoroa (Advertising, Salaries, Telephone & Tolls, Vehicle Charges), & District Libraries (Software Support). Overspend Katikati (Office Expenses & Advertising - related to opening of new library). Overhead Allocation & Recovery all cost centres under budget due to actuals being less than budget.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Community Development & Grants	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,850)	(1,850)	Operating Costs	(1,196)	(1,405)	209	15%
(2,392)	(2,392)	Total Costs	(1,537)	(1,811)	274	15%
29	29	Total Direct Income	70	22	48	220%
(2,363)	(2,363)	Net Cost of Service	(1,468)	(1,790)	322	18%
0	0	Capital expenditure	0	0	0	
		Emergency Management				
(337)	(337)	Operating Costs	(125)	(253)	128	51%
(563)	(563)	Total Costs	(265)	(422)	158	37%
0	0	Total Direct Income	12	0	12	
(563)	(563)	Net Cost of Service	(253)	(422)	169	40%
0	0	Capital expenditure	(5)	0	(5)	

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Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Information Centres	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,893)	(1,893)	Operating Costs	(1,490)	(1,466)	(24)	-2%
(3,159)	(3,159)	Total Costs	(2,572)	(2,526)	(46)	-2%
1,636	1,636	Total Direct Income	1,244	1,227	17	1%
(1,523)	(1,523)	Net Cost of Service	(1,328)	(1,299)	(29)	-2%
(390)	(390)	Capital expenditure	(470)	(281)	(189)	-67%
		Cemeteries				
(103)	(103)	Operating Costs	(90)	(58)	(31)	-54%
(192)	(192)	Total Costs	(156)	(134)	(22)	-16%
75	75	Total Direct Income	60	56	4	7%
(117)	(117)	Net Cost of Service	(95)	(77)	(18)	-23%
(90)	(90)	Capital expenditure	(8)	(65)	57	87%
		Community Halls				
(311)	(311)	Operating Costs	(774)	(233)	(541)	-232%
(441)	(441)	Total Costs	(977)	(331)	(646)	-195%
237	237	Total Direct Income	245	178	67	37%
(204)	(204)	Net Cost of Service	(732)	(153)	(580)	-379%
0	0	Capital expenditure	599	0	599	

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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	%
(300)	(300)	Operating Costs	(217)	(225)	7	3%
(550)	(550)	Total Costs	(374)	(413)	39	9%
410	410	Total Direct Income	333	308	26	8%
(140)	(140)	Net Cost of Service	(41)	(105)	65	61%
(50)	(50)	Capital expenditure	0	(38)	38	
		Community Infrastructure Support				
0	0	Operating Costs	0	0	0	
1	1	Total Costs	1	1	(0)	-20%
3	3	Total Direct Income	2	2	0	16%
4	4	Net Cost of Service	3	3	0	3%
0	0	Capital expenditure	0	0	0	

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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: Completed One Mile Creek erosion protection work. There is a partial closure of Panepane wharf due to several piles slumping. Completed Ruamoana slope reformation and drainage system which appears to have functioned well during recent rain events. Bowentown Boating Club seawall renewal to be undertaken before the end of current financial year. Contract let and contractor is waiting delivery of H5 treated timber.

Financial: Under expenditure relates to timing of various projects. On track for year-end expenditure.

Recreation Reserves and Facilities

Non-financial: Recreation activity has increased across the reserves network through out the summer period with freedom camping causing a number of issues. The reserves have been maintained well by the contractor. The swimming pools have now closed for the season.

A number of capital works projects have been completed e.g. Waitui Reserve new toilets. Various initiatives have been implemented as a part of MBIEs Responsible Camping funding. Kiwicamp has been put on hold while Council undertakes further community engagement over site options. A new project, being Kauri Point Reserve Road slip repairs (\$1.5 M) has been added to the work programme. Council has agreed to purchase additional land to extend Moore Park Sports grounds. The existing resource consents for the Moore Park project will now need to be varied to include the additional area of land.

Financial: Financial contributions income is tracking higher than anticipated. This is primarily due to increased financial contributions. Financial expenditure is generally within agreed tolerances.

Recreation and Leisure

Work
Programme

Financial

Sub Regional Reserves

Non-financial: The Park has once again received the internationally recognised Green Flag Award. Recreation activity has increased throughout the park over the summer season. Casual user numbers are increasing e.g. walkers, horse riders. Good feedback about the motorcycle track. The new toilets have been installed at the events area along with the creation of a levelled stage area for future events/concerts. A site visit by elected members was undertaken in February to review a number of projects and to discuss proposed infrastructure and funding model to enable further development opportunities of the park. A formal report has been considered by the Joint Governance Committee who have recommended the funding model and investment in new infrastructure to the respective Councils.

Financial: Park income is higher than anticipated due to the current value of the log market and return from recent forestry harvesting. Other budgets are on track for year-end expenditure.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Recreation Reserves & Facilities	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(3,421)	(3,421)	Operating Costs	(2,804)	(2,513)	(291)	-12%
(5,186)	(5,186)	Total Costs	(3,928)	(3,940)	12	0%
2,550	2,550	Total Direct Income	3,236	1,910	1,326	69%
(2,636)	(2,636)	Net Cost of Service	(692)	(2,030)	1,338	66%
(3,406)	(3,406)	Capital expenditure	(1,221)	(1,542)	321	21%
		Coastal & Marine Structures				
(232)	(232)	Operating Costs	(124)	(173)	49	28%
(965)	(965)	Total Costs	(614)	(723)	110	15%
0	0	Total Direct Income	0	0	0	
(965)	(965)	Net Cost of Service	(614)	(723)	110	15%
(888)	(888)	Capital expenditure	(100)	(435)	336	77%

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Sub-Regional Parks	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(777)	(777)	Operating Costs	(378)	(527)	149	28%
(1,027)	(1,027)	Total Costs	(653)	(750)	97	13%
720	720	Total Direct Income	744	253	491	194%
(307)	(307)	Net Cost of Service	92	(497)	589	118%
(567)	(567)	Capital expenditure	(57)	12	(69)	-566%

Building Communities – Regulatory

Community Outcome:

- Regulatory services are delivered through a balanced compliance approach, promoting the safety and well-being of our communities and enhanced sustainability of our built and natural environments.

Regulatory

Work
Programme

Financial

Animal Control

Non-financial: Dog events have been a focus for the last quarter with Mud Dog run, dogs day out and wander dog walks being completed. Positive feedback from the community and good media coverage. Prosecution case is underway for repeat dog attacks by single dog, this is currently with Courts scheduled for June. New staff member recruited as trainee following departure of Animal services officer in January. Volumes of complaints and attacks are on par with 2017/18. Total complaints to March 2018- 1441 compared with 1440 this year. Attacks on person to March 2018 was 28 compared with 27 this year.

Financial: Revenue for dog activity is down in impounds and infringements. Impounds are down due to closure of Te Puke shelter and returning dogs directly to owners. A stronger educative approach is impacting impounds. Registration revenue is tracking ahead of budget for year. Costs are up in pound operations due to bulk purchase of dog food. Anticipated positive variance for year end overall.

Building Services

Non-financial: Total building consents, 92.4% approved in statutory time (801/867) of which new dwellings, 295 received which is less than 1% decrease on the same period last year. There is a decrease identified for inspections visits (5923 this year versus 7071 for the same period last year) reflecting a slight calming in building activity. 80% (40/50) of service requests were actioned within agreed timeframes against a target of 90%. The activity across the Western Bay of Plenty region, including Tauranga City, has shown some indication of a slight calming of the market. There are a number of subdivisions in progress across the district with a number of subdivisions under development or coming on-line, however it is not clear at this stage how these will be timed to hit the market resulting in building consent applications.

Financial: In the Inspections cost centre total direct costs are behind budget primarily as a result of salary and consultants underspend as well as actual overheads year-to-date being significantly under budget year-to-date. Inspections income is tracking approximately \$29k under

Regulatory

Work
Programme

Financial

budget. This has recovered from the position at the end of the last quarter. In the Applications cost centre direct costs are tracking slightly ahead of budget which reflects a significant overspend (against budget) on consultants but this is balanced by an underspend on salaries and corporate overheads. The BWOFF/Compliance Schedule cost centre is tracking under budget in terms of revenue and slightly ahead of budget in terms of cost and this is mostly related to the fact that the resourcing constraints (noting one staff member is on long term sick leave) has influenced productivity in this area. It should also be noted that legal fees across all cost centres are ahead of budget which is a reflection of the sector presently in terms of building work being undertaken with building consent. In turn this requires Council to issue Notices to Fix and/or infringement fines and/or in extreme cases to issue prosecution proceedings (which we have done this year).

Compliance & Monitoring

Non-financial: Volumes of activities across the cost centres have increased, including parking infringements, liquor licences, food inspections and resource consent and complaint responses. There are a number of projects underway to increase efficiencies to respond to increased volumes including use of field technology with sphere which is nearing completion of the re-inspection phase. Ticketor for infringements is about to start in the coming quarter.

Financial: Parking, resource consent monitoring and Environmental Health are all tracking according to budget. The liquor licensing cost centre has differed from budget due to increased application revenue (\$23K). This had been balanced out to some degree by an increase in costs from the District Licensing Committee (\$15K) and payments for increased fees to ARLA (\$2K) with the overall operational position being favourable. It is noted that there has been significant variance in overheads across the cost centres; high increases and reductions.

Development Engineering

Non-financial: The Development Engineering team is working well under a very busy workload. Priorities have shifted so activities subject to a statutory timeframe are undertaken as the highest priority. The relationship between the Consents and Development Engineering team is very good. The focus of the Development Code update project needs to change from being about developing a joint code with TCC to being about the development of a new code for WBOPDC. The main focus so far on this project has been geotechnical, geological, three waters and reporting.

Financial: Largely on track.

Regulatory

Work
Programme

Financial

Resource Consents

Non-financial: Statutory timeframe compliance for both subdivision consent processing and land use consent processing is 87.6% for all resource consents. For the year-to-date, 291 resource consent applications have been processed compared to 356 for the same period last year. 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. Additional resource has been secured in this last quarter for both the resource consent team to reduce consultant spend and improve statutory performance (delivery times) and additional Consent Officer support has also been appointed.

Financial: The Land Use consents cost centre is largely on track. Total direct costs are tracking under budget. It should be noted that while consultant spend is significantly ahead of budget year-to-date it is offset by underspend in corporate overheads. Total direct income for the land use cost centre is on track.

Total direct costs in the Subdivision cost centre are significantly under budget and this is largely because of salary savings (time taken to recruit additional senior planner) and corporate overhead underspend. Total direct income is tracking well but slightly under budget. What this is reflecting is that while subdivision consent applications remain buoyant, developments progressing to engineering design and then s223/s224 certification has slowed by comparison to last financial year. The LIMS/PIMS cost centre is on track.-

Financial Summary

Full Yr. Budget \$'000	Full Yr. Revised Budget \$'000	Regulatory - Resource Consents	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,446)	(1,446)	Operating Costs	(912)	(1,106)	193	17%
(2,126)	(2,126)	Total Costs	(1,681)	(1,615)	(65)	-4%
1,564	1,564	Total Direct Income	1,288	1,173	115	10%
(562)	(562)	Net Cost of Service	(392)	(442)	50	11%
0	0	Capital expenditure	0	0	0	
		Regulatory - Building & Health				
(2,847)	(2,847)	Operating Costs	(2,475)	(2,189)	(286)	-13%
(4,179)	(4,179)	Total Costs	(3,503)	(3,188)	(316)	-10%
3,260	3,260	Total Direct Income	2,498	2,445	52	2%
(918)	(918)	Net Cost of Service	(1,006)	(742)	(263)	-35%
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	%
(607)	(607)	Operating Costs	(465)	(465)	0	0%
(927)	(927)	Total Costs	(779)	(705)	(74)	-11%
665	665	Total Direct Income	633	499	134	27%
(262)	(262)	Net Cost of Service	(146)	(206)	60	29%
0	0	Capital expenditure	0	0	0	
		Regulatory - Compliance				
(1,050)	(1,050)	Operating Costs	(706)	(802)	96	12%
(1,439)	(1,439)	Total Costs	(1,047)	(1,101)	53	5%
492	492	Total Direct Income	390	369	20	6%
(946)	(946)	Net Cost of Service	(658)	(732)	74	10%
0	0	Capital expenditure	0	0	0	

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Building Communities – Stormwater Network

Community Outcome:

- Stormwater networks are designed and managed to meet community and environmental needs.

Stormwater Network



Stormwater Network

Non-financial: Storm water network across the district has performed well with only one major event in December causing flooding within the district. No issues to report.

2 Mile creek project on holding pending outcome of hearings process. Comprehensive Stormwater Consents status: 1. Western - going through environment court process - Hearings dates to be set by BOPRC 2. Central - Consent lodged with BOPRC. Waiting consent notification by BOPRC 3. Eastern - Catchment Management Plan has been updated and lodged with BOPRC. Conceptual design underway for the Ohineangaanga stream retention zone, meeting with BOPRC regarding potential sites for works. Internal staff managing process. other stakeholder discussions have taken place. The project will take longer than anticipated to come together. The project will be re-budgeted to continue next year. Minden Stormwater Project can not begin until comprehensive stormwater consent for the central catchment. The Bay of Plenty Regional Council is currently processing the application. It is unlikely this project will be completed in the 2018/19 financial year.

Financial: Councils storm water network is tracking well against budget for the nine month reporting period. Expectations that the 12 month result will remain similar unless a significant weather event takes place.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Stormwater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(854)	(854)	Operating Costs	(622)	(574)	(48)	-8%
(4,149)	(4,149)	Total Costs	(3,206)	(3,044)	(161)	-5%
5,507	5,507	Total Direct Income	4,589	3,905	684	18%
1,358	1,358	Net Cost of Service	1,384	861	523	61%
(5,042)	(5,042)	Capital expenditure	(1,802)	(1,375)	(427)	-31%
		Waihi Beach Coastal Protection				
(123)	(123)	Operating Costs	(32)	(56)	23	42%
(209)	(209)	Total Costs	(117)	(120)	3	2%
179	179	Total Direct Income	106	134	(28)	-21%
(30)	(30)	Net Cost of Service	(11)	15	(26)	-178%
0	0	Capital expenditure	0	0	0	

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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

Roading

Non-financial: Monthly claims are lodged with NZTA.

Financial: WestRoads management operating expenses is over budget. This will be offset by NZTAs contribution to operational costs. Transportation income received is slightly more than budget due to timing issues.

Network Development

Non-financial: Work programme on track apart from the Omokoroa Urbanisation project from Western Avenue to Tralee Street with some design to be completed and the affected landowners consulted. The Omokoroa Industrial Road design has been delayed subject to ongoing land negotiations but with the expectation that this project will be put out to the market for pricing in mid 2019.

Financial: Income variances are due to financial contributions received being greater than the year to date budget.

Network Optimisation

Non-financial: Work programme on track.

Financial: The variances are due to the roading contract split between operating and capital expenditure. Capital expenditure is also impacted by the timing of works.

Environmental Mitigation

Non-financial: There are no projects assigned to the activity.

