

Mā tō tātou takiwā
For our District

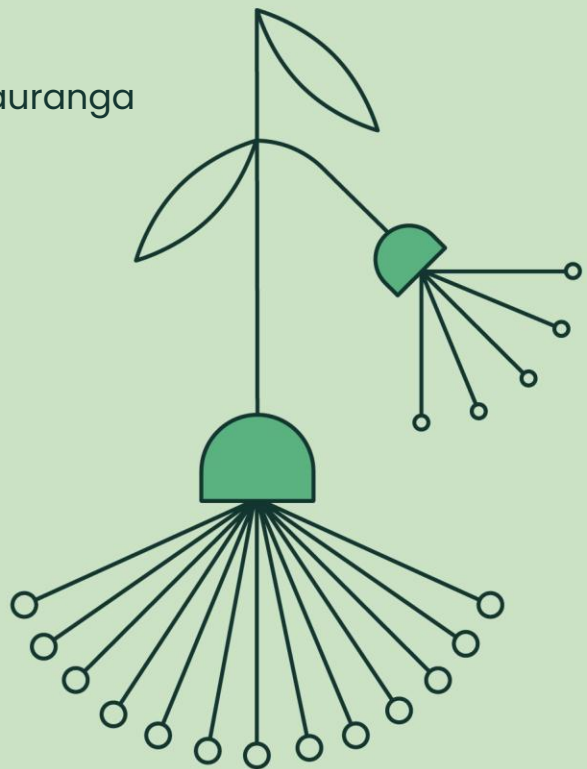
Council

Te Kaunihera

CL25-9

Thursday, 24 July 2025, 9.30am

Council Chambers, 1484 Cameron Road, Tauranga



Council

Membership:

Chairperson	Mayor James Denyer
Deputy Chairperson	Deputy Mayor John Scrimgeour
Members	Cr Tracey Coxhead Cr Grant Dally Cr Murray Grainger Cr Anne Henry Cr Rodney Joyce Cr Margaret Murray-Benge Cr Laura Rae Cr Allan Sole Cr Don Thwaites Cr Andy Wichers
Quorum	Six (6)
Frequency	Six weekly

Role:

The Council is responsible for:

- Ensuring the effective and efficient governance and leadership of the District.
- Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

Power to Act:

To exercise all non-delegable functions and powers of the Council including, but not limited to:

- The power to make a rate;
- The power to make a bylaw;
- The power to borrow money, purchase, or dispose of assets, other than in accordance with the Long Term Plan;
- The power to adopt a Long Term Plan, a Long Term Plan Amendment, Annual Plan or Annual Report and to receive any related audit report;
- The power to appoint a chief executive;
- The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan or developed for the purpose of the Local Governance Statement;

- The power to adopt a remuneration and employment policy;
- The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991;
- The power to approve or amend the Council's Standing Orders;
- The power to approve or amend the Code of Conduct for Elected Members;
- The power to appoint and discharge members of committees;
- The power to establish a joint committee with another local authority or other public body;
- The power to make a final decision on a recommendation from the Parliamentary Ombudsman where it is proposed that Council not accept the recommendation.
- To exercise all functions, powers and duties of the Council that have not been delegated, including the power to compulsorily acquire land under the Public Works Act 1981.
- To make decisions which are required by legislation to be made by resolution of the local authority.
- To authorise all expenditure not delegated to officers, Committees or other subordinate decision-making bodies of Council, or included in Council's Long Term Plan or Annual Plan.
- To make appointments of members to Council Controlled Organisation Boards of Directors/ Trustees and representatives of Council to external organisations.
- To monitor the performance of and make decisions on any matters relating to Council Controlled Organisations (CCO), including recommendations for
- modifications to CCO or other entities' accountability documents (i.e. Letter of Expectation, Statement of Intent), including as recommended by the Strategy and Policy Committee.
- To approve joint agreements and contractual arrangements between Western Bay of Plenty District Council and Tauranga City Council and/or any other local authority including the requirement to review the terms of any such agreements or contractual arrangements.
- To approve the triennial agreement.
- To approve the local governance statement required under the Local Government Act 2002.
- To approve a proposal to the Remuneration Authority for the remuneration of Elected Members.
- To approve any changes to the nature and delegations of Committees.

Procedural matters:

Approval of elected member training/conference attendance.

Mayor's Delegation:

Should there be insufficient time for Council to consider approval of elected member training/conference attendance, the Mayor (or Deputy Mayor in the Mayor's absence) is delegated authority to grant approval and report the decision back to the next scheduled meeting of Council.

Power to sub-delegate:

Council may delegate any of its functions, duties or powers to a subcommittee, working group or other subordinate decision-making body, subject to the restrictions on its delegations and any limitation imposed by Council.

Notice is hereby given that a Meeting of Council will be held in the
Council Chambers, 1484 Cameron Road, Tauranga on:
Thursday, 24 July 2025 at 9.30am

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1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Āe

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.
Yes

2 PRESENT**3 IN ATTENDANCE****4 APOLOGIES****5 CONSIDERATION OF LATE ITEMS****6 DECLARATIONS OF INTEREST****7 PUBLIC EXCLUDED ITEMS****8 PUBLIC FORUM**

9 COMMUNITY BOARD MINUTES FOR RECEIPT

9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 28 MAY 2025

File Number: A6859444

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Katikati Community Board Meeting held on 28 May 2025 be received.

ATTACHMENTS

1. Minutes of the Katikati Community Board Meeting held on 28 May 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. KKC25-3
HELD IN THE CENTRE – PĀTUKI MANAWA DIGITAL HUB, 21 MAIN ROAD, KATIKATI (BOYD
ROOM) ON WEDNESDAY, 28 MAY 2025 AT 6.30PM**

1 PRESENT

Chairperson J Clements, Deputy N Mayo, Member A Earl, Cr A Henry and Cr R Joyce

2 IN ATTENDANCE

R Davie (Deputy CEO/General Manager Strategy and Community) and R Leahy (Senior Governance Advisor)

OTHERS IN ATTENDANCE

16 members of the public including:

Mayor J Denyer

Waihī Beach Community Board Member R Goudie

3 ABSENT

Member T Sage

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 VARIOUS SPEAKERS – HIGHFIELDS POND

Russell Squire and Jim Davidson were in attendance to discuss matters relating to Highfields Pond. They noted the below points:

- Council, alongside Project Parore, had relocated the unsuitable plants from Highfields Pond.
- Mr Squire was of the understanding that Council had asked the MenzShed to manufacture some steps for Highfields Pond. He had suggested that instead of building steps in the steep area, fill was placed there to provide access for vehicles and machinery.
- A group of residents were looking to become volunteers for council to look after Highfield's Pond.
- There was an ongoing issue of water weed in pond. Options to manage the weed were being investigated, which included; dragging, and introducing grass carp. The latter would require approval from the Department of Conservation. It was noted that the grass carp that could be used were sterile and were unable to breed.
- A staff member from the Regional Council had looked at the weeds in Highfield's Pond and determined that they were not notifiable species.
- An unofficial regatta for miniature sailing yachts had been held at Highfield's Pond, with some attendees travelling from as far away as Taranaki.
- Mr Davidson felt that Highfields Pond should be given an official name. He had been advised that council did not have a policy for naming ponds and offered the name 'Lake Waterford'.

The General Manager Strategy and Community advised that the primary function of Highfield's Pond was stormwater attenuation, however, some stormwater assets also functioned as a recreational asset for the community. Although council did not have a naming policy for this situation, it did not preclude council from undertaking a naming process for the pond.

7.2 JOHN BOTHWELL – BASKETBALL HALFCOURT AT MOORE PARK

Mr Bothwell was in attendance to provide an update to the Board on the project to install a basketball halfcourt at Moore Park. He noted the below points:

- Research was being undertaken into the most appropriate options for materials and equipment for the halfcourt. They were considering installing a concrete and synthetic turf for the basketball halfcourt.
 - They were seeking funding from the Community Board and other sources like Bay Trust and TECT for the project.
 - The New Zealand Basketball Association had funded some outdoor basketball courts, however, they had spent their budget for this year.
-

7.3 SHARON OLSEN-CARSON – REMOVAL OF TREES KOTAHI LANE

Ms Olsen-Carson, a resident of Katikati, was in attendance to discuss the removal of cherry trees from Kotahi Lane carpark area. She noted the below points:

- The trees had been removed last year and had not been replaced. She queried if any new trees would be replanted in the area.

The Board advised that it was intended to replace the trees that were removed, however, they were waiting on a decision from Council regarding the use of the land at Kotahi Lane.

7.4 ROSS GOUDIE – LOCAL WATERS DONE WELL

Mr Goudie, a resident of Katikati, was in attendance to discuss Local Waters Done Well. He noted the below points:

- It was important that members of the community were made aware of Local Waters Done Well. He noted that the Local Waters Done Well legislation made it difficult for council to undertake an in-house model for waters.
- Mr Goudie queried if the a multi-council Council Controlled Organisation (CCO) for waters could include councils that were in the Bay of Plenty or outside of the area.

It was clarified that a multi-council CCO could include councils that were in the Bay of Plenty or near the Bay of Plenty.

8 PRESENTATIONS

8.1 PRESENTATION – MATAHUI SCHOOL

Representatives from Matahui School were in attendance to provide the Board with an update on the school, including an overview and history of the school. The following points were noted:

- Matahui School celebrated neurodiversity and was a place for children who did not fit the traditional schooling system to learn.
 - The School's roll had been impacted by the Kiwifruit PSA outbreak, global financial crisis, Covid-19, and more recently the recession.
 - The School nearly closed in 2020, however, they were supported financially by alumni families.
 - The Board of Trustees applied for Charter School status in 2024, however, this was declined as they were a private school. They investigated becoming a state-integrated school but the funding model of one teacher to 25 students did not work for their school.
-

- The school was now facing possible closure. The families had contributed financially to keep it open until the end of the year.

Representatives responded to pātai as below:

- There were currently 44 students enrolled at Matahui School, 75 per cent of which were considered neurodiverse.
- The school's academic results showed that 80 per cent of the children attending were working at or above the national average.
- They still wanted to go down the path of a Charter School if possible.
- They were licensed to have 120 students enrolled at the School and could cater for 80 students comfortably under their current model.

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 2 APRIL 2025

The Board considered the minutes from the previous meeting and the following points were noted:

- A query was raised whether the minutes of the previous meeting accurately reflected the discussion raised in public forum by Ross Goudie.

The Board was advised that the recording for the previous meeting would be relistened to and the minutes amended, if required.

RESOLUTION KKC25-3.1

Moved: Member A Earl

Seconded: Deputy N Mayo

1. That the Minutes of the Katikati Community Board Meeting held on 2 April 2025 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

10 REPORTS

10.1 KATIKATI COMMUNITY BOARD – WORKSHOP NOTES – 30 APRIL 2025

The notes from the 30 April 2025 Katikati Community Board workshop were considered and no discussion was held.

10.2 KATIKATI COMMUNITY BOARD – CHAIRPERSON’S REPORT – MAY 2025

The Board considered a report from the Chairperson dated 28 May 2025. The report was taken as read, with further discussion as below:

- The Board was advised that work was progressing regarding delegations for Community Boards for the next triennium. The delegations would be decided by the new Mayor and Councillors at the beginning of the next triennium.
- Candidate information sessions were being held in Ōmokoroa and Te Puke.
- A concern was raised that the recently re-sealed roads were lifting in some areas.
- It was clarified that the source of power for an EV charging station at Market Square would be from the Library. The infrastructure would be installed on the footpath alongside the library and would not compromise any pavement that was laid as part of the Market Square project.

RESOLUTION KKC25-3.2

Moved: Member A Earl

Seconded: Deputy N Mayo

That the Chairperson’s report dated 28 May 2025 titled ‘Katikati Community Board Chairperson’s Report – May 2025’ be received.

CARRIED

10.3 KATIKATI COMMUNITY BOARD – COUNCILLOR’S REPORT – MAY 2025

The Board considered a report from Councillor Joyce dated 28 May 2025. The report was taken as read, with further discussion on the Local Waters Done Well proposed model and Government legislation. Furthermore, it was noted that Council had chosen to leave the LGNZ Representative Body.

RESOLUTION KKC25-3.3

Moved: Cr R Joyce

Seconded: Member A Earl

That Cr Joyce’s report dated 28 May 2025 titled ‘Katikati Community Board – Councillor’s Report – May 2025’ be received.

CARRIED

10.4 APPLICATION FOR ROAD NAMING – 113B AND 115 PARK ROAD, KATIKATI

The Board considered a report from the Consents Planner dated 28 May 2025. The General Manager Strategy and Community provided an overview of the report and roading naming process. The Board provided feedback on the road naming application as below:

- The name 'Gallaher' was closely associated with rugby, it was suggested that the name be used for a road closer to the rugby fields at Moore Park.
- It was noted that there was a road close to Moore Park that was yet to be named where the name 'Gallaher Street' could be used.
- The Board supported 'Mere Close' being used for this particular road naming application.

RESOLUTION KKC25-3.4

Moved: Cr R Joyce

Seconded: Member A Earl

1. That the Consents Planner's report dated 28 May 2025 titled 'Application for Road Naming – 113B and 115 Park Road, Katikati' be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
3. That the Katikati Community Board consider and provide feedback on the proposed road name options of '**Gallaher Street**' OR '**Mere Close**' for a public road to be vested in Council (being Lot 110 of RC12888s).
4. That the Katikati Community Board requests that the proposed road name '**Gallaher Street**' be considered for a road closer to Moore Park.

CARRIED

10.5 KATIKATI COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – MAY 2025

The Board considered a report from the Senior Governance Advisor dated 28 May 2025. The report was taken as read, with further discussion as below:

- It was noted that there had been an increase in service request complaints regarding dogs.
- A concern was raised about overall town maintenance particularly in relation mowing and roading.

RESOLUTION KKC25-3.5

Moved: Deputy N Mayo

Seconded: Member A Earl

That the Senior Governance Advisor's report dated 28 May 2025 titled 'Katikati Community Board – Projects and Operations Report – May 2025' be received.'

CARRIED

10.6 KATIKATI COMMUNITY BOARD – FINANCIAL REPORT – APRIL 2025

The Board considered a report from the Finance Business Partner Lead dated 28 May 2025. The report was taken as read, with further discussion as below:

- The Board queried if all the invoices had been processed for the Katikati Community Sport and Recreation Centre.
 - A recommendation to release the unspent committed funds back into the Rooding Account would be included in the next Community Board agenda.
-

RESOLUTION KKC25-3.6

Moved: Chairperson J Clements

Seconded: Cr A Henry

1. That the Finance Business Partner Lead's report dated 28 May 2025, titled 'Katikati Community Board – Financial Report – April 2025', be received.
 2. That the Katikati Community Board approve for the remaining funds from the below resolutions, to be released back into the Reserve Account:
 - a. K22-4.5 with remaining funds of \$1,000
 - b. KKC23-7.5 with remaining funds of \$285
 - c. KKC23-7.4 with remaining funds of \$500; and
 - d. KKC24-6.5 with remaining funds of \$107.66.
-

CARRIED

11 INFORMATION FOR RECEIPT

Nil

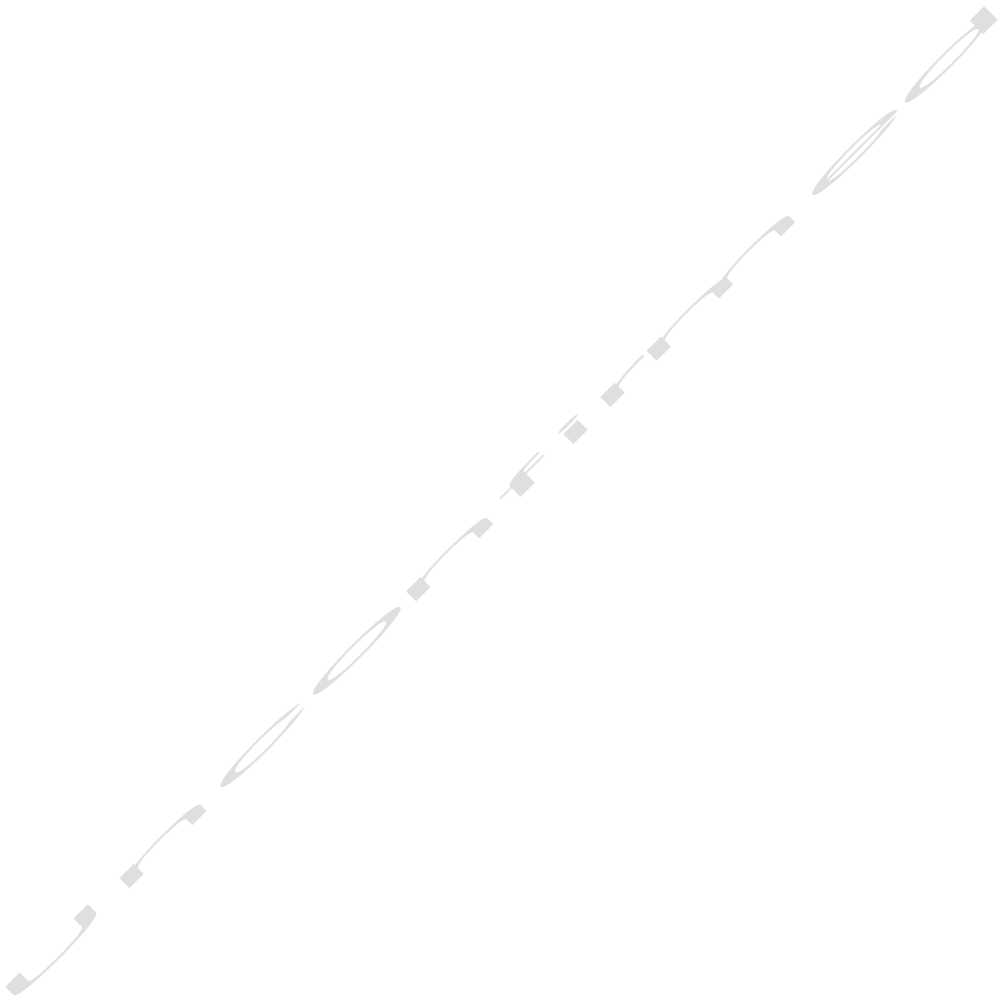
The Meeting closed at 8.30pm.

Confirmed as a true and correct record at the Katikati Community Board meeting held on 23 July 2025.

.....

Chairperson J Clements

CHAIRPERSON



9.2 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 29 MAY 2025

File Number: A6830920

Author: Ella Logan, Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Te Puke Community Board Meeting held on 29 May 2025 be received.

ATTACHMENTS

1. Minutes of the Te Puke Community Board Meeting held on 29 May 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE PUKE COMMUNITY BOARD MEETING NO. TPC25-3
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELlicoe STREET, TE PUKE
(BOARDROOM) ON THURSDAY, 29 MAY 2025 AT 7.00PM**

Member N Chauhan opened with a karakia

1 PRESENT

Chairperson K Ellis, Deputy D Snell, Member N Chauhan, Member K Summerhays, Cr G Dally and Cr A Wichers

5 members of the public

2 IN ATTENDANCE

C Nepia (Strategic Kaupapa Māori Manager), J Crummer (Senior Recreational Planner), and E Logan (Governance Advisor)

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Members were advised that if they had an interest (actual, potential, pecuniary or non-pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and were advised to withdraw from the meeting table for the item (As per the Local Authorities (Member's Interest) Act 1968.

- Members K Summerhays and Member D Snell advised the Board that they had a declaration of interest regarding the Te Puke Charitable Trust Item within report 9.3 of the agenda – Te Puke Community Board – Chairpersons Report – May 2025.
- Cr A Wichers advised the Board that he had a declaration of financial interest regarding the Orchard Church Grant Application in report 9.5 of the agenda – Te Puke Community Board – Grant Applications – May 2025.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 TUI ATKINS – GRANT APPLICATION

Ms Atkins was in attendance to speak to the Orchard Church Grant Application. She noted the below points:

- If funding was approved, the water fountain would be installed next to the playground and volleyball court at the Church.
 - This area was open to the public and heavily used, with approximately 500 people accessing the space each week. A significant portion of these users had no affiliation with the Church.
 - During school holidays, external organisations ran holiday programmes at the Church, which led to a high number of children using the space.
-

7.2 SUE MATTHEWS – KIWIFRUIT CAPITAL OF THE WORLD TE PUKE HERITAGE VISITOR HUB

Ms Matthews was in attendance to provide an update on the Kiwifruit Capital of the World Te Puke Heritage Visitor Hub and explore opportunities for Te Puke specific funding to develop stories about Te Puke, Kiwifruit and local community. She noted the below points:

- The Kiwifruit Capital of the World Te Puke Heritage Visitor Hub (Hub) had signed a three year lease at the old Te Puke Cinema.
 - Ms Matthews emphasised that the Hub was not a museum but a heritage focused space.
 - 10 unique communities in the Te Puke area had been identified.
 - Hub members aimed to facilitate community engagement under the heritage banner. Ms Matthews believed the Hub could play a critical role in helping the new Te Puke – Eastern Community Board connect with the community.
 - They had not applied for Council funding to avoid interfering with the Katikati Western Bay Museum funding model.
 - The Hub had secured \$100,000 in pledges for the next three years.
 - They were in the process of opening a bank account, which would enable them to apply for external funding from sources such as trusts.
-

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 APRIL 2025

RESOLUTION TPC25-3.1

Moved: Member K Summerhays

Seconded: Deputy D Snell

1. That the Minutes of the Te Puke Community Board Meeting held on 3 April 2025 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS**9.1 TE PUKE COMMUNITY BOARD - WORKSHOP NOTES - MAY 2025**

The workshop notes were noted.

No further discussion was had.

9.2 TE PUKE COMMUNITY BOARD - WAIĀRI BRIDGE AREA RESTORATION PROJECT FUNDING CONTRIBUTION - MAY 2025

The Board considered a report from the Strategic Kaupapa Māori Manager. The Strategic Kaupapa Māori Manager, supported by the Senior Recreational Planner, provided a brief summary of the projects history, overview of the reports key points, and the rationale for the recommendations therein.

- The Board emphasized that their funding contribution was intended specifically to support the construction of the bridge.

Staff responded to pātai as follows:

- Council would be responsible for the ongoing maintenance of the area.
 - The projects scope focused on priorities identified by tangata whenua. Additional elements, such as picnic tables, could be considered in a future project, depending on funding availability and support from tangata whenua.
 - Cycleway routes would be incorporated in the project design.
 - BTW Company was investigating the feasibility of constructing a bridge in the proposed area, considering the locations of powerlines.
-

- Discussions with tangata whenua had covered topics such as improving water filtration, water monitoring and restoring fish species.

The Strategic Kaupapa Māori Manager would arrange a hui between the Board members and the Waiāri Kaitiaki Advisory Group.

RESOLUTION TPC25-3.2

Moved: Cr G Dally

Seconded: Member K Summerhays

1. That the Kaupapa Māori Manager's report dated 29 May 2025 titled 'Te Puke Community Board – Waiāri Bridge Area Restoration Project Funding Contribution – May 2025' be received.
2. That the report relates to an issue that is considered to be of (low) significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke Community Board approves a budget of up to \$300,000 from the Community Board Roading Account as a funding contribution to the Waiāri Bridge Area Restoration Project, on the condition that the construction of a bridge of the Waiāri is a priority within the project.

CARRIED

9.3 TE PUKE COMMUNITY BOARD – CHAIRPERSONS REPORT – MAY 2025

The Board considered a report from the Chairperson dated 29 May 2025. The report was taken as read.

The Board expressed their gratitude and appreciation to the General Manager Infrastructure Services for his support and contributions to the Te Puke Community Board during his time at Council. They wished him well in his future endeavours.

RESOLUTION TPC25-3.3

Moved: Member N Chauhan

Seconded: Member K Summerhays

1. That the Chairperson's report dated 29 May 2025 titled 'Te Puke Community Board – Chairperson's Report – May 2025' be received.

CARRIED

RESOLUTION TPC25-3.4

Moved: Member K Summerhays

Seconded: Chairperson K Ellis

2. That the Te Puke Community Board approves to progress with the installation of two History Boards: the Crete Olive Tree Memorial and Historic Stock Route in light green, as per resolution TP22-4.5.

