

Mā tō tātou takiwā  
**For our District**

## Council

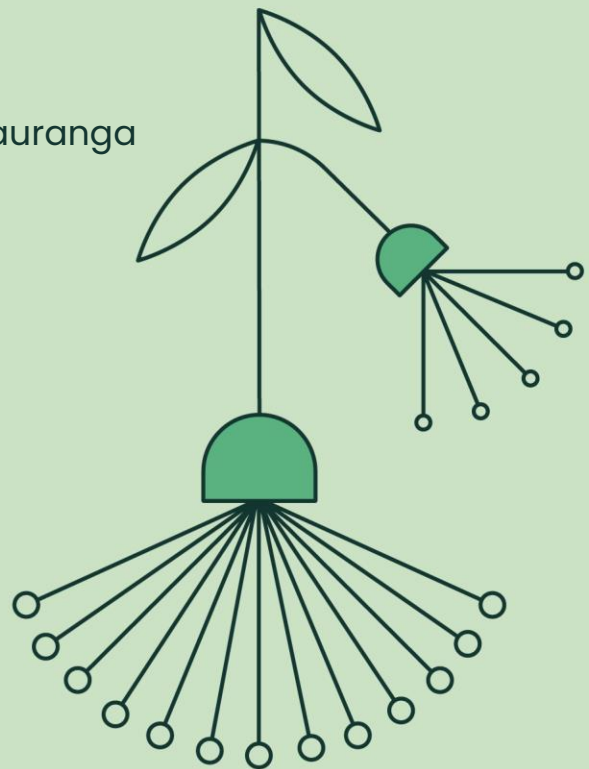
Te Kaunihera

## Late Reports

CL23-11

Thursday, 29 June 2023, 9.30am

Council Chambers, 1484 Cameron Road, Tauranga



## **Order Of Business**

<b>13</b>	<b>Information for Receipt .....</b>	<b>3</b>
13.1	Final Bay of Plenty Local Authority Shared Services Limited Statement of Intent for 2023–2026 .....	3
13.2	Final CoLAB Limited Statement of Intent for Year End 30 June 2024 .....	21

## 13 INFORMATION FOR RECEIPT

### 13.1 FINAL BAY OF PLENTY LOCAL AUTHORITY SHARED SERVICES LIMITED STATEMENT OF INTENT FOR 2023–2026

**File Number:** A5524991

**Author:** Azooria Ali, Chief Financial Officer

**Authoriser:** Adele Henderson, General Manager Corporate Services

#### EXECUTIVE SUMMARY

1. The purpose of this report is to provide Elected Members with the approved Bay of Plenty Local Authority Shared Services Limited (BOPLASS Ltd) Statement of Intent (SOI) 2023–2026. This report is late as the BOPLASS Ltd Board only adopted the Statement of Intent on 23 June 2023. This was provided to Council and all other shareholders on 26 June 2023 to be received prior to 30 June 2023.

#### RECOMMENDATION

1. That the Chief Financial Officers report dated 29 June 2023 titled 'Final Bay of Plenty Local Authority Shared Services Limited Statement of Intent for 2023–2026' be received.

#### BACKGROUND

2. The Local Government Act 2002 requires a Council Controlled Organisation to circulate a copy of its approved Statement of Intent to shareholders prior to 30 June.
3. The Board circulated the draft BOPLASS Limited Statement of Intent to Shareholders (Council) for comment and submissions on 27 February 2023 with submissions closing prior to 30 April 2023.
4. The submissions from the member Councils are received for comments and feedback from shareholders and taken into account, before approving the final Statement of Intent for circulation to shareholders.
5. The final Statement of Intent for 2023–2026 has been received. A link to the Statement of Intent document will also be provided on Council's webpage.
6. The Board of BOPLASS has appreciated the support received by Council in the past year and looks forward to another successful year.

#### SIGNIFICANCE AND ENGAGEMENT

7. In terms of the Significance and Engagement Policy this decision is considered to be of low significance as activities are contained in the Long Term Plan.

## ENGAGEMENT, CONSULTATION AND COMMUNICATION

8. Public consultation is not required. The final Statement of Intent is adopted by the Board, this will be available through Councils website.

