



NOTICE OF AN ORDINARY COUNCIL MEETING

**Via audio-visual link
Tuesday, 2 June 2020
Commencing at 9.00am**

ORDER PAPER

OPENING KARAKIA / PRAYER / INSPIRATIONAL READING – COUNCILLOR RĀPIHANA

APOLOGIES

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

PUBLIC FORUM

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PUBLIC EXCLUDED BUSINESS

**ITEM 12 CONFIRMATION OF IN-COMMITTEE MINUTES – ORDINARY COUNCIL MEETING
21 APRIL 2020**

**ITEM 13 IN-COMMITTEE MINUTES – RISK AND ASSURANCE COMMITTEE MEETING
2 MARCH 2020**

ITEM 14 MINUTES – TOI-EDA MEETING 20 APRIL 2020

ITEM 15 RESOLUTION TO RESTATE RESOLUTIONS AND READMIT THE PUBLIC

Chair: Her Worship the Mayor – Lyn Riesterer

Members: Cr Shona Browne (Deputy Mayor)

Cr Debi Hocart

Cr Barry Howe

Cr David Moore

Cr Steve Nelson

Cr Louis Rāpihana

Committee Secretary: Gae Newell

Quorum: 4

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Councillors are reminded that if you have a pecuniary or non-pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the Council chamber.

Aileen Lawrie

CHIEF EXECUTIVE OFFICER



MINUTES OF AN ORDINARY COUNCIL MEETING DATED TUESDAY, 21 APRIL 2020 VIA AUDIO VISUAL LINK AT 9.00AM

PRESENT:

Mayor Lyn Riesterer (Chairperson)
Deputy Mayor Shona Browne (Deputy Chairperson)
Councillors:
Debi Hocart
Barry Howe
David Moore
Steve Nelson
Louis Rāpihana

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Bevan Gray (Finance and Corporate Services Group Manager)
Peter Bridgwater (Accountant)
Gae Finlay (Executive Assistant and Governance Support Officer)

GUEST:

John Galbraith

Councillor Nelson opened the meeting with two inspirational verses.

APOLOGIES

Nil.

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

Nil.

PUBLIC FORUM

Nil.

1. CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING: 10 MARCH 2020 p4

RESOLVED

- (1) That the minutes of the Ordinary Council meeting held on 10 March 2020 be confirmed as a true and correct record.**

Browne/HWTM

Carried

2. CONFIRMATION OF MINUTES – EMERGENCY COUNCIL MEETING 24 MARCH 2020 p16

RESOLVED

- (1) That the minutes of the Emergency Council Meeting held on 24 March 2020 be confirmed as a true and correct record.**

HWTM/Hocart

Carried

3. MINUTES – REGIONAL TRANSPORT COMMITTEE MEETING 21 FEBRUARY 2020 p22

RESOLVED

- (1) That the minutes of the Regional Transport Committee meeting held on 21 February 2020 be received.**

Moore/Nelson

Carried

4. MINUTES – CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE MEETING 25 MARCH 2020 p31

RESOLVED

- (1) That the minutes of the Civil Defence Emergency Management Group Joint Committee meeting held on 25 March 2020 be received.**

Browne/HWTM

Carried

5. MAYORAL REPORT – 7 MARCH 2020-16 APRIL 2020 p35

Her Worship the Mayor advised that she attended the Emergency Council meeting on 24 March 2020, which is not noted in the report.

RESOLVED

(1) That the report titled "Mayoral Report – 7 March 2020-16 April 2020" be received.

HWTM/Browne

Carried

**6. 2020/21 ANNUAL PLAN – INFORMATION AND ENGAGEMENT DOCUMENT p38
and separate document**

The Finance and Corporate Services Group Manager advised that although Council will be increasing rates, if some of the capital projects submitted to Crown Infrastructure Partners are accepted, Council can effectively reduce the rate increase. Other cost savings will be made in light of the Covid-19 lockdown, e.g. travel and associated costs.

The Finance and Corporate Services Group Manager further advised that Council is not aware, at this stage, of the number of businesses impacted by the lockdown and to what extent they are affected. It is considered more time and cost effective for Council to give assistance to those experiencing financial hardship by way of rates remission or some other form of assistance in relation to payment of rates. Community feedback will be important as some people will be affected more than others. The community feedback will assist in making informed decisions ahead of adoption of the Annual Plan. The Finance and Corporate Services Group Manager noted that if the rate increase is reduced too much, Council will be further in the red.

The Chief Executive Officer stated that staff have provided the technical information but times are changing quickly and political pressure is mounting around the country on Council and Councillors to take pay cuts. She asked that Council consider the implications of a rate rise in the current climate and in the community.

Following a discussion and exchange of thoughts, the Chief Executive Officer advised that a media release will be going out following the meeting and invited input from Councillors.

Concern was expressed that there will be an increase in the Regional Council targeted rate for the Otago-Waioeka Rivers Scheme and Council agreed that this should be noted in the media release.

RESOLVED

(1) That the report titled "2020/21 Annual Plan – Information and Engagement Document" be received.

- (2) That the Council seek feedback from the community on what is proposed for next year, and also ahead of the upcoming Long Term Plan preparation.

Hocart/Rāpihana

Carried

7. RATING REVIEW WORKSHOP

p43

RESOLVED

- (1) That the report titled "Rating Review Workshop" be received.
- (2) That the Council agrees that a full rating review ahead of the Long Term Plan is not necessary. If needed an amendments review would be undertaken as Council considers the existing rating system to be largely appropriate.

Rāpihana/Browne

Carried

8. 2019 TRIENNIAL ELECTIONS

p48

The options outlined in Clause 2 of the recommendations will be workshopped with Council.

RESOLVED

- (1) That the report titled "2019 Triennial Elections" be received.
- (2) That Council:
- Considers whether it retains the first past the post electoral system or adopts the single transferable voting electoral system for the 2022 triennial elections – by 12 September 2020.
 - Considers whether it establishes Māori wards for the 2022 and 2025 triennial elections – by 23 November 2020.
 - Undertakes a representation arrangements review in 2020/21 (including undertaking any public consultation).

Hocart/Nelson

Carried

9. LGFA AMENDMENT & RESTATEMENT DEEDS

p64

RESOLVED

- (1) That the report titled "LGFA Amendment & Restatement Deeds" be received.

- (2) That the Amendment and Restatement Deed (Notes Subscription Agreement) and the Amendment and Restatement Deed (Multi-Issuer Deed) be approved.**

Howe/Rāpihana

Carried

The meeting adjourned for a morning tea break at 10.13am and reconvened at 10.20am. John Galbraith joined the meeting at this time.

10. ŌPŌTIKI HARBOUR DEVELOPMENT – IMPLEMENTATION p143

John Galbraith spoke to the report, in particular providing an update in relation to the archeological authority application.

RESOLVED

- (1) That the report titled “Ōpōtiki Harbour Development – Implementation” be received.**

Rāpihana/Moore

Carried

11. ANNUAL COMMUNITY SURVEY RESULTS p154

RESOLVED

- (1) That the report titled “Annual Community Survey Results” be received.**

Rāpihana/Hocart

Carried

12. CHIEF EXECUTIVE OFFICER’S UPDATE p161

RESOLVED

- (1) That the report titled “Chief Executive Officer’s Update” be received.**

HWTM/Hocart

Carried

Councillor Hocart left the meeting at 10.47am and returned at 10.52am.

13. RESOLUTION TO EXCLUDE THE PUBLIC p172

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

- 14. Confirmation of In-Committee Minutes – Ordinary Council Meeting 10 March 2020.**

15. Minutes – Toi-EDA meeting 10 March 2020.

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

Item No	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
14.	In-Committee Minutes – Ordinary Council Meeting 10 March 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
15.	Minutes – Toi-EDA meeting 10 March 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

14.	Protect the privacy of natural persons Protect information Protection from improper pressure or harassment Prevent disclosure or use of official information Carry out negotiations Maintain legal professional privilege Carry out commercial activities	Section 7(2)(a) Section 7(2)(b)(i) & (ii); (d) & (e) and Section 7(2)(c)(i) & (ii) Section 7(2)(f)(ii) Section 7(2)(j) Section 7(2)(i) Section 7(2)(g) Section 7(2)(h)
15.	Protect the privacy of natural persons Protect information	Section 7(2)(a) Section 7(2)(b)(i) & (ii)

Rāpihana/Moore

Carried

RESOLVED

- (1) That the resolutions made while the public was excluded, be confirmed in open meeting.**
- (2) That the public be readmitted to the meeting.**

Hocart/Browne

Carried

RESOLVED

- (1) That the minutes of the In-Committee Ordinary Council meeting held on 10 March 2020 be received.**

Browne/Hocart

Carried

RESOLVED

- (1) That the minutes of the Toi-EDA meeting held on 10 March 2020 be received.**

HWTM/Rāpihana

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.06AM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COUNCIL HELD ON 2 JUNE 2020**

L J RIESTERER

HER WORSHIP THE MAYOR

MINUTES OF A MEETING OF THE COAST COMMUNITY BOARD HELD AT TE RUNANGA O TE WHANAU OFFICES, STATE HIGHWAY 35, TE KAHA ON TUESDAY, 11 FEBRUARY 2020 AT 10.00AM

PRESENT:

Louis Rāpihana (Chairperson)
Mike Collier
Jack Parata
Allen Waenga

IN ATTENDANCE:

Mayor Lyn Riesterer
Ari Erickson (Engineering and Services Group Manager)
Gae Newell (Executive Assistant & Governance Support Officer)
Annette Papuni-McLellan (Executive Support Officer)

PUBLIC

Astrid Tawhai

The Chairperson opened the meeting with a karakia and extended a welcome to everyone.

Gae Finlay (Executive Assistant & Governance Support Officer) was thanked for her invaluable contribution to the Board.

Acknowledgement of Hoani Kerei, a local identity who has passed away.

The Chairperson declared a conflict of interest in regards to the application for funding for the Coast Initiatives Fund for Te Matarau and advised that Deputy Chairperson Allen Waenga would take the chairperson role for this part of the meeting.

APOLOGIES

Nil.

The Chairperson handed the Chair to Deputy Chairperson Allen Waenga.

PUBLIC FORUM

Coast Initiatives Funding Application – Te Whānau a Rūtaia – Astrid Tawhai.

- Astrid Tawhai addressed the Board with a mihi and acknowledged and welcomed Mayor Lyn Riesterer.
- Astrid Tawhai stated that she totally supported the application for Te Whānau a Rūtaia, and it was an honor and privilege to host annual ANZAC Day celebrations 2020. A group of the tauira from Te Whānau ā Apanui have travelled to Italy, Greece and South Africa visiting war sites so it is appropriate to encourage them to embrace and encourage them to participate in the commemorations.
- This year will see an inclusion of an ANZAC ball for the pakeke.
- There are many tribal connections to soldiers not only World War 1 and World War 2 but also Malaysia, Vietnam and Singapore. The opportunity will be used to promote and remember. Lest we forget.
- It is intended to have a memorial flag and also a plaque to rededicate and honour.
- The application has been sanctioned by the Chairperson of Rūtaia ki Tamaki roopu as per the supporting letter. We encourage urban whanau to know who they are and recognise who they are and be part of the hapu at home.

It was suggested to Astrid Tawhai that a representative from the Te Whānau a Rūtaia speak with the local FM radio station and 1XX.

The Chairperson thanked Astrid Tawhai for her attendance.

The Chairperson took back the Chair.

Astrid Tawhai left the meeting at 10.12 am.

1. MINUTES – COAST COMMUNITY BOARD MEETING 3 DECEMBER 2019

p3

RESOLVED

(1) That the minutes of the Coast Community Board meeting held on 30 July 2019 be received.

Waenga/Collier

Carried

2. ACTION SCHEDULE

p11

The Engineering and Services Group Manager spoke to the Action Schedule.

- There was a suggestion that a finish or target date for items be added to action schedule.
- The Chairperson requested that the moving of the Omaio Coast sign be noted in the action schedule.

RESOLVED

(1) That the Action Schedule be received.

Rāpihana/Collier

Carried

Jack Parata left the meeting at 10.25am and returned at 10.28am.

3. GENERAL MANAGERS' UPDATE

p13

The Reserve Management Plan, photos and maps were tabled.

The Engineering and Services Group Manager discussed the Coastal Reserves with the Board.

It was noted in relation to the Reserve Management Plan that the toilet at Orete Point was a priority.

RESOLVED

(1) That the report titled "General Managers Update" and the Reserve Management Plan be received.

Waenga/Collier

Carried

Mike Collier left the meeting at 10.50am and returned at 10.52am.

Jack Parata left the meeting at 11.00am and returned at 11.10am.

Jack Parata left the meeting at 11.25am and returned at 11.30am.

4. GENERAL MANAGERS PLANNING & REGULATORY REPORT

p27

RESOLVED

(1) That the report titled "General Managers Planning and Regulatory report be received.

Waenga/Collier

Carried

5. COAST INITIATIVES FUND

p38

RESOLVED

- (1) That the report titled "Coast Initiatives Fund" be received.**

Parata/Waenga

Carried

**6. COAST INITIATIVES FUND – FUNDING APPLICATION – TE WHĀNAU A RUTAIA –
ŌTUWHARE MARAE**

p43

The Board agreed to receive the funding application from Te Whānau A Rutaia – Ōtūwhare Marae. The Board further agreed to provide funding to Te Whānau A Rutaia – Ōtūwhare Marae in the sum requested of \$8000.

RESOLVED

- (1) That the Board receives the funding application from Te Whānau a Rutaia – Ōtūwhare Marae.**
- (2) That the Board approves the funding application from Te Whānau a Rutaia - Ōtūwhare Marae in the amount of \$8000 to assist with the costs of hosting the 2020 ANZAC Day commemorations on behalf of the Te Whānau A Apanui iwi.**

Waenga/Parata

Carried

The Chairperson handed the Chair to Deputy Chairperson Allen Waenga.