CARRIED

RESOLUTION TPC25-3.5

Moved: Deputy D Snell

Seconded: Chairperson K Ellis

That the Te Puke Community Board requests that Reserves and Facilities staff provide cost estimates for the purchase and installation of a shade cover over the BBQ area at Ben Keys Playground and Jubilee Park.

CARRIED

RESOLUTION TPC25-3.6

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

That the Te Puke Community Board approves a budget of up to \$200 from the Contingency Account to cover the costs of catering provided at the Board meeting on 29 May 2025 as a farewell to the General Manager Infrastructure Services and acknowledge his contribution to the work of the Board.

CARRIED

RESOLUTION TPC25-3.7

Moved: Cr A Wichers

Seconded: Cr G Dally

That the Te Puke Community Board approves the appointment of two Community Board members to the Te Puke Community Fund Distribution Panel.

Member K Summerhays and Deputy Chairperson D Snell abstained from voting.

CARRIED

9.3.1 HISTORY BOARDS

- The Strategic Kaupapa Māori Manager noted that significant work was being done in the storytelling space with iwi. There was a potential opportunity to incorporate the stories originally intended for the History Board project into the separate mahi being undertaken with Waiāri Kaitiaki Advisory Group and other areas.
 - The next steps of the project would be determined at the Board's final meeting of the triennium.
-

9.3.2 COMMUNITY PLAN ENGAGEMENT HUI

- Board members had approached a community representative to take on the role of encouraging attendance at the hui.
 - The hui was not focused on the content of a community plan but rather aimed to gauge community interest in creating one.
 - The hui was scheduled for Wednesday, July 16, 2025, at the Te Puke Memorial Hall.
 - Board members sought to understand Council's expectations regarding Community Boards leading the creation and establishment of community plans.
-

9.3.3 TOWN CENTRE DEVELOPMENT FUND

- Staff advised the Board that use of the Town Centre Development Fund required Council approval through a recommendatory report from the Community Board.
 - The Board expressed interest in using the Town Centre Development Fund to upgrade the Commerce Lane Toilets. They believed co-funding opportunities would be available and requested staff guidance on the feasibility of a co-funding arrangement for the project.
 - The Board requested that a decision report be provided at the next meeting, outlining issues and options, cost breakdowns for the toilet upgrade.
-

9.3.4 TE PUKE COMMUNITY FUND DISTRIBUTION PANEL

- The Te Puke Community Charitable Trust had developed a Memorandum of Understanding.
 - Board members expressed interest in confirming the future appointment of two Board members to the Te Puke Community Fund Distribution Panel, and requested that this be included in the Boards list of delegations.
-

-
- The Board would announce the appointed members at their final meeting of the triennium.
-

9.3.5 INSTALLATION OF BUS SHELTER BETWEEN HOOKEY DRIVE AND RANDELL PLACE

- The proposed location was identified as a high priority area.
 - The Board noted that they were willing to allocate up to \$20,000 for the installation of the bus shelter, including lighting.
 - The topic would be discussed further at a future workshop.
-

9.4 TE PUKE COMMUNITY BOARD – COUNCILLORS REPORT – MAY 2025

The Board considered a report from Councillor Wichers dated 29 May 2025. The report was taken as read.

- Council held deliberations to determine the preferred option for Local Waters Done Well. The establishment of a combined Council-Controlled Organisation was selected as the preferred option.
 - The new Council governance structure would be decided by the incoming Council at the start of the 2025 triennium.
 - Board Members encouraged Councillors to advocate for engagement with Board members when establishing Community Board delegations.
-

RESOLUTION TPC25-3.8

Moved: Member K Summerhays

Seconded: Chairperson K Ellis

1. That Councillor Wichers report dated 29 May 2025 titled 'Te Puke Community Board – Councillors Report – May 2025' be received.

CARRIED

9.5 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – MAY 2025

The Board considered a report from the Governance Advisor dated 29 May 2025. The report was taken as read.

Cr A Wichers declared a financial interest in the Orchard Church Grant Application and took no part in the discussion or voting on this application.

RESOLUTION TPC25-3.9

Moved: Chairperson K Ellis

Seconded: Member N Chauhan

1. That the Governance Advisor's report dated 29 May 2025 titled 'Te Puke Community Board – Grant Applications – May 2025' be received.
2. That the Te Puke Community Board **approves** the grant application from the Orchard Church for \$2,116.67, to fund the purchase of a drinking fountain outside the Church. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

Cr A Wichers abstained from voting

CARRIED

9.6 TE PUKE COMMUNITY BOARD – TE PUKE QUARRY ROAD FOOTPATH EXTENSION – MAY 2025

The Board considered a report from the Transportation Senior Project Engineer dated 29 May 2025. The report was taken as read.

The Board requested that staff attend their next workshop to clarify minor project details.

RESOLUTION TPC25-3.10

Moved: Cr G Dally

Seconded: Chairperson K Ellis

1. That the Transportation Senior Project Engineer's report dated 29 May 2025 titled Te Puke Quarry Road Footpath Extension be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Te Puke Community Board **approves** the budget of up to \$207,000 from the Te Puke Community Board Roading Account to fund the construction of a footpath along Te Puke Quarry Road between the EastPack entranceway and the Raparapahoe Stream Bridge, subject to further clarification being provided to the Board by Transportation staff.

CARRIED

9.7 2025 TRIENNIAL ELECTIONS – UPDATE AND PROTOCOLS

The Board considered a report from the Governance Manager dated 29 May 2025. The Governance Advisor provided an overview of the report.

RESOLUTION TPC25-3.11

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

1. That the Governance Manager's report dated 29 May 2025 titled '2025 Triennial Elections – update and protocols' 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, as the report is process-based and for elected members' information.

CARRIED

9.8 TE PUKE COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – MAY 2025

The Board considered a report from the Executive Assistant Infrastructure Group dated 29 May 2025. The report was taken as read.

RESOLUTION TPC25-3.12

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

1. That the Executive Assistant Infrastructure Group's report dated 29 May 2025 titled 'Te Puke Community Board – Projects and Operations Report – May 2025' be received.

CARRIED

9.8.1 MCLOUGHLIN PARK WIDER CONCEPT PLAN

- Minor stakeholder engagement was conducted on the McLoughlin Park Concept Plan. Community consultation would be required once the Board had gained a clearer understanding of the projects design, costs, and the necessary Council process.
-

9.8.2 HERITAGE PLAZA COMMUNICATIONS

- The Board requested that Council staff provide communications to inform the community about the project and its construction plan.
 - The Governance Advisor would discuss with the Communications Manager the possibility of Council publishing information and updates on the project.
-

9.8.3 OUTSTANDING ITEMS

The Board noted that they had previously requested information on the following matters but had yet to receive a response from staff. It was requested that the information be provided before the final meeting of the triennium:

- Response on Trees of Te Puke report
 - Update on Strategic Buildings in Te Puke
 - Data on freedom camping, including number of freedom campers and the hotspots in the area.
-

9.9 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT APRIL 2025

The Board considered a report from the Financial Business Partner Lead dated 29 May 2025. The report was taken as read, noting that there were remaining funds allocated against multiple projects that were no longer required due to the projects completion. As a result, the Board agreed to release the remaining funds back into the Reserve Account.

RESOLUTION TPC25-3.13

Moved: Chairperson K Ellis

Seconded: Member K Summerhays

1. The Financial Business Partner Lead's report dated 29 May 2025 titled 'Te Puke Community Board – Financial Report April 2025' be received.
2. That the Te Puke Community Board approves to release the following unspent funds from outstanding operational commitments:

Resolution	Description	Remaining \$
TPC23-2.4	Approve the funding for the installation of power for a second Christmas tree at the Te Puke west entrance at an estimated cost of \$15,000 to be	(7,626)

	funded from the Street Decoration account (\$7,373 spent).	
TPC23-4.4	Approves the installation of public Wi-Fi in Jubilee Park at an estimated cost of \$3,061 from the contingency account.	(3,061)
TPC24-4.12	Approve \$2,945 from the Te Puke Community Board Contingency Account for Member N Chauhan to attend the 2024 Local Government New Zealand Conference (\$2,322 spent)	(623)
TPC24-1.3	Approve the amount of \$2,300 from the Te Puke Community Board contingency account to fund the painting of a mural on the Rangiora Sports Club fence line, to be done by Millie Olive Pidwell.	(2,300)
TP24-5.15	Approve up to \$7,000 from the contingency account for new main street event flags (\$6,012 spent).	(988)
TP22-4.6	Approve up to \$20,000 to be paid from the Te Puke Community Board Reserve Account for costs relating to the new dog park at Laurance Oliver Park, Te Puke.	(20,000)
TPC25-1.3	Approves a budget of up to \$10,000 for development of a wider concept plan for McLoughlin Park to include the various uses and possible facilities noted at the Community Board meeting, and that the concept plan be presented back to the next Community Board meeting on 03 April 2025.	(10,000)

CARRIED

10 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 9.54pm

Confirmed as a true and correct record at the Te Puke Community Board meeting held on 31 July 2025.

.....
Chairperson K Ellis

CHAIRPERSON

9.3 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 3 JUNE 2025

File Number: A6824066

Author: Pernille Osborne, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

That the Minutes of the Ōmokoroa Community Board Meeting held on 3 June 2025 be received.

ATTACHMENTS

- 1. Minutes of the Ōmokoroa Community Board Meeting held on 3 June 2025**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ŌMOKOROA COMMUNITY BOARD MEETING NO. OMC25-3
HELD IN THE ŌMOKOROA LIBRARY AND SERVICE CENTRE, 28 WESTERN AVENUE,
ŌMOKOROA (WHAKAMARAMA ROOM)
ON TUESDAY, 3 JUNE 2025 AT 7.00PM**

1 PRESENT

Chairperson C Dever, Member P Presland, Member B Bell and Cr M Grainger.

ABSENT

Cr D Thwaites.

2 IN ATTENDANCE

M Taris (Interim Chief Executive Officer) and P Osborne (Senior Governance Advisor).

OTHERS IN ATTENDANCE

Mayor James Denyer.

3 APOLOGIES

APOLOGY

RESOLUTION OMC25-3.1

Moved: Chairperson C Dever

Seconded: Member P Presland

That the apology for absence from Deputy Chairperson A Hughes be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 ALIE HENDERSON AND LINDA CHALMERS – PUBLIC ART ŌMOKOROA

Ms Henderson and Ms Chalmers were in attendance to speak on behalf of the Public Art Ōmokoroa grant application, noting the following points:

- This grant was to help with the second stage of a commission that the group had been working on for many years, noting that the first stage of the commission was completed, and was fully funded.
- This commissioned art piece was for the Ōmokoroa Library.
- Tauranga Woodcrafters Guild worked in conjunction with Pirirākau to create stage one of the commissioned artwork, being the three kete.
- The second/final stage was for a carved piece that would represent the heavens.
- The grant was to help cover the shortfall of the funding, as well as the installation and signage.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 8 APRIL 2025

RESOLUTION OMC25-3.2

Moved: Chairperson C Dever

Seconded: Member B Bell

That the Minutes of the Ōmokoroa Community Board Meeting held on 8 April 2025 as circulated with the agenda be confirmed as a true and correct record.

That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS

9.1 ŌMOKOROA COMMUNITY BOARD – WORKSHOP NOTES – 6 MAY 2025

The Board noted the notes from the workshop held 6 May 2025.

9.2 ŌMOKOROA COMMUNITY BOARD – CHAIRPERSON'S REPORT – JUNE 2025

The Board considered a report dated 3 June 2025 from the Chairperson. The report was taken as read.

RESOLUTION OMC25-3.3

Moved: Chairperson C Dever

Seconded: Member B Bell

That the Chairperson's report dated 3 June 2025 titled 'Ōmokoroa Community Board – Chairperson's Report – June 2025' be received.

CARRIED

9.3 ŌMOKOROA COMMUNITY BOARD – COUNCILLOR'S REPORT – JUNE 2025

The Board considered a report dated 3 June 2025 from Councillor Thwaites.

In Councillor Thwaites' absence, Councillor Grainger spoke to one of the points in the report, noting that he had put the 'Ōmokoroa Domain – Marine and Boating Facilities' link up on Facebook so that formal feedback could be received. It was noted that there was funding available for this project through the Long Term Plan.

RESOLUTION OMC25-3.4

Moved: Cr M Grainger

Seconded: Member B Bell

That Councillor Thwaites' report dated 3 June 2025 titled 'Ōmokoroa Community Board – Councillor's Report – June 2025' be received.

CARRIED

9.4 RC13484V01 – ROAD NAMING – TE AWANUI WATERS STAGE 6

The Board considered a report dated 3 June 2025 from the Consents Planner.

The following tākupu were made by Board members:

- Cr Grainger had provided feedback regarding the proposed names as Tabled Item 1. He also noted that all the other streets were themed around fish, and perhaps consideration to the name 'Hapuka Way' could be considered.
- Member Presland suggested that Council consider alternative naming arrangements not based off fish/animals.
- The Board was advised that there were alternative names provided to Council from Mana Whenua, which they suggested could be considered over Kākāramea.

RESOLUTION OMC25-3.5

Moved: Chairperson C Dever

Seconded: Member B Bell

1. That the Consents Planner's report dated 3 June 2025 titled 'RC13484v01 – Road Naming – Te Awanui Waters Stage 6', be received.
2. That the Ōmokoroa Community Board consider and provide feedback on the proposed road names being 'Flounder Drive' (Road 1) and 'Kākāramea Way' (Road 2) as part of the Te Awanui Waters Stage 6 (RC13848S).

CARRIED

9.5 RC13878LS – ROAD NAMING APPLICATION – 75 & 77 KAYELENE PLACE, ŌMOKOROA

The Board considered a report dated 3 June 2025 from the Consents Planner.

The following tākupu were made by Board members:

- To avoid any confusion with existing areas/places within Ōmokoroa, the Board noted that their preference would be the alternative name that was provided, being 'Ara Patirawa'.
- Cr Grainger had provided feedback regarding the proposed names as Tabled Item 1.

RESOLUTION OMC25-3.6

Moved: Member P Presland

Seconded: Member B Bell

1. That the Consents Planner's report dated 3 June 2025 titled 'RC13878LS – Road Naming Application – 75 & 77 Kayelene Place, Ōmokoroa', be received.
2. That the Ōmokoroa Community Board consider and provide feedback on the proposed road name option of **Ara Waipapa** for Road 2 (Lot 202) consented under RC13878LS.

CARRIED

9.6 ŌMOKOROA COMMUNITY BOARD – GRANT APPLICATIONS – JUNE 2025

The Board considered a report dated 3 June 2025 from the Senior Governance Advisor.

The Board considered each grant separately as per below.

There was a request to have some feedback from groups who had previously received funding for their projects, as the Board would love to see updates/outcomes of those projects. The Senior Governance Advisor would endeavour to collate this information prior to the final meeting.

RESOLUTION OMC25-3.7

Moved: Chairperson C Dever

Seconded: Member P Presland

That the Senior Governance Advisor's report dated 3 June 2025 titled 'Ōmokoroa Community Board – Grant Application' be received.

CARRIED

9.6.1 PUBLIC ART ŌMOKOROA INCORPORATED

The Board noted that this was their final meeting for the 2024-25 financial year, and therefore suggested that they give the remainder of the grant funding to Public Art Ōmokoroa Incorporated project.

RESOLUTION OMC25-3.8

Moved: Member P Presland

Seconded: Member B Bell

That the Ōmokoroa Community Board approves the grant application from Public Art Ōmokoroa Incorporated for \$6,140 to contribute to the commission for a wall carving for the Ōmokoroa Public Library as a taonga for the local community. This grant will be funded from the Ōmokoroa Community Board Grants Account, subject to all accountabilities being met.

CARRIED

9.6.2 FRIENDS OF BRAMLEY – SUBGROUP OF ŌMOKOROA ENVIRONMENTAL MANAGERS INC

Due to this project being eligible to be funded from the Reserve Account. The Board suggested the below resolution.

RESOLUTION OMC25-3.9

Moved: Chairperson C Dever

Seconded: Member P Presland

That the Ōmokoroa Community Board approves the grant application from 'Friends of Bramley' – subgroup of Ōmokoroa Environmental Managers Inc for up to \$4,000 to contribute to the safety fencing at the MacDonnell Reserve – Neighbourhood Fruit Tree Garden and community Space in Ōmokoroa. This will be funded from the Ōmokoroa Community Board Reserve Account.

CARRIED

9.7 PRECIOUS FAMILY RESERVE – SHARED PATHWAY IMPROVEMENTS

The Board considered a report dated 3 June 2025 from the Reserves and Facilities Manager. The report was taken as read.

The Board raised a concern in relation to stormwater flooding issues in Precious Family Reserve, particularly in relation to the two pipes under the access road being at/close to capacity.

The Board requested for staff to investigate whether these issues could be addressed prior to the shared pathway improvements taking place, or in conjunction with the works. The Reserves and Facilities Manager had been advised of the issue and was following up.

RESOLUTION OMC25-3.10

Moved: Cr M Grainger

Seconded: Member P Presland

1. That the Reserves and Facilities Manager's report dated 3 June 2025 titled 'Precious Family Reserve – Shared Pathway Improvements' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Ōmokoroa Community Board approve up to \$30,000 from the Ōmokoroa Community Board Roading Account, for improvement work to the shared pathway on Precious Family Reserve.

CARRIED

9.8 ŌMOKOROA COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – JUNE 2025

The Board considered a report dated 3 June 2025 from the General Manager Infrastructure Services. The report was taken as read.

The Board queried the works that were scheduled to take place, which would result in the closure of one lane outside Fresh Choice. Staff would follow up to ensure communication on the rationale was available to both the Board and members of the public.

RESOLUTION OMC25-3.11

Moved: Chairperson C Dever

Seconded: Member B Bell

That the General Manager Infrastructure Services' report dated 3 June 2025 titled 'Ōmokoroa Projects and Operations Report – June 2025' be received.

CARRIED

9.9 ŌMOKOROA COMMUNITY BOARD – FINANCIAL REPORT – APRIL 2025

The Board considered a report dated 3 June 2025 from the Finance Partner. The report was taken as read, noting that there were remaining funds sitting against two projects that were not required due to the projects being completed. The Board therefore agreed to release the remaining funds back into the Reserve Account.

RESOLUTION OMC25-3.12

Moved: Chairperson C Dever

Seconded: Cr M Grainger

1. That the Finance Partner's report dated 3 June 2025 titled 'Ōmokoroa Community Board Financial Report – April 2025', be received.
2. That the Ōmokoroa Community Board approve for the remaining funds from the below resolutions, to be released back into their Reserve Account:

Resolution	Description	Remaining \$
OMC24-2.7	Ōmokoroa Settlers Hall Incorporated for \$40,650 to contribute to the building of a large deck area at the back of the hall. (Spent to date \$26,370).	(14,280)
OMC24-5.11	Ōmokoroa Esplanade Street Lighting Project – Stage 1 and Stage 2 – \$80,000 from the Ōmokoroa Community Board Reserve Account. (Spent to date \$64,596).	(15,404)

CARRIED

9.10 2025 TRIENNIAL ELECTIONS – UPDATE AND PROTOCOLS

The Board considered a report dated 3 June 2025 from the Senior Governance Advisor. The report was taken as read, noting a couple of upcoming key dates. The Board were advised that a 'Candidate Information Session' would be taking place next Wednesday 11 June 6pm at the Pavilion – Activity Space.

The interim CEO provided the Board with a brief overview of the protocols expected of current elected members during the election period.

The Board noted that they had a role in encouraging enrolment to vote.

RESOLUTION OMC25-3.13

Moved: Chairperson C Dever

Seconded: Member P Presland

That the Senior Governance Advisor's report dated 3 June 2025 titled '2025 Triennial Elections – Update and Protocols' be received.

CARRIED

10 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 7.48pm.

Confirmed as a true and correct record at the Ōmokoroa Community Board meeting held on 29 July 2025.

.....

Chairperson C Dever

CHAIRPERSON

Unconfirmed

9.4 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 9 JUNE 2025

File Number: A6859569

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Waihī Beach Community Board Meeting held on 9 June 2025 be received.

ATTACHMENTS

1. Minutes of the Waihī Beach Community Board Meeting held on 9 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
WAIHĪ BEACH COMMUNITY BOARD MEETING NO. WBC25-3
HELD IN THE WAIHĪ BEACH COMMUNITY CENTRE, 106 BEACH ROAD, WAIHĪ BEACH
ON MONDAY, 9 JUNE 2025 AT 5.30PM**

1 PRESENT

Chairperson D Simpson, Deputy H Guptill, Member R Goudie, Member W Stevenson, Cr A Henry and Cr A Sole.

2 IN ATTENDANCE

A Henderson (General Manager Corporate Services) and R Leahy (Senior Governance Advisor).

14 members of the public including:

Mayor J Denyer

Katikati Community Board Chairperson J Clements

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Chairperson D Simpson, Deputy Chairperson H Guptill, Member W Stevenson and Cr A Sole declared an interest in agenda item 9.3.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 DENIS HENDERSON – ATHENREE ACTION GROUP GRANT FUNDING APPLICATION

Mr Henderson was in attendance on behalf of Athenree Action Group to discuss their Community Board grant funding application. He noted the below points:

- The Athenree Action Group had assisted with the set up of the Athenree Food and Produce Exchange approximately seven years ago. The food exchange was damaged and now required some work to be undertaken to fix it.
- The funds would be used to buy materials to fix the Food and Produce Exchange.
- The purpose of the Food and Produce Exchange was to reduce food waste and share produce with the community.

-

Mr Henderson responded to pātai as below:

- The group were confident that the structure would last another 10 years. Furthermore, they already had anti-graffiti paint to use, if required.

7.2 SUE TOWLER – COMMUNITY RESPONSE TEAM GRANT FUNDING APPLICATION

Sue Towler was in attendance on behalf of the Waihi Beach Community Response Team to discuss their grant funding application. She noted the below points:

- The Community Response Team had limited supplies in the event of a civil defence emergency. They were looking for funding to increase their supply of non-perishable grocery items and first aid equipment.
- They had spoken with St John's on what they would need for a first aid kit in the event that the roads were closed and ambulance services were unable to access Waihi Beach.
- The Community Response Team were working on raising funds for lock up units for their supplies.

Ms Towler responded to pātai as below:

- St John's had suggested that an EpiPen be included in their first aid kit.
- The amount requested would cover everything the group needed initially.
- The Community Response Team were looking at getting supplies for Athenree and Bowentown so they could be completely self-sufficient.
- They needed to be prepared to cope with the influx of visitors during the busy periods.

7.3 BRIAN CONNERY – FOOTPATH ON SEAFORTH ROAD

Brian Connery, a resident of Waihi Beach, was in attendance to discuss issues with the footpaths on Seaforth Road. He noted the below points:

- The crossfalls on the footpath on Seaforth Road between Tuna Avenue and Three-Mile Creek were uneven and not suitable for people with impaired mobility or mobility scooter users. Mr Connery had raised the matter as a service request with Council.

- Mr Connery requested support from the Community Board to encourage Council to build a footpath on the other side of Seaforth Road that was completely flat.
 - Mr Connery was concerned that some of the crossroads were over 30 degrees, which was dangerous and difficult to manoeuvre.
-

7.4 KEITH HAY – RESOURCE CONSENT HEARING

Mr Hay was in attendance on behalf of the Katikati-Waihi Beach Residents and Ratepayers Association, to discuss the upcoming Resource Consent Hearing on the proposed rock revetment wall at Waihi Beach. He noted the below points:

- Mr Hay had requested a copy of the agreement between the applicants and Council, which was refused under Local Government Official Information and Meetings Act 1987.
 - As the Resource Consent Hearing related to a local issue that affected ratepayers, Mr Hay felt that the new library at Waihi Beach would be a more appropriate venue to hold the hearing as it would assist the submitters to attend in person.
-

7.5 WADE NORTON – ROCK CLIMBING ROUTES

Mr Norton, was in attendance to provide an update to the Board on his proposal to develop rock climbing routes in Waihi Beach. He noted the below points:

- A group of climbers had made a proposal document for Council staff to consider. The group had started looking into funding and would hold some fundraising events.

