

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
PERFORMANCE AND MONITORING MEETING NO. PM21-6
HELD VIA ZOOM (AUDIO / VISUAL LINK) UNDER COVID-19 LEVEL 3 LOCKDOWN
ON TUESDAY, 31 AUGUST 2021 AT 9.30AM**

1 PRESENT VIA ZOOM

Cr D Thwaites, Mayor G Webber, Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Gray, Cr A Henry, Cr K Marsh, Cr M Murray-Benge, Cr A Sole and Deputy Mayor J Scrimgeour.

2 IN ATTENDANCE VIA ZOOM

J Holyoake (Chief Executive Officer), G Allis (Deputy CEO/Group Manager Infrastructure Services), R Davie (Group Manager Policy Planning and Regulatory Services), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), G Payne (Strategic Advisor), D Jensen (Finance Manager), L Balvert (Communications Manager), K Little (Operations Manager), C Nepia (Strategic Kaupapa Māori Manager), I Kruis (Resource Recovery and Waste Team Leader), P Watson (Reserves and Facilities Manager), J Paterson (Transportation Manager), C Ertel (Asset and Capital Manager), B Williams (Strategic Property Manager), C McLean (Senior Transportation Engineer), E Wentzel (Utilities Operations Manager) H Wi Repa (Governance Technical Support), J Osborne (Governance Support Administrator) and C Irvin (Senior Governance Advisor).

OTHER ATTENDEES VIA ZOOM

Media

K Gillespie

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

Nil

8 PRESENTATIONS

Nil

9 REPORTS

9.1 GROUP MANAGER FINANCE AND TECHNOLOGY SERVICES' REPORT

The Committee considered a report dated 31 August 2021 from the Group Manager Finance and Technology Services. The report was taken as read.

- Council met with Standard and Poors last week who were very complimentary in terms of Council's liquidity position. Council remained in a strong financial position.

Staff responded to questions as follows:

- The CEO reported that he had caught up with support people/groups who were working closely with local communities. They reported that processes in place were stronger and more effective compared to the April 2020 Lockdown, resulting in overall improved community resilience.
- A trial was being conducted in the stormwater space around using IOT and technology for monitoring, helping to reduce risks associated with these systems.
- Regarding IT security for the treatment plants, staff advised that there were 'layers of separation' between treatment plants, pump stations and Council's IT systems, which aided the reduction of IT risks. A security review/update of this was high on Council's agenda.

RESOLUTION PM21-6.1

Moved: Mayor G Webber

Seconded: Cr M Grainger

That the Group Manager Finance and Technology Services' report dated 31 August 2021 titled 'Group Manager Finance and Technology Services' Report' be received.

CARRIED

9.2 SCHEDULE OF PAYMENTS FOR THE MONTHS OF JUNE AND JULY 2021

The Committee considered a report dated 31 August 2021 from the Group Manager Finance and Technology Services. The report was taken as read.

RESOLUTION PM21-6.2

Moved: Cr M Gray

Seconded: Cr J Denyer

That the Financial Controller's report dated 31 August 2021 titled 'Schedule of Payments for the Months of June and July 2021' be received.

CARRIED

9.3 ESTABLISHMENT OF CCTV WORKING PARTY AND DELEGATIONS

The Committee considered a report dated 31 August 2021 from the Strategic Property Manager. The report was taken as read.

Staff responded to questions as follows:

- Cr Thwaites nominated the following Councillors for the working parties: Cr Sole for Katikati – Waihi Beach, Cr Murray-Benge for Kaimai and Cr Gray for Maketu-Te Puke. This was agreed.
- Anyone not successful in receiving annual funding would be notified. The Community Boards could consider requests or determine CCTV requirements, however they could only recommend the expenditure of Community Board funds to Council.
- It was confirmed that the Working Party had the delegated authority to make decisions on funding allocations. Councillors on the Working Party represented the community in their decision making.

RESOLUTION PM21-6.3

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Dean

1. That the Strategic Property Manager's report dated 31 August 2021 titled 'Establishment of CCTV Working Party and Delegations' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That it be recommended to Council:
 - a) That a CCTV Working Party be established comprising:
 - Katikati – Waihi Beach Ward 1 Councillor
 - Kaimai Ward 1 Councillor
 - Maketu – Te Puke Ward 1 Councillor
 - Strategic Property Manager 1 Staff Member
 - New Zealand Police 1 Representative
 - b) That the CCTV Working Party be Delegated Authority to:
 - Advertise for applications to install CCTV cameras
 - To evaluate the applications against the CCTV Management Plan Criteria
 - To allocate the annual funding.