7. COAST INITIATIVES FUND – FUNDING APPLICATION – TE MATARAU

p58

- Louis Rāpihana spoke to application for Te Matarau. With the Gisborne wananga closing Te Matarau has taken up the mantle to facilitate the intensive moko wananga. Four wananga will be held throughout 2020.
 - This wananga at Maraenui has 8 students, 4 local and 4 from out of the rohe. They will learn under two tohunga.
 - Mike Collier sought clarification of the criteria for a "selected group".

Louis Rāpihana responded that as per the application there will be 8 students for one year and the following year the selection process will be for hapū to nominate.

Allen Waenga thought that this is about building capacity and aiming for a higher level of learning.

The Board agreed to receive the funding application from Te Matarau Trust.

The Board further agreed to provide funding to Te Matarau Trust in the sum requested of \$3500.

RESOLVED

- (1) That the Board receives the funding application from Te Matarau Trust.**
- (2) That the Board approves the funding application from Te Matarau Trust in the amount of \$3500 to assist with the costs retrospectively of the Moko Wananga held 5-8 February 2020 to enhance capability of ta moko artist in Te Whānau a Apanui.**

Paerata/Waenga

Carried

11.40 am Deputy Chair handed role of Chairperson back to Louis Rāpihana.

OTHER ITEMS

The Chairperson thanked everyone for their attendance and closed the meeting with a karakia.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.51AM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING
A TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COAST COMMUNITY BOARD HELD
ON TUESDAY, 11 FEBRUARY 2020.**

**LOUIS RĀPIHANA
CHAIRPERSON
COAST COMMUNITY BOARD**



MINUTES OF AN ŌPŌTIKI DISTRICT COUNCIL RISK AND ASSURANCE COMMITTEE MEETING HELD ON MONDAY, 2 MARCH 2020 IN THE ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 10.00AM

PRESENT:

Arihia Tuoro (Chairperson)
Councillor Debi Hocart
Councillor Steve Nelson
Mayor Lyn Riesterer

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Bevan Gray (Finance and Corporate Services Group Manager)
Greg Robertson (Chief Financial Officer)
Muriel Chamberlain (Corporate Services Manager)

Deputy Mayor Shona Browne

APOLOGIES

Nil.

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

The Chairperson declared an interest in any item in relation to the Ōpōtiki Harbour Development Project as she is a Director of Whakatōhea Mussels (Ōpōtiki) Limited.

PUBLIC FORUM

Nil.

Councillor Nelson entered the meeting at 10.01am.

1. MINUTES – AUDIT AND RISK COMMITTEE MEETING 25 NOVEMBER 2019

p5

RESOLVED

- (1) That the minutes of the Audit and Risk Committee meeting held on 25 November 2019 be received.**

HWTM/Nelson

Carried

2. RISK AND ASSURANCE ACTION SHEET

p9

The Finance and Corporate Services Group manager spoke to the Risk and Assurance Action Sheet. He expressed confidence around the financial reporting and controls in place, adding that the auditors will be on site in two weeks' time. Any recommendations from the audit will be added to the Action Sheet.

In response to a query from Her Worship the Mayor, the Finance and Corporate Services Group Manager stated that, ideally, there would be a timeframe around items, showing priority and ranking. He further stated that it would be useful if Audit New Zealand could assign a priority on its recommendations.

The Chief Executive Officer noted that often action is taken on items and then Audit say is not good enough. She also noted that not all of the actions on the Action Sheet are from Audit; some are actions which the Risk and Assurance Committee has asked to be added to the Action Sheet.

The Finance and Corporate Services Group Manager will add timelines to items on the Action Sheet.

RESOLVED

- (1) That the Risk and Assurance Action Sheet be received.**

Hocart/Nelson

Carried

3. QUARTERLY REPORT TO 31 DECEMBER 2019

p10

RESOLVED

- (1) That the report titled "Quarterly Report to 31 December 2019" be received.**

Nelson/HWTM

Carried

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

- 6. Evolution Networks Update.**
- 7. Health, Safety, Staff Resources and Wellbeing Report.**

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

Item No	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
6.	Evolution Networks Update	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
7.	Health, Safety, Staff Resources and Wellbeing Report	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

6.	Protect the privacy of natural persons Protect information (commercial sensitivity)	Section 7(2)(a) Section 7(2)(b)(ii)
7.	Protect the privacy of natural persons Protection from improper pressure or harassment	Section 7(2)(a) Section 7(2)((f)(ii)

Hocart/HWTM

Carried

RESOLVED

- (1) That the resolutions made while the public was excluded, be confirmed in open meeting.**

(2) That the public be readmitted to the meeting.

Hocart/HWTM

Carried

RESOLVED

(1) That the report titled "Evolution Networks Update" be received.

Hocart/Nelson

Carried

RESOLVED

(1) That the report titled "Health, Safety, Staff Resources and Wellbeing Report" be received.

Tuoro/HWTM

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.25AM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE RISK AND ASSURANCE COMMITTEE
HELD ON 18 MAY 2020**

ARIHIA TUORO

CHAIRPERSON

Minutes of the Extraordinary Bay of Plenty Mayoral Forum held via Zoom Audio Visual Meeting on Tuesday, 14 April 2020 commencing at 10.04 am

Present:

Chairman: Chairman Doug Leeder - Bay of Plenty Regional Council

Present: Mayor Malcolm Campbell - Kawerau District Council; Mayor Steve Chadwick - Rotorua Lakes Council; Mayor Tenby Powell - Tauranga City Council; Mayor Lyn Riesterer - Ōpōtiki District Council; Mayor Garry Webber - Western Bay of Plenty District Council; Mayor Judy Turner - Whakatāne District Council; Mayor David Trewavas – Taupō District Council

Chief Executive Russell George - Kawerau District Council; Chief Executive Aileen Lawrie - Ōpōtiki District Council; Chief Executive Geoff Williams - Rotorua Lakes Council; Chief Executive Stephanie O’Sullivan - Whakatāne District Council; Chief Executive Fiona McTavish - Bay of Plenty Regional Council; Gareth Green – Taupō District Council; Chief Executive Marty Grenfell – Tauranga City Council; Miriam Taris – Western Bay of Plenty District Council; General Manager: Strategy and Growth Christine Jones – Tauranga City Council

In Attendance: Bay of Plenty Regional Council:
Yvonne Tatton – Governance Manager; Merinda Pansegrouw – Committee Advisor

1 **Welcome**

Chairman Leeder welcomed members and thanked them for their commitment to working collaboratively as a region to respond to the COVID-19 pandemic: a collaborative and unified regional development plan would be critical to ensure a strong and sustainable recovery from COVID-19.

2 **Reports**

2.1 **Assisting the Bay of Plenty Region to recover from COVID-19 and delivering lasting benefits for regional communities**

The following presentations were provided from each Council on their respective Crown Infrastructure Projects (CIPs) to be submitted to the Crown Infrastructure Partnerships Group:

Bay of Plenty Regional Council (BOPRC):

Key Points: Chairman Leeder

- Challenges of COVID-19, both today and in the time to come, were of an unprecedented scale: by meeting these challenges as a region we could ensure we were best placed to help our economy and our communities to recover and prosper
- This was an opportunity to consider where the region was headed, what our future would look like and the role of everyone in this to achieve better outcomes for our communities
- Significant work was already underway to plan for our region's economic and social recovery in the short, medium and long term; but to be successful, we needed a unified approach across national, regional and local authorities, Maori, industry and community groups
- BOPRC was well positioned to assist with a regional role to support recovery, and was investing itself in key projects to stimulate community and economic recovery
- The 4 areas BOPRC was progressing to support its communities to recover from COVID-19 were:
 - Bay of Connections
 - Proposals for three Crown Infrastructure Projects:
 - Rangitāiki Floodway (completion of capital works improvements for the Rangitāiki Tarawera Flood Protection Scheme)
 - Flood Protection Resilience Projects (across all four Bay of Plenty river schemes - Ngongotahā flood protection works/Whakatāne River and Waioeka River)
 - Improvement of drainage schemes
 - Green Work' projects:
 - Could include pest control, biodiversity enhancement and wetland development. Further work would scope out potential partnerships with Iwi and community groups
 - Regional Transport Projects:
 - Still to be considered by the Public Transport Committee but could include park and ride facilities, transport hubs and rail.

2.2 Taupō District Council - Crown Infrastructure Projects to be submitted to the Crown Infrastructure Partnerships Group

Taupō District Council CIPs – Refer Page 20 of the Bay of Plenty Mayoral Forum Agenda for 14 April 2020 - Objective Link A3517558

Key Points: Mayor David Trewavas

- Focus would be on 16 projects to the value of \$320 million, potentially creating 2200 jobs
- Project activities mainly concentrated on water/waste water projects as well as a civic administration building/service/welfare centre that were shovel ready
- Other projects included the Taupō Events Centre building upgrades/Turangi Indoor Recreation Centre and upgrades to sportsgrounds
- Have recently received confirmation regarding earlier provisions from the Provincial Growth Fund (PGF) and the New Zealand Upgrade Programme which would enable upgrades at the Taupō Airport (including a new terminal, car park extension, and extended runway apron to be built).

2.3 **Western Bay of Plenty District Council - Crown Infrastructure Projects to be submitted to the Crown Infrastructure Partnerships Group**

Western Bay of Plenty District Council (WBOPDC) CIPs – Refer Page 16 of the Bay of Plenty Mayoral Forum Agenda for 14 April 2020 - Objective Link A3517558

Key Points: Mayor Garry Webber

- Total of 15 projects to the value of \$436m – mostly from the WBOPDC long term plan
- Focus would be on two major projects:
 - Rangioru Business Park Public Infrastructure – joint venture with Quayside Holdings
 - Public Infrastructure to support development of marae and papakainga housing mainly installation of water and waste water services.

2.4 **Eastern Bay of Plenty - Crown Infrastructure Projects to be submitted to the Crown Infrastructure Partnerships Group**

Eastern Bay of Plenty CIPs – Refer Page 19 of the Bay of Plenty Mayoral Forum Agenda for 14 April 2020 - Objective Link A3517558

The Eastern Bay of Plenty CIPs List included a suite of projects identified by three Territorial Local Authorities; Kawerau District Council, Ōpōtiki District Council and Whakatāne District Council.

Accelerating the right infrastructure projects would enable the productive sectors, the Māori economy and the Eastern Bay communities to be positioned to recover and build resilience from both the Whakaari eruption and COVID-19 in a timely, sustainable manner.

Key Points: Mayor Judy Turner, Whakatāne District Council (WDC)

- WDC's portion of the Eastern Bay of Plenty CIPs suite of shovel ready projects totalled \$146m
- Great opportunity to progress shovel ready projects and stimulate economic activity in the district
- Projects mainly focussed on strategic areas: urban regeneration, three waters, Transport and connectivity (as signalled in the long term plan and PGF application)
- Proposed projects were economically, socially and environmentally sound – benefits of these projects would also extend past the boundaries of the district and complemented approved PGF funded projects

Key Points: Mayor Lyn Riesterer, Ōpōtiki District Council (ODC)

- ODC's portion of the Eastern Bay of Plenty CIPs suite of shovel ready projects included a mix of old and new projects totalling \$58m
- Focus would be on the Hikutaia expansion / infrastructure upgrades / surface flooding mitigation – as it would open a number of other opportunities
- Thanked Eastern Bay of Plenty Mayors for the collaboration on this important matter.

Key Points: Mayor Malcolm Campbell, Kawerau District Council (KDC)

- KDC's portion of the Eastern Bay of Plenty CIPs suite totalled 10 shovel ready projects to the value of \$17.7m – overarching with the PGF Funding application
- Focus would be on the following:

- Infrastructure upgrades / storm water improvements
- Roads: seal extensions / new road / bridge replacement
- With the huge task ahead, it was important to stay positive and look after our communities.

2.5 **Rotorua Lakes Council - Crown Infrastructure Projects to be submitted to the Crown Infrastructure Partnerships Group**

Rotorua Lakes Council (RLC) CIPs – Refer Page 31 of the Bay of Plenty Mayoral Forum Agenda for 14 April 2020 - Objective Link A3517558

Key Points: Mayor Steve Chadwick

- Emphasised the significant economic impact on Rotorua due to the change in tourism (both overseas and domestic) as well as the forestry industry
- Shovel ready projects that would support Rotorua's economic recovery post COVID-19 were as follows:
 - Infrastructure to enable urban land development (State Highway 30 (Te Ngae Rd) roading upgrades, stormwater infrastructure development and Ngāti Whakaeue Tribal Lands capability investment)
 - Rotorua waste water treatment plant upgrades and Rotoehu/Ngamotu reticulation (significant upgrades and growth capacity for Rotorua city and lake water quality at Rotoehu)
 - Rotorua Airport Business Park development (Land development investment to support airport / aeronautical business development)
- Proposed projects that would leveraging existing tourism investment to create greater value and strengthen domestic visitation were:
 - Rotorua aquatic centre redevelopment - geothermally heated regional quality facility
 - Rotorua Lakefront - Development of new jetties for commercial operators and new building
 - Whakarewarewa forest & trail development – Hub development on Tarawera Road including core buildings, tree planting and track developments.

2.6 **Tauranga City Council - Crown Infrastructure Projects to be submitted to the Crown Infrastructure Partnerships Group**

Tauranga City Council (TCC) CIPs – Refer Documents circulated under separate cover: (1) Mayoral Forum Paper - Objective Link A3520918 (2) CIP Project Summary - Objective Link A3520919

Key Points: Mayor Tenby Powell

- TCC's CIP application would focus on maintaining a viable economy in Tauranga and the Western Bay Region, creating capacity for future growth, with a clear focus on two priority areas: creating communities and housing for all and employing our people
- The construction sector represented 12% of total employment in Tauranga – hence the need to retain the construction sector pipeline of work
- Rebooting infrastructure projects in Tauranga would also provide a major catalyst to the wider New Zealand economy
- Key projects included the Waiari Water Supply Scheme; Te Tumu Urban Growth Area and Wairakei Town Centre Infrastructure and the Western Corridor, which included the Tauriko Business Estate and Urban Growth Area

- Councils working together as partners would be critical for success
- Proposed projects would aim to support individuals, families and communities that needed it most.