Transportation

Work Programme	Financial
-----------------------	------------------

Financial: Delivery timing affecting period variance.

Transportation Health & Safety

Non-financial: Work programme on track. The projected completion of the Omokoroa to Wairoa River section of the cycleway is planned for by August 2019. Wairoa Bridge clip on tender has been awarded, projected completion of the bridge works is currently March 2020.

Financial: The road safety and Walking and Cycling capital expenditure is over budget however this is offset by transfers from other cost centres and subsidy income from NZTA.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Transportation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(8,950)	(8,950)	Operating Costs	(5,471)	(5,894)	423	7%
(19,365)	(19,365)	Total Costs	(13,895)	(13,705)	(190)	-1%
25,040	25,040	Total Direct Income	21,117	17,730	3,387	19%
5,675	5,675	Net Cost of Service	7,221	4,025	3,196	79%
(16,895)	(16,895)	Capital expenditure	(11,390)	(9,209)	(2,181)	-24%

Building Communities – Water Supply

Community Outcome:

- Water supply is provided to our Community in a sustainable manner.

Water Supply

Work
Programme

Financial

Council Water Supply

Non-financial: The district network has performed well with levels of service being maintained. Operational costs are tracking well in western and central zones, however eastern zone operational cost are high as a result of works carried out on Pongakawa and a number of water main failures during the 9th period. Known locations are being addressed with asset team to ensure renewal /replacement time frames are in place. Water Modelling in all 3 water zones Water Model is complete and is available for staff use.

Financial: Western supply zone- Income for the nine-month period is slightly above budget with costs on track.

Central Supply Zone-Total Direct Income for the nine month period is \$-3,541,266 55% over budget and is a reflection of the significant development happening at Omokoroa. Costs are on track for the nine-month period.

Eastern Supply Zone-Total Direct Income was greater than anticipated by 13% for the ninth month period. With costs running at 7% above budget to the same period. Anticipated overrun by 250k at year-end due to extra operational costs at Pongakawa.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Western Water Supply	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,730)	(1,730)	Operating Costs	(1,395)	(1,301)	(94)	-7%
(4,029)	(4,029)	Total Costs	(3,072)	(3,025)	(47)	-2%
4,534	4,534	Total Direct Income	3,660	3,325	335	10%
505	505	Net Cost of Service	588	301	287	96%
(1,020)	(1,020)	Capital expenditure	(339)	(219)	(120)	-55%
		Central Water Supply				
(1,372)	(1,372)	Operating Costs	(990)	(948)	(41)	-4%
(3,381)	(3,381)	Total Costs	(2,491)	(2,406)	(85)	-4%
3,089	3,089	Total Direct Income	3,541	2,280	1,262	55%
(291)	(291)	Net Cost of Service	1,050	(127)	1,177	929%
(1,961)	(1,961)	Capital expenditure	(1,083)	(708)	(375)	-53%
		Eastern Water Supply				
(2,121)	(2,121)	Operating Costs	(1,900)	(1,505)	(394)	-26%
(5,006)	(5,006)	Total Costs	(3,961)	(3,669)	(292)	-8%
4,268	4,268	Total Direct Income	3,586	3,163	423	13%
(739)	(739)	Net Cost of Service	(375)	(506)	131	26%
(1,822)	(1,822)	Capital expenditure	(77)	(251)	174	69%

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

Environmental Protection

Non-financial: Support to community environmental groups is ongoing.

Financial: No issues.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Natural Environment	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(823)	(823)	Operating Costs	(424)	(545)	121	22%
(880)	(880)	Total Costs	(476)	(605)	130	21%
625	625	Total Direct Income	624	469	155	33%
(255)	(255)	Net Cost of Service	149	(136)	285	209%
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 that minimise waste to landfill and encourage efficient use of resources to reduce environmental harm.

Waste Management

Work
Programme

Financial

Wastewater

Non-financial: Overall the various wastewater plants and associated networks are meeting the required levels of service with only some minor issues being managed under the radar. Council are meeting all their resource consent conditions.

The Puke treatment plant has been operating within its resource consent conditions. There has been some plant issued with the air diffuser blowers and wetlands discharge.

Te Puna Project completed with invoices sent out to property owners who wish to pay capital contribution.

Ongare Point wastewater - one connection remains and working toward project practical completion and capitalisation though is dependant on final owner sign offs, reinstatement and tank commissioning.

Financial: Overall the Councils district wide wastewater network is tracking well with costs. Both Waihi Beach and Katikati Wastewater schemes are tracking well for the nine month period with operational costs and revenue close to budget. Expectation that this will be maintained for the 12 month result.

Omokoroa Wastewater scheme operational costs are tracking on target, however revenue is considerable up on budget due to the significant housing development within the peninsula

Te Puke Wastewater scheme operational costs are higher than budget as a result of increased sludge handling costs. Revenue is close to budget. The end of year result is expected to reflect a deficit of around \$150k

Maketu Wastewater scheme operational costs are over budget and is a reflection of the repairs to grinder pumps in the network through misuse by property owners. Revenue is tracking above expected budget.

Solid Waste

Non-financial: Recycling Centres operating well and no issues to report. Katikati and Athenree Recycling centres still operating well under increased trial hours. The additional hours have minimised health and safety risks and provided for a better vehicle flow through especially the

Waste Management

Work
Programme

Financial

Katikati Centre on Thursdays. The current site for green waste drop-off at Omokoroa will be re-sited adjacent to the sewer pumpstation on the same parcel of land in May/June 2019.

Financial: Expenditure within the agreed thresholds. Income received more than budget.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Waihi Beach Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,216)	(1,216)	Operating Costs	(740)	(739)	(1)	0%
(3,406)	(3,406)	Total Costs	(2,291)	(2,382)	92	4%
3,149	3,149	Total Direct Income	2,316	2,212	104	5%
(257)	(257)	Net Cost of Service	25	(171)	196	114%
(450)	(450)	Capital expenditure	(299)	(133)	(166)	-125%
		Katikati Wastewater				
(817)	(817)	Operating Costs	(514)	(538)	24	4%
(1,974)	(1,974)	Total Costs	(1,363)	(1,405)	42	3%
2,743	2,743	Total Direct Income	2,006	2,004	2	0%
769	769	Net Cost of Service	643	599	44	7%
(732)	(732)	Capital expenditure	(172)	(106)	(66)	-62%
		Te Puke Wastewater				
(814)	(814)	Operating Costs	(803)	(607)	(197)	-32%
(1,504)	(1,504)	Total Costs	(1,410)	(1,125)	(285)	-25%
3,363	3,363	Total Direct Income	2,737	2,522	215	9%
1,858	1,858	Net Cost of Service	1,327	1,397	(70)	-5%
(1,193)	(1,193)	Capital expenditure	(215)	(168)	(47)	-28%

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Omokoroa Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(899)	(899)	Operating Costs	(821)	(663)	(158)	-24%
(4,519)	(4,519)	Total Costs	(3,478)	(3,378)	(100)	-3%
2,972	2,972	Total Direct Income	5,066	2,177	2,889	133%
(1,547)	(1,547)	Net Cost of Service	1,587	(1,202)	2,789	232%
(339)	(339)	Capital expenditure	(404)	(66)	(338)	-511%
		Maketu Wastewater				
(524)	(524)	Operating Costs	(519)	(391)	(129)	-33%
(1,465)	(1,465)	Total Costs	(1,168)	(1,096)	(71)	-7%
473	473	Total Direct Income	432	355	78	22%
(992)	(992)	Net Cost of Service	(735)	(741)	6	1%
(140)	(140)	Capital expenditure	8	0	8	
		Ongare Wastewater				
(25)	(40)	Operating Costs	(35)	(4)	(31)	-838%
(129)	(144)	Total Costs	(85)	(82)	(3)	-4%
614	614	Total Direct Income	1,159	460	699	152%
485	470	Net Cost of Service	1,074	378	695	184%
(873)	(873)	Capital expenditure	(903)	(873)	(30)	-3%

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	District Solid Waste	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(625)	(625)	Operating Costs	(267)	(246)	(21)	-8%
(838)	(838)	Total Costs	(357)	(406)	49	12%
130	130	Total Direct Income	57	0	57	
(708)	(708)	Net Cost of Service	(300)	(406)	106	26%
0	0	Capital expenditure	0	0	0	
		Western Solid Waste				
(415)	(415)	Operating Costs	(303)	(315)	12	4%
(575)	(575)	Total Costs	(395)	(436)	41	9%
697	697	Total Direct Income	648	523	125	24%
122	122	Net Cost of Service	253	87	165	190%
0	0	Capital expenditure	0	0	0	
		Eastern Solid Waste				
(210)	(210)	Operating Costs	(135)	(153)	17	11%
(338)	(338)	Total Costs	(202)	(248)	46	19%
481	481	Total Direct Income	376	361	15	4%
143	143	Net Cost of Service	174	113	61	54%
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	%
(65)	(65)	Operating Costs	(30)	(35)	5	14%
(167)	(167)	Total Costs	(58)	(111)	53	48%
98	98	Total Direct Income	75	73	2	2%
(69)	(69)	Net Cost of Service	17	(38)	55	146%
(0)	(0)	Capital expenditure	0	(0)	0	

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: Economic contracts in place and services being delivered.

Financial: No issues. Town Centre capital works is underspent and this is due timing of work and opportunities that arise.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Economic	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(666)	(666)	Operating Costs	(631)	(657)	26	4%
(708)	(708)	Total Costs	(684)	(733)	48	7%
324	324	Total Direct Income	244	243	1	0%
(384)	(384)	Net Cost of Service	(441)	(490)	49	10%
(460)	(460)	Capital expenditure	0	(345)	345	

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: All KPIs met for the third quarter. A decrease in Process & Staff Complaints recorded and an increase in Compliments recorded comparative to the third quarter 2018. Customer Services Work Programme on track.

Financial: There is no separate budget for this activity. Allocation is included in the information centres budget (page 10).

Engagement & Communication

Council Outcome:

- Residents and all key communities of interest are effectively engaged.

Engagement & Communication

Work
Programme

Financial

Communication

Non-financial: tactical work programme on track and new operational communications strategy being developed.

Financial: underspend a result of later than expected development of operational communications strategy and associated implementation. New strategy in place by 30 June and financial year budget on track.

Maori

Non-financial: Training programmes ongoing.

Financial: There is no budget for this activity.

Community Relationships

Non-financial: Councils engaging on the draft Annual Plan 2019/20 and other topics such as various bylaws and gambling policies. Council is also engaging on the KiwiCamp facility location for the Waihi Beach area. Busy time for both Council and our communities across the District.

Financial: No issues.

Internal Processes – Asset Management

Council Outcome:

- Council's assets are efficiently, effectively and proactively managed.

Asset Management

Work
Programme

Financial

Asset Management

Non-financial: Utilities contractors maintaining levels of service in the community with good feedback from customers. Work has commenced on the Three Waters District wide Maintenance contract review. The contract is up for renewal from 1st July 2021.

Financial: Utilities Operations and Asset Management variance due to overheads charged being more than budget.

Corporate Property

Non-Financial: This has been a particularly busy period with the beddingdown of new staff but all tasks have been completed well.

Financial: Corporate Property (non rateable) capital budget for Animal Shelters not reflected in accounts. Amendment in process
Strategic Property - operating costs Corporate overheads recovered ahead of budget by \$100k. Income - greater than budget due to roading rental coming through not budgeted for and increased miscellaneous income \$50k. Capital expenditure - two property land purchases have resulted in over expenditure Middlebrook drive and 452 Omokoroa road
Strategic Property Management - income, recovery of fees from road purchase parties eg for surveying etc. Capital expenditure, timing issue vehicle purchased which will expend fleet budget

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Corporate Assets	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(818)	(818)	Operating Costs	(871)	(634)	(238)	-38%
(1,591)	(1,591)	Total Costs	(1,709)	(1,285)	(424)	-33%
507	507	Total Direct Income	208	371	(163)	-44%
(1,084)	(1,084)	Net Cost of Service	(1,502)	(914)	(587)	-64%
(1,368)	(1,368)	Capital expenditure	(5,370)	(574)	(4,796)	-836%

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: Work is progressing as expected.

Financial: Not applicable.

Information Management

Non-financial: All key projects are on track for the quarter. Good progress has been made by the team.

Financial: Other than the reporting project carry forward operational costs for all projects are on track.

Procurement

Non-financial: Currently in a business as usual environment with many projects completed or well underway.

Financial: There are no budget implications for this work stream.

Key Business Processes

Work
Programme

Financial

Financial Management

Non-financial: Annual Plan/LTP Amendment project milestones all met. Work on track for the annual report and next phases of the Annual Plan/LTP Amendment projects.

Financial: Corporate finance overspend due to contractor used for year-end reporting and asset management work. Rate Appropriation - both rating discounts and bad debt expenses exceeding full year budget due to a higher demand for early payment discount and clearing of old debt. Bad debt expenses forecast to be similar to 2018 levels.

Continuous Improvement

Non-financial: All key projects on track at this stage.

Financial: Expenditure tracking as expected.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Financial Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,977)	(1,977)	Operating Costs	(1,229)	(1,398)	169	12%
(141)	(141)	Total Costs	(67)	(21)	(46)	-223%
515	515	Total Direct Income	579	386	192	50%
375	375	Net Cost of Service	512	366	146	40%
0	0	Capital expenditure	0	0	0	
		Treasury Operations				
(160)	(160)	Operating Costs	(84)	(120)	36	30%
(465)	(465)	Total Costs **	1,306	(349)	1,655	474%
400	400	Total Direct Income	784	300	484	161%
(65)	(65)	Net Cost of Service	2,090	(49)	2,139	4354%
0	0	Capital expenditure	0	0	0	

** refer to page 3 for variance explanation.

Attachment D

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Rate appropriation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,685)	(1,685)	Operating Costs	(2,194)	(1,264)	(930)	-74%
(1,685)	(1,685)	Total Costs	(2,194)	(1,264)	(930)	-74%
25,798	25,798	Total Direct Income	19,605	19,349	257	1%
24,113	24,113	Net Cost of Service	17,412	18,085	(674)	-4%
0	0	Capital expenditure	0	0	0	

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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: Continuing working with various relationships and corporate plan projects to address reputation and customer service perceptions.

Financial: There is no separate budget for this activity. Allocation is included in the corporate services budget (page 51).

Internal Processes – Risk Management

Council Outcome:

- Risks are identified, minimised or mitigated.

Risk Management

Work Programme

Financial

Risk Management

Non-financial: Work programme in place to track progress on business continuity plans and Risk Policy.

Financial: No budget implications for this work.

Occupational Safety & Health

Non-financial: Health and safety statistics are on track, and KPIs are being met with regards to incident management and site safety audits. There were no significant safety incidents investigated for the reporting period.

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: We currently have 16 active vacancies. A high calibre of applicants continue to apply for Western Bay roles. A summary of all HR Policies is currently being compiled and will be sent out to staff in April. The CEO and Customer re-organisation has now been completed and recruitment is almost completed. Staff numbers and salary budgets are being reviewed at present in line with annual plan requirements.

Financial: On track.