Mr Norton responded to pātai as below:

- The group were looking at establishing approximately 50 climbing routes across an area of 500–600 metres, this would create space between routes and minimise the visual impact.
 - The proposed climbing area was the closest outdoor climbing area for climbers living in the Tauranga area.
 - The group had support from the Aotearoa Climbing Access Trust, who had provided advice regarding the health and safety aspects of the proposal.
 - The location of the proposed climbing sites were cliff faces between Cave Bay around to the Bowentown Campground.
 - Mr Norton would consider starting a local climbing club, there were currently around 5–6 climbers locally.
-

7.6 ANTHONY THOMPSON – VARIOUS ISSUES

Mr Thompson was in attendance to discuss various issues. He noted the below points:

- Mr Thompson believed the beach access outside Flat White Café was causing erosion. He felt that it should be replaced with a more suitable structure in line with what Coast Care had installed elsewhere along the beach.
 - The new bus stop outside the school should have a bus shelter so that people did not get wet in the rain.
 - There were no public phones operating at Waihi Beach, which Mr Thompson felt was a health and safety issue that should be addressed.
-

7.7 JIM COWERN – BEACH ACCESSWAY

Mr Cowern, a resident of Waihi Beach, was in attendance to discuss the beach accessway by the Flat White Café. He noted the below points:

- Coast Care would need to look at installing a beach access that had a different angle to the existing entrance.
 - The accessways had to be customised to accommodate for different areas of the beach.
 - The beach accessway that had been installed outside the Surf Club had been successful in preventing erosion to the dunes.
-

7.8 MIKE HICKEY – VARIOUS ISSUES

Mr Hickey, a resident of Waihi Beach, was in attendance to discuss matters relating to property developments on Wilson Road. He noted the below points:

- There were two vacant sections opposite the pharmacy on Wilson Road that had yet to be developed.
- Mr Hickey queried what the parking arrangements would be for the apartment/retail complex development at 58 Wilson Road (The Reef).

The Board advised that they had no authority regarding property development in Waihi Beach. The Board had been made aware that provision for parking had been provided for in The Reef development, furthermore, the vacant sections would be developed once the landowner had found a buyer for the property.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE WAIHI BEACH COMMUNITY BOARD MEETING HELD ON 7 APRIL 2025

RESOLUTION WBC25-3.1

Moved: Cr A Sole

Seconded: Deputy H Guptill

1. That the Minutes of the Waihi Beach Community Board Meeting held on 7 April 2025 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS**9.1 WAIHI BEACH COMMUNITY BOARD - WORKSHOP NOTES - 12 MAY 2025**

The notes from the Waihi Beach Community Board workshop from 12 May 2025 were considered and no further discussion was held.

9.2 WAIHI BEACH SEASONAL COMPLIANCE MONITORING REPORT 2024-2025

The Board considered a report from the Compliance and Monitoring Manager dated 9 June 2025. The report was taken as read, with further discussion as below:

- It was noted that due to funding, the Summer Ambassador Programme would not be continuing for the 2025/26 summer.
 - The Board requested that the Compliance and Monitoring Manager attend the next Board workshop to discuss options regarding the Summer Ambassador Programme.
-

RESOLUTION WBC25-3.2

Moved: Cr A Sole

Seconded: Member W Stevenson

1. That the Compliance and Monitoring Manager's report dated 9 June 2025 titled 'Waihi Beach Seasonal Compliance Monitoring Report 2024-25' 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.

CARRIED

9.3 WAIHI BEACH COMMUNITY BOARD – GRANT APPLICATIONS – MAY 2025

The Board considered a report from the Senior Governance Advisor dated 9 June 2025. The report was taken as read, with further discussion as below:

- The Board had insufficient funds to fully cover both applications. It was suggested that the Board fully fund the Waihi Beach Community Response Group's application and any remaining funds go to the Athenree Action Group's application.

RESOLUTION WBC25-3.3

Moved: Member R Goudie

Seconded: Cr A Henry

1. That the Senior Governance Advisor's report dated 9 June 2025 titled 'Waihi Beach Community Board – Grant Applications – 9 June 2025' be received.
2. That the Waihi Beach Community Board **approves** the grant application from the Waihi Beach Community Response Group for \$3,034, towards purchasing supplies for an Emergency Hub Centre to be funded from the Waihi Beach Community Board Grants Account..

AND

3. That the Waihi Beach Community Board **approves** the grant application from the Athenree Action Group for \$1,356, towards purchasing materials to upgrade the Athenree Food and Produce Exchange to be funded from the Waihi Beach Community Board Grants Account.

Chairperson D Simpson, Deputy Chairperson H Guptill, Member W Stevenson and Cr A Sole abstained from voting.

CARRIED

9.4 WAIHI BEACH COMMUNITY BOARD – CHAIRPERSON'S REPORT – JUNE 2025

The Board considered a report from the Chairperson dated 9 June 2025. The report was taken as read, with further discussion as below.

- The review of the community plan was ongoing and the feedback received was mostly positive.
- The Board queried when the speed survey would be undertaken, noting that it would be more appropriate to have the speed survey during winter when there was more regular traffic volumes in the village.

RESOLUTION WBC25-3.4

Moved: Chairperson D Simpson

Seconded: Cr A Sole

1. That the Chairperson's report dated 9 June 2025 titled 'Waihi Beach Community Board – Chairperson's Report – June 2025' be received.
2. That the Waihi Beach Community Board approve up to \$1,000 from the Waihi Beach Community Board Reserves Account for a speed survey for the village on Wilson Road.

CARRIED

9.5 WAIHI BEACH COMMUNITY BOARD – COUNCILLOR'S REPORT – JUNE 2025

The Board considered a report from Councillor Sole dated 9 June 2025. The report was taken as read, with further discussion as below.

- The issue of Canadian geese in the harbour had been raised in the Tauranga Moana Advisory Group and through feedback on the Waihi Beach Community Plan.
 - Cr A Sole thanked Council staff for their work, particularly those who worked in the frontline services.
 - A concern was raised about the placement of the Edinburgh Street-Wilson Road pedestrian bridge on the Structure Plan map.
 - It was clarified that the Community Boards would receive their roading allocation for the next financial year. The Community Roading Allocation Policy would be reviewed in the next triennium.
 - In previous years, the Community Board had committed \$12,000 towards a path through Te Mata Reserve, however, this project had not progressed.
 - Work on the Water Services Delivery Plan was ongoing, the plan would be presented to Council for adoption on 5 August and submitted to the Department of Internal Affairs by 3 September 2025.
-

RESOLUTION WBC25-3.5

Moved: Chairperson D Simpson

Seconded: Deputy H Guptill

1. That Councillor Sole's report dated 9 June 2025 titled 'Waihi Beach Community Board – Councillor's Report – June 2025' be received.

CARRIED

9.6 WAIHI BEACH COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – JUNE 2025

The Board considered a report from the General Manager Infrastructure Services dated 9 June 2025. The report was taken as read.

RESOLUTION WBC25-3.6

Moved: Chairperson D Simpson

Seconded: Cr A Sole

That the General Manager Infrastructure Services' report dated 9 June 2025 titled 'Waihi Beach Community Board – Projects and Operations Report – June 2025' be received.

CARRIED

9.7 WAIHI BEACH COMMUNITY BOARD – FINANCIAL REPORT – APRIL 2025

The Board considered a report from the Finance Business Partner Lead. The report was taken as read, with further discussion as below.

- In light of the feedback received through the community plan review regarding connectivity in the town centre, it was suggested that the allocation for the Broadlands Block Shared Path project be released back into the budget. The Board felt that the project should be considered through a broader review of the connectivity in the village and surrounds.
- The resolution to allocate funds for consultant advice for the Entranceway Signs projects was to come from the Reserves Account, however, it was showing as a Roothing Account expense. It was noted that this would need to be journalled across to the Board's Reserves Account.

RESOLUTION WBC25-3.7

Moved: Chairperson D Simpson

Seconded: Member R Goudie

1. That the Finance Business Partner Lead's report dated 9 June 2025 titled 'Waihi Beach Community Board – Financial Report – April 2025', be received.
2. That the Waihi Beach Community Board approve for the remaining funds from the below resolutions, to be released back into the Reserve Account:

Resolution	Description	Remaining \$
WB22-2.5	Fund up to \$23,045.75 (incl. GST) for costs relating to the purchase and installation of water refill stations in Waihi Beach. (Note: \$6,357 paid as at 30 June 2023)	(16,689)
WB22-3.10	Funding up to \$12,000 for additions to the Broadlands Block Shared path project,	(12,000)

	from the Waihi Beach Community Board Reserve Account	
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CARRIED

9.8 2025 TRIENNIAL ELECTIONS – UPDATE AND PROTOCOLS

The Board considered a report from the Senior Governance Advisor dated 9 June 2025. The report was taken as read.

RESOLUTION WBC25-3.8

Moved: Cr A Sole

Seconded: Chairperson D Simpson

1. That the Senior Governance Advisor's report dated 9 June 2025 titled '2025 Triennial Elections – Update and Protocols' 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, as the report is process-based and for elected members' information.

CARRIED

10 INFORMATION FOR RECEIPT

The Meeting closed at 7.24pm.

Confirmed as a true and correct record at the Waihi Beach Community Board meeting held on 4 August 2025.

.....
Chairperson D Simpson

CHAIRPERSON

9.5 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 17 JUNE 2025

File Number: A6851079

Author: Ella Logan, Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Maketu Community Board Meeting held on 17 June 2025 be received.

ATTACHMENTS

1. Minutes of the Maketu Community Board Meeting held on 17 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU COMMUNITY BOARD MEETING NO. MKC25-3
HELD IN THE MAKETU COMMUNITY CENTRE, WILSON ROAD, MAKETU
ON TUESDAY, 17 JUNE 2025 AT 7.00PM**

1 PRESENT

Chairperson T Hopping, Cr L Rae, Deputy Mayor J Scrimgeour, and Member B Waterhouse.

2 IN ATTENDANCE

A Curtis (General Manager Regulatory Services) and E Logan (Governance Advisor)

Cr A Wichers, Cr G Dally and 5 members of the public

3 APOLOGIES

4.1 APOLOGIES

RESOLUTION MKC25-3.1

Moved: Cr L Rae

Seconded: Member B Waterhouse

That the apology for absence from Deputy R Corbett and Member Walters be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 SUE MATTHEWS – KIWIFRUIT CAPITAL OF THE WORLD

Ms Matthews was in attendance to provide an update on the Kiwifruit Capital of the World Te Puke Heritage Visitor Hub. She noted the below points:

- The Kiwifruit Capital of the World Te Puke Heritage Visitor Hub (Hub) had signed a three year lease at the old Te Puke Cinema.
 - Ms Matthews emphasised that the Hub was not a museum but a heritage focused space.
 - 10 unique communities in the Te Puke area had been identified.
 - Hub members aimed to facilitate community engagement under the heritage banner.
 - The Hub had secured \$100,000 in pledges for the next three years.
 - The Hub would celebrate the kiwifruit story and then as time went on, further community stories would be developed.
 - Each community would be unique with their own hero's and stories.
-

7.2 TANIA REWI – VARIOUS TOPICS

Ms Rewi was in attendance to speak to the Board regarding the below topics:

Maketu Community Centre

- Ms Rewi, custodian of the Maketu Community Centre, spoke in support of keeping the existing manual booking system.
- She presented a petition (tabled item 1) with numerous signatures, submissions and letters from local residents and regular users backing the current system.
- She noted the community's dissatisfaction with the lack of consultation around the proposed shift to an online booking system.

The Governance Advisor would pass the petition on to Council's property team, who would follow up with Ms Rewi.

Tabled Item 1 – Petition to maintain the existing manual booking system for the Maketu Community Centre.

Wharekahu Urupā

- Ms Rewi requested an update on the ongoing works at the Wharekahu Urupā.

Members provided the following update:

- The Board and the Urupā Rōpū met with staff onsite on 22 May 2025 to discuss proposed improvements to the eastern side of the cemetery. While the plans were

generally accepted, it was recommended that a Panui be distributed to gather community feedback.

- The Panui was circulated, and the outcome of the feedback would be verbally reported to the Board at the next meeting.
- All gravesites were to be oriented facing east.

Wilson Road North Rehabilitation

- Ms Rewi requested an update on the rehabilitation of Wilson Road North.

Members provided the following update:

- The archaeology authority assessment was completed, with works expected to begin during the 2025/26 construction season.
- The Board-funded footpath extension was scheduled to be completed alongside the road rehabilitation works.

7.3 TEPORA OWENS – HOUSING DEVELOPMENT

Ms Owens was in attendance to raise concerns about a large-scale housing development of approximately 8,000 homes which she had read about on Facebook.

- She highlighted that Maketu would be unable to cater for that amount of growth and the development would inevitably have a negative impact on the whenua.

Members noted that, to the best of their knowledge, the proposed development was not a matter for Western Bay of Plenty District Council.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 15 APRIL 2025

RESOLUTION MKC25-3.2

Moved: Cr L Rae

Seconded: Member B Waterhouse

1. That the Minutes of the Maketu Community Board Meeting held on 15 April 2025 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS

9.1 MAKETU COMMUNITY BOARD – WORKSHOP NOTES – FEBRUARY 2025

The workshop notes were noted.

No further discussion was had.

9.2 MAKETU COMMUNITY BOARD – CHAIRPERSONS REPORT – JUNE 2025

The Board considered a report from the Chairperson dated 17 June 2025. The report was taken as read and the Chairperson outlined the rationale behind the recommendations.

RESOLUTION MKC25-3.3

Moved: Member B Waterhouse

Seconded: Deputy Mayor J Scrimgeour

1. That the Chairperson's report dated 17 June 2025 titled 'Maketu Community Board – Chairpersons Report – June 2025' be received.

CARRIED

RESOLUTION MKC25-3.4

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr L Rae

2. That the Maketu Community Board endorses the restoration of the Te Arawa Monument as a priority project to be funded from the \$80,000 allocated from Council's Residual Town Centre Development Fund for the development of the Maketu Town Centre.

And

Requests that staff produce a decision report with cost estimates and options for the project, including any work on the monument planned to be undertaken and funded by Council separately from the Town Centre Development Fund.

And

Notes the opportunity for the restoration of the monument to be a collaborative project between the Maketu Community Board, Council and tangata whenua.

CARRIED

RESOLUTION MKC25-3.5

Moved: Member B Waterhouse

Seconded: Cr L Rae

3. That the Maketu Community Board approve an additional \$50,000, in principle, toward the 'Culvert Upgrade on Spencer Avenue' project (MKC25-2.3), from the Maketu Community Board Reserve Account, subject to a formal decision report being provided at their next meeting scheduled 12 August 2025.

CARRIED

9.2.1 DOG CONTROL

- The Board requested a workshop with the Compliance and Monitoring Manager to develop a dog control plan for Maketu, noting they felt the situation had worsened.
 - Council did not respond to complaints made via Facebook or other informal platforms; only information provided through formal service requests were actioned.
 - Since January 2025, Council received 22 dog-related complaints from Maketu through its service request system, compared to over 1,000 complaints annually across the district.
 - Council operated with limited resources under current budgets, employing four Animal Service Officers to cover the entire district.
 - Numerous incidents in Maketu were not being reported through Council's formal channels.
-

9.2.2 TOWN CENTRE DEVELOPMENT FUND

- The Board noted that monument works would not commence until written approval was received from Te Arawa Lakes.
 - Staff advised that a decision report would clarify the project's scope, costs, and required process.
 - Board members would consult with the community once the report had been received.
-

9.2.3 SPENCER AVENUE CULVERT UPGRADE

- The Board emphasised the importance of including options for a shared pathway in the decision report as part of the overall project.
-

9.3 MAKETU COMMUNITY BOARD – COUNCILLORS REPORT – JUNE 2025

The Board considered a report from Council Rae dated 17 June 2025. The report was taken as read. There was further discussion on the below:

- Council was looking at forming a multi-council controlled organisation (multi-CCO).
- Hui was scheduled with Tauranga City Council and Thames District Council to further discuss the possibility of forming a multi-CCO.
- It was noted that meeting the requirements with a single CCO would be extremely, difficult, if not impossible.
- There remained flexibility for Council to opt out of progressing with the multi-CCO if the final agreement was unsatisfactory.

RESOLUTION MKC25-3.6

Moved: Member B Waterhouse

Seconded: Deputy Mayor J Scrimgeour

1. That the report from Councillor Rae dated 17 June 2025 titled 'Maketu Community Board – Councillors Report – June 2025' be received.

CARRIED

9.4 2025 TRIENNIAL ELECTIONS – UPDATE AND PROTOCOLS

The Board considered a report from the Senior Governance Advisor dated 17 June 2025. The Governance Advisor provided an overview of the report.

RESOLUTION MKC25-3.7

Moved: Member B Waterhouse

Seconded: Deputy Mayor J Scrimgeour

That the Senior Governance Advisor's report dated 17 June 2025 titled '2025 Triennial Elections – Update and Protocols' be received.

CARRIED

9.5 MAKETU COMMUNITY BOARD – GRANT APPLICATIONS – JUNE 2025

The Board considered a report from the Governance Advisor dated 17 June 2025. The report was taken as read.

RESOLUTION MKC25-3.8

Moved: Cr L Rae

Seconded: Deputy Mayor J Scrimgeour

1. That the Governance Advisor's report dated 17 June 2025 titled 'Maketu Community Board – Grant Applications – June 2025' be received.
2. That the Maketu Community Board **approves** the grant application from the Maketu Surf Life Saving Club for \$3777.75, to purchase three 10'4 Boards for the Junior Surf Programme. This grant will be funded from the Maketu Community Board Grants Account, subject to all accountabilities being met.

AND

Identifies that, while this decision aligns with nearly all aspects of the Community Board Grant Policy – including the criteria to provide public benefit within the Board's area of benefit – it remains inconsistent with Part 2 of the policy's Eligibility Criteria; however, as this was the only application received and allocated grant funding is designated for spending within the 2024/24 Financial Year, approval has been granted.

CARRIED

9.6 MAKETU COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – JUNE 2025

The Board considered a report from the General Manager Infrastructure Service's dated 17 June 2025. The report was taken as read.

RESOLUTION MKC25-3.9

Moved: Member B Waterhouse

Seconded: Cr L Rae

That the General Manager Infrastructure Service's report dated 17 June 2025 titled 'Maketu Community Board – Projects and Operations Report – June 2025' be received.

CARRIED

9.6.1 MAKETU WASTEWATER TREATMENT PLANT

- The Board requested that staff provide detailed updates on the work that was needed to be undertaken at the Maketu Wastewater Treatment Plant and any other updates that were relevant to wastewater within Maketu.
-

9.6.2 MAKETU WATERMAIN RENEWAL

- The Board expressed concern about the Maketu watermain renewals, noting ongoing issues that remained unresolved.

The Governance Advisor would follow this up with the relevant staff and report back to the Board with an update.

9.6.3 PLAYGROUND EQUIPMENT

- The Board requested that the Reserves and Facilities Team provide playground equipment options and indicative costs for Ngaparaoa Drive.
-

9.7 MAKETU COMMUNITY BOARD – FINANCIAL REPORT – APRIL 2025

The Board considered a report from the Financial Business Partner Lead dated 17 June 2025. The report was taken as read.

RESOLUTION MKC25-3.10

Moved: Member B Waterhouse

Seconded: Deputy Mayor J Scrimgeour

That the Financial Business Partner's report dated 17 June 2025 titled 'Maketu Community Board – Financial Report – April 2025' be received.

CARRIED

RESOLUTION MKC25-3.11

Moved: Member B Waterhouse

Seconded: Cr L Rae

1. That the Maketu Community Board does not approve the release of unspent committed expenditure at this time, and confirms that the unspent committed expenditure will be reviewed at its scheduled meeting on 12 August 2025.
-

CARRIED

9.7.1 FINANCIAL QUERIES

- The Board queried why their mileage budget showed no expenditure, despite members claiming mileage for each meeting.
- The Board also raised concern regarding completed projects that had not been charged to their accounts.

The Governance Advisor would investigate the mileage matter with the finance team, do a reconciliation on the Board's finances and provide clarification at the final meeting of the triennium to enable any unspent committed funds to be released in the reserves account.

10 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 9.17pm.

Confirmed as a true and correct record at the Maketu Community Board meeting held on 12 August 2025.

.....
Chairperson T Hopping

CHAIRPERSON

10 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION

10.1 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 8 MAY 2025

File Number: A6865881

Author: Pernille Osborne, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Extraordinary Council Meeting held on 8 May 2025 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Extraordinary Council Meeting held on 8 May 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING NO. CL25-5
HELD AT THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 8 MAY 2025 ON CONCLUSION OF THE STRATEGY AND POLICY COMMITTEE
MEETING STARTING AT 9.30AM**

1 PRESENT

Mayor J Denyer, Deputy Mayor J Scrimgeour, Cr T Coxhead, Cr G Dally, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr L Rae, Cr A Sole and Cr D Thwaites.

VIA ZOOM

Cr A Wichers

2 IN ATTENDANCE

M Taris (Interim Chief Executive Officer), R Davie (Deputy CEO/General Manager Strategy and Community), S Bedford (Finance Manager), R Garrett (Governance Manager), H Wi Repa (Governance Systems Advisor) and R Leahy (Senior Governance Advisor).

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

Nil

8 REPORTS

9.1 PROFORMA REPORT

The Council meeting was specifically scheduled to consider the only item of business on the agenda, being a confidential report.

The meeting was required to be convened in 'Open Session' so that the recommendation to move into 'Public Excluded Session' could be put, and the reason (s) for confidentiality provided to the public.

No discussion was held in relation to this report.

10 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION CL25-5.1

Moved: Cr A Sole

Seconded: Cr R Joyce

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
10.1 - All of Government - Electricity Contract	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 9.48am.

The minutes of this meeting were confirmed at the Council meeting held on 26 June 2025.

.....
MAYOR J DENYER
CHAIRPERSON / MAYOR

10.2 MINUTES OF THE COUNCIL MEETING HELD ON 13 MAY 2025**File Number:** A6865903**Author:** Pernille Osborne, Senior Governance Advisor**Authoriser:** Robyn Garrett, Governance Manager**RECOMMENDATION**

1. That the Minutes of the Council Meeting held on 13 May 2025 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. **Minutes of the Council Meeting held on 13 May 2025 including Tabled Items**  

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COUNCIL MEETING NO. CL25-6
LOCAL WATERS DONE WELL CONSULTATION HEARINGS,
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON TUESDAY, 13 MAY 2025 AT 10.00AM**

1 KARAKIA

Whakatau mai te wairua	Settle the spirit
Whakawātea mai te hinengaro	Clear the mind
Whakarite mai te tinana	Prepare the body
Kia ea ai ngā mahi	To achieve what needs to be achieved.
Āe	Yes

2 PRESENT

Mayor J Denyer, Deputy Mayor J Scrimgeour, Cr T Coxhead, Cr G Dally, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr L Rae, Cr A Sole, Cr D Thwaites and Cr A Wichers.

3 IN ATTENDANCE

M Taris (Chief Executive Officer), A Henderson (GM Corporate Services), A King (Legislative Reform and Special Projects Strategic Advisor), E Wentzel (Director of Waters), R Garrett (Governance Manager), V Dekkerova (Systems Advisor), H Wi Repa (Governance Systems Advisor) and P Osborne (Senior Governance Advisor).

OTHERS IN ATTENDANCE

John Clements (Katikati Community Board Chairperson)
Ross Goudie (Waihi Beach Community Board Member)
Submitters as recorded below

4 APOLOGIES

APOLOGY

RESOLUTION CL25-6.1

Moved: Cr D Thwaites
Seconded: Cr T Coxhead

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That the apology for lateness from Cr Dally be accepted.

CARRIED

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 REPORTS

9.1 LOCAL WATER DONE WELL HEARINGS

Council considered a report from the Systems Advisor. The report was taken as read.

Submitters were welcomed and presented as noted below.

RESOLUTION CL25-6.2

Moved: Cr M Murray-Benge

Seconded: Cr A Henry

1. That the System Advisor's report dated 13 May 2025 titled "Local Water Done Well Hearings" be received.

CARRIED

10.02am Cr Dally entered the hui.

9.1.1 SUBMISSION I.D 1 - JOHN BUTT

Mr Butt was in attendance to talk to his submission, speaking to the main points.