Key Points Members

- Noted that there would be an emphasis on construction in all councils' CIPs - yet many people who had lost their jobs would not have a construction background. Accordingly, the re-skilling of people, possibly via partnerships with EDAs/the apprenticeship regime/redeployment, would require further attention
- Consideration should also be given to potentially having to share the workforce regionally until more people had been trained
- The biggest limit on all councils' projects might be the lack of resources available
- All mayors recognised and congratulated their staff who worked over the Easter weekend to ensure all proposals were ready to be submitted to the Crown Infrastructure Partnerships Group by close of business 14 April 2020.

Resolved

That the Bay of Plenty Mayoral Forum:

- 1 Notes that Local Government is collectively working to ensure communities in the Bay of Plenty region recover quickly and well from Covid-19.**
- 2 Notes that there are a series of papers that will be presented to the Mayoral Forum on the Crown Infrastructure Projects that are to be submitted by 14 April 2020 to the Crown Infrastructure Partnerships Group.**
- 3 Notes that all councils are working with key partners, stakeholders and moving at pace to progress other recovery responses and updates on this progress will be presented to future Mayoral Forums.**
- 4 Agree to an overarching cover letter from the Bay of Plenty Mayoral Forum to the Crown Infrastructure Partnerships Group.**

**Chairman Leeder/Mayor Riesterer
CARRIED**

Items for Staff Follow-up

- Joint press release co-ordinated by BOPRC to be updated to express the Mayors' appreciation towards all staff for working over the Easter weekend to ensure all proposals were ready to be submitted to the Crown Infrastructure Partnerships Group
- Overarching cover letter from the Bay of Plenty Mayoral Forum to the Crown Infrastructure Partnerships Group to be circulated to all Mayors for sign-off prior to submission
- All Councils to submit their individual proposals to the Crown Infrastructure Partnerships Group by close of business 14 April 2020.

The meeting closed at 11.08 am.

Confirmed DATE

Doug Leeder
Chairman Bay of Plenty Regional Council

Minutes of the Regional Transport Committee Meeting held via Zoom (Audio Visual meeting), Bay of Plenty Regional Council, Virtual Meeting Room on Friday, 8 May 2020 commencing at 9.30 am.

Present:

Chairman: Cr Lyall Thurston

Deputy Chairman: Cr Jane Nees

Appointees: Mayor Malcolm Campbell - Kawerau District Council, Mayor Tenby Powell - Tauranga City Council, Mayor Garry Webber - Western Bay of Plenty District Council, Mayor Judy Turner - Whakatāne District Council, Mayor Lyn Riesterer - Ōpōtiki District Council, Steve Mutton – Waka Kotahi New Zealand Transport Agency, Deputy Mayor David Donaldson (Alternate, Rotorua Lakes Council), Deputy Mayor Andrew Iles (Alternate, Whakatāne District Council, Deputy Mayor John Scrimgeour (Alternate, Western Bay of Plenty District Council), Deputy Mayor Faylene Tunui (Alternate, Kawerau District Council), Cr Norm Bruning (Alternate, Bay of Plenty Regional Council), Cr David Moore (Alternate, Ōpōtiki District Council)

In Attendance: John Galbraith - Freight Advisor, Glen Crowther - Environmental Sustainability Advisor, Inspector Brent Crowe, Road Safety Advisor

Bay of Plenty Regional Council: Fiona McTavish – Chief Executive, Namouta Poutasi – General Manager, Strategy and Science, Mat Taylor – General Manager, Corporate, Annika Lane – Acting Regional Development Manager, Bron Healey – Principal Advisor, Regional Development, Andrew Williams – Transport Planner, Amanda Namana – Committee Advisor

External: Robert Brodnax – UFTI Project Director

Apologies: Mayor Steve Chadwick – Rotorua Lakes Council

1 Apologies

Resolved

That the Regional Transport Committee:

- 1 Accepts the apology from Mayor Steve Chadwick, tendered at the meeting.

Thurston/Nees
CARRIED

2 Public Forum

Nil

3 **Acceptance of Late Items**

Nil

4 **Declaration of Conflicts of Interest**

Nil

5 **Previous Minutes**

5.1 **Regional Transport Committee Minutes - 21 February 2020**

Resolved

That the Regional Transport Committee:

- 1 **Confirms the Regional Transport Committee Minutes - 21 February 2020 as a true and correct record.**

Thurston/Webber
CARRIED

6 **Committee Chair's Report**

Chairperson Cr Lyall Thurston provided a verbal update to the committee.

Key Points

- The region faced unprecedented challenges recovering from the Covid-19 pandemic, which also presented unique opportunities
- The Bay of Plenty was well placed to see considerable transport projects realised
- Recovery could be expedited by working collaboratively as a region and with central government.

7 **Reports**

7.1 **Waka Kotahi New Zealand Transport Agency Update**

Refer PowerPoint Presentation Objective ID: A3530558 [PRESENTATION: Waka Kotahi New Zealand Transport Agency Update](#)

Steve Mutton - Director Regional Relationships, Waka Kotahi New Zealand Transport Agency (NZTA) updated the committee on current national and regional transport initiatives.

Members' Comments

- Requested NZTA include upcoming opportunities for engagement on speed management in future reports.

In Response to Questions

- Clarified that the list of projects put through to the Crown Infrastructure partners for consideration were in the current National Land Transport Plan (NLTP), therefore were also in the current Regional Land Transport Programme (RLTP)

- As the Government Policy Statement (GPS) was focused on safety the government was investing a large amount of money to achieve the Road to Zero strategy
- The funding assistance rate (FAR) was available for the current NLTP period
- Updated timing for delivery of the modal shift plan was forthcoming after being reviewed following the Covid-19 pandemic.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Waka Kotahi New Zealand Transport Agency Update.**

**Turner/Donaldson
CARRIED**

7.2 Bay of Plenty Transport Economic Stimulus Package

Refer PowerPoint Presentation Objective ID: A3530112 [PRESENTATION: Bay of Plenty Transport Economic Stimulus Package](#)

Bron Healey – Principal Advisor, Regional Development presented this item.

Members' Comments

- Acknowledged the Regional Advisory Group and the collaboration of the Territorial Local Authorities (TLA's) involved in developing the Economic Stimulus Package

In Response to Questions

- Activity listed in the stimulus package was the current activity in the RLTP and there was a forward programme beyond the period of the current plan that involved more funding.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Bay of Plenty Transport Economic Stimulus Package.**
- 2 Endorses the Bay of Plenty Transport Economic Stimulus Package and recommends it to the Government as a local authority transport sector action plan for the region in response to the impacts of COVID-19.**
- 3 Adds the activities in the Bay of Plenty Transport Economic Stimulus Package to the Bay of Plenty Regional Land Transport Plan 2018.**
- 4 Determines that the proposed variations are not significant for the purposes of public consultation.**

**Webber/ Riesterer
CARRIED**

7.3 **Regional Land Transport Plan 2021 - development of vision, problems, benefits and objectives**

Refer PowerPoint Presentation Objective ID: A3536432 [PRESENTATION: Development of the Regional Land Transport Plan 2021](#)

Andrew Williams – Transport Planner presented this item.

Members' Comments

- Funding streams needed to be taken into consideration for proposed actions
- Alignment between the GPS and the current RLTP could be stronger
- Needed further emphasis and higher prioritisation on environmental outcomes in the vision statement
- Problems and benefits statement needed to align with overlying strategic documents.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Regional Land Transport Plan 2021 - development of vision, problems, benefits and objectives;**
- 2 All parties to the 2021 RLTP commit to funding all proposals through their respective Annual Plans and Long Term Plans;**

**Webber/Powell
CARRIED**

- 3 Notes that the strategic framework of the 2018 Regional Land Transport Plan has alignment with current national policy direction but there is an opportunity for the RTC to review and make amendments;**
- 4 Requests staff to consider comments by members on possible changes to the vision, problem and benefit statements and objectives for inclusion in the draft RLTP 2021; and to arrange a RTC workshop on recommended changes to these components of the RLTP when the signalled COVID-19 related further amendments to the GPS 2021 and other guiding transport documents are known;**

**Nees/Thurston
CARRIED**

- 5 Notes the proposed next steps in the development of the Regional Land Transport Plan 2021.**

**Webber/Powell
CARRIED**

Steve Mutton – NZTA abstained from voting on Resolution 2.

10.55 am – The meeting **adjourned.**

11:00 am – The meeting **reconvened.**

7.4 **Regional Land Transport Plan Variation - Western Bay of Plenty Transport System Plan**

Bron Healey – Principal Advisor, Regional Development presented this item.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Regional Land Transport Plan Variation - Western Bay of Plenty Transport System Plan;**
- 2 Adds the Western Bay of Plenty Transport System Plan to the Bay of Plenty Regional Land Transport Plan 2018; and**
- 3 Determines that the proposed variation is not significant for the purposes of public consultation;**

**Webber/Nees
CARRIED**

- 4 That the parties to the UFTI agreement (Tauranga City Council, Western Bay of Plenty District Council, Bay of Plenty Regional Council and New Zealand Transport Agency) propose to their respective councils to take through to their Annual Plans and Long Term Plans the funding requirements to meet the agreed outcomes.**

**Webber/Thurston
CARRIED**

Mayor Lyn Riesterer and Deputy Mayor Dave Donaldson abstained from voting on Resolution 4.

7.5 **Submissions on the draft Government Policy Statement on Land Transport and draft New Zealand Rail Plan**

Refer PowerPoint Presentation Objective ID: A3530114 [PRESENTATION: Submissions on the Draft GPS 2021 and NZ Rail Plan](#)

Bron Healy – Principal Advisor, Regional Development and Andrew Williams – Transport Planner presented this item.

Members' Comments

- Supported funding in the National Land Transport Fund (NLTF) for rail and coastal shipping provided the quality and functionality of the rest of the transport network was not impacted
- Highlighted that resilience was a key outcome of the GPS and that climate change also impacted the resilience of the roading networks
- Sought more guidance on mode neutrality and its application in transport planning in the GPS
- Requested recognition of the emerging urban growth and partnership programmes
- There was not enough emphasis on climate change in the submission
- Highlighted a significant reduction in funding available for rural roads

- Encouraged working closely with the Waikato region.

In Response to Questions

- Inter-regional rail work was being progressed through the UFTI initiative in collaboration with Waikato Regional Council, Hamilton City Council, Ministry of Transport and Tauranga City Council.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Submissions on the draft Government Policy Statement on Land Transport and draft New Zealand Rail Plan;**
- 2 Approves the Bay of Plenty Regional Transport Committee Submission on the draft Government Policy Statement on Land Transport 2021/22-2030/31 in Appendix 2, subject to any amendments arising from the Regional Transport Committee meeting;**
- 3 Approves the Bay of Plenty Regional Transport Committee Submission on the draft New Zealand Rail Plan in Appendix 3, subject to any amendments arising from the Regional Transport Committee meeting; and**
- 4 Delegates to the Committee Chair the authority to approve and send the final submissions.**

**Thurston/Donaldson
CARRIED**

7.6 Urban Form and Transport Initiative (UFTI) Update

Robert Brodnax – UFTI Project Director provided an update to the committee.

11.05 am – Mayor Turner **withdrew** from the meeting.

Key Points

- First workshop with SmartGrowth Leadership Group (SLG) was scheduled for 20 May 2020
- Aiming to meet with SLG in mid-June 2020 to receive the final report, at which point it would be submitted to the NZTA board for consideration and SLG would move forward with revising the settlement pattern in accordance with the recommendations as part of a refresh of the entire SmartGrowth Strategy.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Urban Form and Transport Initiative (UFTI) Update.**

**Thurston/Nees
CARRIED**

11:15 am – Mayor Turner **entered** the meeting.

8 Verbal Update from Committee Members and Advisors

Cr Nees – Bay of Plenty Regional Council

Key Points

- Transport planning was in progress for moving to Alert Level 2
- UFTI Memorandum of Understanding had been signed.

Mayor Campbell – Kawerau District Council

Key Points

- Collaboration and support throughout the region was important for Kawerau as a processing and manufacturing town.

Deputy Mayor Donaldson – Rotorua Lakes Council

Key Points

- Final Annual Plan workshop was to be held on 11 May 2020
- Focus had been on the Economic Recovery Plan to inform the Annual Plan process going forward
- Noted the benefits from a lack of traffic on the streets throughout the Covid-19 lockdown period.

Mayor Webber – Western Bay of Plenty District Council

- Recognised the strength in working together to prioritise projects to take to central government.

Mayor Turner – Whakatāne District Council

Key Points

- A petition had been started to reduce speed around the Whakatāne township, signalling that the Covid-19 lockdown had reconnected people to active modes of transport
- Supported the work Kawerau was undertaking with land, port and rail and the benefits that would come from reducing trucks and traffic volumes.

Glen Crowther – Environmental Sustainability Advisor

Key Points

- Sustainable Business Network had launched the Carbon Action Plan 2025 on 7 May 2020
- There was a narrow window to effect change
- At a community level there were many aspects of recent circumstances that had benefits to health and wellbeing.

John Galbraith – Freight Advisor

Key Points

- Rail was becoming more embedded in peoples thinking and represented a great opportunity to create efficient freight movement and reduce climate impact.