## ISSUES AND OPTIONS ASSESSMENT

<b>Reason why no options are available Section 79 (2c) (3)</b>	
The board of a council-controlled organisation must deliver to its Shareholders a draft Statement of Intent	Schedule 8 (Statement of Intent) of the Local Government Act 2002

## STATUTORY COMPLIANCE

9. Council Controlled Organisations are required under Section 64 of the Local Government Act 2002 to consult with shareholder councils on the Statement of Intent.
- (1) Every council-controlled organisation must prepare and adopt a statement of intent in accordance with Part 1 of Schedule 8.
  - (2) The purpose of a statement of intent is to
    - a) State publicly the activities and intentions of the council-controlled organisation for the year and the objectives to which those activities will contribute;
    - b) Provide an opportunity for shareholders to influence the direction of the organisation; and
    - c) Provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.

## FUNDING/BUDGET IMPLICATIONS

Funding is provided within the Long Term Plan for the operations of Bay of Plenty Local Authority Shared Services. Any activities that are undertaken are funded by participating Shareholders.

## ATTACHMENTS

1. **BOPLASS Limited Statement of Intent for 2023–2026**  



# STATEMENT OF INTENT FOR 2023-2026



June 2023

**"COUNCILS PARTNERING FOR VALUE AND SERVICE"**



































**13.2 FINAL COLAB LIMITED STATEMENT OF INTENT FOR YEAR END 30 JUNE 2024****File Number: A5524972****Author: Azoora Ali, Chief Financial Officer****Authoriser: Adele Henderson, General Manager Corporate Services****EXECUTIVE SUMMARY**

1. The purpose of this report is to provide Elected Members with the Final CoLAB Shared Services Limited Statement of Intent (SOI) for the year ended 30 June 2024. This report is late due to the information only being received by Council on 23 June 2023. This report is required to be received by the 30 June 2023.

**RECOMMENDATION**

1. That the Chief Financial Officers report dated 29 June 2023 titled 'Final CoLAB Limited Statement of Intent for Year End 30 June 2024' be received.

**BACKGROUND**

2. Council joined the Council-Controlled Organisation (CCO) Co-Lab Waikato (CoLAB) by way of resolution at its meeting June 2022. CoLAB provides Council with the ability to participate in the strategic planning and direction of shared services offerings within CoLAB and benefit from the shared delivery project outcomes. CoLAB's role is to investigate and develop opportunities on time and within budget, ensuring opportunity benefits are realised and provide services that meet the needs of councils and foster cross-council collaboration.
3. The Local Government Act 2002 requires a Council Controlled Organisation to circulate a copy of its approved Statement of Intent to shareholders prior to 30 June.
4. The Board circulated the Draft CoLAB Limited Statement of Intent for the year ended 30 June 2024 to Shareholders for comment and submissions on 27 February 2023 with submissions and feedback due by 30 April 2023.
5. The submissions from the member Councils are received for comments and feedback from shareholders and are taken into account before approving the final Statement of Intent for circulation to shareholders.
6. A copy of the Final CoLAB Limited Statement of Intent for the year ended 30 June 2024 is attached (**Attachment 1**). A link to the SOI document will also be provided on Council's webpage.
7. The Board of CoLAB has appreciated Western Bay of Plenty District Council joining CoLAB and looks forward to another successful year.

### SIGNIFICANCE AND ENGAGEMENT

8. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because all activities of CoLAB are undertaken within the activities of Council contained in the Long Term Plan.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

9. Public consultation is not required. Once the final Statement of Intent is adopted by the Board, this will be available through Councils website.

### ISSUES AND OPTIONS ASSESSMENT

<b>Reasons why no options are available Section 79 (2c),(3)</b>	
<b>The board of a council-controlled organisation may deliver a final Statement of Intent by 30 June each year</b>	Schedule 8 (Statement of Intent) of the Local Government Act

### STATUTORY COMPLIANCE

10. Council Controlled Organisations are required under Section 64 of the Local Government Act 2002 to consult with shareholder councils on the Statement of Intent.
- (1) Every council-controlled organisation must prepare and adopt a statement of intent in accordance with Part 1 of Schedule 8.
  - (2) The purpose of a statement of intent is to
    - a) State publicly the activities and intentions of the council-controlled organisation for the year and the objectives to which those activities will contribute;
    - b) Provide an opportunity for shareholders to influence the direction of the organisation; and
    - c) Provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.

### FUNDING/BUDGET IMPLICATIONS

There are no budget implications for the development of the Statement of Intent. Should Council wish to request new activities/opportunities to be investigated by CoLAB, then costs associated with this would be shared based on the participating councils and the nature of the opportunity being investigated.

**ATTACHMENTS**

- 1. Final CoLAB Limited Statement of Intent for Year End 30 June 2024**  













