Mr Butt responded to pātai as follows:

- In relation to poisoning statistics that were due to backwash, Mr Butt provided an example of a case of this happening around the Te Awamutu area that did not end in a death, but was close.
-

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9.1.2 SUBMISSION I.D 2 – GARRY WEBBER

Mr Webber was in attendance to talk to his submission. He spoke to the main points of his submission, with the additional information:

- The three waters made up around 30% of Council's annual infrastructure costs.
- Mr Webber queried whether Councillors were aware of the current state of resource consent compliance of those councils Council might consider amalgamating with. It was important for Council to identify the current state of councils and their ability to comply with Taumata Arowai standards.
- Financial Contributions should not just cover the costs of new infrastructure required for each new lot, but also cover the additional costs required to process the new volumes of three waters that were generated by the new lots.
- Mr Webber believed that when the original infrastructure capacity was designed very little attention was paid to the possibility of the throughput doubling or tripling in the future. This resulted in maintenance, operating and capital costs tending to increase.
- He believed a three waters CCO with Tauranga City Council was imperative.
- Council had a reliable bore water supply for its drinking water, which was something that Tauranga City Council would need help with, given their current reliance on river catchments for drinking water. He believed this reliance would become questionable in the near to medium term, providing the example of the Waiāri monitoring and upstream catchment contamination.

Mr Webber responded to pātai as follows:

- Clarification was sought in relation to what Council's best option would be. Waikato District Council and Waipa District Council were provided as examples of councils with a similar set up, who would be good examples to look at.
- There were capable staff at Council with a very good understanding of the three waters.
- He believed that the 'ring-fencing' requirements allowed for Council to take a staged approach. He was concerned that a staged approach would mean that smaller councils would need to amalgamate, due to high costs.
- Recognising the similarities between the three waters reform and the dairy industry, it was noted that the dairy industry amalgamation resulted in a lot of the smaller plants shutting down, as they were not financially viable.

9.1.3 SUBMISSION I.D 3 – WAIHĪ BEACH COMMUNITY BOARD

Ross Goudie (Waihī Beach Community Board Member) was in attendance to speak on behalf of the Waihī Beach Community Board submission. The submission was taken as read.

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9.1.4 SUBMISSION I.D 5 – ROSS GOUDIE

Mr Goudie was in attendance to speak to his submission, highlighting the main points of the submission.

Tabled Item 1 was provided as additional information to his submission.

Mr Goudie responded to pātai as follows:

- When asked about his thoughts on the 'positives' associated with establishing a joint CCO with TCC, Mr Goudie noted that if Council shared a common purpose, philosophy and workplan, it could work well. He did note, however, that he did not have enough knowledge about the "ins and outs" of TCC to comment any further.
 - In regard to Auckland Water Care and its success in running two water entities, Mr Goudie supported people with expertise and experience facilitating the entities.
 - Clarification was provided regarding the role he believed the specialised recruitment agencies and advisory firms should play. Mr Goudie considered these agencies should make recommendations to Council on the appointments, as apposed to making the appointments themselves.
 - Although three waters reorganisation was, he believed, the most critical task that Council would ever undertake, the uptake during consultation and submissions was not overly high. He believed this was due to the nature of the kaupapa, acknowledging that it was complex and took a long time to navigate through all the information.
-

9.1.5 SUBMISSION I.D 9 – KEITH KAY

Keith Hay was in attendance to speak to his submission, highlighting the main points.

Tabled Item 2 was provided as additional information to his submission.

Mr Hay responded to pātai as follows:

- The level of reporting on the growth proportion was satisfactory.
 - In relation to reporting, he would think that any future entity would report as any other board of a public company would.
 - Mr Hay's preferred option would be in line with the option that Rotorua Lakes Council had taken.
 - He believed that there was a large number of directors that would be available to the Council, however it was noted that they would likely be in high demand due to all Councils having to consider this decision.
 - Council should take professional advice on appointments to the CCO's.
-

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9.1.6 SUBMISSION ID 10 - KATIKATI-WAIHĪ BEACH RESIDENTS AND RATEPAYERS ASSOCIATION

Keith Hay was in attendance to speak on behalf of the Katikati-Waihi Beach Residents and Ratepayers Association submission. He spoke to the main points of their submission.

Tabled Item 3 was provided as additional information to their submission.

Mr Hay responded to pātai as follows:

- He acknowledged that joining a CCO later, compared to joining at the start, could result in Council being in a less favourable position on that CCO, however he believed that due to current uncertainties Council would be wiser to wait until there was more certainty around it.
- If Council waited before joining a CCO, it may be able to appoint directors with more experience, noting that some may have already served on a CCO for three years.

11:13 am The hui adjourned.

11:36 am The hui reconvened.

9.1.7 SUBMISSION I.D 4 - MAKETU COMMUNITY BOARD

Brett Waterhouse (Maketu Community Board Member) was in attendance to speak on behalf of the Maketu Community Board submission, highlighting the main points of the submission. The following points were spoken to in addition to the submission:

- Water was a taonga to Maketu.
- Maketu had 50-year old pipes, noting that only half were included in the Long Term Plan for replacement.
- They were strongly against Council combining with Tauranga City Council (TCC).
- Ensuring that all communities received the same Level of Service was important, considered that this did not currently happen.
- Clarification was sought around the Te Tumu project, noting that the Maketu community were affected and needed information prior to having consultation.

Mr Waterhouse responded to pātai as follows:

- He felt there was room for improvement on the communication of projects that were taking place, to avoid the community feeling 'surprised', specifically in relation to big projects.
- The Maketu Community Board was only supportive of a Single Council Water Services Council Controlled Organisation (CCO).

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- It was acknowledged that infrastructure was expensive, however keeping it in local control was preferred over having the ability to maintain it to a high standard.
-

9.1.8 SUBMISSION I.D 11 – BEV CAIN

Bev Cain was in attendance to speak to her submission, highlighting the main points of her submission, with the below additions:

- She felt it was hard for the community to make a submission on the little information that they had.

The Mayor and Councillors clarified that there was a mandatory standard that Council had to meet, which Taumata Arowai would be enforcing. It was also noted that rural properties who were not currently connected would not be paying for any of these services, as was the current situation. If a property had the ability to connect to a water pipe but chose not to, they were only charged an availability charge.

Ms Cain responded to pātai as follows:

- The statement at the end of her submission was purely her opinion, as she did not believe that the government would prosecute a local body if not all water infrastructure had been updated. The Mayor confirmed that the government had been clear on consequences, noting that the rationale for the Local Waters Well Done reform was to ensure that no local body could excuse themselves from meeting the standards due to financial limitations.
-

9.1.9 SUBMISSION I.D 12 – KATIKATI COMMUNITY BOARD

John Clements (Katikati Community Board Chairperson) was in attendance to speak on behalf of the Katikati Community Board submission. He spoke to the main points of the submission, with the additional information:

- Council's decision on what option they chose for future water services had a huge effect on ratepayers.
 - The Board believed this decision could lead Council to further integration with TCC.
 - The Board understood that there were now three options in relation to this decision.
 - The Board had researched and had difficulty understanding the 80% difference between a Single Council Water Services CCO and a Multi Council Water Service CCO, when the only difference was the organisation framework.
 - The Council proposal implied that there was no development contributions (financial contributions) applied in the in-house option.
 - Clarification was sought on the differential if the lack of financial contributions was not the cost driver.
-

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- The Board felt that Council's media releases, brochure and website stated information that was not correct, confusing, and was worded to scare people.
- Mr Clements questioned why the in-house solution cost 80% more than the single council solution when it offered the same service to the same ratepayers, but sat under a different organisation structure with higher overhead costs.
- The Board recommended Council follow the Rotorua option that showed there was very little difference between in-house, single council CCO and a multi-council CCO.
- The Community Board believed that Council should opt for services to remain in-house until there was thorough due diligence process as per the MartinJenkins report.

The Mayor clarified that financial contributions was not the only driver; however, the Local Government Funding Agency (LGFA) announced in April 2025 that the amount of financial contributions that could be included in Council's revenue line was determined by the number of connections. For Council this was 50% of FinCos, whereas if Council joined with TCC it would increase to 75%. This was only available if Council was in a CCO.

Mr Clements responded to pātai as follows:

- He did not feel that there were many professional directors with the right expertise that would be available to undertake the roles required.
- He believed that Council was making a decision based on incorrect information, due to not including financial contributions when considering an in-house model.

9.1.10 SUBMISSION I.D 15 & 16 – TE PUNA HEARTLANDS AND LOCHHEAD DESIGN

Peter Lochhead was in attendance to speak on behalf of the Te Puna Heartlands submission as well as his own. He took the submissions together as read, due to them being similar in nature.

The Mayor responded to pātai as follows:

- The government would not be contributing any funding to councils.
- Any costs relating to this piece of work would be funded from the water service organisation, as debt or from customers (ratepayers).

Mr Lochhead responded to pātai as follows:

- He was aware that councils had been mandated to fluoridate their water, and he believed that fluoride would kill more vegetables and flowers than it would help to grow.

12.24pm The hui adjourned.

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1.04pm the hui reconvened.

9.1.11 SUBMISSION I.D 14 – BAY OF PLENTY REGIONAL COUNCIL

Ken Shirley (Councillor) was in attendance to speak on behalf of the Bay of Plenty Regional Council submission. He spoke to the main points of the submission.

Mr Shirley responded to pātai as follows:

- Anything in the pipes was territorial authority, however regional council came in when the party wanted to discharge into the natural environment. They were seeking clarification on the “grey area” of wetlands in relation to the incoming legislation.
 - The water quality regulations were well specified, however it was acknowledged that for certain catchments quality could decline. An integrated catchment approach was required for the water quality to remain.
 - The Te Puke area was a good example of a natural low lying area, noting that the integration of the Kaituna River within this environment was a challenge. In relation to consents, it was important that it was a joint effort and process.
 - Central Government had set up a water regulator which outlined regulations around waters, which Local Government had to uphold.
 - There was always a tension between centralism and localism, but the view of the Regional Council was that these needed to work together and in harmony for the best outcomes.
-

1.16pm Cr Wichers entered the hui.

9.1.12 SUBMISSION I.D 17 – JOAN DUGMORE

Joan Dugmore was in attendance to speak to her submission, highlighting the main points of the submission, with the addition of the following information:

- She believed there were in-house options that she was in favour of.
 - TCC had taken water from a spring in the Waiāri River, below Te Puke’s bore, and piped it into a reservoir in Pāpāmoa, noting that 90% of the people were against this.
 - She did not see the benefit in joining with TCC as the Western Bay of Plenty District area and land had different needs.
 - All Councils received loans from the government to install sewage systems, that were supposed to be paid back within 10 years.
 - Some rural organisations were allowed to pipe to Te Puke, which over stretched the sewage scheme.
 - Te Puke did not have the infrastructure or schools to handle the estimated population growth.
 - The amount of concrete being used in housing developments was causing flooding.
-

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- Te Puke joined Council in the amalgamation with Katikati and Waihi Beach, and she believed this was a bad decision.
 - Te Puke was a big horticultural area, however she did not feel as though the money was going back into the town.
 - There was a fear that combining with TCC would allow them to dominate the organisation, as she believed Council's water infrastructure was in a much better condition.
-

9.1.13 SUBMISSION I.D 18 – ŌMOKOROA RESIDENTS AND RATEPAYERS ASSOCIATION INC.

Bruce McCabe, John Palmer and Kathleen McCabe were in attendance to speak on behalf of the Ōmokoroa Residents and Ratepayers Association Inc. submission. They spoke to the main points of the submission, with the addition of the following information:

- They outlined the reasons for the lack of control, which were set out very clearly in the Local Government (Water Services Preliminary Arrangements) Act 2024.
 - They believed there were many misconceptions in relation to the Local Waters Done Well reform, which they felt was derived from the term "Council Controlled Organisation".
 - In relation to 'Control and Ownership', it was noted that residents wanted a strong voice in decision making. It was felt that under Option 1 (Single Council Water Service CCO) Council would retain full ownership of the assets. Under Option 2 (Multi-Council Water Services CCO) Council would only have ownership oversight of its assets. For this reason Option 1 best reflected the outcome sought by the community.
 - They sought clarification over the statement in the 'Wai Brochure' regarding the need to significantly invest in order to maintain and upgrade the infrastructure, as they felt this was not required. There was discomfort that the rising cost indicated was to subsidise other councils that had not invested in maintaining and upgrading their water infrastructure.
 - The developer financial contributions should cover the growth related investment required for water infrastructure.
 - Council had an excellent credit rating, and therefore clarification was sought as to why Option 2 would provide better access to funding.
 - Wellington Water (a Multi-Council Water Services CCO) had been subject to many complaints. Due to these complaints, the Commerce Commission had launched an investigation of potential unlawful conduct by Wellington Water.
 - WaterCare (another multi-Council Water Services CCO) had strong governance and oversight, noting that the responsibility for stormwater management remained with Auckland Council.
 - There was concern that if CCOs were required nationwide, there would not be sufficient board directors of the right calibre to take on the roles.
-

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- It was recommended that Council considered stormwater remaining with Council and that a CCO be set up to only manage drinking water and wastewater.

Presenters responded to pātai as follows:

- The best way to avoid losing out on the best board directors was to get in early. They believed that there were more than enough people that could undertake these roles as long as Council looked in the right areas.
 - Council should be aiming to make money, as otherwise they would make a loss. However, it was recommended that any money made go back to the ratepayers.
 - An independent chair with significant commercial experience should be deciding what option Council should choose, including associated internal processes.
 - The CCO board should comprise members of multiple expertise including commercial, legal and a financial analyst. It was for this reason that the Ōmokoroa Residents and Ratepayers Association recommended that Council used an HR consultancy who could find a range of people of this calibre.
-

9.1.14 SUBMISSION I.D 20 – NICK OBRIEN

Nick OBrien was in attendance via Zoom to speak to his submission, highlighting the main points of the submission, with the addition of the following information:

- The three main benefits of installing a water tank were:
 - Reduction of water usage that Council would need to supply;
 - Buffer the stormwater system, resulting in a reduction of water going down the stormwater system; and
 - Supplied an emergency source of water in case of a natural disaster.
- If water tanks were installed on a residential house, the homeowners would not notice any reduction in water usage, the cost was relatively low and this solution was scalable.
- This solution was also scalable to commercial businesses, and would help reduce the pressure on Council freshwater systems.

Mr OBrien responded to pātai as follows:

- This solution would reduce the urgency for infrastructure repairs, maintenance and upgrades due to the reduction in pressure from expected growth.
 - He was not sure what option Council should take, however he noted that this solution would benefit either option.
-

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RESOLUTION CL25-6.3

Moved: Cr M Grainger

Seconded: Cr G Dally

2. That the written and verbal submissions to the Local Water Done Well consultation be received.

CARRIED

10 INFORMATION FOR RECEIPT

Nil

11 RESOLUTION TO EXCLUDE THE PUBLIC

Nil

9.1.15 TABLED ITEMS – ADDITIONAL SUBMISSION INFORMATION

ATTACHMENTS

- 1 Tabled Item 1 – Submission I.D 5 – Ross Goudie – Council Hearings – 13 May 2025
2 Tabled Item 2 – Submissions I.D 9 – Keith Hay – Council Hearings – 13 May 2025
3 Tabled Item 3 – Submission I.D 10 – Katikati-Waihi Beach Residents and Ratepayers Association – Council Hearings – 13 May 2025
-

The meeting closed at 1.54pm.**Confirmed as a true and correct record at the Council meeting held 26 June 2025.**

.....
Mayor J Denyer
CHAIRPERSON / MAYOR

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**Western
Bay of Plenty**
District Council

MINUTES ATTACHMENTS

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Attachment 3 – Tabled Item 3 – Submission I.D 10 – Katikati-Waihi Beach Residents and Ratepayers Association – Council Hearings – 13 May 2025 12

Tabled Item 1

Good morning

I wish to speak about my submission.

We have been supplied with some information via 2 background papers from Martin Jenkins.

At the time that I wrote my submission, and now, I have had better explanations as to some of the material and processes.

There are a couple of questions I wish to pose to the council first :

Page 30 overview of council water charges, water charges, why is there no income from the consumption charge? I believe that it is \$6.7m as per the Rate model?

Page 13 LGFA lending requirements paragraph lending criteria, regarding a WBOPC -only CCO.

Is this alternative scenario still relevant information?

Is there a report on the potential partners' good and bad points?

I will read only the headings, letting you sort out if there are any questions.

My main concern is the process of getting a *Statement of Expectations* and the process of selecting a CCO board.

The following is some of the information I have collected, relevant to this task.

This is the most critical task this council will ever undertake. There is no room for mistakes, and the process must be clear and transparent. It is about RISK, and the future of WBOPDC.

Below are some of the questions I would ask myself if I were in your place. Some of these questions may repeat, but they are important.

Is a CCO completely independent of councils?

Not entirely! A **Council-Controlled Organisation (CCO)** operates with a degree of independence but remains accountable to the councils that own it. Under the *Local Water Done Well* framework, a water services CCO must be owned by councils and/or consumer trusts and governed by an independent, competency-based board.

While councils do not directly manage day-to-day operations, they retain influence through:

- **Ownership Structure:** Councils (or consumer trusts) are shareholders, ensuring community interests are represented.
- **Governance Oversight:** The board cannot include elected council members or employees of shareholder councils, maintaining operational independence.
- **Strategic Direction:** Councils set expectations through a *Statement of Expectations*, and the CCO must prepare a *Water Services Strategy*, annual budget, and reports.
- **Performance Monitoring:** Councils review financials, service levels, and major projects to ensure alignment with community needs.

So, while a CCO has autonomy in its operations, councils still play a crucial role in shaping its direction and ensuring accountability.

What are some insights on how different councils approach this model?

Different councils in New Zealand approach the **Council-Controlled Organisation (CCO) model** for water services in various ways, depending on their priorities and community needs. Here are some examples:

- **Dunedin City Council** considered multiple models before consulting on the **in-house model** and the **CCO model**. Their preferred option was to retain direct management of water services within the council while ensuring compliance with the *Local Water Done Well* reform.

- **Regional CCO Model:** Some councils explore **multi-council CCOS**, where **three or more neighbouring** councils jointly own a standalone entity. This model allows access to **long-term borrowing** for infrastructure investment without affecting individual council balance sheets.
- **Watercare Services Limited:** This is an example of a **regional asset-owning water services CCO**, providing insights into governance, financial independence, and regulatory challenges.
- **Guidance for New Water Organisations:** The Department of Internal Affairs provides **templates and guidance** to help councils establish new water organisations, whether as single-council or multi-council CCOs.

Each approach has trade-offs in terms of **local control, financial sustainability, and operational efficiency**.

What insights can help councils evaluate these models before making a decision?

Councils in New Zealand evaluate **Council-Controlled Organisation (CCO) models** for water services based on several key factors:

1. Governance & Accountability

- Councils assess how much control they retain over decision-making.
- They review governance structures, ensuring **independent boards** align with community interests.
- The Department of Internal Affairs provides **guidance and templates** to help councils establish new water organisations.

2. Financial Sustainability

- Councils consider whether a CCO can access **long-term borrowing** without impacting council balance sheets.
- They evaluate funding models, including **Local Government Funding Agency (LGFA) loans**.

3. Operational Efficiency

- Councils compare **in-house models** vs. **regional CCOs** to determine which offers better service delivery.
- They assess whether a **multi-council CCO** would improve economies of scale and infrastructure investment.

4. Community & Environmental Impact

- Councils consult with communities to ensure water services align with local needs.
- They consider environmental resilience, flood management, and climate change adaptation.

What are some of the advantages and challenges of these models?

Under the *Local Water Done Well* framework, the responsibility for organizing the establishment of an independent board for a water services Council-Controlled Organisation (CCO) primarily falls to the shareholder councils (or consumer trusts). Here's how the process is generally structured:

1. **Council-Led Process:**
Councils set the governance framework and outline the criteria for board membership as required by legislation. They typically establish a board nomination or appointment committee that is tasked with finding individuals who meet the required independence and competency standards. **This committee operates independently of routine council operations to ensure that board members do not conflict with council interests.**
2. **Use of Established Guidelines and Templates:**
The Department of Internal Affairs provides detailed templates, guidelines, and tools that councils can use

to structure the board establishment process. These resources help ensure that the board is formed in line with statutory requirements, such as excluding elected council members and council employees to maintain genuine independence.

3. **Collaborative and Transparent Recruitment:**

Although the councils lead and organize this process, they often work in consultation with external advisors or use professional recruitment services to ensure that the selection process is thorough and that the appointed board members bring the necessary expertise in water services management, regulatory compliance, and financial oversight. See below

In summary, while the day-to-day operations of the water services CCO are managed independently, the councils are the key organisers behind the appointment of an independent board, ensuring that the governance structure remains robust, impartial, and aligned with community expectations.

Key Competency Areas for Board Members

- **Financial Management:**
Board members should understand financial oversight, including infrastructure finance, long-term borrowing, and cost control. This ensures that the CCO can manage its budgets responsibly and invest wisely in critical water infrastructure.
- **Regulatory and Legal Expertise:**
Familiarity with relevant legislation and regulatory requirements is vital. This expertise helps the board navigate the complex legal landscape of water services, ensuring compliance and mitigating legal risks.
- **Technical and Operational Knowledge:**
A strong background in water services is highly desirable. Candidates should have insights into water treatment, network management, and asset maintenance, enabling them to oversee the technical operations effectively.
- **Risk Management:**
Expertise in identifying, assessing, and mitigating risks—whether financial, operational, or environmental—is a key asset. This ensures that the board can steer the organization through uncertainties such as climate change or aging infrastructure issues.
- **Strategic Leadership and Governance:**
Experience in strategic planning, setting long-term objectives, and guiding organizational direction is important. Board members need to align the CCO's strategy with the community's interests and overarching regulations, fostering transparency and accountability.
- **Community Engagement and Stakeholder Management:**
Since water services directly impact the community, stakeholder engagement experience helps ensure that the board's decisions remain aligned with public needs and expectations.

The Recruitment Process

- **Council-Led Organization:**
The councils establish clear governance frameworks and use detailed statements of expectations to steer the board's activities. The independent nature of the board is maintained by prohibiting the inclusion of elected council members or council employees.
- **Transparent and Collaborative Approach:**
Often, councils consult with external advisors or engage professional recruitment services to identify candidates with the necessary expertise. This collaborative process is geared toward achieving a balanced board that brings multiple perspectives to the table.

By emphasizing these competency-based criteria, councils aim to build a board that not only provides impartial oversight but also drives strategic improvements in water services delivery under the CCO model.

Councils in New Zealand often work with specialized recruitment agencies and advisory firms to find candidates with the right expertise. Some notable recruitment services include:

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- **Talent International** – An approved supplier to the All-of-Government (AoG) External Recruitment and Consultancy panels, specializing in tech, finance, HR, and government roles.
- **Consult Recruitment** – An award-winning recruitment agency based in Auckland, helping organizations hire top talent across various industries.
- **Beyond Recruitment** – A specialist agency covering government and policy roles, including policy advisors, governance managers, and regulatory experts.
- **Blomfield Recruitment** – Provides tailored recruitment solutions for permanent and contract roles across diverse industries.

These agencies help councils navigate hiring challenges and ensure they find the best professionals for their needs.

I wish to repeat, this is the most critical task this council will ever undertake. There is no room for mistakes, and the process must be clear and transparent. It is about RISK, and the future of WBOPDC. In my view, stay as you are and transfer to a single, standalone CCO, with the downsizing of the present council operation.

Thank you for your patience. Questions

Tabled Item 2

SUBMISSION ON WBOPDC LWDW PROPOSAL

KEITH HAY

Council's decision on what option they choose for future water services will have a huge effect on ratepayers and on the future of Council itself. This decision will have a much greater impact than the recent decision on representation. Any bad representation decisions can be reversed in six years' time. It may never be possible to reverse any bad decision on what entity is chosen to provide water services. Despite this our council does not appear to have done any due diligence. They appear to be relying on analysis carried out by consultants Martin-Jenkins and by the Department of Internal Affairs (DIA). Martin-Jenkins was retained by the previous government to provide analysis in support of Three Waters. The quality of their work has been subject to much criticism.

The Martin-Jenkins report states: *"Further analysis of the value of a combined entity (with Tauranga) would require examination of Tauranga's financial position."*

We now know that our council's preferred option is to form a multi-council CCO with TCC. So, let's look at TCC's credentials. Would they be an honest, financially competent and technically proficient partner? What is their financial situation?