Brent Crowe – Road Safety Advisor

Key Points

- The year to date national road toll had been reduced to 12% for the Bay of Plenty compared to 48% at this time last year
- This could be attributed to reduced traffic volumes and an enhanced police presence
- Current focus was on ensuring Covid-19 social distancing protocols were adhered to and that no inappropriate regional travel occurred
- Maintaining the head start in relation to reduced death and serious injuries on the road was important, with the focus being on speed, distraction and impairment
- Welcomed the opportunity to work closely with NZTA and other partners going forward to collectively look at ways of improving the roading system.

Mayor Riesterer – Ōpōtiki District Council

Key Points

- Noted the progress of work on Wainui Road to Ōpōtiki from the Safe Network Programme
- Still awaiting confirmation of the speed management review of State Highway 35 and State Highway 2 Waiotahi bluff inclusion
- Requested more work to be done on previous request for reduced speeds on each side of town
- The harbour transformation project was progressing well.

The meeting closed at 11:58 a.m.

Confirmed DATE

Cr Lyall Thurston – Chairperson
Regional Transport Committee

REPORT

Date : 28 May 2020
To : Ordinary Council Meeting, 2 June 2020
From : Her Worship the Mayor, L J Riesterer
Subject : **MAYORAL REPORT 17 APRIL 2020–28 MAY 2020**
File ID : A199041

Since 17 April, I have attended or met with the following:

17 APRIL 2020

NEMA and Local Government Response Unit meeting, via Zoom

This gave the National Emergency Co-ordinator "Norm" the opportunity to brief all Mayors, Chairs and CEOs and were continued every fortnight. Updating us with legislative changes, medical advisor's comments and keeping us informed from the National/Central Headquarters perspective. A very overriding view of all that was happening and how it related to our TAs.

20 APRIL 2020

Councillor meeting with senior Council management staff, via Zoom

21 APRIL 2020

Ordinary Council meeting, via Zoom

24 APRIL 2020

Meeting with Kiri Allan MP and Tamati Coffey MP, via Zoom

Discussing the need to follow the excellent start to an Eastern Bay collective working approach to the PGF fund and whether or not that could work for us again going into the Recovery/Rebuild phase post COVID-19. The Mayors agreed to the collective approach.

25 APRIL 2020

Ōpōtiki District Council ANZAC Day service, live streamed

Ōpōtiki District Council ANZAC Day service, live streamed. A new event carried out through our Events Co-ordinator Joseph Hayes and in conjunction with Thomas Mitai giving us the MC overview, graphics and co-ordinating the input from those involved in the ANZAC Service. Well received with 685 people viewing it as a live stream but then having 1500 "likes" almost immediately afterwards. It was put out through several channels and reached people throughout NZ and Australia (possibly further).

29 APRIL 2020

Councillor catch up meeting, via Zoom

1 MAY 2020

Meeting – Eastern Bay Mayors with Kiri Allan MP, via Zoom

Looking at the need to work collectively around post COVID-19 times and into the recovery/rebuild phase but hearing from iwi leaders and different industries as to how COVID-19 had affected them and what help they could see we would all need moving into the rebuild phase with our Crown Infrastructure Projects being paid for by Central Government to promote the economy through creating more jobs.

NEMA and Local Government Response Unit meeting, via Zoom

5 MAY 2020

Coast Community Board meeting, via Zoom

8 MAY 2020

Regional Transport Committee meeting, via Zoom

Regional Transport Committee meeting with Minister Twyford, via Zoom

Te Whānau a Apanui Iwi Response Unit update meeting, via Zoom

11 MAY 2020

Eastern Bay of Plenty Covid Recovery meeting, via Zoom

12 MAY 2020

Interview – Rotorua Daily Post

Covid-19 Response – From 14 May 2020, New Zealand was at Level 2

15 MAY 2020

Meeting – Mayors Taskforce For Jobs and MSD, via Zoom

This was to finalise the MOU and project description for us to receive funding to create a Work Coordinator's role for the betterment of our community with an emphasis on employing NEET youth but with support for the employers taking them on. Great outcome for the Ōpōtiki District.

NEMA and Local Government Response Unit meeting, via Zoom

This was deemed the last one necessary for the National Emergency, having left Alert Levels 4 and 3.

18 MAY 2020

ODC Risk and Assurance Committee meeting, via Zoom

Meeting with Bay of Plenty District Health Board, via Zoom

A follow up meeting with Anne Tolley MP around the community health changes that had occurred just before Christmas. We had sought the first meeting to talk about our concerns with the BOPDHB. COVID-19 had halted some progress in this matter but another meeting is planned in six weeks to finalise concerns we needed to iron out.

20 MAY 2020

Councillor catch up meeting, via Zoom

Creative Communities Scheme meeting, via Zoom

Councillor Hocart was voted in as Chair of this Committee and we welcomed Allen Waenga from Te Whānau a Apanui as a new representative on the committee. A good meeting.

26 MAY 2020

Interviewed by Nathan Morton, Video Journalist – New Zealand Herald

27 MAY 2020

Councillor catch up meeting, via Zoom

Mayors Taskforce for Jobs/MSD Community Recovery Pilot Programme – meeting with the four pilot Councils via Zoom

28 MAY 2020

Meeting with Te Whānau a Apanui

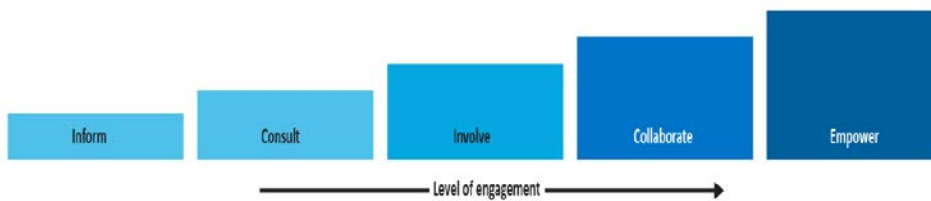
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of Significance for the Mayoral Report is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the Mayoral Report is considered to be of low the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled "Mayoral Report 17 April 2020 – 28 May 2020" be received.**

Lyn Riesterer

HER WORSHIP THE MAYOR

REPORT

Date : 14 May 2020
 To : Ordinary Council Meeting, 2 June 2020
 From : Chief Financial Officer, Greg Robertson
 Subject : **QUARTERLY REPORT TO 31 MARCH 2020**
 File ID : A198987

EXECUTIVE SUMMARY

The Quarterly Report for the quarter ended 31 March 2020 provides the Council with an understanding of progress against Year 2 of the LTP 2018-2028 for the current financial year.

PURPOSE

The purpose of this report is to present the Quarterly Financial Report to 31 March 2020 to Council.

BACKGROUND

This report is for the nine months ending 31 March 2020 and is designed to provide Council with an understanding of progress against year 2 of the LTP 2018-2028.

The report provides a concise but comprehensive overview of the Council’s financial position as at 31 March 2020, and is structured as follows:

Financial Overview2

Capital expenditure.....7

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Financial Overview

1. Financial Overview

This report summarises the key financial highlights for the quarter ended 31 March 2020. Please note that variances stated without brackets are favorable, whereas variances stated with brackets are unfavorable.

1.1 Income Statement

ŌPOTIKI DISTRICT COUNCIL

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

For the Period Ended 31 March 2020

	Actual 3rd Qtr 2019 000's	Actual 3rd Qtr 2020 000's	Budget 3rd Qtr 2020 000's	Variance 2nd Qtr 2020 000's	Budget Full year 2020 000's
Revenue					
Rates		8,284	8,256	28	11,008
Subsidies and Grants		2,841	14,062	(11,221)	19,249
Fees and Charges		971	942	29	1,256
Interest Revenue		4	77	(73)	102
Other Revenue		253	193	60	257
Development and financial contributions		3	-	3	-
Total Revenue	-	12,356	23,529	(11,173)	31,872
Expenditure					
Other Expenses		5,644	5,576	(68)	7,501
Depreciation and Amortisation		2,199	2,159	(41)	2,878
Personnel Costs		3,209	3,764	555	5,019
Finance Costs		196	386	190	489
Total Expenditure	-	11,248	11,885	637	15,887
Surplus / (Deficit)	-	1,108	11,645	(11,810)	15,985

1.2. Significant Variances

Revenue

Revenue to date is (\$11,170,000) behind budget. (\$11,220,000) of this is directly related to the delayed Harbour project. Other variances are (\$197,000) Road subsidies claimed from NZTA, \$147,000 unbudgeted Te Kaha Water Supply subsidy was received. Rates income is back in line with budget after writing off (\$315,000) statute barred (unpaid rates over 6yrs old) in February.

Expenditure

Total expenditure to date is \$637,000 lower than budgeted.

Overall other expenses are tracking within budget.

Personnel costs are \$555,000 under budget, this follows on from 2nd Quarter report where most entities are under budget, and namely there were unfilled positions in Engineering, Finance and Regulation & Safety during the first half of the year. Training costs are below budget thus far.

Finance costs are \$190,000 less than budget, borrowings are less than expected due to our CAPEX spend being under budget. (See 2. Capital Expenditure)

1.3. Explanation of Key Variances by Activity

Leadership

Councilor/Mayoral remuneration is (\$36,000) over budget, this was due to changes around local government leadership remuneration earlier in the financial year.

Community Development

No 'Health and Active Communities' grant income has been received this year. This should change in the 4th quarter. Materials & Consumables are \$39,000 below budget and an annual payment has not been made yet to the Motu Trail Trust resulting in total expenditure \$61,000 below budget.

Community Facilities

None of the budgeted grants and subsidies have eventuated yet, resulting in (\$509,000) below budget for revenue, these grants require we do the work and spend the money first, however there has been delays on these projects. There was a \$550,000 grant obtained for the new Library, however, which brings the total for Community facilities to \$41,000 above budget. Personnel costs are \$44,000 lower than expected. Other expenses are (\$174,000) over and can be explained by public toilet costs running (\$35,000) higher, freedom camping services costing (\$56,000) however they are mostly offset by \$43,000 of other income from MBIE for freedom camping. A change in how we allocate insurance and rates largely equates for the balance of the (\$174,000) in other expenses.

Economic Development

The i-SITE increased revenue \$22,000 above budget and also increased the grants it received by \$14,000. Expenses are high though, with the decision to celebrate the Harbour approval with a (\$42,000) party and the summer promotions and events of (\$63,000). I-Site personnel costs are running (\$25,000) over as well. While we did receive \$301,000 in grants towards the Harbour, changes in how the Harbour will be funded has Grants and Subsidies (\$11,220,000) below budget, which shows in the personnel costs being \$75,000 under budget with less staff resourcing required. (\$87,000) was spent on consultant's advice for regional growth, while \$54,000 has been received from MBIE towards this advice with further funding expected. Our partnership with TOI-EDA is \$15,000 less than we budgeted to date.

Regulation and Safety.

Revenue across Regulation and Safety is \$22,000 above expected, primarily due to the recovering of animal control court costs. Personnel costs are \$157,000 lower than budget, with unfilled positions earlier in the year, this partially nets off with contractors costing (\$43,000) more than expected. With other areas tracking below budget total expenditure ends \$155,000 below budget.

Resource Management.

Appeals to District plan changes saw legal costs (\$51,000) higher than budgeted, however consultant's costs are \$12,000 below budget.

Solid Waste Management

Revenue is slightly up across all three RRC stations by \$10,000. However expenditure was up by (\$108,000). Personnel costs represent (\$17,000) with the balance spread out right across all areas of all three RRC stations.

Three Waters

Stormwater is tracking \$62,000 below budget with \$43,000 due to lower personnel costs, with unfilled positions earlier this year. Wastewater follows suit with personnel costs \$52,000 below budget, however Ōpōtiki sewerage costs are (\$86,000) higher than expected. Water supply continues the trend with lower personnel costs of \$33,000. Finance's better understanding of engineering's Asset Finda software sees depreciation \$86,000 lower than budgeted. Reticulation and treatment costs of water supply sees other expenses rise (\$82,000) higher than budget. Both wastewater and water supply's higher 'other expenses' can partially be explained by the use of external consultants helping with asset management plans. Also a car crash saw a pump house get written off and replaced. A \$147,000 subsidy for the Te Kaha water supply was granted which originally was budgeted for in 2015.

Land Transport

As a general statement, land transport subsidies are directly related to land transport expenses with NZTA reimbursing around 75%. A three year budget is agreed and all budgeted works should be completed by the end of the three years. We are currently in year two and this year's subsidies are (\$197,000) less than budgeted and expenses are \$255,000 below budget. We expect to see a catch up at some point.

Support Services

Bank interest received is (\$73,000) less than we budgeted for. The expectation was for Harbour funding to flow through our accounts, plus we have used all cash reserves instead of borrowing which lowers our borrowing costs, which are currently \$180,000 less than expected. Personnel costs are 20% less than expected at \$213,000 below budget with unfilled positions and lower training costs. Other expenses end up around \$35,000 below budget, the change in insurance allocations that saw community facilities higher than budgeted is reflected in support services having insurance costs \$86,000 below budget. Software licenses are (\$24,000) higher though and IT costs (\$28,000) higher.

1.4 Cash and Cash Investment Balance

	2018-19 Actual Full Year	2019-20 Actual 3rd Quarter YTD	2019-20 Budget Full Year	2019-20 Variance to Budget
	000s	000s	000s	000s
Cash and Short Term Investments	1,663	2,627	3,938	(1,311)
Term Investments	0	0	0	0
Total	1,663	2,627	3,938	(1,311)

Cash position as at 31 March 2020 was \$2,627,000, with all funds in the bank. Short term deposits were considered but cash flow projections were tight and 30 day terms only pay 0.1% interest and to earn a good return requires 60 or 90 day terms.