Clear Accountabilities & Responsibility

Non-financial: Performance reviews (PADPs) are currently being worked on. Managers are reminded to keep these meaningful. Ongoing support is provided to managers from the HR team. Leaders are currently undertaking 1/2 day leadership workshops and interview training to increase leadership capacity.

Financial: On track.

Training & Development

Non-financial: Managers and team leaders have recently undertaken leadership training, which included accountability conversations and performance management. Bullying prevention training is underway and interview training is being scheduled. Contractor/health and safety refresher training is underway. A large number of key staff attended corporate communication and Write Training within this quarter. Election training was provided to staff involved in the 2019 elections.

Financial: On track.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Human Resource Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,041)	(1,041)	Operating Costs	(873)	(794)	(80)	-10%
0	0	Total Costs	(1)	(13)	12	91%
0	0	Total Direct Income	1	0	1	
0	0	Net Cost of Service	0	(13)	13	
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

Work
Programme

Financial

Knowledge Management

Non-financial: Knowledge management as part of the workforce planning initiative is scheduled to commence when appropriate resourcing is appointed.

Financial: There is no separate budget for this activity. Allocation is included in the corporate services budget (page 51).

Information Utilisation

Non-financial: Good progress has been made by the team on projects for the quarter.

Financial: Carry forward organised for completion of back scanning contract with Power Business Services. Need to consider how carry forwards are reflected in revised budgets for future reporting and impact on 2019/20 budget for increased postal charges.

Alignment & Monitoring

Non-financial: This work is on track.

Financial: No budget implications.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Information Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(3,346)	(3,466)	Operating Costs	(2,855)	(2,703)	(152)	-6%
(222)	(342)	Total Costs	(389)	(390)	1	0%
62	62	Total Direct Income	51	47	5	10%
(160)	(280)	Net Cost of Service	(338)	(344)	6	2%
(1,043)	(1,087)	Capital expenditure	(819)	(770)	(50)	-6%

Learning & Innovation – Work Environment

Council Outcome:

- The Council is recognised as a good employer that provides a motivating work environment.

Work Environment

Work
Programme

Financial

Motivating Environment

Non-financial: Work programme on track.

Financial: There is no separate budget for this activity. Allocation is included in the corporate services budget (page 51).

All One Team

Non-financial: Work on track.

Financial: Accommodation review expenditure has been approved by Senior Management.

Being Valued

Non-financial: Corporate plan projects progressing. Structural changes made by CE to better accommodate corporate plan objectives.

Financial: There are no financial implications for this activity.

Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Corporate Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(8,021)	(7,538)	Operating Costs	(4,849)	(5,543)	695	13%
(1,009)	(747)	Total Costs	(274)	(451)	177	39%
310	0	Total Direct Income	21	0	21	
(699)	(747)	Net Cost of Service	(253)	(451)	198	44%
(574)	(614)	Capital expenditure	(159)	(430)	272	63%

Civic Financial Services Ltd Statement of Intent for 2019 and Annual Report for the Year Ended 2018

1. Executive Summary

The purpose of this report is to provide the Elected Members with Civic Financial Services Limited's (Civic) Statement of Intent for 2019 (**Attachment A**) and Annual Report for the year ended 2018 (**Attachment B**).

2. Annual Report 2018

It is noted in the Annual Report that Civic made a pre-tax profit of \$1,196,342 for the year ended 31 December 2018 which compares favourably to the forecasted surplus of \$447,954 as set out in the 2018 Statement of Intent. This is primarily due to an increase in administration income of \$114,000, lower than anticipated administration expenses of \$244,000 and the uplift in value associated with the completed portion of seismic strengthening work of \$352,000 included in the latest valuation of Civic Assurance House.

At the Special General Meeting on 5 October 2017, shareholders voted in favour of the resolution to sell Civic Assurance House. Following completion of strengthening work due by 31 March 2019, the building will be taken to market with an expected NBS rating of 70%. Subject to a satisfactory sale price, the proceeds net of selling costs will be distributed to shareholders via a special dividend.

The forecasted sale of Civic Assurance House and subsequent removal of rental income has been taken into consideration in the Statement of Intent financial projects for 2019 to 2021.

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 2018 to be received by 30 April 2018 (achieved and attached to this report)
- A report on the first half of 2019 by 30 September 2019 containing a review of the Company's operations during the half year including unaudited half-yearly accounts.



Kumaren Perumal
Group Manager, Finance and Technology Services

CIVIC FINANCIAL SERVICES LIMITED
STATEMENT OF INTENT
FOR THE YEAR ENDED 31 DECEMBER 2019

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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 superannuation and risk-financing services to the local government sector.
- 2.3 To investigate and facilitate, as appropriate, new products and markets in superannuation and risk-financing 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, 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 superannuation and risk-financing 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 2019 will come from providing administration services as described in section 3.1 and 3.2.

Profits from investment income: Civic's income in 2019 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 held on 5 October 2017 there was overwhelming support from our shareholders to sell Civic Assurance House. A recent seismic assessment review identified there was strengthening work required for the non-structural south and west boundary walls of Civic Assurance House. Having taken professional advice, your Board decided to complete the strengthening work to prepare the building for sale. This work is scheduled to be completed by 31 March 2019; at which time the building will be taken to the market. If a satisfactory sale price can be obtained, the proceeds net of selling costs will be distributed to shareholders via a special dividend and it is anticipated this will occur during the third quarter of 2019. The forecasted sale and subsequent removal of rental income has been taken into consideration in the projections below.

Financial projections for 2019 to 2021 are:

	2019	2020	2021
Administration Income	\$2,109,028	\$2,225,169	\$2,314,719
Investment Income	\$516,000	\$153,000	\$148,000
Revenue	\$2,625,028	\$2,378,169	\$2,462,719
Expenses	\$2,203,729	\$2,026,743	\$2,081,616
Surplus before tax	\$421,299	\$351,426	\$381,103

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 2018 by 30 April 2019.
- 6.2 A report on the first half of 2019 by 30 September 2019 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

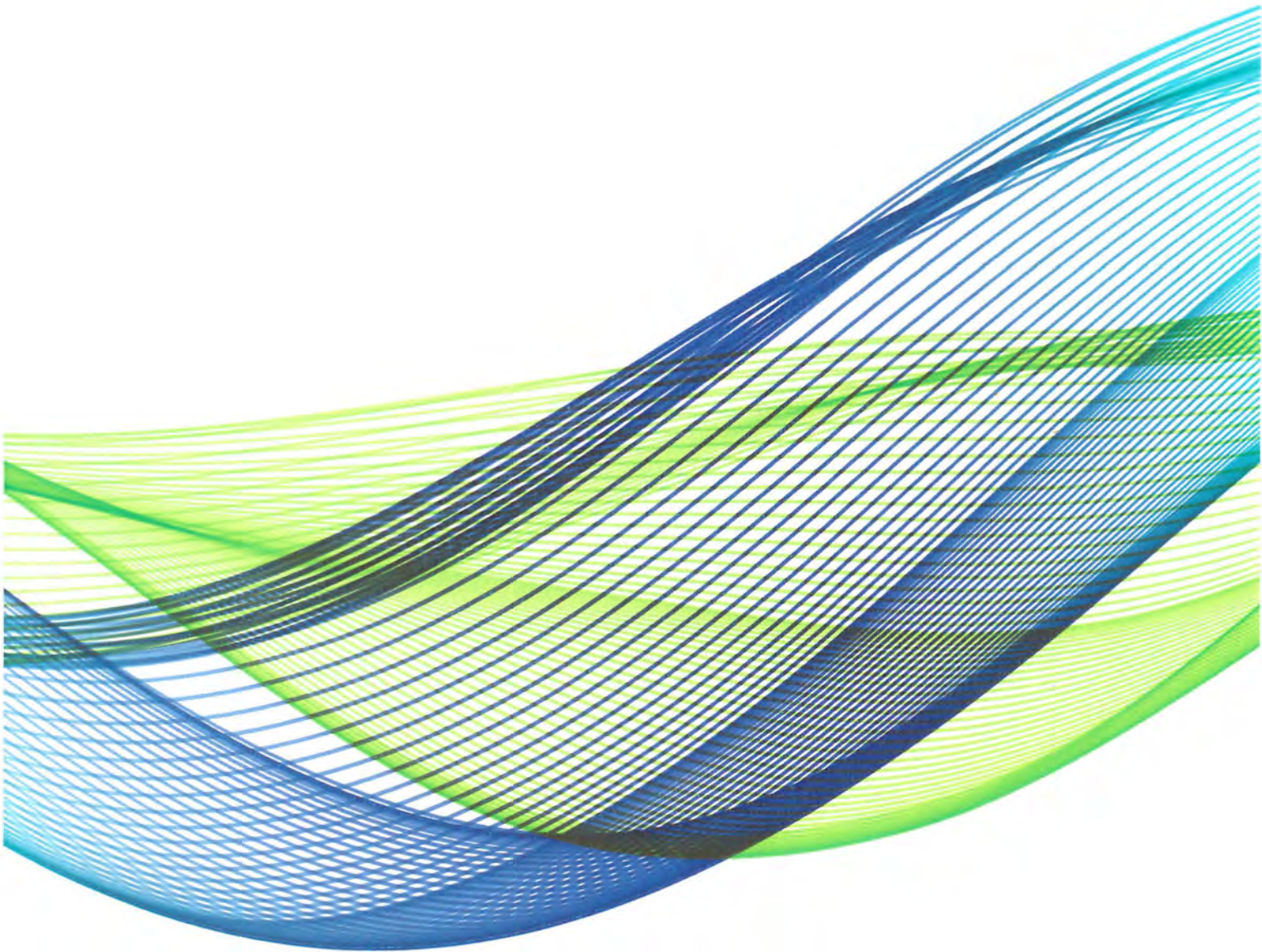
The Company has 72 local authority shareholder members plus TrustPower (holding 1.22%). Local Government Superannuation Trustee Limited and Local Government Mutual Funds Trustee Limited are wholly owned subsidiaries of the Company. Because it is sharing management resources, the Local Authority Protection 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.

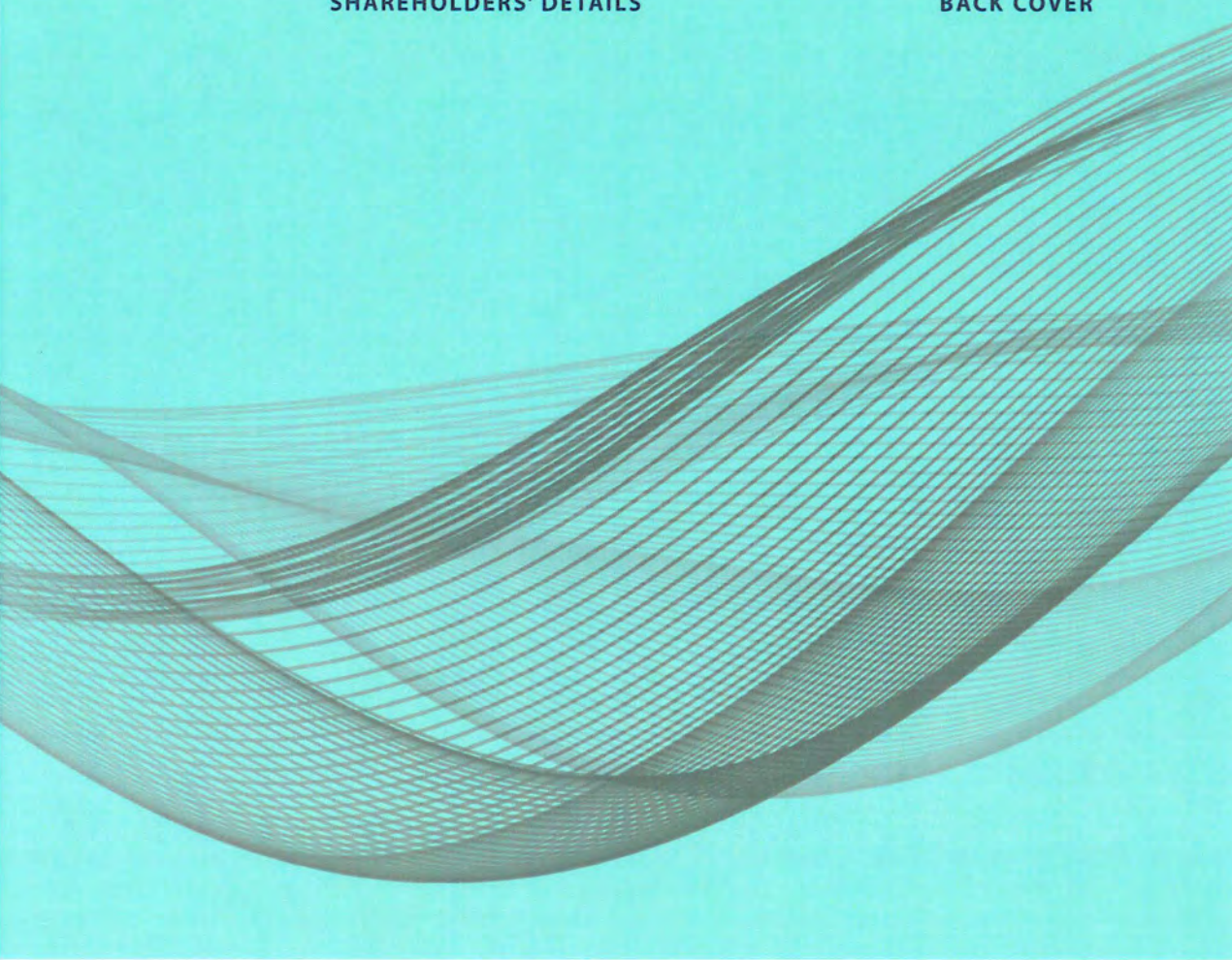
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ANNUAL REPORT 2018



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A decorative graphic at the bottom of the page consisting of numerous thin, overlapping, wavy lines in shades of grey and teal, creating a sense of motion and depth against the light teal background.

ANNUAL REPORT AND STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018

Your Directors have pleasure in submitting the 58th 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 2018, which is to be presented at the Annual General Meeting of Members in June 2019.

1. PERFORMANCE

Civic's before-tax profit in 2018 was \$1,196,342 (2017: \$30,812).

This compares favourably to the forecasted surplus of \$447,954 as set out in the 2018 Statement of Intent.

This is primarily due to an increase in administration income of \$114,000, lower than anticipated administration expenses of \$244,000 and the uplift in value associated with the completed portion of seismic strengthening work of \$352,000 included in the latest valuation of Civic Assurance House.

2. OPERATIONS*Administration Services*

Fees in 2018 from providing services to LAPP, Riskpool and the SuperEasy and SuperEasy KiwiSaver Superannuation Schemes were \$2,792,697 (2017: \$2,750,037).

Investment Revenue

Income from investments was \$262,878 (2017: \$173,515). Income from Civic Assurance House was \$885,736 (2017: \$808,771).

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 identified there was strengthening work required for the non-structural south and west boundary walls of Civic Assurance House. Having taken professional advice your Board decided to complete this work prior to taking the building to market. This work will be completed by 31 March 2019 at which time the building will be put on the market with an expected NBS rating of 70%.