TCC'S COMPETENCE (Show Table)

This table compares some aspects of the two councils: TCC's population and number of rating units is about 2.5 times that of WB. That should provide them with economies of scale. TCC's population density is 35 times higher than WB's. But despite a much larger and much more dense population their average residential rates are higher than WB's.

TCC have a workforce of 1299 full time staff, 4.8 times as many as WB's 280 full time equivalent staff. TCC's employee cost is \$128 million, 3.6 times that of WB (\$36 million). These numbers suggest that TCC staff are not very efficient, a problem that will probably be carried over into any CCO that is formed. The perks enjoyed by TCC staff are legendary and have recently received adverse publicity. Those perks will almost certainly be carried over into any CCO that we are funding.

COMPARISON OF WBOPDC AND TCC			
PARAMETER	WBOPDC	TCC	DIFF
POPULATION	59,700	155,200	2.6
NUMBER OF RATEABLE UNITS	23,890	56,472	2.4
AVE RESIDENTIAL RATES	\$3,431	\$3,482	Similar
AVE COMMERCIAL RATES	\$3,527	13,119	3.7
FTE staff	284	1,118	3.9
FTE STAFF SALARIES > \$100,000	84	316	3.8
FTE MANAGEMENT STAFF	24	190	7.9
COMMS AND MARKETING STAFF	5	20	4.0
FTE CORE SERVICE % OF TOTAL	64	59	
AREA (sq km)	1915	135	0.1
POPULATION DENSITY (per sq km)	31	1092	35.2
BORROWINGS (million)	\$115	\$1,160	10.1
NET DEBT TO RATES INCOME	73%	321%	4.4
DEBT PER RATING UNIT	\$3,299	\$12,494	3.8
INTEREST PAID PER RATING UNIT	\$171	\$355	2.1
Source: Ratepayers Report			

TCC's FINANCES

TCC has borrowings of \$1.16 billion which is ten times more than WB's \$115 million. TCC is one of New Zealand's "most indebted councils" according to ratings agency S & P. They projected TCC's gross debt to exceed 300% of operating revenues by fiscal 2025 and they will be paying interest of over 12% of operating revenue. LGFA has just increased TCC's borrowing limit to 350%.

We have been unable to find out what proportion of TCC's total debt is for water infrastructure. However their 2024 Pre-election Review states: *"Because the three waters activities have a high level of debt as a result of investment in facilities to support growth (such as the Waiāri Water Treatment Plant and Te Maunga Wastewater Treatment Plant) the ratio of debt-to-revenue for the three waters activities is 400%-500%. When this is included in council's total debt and revenue, it constrains our ability to borrow for other infrastructure projects needed across the city."*

WBOPDC website states: *"...reality is, staying with our current model isn't an option – even if we wanted to, we don't have the financial*

capacity to fund what's required on our own. This is where a potential multi council water organisation comes in. By working together with other councils, we can unlock greater financial capacity to invest in essential infrastructure, ensuring our water services remain strong and future-proofed."

WB has not provided any information on what constitutes a "financially sustainable model". How is it different to what council has been using the last ten years? It appears to us that TCC is already at its financial capacity so how are they going to help fund what is required?

BUSINESS ETHICS

But it is not just Tauranga's financial situation that should be cause for concern. During the time that the Commission was running Tauranga they sold the Marine Precinct at about \$5 million less than valuation. Although the injunction to stop the sale has been rejected by the court the deal could not have been completed without the assistance of some senior staff. But Mayor Drysdale is refusing to allow any investigation. Can we trust TCC to act honestly and with financial prudence if we are in a CCO with them?

And Tauranga's member of Parliament recently claimed that TCC was spending money like a drunken sailor.

THE INFRASTRUCTURE

The WB website tells us that Council's three waters infrastructure is in good condition. WB Council's potable water supply is good but there is problems with waste water and with storm water in Waihi Beach. Why would TCC's representatives on the board of the CCO want to fix these problems when they have so many of their own?

CONFUSING INFORMATION

WBOPDC again: *"We understand concerns about losing local control. That's why this kōrero is so important. Under a multi council model, our community will still have a voice. We would be a shareholder, involved in setting priorities, selecting leadership, directing priorities, and ensuring our local needs are met."*

"... our community will still have a voice." Like we had on Maori wards when 78% of residents were opposed but nine out of twelve councillors decided they knew best and voted for Maori Wards. Like the last-minute

decision to have community boards that cover the whole of the ward, left to the last minute so the community would not have a voice?

When the consultation document was approved by Council it contained three options:

- 1 Status Quo
- 2 Single council CCO
- 3 Multi council CCO

Despite the Government requiring that the status quo must be one of the options Council's Questionnaire does not even mention the status quo as an option. If this "korero is so important", who decided, without any consultation, that the status quo is not an option. When did the community have a voice on this? It should remain an option to be considered in the consultation.

Over the last ten years we have been frequently told that the reason our rates have been among the highest in New Zealand was because our three waters infrastructure has been maintained in excellent condition. While I have not been able to access historic average rates for three waters in WB, I have been able to access how much my personal rates for water have increased over the last ten years. Just a bit less than 20%.

But Council is claiming that unless we form a CCO our water rates will double over the next ten years. I don't accept that we will be better off in a CCO with Tauranga.

Thank You

Tabled Item 3

SUBMISSION ON WBOPDC LOCAL WATER DONE WELL PROPOSAL

KATIKATI – WAIHI BEACH RESIDENTS AND RATEPAYERS
ASSOCIATION

In Council's media releases, brochures and on their website they state: "Under the current model, average household water charges are projected to exceed \$4300 per connection annually over the next ten years." The literal meaning of this sentence is that charges for each connection are projected to exceed \$4300 every year over the next ten years. That is very scary stuff. But it is misleading. We hope it wasn't deliberately misleading in order to scare people into thinking that a multi-council CCO is the best option.

The real situation is that charges are projected to exceed \$4300 per connection in year ten of the LTP. Big difference.

The DIA report has a graph (Item 9.2 – Attachment 8) of Bay of Plenty councils' average water services bill per connection which shows clearly that the average bill in Western Bay will be \$7000 in 2033-34. This is a very serious error.

THE DIA REPORT

The fine print of the DIA report "*Bay of Plenty Water Done Well - Investigating the viability of a Bay of Plenty Water CCO dated 24 January 2025 states that the document has been prepared to provide information to all the Bay of Plenty councils on the financial viability of a Bay of Plenty Water CCO.*"

The Department of Internal Affairs has relied on information provided by councils in the development of the analysis and guidance included in this report, including publicly available information from long-term plans and other council accountability documents. It is intended to support council decision-making requirements under Local Water Done Well."

Table 1 uses data interpolated from graphs of the average water services bill per connection for each district in the Bay of Plenty for the next ten years. It shows that if the status quo is maintained Tauranga water rates will increase by 150% and WBOPDC water rates by 141% over the next nine years. These are much bigger increases than any of

the other councils in the region, but we can find no explanation of why there is such a big difference

The table also shows that if Western Bay water services were in a CCO, water rates would be \$3000 less in 2033-34 than if the status quo was maintained. This compares to \$500 less for Tauranga, \$300 less for Rotorua, \$100 less for Kawerau, and no difference in Opotiki and Whakatane. We contend that the LTP data provided to DIA by WBOPDC is not credible.

Table 1

WATER CHARGES					
COMPARISON OF CCOs TO STATUS QUO					
COUNCIL	STATUS QUO			DIFFERENCE FROM STATUS QUO	
	2024-25	2033-34	CHANGE	SINGLE COUNCIL	MULTI COUNCIL
	(\$)	(\$)		(\$)	(\$)
OPOTIKI	2000	4250	112%	0	0
WHAKATANE	1700	2700	59%	100	0
KAWERAU	1300	2000	54%	0	-100
ROTORUA	2000	2800	16%	-200	-300
TAURANGA	1800	4500	150%	-400	-500
WESTERN BAY	2900	7000	141%	-3000	-3000
Data: Interpolated from graphs in DIA report reproduced in Council Meeting Agenda, 3.3.2025					

Hauraki District Council's preferred option is to join six other Waikato councils in a CCO. The estimated cost to ratepayers in the CCO will be around \$4361 per annum. This is \$41 less than the annual cost over the LTP for the status quo of \$4402.

Table 2 shows Western Bay Total Operating Funding for each of the three waters for the 2024-34 LTP. The average yearly increase for the first four years is 6.6%. It then almost triples to 17.9% for the final five years of the plan. There is no explanation for this huge increase. The graphs showing rates for water for all the other district councils are flatter over the last five years of the LTP.

Table 2 also shows that total water rates in 2033-34 are \$104,372. If average water rates are really \$7000 in the last year of this LTP, this

means that there are only 14,900 connections in the district. The 2023-24 WBOPDC Annual Report states there are 18,651 connections in the district. What number did DIA use?

Table 2

2024-34 LONG TERM PLAN - THREE WATERS					
	STORM WATER	WASTE WATER	WATER SUPPLY	TOTAL	INCREASE
YEAR	\$x1000	\$x1000	\$x1000	\$x1000	%
2024-25	7,488	16,047	12,143	35,678	
2025-26	7,870	18,307	13,284	39,461	10.6
2026-27	8,758	19,785	14,057	42,600	8.0
2027-28	7,909	22,082	12,442	42,433	-0.4
2028-29	8,343	24,641	12,902	45,886	8.1
2029-30	10,746	28,239	15,398	54,383	18.5
2030-31	14,245	32,647	18,945	65,837	21.1
2031-32	18,466	36,447	23,346	78,259	18.9
2032-33	22,579	40,407	27,842	90,828	16.1
2033-34	27,026	44,893	32,453	104,372	14.9
Average increase 2025-26 to 2028-29 is 6.6%					
Average increase 2029-30 to 2033-34 is 17.9%					
Data from Funding Impact Statements 2024-34 LTP					

HOW MANY COUNCILS ARE REQUIRED

Tauranga appear to want more councils than just WB to join them. One WB councillor suggested to us that it would be safer if there were more councils in the CCO than just TCC and WB so that TCC did not have a majority of votes on the board. This would require at least Western Bay, Rotorua and Whakatane to join because their combined household numbers are 67,341 compared to Tauranga's 56,472 (the ratepayers report provides household numbers which we assume are a reasonable approximation to rating units). Opotiki and Kawerau would not be required. But Rotorua appears to be quite happy to go it alone for at least the next three years.

Table 3

HOUSEHOLD NUMBERS VERSUS DEBT PER RATING UNIT FOR BAY OF PLENTY COUNCILS		
COUNCIL	HOUSEHOLDS	DEBT / R UNIT (\$)
Kawerau	2,742	2
Opotiki	4,323	1,285
Whakatane	14,505	5,473
Western Bay	23,890	3,299
Rotorua	28,946	9,365
Tauranga	56,472	12,494
Data:Taxpayers. Union		

Table 3 also shows that the smaller councils generally have the lowest debt per rating unit. This is contrary to Council's claim that bigger is better when it comes to Local Water Done Well

ROTORUA'S PREFERRED OPTION

Rotorua's calculations show there is very little difference between in-house, a single council CCO and a multi-council CCO even after thirty years. Their preferred option is that "water services would be delivered by an in-house Council water services division until July 2028. During the 2025-2028 triennium, Council would undertake a detailed study of a multi-council water organisation. In late 2026/early 2027 Council would decide whether it wants to join the multi-council WSCCO or, if not, to transfer water assets and operations to a Rotorua-Lakes Council WSCCO. This would enable a higher borrowing limit for water services and free balance sheet capacity for other council services."

That appears to be a much more sensible approach than jumping into either type of CCO at this time. We urge Western Bay of Plenty District Council to do the same.

Keith Hay

Chairman KKWBRA

10.3 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 20 MAY 2025

File Number: A6859255

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Strategy and Policy Committee Meeting held on 20 May 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Strategy and Policy Committee Meeting held on 20 May 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
STRATEGY AND POLICY COMMITTEE MEETING NO. SPC25-5
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON TUESDAY, 20 MAY 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.

Āe

Yes

2 PRESENT

Mayor J Denyer, Cr M Grainger, Cr T Coxhead, Cr G Dally, Cr A Henry, Cr R Joyce, Cr L Rae, Deputy Mayor J Scrimgeour, Cr A Sole, Cr D Thwaites and Cr A Wichers.

3 STAFF IN ATTENDANCE

M Taris (Interim Chief Executive Officer), R Davie (Deputy CEO/General Manager Strategy and Community), L Balvert (Communications Manager), E Watton (Strategic Policy and Planning Programme Director), P Watson (Reserves and Facilities Manager), S Parker (Cycleways Manager), R Gallagher (Acting Policy and Planning Manager), A King (Legislative Reform and Special Projects Strategic Advisor), V Dekkerova (Systems Advisor), C McGirr (Policy Analyst), H Wi Repa (Governance Systems Advisor), R Garrett (Governance Manager) and R Leahy (Senior Governance Advisor).

VIA ZOOM

J Crummer (Senior Recreation Planner)

4 APOLOGIES

APOLOGY

RESOLUTION SPC25-5.1

Moved: Cr A Sole

Seconded: Cr A Henry

That the apology for absence from Cr Murray-Benge be accepted.

CARRIED

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 PRESENTATIONS

Nil

10 REPORTS

10.1 SUBMISSION ON THE LAND TRANSPORT MANAGEMENT (TIME OF USE CHARGING) AMENDMENT BILL

The Committee considered a report from the Policy Analyst dated 20 May 2025. The report was taken as read.

RESOLUTION SPC25-5.3

Moved: Mayor J Denyer

Seconded: Cr R Joyce

1. That the Policy Analyst's report dated 20 May 2025 titled 'Submission on the Land Transport Management (Time of Use Charging) Amendment Bill' be received
2. That the following submission, shown as Attachment 1 to this report, be received by the Strategy and Policy Committee and the information noted.
 - a. Submission on the Land Transport Management (Time of Use Charging) Amendment Bill, dated 27 April 2025.

CARRIED

10.2 SUBMISSION ON THE WATER SERVICE AUTHORITY WASTEWATER ENVIRONMENTAL STANDARDS

The Committee considered a report from the Strategic Advisor: Legislative Reform and Special Projects dated 20 May 2025. The report was taken as read.

RESOLUTION SPC25-5.4

Moved: Cr A Sole

Seconded: Cr R Joyce

1. That the Strategic Advisor: Legislative Reform and Special Projects report dated 20 May 2025 titled 'Submission on the Water Service Authority – Taumata Arowai's proposed wastewater environmental standards' be received.
2. That the submission, shown as **Attachment 1** to this report, is received by the Strategy and Policy Committee and the information is noted.

CARRIED

10.3 UPDATE ON THE TE PUKE SPATIAL PLAN

The Committee considered a report from Strategic Advisor: Legislative Reform and Special Projects. The report was taken as read.

Staff responded to pātai as below:

- A workshop was planned to work through the issues and options which would set out ideas for the draft Spatial Plan. Endorsement on the draft Spatial Plan would then be sought by the subcommittee.
- Staff were working on options for congestion through the town centre. There were some short-term solutions that were being investigated. The Spatial Plan was looking at the future of Te Puke in 30-50 years time. Different modes of transport was one aspect that needed to be considered in the Spatial Plan, noting that the Spatial Plan was not just about solving present congestion issues.
- Staff were working on a location for where a public pool could be placed. The options being considered were Jubilee Park, Donovan Park and the Domain.

RESOLUTION SPC25-5.5

Moved: Cr L Rae

Seconded: Cr A Wichers

That the Strategic Advisor: Legislative Reform and Special Projects report dated 20 May 2025 titled 'Update on the Te Puke Spatial Plan', be received.

CARRIED

9.40am The hui adjourned.

10.30am The hui reconvened.

10.4 KAIMAI RESERVE MANAGEMENT PLAN REVIEW HEARINGS

The Committee considered a report from the Senior Recreation Planner dated 20 May 2025. The report was taken as read.

Submitters were in attendance to give their verbal submission to the Committee as below.

10.4.1 SUBMITTER ID 23 – BARRY ROBERTS

Mr Roberts was in attendance to speak to his submission. He provided a brief overview of his background and a history of the Lower Kaimai Hall site and the Lower Kaimai Reserve. In addition to his submission he noted the below points:

- Pest management needed to be undertaken in Ongaonga Scenic Reserve.
- The metal dump should be shifted and a carpark installed where the metal dump was currently located.
- A swing bridge should be provided across the river to Ongaonga Scenic Reserve to enable volunteers to start a trapping programme. If a swing bridge was not possible then a walkway from the Lower Kaimai Reserve up along the river with a small bridge underneath the Soldiers Road bridge would suffice.

Mr Roberts responded to pātai as below:

- The Lower Kaimai Hall site should be sold to upgrade the Ongaonga Scenic Reserve or Lower Kaimai Reserve.
 - There were traffic risks with turning right into the area of the metal dump, however, this was already occurring with trucks. The other option would be to turn into Ngamuwahine Road and develop a carpark and walking access under the State Highway bridge.
 - It was a priority for access to be established into Ongaonga Scenic Reserve.
-

10.4.2 SUBMITTER ID 69 – MENZSHED ŌMOKOROA

David Whitehead was in attendance on behalf of MenzShed Ōmokoroa to speak to their submission.

Mr Whitehead responded to pātai as below:

- The MenzShed Ōmokoroa had a preference to remain on the Ōmokoroa peninsular, however, there were areas towards State Highway 29 that may be suitable. It was noted that the group did not have a particular preferred location in mind.
 - It was possible for MenzShed Ōmokoroa to open more hours if a new location/building was provided.
 - The MenzShed that was being built in Whanganui was 600 square metres. MenzShed Ōmokoroa currently had three large buildings and 170 square metres of gardens.
-

10.4.3 SUBMITTER ID 23 – PIRIRĀKAU TRIBAL AUTHORITY INCORPORATED

Julie Shepherd was in attendance to speak to Pirirākau Tribunal Authority Incorporated's submission and Tabled Item 1.

Ms Shepherd responded to pātai as below:

- If a memorial wall were to be established in Ōmokoroa, then Pirirākau would want it to reflect the history of the area from both a settler and Pirirākau perspective.
- It was clarified that the intention of the memorial wall was to provide a place for people to put a plaque for their loved ones who were unable to be buried in Ōmokoroa as there was no cemetery there.

Staff responded to pātai as below:

- There were no specific Financial Contributions (FinCos) ringfenced for cultural heritage however, there were FinCos for reserves and an ecological impact fee. It was noted that Council could consider the Independent Commissioners' recommendation as part of Plan Change 92 to establish FinCos for historic cultural heritage.

Tabled Item 1 – Pirirākau Tribal Authority Incorporated – Oral Submission: Kaimai Ward Reserve Management Plan Review

10.4.4 SUBMITTER ID 21 – TE PUNA QUARRY PARK SOCIETY

Rosalie Orr was in attendance to speak to the Te Puna Quarry Park's submission, and provide a history of the site and Te Puna Quarry Park Society. In addition to the submission she noted the below points:

- The park covered difficult terrain and maintaining safe and secure access was a priority. There was scope to expand the access throughout the park, noting that the pine and gum trees that had been planted were now mature and potentially dangerous.
- The Society had identified over 45 different tasks that were undertaken by volunteers. Some of the work required was beyond the availability and capability of the volunteers and the Society would like to see a higher level of track maintenance to improve the amenity.
- The Society was open to exploring long-term governance and management approaches and noted the ability to harness the goodwill of volunteers would be an important consideration.

Ms Orr responded to pātai as below:

- There were no particular plans for an accessway to the Park from the Minden area. However, the Society would happily work with Council on a concept plan for this as it was steep terrain.
- The Society did not support a name change, however they would be open to discussions on a dual name for the Park. They saw 'Te Puna Quarry Park' was a recognised brand name for the Park.
- They were of the understanding that the Park had been classified as a reserve since the 1900s.
- In the past, the Society had paid substantial costs for various consents required within the Park.

10.4.5 SUBMITTER ID 34 – ŌMOKOROA RESIDENTS AND RATEPAYERS ASSOCIATION INC

Bruce McCabe was in attendance to speak to the Ōmokoroa Residents and Ratepayer Association's submission. In addition to the submission he noted the below points:

There was an issue with rust on the parts of the new playground at the Ōmokoroa Domain.

Dr McCabe responded to pātai as below:

- Dr McCabe's proposed plan for additional parking at Ōmokoroa Domain had not yet been socialised with the wider members of the Ōmokoroa Residents and Ratepayers Association. He noted that in his observation people did not spend time near where the sewage pumping station was, which was nearby his proposed plan for additional parking.
 - Ōmokoroa residents who played croquet currently had to travel to Katikati, Mount Maunganui or Tauranga to play the sport.
 - If croquet lawns were to be developed at Precious Family Reserve, it would require significant public support and a club to drive funding and membership.
 - The idea of a croquet lawn at Precious Family Reserve had not yet been socialised with the neighbouring properties.
-

10.4.6 SUBMITTER ID 36 – DEBBIE MARSHALL

Ms Marshall was in attendance to speak to her submission and Tabled Item 2. In addition to her submission she noted the below points:

- A plan should be developed for Ongaonga Scenic Reserve.
- A stock proof fence should be installed at Ongaonga Scenic Reserve to allow the native bush to regenerate by itself.
- There was previously a 'Ongaonga Scenic Reserve' sign, however, the sign had since gone.
- Council's website currently listed Ongaonga Scenic Reserve as a dog walking area, however, Ms Marshall felt this was misleading as the area would be challenging to access with a dog.
- The proximity of Ongaonga Scenic Reserve to Tauranga City meant it was a valuable recreational area.

Ms Marshall responded to pātai as below:

- It was unclear what NZTA Waka Kotahi's long-term plans were for State Highway 29 adjacent to Ongaonga Scenic Reserve.
 - Some of the improvements to the Ongaonga Scenic Reserve would be best be done by a care group. Ms Marshall was confident that there would be people keen to establish a care group for pest control in the area.
 - It was a significant priority to put a stock proof fence around the boundary at Ongaonga Scenic Reserve to stop goats and deer from entering the reserve and eating any regenerative planting.
-

Tabled Item 2 – Debbie Marshall – Supplementary Photographs

10.4.7 SUBMITTER ID 63 – ROBERT MITFORD-BURGESS

Mr Mitford-Burgess was in attendance to speak to his submission and Tabled Item 3.

Mr Whitehead attended in support of Mr Mitford-Burgess and responded to pātai as below:

- Mr Whitehead was not aware of whether the Hamurana Road carpark area had been considered as a location for a toilet or not.
- The majority of the people who had signed the petition rejected the proposed location of the toilet at Precious Family Reserve and instead wanted it closer to the beach.

Tabled Item 3 – Robert Mitford-Burgess – Supplementary Map

10.4.8 SUBMITTER ID 72 – BOWENTOWN BEACH HOLIDAY PARK

Shawn Gardner was in attendance to speak on behalf of the Bowentown Beach Holiday Park's submission.

Staff responded to pātai as below:

- It was clarified that council staff were progressing a piece of work regarding commercial leases on reserve land.
-

10.4.9 SUBMITTER ID 16 – ŌMOKOROA BOWLING CLUB

Margie Sorensen, David Rolfe, Gary Newson and Gary Meads was in attendance to speak to the Ōmokoroa Bowling Club's submission. In addition to their submission they noted the below points:

- The site of the club was vulnerable to subsidence and coastal erosion. The rear of the clubroom was just 400mm from the cliff face.
- The Club had around 100 full playing members alongside casual members. They also held public and corporate events and regularly held mid-week tournaments.
- The Club was seeking a new site, which was flat and could facilitate the development of two new greens in a weather protected site.

The submitters responded to pātai as below:

- Their preferred site was below the tennis courts at Western Avenue Reserve as they felt that the site on Prole Road would be too exposed to the wind.
 - They would like a covered green, however, their priority was to find a new site.
-

- They did not have substantial funding available, in the event they had to move early, then they may utilise one green whilst the new site was being developed.
 - The site where the Club was currently situated may be suitable for croquet or pétanque once the Club relocated.
 - A bowling green was not suitable for croquet to also be played on.
-

RESOLUTION SPC25-5.6

Moved: Cr D Thwaites

Seconded: Cr M Grainger

1. That the Senior Recreation Planner's report dated 20 May 2025, titled "Kaimai Reserve Management Plan Review Hearings" be received.
2. That the written and verbal submissions to the review of the Kaimai RMP be received.