1.5 Balance Interest and Debt Level

	2018-19 Actual Full Year	2019-20 Actual 3rd Quarter YTD	2019-20 Budget Full Year	2019-20 Variance to Budget
	000s	000s	000s	000s
Finance Costs	236	186	489	303
Term Loans	5,000	8,500	16,681	8,181

Borrowing is less than anticipated due to large capital projects being deferred, delayed or coming in under budget. Lower finance costs are directly related to less term loans than planned, but also current interest rates are at an all-time low and the \$3,500,000 borrowed this year is at an average rate of 2.27% compared to the 4.41% on the \$5,000,000 carried forward from last year.

Capital expenditure

2. Capital Expenditure

	2019-20 AP Total Budget	Council Resolution	2019-20 3rd Quarter Actual YTD	2019-20 Variance to Budget
	000s	000s	000s	000s
Community Development	5,526	0	942	(4,584)
Economic Development	17,193	0	455	(16,738)
Land Transport	2,376	217	714	(1,879)
Solid Waste Management	163	0	0	(163)
Regulation & Safety	20	0	0	(20)
Support Service	602	0	95	(507)
Stormwater	401	0	219	(182)
Water Supplies	471	103	1,129	555
Wastewater	4,374	440	1,902	(2,912)
TOTALS	31,126	760	5,456	(26,430)

	2019-20 AP Total Budget	Council Resolution	2019-20 3rd Quarter Actual YTD	2019-20 Variance to Budget
	000s	000s	000s	000s
Growth	18,971	73	716	(18,328)
Level of Service	4,933	125	1,708	(3,350)
Renewals	7,222	562	3,032	(4,752)
TOTALS	31,126	760	5,456	(26,430)

Total YTD capital expenditure sits at \$5,456,000, an increase of \$1,357,000 during the third quarter, but still significantly less than the full year budget of \$31,126,000

Delays or deferrals on the following projects represent the majority of (under) budget spend

- Technology and Research Centre (Library) (\$1,403,000)
- Wharf Removal and Rebuild (\$1,256,000)
- Animal Control Building (\$612,000)
- Coastal Reserves Tourism Infrastructure (\$510,000)

- Wastewater Stage 3 (\$3,177,000)
- Subsidised Roding (\$780,000)
- Snells Road Harbour Entrance (\$810,000)
- Cycleways (\$223,000)
- Information Systems (\$233,000)
- Harbour Entrance (\$16,735,000)

Treasury Report

3. Treasury Report

3.1. Debt Position

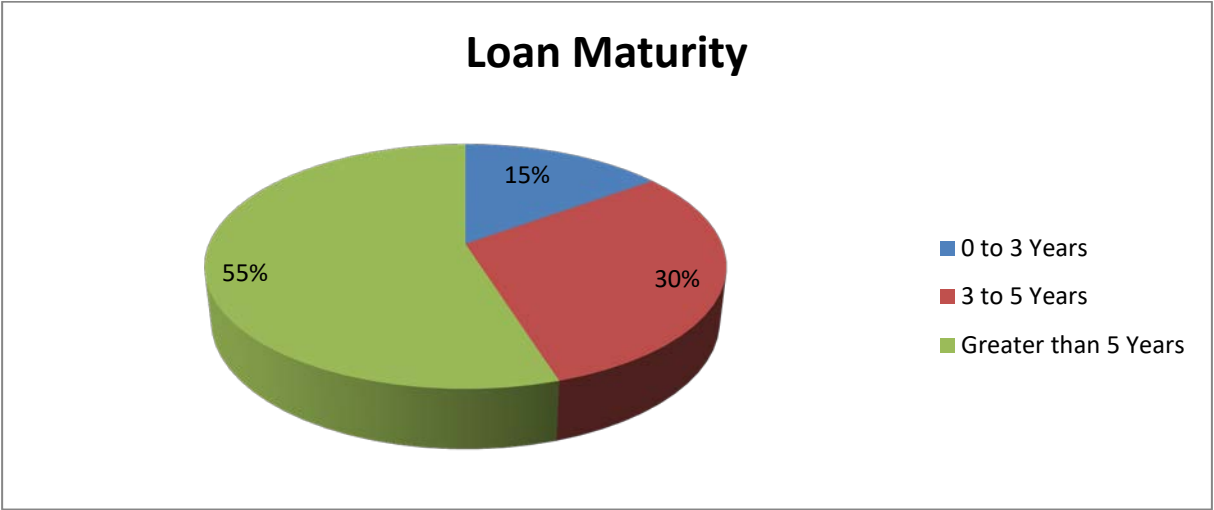
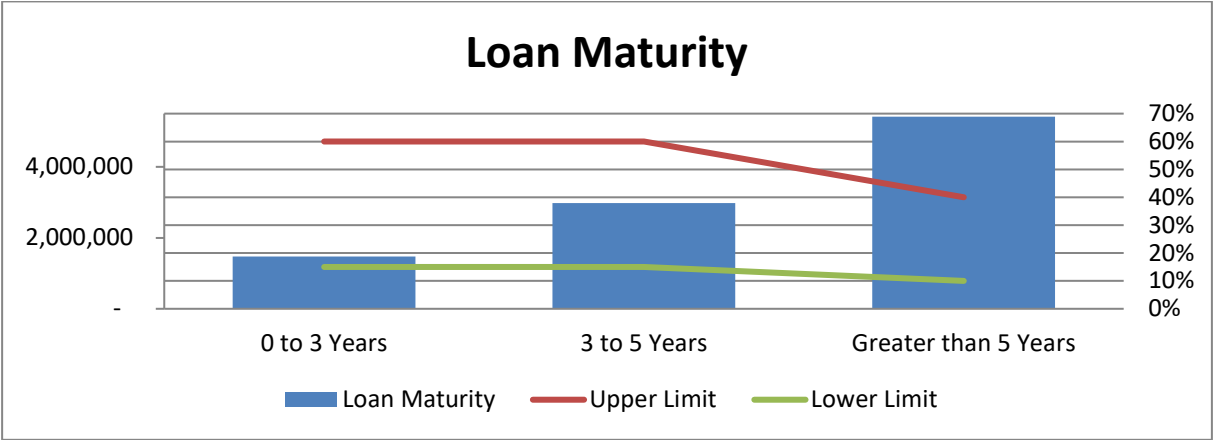
	Actual 2018-19	YTD Actual 2019-20	Budget 2019-20
	000s	000s	000s
Secured loans less than 12 months (Current Liabilities)	0	0	1,500
Secured loans greater than 12 months (Non-current liabilities)	5,000	8,500	23,944
Total Secured Loans	5,000	8,500	25,444

In February 2020, Council borrowed \$1,500,000 with LGFA at 1.7814% with a short maturity date of April 2022. Not only was it a low interest rate, but we started to align our borrowings with the council treasury policy (as defined in the Treasury Risk Management Policy, adopted by Council on 30 June 2018) that once total borrowings exceeds \$10,000,000, we are required to meet certain criteria regards floating vs fixed and <3yrs / 3-5yrs / >5yrs.

3.2. Funding maturity

The chart below illustrates the funding maturity profile of Councils five loans totaling \$8,500,000. Maturing dates are between 2 and 13 years and fixed interest rates between 1.78 and 5.7%. Our forecasts for the final quarter suggest we will hit the \$10,000,000 threshold, meaning any borrowing from 1 July onwards will require that we follow the Treasury Risk Management Policy.

Debt greater than 5 years is currently capped at 40% of total debt. From the table below, it is clear we are above that upper limit now. We currently borrow from LGFA and they offer us loans up to 13-15 years long and at the moment long term interest rates are low. Our Treasury policy is potentially stopping us from implementing the best long term structure for our debt. An external review of our policy and debt structure should be conducted.



Compliance with Liability Management Policy

The specific requirements of the Liability Management Policy are detailed below.

Item	Borrowing Limit	Actual Performance
Net Interest on external debt as a percentage of total revenue	<10%	1.58%
Net Interest on external debt as a percentage of annual rates income	<15%	2.65%
Net cash flows from operating activities divided by interest expense	>2	12.66

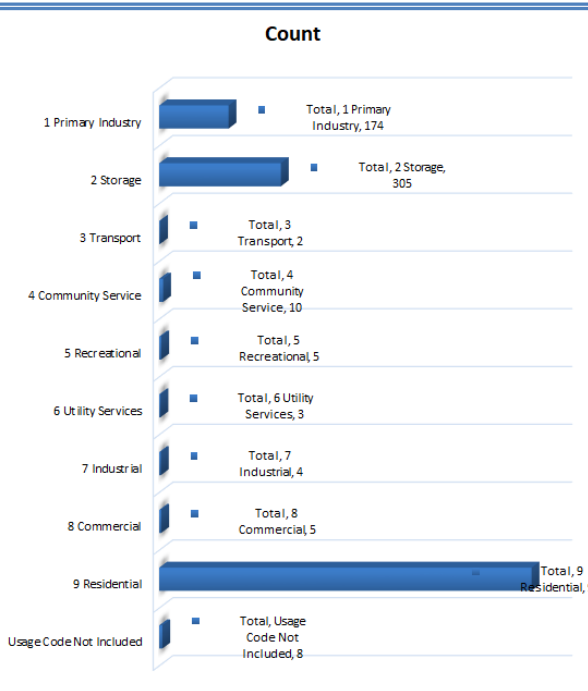
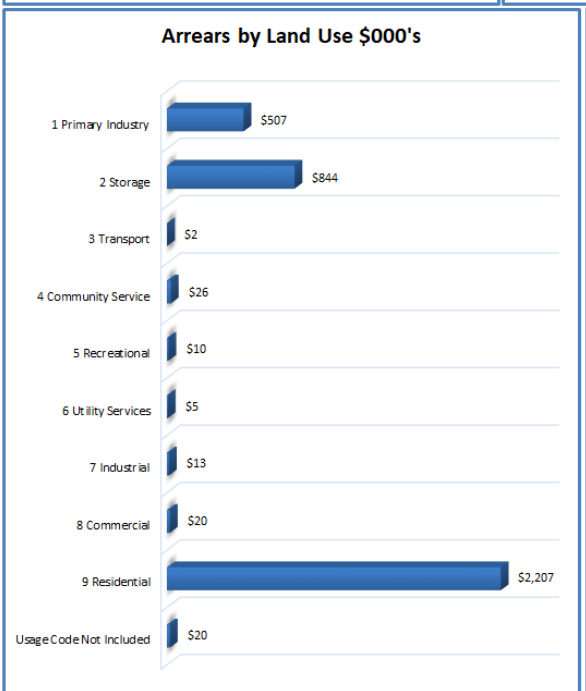
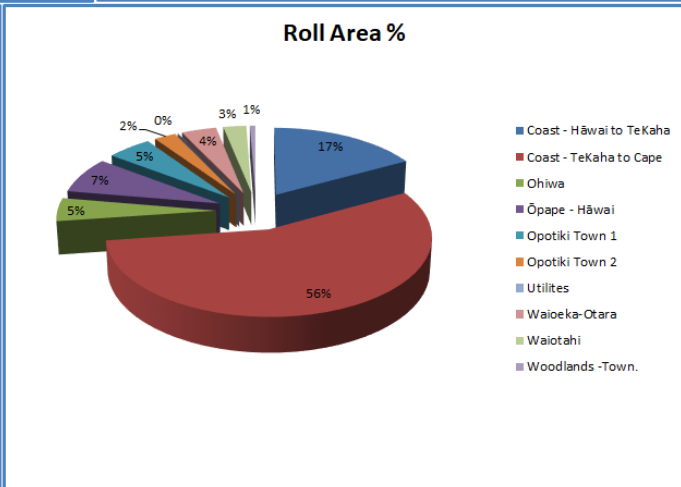
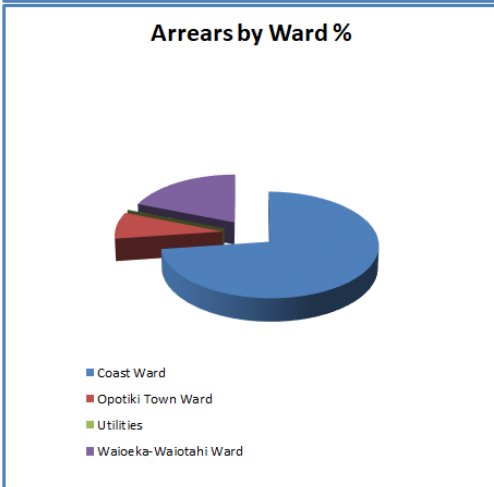
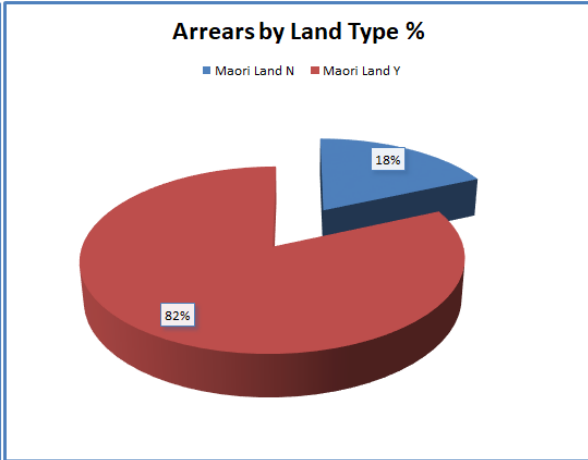
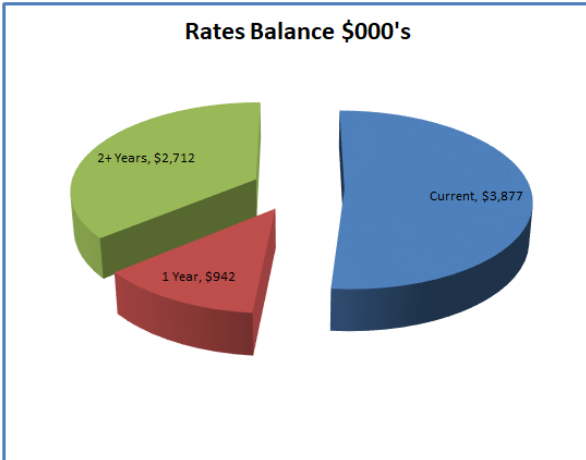
Council is within policy for all of the measures.