Payment of Special Dividend

As communicated in the Statement of Intent in April of last year, if a satisfactory price for the building can be obtained the proceeds net of selling costs will be distributed to shareholders via a special dividend. It is felt that having undertaken the necessary work to obtain an earthquake NBS rating of 70% for the building will result in increased buyer interest when the property is placed on the market.

Timeline of the sale process

We have been advised the best time to take the property to market is after the strengthening work is complete and we are delivering a complete package with an NBS rating of 70%. This strengthening work will be completed by 31 March 2019.

Following through a sales and marketing campaign, and then negotiation and settlement period we expect we could be paying out the special dividend to our shareholders sometime during the third quarter of 2019.

Loan from ANZ Bank

Civic has entered into a loan arrangement whereby it borrowed an amount of \$4 million on 15 November 2018 from the ANZ Bank which is to be repaid on 15 August 2019. Civic has lent the same amount of \$4 million to Local Government Mutual Funds Trustee Limited (Riskpool) by way of a secured loan facility agreement on commercial terms, which is to be repaid to Civic by the end of July 2019.

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

DIRECTORS' REPORT

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 2018 were \$340 million (December 2017: \$323 million) and the combined membership 10,399. 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 (70 out of 74 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 22. 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. LAPP has settled its claims with Kaikoura and Marlborough District Councils, and is making good progress towards settling with Hurunui District Council.

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 three to 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 three arm's length, secured loan facility agreements on commercial terms with Local Government Mutual Funds Trustee Limited to enable Riskpool to manage its cashflows.

Riskpool members were advised in October 2018 that due to deteriorating claims experience in 2017-18 that Riskpool needs to make at least one interim call before a final call is made on wind up. The call will be \$6 million payable on 1 July 2019, split \$3 million each to fund years 7 and 10.

A final call from Riskpool is likely in 2023 or 2024. It is expected that the amount of that call will be less than the current call.

4. DIRECTORS

As at 31 December 2018 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 2018:

Mark Butcher	6 / 6
Tony Gray	6 / 6
Mike Hannan	6 / 6
Tony Marryatt	4 / 6
John Melville	5 / 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 there are three secured loan facility agreements that have been entered into between the Company and LGMFT whereby Civic loans LGMFT up to \$2,250,000 under each of two separate loans, and one loan for a fixed amount of \$4 million, all at commercial interest rates to assist with Riskpool's cashflows.

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 2018, Directors' remuneration was:

Mark Butcher	\$15,113
Tony Gray	\$15,113
Mike Hannan	\$15,113
Tony Marryatt	\$30,224
John Melville	\$22,668
Basil Morrison	\$15,113
	\$113,344

In addition, the following Directors received director fees in relation to their directorships of Riskpool or LGST:

Tony Gray	(Riskpool)	\$8,310
Mike Hannan	(Riskpool)	\$8,310
Tony Marryatt	(Riskpool)	\$16,620
John Melville	(Riskpool)	\$8,310
Basil Morrison	(Riskpool, LGST)	\$18,844
		\$60,394

Interests Register

Directors' interests are tabled at the beginning of each Board meeting. Directorship and other disclosures as at 31 December 2018 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; Member of the Nominating Committee for the Guardians of NZ Superannuation Fund; Chair of Waikato – Tainui Group Investment Committee; Trustee of Civic Property Pool.
A.T. Gray	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; 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 2018.

Remuneration	Number of Employees
\$110,000 - \$120,000	1
\$170,000 - \$180,000	1
\$200,000 - \$210,000	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 Silvio Bruinsma using the staff and resources of Deloitte Limited to carry out the audit on his behalf.

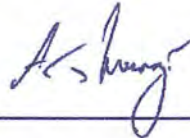
The Risk and Audit Committee (RAC) comprises the full Board. John Melville is the Chairman of this committee. RAC met five times in 2018: the Auditor attended two of those meetings and a part of one of those meetings was held without management present.

7. DONATIONS

No donations have been made during the year by any Company in the Group (2017: \$0).

8. STAFF

We sincerely thank the staff for their work during the year. They are: Caroline Bedford, Ian Brown, Chathuri Mendis, Sylvia Jackson, Tim Sole, Mersina Toulis, Bas van Laanen, and Glenn Watkin.



Tony Marryatt **Chairman**
March 2019

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 Silvio Bruinsma, Deloitte Limited to carry out the audit on his behalf

BANKERS

ANZ Banking Group (New Zealand) Limited

LEGAL ADVISERS

Brandons
Kensington Swan

COMPANY REGISTRATION NO: 13271

REGISTERED OFFICE

Level 9, Civic Assurance House, 116 Lambton Quay, Wellington 6011

POSTAL ADDRESS

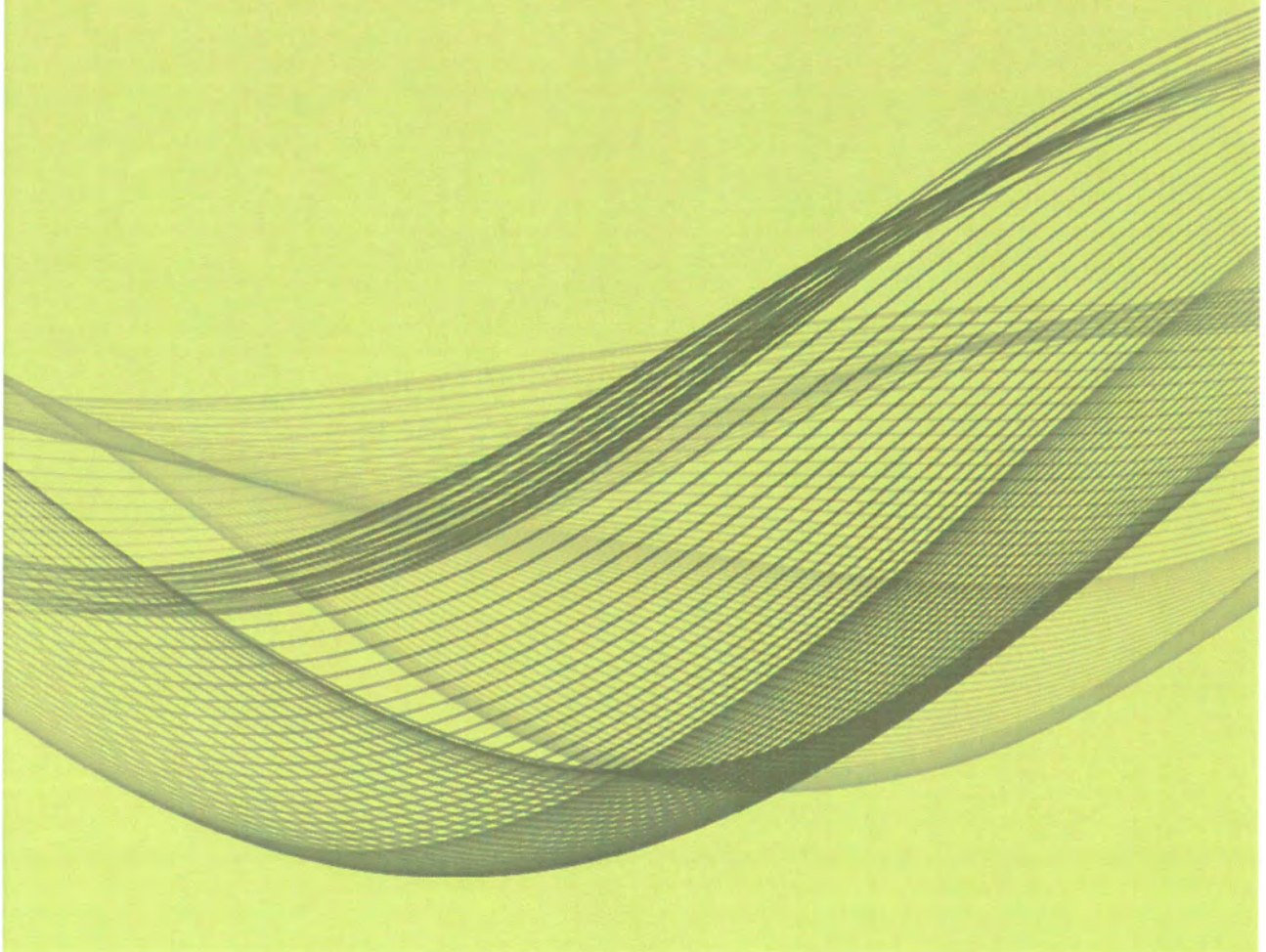
Civic Financial Services Ltd, PO Box 5521, Wellington 6140

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 2018

	NOTE	2018 \$	2017 \$
REVENUE			
Administration Fees		2,792,697	2,750,037
Interest Income	4	262,878	173,515
Property Income		885,736	808,771
Other Income	15	202	120,355
Total Revenue		3,941,513	3,852,678
EXPENDITURE			
Audit Fee			
Statutory Audit of the Financial Statements		109,779	114,317
Other Fees Paid to Auditors Re Assurance Services		27,500	41,358
Other Fees Paid to Auditors Re Tax Compliance		30,500	22,550
Compliance Costs		110,085	110,899
Consultants		47,936	85,020
Depreciation	6	46,134	38,609
Amortisation	6	246	406
Directors' Remuneration	3	113,344	133,594
Interest Expense		9,429	-
Legal Fees		29,547	60,401
Property Operating Expenses		512,887	518,811
Other Expenses		989,600	977,958
Employee Remuneration	3	825,430	868,860
Superannuation Subsidies		25,824	51,040
Total Expenditure		2,878,241	3,023,823
Surplus Before Revaluation of Investment Property and Taxation		1,063,272	828,855
Net Change in Value of Investment Property	7	133,070	(798,043)
Surplus Before Taxation		1,196,342	30,812
Taxation Expense	10	298,891	186,932
TOTAL COMPREHENSIVE SURPLUS/(DEFICIT) AFTER TAX ATTRIBUTABLE TO OWNERS OF THE COMPANY	14	897,451	(156,120)

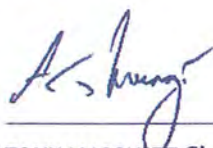
This statement is to be read in conjunction with the notes on pages 11 to 29.

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

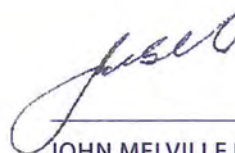
AS AT 31 DECEMBER 2018

	NOTE	2018 \$	2017 \$
SHAREHOLDERS' EQUITY			
Issued and Paid-Up Ordinary Shares			
Ordinary Shares fully paid up	14	10,763,506	10,763,506
Retained Earnings	14	7,181,545	6,284,094
TOTAL EQUITY		17,945,051	17,047,600
Represented By:			
CURRENT ASSETS			
Cash & Cash Equivalents		3,414,025	1,702,397
Term Deposits		1,200,000	3,500,000
Sundry Debtors and Prepayments	12	787,885	728,100
Loan Receivable	13	6,086,844	1,109,874
Income Tax Receivable	10	3,580	3,580
Total Current Assets		11,492,334	7,043,951
NON CURRENT ASSETS			
Property, Plant and Equipment	6	165,120	189,831
Intangible Assets (Software)	6	89,000	89,246
Deferred Tax Asset	10	2,786,961	3,085,852
Investment Property	7	7,777,583	7,175,000
Total Non Current Assets		10,818,664	10,539,929
TOTAL ASSETS		22,310,998	17,583,880
CURRENT LIABILITIES			
Sundry Creditors & Accrued Charges	12	204,028	150,901
Accrued Holiday Pay		45,228	42,853
Borrowings	13	4,000,000	-
CLP/ Riskpool Admin Fee Reserve		52,530	52,530
Total Current Liabilities		4,301,786	246,284
NON-CURRENT LIABILITIES			
CLP/ Riskpool Admin Fee Reserve		64,161	289,996
Total Non Current Liabilities		64,161	289,996
TOTAL LIABILITIES		4,365,947	536,280
EXCESS OF ASSETS OVER LIABILITIES		17,945,051	17,047,600

For and on behalf of the Directors:



TONY MARRYATT Chairman
15 March 2019



JOHN MELVILLE Director
15 March 2019

This statement is to be read in conjunction with the notes on pages 11 to 29.

CONSOLIDATED STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2018

	NOTE	2018 \$	2017 \$
OPENING EQUITY		17,047,600	17,203,720
Total Comprehensive Surplus/(Deficit) Net of Tax		897,451	(156,120)
Ordinary Shares issued during the year	14	-	-
CLOSING EQUITY		17,945,051	17,047,600

This statement is to be read in conjunction with the notes on pages 11 to 29.

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2018

	NOTE	2018 \$	2017 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash was provided from:			
Rent Received		889,802	808,516
Administration Fees Received		2,574,636	2,693,894
Other Income		202	179
Taxation (Paid)/Refunded		133	(5,390)
		3,464,773	3,497,199
Cash was applied to:			
Payments to Suppliers and Employees		2,838,687	3,382,809
		2,838,687	3,382,809
Net Cash Flow from Operating Activities	11	626,086	114,390
CASH FLOWS FROM INVESTING ACTIVITIES			
Cash was provided from:			
Investment Income		76,150	91,914
Term Deposits		2,300,000	-
Loans Repaid from Related Parties		3,842,591	4,416,421
		6,218,741	4,508,335
Cash was applied to:			
Term Deposits		-	500,000
Purchase of Property, Plant and Equipment		21,423	39,285
Capital Additions to Investment Property		469,514	48,043
Loans Issued to Related Parties		8,790,242	5,512,974
		9,281,179	6,100,302
Net Cash Flow from Investing Activities		(3,062,438)	(1,591,967)
CASH FLOWS FROM FINANCING ACTIVITIES			
Cash was provided from:			
Loan Interest Received		157,409	68,280
Borrowings		4,000,000	-
		4,157,409	68,280
Cash was applied to:			
Interest Paid		9,429	-
		9,429	-
Net Cash Flow from Financing Activities		4,147,980	68,280
Net (Decrease)/Increase in Cash Held		1,711,628	(1,409,297)
Opening Cash Balance as at 1 January		1,702,397	3,111,694
Closing Cash Balance as at 31 December		3,414,025	1,702,397
Being:			
Cash & Cash Equivalents		3,414,025	1,702,397

This statement is to be read in conjunction with the notes on pages 11 to 29.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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. As a result this entity is not an FMC reporting entity from 17 January 2017.

Statement of Compliance

The Group is a Tier 2 Public Sector Public Benefit Entity and the financial statements have been prepared in accordance with and comply with Tier 2 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.

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 2018 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 2017 and 31 December 2018.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 2 STATEMENT OF ACCOUNTING POLICIES CONTINUED**(c) 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.

(d) Property Income

Property rental income from operating leases is recognised on a straight-line basis over the term of the relevant lease.

(e) 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.

(f) 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.

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.

	2018	2017	2018	2017
	Number		\$	\$
Short term employee benefits				
Executive Management Personnel	3	3	479,523	537,194
Directors	6	6	113,344	133,594
			592,867	670,788

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.

As at 31 December 2018 the Company had a loan receivable from New Zealand Mutual Liability Riskpool ("Riskpool") of \$6,086,844 (2017: \$1,109,874).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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.