And

- c) That the following Councillors be appointed to the CCTV Working Party:
 - Katikati – Waihi Beach Ward Cr Sole
 - Kaimai Ward Cr Murray-Benge
 - Maketu – Te Puke Ward Cr Gray

CARRIED

9.4 CIVIL DEFENCE EMERGENCY MANAGEMENT UPDATE

The Committee considered a report dated 31 August 2021 from the Operations Manager who spoke to the report noting the following:

- The Community Resilience Advisor had established strong relationships with community response teams and local Iwi, supporting and monitoring progress. There was a lot of great work being done in all communities.

In response to questions, the following matters were noted:

- The Senior Policy Analyst - Resource Management, informed the public as soon as new knowledge/information regarding flooding and coastal erosion was available.
- Mayor Webber recognised and thanked the Infrastructure team, in particular the Emergency Management Team, for stepping in, and up, during these difficult times. The support had been amazing.
- Cr Gray commented that emergency responses had been faster, and better coordinated than the 2020 Lockdown. There was a greater focus around food this time.
- The Community Resilience Advisor noted that the provision and delivery of food was the priority at the moment. Some communities were doing remarkably well, particularly the eastern end of the district, but also across the entire district. This was due to good planning and a clear view of outcomes.
- The Reserves and Facilities Manager advised that opening a public facility, such as toilets/showers, for homeless people to use exposed a lot of risks around privacy and social issues.

RESOLUTION PM21-6.4

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

That the Operations Manager's report dated 31 August 2021 titled 'Civil Defence Emergency Management Update' be received.

CARRIED

9.5 OPERATIONAL RISK REPORT AUGUST 2021

The Committee considered a report from the Executive Assistant, Infrastructure Services.

The Deputy CEO advised that the Waka Kotahi Board would be deciding and approving the 2021-24 National Land Transport Program (NLTP) today, which set Waka Kotahi funding for the next 3 years. This would be notified next week. Council would then know exactly what funding would be available for the next three years. There was no indication on 'low risk, low cost' capital works funding, but it was hoped that the Government would allocate extra funds to the NLTP.

The Senior Transportation Engineer spoke to the following items:

- Ōmokoroa to Tauranga Cycle Way; and
- Te Puke – Maketu Cycleway.

The Deputy CEO spoke to the following items:

- Ōmokoroa to Pahoia Cycle Trail;
- Athenree Crossing;
- Ōmokoroa Domain Playground;
- Te Puke Stormwater and Pond;
- State Highway One Pongakawa – Trunk Water Main Renewal;
- ESZ Groundwater Exploration;
- CIP Projects; and
- CIP Feedback from Department of Internal Affairs.

Staff responded to a questions as follows:

- Where practical, cycle ways would be built through stormwater areas, unless there was a hazard in that area that could not be mitigated.
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- The depth of the bores being drilled could vary depending on how successful the drilling was. Council typically drilled between 160m to 250m below ground level. The 'test bore' drilled, that was shown to be the most successful, was at a depth of about 200m.

The Operations Manager spoke to the following items:

Kerbside Collection:

- Telephone calls since 1 July 2020;
- Service requests since 1 July 2020;
- Tonnage through to week four;
- Kerbside connections;
- Current issues and responses; and
- Increase in glass recycling.

and

- Cameras and Lights at McLaren Falls Road.

RESOLUTION PM21-6.5

Moved: Mayor G Webber

Seconded: Cr A Henry

That the Executive Assistant Infrastructure Service's report dated 31 August 2021 titled 'Operational Risk Report August 2021' be received.

CARRIED

10 INFORMATION FOR RECEIPT

Nil

11 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION PM21-6.6

Moved: Mayor G Webber

Seconded: Cr A Henry

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Council Contracts Awarded or Renegotiated for the months of June and July 2021	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - 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 would exist under section 6 or section 7

	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
11.2 - Operational Risk Report August 2021 Confidential	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - 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 would exist under section 6 or section 7

CARRIED

The Meeting closed at 11.15am.

Confirmed as a true and correct record by Council on 23 September 2021.