Rates Arrears

4. Report on Rates Arrears

82% (\$2,983,000) of arrears relates to Maori land, leaving 18% (\$671,000) on European title.

Local government legislation restricts councils from chasing debt older than 6 years. \$366,000 of unpaid rates and charges from 2013/14 year were written off during this quarter. 96% of these related to Maori land, while the remaining 4% relates to European titled properties. European land currently represents 18% of rates arrears but only 4% of what is ultimately written off, which shows that debt collection does work and eventually we get most of the money owed on European title. The 16 properties, which made up the 4% written off, still currently owe approximately \$125,000 in rates arrears. Some of these 16 properties we don't know who the owners are, others are worth less than the outstanding debt plus court costs and the remaining we could potentially look to force the sale through the courts.



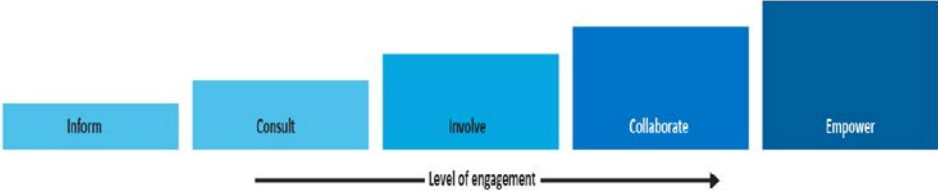
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council’s Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for the Quarterly Report to 31 March 2020 is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the Quarterly Report to 31 March 2020 is considered to be low, the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled “Quarterly Report to 31 March 2020” be received.

Greg Robertson

CHIEF FINANCIAL OFFICER

REPORT

Date : 25 May 2020
To : Ordinary Council Meeting, 2 June 2020
From : Chief Executive Officer, Aileen Lawrie
Subject : **COVID 19 OVERVIEW OF OPERATIONAL RESPONSE**
File ID : A199860

EXECUTIVE SUMMARY

To provide Council with a comprehensive overview of the organisational response to COVID-19.

PURPOSE OF REPORT

To provide an overview of the response to Covid-19 and the consequent lockdown, and to seek resolutions to support Council's interim approach to managing this event.

BACKGROUND

The emergence of COVID-19 has been well reported globally and the information on the resulting lockdowns in New Zealand have consumed our media. The first case was reported in New Zealand on 28 February 2020 and as a nation we went into a full lockdown on 26 March 2020 with two days warning.

The lockdown came at an unfortunate time for the Eastern Bay of Plenty, immediately after the announcement of significant funding via the Provincial Growth Fund across four catalytic clusters of projects and businesses, and just as the kiwifruit season was starting.

The original communications on the lockdown suggested that kiwifruit harvest and packing would be affected but a last minute reprieve saw the packhouses swinging into action to pick and pack under Covid safe conditions.

While activity was delayed on the mussel processing plant it is well underway now and during lockdown we were able to advance planning on the Harbour Project.

For Council the lockdown came after preparation of draft Annual Plan documentation was completed but prior to the consultation/engagement processes.

CIVIL DEFENCE

The weekend before the lockdown was announced Council facilitated several meetings with Te Whānau a Apanui and other agencies to discuss and plan for its proposed Community Safety Zone. The Mayor and I spent the Sunday and Monday ahead of lockdown in meetings discussing the appropriate planning and communications about the pending activities. As well as offering advice on the planning we also put out a media release (as we did ahead of the rāhui uplift) and ensured these were distributed via our social media channels. Council staff traversed the checkpoints without issue during the lockdown period. Council was not involved in any other checkpoints.

The Council's Civil Defence Emergency Operating Centre (EOC) was activated as soon as the Government announced their intention to go to Level 4 restrictions in response to dealing with the COVID-19 pandemic. Priority was given to ensuring that all of the civil defence functions of an EOC (welfare, planning, operations, intelligences, logistics, public information and health and safety and risk) could operate remotely from staff members' homes. Within a few days, the EOC was operating completely remotely in an efficient and effective manner. The EOC was operating 24/7 initially but relatively quickly scaled back to 8-10 hours per day, and then reduced to a few hours per person per day. It was a useful exercise to establish and successfully operate an entirely remote EOC over this period, demonstrating that a physical building is not necessary to manage an emergency situation of this nature.

The staff working within the EOC had all received foundation (CIMS 2) and intermediate (CIMS 4) civil defence training within the past three years from Emergency Management Bay of Plenty (EMBOP). The function managers for Logistics, Welfare and Public Information Management (PIM) had also attended bespoke training on their specific areas provided by EMBOP. In addition, the Local Controller (Gerard) had completed the Tier 1 National Response and Recovery Leadership Capability Development Programme in October 2019, with specific focus on a pandemic scenario. Although most of the staff members working within the EOC did not have real event experience, they were a well-trained group who had undertaken exercise and scenario based training together.

The Ministry of Health is the national lead agency managing the public health response to the pandemic. The direction nationally was that the Council's EOC, and the wider Eastern Bay of Plenty Civil Defence and Emergency Management Group, was to assist the Ministry of Health in their response to Covid-19.

In response to that direction, the Ōpōtiki EOC took a view that the best way it could respond to that direction and provide what was needed by our community was to assist, enable and facilitate already established providers within the District.

In relation to welfare provision, a group was brought together by the Ōpōtiki EOC in the first few days of setting up the EOC, comprising of the Local Controller, Police, Whakaatu Whanaunga Trust, Te-Whānau-a-Apanui, Te Ao Hou, Whakatōhea Iwi Social and Health, big local employers such as OPAC and EastPack. These organisations had an existing and well established welfare presence within the community and therefore the Ōpōtiki EOC focused on supporting these organisations, all of which took an all of community approach to providing assistance. The Ōpōtiki EOC ensured that there was good communication and collaboration across the sector and with the public, ensured that the food banks were fully stocked and that people seeking assistance from Civil Defence were put in touch with the organisation best able to assist them. The working relationships between these organisations has been very good with a group meeting held initially every three days, which has subsequently been reduced to weekly.

The benefit of our local EOC working alongside local providers cannot be overstated. Working with existing organisations, with a well-established presence in our community ensured that the needs of our community were met efficiently and effectively whilst also avoid duplication of effort. It was for this reason, that the Ōpōtiki EOC were keen to retain operational control at the local level. Moving to a regional or national level operation would have resulted in a loss of local level oversight and a potentially less responsive operation as decision makers would be more removed and less able to appreciate the unique make up and challenges experienced by the District's community. This approach continues to be the most appropriate for our community and it is for this reason that this report recommends any future Civil Defence or welfare requirements, including those established under the Caring for Communities initiative, be locally led, and regionally and nationally supported. Additionally we have been able to identify and manage instances of double dipping or excessive use of the welfare system.

During the event, our controller took some leave and the Group lent us Peter Watson, a Controller from Western Bay of Plenty. This was very successful even in a remote EOC and demonstrates the power of the regionally collective approach to Civil Defence. My own personal observation is that the Group led this event very well, maintaining overall control but leaving sufficient space for appropriate local operation and innovation.

The usual suite of Civil Defence communications was augmented by a mayoral video on social media every two days, reducing to weekly.

As we move forward each organisation who has worked alongside the EOC is committed to continuing to work together to assist the community in recovery and to build on the relationship and ways of working for the next event we will face together.

ESSENTIAL SERVICES

In response to Covid-19 numerous actions were implemented across Council services to ensure the safety and wellbeing of the community and staff. Key considerations revolved around preventing transmission via human to human contact and via solid waste and human waste. Services were assessed against alert level criteria and official guidance. Emergency expenditure was needed in some instances leading into and over the course of the national lock down. Council officers intend to compile a detailed report of financial implications in due course. Outlined below are summaries of the drivers and actions undertaken for each essential service.

Solid Waste

Council's solid waste services were reduced to minimum operational levels to cater for reduced staff availability (vulnerable workers) and to allow redundancy in the event active members fell ill. Normal recyclable processing ceased due to the risk of transmission, limited PPE and the closure of recycling markets. Green waste also ceased temporarily as it was deemed non-essential to public health and chipping contractors were locked out of the region. Green waste resumed under Alert Level 3 once a disposal process was established with local contractors. Daily household waste including recycling was received bagged and taken directly to landfill. Charging ceased for solid waste due to risk and limited staff numbers.

The solid waste collection largely continued unchanged. Contractors undertook additional duties picking up stray waste and any additional waste that was put out beyond stipulations. The intention was to ensure public health by keeping streets free of waste as far as practicable.

In all the solid waste service operated well over the course of the lockdown with no significant issues. Under Alert Level 2 operations have returned for the most part to pre-Covid. Notably, however, recycling markets will potentially remain closed. Officers intend to continue recycling processes, storing recycling as long as space is available. Unfortunately, it is possible that recycling may need to be sent to landfill if alternative options cannot be found.

Wastewater

Key risks for Council's wastewater service was identified in the weeks preceding the national lockdown. Council officers noted the manual cleaning of the treatment milli-screen and the increased flushing of wet wipes as potential causes of loss of service or environmental contamination if left unchecked. Noting the potential for operating staff and contractors to fall ill and the emerging difficulty getting PPE, an urgent works order to automate the milli-screen was placed ahead of lockdown. Officers moved as quickly as possible understanding that components and PPE could be disrupted by transport restrictions, industry and medical demands. Some components for the milli-screen were indeed held up in transit. Thankfully, officers and contractors were able to establish an interim solution with components that did get through in time. The automated milli-screen went operational shortly after lockdown.

Water Supply

Water supply operations in Ōpōtiki, Te Kaha and Ōhiwa entail complex technical duties undertaken by key Council staff members with advanced engineering expertise in treatment processes. Historically Council has had very limited capacity however recently a second qualified member of staff completed training into water supply operations. In order to ensure the continuation of this most critical of public health services the two technical staff members were strictly isolated through the lockdown period ensuring redundancy in the event either individual fell ill.

Public Toilets

Public toilets were closed at the outset however the *i*-SITE toilet was reopened to essential services personnel from all industries, under a strict cleaning regime.

BUSINESS AS USUAL FUNCTIONS

The staff that were able continued to work remotely via the newly rolled out Teams and Zoom. On the whole most tasks were able to be performed remotely though internet performance issues were prevalent.

In Level 4 10% of staff were unable to work and in Level 3 that reduced to 5%. Staff, where possible, were redeployed.

A number of staff were deployed into Civil Defence and initially this took their full eight hours per day, and more in some cases. As things settled those staff were freed up and managed some BAU. Some staff are working through back logs created by their redeployment to Civil Defence. The hearing for the bylaw review had to be cancelled during this time and a new date of 24 June has been set. The Reserve

Management Plan scheduled hearing has also been pushed back and has been set for 3-4 August. The finalised draft of the CBD structure plan will be presented to Council in either July or August taking into consideration to the COVID recovery and funding that may be allocated to the District.

In an attempt to create demand for services, we have offered no fees until build begins on Building consents, with some good feedback and some activity generated.

With a few minor teething problems, most meeting schedules have been maintained – with Mayoral Forum, Land Transport Committee and even Regional Growth Leadership Group continuing to meet.

Given the quieter times over lockdown staff had the opportunity to look at business improvements. In particular online dog registrations went live and the finance team digitised the accounts payable invoicing process. This will streamline getting invoices into the system and paid, and will largely automate what is a very manual task.

Disrupted projects have for the most part recommenced under alert levels 3 and 2 however some projects will be delayed several more weeks where they have a high public interface. Projects delayed over the course of the lockdown include:

- Goring St stormwater and street upgrade. Works have now recommenced.
- Te Ahiaua domain (pipi beds) car park upgrade. Works are now complete.
- Private property wastewater repairs – Delayed pending public communications surrounding Alert Level 2 protocols. Works are expected to recommence in June.
- Snell Rd Extension and Harbour – The Snell Rd Extension and Harbour projects have continued as far as possible with pre-construction works however some milestones involving iwi and affected party consultation have been delayed due to the lockdown.
- Ōpōtiki Township Street Lights Upgrade - Works have now recommenced.
- Ōpōtiki Wastewater Treatment Upgrade – Upgrade investigations have now recommenced.

Potential delays as a result of COVID-19 and lockdown are

Procurement Strategy development – Officers had previously intended to workshop and adopt land transport, three waters, solid waste and corporate procurement strategies ahead of year end. At present the Land Transport Strategy remains the most urgent as it requires endorsement by NZTA by 30 June. Officers are continuing with development and are endeavouring to attain endorsement by deadline.

The other procurement strategies will be delayed, remaining as priority actions to be resolved as identified by audit.

Annual financial reconciliation and revaluations – End of year process and standard practice concerning reconciliation with financial accounts and revaluation of assets is likely to go uncompleted this year. This will result in a non-compliance with standard process identified by audit.

Asset Management Plans, Waste Minimisation Plan and Infrastructure Strategy – At this stage these workflows are still expected to be completed in time to appropriately inform the Long Term Plan. Officers are however flagging delay of supporting investigations that could result in a need for plans to revert to pre-established assumptions rather than the preferred evidence base.

FINANCIAL IMPACTS

As reported to the Risk and Assurance Committee, a report produced by LGNZ/DIA/SOLGM predicts Councils across the country will have a decrease in revenue of 2-11% as a result of COVID-19. Council's existing level of non-payment of rates is 9%. In the Ōpōtiki District Covid-19 could be described as an event on top of pre-existing pressure. The district has however fared better than it may otherwise have by having the kiwifruit industry continue through lockdown.