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.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED*Accounting Policies: continued***(1) Income Relating to Financial Assets**

	2018 \$	2017 \$
Loans		
Interest Received – Loans	76,149	81,601
Cash & Cash Equivalents		
Interest Received – Short Term Deposits	186,729	91,914
Total Interest Income	262,878	173,515

(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).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED

(2) Financial Assets and Liabilities continued

Carrying value of Financial Assets and Financial Liabilities

	2018 \$	2017 \$
Financial Asset: Loans and Receivables		
Sundry Debtors	637,748	590,921
Loans	6,086,844	1,109,874
Total Loans and Receivables	6,724,592	1,700,795
Financial Asset: Amortised Cost		
Cash & Cash Equivalents	3,414,025	5,202,397
Financial Liability: Amortised Cost		
Sundry Creditors & Accrued Charges	204,028	150,901
Borrowings	4,000,000	-
Total Amortised Cost	4,204,028	150,901

(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.

(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.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED**(3) Financial Risk – Structure and Management** continued**(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.

Maturity Analysis as at 31 December 2018						
	Interest Rate Spread %	Within 6 months \$	6 to 12 months \$	1 to 2 years \$	2 to 5 years \$	Total \$
Assets						
Cash & Cash Equivalents	0 to 3.45%	3,414,025	-	-	-	3,414,025
Term Deposits	3.05%	1,200,000	-	-	-	1,200,000
Other Receivables	n/a	637,748	-	-	-	637,748
Loans	4.71% to 6.28%	6,086,844	-	-	-	6,086,844
Total Financial Assets		11,338,617	-	-	-	11,338,617
Liabilities						
Sundry Creditors & Accrued Expenses	n/a	204,028	-	-	-	204,028
Borrowings	4.78%	-	4,000,000	-	-	4,000,000
Total Financial Liabilities		204,028	4,000,000	-	-	4,204,028
Maturity Analysis as at 31 December 2017						
	Interest Rate Spread %	Within 6 months \$	6 to 12 months \$	1 to 2 years \$	2 to 5 years \$	Total \$
Assets						
Cash & Cash Equivalents	0 to 3.45%	1,702,397	-	-	-	1,702,397
Term Deposits	2.10% to 3.45%	3,500,000	-	-	-	3,500,000
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 Expenses	n/a	150,901	-	-	-	150,901
Total Financial Liabilities		150,901	-	-	-	150,901

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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

	2018 \$	2017 \$
Cash & Cash Equivalents	3,414,025	1,702,397
Term Deposits	1,200,000	3,500,000
Other Receivables	637,748	590,921
Loans	6,086,844	1,109,874
Total	11,338,617	6,903,192

(ii) Concentration of Credit Exposure

94% of the Company's credit exposure is in the form of cash and term deposits held with registered banks and loans to Riskpool.

NOTE 5 OPERATING LEASE COMMITMENTS

	2018 \$	2017 \$
Operating Lease Expense Commitments:		
not later than one year	12,444	12,444
later than one year but not later than five years	29,035	41,478
	41,479	53,922
Operating Lease Income Commitments:		
not later than one year	792,940	823,306
later than one year but not later than five years	2,247,948	2,984,210
later than five years	96,562	285,729
	3,137,450	4,093,245

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 2018

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

	2018 \$	2017 \$
(a) Property, Plant and Equipment		
Office Furniture and Equipment – cost	669,274	629,989
Plus Additions	21,423	39,285
Less Disposals	-	-
Closing Value - cost	690,697	669,274
Office Furniture and Equipment - Accumulated Depreciation	(479,443)	(440,834)
Less Depreciation Charge	(46,134)	(38,609)
Less Disposals	-	-
Closing Accumulated Depreciation	(525,577)	(479,443)
Net Book Value	165,120	189,831

The Total Comprehensive Surplus/(Deficit) After Tax in the Statement of Comprehensive Income includes a \$nil loss on disposal of fixed assets (2017: nil).

(b) Intangible Assets		
Software - cost	519,453	519,453
Plus Additions	-	-
Less Disposals	-	-
Closing Value - cost	519,453	519,453
Software - Accumulated Amortisation	(430,207)	(429,801)
Less Amortisation Charge	(246)	(406)
Less Disposals	-	-
Closing Accumulated Amortisation	(430,453)	(430,207)
Net Book Value	89,000	89,246

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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.

	2018 \$	2017 \$
Civic Assurance House, Lambton Quay, Wellington		
(a) Land and Building	7,150,000	7,900,000
Refurbishment	469,513	48,043
Increase/(Decrease) in value	133,070	(798,043)
Level 3 Fair Value	7,752,583	7,150,000
(b) Artwork valuation	25,000	25,000
Fair Value	25,000	25,000
	7,777,583	7,175,000

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 an expected completion date of 31 March 2019. Civic Assurance House is expected to achieve a 70% New Building Standard (NBS) rating when this strengthening work is completed. The investment property valuation has been obtained as at 30 October 2018 on an 'as if complete' basis in regards to the strengthening and asbestos works that are required to be completed. As at 31 December 2018 \$352k had been spent on earthquake strengthening and \$51k had been spent on asbestos works, with further works to be completed after 31 December 2018. The amount spent as at year end on the works has been added onto the valuers valuation of the property to reach the final fair value of the property.

The investment property is revalued every year. The investment property valuation as at 30 October 2018 was completed on 7 November 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 due to containing unobservable inputs.

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 rental income, capital expenditure, capitalisation rate and market rent per square metre, discount rate, occupancy and weighted average lease terms.

The Company borrowed \$4,000,000 from the ANZ Bank with this loan secured over Civic Assurance House.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 7 INVESTMENT PROPERTY CONTINUED

Investment Property Metrics

	2018	2017
Average Growth Factor	1.52%	1.40%
Capitalisation Rate	8.00%	8.00%
Terminal Yield	8.00%	8.25%
Discount Rate	9.25%	9.25%
Rent per sqm	\$368	\$355
Occupancy (net lettable area)	94.22%	92.84%
Weighted average lease term (years)	1.90	2.00

NOTE 8 ANALYSIS OF FINANCIAL ASSETS NOT IMPAIRED

There are no financial assets that are impaired or past due at balance date (2017: \$nil).

NOTE 9 CONTINGENT LIABILITIES

There are no contingent liabilities (2017: \$nil).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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 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 2018

NOTE 10 TAXATION CONTINUED**(a) Income tax recognised in the Statement of Comprehensive Income**

	2018 \$	2017 \$
Tax expense comprises:		
Current tax expense	-	-
Adjustments recognised in the current year in relation to the current tax of prior years	-	(13,947)
Deferred tax relating to temporary differences	298,891	200,879
Total tax expense	298,891	186,932
Attributable to:		
Continuing operations	298,891	186,932
	298,891	186,932

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:

	2018 \$	2017 \$
Surplus before tax	1,196,342	30,812
Income tax calculated at 28%	334,977	8,628
Tax effect of permanent differences	(36,057)	192,251
Prior Period Adjustment	(28)	(13,947)
Income Tax Expense	298,891	186,933

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 10 TAXATION CONTINUED

(b) Current tax assets and liabilities

	2018 \$	2017 \$
Tax refund receivable	3,580	3,580
	3,580	3,580

(c) Deferred tax balances

	2018 \$	2017 \$
Deferred tax assets comprise:		
Temporary differences	3,311,153	3,588,348
	3,311,153	3,588,348
Deferred tax liabilities comprise:		
Temporary differences	(524,191)	(502,496)
	(524,191)	(502,496)
Net Deferred Tax balance	2,786,961	3,085,852

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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 \$	
2018	Investment gains	-	-	-	-	
	Building, property and equipment	(1,794,628)	(89,567)	-	12,086	(1,872,109)
		(1,794,628)	(89,567)	-	12,086	(1,872,109)
	Employee entitlements	40,265	867	-	-	41,132
	Losses carried forward	12,775,265	(978,865)	-	(11,987)	11,784,413
		12,815,530	(977,998)	-	(11,987)	11,825,545
	Attributable to:					
	Continuing operations	11,020,902	(1,067,565)	-	99	9,953,436
	Total	11,020,902	(1,067,565)	-	99	9,953,436
	Tax effect at 28%	3,085,852	(298,918)	-	28	2,786,961
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%	3,272,782	(200,877)	-	13,947	3,085,852

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 19).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 10 TAXATION CONTINUED

(d) Imputation Credit Account

	2018	2017
	\$	\$
Closing Balance	5,259,812	5,259,812

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 2018

NOTE 11 RECONCILIATION OF COMPREHENSIVE INCOME AFTER TAX WITH CASH FLOW FROM OPERATING ACTIVITIES CONTINUED

	2018 \$	2017 \$
Total Comprehensive (Deficit)/Surplus	897,451	(156,120)
Add/(less) non cash items		
Loan Interest	(29,319)	(13,321)
Depreciation	46,134	38,609
Amortisation	246	406
Movement in CLP/ Riskpool Admin Fee Reserve	(225,835)	(43,879)
Movement in Deferred Tax Asset	298,891	186,932
Net change in fair value of investment property	(133,070)	798,043
Debt write-Off	-	(120,176)
	(42,953)	846,614
Add/(less) movements in other working capital items		
Sundry Debtors and Prepayments and Reinsurance Recoveries	(59,784)	(171,391)
Sundry Creditors and Accrued Charges	55,502	(241,936)
Tax Refund Due	-	(2,590)
	(4,282)	(415,917)
Add/(Less) Items Classified as Investing Activity	(76,150)	(91,914)
Add/(Less) Items Classified as Financing Activity	(147,980)	(68,273)
Net Cash Flow from Operating Activities	626,086	114,390

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

NOTE 12 SUNDRY DEBTORS AND CREDITORS

(a) Sundry Debtors and Prepayments

	2018 \$	2017 \$
Sundry Debtors	637,748	590,921
Prepayments	145,453	124,191
GST Receivable	4,684	12,987
Sundry Debtors and Prepayments	787,885	728,099

(b) Sundry Creditors and Accrued Charges

	2018 \$	2017 \$
Sundry Creditors and Accrued Charges	204,028	150,901
Sundry Creditors and Accrued Charges	204,028	150,901

NOTE 13 LOANS

Loan Receivable

Secured loan agreements between the Company and Local Government Mutual Funds Trustee Limited on behalf of New Zealand Mutual Liability Riskpool ("Riskpool") were entered into in February 2017, August 2017 and again in November 2018 to assist with Riskpool's cashflow. The amounts made available under the 2017 agreements were reduced in the current period to provide facilities of \$2,250,000 each (2017: \$3,000,000) and under the terms of the loans the interest rate is set as BKBM plus a margin. The November 2018 agreement provides a loan facility of \$4,000,000. Under the terms of the loan agreement the interest rate is set at the ANZ Bank lending rate plus a margin. Riskpool may repay the loans and any interest at any time without penalty. The Company may at any time withdraw the facilities by notice in writing to Riskpool to that effect, from which time no further funds will be provided but without giving rise to a requirement for Riskpool to repay the outstanding balance of the loan. The Company may require repayment of the loans (including all interest) in full or in part at any time with six months' notice. Either party may terminate the agreements on six months' notice or any other such period that both parties agree to. On termination, the loan outstanding and any interest due to the date of repayment must be paid within the period of 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 2018 is \$6,086,843.91.

Borrowings

The Company borrowed \$4,000,000 from the ANZ Bank with this loan secured over Civic Assurance House.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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 2017, there were no shares were issued. There were no shares issued during 2018.

	2018 \$	2017 \$
Retained Earnings		
Opening Balance	6,284,094	6,440,214
Net Surplus After Taxation	897,451	(156,120)
Closing balance	7,181,545	6,284,094
Shareholders Capital		
Opening Balance	10,763,506	10,763,506
Ordinary Shares issued during the year	-	-
Closing balance	10,763,506	10,763,506
Number of Ordinary Shares Fully Paid	11,249,364	11,249,364

NOTE 15 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. No impact in the current year.

NOTE 16 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 2018

NOTE 17 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 2021	31 December 2021

NOTE 18 SUBSEQUENT EVENTS

There have been no material events subsequent to 31 December 2018 that require adjustment to or disclosure in the financial statements.

NOTE 19 CAPITAL COMMITMENTS

The Company has capital commitments at balance date totalling \$431,527 (2017: \$0) for contracts relating to the earthquake strengthening and asbestos works.

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 2018

The Auditor-General is the auditor of Civic Financial Services Limited and its subsidiaries (the 'Group'). The Auditor-General has appointed me, Silvio Bruinsma, 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 29, that comprise the consolidated statement of financial position as at 31 December 2018, 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 2018; 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 15 March 2019. 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 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.

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 Companies Act 1993.

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.



INDEPENDENT AUDITOR'S REPORT *CONTINUED*

OTHER INFORMATION

The Board of Directors is responsible for the other information. The other information comprises the information included on pages 1 to 5 but does not include the consolidated financial statements, and our auditor's report thereon.

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.

A handwritten signature in dark ink, appearing to read "Silvio Bruinsma".

Silvio Bruinsma
Deloitte Limited
On behalf of the Auditor-General
Wellington, New Zealand

CIVIC FINANCIAL SERVICES SHAREHOLDERS AS AT 31 DECEMBER 2018

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%	Total Shares 11,249,364		
Opotiki	20,000	0.18%			
Otorohanga	5,000	0.04%			
Queenstown-Lakes	31,149	0.28%			

New Zealand Local Government Funding Agency Quarterly Report for the period ended 31 March 2019

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 2019. Please refer to **(Attachment A)**.

Key points to note

- LGFA has market share of 83.0% of total council borrowing for the rolling twelve-month period to March 2019 (up 2.8% from December 2018) and estimates 93.4% of council borrowing during the March 2019 quarter.
- LGFA met three of its KPIs and fell just short of meeting the fourth KPI as at the end of the March 2019 quarter. Issuance and Operating expenses (excluding AIL) are above budget by approximately \$167k for the nine-month period to 31 March 2019.
- West Coast and Hawkes Bay Regional Councils joined the LGFA over the quarter, increasing the number of councils over the past nine months by seven to sixty-three Councils with a further two Councils expected to join over the next twelve months.

LGFA Guarantors

The list of Guarantors is provided in **(Attachment B)** for information.