CARRIED

11 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 12.22pm.

Confirmed as a true and correct record by Council on 24 July 2025.

.....

Mayor J Denyer

CHAIRPERSON / MAYOR

10.4 MINUTES OF THE COUNCIL MEETING HELD ON 27 MAY 2025**File Number:** A6833857**Author:** Pernille Osborne, Senior Governance Advisor**Authoriser:** Robyn Garrett, Governance Manager**RECOMMENDATION**

1. That the Minutes of the Council Meeting held on 27 May 2025 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Council Meeting held on 27 May 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COUNCIL MEETING NO. CL25-7
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON TUESDAY, 27 MAY 2025 AT 9.33AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Āe

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.
Yes

2 PRESENT

Mayor J Denyer, Deputy Mayor J Scrimgeour, Cr T Coxhead, Cr G Dally, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr L Rae, Cr A Sole, Cr D Thwaites and Cr A Wichers.

3 IN ATTENDANCE

M Taris (Interim Chief Executive), R Davie (Deputy CEO/GM Strategy and Community), A Henderson (General Manager Corporate Services), A Curtis (General Manager Regulatory Services), E Wentzel (Director Water Services), L Balvert (Communications Manager), R McLeod (Senior Communications and Engagement Specialist), R Garrett (Governance Manager), A King (Strategic Advisor: Legislative Reform and Special Projects), P Watson (Reserves and Facilities Manager), D Crowe (Head of People and Capability), R Spicer (Team Lead Capital Projects), C Davie (Director Transportation), A Badenhorst (Infrastructure Growth and Delivery Manager), H Wi Repa (Governance Systems Advisor) and P Osborne (Senior Governance Advisor).

OTHERS IN ATTENDANCE

Sarah Baddley (MartinJenkins)Via Zoom))

4 APOLOGIES

Nil

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 COMMUNITY BOARD MINUTES FOR RECEIPT

9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 2 APRIL 2025

RESOLUTION CL25-7.1

Moved: Cr A Henry

Seconded: Cr R Joyce

That the Minutes of the Katikati Community Board Meeting held on 2 April 2025 be received.

CARRIED

9.2 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 APRIL 2025

RESOLUTION CL25-7.2

Moved: Cr A Wichers

Seconded: Cr G Dally

That the Minutes of the Te Puke Community Board Meeting held on 3 April 2025 be received.

CARRIED

9.3 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 7 APRIL 2025

RESOLUTION CL25-7.3

Moved: Cr A Henry

Seconded: Cr A Sole

That the Minutes of the Waihi Beach Community Board Meeting held on 7 April 2025 be received.

CARRIED

9.4 MINUTES OF THE ŌMOKOROA COMMUNITY BOARD MEETING HELD ON 8 APRIL 2025

RESOLUTION CL25-7.4

Moved: Cr M Grainger

Seconded: Cr D Thwaites

That the Minutes of the Ōmokoroa Community Board Meeting held on 8 April 2025 be received.

CARRIED

9.5 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 15 APRIL 2025

RESOLUTION CL25-7.5

Moved: Cr L Rae

Seconded: Deputy Mayor J Scrimgeour

That the Minutes of the Maketu Community Board Meeting held on 15 April 2025 be received.

CARRIED

10 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**10.1 MINUTES OF THE AUDIT, RISK AND FINANCE COMMITTEE MEETING HELD ON 13 MARCH 2025**

RESOLUTION CL25-7.6

Moved: Cr M Grainger

Seconded: Cr T Coxhead

That the Minutes of the Audit, Risk and Finance Committee Meeting held on 13 March 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10.2 MINUTES OF THE PROJECTS AND MONITORING COMMITTEE MEETING HELD ON 20 MARCH 2025

RESOLUTION CL25-7.7

Moved: Cr D Thwaites

Seconded: Cr A Sole

That the Minutes of the Projects and Monitoring Committee Meeting held on 20 March 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10.3 MINUTES OF THE COMMUNITY COMMITTEE MEETING HELD ON 26 MARCH 2025

RESOLUTION CL25-7.8

Moved: Cr M Murray-Benge

Seconded: Cr L Rae

That the Minutes of the Community Committee Meeting held on 26 March 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10.4 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 27 MARCH 2025

RESOLUTION CL25-7.9

Moved: Mayor J Denyer

Seconded: Cr M Grainger

That the Minutes of the Strategy and Policy Committee Meeting held on 27 March 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10.5 MINUTES OF THE DISTRICT PLAN COMMITTEE MEETING HELD ON 8 APRIL 2025

RESOLUTION CL25-7.10

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr M Murray-Benge

That the Minutes of the District Plan Committee Meeting held on 8 April 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

10.6 MINUTES OF THE COUNCIL MEETING HELD ON 8 APRIL 2025

RESOLUTION CL25-7.11

Moved: Mayor J Denyer

Seconded: Deputy Mayor J Scrimgeour

1. That the Minutes of the Council Meeting held on 8 April 2025 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

10.7 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 8 MAY 2025

RESOLUTION CL25-7.12

Moved: Mayor J Denyer

Seconded: Cr M Grainger

That the Minutes of the Strategy and Policy Committee Meeting held on 8 May 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

CARRIED

11 REPORTS

11.1 DELIBERATIONS ON THE FUTURE WATER SERVICES DELIVERY MODEL

Council considered a report dated 27 May 2025 from the Strategic Advisor: Legislative Reform and Special Projects. Supported by the General Manager Corporate Service, an overview of the report was provided.

The Councillors were advised that Sarah Baddley from MartinJenkins was available via Zoom to respond to any relevant pātai.

Staff responded to pātai as follows:

- It was not that Western Bay was not “doing water well”, but rather, due to new legislation there was a new way in which Council was required to deliver waters.
- Cr Coxhead foreshadowed an amendment to the proposed resolutions, which sought the removal of recommendation 3. Staff clarified that although removal of recommendation 3 did not prevent them from completing the Water Services Delivery Plan, it would mean that staff would need to complete it under a set of assumptions that Council would need to re-consider. It was noted that this would create a challenge in relation to the timeframe, as Council would be heading into the interregnum period prior to elections.
- The further modelling that related to the internal business unit option undertaken by MartinJenkins was presented to Council at their workshop on 8 May 2025 and was included in the report attachments.
- The stormwater decision was quite granular, as through their Commitment/Partnership Agreement or Water Services Delivery Plan, Council could decide what parts of stormwater would be transferred to a new entity, and what would stay with Council. The Local Government Water Services Bill outlined requirements in relation to what aspects of stormwater must remain with Council.
- In relation to the ongoing review of the financials, as Council progressed any multi-council Council Controlled Organisations (CCO), Council would be undertaking reviews in conjunction with any partners as part of a wider arrangement.
- The options provided to Council at this point in time were the best available with the information staff had. Although the additional modelling undertaken confirmed that an internal business unit was technically feasible, it was deeply unfavourable and required significant rates increases year on year for at least three years.

- If Council decided to go with a CCO and changed their mind, there was a process and requirements within the Local Government Water Services Bill regarding the disestablishment of a CCO.
- If during the process Council wished to modify or amend their Water Services Delivery Plan, there was a process identified within the Local Government (Water Services Preliminary Arrangements) Act 2024.
- There was a clear directive from the Department of Internal Affairs (DIA) regarding their expectations, noting that they had signalled to mayors (over the last week) that their preference was 'economies of scale'. If Council wished to go in a different direction, they would still need to meet the requirements.
- The Interim CEO confirmed that her recommendation to Council would be to become part of a multi-council CCO, as she believed it would happen eventually, and being involved from the onset allowed Council the ability to have input into the Terms of Reference. If Council joined at a later stage, they would not be able to determine the terms.

In order to have an open discussion and to allow development of an alternative recommendation or wording to the recommendation, the following motion was put and carried.

SUSPENSION OF STANDING ORDERS

RESOLUTION CL25-7.13

Moved: Cr M Murray-Benge

Seconded: Cr R Joyce

That Standing Orders be suspended.

CARRIED

Staff responded to pātai as follows:

- Stormwater had been modelled as being moved to a new entity.
 - Stormwater referred to stormwater assets, rather than land that was used to manage stormwater. This granularity needed to be worked through, as it would be included or signalled within the Water Services Delivery Plan. The Plan had to signal Council's intention or ability to implement something, noting it was not the final document as to how stormwater would be delivered and managed.
 - If Council did not resolve their future model, staff could continue to prepare the Water Services Delivery Plan, however the risk to Council was that if a decision was not made by 30 July, staff would need to do further work, meaning the decision would be put to the incoming Council. This would also mean that Council would not meet their 3 September 2025 DIA deadline.
-

-
- The Water Services Delivery Plan was set out within the Local Government (Water Services Preliminary Arrangements) Act 2024, so the delay in legislation did not affect where Council was at this point. The legislation would impact the framework for any new entity in regard to how they would operate with the new regulations.
 - The extra workshop that Council requested would need to be determined following the meeting, however it was noted that it would need to take place in July 2025.
 - Council was reminded that one of the recommendations for consideration was around the establishment principles, which set the foundation for how Council would determine who they would work with, as well as ensure that the expectations of Council would be met.

The following tākupu was made by Councillors:

- There was a sense of uncomfortableness around resolving their future model for water services delivery at this point.
- Councillors expressed support for changing the wording from 'future model' to 'preferred model'.
- Councillors requested to receive the draft Water Services Delivery Plan with plenty of time, in order to have a full discussion on it. It was proposed that this could happen through a workshop to ensure that Councillors understood all aspects of the plan and ensure there was a level of comfort prior to making any decisions on it at the 30 July 2025 meeting.
- There was a query around the ability to include a 'cooling off period' within any contract following the establishment of a multi-council CCO.

Staff proposed some alternative wording that would replace recommendations 3 and 4, as shown in the agenda report.

RESUMPTION OF STANDING ORDERS

RESOLUTION CL25-7.14

Moved: Cr M Grainger

Seconded: Cr R Joyce

That Council resume standing orders.

CARRIED

RESOLUTION CL25-7.15

Moved: Cr R Joyce

Seconded: Cr T Coxhead

1. That the Strategic Advisor: Legislative Reform and Special Projects report dated 27 May 2025 titled 'Deliberations on the future water services delivery model' be received.
2. That the report relates to an issue that is considered to be of high significance in terms of Council's Significance and Engagement Policy.
3. That Council agrees to proceed with the development of the Water Services Delivery Plan on the basis of a joint Council Water Services Council-Controlled Organisation, for Council consideration at a future meeting.
4. That Council maintains flexibility to determine which Councils would form part of any future WSCCO, and that this matter is the subject of further discussions.
5. That Council notes that decisions regarding the delivery of stormwater services (either all or in part) has not been decided and will be the subject of further discussions.
6. That Council adopts the establishment principles set out in this report and agrees to use the Department of Internal Affairs template for Commitment Agreements as a starting point.
7. That Council directs the Chief Executive Officer to take the necessary steps to progress consideration of a joint Council WSCCO including preparing a Commitment Agreement (on the basis of the establishment principles) with potential partners in a joint Council WSCCO, including, if necessary, independent support and advice, for Council approval at a future meeting.
8. That Council receives the minutes and additional information presented by submitters at the hearings on 13 May 2025 (**Attachment 1**).
9. That Council receives the presentation and minutes from the Council Workshop on 15 April 2025 (**Attachment 3 and 4**) and the Council Workshop on 8 May 2025 (**Attachment 5, 6 and 7**).

CARRIED

Cr Rae voted against the motion and requested for her vote against to be recorded.

11.01am The hui adjourned.

11.25am The hui reconvened.

11.2 DELIBERATIONS AND ADOPTION OF THE 2025-26 DOG CONTROL AND HEALTH REGISTRATION FEES

Council considered a report dated 27 May 2025 from the Compliance and Monitoring Manager, who took the report as read.

RESOLUTION CL25-7.16

Moved: Cr M Murray-Benge

Seconded: Cr A Sole

1. That the Compliance and Monitoring Manager's report dated 27 May 2025 titled 'Deliberations and adoption of the 2025-2026 Dog Control and Health Registration Fees' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council receives all feedback received through the consultation period, which ran from 20 March to 20 April 2025, as shown in **Attachment 2** of this report.
4. That Council adopts the 2025-26 Dog Control and Health Registrations fees and that they be approved for public notification in accordance with the Dog Control Act 1996, as shown in **Attachment 1** of this report.
5. That the Chief Executive Officer be delegated authority to make minor editorial changes to the documents if required.

CARRIED

11.3 FINANCIAL PERFORMANCE UPDATE QUARTERLY REPORT – 31 MARCH 2025

Council considered a report dated 27 May 2025 from the Chief Financial Officer. The General Manager Corporate Services provided an overview of the report and recommendations therein.

It was noted that although there was a surplus of \$37Million and staff had been talking to Councillors about the challenges that Council was facing, the area of focus had been general rates. Some of the items that the report showed as flowing through Council's revenue and expenditure related to non-cash items.

Staff responded to pātai as follows:

- The Corporate Services activity included the interest related to all the internal funding requirements, which would be cleared out at year end. It was noted that the team was looking at a way to better represent this expenditure throughout the year, to avoid the variances.
 - In terms of the rates revenue, the volumetric water charges were down on budget, due to volumes anticipated. This was reviewed and identified for the upcoming Annual Plan.
 - Staff cost changes could be presented through the Audit, Risk and Finance Committee.
 - Council's loans were taken out in line with asset life, or the maximum period allowed for that loan. The loans ranged between 10, 20 and 25 years.
 - An update on the financials for the Heron Crescent Development would happen through the Projects and Monitoring Committee.
-

- The budgets for the Heron Crescent Development project and the Waihi Beach Library project were sitting in a future year, as the projects were completed ahead of schedule. The \$1.2Million referenced under 'Communities', on page 286 of the agenda, was the differential between the tender and what was budgeted for within the Long Term Plan (LTP).
- The commentary under 'Structure Plans' on page 286 referenced the road urbanisation stages as opposed to the planning stages.
- The Transportation subsidies being managed to a 3-year cycle meant that Council could draw down on those subsidies at any stage through the 3-year cycle. This applied to the entire Funding Assistance Rates (FARs) funding bucket, not just in relation to capital projects.
- When a loan funded project came in under budget, this was taken into account when staff were looking at Council's closing debt position for the year and setting the rates for the following year. All the Financial Contributions (FinCos) Models were updated for time and cost on any project, which was reflected through the pricing of the FinCos requirement.

RESOLUTION CL25-7.17

Moved: Mayor J Denyer

Seconded: Cr M Grainger

That the Chief Financial Officer's report dated 27 May 2025 titled 'Financial Performance Update Quarterly Report - 31 March 2025' be received.

CARRIED

11.4 WAIKATO LOCAL AUTHORITY SHARED SERVICES (CO-LAB) CONSTITUTION AMENDMENT

Council considered a report dated 27 May 2025 from the Financial Analyst. The General Manager Corporate Services provided an overview of the report and the recommendations therein.

Staff responded to pātai as follows:

- In general, good practice for any governance board member was between 3-6 years, which was why the constitution initially included this term.

RESOLUTION CL25-7.18

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr A Wichers

1. That the Financial Analyst's report dated 27 May 2025 titled 'Waikato Local Authority Shared Services (Co-Lab) Constitution Amendment' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council approves the proposed amendment to the Waikato Local Authority Shared Services (Co-Lab) constitution.

CARRIED

11.5 MEMBERSHIP OF THE LEADING FOR DELIVERY SUB-COMMITTEE OF THE SMARTGROWTH LEADERSHIP GROUP

Council considered a report dated 27 May 2025 from the Strategic Policy and Planning Programme Director. The Deputy CEO/GM Strategy and Community provided an overview of the report and the recommendations therein.

Staff responded to pātai as follows:

- As SmartGrowth was not an entity, it relied on its partner Councils and Tangata Whenua. The rationale for this sub-committee was to ensure that the delivery of the decisions being made at SmartGrowth Leadership Group (SLG) were being actioned.
- It was important for Councillors to remember that Council had adopted the SmartGrowth Funding and Implementation Plan, as required by the National Policy Statement on Urban Development (NPS-UD).
- Staff understood that the rationale for the Sub-Committee was due to moving away from sub-regional planning reference and recognising that partnership councils had work to now undertake. This was a "smaller engine" than SLG that ensured partner Councils were delivering on their respective actions, included within the Funding and Implementation Plan. Where there were joint actions, for example the 'Commercial Centres Strategy', the sub-committee could monitor the collaboration work that was being undertaken.
- The Sub-Committee did not have any more power than SLG, however it had the ability to be agile and meet more quickly due to being smaller.
- The proposed Sub-Committee would include one member from each of the partner Councils, and one Tangata Whenua representative.
- The Mayor confirmed that the Sub-Committee would be meeting publicly, and all agendas would be available online.
- Staff noted that nothing that was discussed at the Leading for Delivery Sub-Committee should be a surprise to Council, as everything that was being

undertaken to progress Council's obligations under the Future Development Strategy, was firmly reflected in Council's Long Term Plan (LTP) as part of the Capital Programme and within the Planning Programme.

- In terms of SmartGrowth, this was the vehicle that the government preferred to have conversations with sub-regionally. Especially through a time of change, it was important to maintain those relationships, as they were going to SmartGrowth as government agencies.
- No review of the Committee was required following the elections, as the membership sat with the roles themselves rather than the people.
- The positions on the Sub-Committee were not paid positions.
- It was important to note that the nexus of SmartGrowth was being aware of the Resource Management Reform that was forthcoming, which would force Council into planning more regionally. In this regard, SmartGrowth had set Council up well as a sub-region, due to already having a Future Development Strategy or a spatial plan for the sub-region. This was a great foundation for future discussions as the Resource Management legislation emerged.

The following tākupu were made by Councillors:

- There were concerns that the Terms of Reference (TOR's) were vague, using the word 'driving' as an example, and seeking clarification on what this meant.
- The Mayor committed to providing updates to Councillors through his future Mayor's reports to provide some comfort around the work that was being undertaken at the proposed Sub-Committee.
- There was discomfort with the recommendation as it was felt there were no clear delegations or reporting lines and that the Terms of Reference were vague. For this reason, the following motion was put and carried.

ITEM TO LIE ON THE TABLE

RESOLUTION CL25-7.19

Moved: Cr R Joyce

Seconded: Cr M Murray-Benge

That the item of business being discussed, being item 11.5 'Membership of the Leading for Delivery Sub-Committee of the SmartGrowth Leadership Group', should lie on the table and not be further discussed at this meeting.

CARRIED

11.6 RECOMMENDATORY REPORT – RECONCILIATION OF KATIKATI COMMUNITY TOWN CENTRE DEVELOPMENT FUND

Council considered a report dated 27 May 2025 from the Finance Manager. The Deputy CEO/GM Strategy and Community, supported by the GM Corporate Services, provided an overview of the report, including the background and recommendations therein.

Staff responded to pātai as follows:

- The Audit, Risk and Finance Committee could report back on ensuring that this issue did not happen again within other areas.

RESOLUTION CL25-7.20

Moved: Cr R Joyce

Seconded: Cr T Coxhead

1. That the Finance Manager's report dated 27 May 2025 'Recommendatory Report – Reconciliation of Katikati Community Town Centre Development Fund' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council approves the historic overspend of the Katikati Town Centre Promotion Rate fund of \$160,381.74 being offset by the Katikati Town Centre Development fund to avoid the need for a rates charge back to the community
4. That Council consults with the Katikati Community Board before funds from the Katikati Town Centre Development Fund are committed by Council.

CARRIED

11.7 RECOMMENDATORY REPORT FROM THE KATIKATI COMMUNITY BOARD – KOTAHI LANE STRATEGIC LAND

Council considered a report dated 27 May 2025 from the Senior Governance Advisor. The report was taken as read.

Due to the staff comment in the report, the Mayor proposed an alternative recommendation as below.

RESOLUTION CL25-7.21

Moved: Mayor J Denyer

Seconded: Cr A Henry

1. That the Senior Governance Advisor's Report dated 27 May 2025 and titled 'Recommendatory Report from the Katikati Community Board – Kotahi Lane Strategic Land' be received.
2. That Council requests for staff to progress a strategic discussion and report back regarding the future of Council's land between Kotahi Lane and the Uretara Stream, noting that the suggestions from the Katikati Community Board would be more appropriately considered as part of a wider conversation and noting the intention in the Katikati Town Centre Plan 2022 for residential development, an upgraded car park and recreational facilities.

CARRIED

11.8 RECOMMENDATORY REPORT – ŌMOKOROA COMMUNITY BOARD – REQUEST FOR CCTV AT THE TRALEE STREET AND MARGARET DRIVE INTERSECTION ŌMOKOROA

Council considered a report dated 27 May 2025 from the Operations Manager. The General Manager Infrastructure Services took the report as read.

The Mayor was of the understanding that the maintenance costs were explicitly included for in the CCTV Management Plan, noting that the cameras depreciated on the basis that they had a lifespan of three to eight years. He felt this should cover the replacement of the cameras should they be broken or stolen, and recommended a change of wording for recommendation 3.

Staff responded to pātai as follows:

- The outcomes of the CCTV Working Party, and the Facilities in the Community Fund would be reported on at a future meeting.
- The Councillors were provided with some background into how CCTV became a Council activity over the years. Due to the significant spend, if Council followed through, it was important to have rigid criteria to ensure the activity did not get out of control.

RESOLUTION CL25-7.22

Moved: Mayor J Denyer

Seconded: Cr M Murray-Benge

1. That the Operations Manager's report dated 27 May 2025 titled 'Recommendatory Report – Ōmokoroa Community Board – Request for CCTV at the Tralee Street and Margaret Drive intersection Ōmokoroa', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

-
3. That Council approves up to \$25,000 from the Ōmokoroa Town Centre Development Fund for costs relating to the installation of a CCTV camera at the Tralee Street and Margaret Drive intersection.

AND

That Council agrees to include monitoring in the current contract and to cover the ongoing maintenance costs for the camera, as provided for in existing budgets for CCTV cameras purchased by Community Boards outside of the annual CCTV funding process and which includes the cost of periodic replacement if stolen or damaged.

CARRIED

11.9 MAYOR'S REPORT TO COUNCIL

Council considered a report dated 27 May 2025 from the Senior Executive Assistant – Mayor/CEO. The Mayor spoke to his report providing an overview of each item.

The Mayor provided Councillors with the below update on Mayor's Taskforce for Jobs:

- Leaving LGNZ created uncertainty around retaining Mayors' Taskforce for Jobs, however this did not seem to be the case.
- The situation around Ministry of Social Development (MSD) funding had changed, and it was looking likely that Council would withdraw from MTJ.
- Although this was disappointing, there was the opportunity to re-join when the framework improved in the future.
- Acknowledgements were made to Davina and CoLab for all the mahi in support of this kaupapa, as well as the rangatahi who had assisted.
- It was clarified that the Tuia Mentoring Programme would continue, as this was a different strand.

There were no updates to provide in relation to Regional Deals.

The Mayor and Interim CEO responded to pātai as follows:

- It was still appropriate for the Mayor to attend LGNZ events/meetings, as necessary.
 - The decision made by Council was to end their membership with LGNZ, however non-members were still able to attend events/meetings.
 - The MSD funding changes meant that the focus was no longer on youth education, employment and training, but rather focusing on 19-23 year-olds who were beneficiaries. There were a number of factors that Council needed to consider in relation to the MSD funding, these were:
-

- Council was narrowed into a group that Mayors' Taskforce for Jobs would not have focussed on, which would have made it difficult to employ young people; and
 - There was a risk that if Council signed up but did not deliver, noting that the reporting was quite rigorous, Council would have to pay all the funding back.
- Council did not have the option to contract out to someone for the delivery.
 - The cost of the Mayor attending the LGNZ events/meetings was covered through existing operational budgets.
-

RESOLUTION CL25-7.23

Moved: Mayor J Denyer

Seconded: Deputy Mayor J Scrimgeour

That the Senior Executive Assistant – Mayor/CEO's report dated 27 May 2025 title 'Mayor's Report to Council – 27 May 2025', be received.

CARRIED

12 INFORMATION FOR RECEIPT

1.01pm The hui adjourned.

1.32pm The hui reconvened.