We are currently in the process of seeking feedback on our Annual Plan. It was largely prepared in a pre-Covid environment with only time for some minor change before it was adopted, that did bring the anticipated rates rise from 5.07% to 4.25%. As directed staff have been working through other potential reductions in the rates rise. As discussed below in our Projects sections, we will likely need to maintain our level of operational capability to ensure we can successfully deliver our existing projects and any government stimulus projects we may have successful funding decisions on. Staff are in the process or reviewing and reprioritizing capital projects and will look to some operational reductions that have the bigger immediate impact on rates.

As discussed during lockdown with councillors, we have a relatively well road tested rates remission/postponement policies. Staff have been considering hardship on a case by case basis as directed by Council. Other fees and changes are also being considered in this manner. Resolutions are sought on these matters to support the practice that has emerged.

Councillors should also be aware that Ōpōtiki has always had a relatively relaxed penalty policy whereby the penalties are not compounding. This is a long standing policy and different to many districts that compound the penalties on rates arrears.

RETURNING TO LEVEL 2

It is anticipated that all staff will be effectively “back at work” from Monday, 18 May, although some may spend part of their time working from home to help manage separation in the office. The *i*-SITE will re-open and the Library will move towards re-opening. Other services will resume but backlogs may see a slow return to normal. As long as customers call and make appointments there should be no operational issues with some staff working offsite.

Information on Council services operating under each level has been provide to the community via media, social media and website.

SIGNIFICANT PROJECTS

The harbour project is making good progress, with contracts almost in place with HEB, rock suppliers and others in the supply chain. Between the Harbour and Aquaculture PGF awards we expect in the order of \$66M of expenditure in the coming 12 months.

There are a number of other projects in the Opotiki District – the Te Kaha Gold, Raukokore kiwifruit expansions, Te Tāhuhu, Ministry of Education facilities, Opotiki pound, wastewater, stormwater, and roading projects. In conjunction with the harbour collectively these are in the order of \$100m spend in the next 12 months.

Council has also made two applications for funding to the Provincial Growth fund (\$7m) and Crown Infrastructure Partners (\$66m). These applications were prepared in a very short period of time, during the lockdown and amidst response pressures. They were informally discussed with Council and largely derived from our Long Term Plan in an attempt to create jobs in the short term, to bring the projects forward and to reduce projected rates increases. We expect some of these projects will be funded and therefore council needs to maintain and potentially grow its operational capacity to deliver them successfully. The CIP projects went through the mayoral forum for endorsement and the roading projects have gone through the Regional Transport Committee to be added to the Regional Land Transport Plan. The CIP projects were “bundled” across the Eastern Bay of Plenty to enable them to reach the \$10m minimum threshold. A retrospective resolution is sought from council for submitting these two applications.

TRANSITION PERIOD/RECOVERY

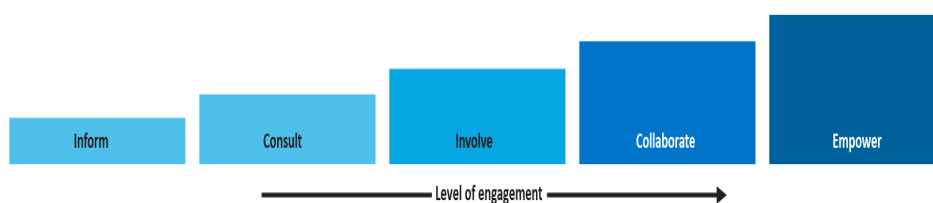
As we enter Level 2 restrictions it is anticipated that the formal civil defence operation will decrease its function and cease once the replacement model is up and running. Government have announced that Caring for Communities will replace the current arrangements with a likely regional model and MSD lead. How this will work in the Bay of Plenty is not yet clear. It is recommended that Council, in engaging with this new organisation, continue to support the concept of locally lead, regionally and nationally supported operation which has been so successful in the response to date to the Covid-19 pandemic.

Recovery structures are also unclear however we have supported Toi-EDA and the Eastern Bay Managers to work in a collective across the Eastern Bay of Plenty in the area of economic recovery. Recently the Regional Growth Leadership Group convened to discuss a broader group of collective action. With Leadership from our MP and mayors this is a powerful collective.

SIGNIFICANCE ASSESSMENT

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance in relation to the matters of this report are not considered to be significant as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

As the level of significance for this report is considered to be of low significance the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



CONCLUSION

Council has managed the following activities through the various alert levels:

- Civil Defence
- Essential services
- Business as Usual
- Recovery

We have had some very dedicated staff and contractors that have kept most services running, delivered civil defence functions and started planning for recovery/stimulus projects. Councillor and community support through this difficult period has been appreciated.

RECOMMENDATIONS:

- 1. That the report titled "Covid-19 Overview of Operational Response" be received.**
- 2. That Council support the view that recovery should be locally led, and regionally and centrally supported.**
- 3. That Council directs staff to find additional capital and operational expenditure saving for the 2020-21 Annual Plan but recognises that there is a significant and important suite of capital projects that need implementing to support jobs in our community.**
- 4. That Council resolves that it will rely on its rates remission policies to provide case by case consideration of rates relief.**
- 5. That Council agrees that waivers on any other aspects of council business will be on a case by case basis and supported by evidence commensurate with the significance of the charge, and within delegations.**
- 6. That Council endorses the two funding applications made to the Provincial Growth Fund and Crown Infrastructure Partners, and endorses the signing of any contracts subsequent to these applications.**

Aileen Lawrie

CHIEF EXECUTIVE OFFICER

Attachments:

Summary of CIP application

Summary of PGF roading application

14 April 2020

Tēnā koe,

The Eastern Bay of Plenty is well positioned to take up the Crown Infrastructure Partners Fund offering. Identified as a “Surge Region” by the Provincial Development Unit, with some of the worst economic and social deprivation in Aotearoa New Zealand, the sub-region has completed significant work over the last two years to identify, prioritise and advance key developments.

The Eastern Bay of Plenty contributes to the regional and national economies through a significant primary production sector, a manufacturing sector ranging from boutique to large industry, and offers some of the country’s most loved domestic tourism destinations.

The suite of projects identified by the three TLA’s; Kawerau District Council, Ōpōtiki District Council and Whakatāne District Council clearly indicate where they can accelerate and augment the underpinning infrastructure required to capitalise on the Crown PGF Co-investment to date, and to help buffer the worst effects of Covid-19 on our communities as a result.

The Eastern Bay of Plenty has a proven track record of collaboration between Local Government, Iwi and key sectors, and this will continue to underpin our delivery. Our projects will provide stimulus and job creation, guided by the Eastern Bay of Plenty spatial plan, Long Term Plans and some innovative sub-regional projects.

Accelerating the right infrastructure projects will enable our productive sectors, the Māori economy and our communities to be positioned to recover and build resilience from both Whakaari eruption and Covid-19 in a timely, sustainable manner.

Thank you in advance for funding these projects and we look forward to working with your teams to ensure immediate roll out of these initiatives.

Nāku iti noa, nā



Lyn Riesterer
Mayor
Ōpōtiki District Council



Malcom Campbell
Mayor
Kawerau District Council



Judy Turner
Mayor
Whakatāne District Council



Eastern Bay of Plenty CIP Summary

Background & Context – Eastern Bay of Plenty

As one of the more deprived regions in New Zealand, with a GDP of only \$1.9 billion and a population of approximately 48,000, the Eastern Bay of Plenty has been identified as a “surge region” by the Provincial Development Unit. The Eastern Bay of Plenty has recently secured over \$180 million in Provincial Growth Fund (PGF) co-investment, which will – in time – result in an additional potential 7,000 jobs for our region. While this is a significant step-change forecast in the region’s social and economic trajectory due to the PGF co-investment, additional infrastructure is needed to create much needed stimulus post Covid-19, provide critical infrastructure to underpin the PGF related developments and support the forecast growth in employment and population.

There is currently a material legacy infrastructure deficit in the Eastern Bay of Plenty. This is a result of aging infrastructure, population stagnation and decline, and changes in industry profiles over the decades. Coupled with a very limited scope for reinvestment due to the chronic deprivation levels in the region significant investment is needed to provide a platform for future growth and improved wellbeing and resilience.

In 2018 a single strategic economic development strategy for the Eastern Bay of Plenty was created. This prioritised the catalytic clusters of aquaculture, high-value horticulture, Kawerau/Putauaki industrial development, manufacturing and tourism sectors for targeted investment and growth. These were chosen due to the existing competitive advantages of the region and their ability to provide the maximum uplift in jobs. The growth clusters are creating jobs in some of the most remote parts of our already isolated region, but are now putting significant burden on councils already stretched balance sheets to improve local services and infrastructure.

The Strategy has been endorsed by the leaders of 8 local Iwi, the District and Regional Councils (Kawerau District Council, Opotiki District Council, Whakatane District Council and the BOP Regional Council), who together form the Regional Growth Leadership Group (RGLG) Forum. There is widespread consensus and support for the strategic direction of the region, and there is strong and effective collaboration between Councils, Iwi, the business sector and the community.

However, the challenges of the region are significant. Within a short period of time, our communities have been hit hard by both the Matatā Debris Flow, Edgecumbe floods and Whakaari tragedy. The local tourism sector has experienced a near-total collapse in international visitors since December 2019’s Whakaari eruption – and the impact of Covid19 is compounding an already dire situation for the tourism, retail, hospitality and associated services sectors.

The Eastern Bay of Plenty is a major forestry region, and many of our remote communities are totally dependent on this sector. The disruption to the international commodity trade due to Covid-19 has created significant layoffs in the sector, impacting the already high levels of regional unemployment, which is currently running at 12.6%. No alternative employment options exist in these communities. It is possible that without significant intervention steps some remote communities will fall to zero employment as a result of this pandemic, placing a heavy burden on an already stretched social fabric.



Some 44% plus of our regional population identify as Māori. It is in many of these most remote and isolated Māori communities (and reflected across the sub-region) that some of the highest social and economic deprivation indicators occur. Most economic modelling shows that the pandemic will have a disproportionate impact on Māori, so there is a very significant risk that the economic and social burdens of the pandemic are about to fall on these communities.

Between the region's reliance on a small pool of industries, our exposure to international commodity markets and the low average incomes currently found in the region, the Eastern Bay of Plenty is expected to be much more impacted by the pandemic than other parts of Aotearoa New Zealand. We believe this justifies a significant, integrated and sustainable national response, which is beyond the resources of our Councils and our communities to deliver.

Capital Infrastructure Projects

To ensure there is a collective and coherent view of the investments in our communities, the three local Councils have collaborated to form a single sub-regional view. This is intended to maximise job retention and creation, and cost effectively minimise the impact on our small and less affluent ratepayer base, while future-proofing the region's growth opportunities.

The key programmes of work are summarised on the following page for Eastern Bay of Plenty. These projects have already been identified in the Annual Plans, Long Term Plans, or have been assessed to ensure their compatibility with the development foreseen with the PGF investments that have been announced in the past three months.



Category	Programme Description	Cost \$	Employ #*	Benefits	Shovel readiness
Three Waters	<p>Opotiki: Hikutaia expansion / infrastructure upgrades / surface flooding mitigation, with potential water quality and other environmental outcomes</p> <p>Whakatane: Infrastructure upgrades & replacements/ alternative water supply</p> <p>Kawerau: Infrastructure upgrades / stormwater improvements</p>	\$81M	1000 FTE	<p>Social: Improved health outcomes for communities – drinking water improvements.</p> <p>Environmental: WWTP & pipe renewals will result in improved freshwater water quality and other environmental outcomes (such as Harakeke habitat)</p> <p>Economic: Infrastructure will support additional housing needs, supporting PGF (7,000 jobs in EBOP)</p>	Some of these projects are already underway, but can be fast tracked. Majority can be started within the next 6 months, as covid19 restrictions are lifted. Risk: Low
Transport	<p>Whakatane: Safety improvements / road sealing southern transport link / new route Minginui to Taupo District</p> <p>Kawerau: Culvert replacements / Town centre parking & stormwater improvements</p> <p>Opotiki: Seal extensions / new road / bridge replacement / Footpath upgrade</p>	\$78M	962 FTE	<p>Social: Improved road safety</p> <p>Environmental: Culvert replacements, supporting flood management</p> <p>Economic: Road sealing, reduced transport times, supporting increase in domestic tourism.</p>	All projects can proceed within next 6 - 12 months. Risk: Low
Buildings and Structures	<p>Opotiki: CDB development and earthquake strengthening.</p> <p>Whakatane: CDB property development</p>	\$36M	446 FTE	<p>Social: Improved road safety</p> <p>Environmental: Culvert replacements, supporting flood management</p> <p>Economic: Supporting increase in domestic tourism and fast tracking development of Council property for private sector development</p>	All projects can proceed within next 6 - 12 months. Risk: Low
Other Infra	<p>Opotiki: Parks & reserves improvements</p> <p>Regional: Flood management improvements for Rangitaiki / Otago / Waioeka / Whakatane</p>	\$20M	248 FTE	<p>Social: improved community spaces and wellbeing</p> <p>Environmental: increased resilience in the face of climate change; improved public land use options</p> <p>Economic: improved risk profiles for businesses operating in flood prone areas; creating a desirable place to live to attract talent; improved land use options; lessening the insurance burden to society</p>	Many projects are underway and all projects can proceed within the next 6-12 months Risk: Low
Cycle Ways	Cycle trails – Linking up existing trails in the EBOP to create 1 connected trail through the EBOP	\$30M	365 FTE	<p>Social: road safety improvements and improved social / health outcomes</p> <p>Environmental: reduced carbon emissions and encouraging alternative transport means</p> <p>Economic: increased tourism spend in remote locations across the EBOP; supporting the PGF Tourism strategy to create more local products</p>	Many projects are underway and can be accelerated. Risk: Low
TOTAL		\$245M	3021 FTE		



Economic benefits

The employment impacts in the table above have been estimated using the PwC methodology contained in their “Valuing the role of construction in the New Zealand economy” report, published in 2016 by the Construction Strategy Group. While both costs and benefits from construction projects have evolved since the report was developed, the underlying methodology is regarded as both robust and relevant to the proposed investments.