Kumaren Perumal
Group Manager, Finance and Technology Services

Quarterly Report

Quarter 3: 2018 - 2019
Period ended: 31 March 2019

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Quarterly Report

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A. March quarter issuance and highlights summary

Quarter	Total	Bespoke Maturity	2020	2021	2022	2023	2024	2025	2027	2033
Bonds issued \$m	1140	N/A	-	-	70	-	950	50	40	30
Term Loans to councils \$m	778.9	187.9	4.5		237	40	189	77	12	31.5
Term Loans to councils #.	57	23	2		6	5	7	8	4	2

Year to date	Total	Bespoke Maturity	2020	2021	2022	2023	2024	2025	2027	2033
Bonds issued \$m	2125	N/A	-	30	340	-	950	310	220	275
Term Loans to councils \$m	1828.9	934.9	48.5	6.5	336.5	94	189	132	56	31.5
Term Loans to councils #	178	94	8	3	19	14	7	19	12	2

Key points and highlights for the March quarter:

- The LGFA bond curve flattened and fell over the quarter with yields declining between 25 bps (2020s) and 59 bps (2033s). Over the past 12 months the yield on the 2020 LGFA bond has declined 55 bps while the 2027 LGFA bond yield has declined 117 bps closing near historic lows.
- LGFA issued a record \$1.140 billion of bonds during the quarter via one tender of \$190 million and a syndicated issue of \$950 million of a new April 2024 bond. The financial year to date (nine months) issuance of \$2.125 billion compares to the average annual issuance of \$1.4 billion. The average term of issuance during the quarter of 5.36 years was shorter than the previous quarter and shorter than the average term of 6.07 years for the prior 2017-18 year.
- LGFA margins to swap narrowed for all LGFA bond maturities by between 3 bps (2020s) and 21 bps (2033s) over the quarter. Improving global credit market sentiment, central banks reiterating the view that lower interest rates will remain for some time, reduced supply of NZ Government and other high-grade bonds and LGFA being placed on positive outlook by S&P Global Ratings helped spreads narrow. LGFA spreads to NZGB narrowed between 3 bps (2020s) and 14 bps (2033s) over the quarter.
- Long dated on-lending to council borrowers was a record \$778.9 million including \$187.9 million of bespoke maturity loans (24% of total lending) during the quarter. The average term of on-lending during the quarter at 6.72 years was slightly shorter than the 7.04 years for the prior year.
- LGFA has market share of 83.0% of total council borrowing for the rolling twelve-month period to March 2019 (up 2.8% from December 2018). We estimate that we provided 93.4% of council borrowing during the March 2019 quarter.
- Short-term lending to councils remains well supported by councils with loans outstanding of \$495 million as at 31 March 2019. This was a decrease of \$37 million over the quarter and the number of councils using this product decreased by one to thirty.
- LGFA Net Operating Gain (unaudited) for the nine-month period was \$9.24 million or \$88k above budget with Net Interest Income \$25k below budget and expenses \$113k below budget.
- Two new councils have joined LGFA over the quarter (West Coast and Hawkes Bay Regional Councils), increasing the number of councils over the past nine months by seven to sixty-three councils. There are fifty-one council guarantors as at 25 April 2019. We are expecting a further two councils to join over the next twelve months.

Quarterly Report

Quarter 3: 2018 - 2019
 Period ended: 31 March 2019



B. LGFA bond tenders during quarter

LGFA held one bond tender and one syndication during the quarter.

Tender 62: 12 February 2019

\$190 million

Tender 62	Apr-22	Apr-25	Apr-27	Apr-33	
Total amount offered \$m	70	50	40	30	<p>Tender 62 achieved a very strong outcome with good demand for the four bond maturities offered as illustrated by (i) higher bid coverage ratios than average (ii) tighter spreads to both swap and NZGB compared to previous tenders (iii) bids at or through secondary market levels and (iv) stronger post tender market.</p> <p>Bank balance sheets, offshore investors and domestic institutions were all buyers and traders had sold inventory in the secondary market leading up to the tender. The change in market sentiment towards the RBNZ, the LGFA credit rating being placed on positive outlook by S&P and some pre-buying ahead of the March 2019 liquidity event for the NZ market combined to boost sentiment. There was also a smaller than usual amount of high-grade issuance in NZD in the prior six-week period.</p> <p>Issuance yields were at historic lows.</p> <p>The tender size of \$190 million was above average (\$163 million) and the average maturity of the LGFA bonds issued was 6.75 years compared to the year to date average of 7.66 years.</p> <p>Price support was strong for all maturities with successful bids around 1 bps through prevailing secondary market levels.</p> <p>While we issued \$190 million of LGFA bonds we on-lent \$234 million to ten councils with an average term of lending at 6.33 years, slightly below average.</p>
Total amount allocated \$m	70	50	40	30	
Total number bids received	16	21	20	19	
Total amount of bids received \$m	170	267	180	125	
Total number of successful bids	4	8	3	4	
Highest accepted yield %	2.075	2.520	2.820	3.455	
Lowest yield accepted %	2.065	2.500	2.820	3.440	
Highest yield rejected %	2.120	2.580	2.870	3.570	
Lowest yield rejected %	2.075	2.520	2.820	3.455	
Weighted average accepted yield %	2.073	2.511	2.820	3.448	
Weighted average rejected yield %	2.091	2.529	2.838	3.471	
Coverage ratio	2.43	5.34	4.50	4.17	
NZGB spread at issue bps	46.00	74.00	89.00	116.00	
Swap spread at issue bps	23.75	44.30	57.00	84.00	
Swap spread: AA council bps	35.25	56	73.25	96	
Swap spread: AA-council bps	40.25	61	78.25	101	
Swap spread: A+ council bps	45.25	66	83.25	106	
Swap spread: unrated council bps	47.5	55.25	79	88	

Quarterly Report

Quarter 3: 2018 - 2019
 Period ended: 31 March 2019



March 2019 Syndication:

After issuing \$11.3 billion of bonds via sixty-two tenders since we first commenced borrowing in February 2012, we decided in March 2019 to undertake a syndication of bonds. A syndication is where the issuance yield (and issuance spread to swap and NZGB) is set after consultation with investors and banks rather than in a tender where the issuance yield is set by auction.

The syndication provides greater certainty for both investors and borrower regarding volume and issuance yield. A syndication also works well for the inaugural issuance of a new bond maturity as it achieves greater volume and therefore improved and immediate liquidity compared to issuing smaller amounts via tenders.

We issued \$1 billion (including \$50 million of treasury stock) of a 15 April 2024 maturity via a syndicate of two banks that settled on 15 March 2019. The choice of the April 2024 maturity was to reduce our net lending exposure (from bespoke council loans) in the 2024 year and to make the syndication as widely appealing as possible to investors through a five-year maturity.

The issuance margin of 34 bps over swap and 64 bps over NZGB were at the prevailing interpolated mid spread and the issuance yield of 2.32% reflected the historic low levels of prevailing interest rates.

C. Key performance indicators

We have met three KPIs and almost met the fourth KPI as at the end of the March 2019 quarter.

Issuance and operating expenses (excluding AIL) are above budget by approximately \$167k for the nine-month period to 31 March 2019. Higher legal and NZX listing costs associated with larger bond issuance than forecast (due to higher council lending than forecast) have contributed to these costs exceeding budget. Net Operating Gain is however above budget by \$88k.

We changed our base lending margin for long dated lending to a standard 10 bps margin regardless of the borrowing term from 1 July 2018. This ensures that we meet the average base margin target of 10 bps when we combine it with our short-dated lending e.g. in the March quarter the average margin was 10 bps across the combined lending portfolio.

We have slightly improved our estimated interest cost savings for council borrowing through LGFA compared to councils borrowing in their own name compared to the levels at the start of the financial year. This objective remains difficult to achieve as the spread between what councils borrow at over LGFA borrowing cost will naturally narrow as the borrowing term approaches maturity.

Our volume of council lending is above the SOI forecast by almost \$1 billion due to both the larger amount of short-term lending and Auckland Council resuming borrowing through LGFA. The loan book is less than the level at December 2018 due to the \$1.2 billion repayment of council loans in March 2019.

Quarterly Report

Quarter 3: 2018 - 2019
 Period ended: 31 March 2019



Measure	Prior full year to June 2018	Q1 30 Sept 2018	Q2 31 Dec 2018	Q3 31 Mar 2019	Q4 30 June 2019	
Average base margin over cost of funds for short term and long-term lending	Target %	< 0.10%				
	Average actual %	0.105%	0.095% (0.10% for long term and 0.09% for short term) ✓	0.095% (0.10% for long term and 0.09% for short term) ✓	0.10% (0.10% for long term and 0.104% for short term) ✓	
Estimated interest cost savings to AA rated councils	Target Improvement on prior year as at each quarter	Q1 30 Sept 2018	Q2 31 Dec 2018	Q3 31 Mar 2019	Q4 30 June 2019	
	2019 maturity At quarter end	11 bps	8 bps ✗	2 bps ✗	n/a	n/a
	2021 maturity At quarter end	19 bps	20 bps ✓	17 bps ✗	20 bps ✓	
	2025 maturity At quarter end	10 bps	20 bps ✓	15 bps ✓	14 bps ✓	
Issuance and operating expenses (excluding AIL) YTD	Target (\$)	\$1.42 m (YTD as at Q1)	\$2.84 m (YTD as at Q2)	\$4.16 m (YTD as at Q3)	\$5.67 m (FULL YEAR)	
	Actual (\$)	\$5.16 m	\$1.36 m ✓	\$2.81 m ✓	\$4.33 m ✗	
Lending (short and long term) to participating councils	Target (\$)	\$8.378 b (YTD as at Q1)	\$8.818 b (YTD as at Q2)	\$7.898 b (YTD as at Q3)	\$8.105 b (FULL YEAR)	
	Actual (\$)	\$7.927 b	\$8.641 b ✓	\$9.268 b ✓	\$8.812 b ✓	

Quarterly Report

Quarter 3: 2018 - 2019
 Period ended: 31 March 2019



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
Comprehensive income	30-Sep-18	31-Dec-18	31-Mar-19	30-June-19
Interest income	88.71	180.89	273.13	
Interest expense	83.43	171.12	258.56	
Net interest revenue	5.29	9.77	14.57	
Issuance and On-lending costs	0.57	1.17	1.90	
Approved issuer levy	0.19	0.89	1.00	
Operating expenses	0.79	1.64	2.43	
Issuance and operating expenses	1.55	3.70	5.33	
Net Profit	3.74	6.08	9.24	

Financial position (\$m)	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19
Retained earnings + comprehensive income	41.74	44.05	47.24	
Total assets (nominal)	8,857.01	9,434.82	9,402.11	
Total LG loans (nominal)	8,631.65	9,276.43	8,811.97	
Total LGFA bills (nominal)	470.00	485.00	545.00	
Total LGFA bonds (nominal)	8,104.00	8,704.00	8,604.00	
Total borrower notes (nominal)	131.20	139.86	133.12	
Total equity	66.74	69.05	72.24	



Quarterly Report

Quarter 3: 2018 - 2019
 Period ended: 31 March 2019



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.

Quarterly Report

Quarter 3: 2018 - 2019
 Period ended: 31 March 2019



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

LGFA on-lending base margins are 10 bps for all terms between April 2020 and April 2033 following our change to a flat margin structure in June 2018. 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 that are based upon the secondary market levels at 31 March 2019 of LGFA bonds compared to bonds issued by Auckland and Dunedin councils is between 14 bps and 20 bps depending upon the term of borrowing. The amount of savings has increased over the past quarter by an average of 2.5 bps and improved by 1 bps since June 2018. LGFA borrowing spreads have narrowed over the quarter by between 3 bps (2020s) and 21 bps (2033s) reflecting reduced supply of bonds by high grade issuers other than LGFA. While Auckland Council did not issue bonds during the quarter, Dunedin City Treasury did issue \$50 million of a seven-year maturity in March.

31-Mar-19	Savings to AA rated councils (bps)			
	Dunedin 2020	Dunedin 2021	Auckland 2022	Auckland 2025
AA rated councils' margin to swap (bps)	37	43	44	70
Less LGFA margin to swap (bps)	-7	-13	-20	-41
LGFA gross funding advantage (bps)	30	30	25	24
Less LGFA base margin (bps)	-10	-10	-10	-10
Total savings (bps) *	20	20	15	14

Note that from 30 June 2017 we removed the implied "LGFA effect" of 10 bps of additional savings in borrowing costs from the above analysis. The LGFA effect was the assessment of immediate savings to councils when LGFA first commenced lending to councils in February 2012.

Credit market sentiment was positive during the quarter with spreads narrowing to both swap and NZGB as Central Banks implied interest rates were going to remain low for an extended period and this helped global equity markets recover the prior quarter losses. Outright yields declined to near historic lows on the expectation that the RBNZ is unlikely to adjust interest rates until 2020. The interest rate curve flattened with yields on short dated LGFA bond yields (2020s) declining by 25 bps over the quarter while long dated LGFA bond yields (2033s) declined a staggering 73 bps. These moves were larger than experienced in global bond markets.

We closely monitor the Kauri market for ongoing supply and price action as this other high-grade issuance by "AAA" rated Supranational issuers such as the World Bank (IBRD), Nordic Investment Bank (NIB) and the

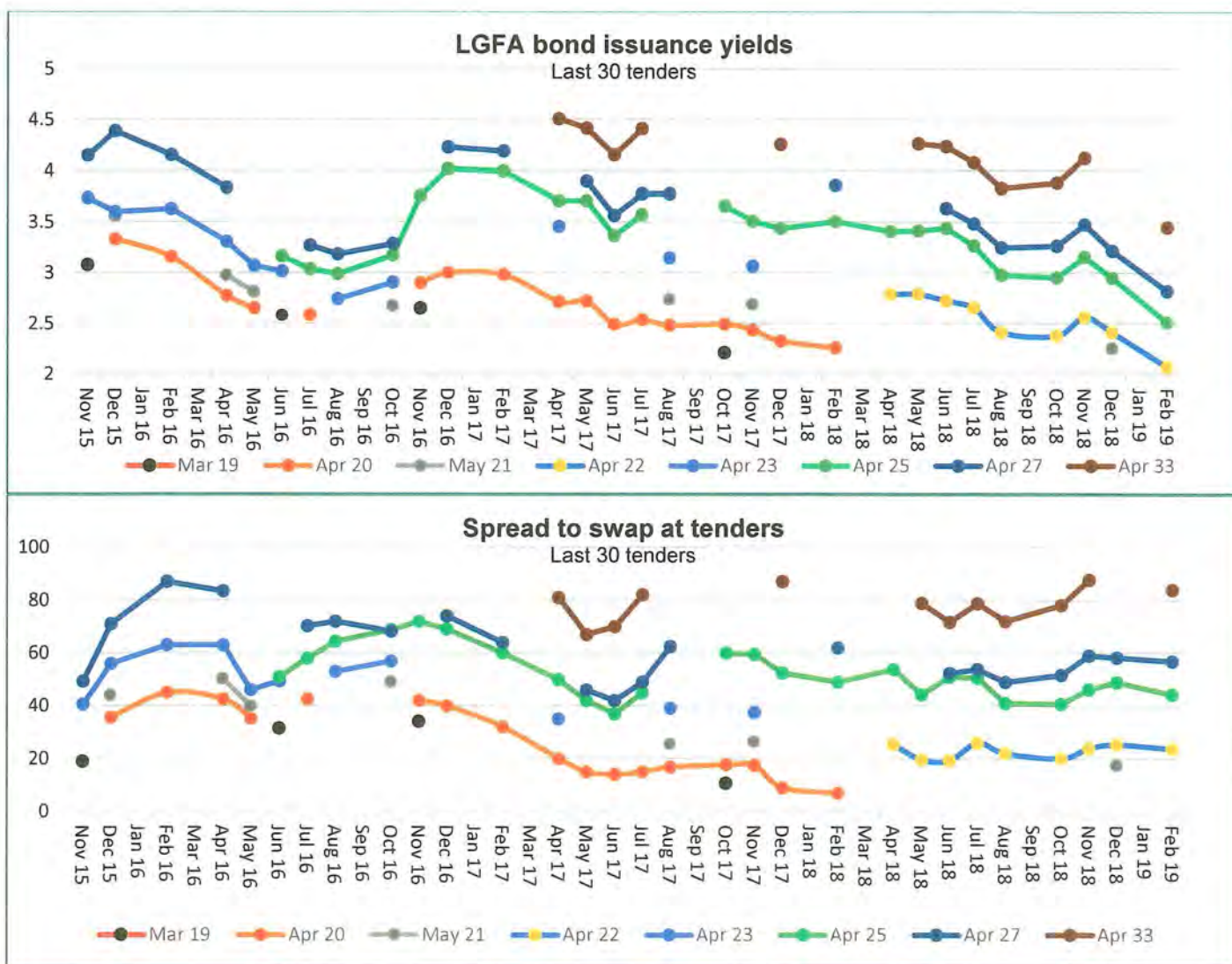
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Asian Development Bank (ADB) influence LGFA demand and pricing. These borrowers are our peer issuers in the NZD market and have the most influence on our pricing. The March quarter was another quiet period for Kauri issuance with only \$1.65 billion of issuance across four issues (compared to \$3.525 billion in the March 2018 quarter). Reduced offshore investor demand for NZD product as well as more attractive borrowing spreads for issuers in other markets has led to the fall in issuance activity. This has assisted LGFA to issue a greater volume.