12.1 PROJECTS AND OPERATIONS UPDATE

Senior staff from the Infrastructure Services Team provided updates in relation to each of their areas, speaking to a [PowerPoint Presentation 1](#), which contained photo updates of each of the below projects:

- Centennial Park Subsoil Drainage;
 - Uretara Stream Jetty Replacement;
 - Maketu Cemetery – Wharekahu;
 - Panepane Wharf Matakana Island;
 - Dave Hume Pool – Bulkhead and liner project;
 - Conway Reserve Playground;
 - Waitekohekohe Reserve Suspension bridge;
 - Te Tawa ki Tahataharoa – raising the stop-bank trail;
 - Youngson Wastewater Treatment Plant Upgrade & Reservoir;
 - Katikati Wastewater Treatment Plant – MBBR Upgrade;
 - Te Matai Pump Station;
 - Muttons Water Treatment Plant Upgrade – Filters;
 - Athenree & Wharawhara Water Treatment Plant Upgrades;
 - No. 1 Road Pavement Rehabilitation/Seal Widening;
-

- No. 4 Road Bridge Replacement;
- Boucher Avenue/No. 2 Road Pavement Rehabilitation/Water Services Upgrade;
- Heron Crescent;
- Waihi Beach Library;
- SH2/NZTA Temporary Roundabout;
- Ōmokoroa Urbanisation Stage 1 – (SH to Prole Road Roundabout);
- Ōmokoroa Urbanisation Stage 2 – (Prole Road to Railway Line);
- Prole Road Urbanisation including Wahi o Waipapa Wetland;
- Tangimoana (Heartwood Avenue) Pedestrian Bridge;
- Industrial Road and Pond; and
- Improvements Underway.

Staff responded to pātai as follows:

- In terms of the Panepane Wharf design, there had been three years' worth of planning with both whānau on the island and ferry operators, prior to approval of the final design.
- The changing rooms at the Dave Hume Pool would be better insulated, as the pool would have a longer season.
- There had been flooding issues at the Wharawhara Water Treatment Plant due to a blocked drain. Staff had identified the issue and resolved to try and prevent any further flooding.
- The traffic calming measures on No.1 Road were a short-term solution, as Council planned to do a pavement rehabilitation project on the section of road later in 2025. Part of the rehabilitation project would include the implementation of traffic controls to help reduce the speed of vehicles and improve safety of the road. An important part of the pavement rehabilitation was the smoothing of the surface and removing of bumps and ruts, as this could be contributing to the noise and vibration issues currently being experienced by some residents.
- Part of the Boucher Avenue/No.2 Road Pavement Rehabilitation work was to undertake the full pavement rehabilitation in one go, so that the final product was one smooth surface.
- Temporary road patches were not supposed to be higher than the existing road, noting that Council had someone who checked they were compliant, and if they were not to standard, the contractor would be informed they needed to address the issue.
- Staff would see if it was possible to have one of the Heron Crescent units available for members of the community to view on opening day.
- The Tangimoana (Heartwood Avenue) Pedestrian Bridge was only designed as a pedestrian and one lane emergency vehicle bridge, however there was an opportunity to widen this during stage 2 of the project.
- Council staff worked with developers for Prole Road, to ensure that information was fed back to the appropriate staff to ensure that Council was developing their

projects 'just in time' and were not building infrastructure too far ahead into the future.

- The contractors working on the SH2/NZTA Temporary Roundabout had accelerated their programme. Staff were expecting this to be completed by March 2026.

13 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION CL25-7.24

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

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
13.1 - Confidential Minutes of the Audit, Risk and Finance Committee Meeting held on 13 March 2025	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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
13.2 - Civic Financial Services Annual General Meeting - Nomination of Director	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
13.3 - 2025 Statute Barred Rates Report	s7(2)(a) - the withholding of the information is necessary to protect the privacy of	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the

	natural persons, including that of deceased natural persons	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 2.37pm.

Confirmed as a true and correct record at the Council meeting held 24 July 2025.

.....
Mayor J Denyer

CHAIRPERSON / MAYOR

10.5 MINUTES OF THE AUDIT, RISK AND FINANCE COMMITTEE MEETING HELD ON 4 JUNE 2025

File Number: A6865126

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Audit, Risk and Finance Committee Meeting held on 4 June 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Audit, Risk and Finance Committee Meeting held on 4 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
AUDIT, RISK AND FINANCE COMMITTEE MEETING NO. ARF25-2
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON WEDNESDAY, 4 JUNE 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.

Āe

Yes

2 PRESENT

Cr M Grainger, Cr G Dally, Mayor J Denyer, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr L Rae, Deputy Mayor J Scrimgeour, Cr A Sole, Cr D Thwaites, Cr A Wichers, Independent Member S Henderson.

3 IN ATTENDANCE

M Taris (Interim Chief Executive Officer), R Davie (Deputy CEO/General Manager Strategy and Community), A Henderson (General Manager Corporate Services), A Curtis (General Manager Regulatory Services), P Watson (Acting General Manager Infrastructure Services), J Fearn (Chief Financial Officer), D Crowe (Head of People Experience), C Boyle (Health, Safety and Wellbeing Lead), R Garrett (Governance Manager), H Wi Repa (Governance Systems Advisor), and E Logan (Governance Advisor)

EXTERNAL

A Labuschagne (Audit New Zealand)

4 APOLOGIES

4.1 APOLOGIES

RESOLUTION ARF25-2.1

Moved: Cr L Rae

Seconded: Cr A Henry

That the apology for lateness from Deputy Mayor Scrimgeour be accepted.

CARRIED

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 PRESENTATIONS

Nil

10 REPORTS

10.0 CHANGE ORDER OF BUSINESS

RESOLUTION ARF25-2.2

Moved: Cr M Murray-Benge

Seconded: Cr A Sole

That in accordance with Standing Order 9.4 the order of business be changed and that item 10.2 in the agenda be dealt with as the next item of business.

CARRIED

10.1 AUDIT MANAGEMENT REPORT 2023/24

The Committee considered a report dated 4 June 2025 from the Chief Financial Officer, supported by an Audit New Zealand representative, who provided an overview of the report.

Tabled Item 1 – Audit New Zealand – Audit Plan Year End June 2025 was provided as a supplementary agenda item prior to the meeting.

Staff responded to pātai as below:

- The audit experienced complications due to prior period adjustments involving the Local Government Funding Agency. These required rework of the Annual Report timeframe and were exacerbated by delays resulting from the late adoption of the Long-Term Plan, which postponed work by both Council and Audit New Zealand (Audit NZ).
- Audit NZ awaited cost approval for additional audit work from the Office of the Auditor-General. Once approved, negotiations with Council management were to begin.
- Council staff and Audit NZ had developed a forward plan to improve future audit processes.
- Council transitioned to the 'Value Financials' system, which required staff to re-map financial data. The system integrated with Council's general ledger to classify reporting information. A smoother process was anticipated for the new financial year with the system now fully operational.
- The 2025 Annual Report process had commenced, supported by a detailed plan. Staff worked to align internal deadlines with Audit NZ's scheduling.
- It was not anticipated that the Annual Report would be signed off before the triennial election in October. However, the aim was to complete as much audit work as possible to prepare draft accounts for the current Council, likely to be presented to Elected Members in September 2025. Final sign-off was not expected at that stage, as Audit NZ would not have completed its audit.
- The Pre-Election Report provided a three-year historical overview alongside forward looking forecasts. It offered a broader perspective on Council operations, highlighting information relevant to individuals considering standing for Council in the election.
- Although Council did not expect to meet the statutory deadline for the 2025 Annual Report, staff planned to closely manage the 2026 Annual Plan and Annual Report to ensure compliance with 2026 deadlines.

A motion regarding communication with the Department of Internal Affairs around adoption of the Annual Report was moved and seconded during discussion of the report. To enable appropriate wording to be finalised, the Committee resolved to let the motion lie on the table at this time.

ITEM TO LIE ON THE TABLE

RESOLUTION ARF25-2.3

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr A Sole

That the motion currently under discussion lie on the table, to be reconsidered later in the meeting when appropriate wording has been finalised.

CARRIED

-
- Tabled Item 1 outlined Audit NZ's next steps for the 2025 Annual Report and identified key dates in the process.
 - Audit NZ reviewed recommendations that arose from Waka Kotahi New Zealand Transport Agency's (NZTA) audit. For 2025, NZTA had co-opted a representative to carry out an audit on Smooth Travel Exposure across all councils, and Audit NZ would examine the process to ensure there was alignment with NZTA findings.
 - For work-in-progress projects, Council utilised a resource to assess each project, confirm proper treatment, and determine whether assets should be written off or if capital expenditure recorded as operational cost needed reallocation.
 - Council's Riskpool shares totalled \$18,000 for the 2024/25 Financial Year and were paid during that period. Future funding requirements remained uncertain pending further notice, although Council had received a preliminary letter from Riskpool.
 - Audit NZ did not perform regulatory functions, but instead evaluated whether decisions by Council or other regulators impacted Annual Report disclosures.
 - Audit NZ was also required to assess non-financial reporting as indicated in Council's Long-Term Plan.
-

RESOLUTION ARF25-2.4

Moved: Cr R Joyce

Seconded: Deputy Mayor J Scrimgeour

That the Chief Financial Officer's report dated 4 June 2025 titled 'Audit Management Report 2023/24' be received.

CARRIED

10.2 PEOPLE AND WELLBEING REPORT

The Committee considered a report dated 4 June 2025 from the People and Capability Manager, supported by the Health, Safety and Wellbeing Lead, who spoke to key areas of the report.

Staff responded to pātai as below:

- Council had reduced and disestablished several roles, with all vacancies reviewed by the Executive Leadership Team (ELT).
-

- No formal diversity policies were in place during recruitment. Council collected employee ethnicity data post-recruitment to understand organisational demographics. Onboarding included demographic questions, though completion was optional.
- Staff proactively maintained organisation knowledge, including renewed focus on Nintex Process Manager to document key processes. Multiple strategies practiced by Council supported knowledge retention.
- A major recruitment effort followed the internalisation of the transport team. Most roles were filled, with remaining vacancies being intentionally considered.
- Customer services roles typically attracted more female workers and offered lower pay, contributing more significantly to the gender pay gap than infrastructure roles. Overall, Council maintained a roughly 50/50 gender balance across its workforce.
- Salaries were based on the employee's skills, experience and attributes. Council welcomed less experienced candidates to develop internally, while also recruiting experienced individuals at competitive market rates when needed.
- Council had a mature organisational structure with many strategic contributors who actively collaborated and shared expertise to build internal capability.
- Staff managed outstanding leave balances proactively, including 12-month leave plans for those with high accruals. Some senior staff felt unable to take leave, reinforcing the need for everyone to prioritise time off for mental wellbeing.
- A few incidents of staff being in unsafe situations occurred at the AA service area within Te Puke Library, typically due to misunderstandings about Council's obligations under AA requirements.
- Council's response to dog complaints varied by service request type, time of report, and officer availability. Highest priority was given to reducing harm to people, animals, and property, with urgent cases addressed same day.

RESOLUTION ARF25-2.5

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

That the People and Capability Manager's report dated 4 June 2025 titled 'People and Wellbeing Report' be received.

CARRIED

11.19am hui adjourned

11.43am hui reconvened

10.3 ITEM LEFT TO LIE ON THE TABLE

Following adjournment, the Committee resumed consideration of the motion that was left to lie on the table. The wording was finalised and the motion was put to a vote.

RESOLUTION ARF25-2.6

Moved: Independent Member S Henderson

Seconded: Cr M Murray-Benge

That the Chair of the Audit, Risk and Finance Committee writes to the Department of Internal Affairs advising that the statutory deadline of 31 October 2025 for the adoption of the 2024-25 Annual Report is unlikely to be met because, although the Annual Report is estimated to be ready for deadline, Audit New Zealand and management advise that the final Audited Annual Report will not be available until after the local government elections, so will be unable to be formally adopted by the current Council.

CARRIED

10.4 OUTSTANDING RECOMMENDATIONS REGISTER – MAY 2025

The Committee considered a report dated 4 June 2025 from the People and Capability Manager, supported by the Chief Financial Officer, who spoke to key areas of the report.

Staff responded to pātai as below:

- The recommendation for one-up approval of all sensitive expenditure was implemented internally but remained pending in the report, awaiting sign-off from Audit NZ.
-

RESOLUTION ARF25-2.7

Moved: Cr D Thwaites

Seconded: Cr M Murray-Benge

That the People and Capability Manager's report dated 4 June 2025 titled 'Outstanding Recommendations Register – May 2025' be received.

CARRIED

10.5 FINANCIAL PERFORMANCE UPDATE – 30 APRIL 2025

The Committee considered a report dated 4 June 2025 from the Finance Manager. The Chief Financial Officer provided an overview of the report.

Staff responded to pātai as below:

- Staff reviewed May spending, with the Infrastructure team forecasting \$19 million in actual spend for May and \$24 million for June. At the time of the meeting, total spend was projected to reach \$138 million against the \$168 million budget.
- By 1 July 2025, 11 positions were to be disestablished. Although still reported as active FTEs, they would be removed from reporting in the new financial year, which had an approved FTE count of 331.7.
- Council held vacancies where appropriate and actively considered their future, with all decisions made weekly by the ELT.
- Council anticipated a small surplus for the 2024/25 Financial Year and did not expect a deficit.
- Staff met with Bancorp monthly to review transactions and ensure Council remained compliant with short-term policy minimums. Discussions with Elected Members focused on deferring long-term financial planning until there was greater clarity around future water-related developments, given most of Council's debt stemmed from that area.
- Infrastructure loans were matched individually to constructed assets, with targeted rate and FINCO calculations based on loan terms—typically 25 to 30 years for substantial internal debt.
- External debt was managed globally through Bancorp, as outlined in Tabled Item 2. This approach leveraged favourable funding and capital costs to reduce interest rates, which were then applied to internal loans and recalculated annually for intergenerational equity.
- Staff planned to work with Bancorp to develop a formal strategy aligning loan book timelines with interest rate risk management.
- Council adhered to its treasury policy, with Bancorp providing oversight to ensure compliance. Staff committed to sharing Council's Long-Term Plan Financial Strategy with members.

Tabled Item 2 – Long-Term Plan Comparative Summary was provided by the Independent Member S Henderson as a supplementary agenda item during the discussion.

RESOLUTION ARF25-2.8

Moved: Cr D Thwaites

Seconded: Deputy Mayor J Scrimgeour

That the Finance Manager's report dated 4 June 2025 titled 'Financial Performance Update – 30 April 2025' be received.

CARRIED

RESOLUTION ARF25-2.9

Moved: Cr A Wichers

Seconded: Cr M Murray-Benge

The Audit Risk and Finance Committee requests that a report be brought to Council on 26 June 2025, clearly demonstrating how the \$14 million deficit was calculated, the factors contributing to the deficit, and the actions being taken to remedy it.

CARRIED

RESOLUTION ARF25-2.10

Moved: Independent Member S Henderson

Seconded: Cr R Joyce

That Tabled Item 2: Long-Term Plan comparative summary be included in the financial performance update reports for future Audit, Risk and Finance Committee meetings.

CARRIED

10.6 REVIEW OF ACCOUNTING POLICIES AND KEY ACCOUNTING JUDGEMENTS - ANNUAL REPORT 2024/25

The Committee considered a report dated 4 June 2025 from the Finance Manager. The Chief Financial Officer provided an overview of the report.

Staff responded to pātai as below:

- The changes made were primarily technical, involving wording adjustments. Further amendments were anticipated following the Audit NZ review. However, no changes to accounting assumptions were expected to alter the underlying figures in the report.
-

RESOLUTION ARF25-2.11

Moved: Mayor J Denyer

Seconded: Cr M Murray-Benge

1. That the Finance Manager's report dated 4 June 2025 titled 'Review of Accounting Policies and Key Accounting Judgements – Annual Report 2024/25' be received.

CARRIED

10.7 PROPOSED SALE OF ZESPRI AND SEEKA SHARES

The Committee considered a report dated 4 June 2025 from the Financial Analyst. The Chief Financial Officer provided an overview of the report and the recommendations therein.

Staff responded to pātai as below:

- Council was no longer entitled to dividends from its Seeka shares but remained eligible for dividends from its Zespri shares. As the owner of the land producing Zespri kiwifruit, Council retained full dividend rights; however, selling the land would reclassify its shares to Class B, ending its dividend entitlement.
-

RESOLUTION ARF25-2.12

Moved: Cr M Grainger

Seconded: Cr D Thwaites

1. That the Financial Analyst's report dated 4 June 2025 titled 'Proposed Sale of Zespri and Seeka Shares' be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
3. That Council approves the sale of all of the Zespri and Seeka shares.
4. That the proceeds from the sale of the shares be put to the General Rates Reserve (if approved)

CARRIED

11 INFORMATION FOR RECEIPT

11.1 LOCAL GOVERNMENT OFFICIAL INFORMATION REQUEST – QUARTER 4 REPORT (2024/25)

The Committee considered a report dated 4 June 2025 from the Privacy and Official Information Advisor. The Deputy CEO/General Manager Strategy and Community provided an overview of the report.

Staff responded to pātai as below:

- Council had long held the statutory authority to charge for Local Government Official Information Act (LGOIMA) requests, though it typically charged for only one request per year. Staff would provide further information on this in the reports going forward.
- Given the volume of outgoing communications, occasional misdirected emails or mail occurred. These were classified as minor by the Privacy Commissioner and did not warrant investigation.
- The grounds for withholding or partially withholding information were governed by the Local Government Official Information and Meetings Act 1987.
- Frequently requested information or topics of wide public interest could be published on Council's website at Council's discretion.

12 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION ARF25-2.13

Moved: Cr A Sole

Seconded: Cr L Rae

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
12.1 - Litigation Register Update - May 2025	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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 1.10pm.

Confirmed as a true and correct record by Council on 24 July 2025.

UNCONFIRMED

10.6 MINUTES OF THE ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING HELD ON 5 JUNE 2025

File Number: A6833859

Author: Pernille Osborne, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

That the Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 5 June 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. **Minutes of the Annual Plan and Long Term Plan Committee Meeting held on 5 June 2025**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING NO. APLTP25-3
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 5 JUNE 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.

Āe

Yes

2 PRESENT

Deputy Mayor J Scrimgeour (Chairperson), Mayor J Denyer, Cr R Joyce, Cr G Dally, Cr M Grainger, Cr A Henry, Cr M Murray-Benge, Cr L Rae, Cr A Sole, Cr D Thwaites and Cr A Wichers

3 IN ATTENDANCE

M Taris (Interim Chief Executive Officer), R Davie (Deputy CEO/General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), A Henderson (General Manager Corporate Services), P Watson (Acting General Manager Infrastructure Group), J Fearn (Chief Financial Officer), L Balvert (Communications Manager), R Garrett (Governance Manager), M Leighton (Finance Planning & Analysis Manager), R Gallagher (Acting Policy and Planning Manager), M Potton (Finance Contractor), P Renouf (Commercial Business Analyst), R Spicer (Team Lead Capital Projects), S Meredith (Revenue Lead), C Leitao (Finance Partner), J Duncan (Governance Coordinator) and P Osborne (Senior Governance Advisor).

4 APOLOGIES

It was noted that Cr Coxhead was on leave of absence.

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 PRESENTATIONS

Nil

10 REPORTS

10.1 DELIBERATIONS ON SCHEDULE OF FEES AND CHARGES 2025/26

The Committee considered a report dated 5 June 2025 from the Finance Planning and Analysis Manager, who provided an overview of the report and the recommendations therein.

It was requested that the Tattico Report be made available to Elected Members to provide additional context prior to receiving the Schedule of Fees and Charges Report.

Staff responded to pātai as follows:

- The Tattico Report was largely a business process initiative undertaken by the resource consents team to understand where process efficiencies might be able to be readily progressed. This was largely with a view of improving statutory timeframe compliance and business efficiencies, as well as recommendations regarding the recording of time and cost against resource consent applications. This was to help provide a picture, especially in the future, around the costs attached to resource consent activity types. Due to this focus and scope, the report did not have a particular relationship or impact in relation to fees and charges.
- The Tattico Report was commissioned by management, so sat within the management frame, to look at initiatives to improve council's efficiencies in the resource consenting space only, noting that it did not cover all of the regulatory activity.
- The initiatives that had been deployed from the Tattico report, and financial implications, were being seen through the Q3 reporting to the Audit, Risk and Finance Committee.
- The scope of the report had no relationship to the 2023/24 deficit, noting that it was commissioned close to one year ago.
- Staff did not see an issue in circulating the Tattico report, as it was a thorough management level report containing practical initiatives to improve resource

consent processing efficiencies. It was reiterated that it did not include the building consenting activity nor the compliance and monitoring activity.

- The primary driver for the regulatory result in 2023/24 was a significant downturn in consenting activity across the board.
- In relation to the rating deficit in the context of fees and charges, it was noted that council had gone through a number of years where there was a significant downturn in the market due to economic conditions. Staff had spoken to Councillors regarding what this meant, noting that for resource consents there was a 30% downturn, and for building consents there was a 60% downturn (R1 consents), within the last financial year. The income expectation based on volumes/projections was not realised in the last financial year due to this downturn. Due to this activity being funded by general rates, and the shortfall of income not being realised, a deficit situation arose. Moving forward, council was looking at revenue and income projections, and ensuring that budgets were set with the economic budgets as they knew them. Staff were therefore confident that the proposed Fees and Charges had been set appropriately to recover the cost of the activity moving forward.
- The General Manager Regulatory Services reiterated that Tattico was an external planning agency based in Auckland which council commissioned to undertake a report, due to the significant reforms council was going through, particularly in the resource consenting areas. The report looked at efficiencies and how council could develop a less risk adverse environment in terms of the way council operated, for example, finding ways to reduce costs of the consent planning service for developers. The report was fed back to the development community, including a number of stakeholder meetings with developers and Urban Taskforce to take them through areas Council identified for improvement.
- The Interim CEO noted that it was not uncommon for the building industry and development industry to go through a cyclical phase. Budgeting for this was difficult, which was why Council had previously included smoothing calculations in their budgets, to determine what the average requirement would be. This allowed council to understand the rates contribution to avoid surprise deficits every year.
- Councillors would be provided with the Tattico Report as well as the feedback presentation that was provided to stakeholders.
- The engagement undertaken with Urban Taskforce was done with council officers, noting that this was not a combined initiative with Tauranga City Council.

The recommendations were taken in parts as follows.

RESOLUTION APLTP25-3.1

Moved: Mayor J Denyer

Seconded: Cr M Grainger

1. That the Finance Planning and Analysis Manager report dated 5 June 2025 titled 'Deliberations on Schedule of Fees and Charges 2025/26' be received.

CARRIED

Cr Wichers voted against the motion and asked for his vote to be recorded.

RESOLUTION APLTP25-3.2

Moved: Cr A Wichers

Seconded: Cr R Joyce

2. That the report relates to an issue that is considered to be of **medium** significance in terms of Council's Significance and Engagement Policy.
3. That all written and verbal feedback be received, from the consultation process 20 March to 20 April 2025, as set out in the document titled 'Fees and Charges 2025/26 – Submissions Pack' and contained in **Attachment 2**.

CARRIED

Staff responded to pātai as follows:

- The Strategy and Policy Committee on 12 June 2025 would be considering whether the stock movement fees and potential new 'single movement consent' category would be included in the Livestock Movements Bylaw.
- The 'Trading in Public Places' charge was to cover the administrative costs associated with processing a license. If Councillors wanted more recognition of the potential for cheaper competition that arises through a coffee cart or the like, this was something that was better suited to be addressed through a bylaw review, as it was related to the objectives that Council was trying to achieve through the bylaw. The 'Trading in Public Places' bylaw was not currently on the rotation for bylaw reviews, however could be considered through the next work programme.