Employment impacts include:

- Direct employment as a result of the project proceeding
- Indirect employment throughout the supply chain as a result of the project proceeding.

Induced employment is not included in the numbers stated above. The impacts are also confined to the construction phase only; ongoing operational roles once the various projects have been completed have not been calculated, but will be additional to the numbers above.

Employment can take two forms: it can be the creation of new roles as a result of the project proceeding, which is the case if the investment would not have been made at all. It can also be the retention of existing roles if the project is underway but would have been cancelled due to the impacts of Covid-19.

The FTE figures include both regional and national impacts, so not all roles will be created or retained in the Eastern Bay of Plenty. While the detailed economic analysis to assess the regional employment benefits could be done, it was felt to be out of scope for the application given the timelines for Ministerial consideration.

Social benefits

This infrastructure investment plan creates significant impact across the entire sub-region by not only creating jobs in the construction industry and supporting services sectors, but also providing a lifeline to communities that would otherwise have no other options for employment.

The generations of deprivation in these communities, which have been profoundly impacted by unemployment, crime, poor education options, and some of the country’s worst healthcare statistics, will be further compounded by the impacts of Covid-19 without this intervention and investment.

The precise social impacts of the pandemic are hard to estimate, but there is an expectation that there will be negative wellbeing implications for individuals and whanau across the region, due to the economic uncertainty, job losses and business failures that are certain to eventuate. And data shows that steeply reduced wellbeing results in increased substance abuse, domestic violence and crime, with negative social consequences that extend well beyond the confines of the people affected and their families.

These investments, coupled with the already committed PGF projects, will create an enduring impact on the region’s social fabric. The construction sector will be the immediate beneficiary and there will be significant opportunity to upskill displaced workers into this sector, resulting in improved wellbeing across a range of deprived communities.



Environmental benefits

The region's aging infrastructure carries significant environmental risk and exposure to global warming challenges (as evidenced by the Edgecumbe floods). These investments have been prioritized to maximize the environmental impacts in the regions.

As guardians of the district the Councils are aware of their responsibilities to the environment and are directly responsible for a number of the UN Sustainable Development Goals including: Clean Water & Sanitation, Life Below Water, Life on Land; Responsible Consumption & Production and Sustainable Cities & Communities. In order for Councils to show leadership and kaitiakitanga in these areas and other environmental initiatives the projects will be physical demonstrations of the collective commitment to the environment.

The procurement approach for most projects has been "local first", for reasons of both regional economic support and environmental stewardship. Sourcing materials, expertise and labour locally will decrease the embedded carbon within structures, reduce the carbon content inherent in materials and people travelling to site during construction phases, and provide some possible efficiencies in the generation and management of waste from the construction process.

In addition, some projects are designed to reduce the community's carbon footprint from the outset. This includes the cycleway package, which will provide a low-carbon active transport alternative for communities and visitors alike.

Readiness

Successful workforce development plans are already in place by Toi EDA and their partners for various sectors, and this model will be able to quickly pivot to ensure rangatāhi and newly displaced workers are able to be trained across the region. Partnership models with various iwi and training organizations have already proven successful in developing the skills required at the local level, and will be scaled up and rolled out accordingly.

Next Steps

The Eastern Bay of Plenty is poised ready to progress these capital infrastructure projects, as soon as funding is confirmed.

In addition to progressing this immediate capital infrastructure programme of work, we will regroup the RGLG Partnership, together with local iwi partners, to identify any other potential capital projects that will support wider recovery.

The region has some very distinct competitive advantages that may be able to be leveraged to support future job growth, including:

- Further expansion of sustainable and environmentally-friendly land use developments (such as kiwifruit/organic farming) and the supporting infrastructure needed to support their growth (packhouses and coolstores)
- Expansion of the Kawerau industrial site, leveraging the available geothermal resources
- Supporting the rapid restart of local forestry operations as global trade recommences



- Accelerate the penetration of internet connectivity into our remote regions
- Accelerate the circular economy development and green energy (hydrogen) based on abundant geothermal resources
- Invest in local tourism packages to support the development of the domestic market in the medium term, to buffer the immediate impacts of both Covid-19 and Whakaari eruption
- Capital projects to address affordable housing
- Accelerate the deployment of Predator Free NZ programs into our unique native forests

These and other projects will be assessed and pursued by the RGLG Partnership, with the aim of bringing further opportunities to the attention of government as requested.



Summary of PGF Roding Application

	Name of the project, (including description and what road it is on)	Project cost
	<p>Ōpōtiki – Footpaths Option 1</p> <p>Third of Ōpōtiki township footpaths</p> <p>10km.</p>	\$1m
	<p>Ōpōtiki –Footpaths Option 2</p> <p>All Ōpōtiki township roads.</p> <p>29km.</p>	\$2.9m
	<p>Coastal Footpaths</p> <p>4km</p>	\$500k
	<p>Ōpōtiki District Road Seal Extensions 20km in total.</p> <p>TE WAITI RD WAINUI RD (TORERE) AIRSTRIP RD ALBERT RD CAPE RD CHURCH ROAD (Te KAHA) Te Ara Ki Matarau Rd and Te Ara Ki Kairuru Rd MAUNGAROA ACCESS RD MAUNGAROA PA RD MITIWAI RD NGARUE RD NGARUE RD NGARUE RD NGARUE RD OMAIO CHURCH RD OMAIO PA RD OTUTEHAPARI ROAD PAHAOA PA RD PAREKURA RD PAREKURA HEI RD PUTIKI RD TAITUA RD TAWAROA RD TE KAHA RESERVOIR RD</p>	<p>\$3.3m</p> <p>Treated as individual projects to keep each under \$1m.</p>

	TE PIKI RD WAIORORE RD WHARA WHARA RD WI TUPAEA RD BROWN RD	
1	Motu Cycleway Extension <ul style="list-style-type: none"> • Pakowai Bridge to Pott s Av Skatepark <ul style="list-style-type: none"> • 1.5 K • Reducing cycle/ pedestrian traffic of inner township streets by providing off road option (particularly SHW 35 	\$60,000
2	Motu Cycleway Extension <ul style="list-style-type: none"> • Potts Av Skatepark to Wiaoeka River Bridge <ul style="list-style-type: none"> • 1.5 K • Reducing cycle/ pedestrian traffic of inner township streets by providing off road option (particularly SHW 2 	\$36,000
3	Motu Cycleway Extension <ul style="list-style-type: none"> • Wiaoeka Bridge to Waiōtahe Drifts <ul style="list-style-type: none"> • 3.6 K • SHW 2 	\$250,000
4	Motu Cycleway Extension <ul style="list-style-type: none"> • Waiōtahe Drifts to Waiōtahe River <ul style="list-style-type: none"> • 5.5 K • SHW 2 	\$785,000
5	Motu Cycleway Extension <ul style="list-style-type: none"> • Waiōtahe River Crossing <ul style="list-style-type: none"> • 120 m • SHW 2 	\$735,000
5	Motu Cycleway Extension <ul style="list-style-type: none"> • Ōhiwa Beach Rd to Ōhiwa Beach Holiday Park <ul style="list-style-type: none"> • 	\$155,000
6	Motu Cycleway Extension <ul style="list-style-type: none"> • Ōhiwa Beach Holiday Park to Ōhiwa boat ramp • Ōhiwa Harbour Rd, Reeves Rd, Ōhiwa Loop Rd 	\$125,000
7	Motu Cycleway Extension <ul style="list-style-type: none"> • Ōhiwa boat ramp to Kutarere • Ōhiwa Loop Rd, Ruatuna Rd, SHW2, 	\$460,000
8	Omiao Beachfront Cycle/ Pedestrian Trail	\$40,000
9	Ōpōtiki Horse Trail	\$40,000

REPORT

Date : 28 May 2020
 To : Ordinary Council Meeting, 2 June 2020
 From : Chief Executive Officer, Aileen Lawrie
 Subject : **CHIEF EXECUTIVE OFFICER'S UPDATE**
 File ID : A199328

LGOIMA REQUESTS

LGOIMA Report (06/04/2020-27/05/2020)

Month	Submitter	Subject	Due
April 2020	Responsible Campers Association	Camping Bylaw Survey	Completed
	TVNZ	Noise complaints	Completed
	Recycle Plastics NZ Ltd	Waste Management	20/05/2020
May 2020	Rowan McCormack	non-consented dwellings and building	Completed
	Leo Barnett	Inaugural Council Minutes	Completed
	Radio NZ	Shovel ready housing projects	Completed
	Karen Anderson	Canine research	23/07/2020
	Josh Telfer	Building covenants Hukutaia	Completed

MEETINGS / EVENTS ATTENDED BY CEO – 17 APRIL 2020 – 28 MAY 2020

During this period I attended a number of meetings via teleconference or audio visual link in relation to Civil Defence.

17 APRIL 2020

Opotiki Harbour Development Project progress meeting with HEB

20 APRIL 2020

Councillor meeting with senior Council management staff, via Zoom

Toi-EDA Board meeting, via Zoom

Ōpōtiki Harbour Project update meeting with MBIE

21 APRIL 2020

Ordinary Council meeting, via Zoom

24 APRIL 2020

Webinar with Minister Shane Jones and Mark Binns, Chairman of Crown Infrastructure Partners, via Zoom

Meeting with Kiri Allan MP and Tamati Coffey MP, via Zoom

28 APRIL 2020

Ōpōtiki Harbour Project update meeting with MBIE

29 APRIL 2020

Councillor catch up meeting, via Zoom

30 APRIL 2020

SOLGM Chief Executives meeting, via Zoom

1 MAY 2020

Ōpōtiki Harbour Development Project progress meeting with HEB

4 MAY 2020

Ōpōtiki Harbour Project update meeting with MBIE

6 MAY 2020

Councillor catch up meeting, via Zoom

7 MAY 2020

Meeting with Kaikoura District Council CEO, via Zoom

8 MAY 2020

Bay of Plenty CEs Forum, via Zoom

Infrastructure meeting, via Zoom

Te Whānau a Apanui Iwi Response Unit Update meeting, via Zoom

11 MAY 2020

Eastern Bay of Plenty Covid Recovery meeting, via Zoom

Ōpōtiki Harbour Project update meeting with MBIE

12 MAY 2020

Workforce Strategy meeting with Whakatōhea

15 MAY 2020

Ōpōtiki Harbour Development Project progress meeting with HEB

Meeting – Mayors Taskforce For Jobs and MSD, via Zoom

18 MAY 2020

ODC Risk and Assurance Committee meeting, via Zoom

20 MAY 2020

Councillor catch up meeting, via Zoom

Webinar – Assisting Communities in Hard Times: What Options Do Councils Have?

21 MAY 2020

Bay of Plenty Regional Relationship Team Meeting with Waka Kotahi NZTA, via Teams

EBOP Regional COVID Response Workshop, via Zoom

25 MAY 2020

Ōpōtiki Harbour Project update meeting with MBIE

26 MAY 2020

Meeting with MSD re contracts, via Zoom

27 MAY 2020

Councillor catch up meeting, via Zoom

Mayors Taskforce for Jobs/MSD Community Recovery Pilot Programme – meeting with the four pilot Councils via Zoom

28 MAY 2020

Meeting with Te Whānau a Apanui

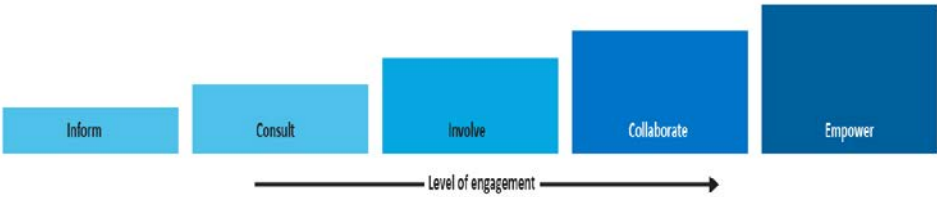
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council’s Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of Significance for the Chief Executive Officer’s Update is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the Chief Executive Officer’s Update is considered to be of low the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled “Chief Executive Officer’s Update” be received.**

Aileen Lawrie

CHIEF EXECUTIVE OFFICER

REPORT

Date : 28 April 2020

To : Ordinary Council Meeting, 2 June 2020

From : Chief Executive Officer, Aileen Lawrie

Subject : **RESOLUTION TO EXCLUDE THE PUBLIC**

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

- 12. Confirmation of In-Committee Minutes – Ordinary Council Meeting 21 April 2020.**
- 13. In-Committee Minutes – Risk and Assurance Committee Meeting 2 March 2020.**
- 14. Minutes – Toi-EDA meeting 20 April 2020.**

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

Item No	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
12.	Confirmation of In-Committee Minutes – Ordinary Council Meeting 21 April 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
13.	In-Committee Minutes – Risk and Assurance Committee Meeting 2 March 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
14.	Minutes – Toi_EDA meeting 20 April 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

12.	Protect the privacy of natural persons Protect information Protection from improper pressure or harassment Prevent disclosure or use of official information Carry out negotiations Maintain legal professional privilege Carry out commercial activities	Section 7(2)(a) Section 7(2)(b)(i) & (ii); (d) & (e) and Section 7(2)(c)(i) & (ii) Section 7(2)(f)(ii) Section 7(2)(j) Section 7(2)(i) Section 7(2)(g) Section 7(2)(h)
13.	Protect the privacy of natural persons Protect information (commercial sensitivity) Protection from improper pressure or harassment	Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(f)(ii)
14.	Protect the privacy of natural persons Protect information	Section 7(2)(a) Section 7(2)(b)(i) & (ii)