LGFA bonds performed well over the quarter despite the large amount of issuance. Secondary market credit spreads narrowed between 3 bps and 21 bps to swap and between 4 bps and 18 bps to NZGB over the quarter. Over the past year, spreads to swap have narrowed between 1 bps (2020s) and 25 bps (2033s) and have narrowed on a spread to NZGB by between 3 bps (2033s) and 21 bps (2021s). The spread improvement has reflected a general improvement in global credit market sentiment and view that low interest rates will be entrenched in New Zealand for some time leading to an increase in demand for higher yielding investments.



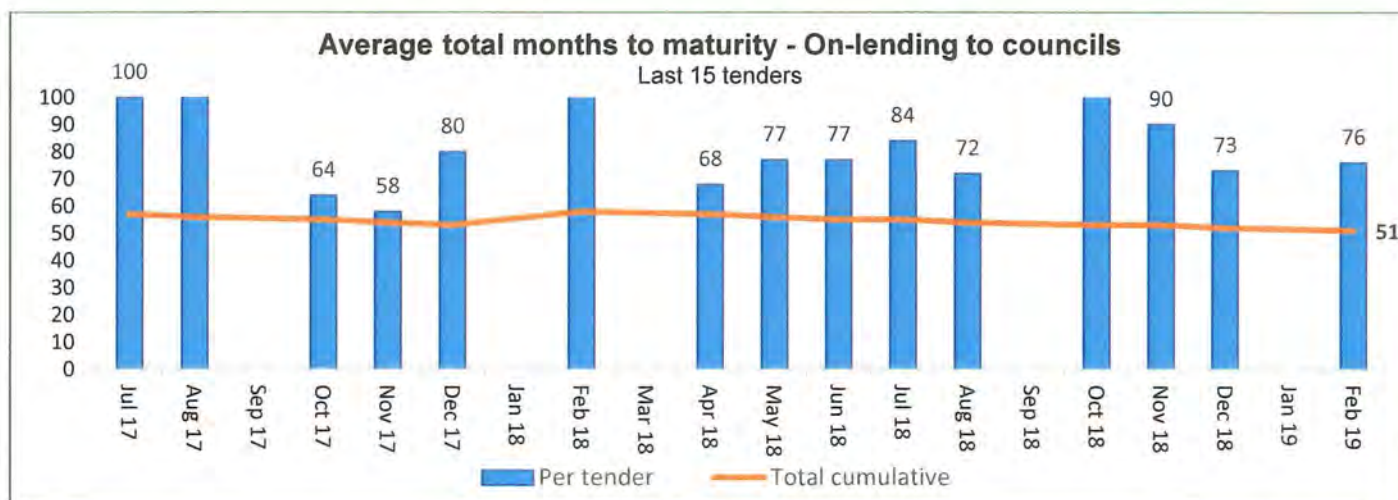
Quarterly Report



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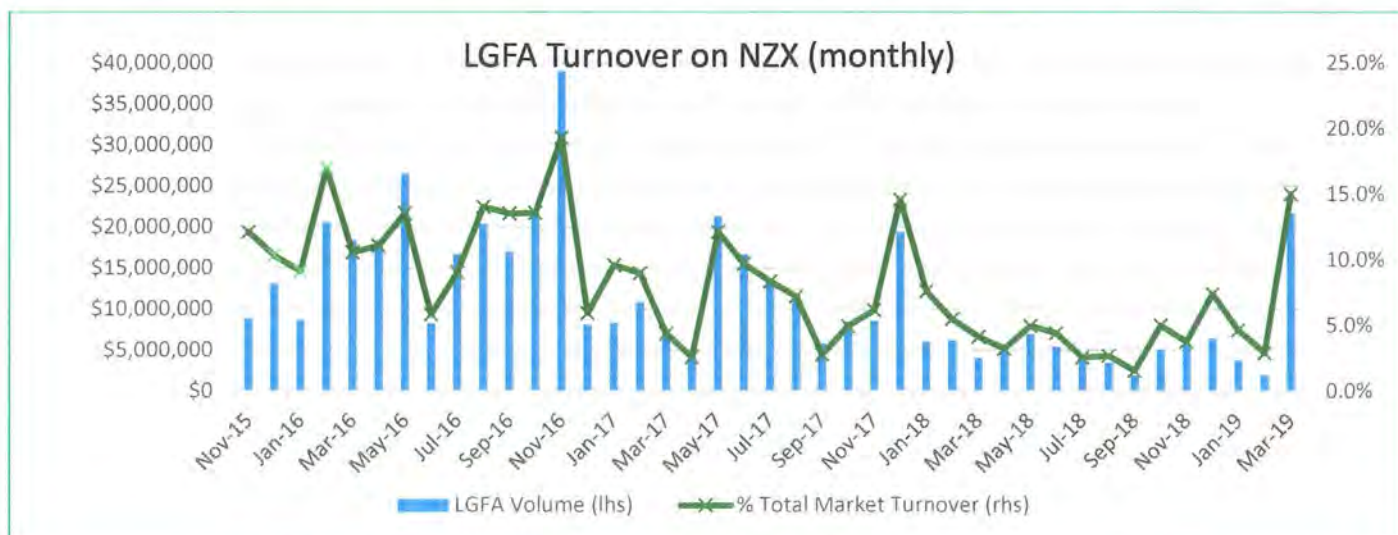
2. Making longer-term borrowings available to Participating Local Authorities

The average borrowing term (excluding short dated borrowing but including bespoke borrowing) for the March 2019 quarter by council members was 5.61 years and this was shorter than the 6.72 years average term for the prior quarter. The average term of 6.14 years for the current 2018-19 year to date is also shorter compared to the 7.04 average term for the 2017-18 year. The shortening in average borrowing term is explained by councils accessing the new April 2022 and April 2024 maturities.



3. Enhancing the certainty of access to debt markets for Participating Local Authorities, subject always to operating in accordance with sound business practice

LGFA bonds were listed on the NZX Debt Market in November 2015 and average turnover on the NZX Debt market has been \$11.5 million per month or 8.3% of the total turnover of the NZX Debt Market. Turnover has reduced as retail investors are more attracted to high term deposit rates. The spike in activity in March was due to retail investors rolling over their March 2019 LGFA bond holdings into other LGFA maturities.



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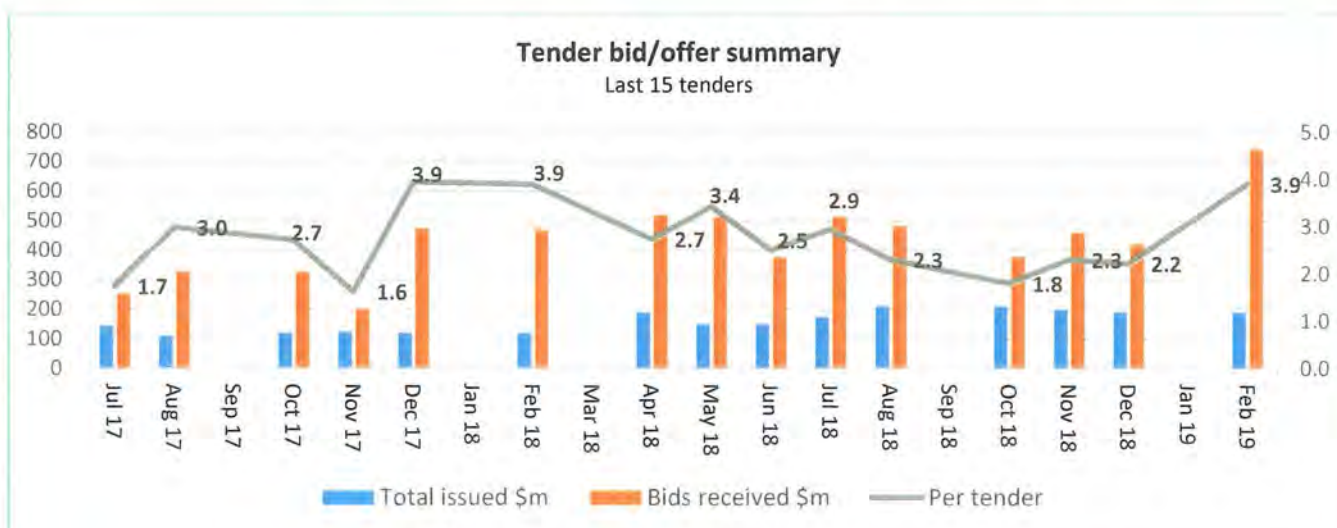
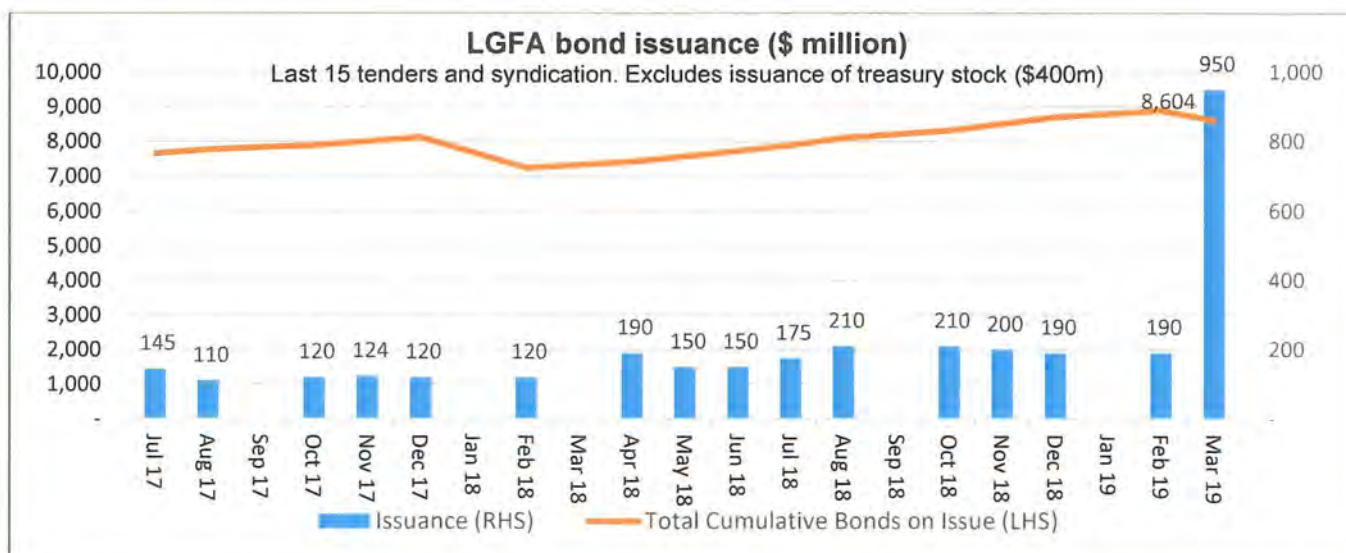


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LGFA started issuing LGFA Bills and short dated (less than 1 year) lending to councils in late 2015. As at March 2019 there were LGFA Bills of \$545 million on issue and short-term loans of \$492 million.

LGFA documented an Australian Medium-Term Notes Programme in November 2017 to provide the ability to issue in currencies other than NZD. We have no immediate intention to use this programme, but it provides flexibility in case of the unlikely scenario of a significant market disrupting event in the future.

The only LGFA bond tender during the quarter received strong market support with an overall coverage ratio of 3.91x and support for each of the four maturities offered between 2.43x and 5.34x. We also issued a net amount of \$950 million of the new April 2024 bond to the investors and banks after receiving almost \$1.1 billion of bids. This is the largest amount issued of a single maturity by an issuer other than the New Zealand Government so was an important indicator of the growing depth of the New Zealand domestic debt capital markets and the role played by LGFA.



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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 \$376.9 million on a bespoke basis to sixteen councils comprising \$187.9 million into bespoke maturity dates and \$190 million into LGFA bond maturity dates but in between the normal tender dates. Bespoke lending comprised 48% 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 one month and 12 months on \$495 million of loans outstanding as at 31 March 2019 to thirty councils. This is a significant increase compared to June 2018 where we had lent \$244 million to nineteen councils and has led us to issue \$545 million of LGFA bills.

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 five councils during the March quarter (thirty-six for the nine-month period to March 2019) 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 Treasury, Trustees Executors, Productivity Commission and Morrison Low to discuss the local government sector.

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 \$9.237 million for the nine-month period to 31 March 2019 exceeded the SOI forecast of \$9.147 million by \$88k. The average cost of funds for the 2018-19 financial year to date is 2.73%. This is lower than the 3.14% for the prior 2017-18 financial year due to the lower outright level of interest rates. 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 we have provided data to PwC for their upcoming March 2019 report. Our estimate of the LGFA market share of

Quarterly Report

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total sector borrowing for the March 2019 quarter was 93.4% and for the year to March 2019 was 83.0%. Adjusting for Auckland Council borrowing in its own name our market share for the year to March 2019 was 87.7%. Our market share remains strong compared to our global peers.

As at 25 April 2019, there are sixty-four participating local authority members of LGFA and we estimate a further two councils could become members in the next twelve months.

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, management basis were \$5.331 million which is \$113k below budget. This variance is the consequence of:

- Issuance and on-lending costs (excluding AIL) at \$1.904 million were \$185k above budget. Lower fees than budgeted relating to the NZDMO facility were offset by higher NZX costs and legal costs. A larger amount of bond issuance and short-term lending increased these costs relative to budget.
- Operating costs at \$2.427 million were \$18k below budget due to lower personnel and travel costs offset by additional legal costs relating to LGFA progressing its work on the ability to lend to CCOs.
- Approved Issuer Levy payments of \$1 million were less than our forecast of \$1.28 million by \$280k due to a lower level of LGFA bonds holdings by offshore investors relative to budget.

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 an annual review process regarding our credit ratings from Standard and Poor's ("S&P") and Fitch Ratings ("Fitch") and meets with both agencies at least annually. Meetings were held in July 2018 with S&P and in September 2018 with Fitch.

On 4 February 2019, S&P placed our long-term credit rating on positive outlook, following their decision to place the long-term credit rating of the New Zealand Government on positive outlook the previous week.

On 18 November 2018, Fitch reaffirmed our long-term credit rating as AA+ and classified LGFA as a corporate mission, government related entity (GRE) under its GRE rating criteria. Fitch equalises our ratings with those of the New Zealand Government.

Quarterly Report

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11. Achieve the financial forecasts

As at the end of the third quarter, Net Interest Income was estimated by management on an unaudited basis to be \$25k below budget while expenses are \$113k below budget. Net Operating Gain of \$9.24 million was \$88k above budget and \$63k (0.7%) below the Net Operating Gain for the equivalent prior period.

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 Period ended: 31 March 2019

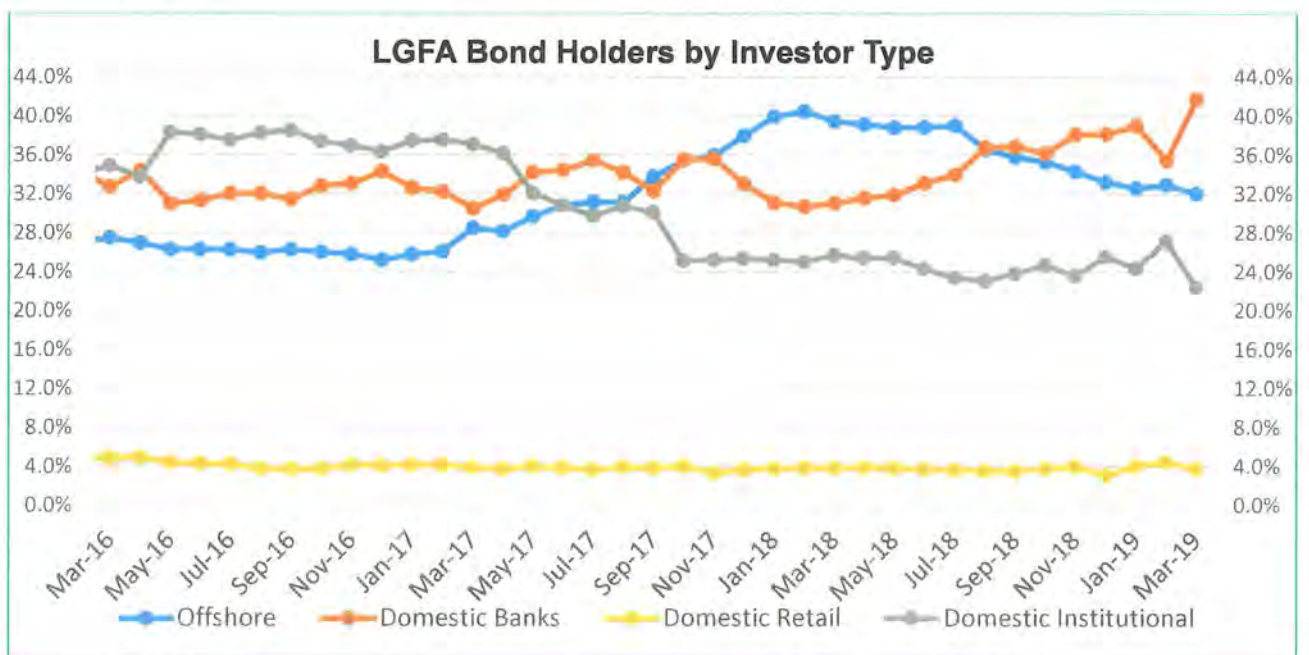


G. Investor relations / outlook

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.

The theme relating to changing investor composition that started late last year is continuing into the 2019 calendar. However, the changes are also heavily influenced by the maturity of the March 2019 LGFA bond and the recent 2024 LGFA bond syndication which was pitched at bank investors.

- Offshore investors reduced their holdings of LGFA bonds by \$129 million over the quarter (and by \$90 million over the past twelve months). The relative unattractiveness of NZ bond yields to other global markets has led to a decline in holdings of NZ Government Bonds (NZGB), Kauri bonds and LGFA bonds. While low interest rates are a positive for our council borrowers, it is more difficult to encourage offshore investors to buy LGFA bonds. They are estimated to hold \$2.77 billion (32% of outstandings) compared to \$2.9 billion (39.5% of outstandings) a year ago.
- Domestic institutional and retail investors reduced their holdings by \$244 million over the quarter (largely due to the March 2019 LGFA bond maturing) and were estimated to hold \$2.6 billion (26.2% of outstandings) compared to \$2.1 billion (29.5% of outstandings) a year ago.
- Domestic banks continue to increase their holdings with a rise of \$283 million over the quarter. This increased demand is in response to an outlook for reduced NZGB supply due to the strong fiscal position, reduced NZ Treasury Bill supply and a slowdown in bank lending. Bank holdings of \$3.6 billion (41.8% of outstandings) are at a record high and compare to \$2.25 billion (31% of outstandings) a year ago.

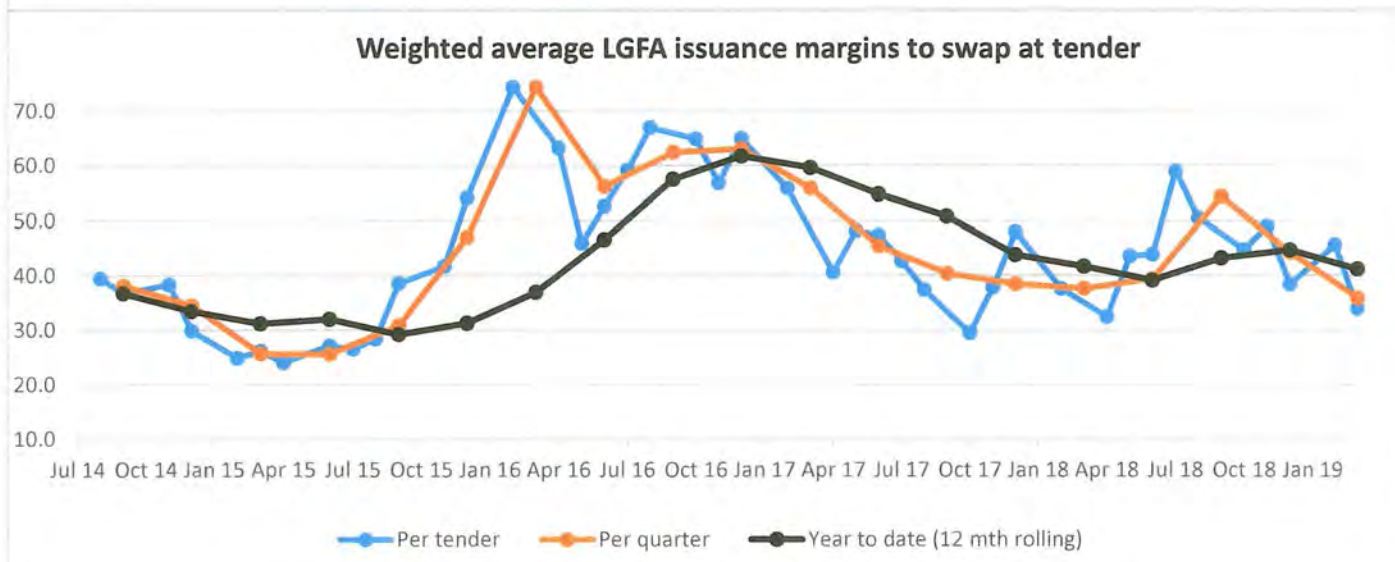
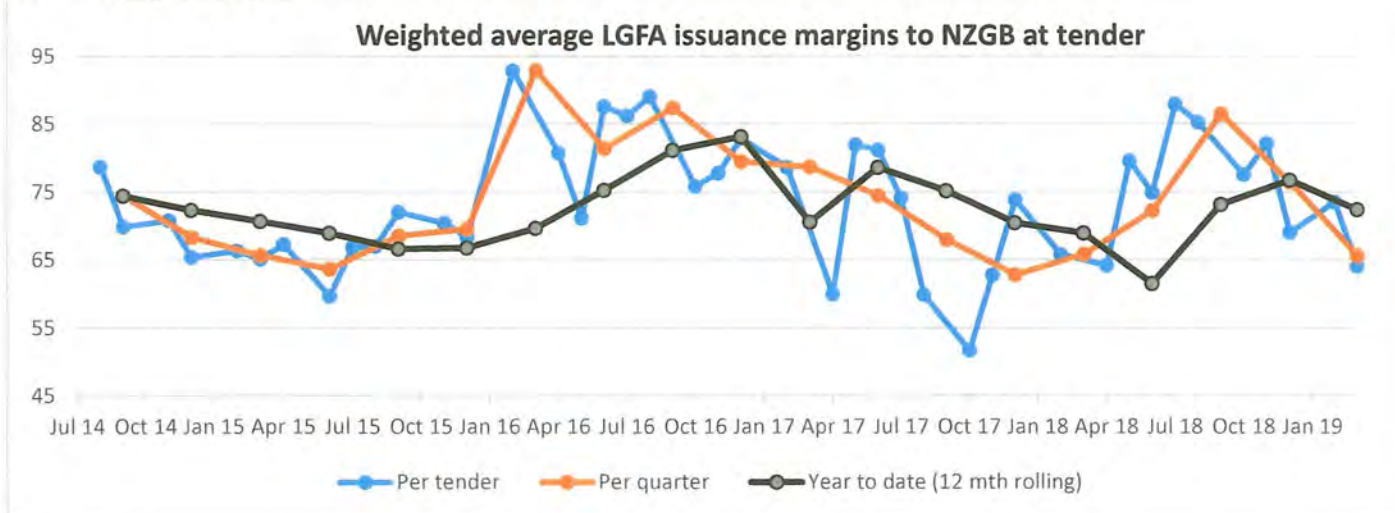


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H. Key trends



LGFA Guarantors as at 25 April 2019 (alphabetical order)
Ashburton District Council
Auckland Council
Bay of Plenty Regional District Council
Canterbury Regional Council
Christchurch City Council
Far North District Council
Gisborne District Council
Gore District Council
Greater Wellington Regional Council
Hamilton City Council
Hastings District Council
Hauraki District Council
Horizons District Council
Hawkes Bay Regional Council
Horowhenua District Council
Hurunui District Council
Hutt City Council
Invercargill City Council
Kaipara District Council
Kapiti Coast District Council
Manawatu District Council
Marlborough District Council
Masterton District Council
Matamata-Piako District Council
Nelson City Council
New Plymouth District Council
Otorohanga District Council
Palmerston North City Council
Porirua City Council
Queenstown Lakes District Council
Rotorua District Council
Ruapehu District Council
Selwyn District Council
South Taranaki District Council
Tararua District Council
Tasman District Council
Taupo District Council
Tauranga City Council
Thames-Coromandel District Council
Timaru District Council
Upper Hutt City Council
Waikato District Council
Waikato Regional Council
Waimakariri District Council
Waipa District Council
Waitomo District Council
Wellington City Council
Western Bay of Plenty District Council
Whakatane District Council
Whanganui District Council
Whangarei District Council

Schedule of Payments for the Month of March 2019

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 2019.


2. Background

In accordance with the provisions of the legislation the following payments were made during the month of March 2019. Computer printouts listing all the vouchers issued over the period will be available for inspection if required.

Payment Summary – March 2019	
	\$
Payment of Accounts -	
Direct Credits and Cheques	9,223,030.14
Direct Debits (salary payments)	1,179,023.16
Investments	25,000,000.00
Direct Debits (other accounts)	29,167,790.20
TOTAL	64,569,843.50


 Ian Butler
Finance Manager

Approved


 Kumaren Perumal
GM, Finance and Technology Services

Chief Executive Information Pack Report for May 2019

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 Allan Sole – Waihi Beach Community Board

- Waihi Beach Road Entranceway
- Footpath across 25 Wilson Road
- Waihi Beach Community Plan – Town Centre Review
- Broadlands Block Future Planting and Development Plan
- Waihi Beach Events and Promotions – Signage Clean up
- Waihi Beach Community Centre – Grant Fund Application
- Waihi Beach Community Plan

Chairperson Murray Grainger – Omokoroa Community Board

- Omokoroa Community Board Future
- Recycled Seats / Wooden Seat for Omokoroa
- Future development of Omokoroa Sports and Recreation Pavilion

Chairperson Jenny Hobbs – Katikati

- Booking system for Community Facilities
- Community Roding Priorities
- Slow Down Sign for Reretukahui Road
- Tree Maniaroa Drive – Middlebrook Drive Subdivision
- Kotahi Lane Mowing and upgrade
- Uretara Stream Water Quality
- Katikati Town Centre Plan
- Future Options for a Katikati Bypass
- Katikati Community Board Submission to the Annual Plan

Chairperson Shane Beech - Maketu Community Board

- Maketu Freedom / Seasonal Campers
- Maketu Cycleway
- YES Programme
- Maketu Community Hub Feasibility Study
- Freedom Camping
- Tsunami Signage
- Maketu Surf Club Car Park and Rock Revetment
- Kohanga Reo
- Spencer Avenue Reserve - Consent Requirements
- Spencer Avenue Culvert Capacity
- Anzac Day Commemoration Service at Maketu
- Tsunami Signage

Chairperson Peter Miller – Te Puke

- Confirmation of Payment for Roadwork outside Orchard Church
- Rubbish Bin Replacement on Jellicoe Street
- Urban Street Speed Limits
- Town Centre Walkabout
- Te Puke Town Centre Project Review
- Community Board Grant Application
- Tactile Paving
- Te Puke Community Board Submission to the Annual Plan

1. Additional Booked Engagements and Meetings attended by CEO

05 April	Unispace
05 April	BOP Chief Executives Meeting
05 April	Urban Form & Transport Initiative Executive Review Group Meeting
08 April	Three Waters Review Workshop (Wellington)
26 April	Meeting with Michelle & Raymond Cobb
6.7.8 May	Mentoring & Coaching for Women - Sydney
10 May	Union Meeting
10 May	Portia McKenzie Meeting (Waihi Beach Community Plan)
21 May	Financial Management System Workshop (Hamilton)
22 May	Scott Hamilton & Mike Horsley - Rangioru
24 May	WBOP Regional Partnership Meeting
24 May	Civil Defence - Coordinating Executive Group Meeting
24 May	Meeting with Allan Prangnell and Richard Ward

2. Additional Booked Engagements and Meetings CEO attended with HWTM

09 April	Kristin Dunne meeting (Tourism Bay of Plenty Strategy)
11 April	Emergency Management System Reform amending the Civil Defence Emergency Management Act 2002
11 April	Urban Form & Transport Initiative with David Cunliffe
12 April	BOP Triennial Quarterly Meeting
17 April	SmartGrowth Leadership Group Meeting
01 May	Dep Chair Jane Nees Meeting BoC Review - Regional Economic Development
23 May	Meeting with Zespri CEO



Miriam Taris
Chief Executive Officer