The following tākupu were made by Councillors:

- Permanent shop keepers were expected to contribute to the promotion of their CBD, at a cost of their own. It was suggested that this cost could be built into the fees and charges for 'Trading in Public Places' applications as well.
-

RESOLUTION APLTP25-3.3

Moved: Cr M Murray-Benge

Seconded: Cr D Thwaites

4. That the Committee recommend to Council the adoption of the Schedule of Fees and Charges 2025/26 contained in **Attachment 1** subject to the following decisions:

- i. That the Committee notes the minor rewording of the stock movement fees and potential new single movement consent (subject to decisions on the Livestock Movements Bylaw by the Strategy and Policy Committee on 12 June) at \$300;
- ii. That the minimum fee for a Change or Cancellation of consent conditions (S127) be reduced to \$4000;
- iii. That the Levy fee admin charge for the new Ministry of Primary Industries levy be increased to \$12.65, to recover the GST component;
- iv. That two new Building Services fees be added, for 'small standalone dwellings -file submission' at \$247.50 and 'small standalone dwellings – Project information memorandum' at \$974.00, to come into effect following changes to the Building Act Building.

Carried

Cr Wichers voted against the motion and asked for his vote to be recorded.

RESOLUTION APLTP25-3.4

Moved: Cr D Thwaites

Seconded: Cr A Sole

5. That the Chief Executive Officer be delegated authority to make such minor editorial changes as may be required.

CARRIED

10.2 DELIBERATIONS ON PROPOSED FINANCIAL CONTRIBUTIONS FOR 2025/26

The Committee considered a report dated 5 June 2025 from the Commercial Business Analyst, who provided an overview of the report and the recommendations therein.

Staff responded to pātai as follows:

- The submission comparing Council's Financial Contributions and Auckland Council's Development Contributions was a partial picture due to the split between Water Care and Auckland Council, therefore for this reason and other relevant reasons the submitter's assertions appeared incorrect.
 - The Financial Contribution charge structure is primarily driven by the project list, and how much the required infrastructure would cost.
-

- The conversation regarding Financial Contributions versus Development Contributions would become clearer through the Local Waters Done Well transition process.

RESOLUTION APLTP25-3.5

Moved: Mayor J Denyer

Seconded: Cr D Thwaites

1. That the Commercial Business Analyst's report dated 5 June 2025 titled 'Deliberations on Proposed Financial Contributions for 2025/26' be received.
2. That the report relates to an issue that is considered to be of **medium** significance in terms of Council's Significance and Engagement Policy.
3. That all written and verbal views presented through the Annual Plan consultation period from 20 March to 21 April 2025 be received and considered, as set out in the document titled 'Financial Contributions 2025/26 submissions pack' and contained in **Attachment 1**.
4. That the Committee does not amend the Financial Contribution Schedule, in response to submissions, as per the recommended option in **Attachment 2**.
5. That the Committee recommends to Council the adoption of the final Financial Contributions 2025/26 that will apply to resource consent processes in accordance with the District Plan as contained in **Attachment 3** and the disclosure statements contained in **Attachment 4**.
6. That the Chief Executive Officer be delegated authority to make such minor editorial changes as may be required.

CARRIED

10.30am The hui adjourned

10.52am The hui reconvened.

10.3 ANNUAL PLAN 2025/26 DELIBERATIONS AND RECOMMENDATION TO ADOPT

The Committee considered a report dated 5 June 2025 from the Acting Policy and Planning Manager, who provided an overview of the report and the recommendations therein.

Tabled Item 1 – Updated Sample Rates Assessment was provided as a supplementary agenda item prior to the meeting.

RESOLUTION APLTP25-3.6

Moved: Cr M Grainger

Seconded: Cr A Henry

1. That the Acting Policy and Planning Manager's report dated 5 June 2025 titled 'Annual Plan 2025/26 Deliberations and Recommendation to Adopt' 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.

CARRIED

Cr Wichers voted against the motion and asked for his vote to be recorded.

RESOLUTION APLTP25-3.7

Moved: Cr R Joyce

Seconded: Cr M Murray-Benge

3. That for the purposes of preparing the final Annual Plan 2025/26, the updated Long Term Plan Strategic Assumptions as per **Attachment 6** are adopted.

CARRIED

4a COMMUNITY BOARD FUNDING

The Committee considered the first Issues and Options Paper, being the 'Community Board Funding', which was taken as read.

Staff responded to pātai as follows:

- The costs included were a reflection of the Community Boards' total budget.

AMENDMENT

Moved: Cr Thwaites

Seconded: Cr Rae

Option 1

That the Waihi Beach, Katikati, Maketu, Te Puke-Eastern and Ōmokoroa-Kaimai Community Boards be funded by way of General Rates;

AND

That approximately \$28.00 (inclusive of GST) per rateable property for the 2025/26 year, be allocated to fund Community Boards via the Uniform Annual General Charge;

AND

That the following Community Board targeted rates be set at \$0 for the 2025/26 financial year:

1. Te Puke Community Board
2. Katikati Community Board
3. Waihī Beach Community Board
4. Ōmokoroa Community Board
5. Maketu Community Board

AND

That a grant of approximately \$4,212 from General Rates be allocated to Marae on Matakana and Rangiwaia Islands, noting that ratepayers on these islands are not included within a Community Board area of benefit.

That the Chief Executive be directed to review the Community Rooding Allocation Policy.

Staff responded to pātai in relation to the proposed amendment as follows:

- According to the Rating Act, any alterations to the UAGC had to be across the board.
- Proposing a change to the General Rate had not been consulted on, so consideration had to be given to whether this was a significant change.
- For a number of years, the Maketu Community Board had an additional rate, to have enough funding to progress additional local projects.

The amendment was voted on and declared **lost** on show of hands.

RESOLUTION APLTP25-3.8

Moved: Cr A Henry

Seconded: Cr M Murray-Benge

4. That for the purposes of preparing the final Annual Plan 2025/26, the Committee resolves to include the following preferred options:
 - a. Community Board Funding
 - i. Option 1

That the Waihi Beach, Katikati, Maketu, Te Puke–Eastern and Ōmokoroa–Kaimai Community Boards be funded by way of General Rates;

AND

That approximately \$24.92 (inclusive of GST) per rateable property for the 2025/26 year, be allocated to fund Community Boards via the Uniform Annual General Charge;

AND

That the Maketu Community Board target rate be set at approximately \$170.79 (inclusive of GST) per rateable property for the 2025/26 year, with no change to the area of benefit;

AND

That the following Community Board targeted rates be set at \$0 for the 2025/26 financial year:

1. Te Puke Community Board
2. Katikati Community Board
3. Waihi Beach Community Board
4. Ōmokoroa Community Board

AND

That a grant of approximately \$4,212 from General Rates be allocated to Marae on Matakana and Rangiwaia Islands, noting that ratepayers on these islands are not included within a Community Board area of benefit.

That the Chief Executive be directed to review the Community Roading Allocation Policy.

The motion was voted on and a division was called and recorded as follows:

For: Mayor Denyer, Deputy Mayor Scrimgeour, Cr Wichers, Cr Dally, Cr Sole, Cr Grainger, Cr Joyce, Cr Murray–Benge and Cr Henry.

Against: Cr Thwaites and Cr Rae.

CARRIED

Reasons for decision:

- Ensures everyone is contributing towards the funding of community boards.
-

- The scale of the funding would deliver a budget that allows the new community boards to deliver on their aspirations.
- Considers the impact of the higher cost of operating the Maketu Community Board and ensures that the district is not subsidising Maketu residents, who are the ones that primarily benefit from their community board.
- Targeted Rates could be introduced at a later date to reflect individual community board approaches and budgets. This could be aligned with the findings from the review of community board delegations and functions as indicated through the adoption of the final proposal.
- Would not trigger the requirement for consultation.

The Committee noted that they would include some wording in the Annual Plan document to note that they were not able to address the funding anomalies that had arisen because of the Local Government Commission determination this year, however they would address this in the 2026/27 Annual Plan.

4b DELIVERY OF PARKING SERVICES

The Committee considered the second Issues and Options Paper, being the 'Delivery of Parking Services'.

The General Manager Regulatory Services provided a brief overview and rationale for the paper.

Staff responded to pātai as follows:

- An officer would still be required to drive the vehicle, however there would be a change to the requirements of that role.
- The vehicle had a mounted camera that incorporated a degree of AI to take photographs. The officer would review the information in regard to infringements.
- The officer would undertake two rounds, the first to record the time that the vehicle was parked, and then again to confirm they had parked for over two hours.
- In relation to Mobility Parking, Council did not issue the cards, however they were required to be on display at all times when parked in a mobility park. Council would ensure that these parks were monitored as efficiently as possible.
- Council was required to meet its Revenue and Financing Policy. Council ringfences, under the Land Transport Act 1998, the revenue collected from traffic and parking to go back into traffic activities.
- It was clarified that the technology being used in the vehicles provided for registration of vehicles as well.

RESOLUTION APLTP25-3.9

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

4. That for the purposes of preparing the final Annual Plan 2025/26, the Committee resolves to include the following preferred options:

b. Delivery of Parking Services

i. Option 1

That Council include additional funding of \$17,746 in Annual Plan 2025/26 for the utilisation of License Plate Technology to enforce our parking restrictions.

CARRIED

Reasons for decision:

- The potential use of one vehicle to cover the district.
 - The capturing of the maximum parking violations using cameras mounted on a vehicle.
 - Opportunity to meet costs.
 - Flexibility to expand the service beyond Katikati and Te Puke, as our district grows.
 - Reduced risk of Health & Safety concerns.
 - Activity in-line with other Council's current practices.
-

4c WATER SUPPLY TREATMENT PLANT UPGRADES FUNDING REQUEST

The Committee considered the third Issues and Options Paper, being the 'Water Supply Treatment Plant Upgrades Funding Request'. The Team Lead Capital Projects took the paper as read.

Staff responded to pātai as follows:

- Staff had been working closely with Taumata Arowai, as they were reviewing their standards.
 - The quality of water remained, it was more in relation to putting treatment barriers in to avoid risks.
 - The grading system no longer existed, and now was a 'pass/fail' compliance.
-

RESOLUTION APLTP25-3.10

Moved: Cr R Joyce

Seconded: Cr M Murray-Benge

4. That for the purposes of preparing the final Annual Plan 2025/26, the Committee resolves to include the following preferred options:

c. Water Supply Treatment Plant Upgrades

i. Athenree Wharawhara – Option 1

That Council approves the reallocation of \$197,137 from Financial years 2030–2034 in the Long Term Plan to 2025/26 Financial year.

AND

That Council approves additional funding of \$1,302,863 to complete the Athenree and Wharawhara Water Treatment Plan upgrades.

ii. Pongakawa – Option 1

That Council approves the reallocation of \$563,310 from Financial years 2027–2034 in the Long Term Plan to 2025/26 financial year.

AND

That Council approves additional funding of \$736,690 to complete the Pongakawa Water Treatment Plant upgrades.

CARRIED

Reasons for decision:

Athenree and Wharawhara Water Treatment Plant

- Ensures full compliance with Drinking Water Quality Assurance Rules (DWQAR) and HSNO Act.
- Addresses health and safety and flooding risks.
- Delivers resilient, future-proofed Water Treatment Plant assets.
- Protects Council reputation and secures Ministry of Health funding.

Pongakawa Water Treatment Plant

- Achieves full compliance with Taumata Arowai Drinking Water Quality Assurance Rules.
 - Secures operational resilience for a critical water supply asset.
 - Protects Council reputation and ensures reliable water supply to Te Puke.
-

4d WAIHĪ BEACH WASTEWATER TREATMENT PLANT UPGRADE

The Committee considered the fourth Issues and Options Paper, being the 'Waihi Beach Wastewater Treatment Plant Upgrade'. The Team Lead Capital Projects took the paper as read.

Staff responded to pātai as follows:

- The upgrade was more about satisfying the requirements of regulation and authority. It was noted that, dependent on the outcome of the Wastewater
-

Standards that were currently out for consultation, further upgrade may be required.

RESOLUTION APLTP25-3.11

Moved: Cr A Sole

Seconded: Cr R Joyce

4. That for the purposes of preparing the final Annual Plan 2025/26, the Committee resolves to include the following preferred options:

d. Waihi Beach Wastewater Treatment Plant Upgrade

i. Option 1

That Council approves, for the purposes of progressing the Waihi Beach Wastewater Treatment Plant upgrade, allocation of the \$1,800,000 insurance payment received for the Sequential Batch Reactor (SBR) liner failure to be relocated back into the Waihi Beach Upgrade works, and approves an additional budget allocation of \$3,514,573. In addition to the new spend required, approval is also given for reallocation of \$966,411 from the Waihi Beach Renewals project (Project Code 168603) for the years 2027-2034 and deferral of already approved spend in 2026 of \$3,987,926 for the Waihi Beach Wastewater Treatment Plan Upgrade (Project 226025), to 2027 to align with planned delivery of the project.

CARRIED

Reasons for decision:

- Enables full delivery of the Waihi Beach WWTP upgrade as scoped, aligning with Process Design Report recommendations.
- Appropriately uses insurance claim funds to directly address the failed infrastructure (SBR pond liner).
- Supports full compliance with current and future consent conditions, including biosolids discharge.
- Allows procurement of long-lead-time equipment now, mitigating further cost escalation risks.
- Dewatering facility will enable improved operational of sludge removal at site, meaning sludge can be disposed of in a sustainable cost effective way (current biosolids consent expired – application lodged for short-term extension).
- Installation of inlet screens will enhance primary treatment and increase hydraulic capacity during wet weather and peak seasonal flow periods.
- The new inlet and grit chamber will significantly reduce the solids load on the ponds, aerators, and downstream treatment systems by capturing grit and sand early. This not only helps prevent wear and potential breakages but also reduces the production of biosolids sludge—minimising costly operational inefficiencies associated with off-site disposal.

-
- Avoids ongoing non-compliance risk due to under capacity or aging equipment. The existing treatment plant has not been compliant in January 2021, 2022 and 2023 with respect to total nitrogen levels.
 - Supports growth planning by expanding plant capacity to accommodate projected future population to 2048.
 - Builds resilience by replacing aging and damaged infrastructure now, preventing reactive failures.
 - Consolidates multiple funding sources into a single, streamlined delivery model.
 - Prevents delays in contractor mobilisation and procurement scheduling.
 - Ensures pond is designed in a way to prevent further liner failures.
-

5 STRUCTURE PLANS

The Committee considered the Structure Plans. The Acting General Manager Infrastructure Services took the paper as read.

Staff responded to pātai in relation to Structure Plans:

- In terms of the structure planning process, it was suggested that a conversation regarding this took place at a Projects and Monitoring Committee workshop.
-

RESOLUTION APLTP25-3.12

Moved: Cr D Thwaites

Seconded: Cr A Sole

5. That the Committee approves the revised Structure Plans as set out in **Attachment 5**

CARRIED

6 CAPITAL AND OPERATIONAL PROGRAMME

RESOLUTION APLTP25-3.13

Moved: Cr M Grainger

Seconded: Cr A Henry

6. That the Committee approves the capital and operational programme as per **Attachment 3** to enable the preparation of the final Annual Plan 2025/26.

CARRIED

12.05pm Cr Joyce left the hui.

7 FINANCIAL STATEMENTS AND RATING INFORMATION

Staff responded to pātai as follows:

- During a workshop, Councillors raised concern regarding the reduction of the fixed water charge for residential properties, and how that would send the wrong message in the current climate. Staff noted that the general rates component that was going to water was moved back into formal targeted rates for water connections. It was noted that it still had a decrease due to moving to the increased volumetric charge, which meant that the costs for the year were reflected in the connection and volumetric income.
- There was a request through the Audit, Risk and Finance Committee for the Interim Chief Executive for a report on the deficit, including how it came about and how it would be addressed in future Annual Plan/Long Term Plans. There was a current level of discomfort around the financials which this report may address. Staff noted that a report would be presented at the Council meeting scheduled 26 June 2025 in relation to this request.
- There was a media release providing a little more information regarding the drivers of the rating deficit.

RESOLUTION APLTP25-3.14

Moved: Mayor J Denyer

Seconded: Cr M Murray-Benge

7. That the Committee endorses the Financial Statements (**Attachment 1**) and the Rating Information (**Attachment 2 and Tabled Item 1**) to enable the preparation of the final Annual Plan 2025/26.

CARRIED

Cr Wichers, Cr Murray-Benge, Cr Rae voted against the motion and asked for their votes to be recorded.

8 ADOPTION OF ANNUAL PLAN 2025/26

RESOLUTION APLTP25-3.15

Moved: Cr M Grainger

Seconded: Mayor J Denyer

-
8. That the Committee recommends to Council the adoption of the Annual Plan 2025/26.

CARRIED

11 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 12.24pm.

Confirmed as a true and correct record by Council on 24 July 2025.

.....
Deputy Mayor J Scrimgeour

CHAIRPERSON

10.7 MINUTES OF THE PROJECTS AND MONITORING COMMITTEE MEETING HELD ON 10 JUNE 2025

File Number: A6859306

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Projects and Monitoring Committee Meeting held on 10 June 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Projects and Monitoring Committee Meeting held on 10 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
PROJECTS AND MONITORING MEETING NO. PMC25-2
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON TUESDAY, 10 JUNE 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.

Āe

Yes

2 PRESENT

Cr D Thwaites, Cr A Sole, Cr G Dally, Mayor J Denyer, Cr M Grainger, Cr A Henry, Cr R Joyce (Via Zoom), Cr M Murray-Benge, Cr L Rae, Deputy Mayor J Scrimgeour and Cr A Wichers.

3 IN ATTENDANCE

M Taris (Interim Chief Executive Officer), P Watson (Acting General Manager Infrastructure Services), A Henderson (General Manager Corporate Services), A Curtis (General Manager Regulatory Services), R Davie (Deputy CEO/General Manager Strategy and Community), L Balvert (Communications Manager), S Parker (Cycleways Manager), C McLean (Director Transportation), R Garrett (Governance Manager), J Duncan (Governance Coordinator) and R Leahy (Senior Governance Advisor).

4 APOLOGIES

Cr Coxhead was on leave of absence

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

8.1 ROD SNOW AND JOHN FOWLER – ALLPORT ROAD ISSUES

Mr Snow and Mr Fowler were in attendance to discuss issues with Allport Road. They noted the below points:

- Due to the condition and nature of the road there were regular 'near misses' and most recently an accident on the road.
- Mr Snow was of the belief that there had been an increase in truck movements on Allport Road. He estimated that in previous years, the truck movements were approximately 500 per year, however, this had increased to around 20,000 per year due to the conversion of farm land to a pumice quarry and kiwifruit orchards.
- Despite the increase in truck movements, the road had not been upgraded to accommodate heavy vehicle movements. Mr Snow understood that the minimum road width for Allport Road should be 7 ½ metres, however, there were not many places on Allport Road which met that standard.
- Mr Snow was of the belief that the quarry paid \$200,000 per year to the Council as part of their consent conditions towards road maintenance.
- Mr Snow understood there to be another consent application for an additional quarry on Allport Road, if approved, this would further increase the truck movements on this road.

Mr Snow and Mr Fowler responded to pātai as below:

- Mr Snow had engaged a qualified civil engineer to undertake research into the issues with Allport Road.
- The road was originally built for dairy farms that required minimal truck movements, however, there was only one dairy farm left on Allport Road. Many of the properties had converted to kiwifruit which required many more truck movements.

It was noted that a response regarding the query around funding arrangements from the quarry and issues with Allport Road would be provided to the public forum speakers and Committee following the hui.

9 PRESENTATIONS

Nil

10 REPORTS

10.1 PRECIOUS FAMILY RESERVE PUBLIC TOILET LOCATION OPTIONS

The Committee considered a report from the Acting General Manager Infrastructure Group dated 10 June 2025. An overview of the report was provided.

Staff responded to pātai as below:

- The family had previously looked at a different site for the memorial seat, however, it was subsequently determined that the current site was a more appropriate location. The memorial seat was approximately 17 metres from the proposed toilet site.
- If the toilet site was moved closer to the beach, there would be added costs due to a new resource consent being required. Furthermore, due to the beach site being a floodable area, it would require a different floor level which would limit disability access.

RESOLUTION PMC25-2.1

Moved: Cr A Sole

Seconded: Deputy Mayor J Scrimgeour

1. That the Acting General Manager Infrastructure Group report dated 10 June 2025 titled 'Precious Family Reserve public toilet location options' 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.

CARRIED

MOTION

Moved: Cr M Murray-Benge

Seconded: Cr L Rae

3. That the Projects and Monitoring Committee approves the following option;
 - c. The toilet facility be used at a different site elsewhere in the District.

The motion was voted on and declared lost.

LOST

Cr Murray-Benge voted for the motion and requested for her vote to be recorded.

RESOLUTION PMC25-2.2

Moved: Cr M Grainger

Seconded: Cr D Thwaites

3. That the Projects and Monitoring Committee approves the following option;
 - a. Proceed with the installation of the toilet facility as shown on **Attachment 1** being the consented location, noting that staff will engage with the family on relocating the memorial seat, if required.

CARRIED

Cr M Murray-Benge, Cr L Rae and Cr A Henry voted against the motion and requested their votes be recorded.

10.2 AHI PĀTIKI / ATHENREE CROSSING DRAFT CONCEPT PLAN PUBLIC ENGAGEMENT FEEDBACK RESULTS AND NEXT STEPS

The Committee considered a report from the Cycleways Manager dated 10 June 2025. An overview of the report was provided.

Staff responded to pātai as below:

- There were a small number of people surveyed who were vehemently against the project. Most of their concerns were around environmental impacts and cost of the project.
- Indicative costs for the project were difficult to establish at this stage. The 2021 feasibility study on the project provided a cost estimate of \$1.9–3.3 million, however, it was likely to be more than the estimate.
- Staff would undertake a funding strategy for the project. It was noted that the project would largely rely on external funding, however, Council would also need to contribute to the project.
- The cost for proceeding with the resource consent process would be covered by an internal budget.
- If the resource consent was successful, it would likely come with consent conditions which would need to be built into budget for the overall project.
- Members of the public were not surveyed on whether the project should be a rock causeway or timber boardwalk, however, it was noted that a rock causeway would have significantly more environmental effects and would be more difficult to proceed with.

It was noted that the project aligned with or was included in the Regional Land Transport Plan, the Waihi Beach Community Plan, the Walking and Cycling Action Plan and the Recreation and Open Space Policy.

RESOLUTION PMC25-2.3

Moved: Cr A Sole

Seconded: Cr A Henry

1. That the Cycleways Manager report dated 10 June 2025 titled 'Ahi Pātiki / Athenree Crossing Draft Concept Plan Public Engagement Feedback Results And Next Steps' be received.
 2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
-

3. That the Projects and Monitoring Committee receives the feedback following public consultation on the Ahi Pātiki Pathway draft concept plan, as shown in **Attachments 2-5** of this report.
4. That the Projects and Monitoring Committee adopts the draft Ahi Pātiki Pathway concept design version dated 31 March 2025, as shown in **Attachment 1** of this report.

AND

5. That the Projects and Monitoring Committee approves for staff to proceed with the Resource Consent application process and to report back to the Committee on the decision outcome.

AND

6. That if the Resource Consent application is approved, that staff develop a funding strategy to advance the project.

CARRIED

10.3 OPERATIONAL RISK AND STATUS REPORT

The Committee considered a report from the Executive Assistant Infrastructure Group dated 10 June 2025. The report was taken as read.

Staff responded to pātai as below:

- Fluoridation of water was expected to begin in June/July 2025. There was no update regarding an alternative supply of non-fluoridated water.
- Staff were progressing through the final stages in terms of financial contributions. Once that had been signed off then the title could be issued for Stage 1 of Rangiuru Business Park.
- Staff would provide a list of the roading sites for storm damage remedial works and an update on their status to Councillors.
- The Wairakei South Bluehaven proposal would follow its own path through the fast track legislation. Staff anticipated that their application to the panel would address all concerns including stormwater hazards and demonstrate how the risks would be mitigated.
- Allport Road was on the list of road rehabilitations for Council's forward work programme and was due to be rehabilitated in the next 3-5 years.
- In relation to edge breaks on roads, council did repair edge breaks as the focus was on pre-seal repairs for reseal sites. This year, the majority of the pavement maintenance budget had been spent on pre-seal repairs in preparation for next year's reseal sites. Council had limited budget to undertake repairs on edge breaks.
- The application for a variation to the resource consent for the JACE Investments Ōmokoroa Town Centre development related to the roading network in the town centre. The application was currently on hold awaiting further information.

- A report regarding the funding model regarding the Te Puke Wastewater Treatment Plant would be brought to the 26 June 2025 Council meeting. Consultation with developers would then take place in the first week of July. Following consultation, a report would be brought to Council to award the contract.

RESOLUTION PMC25-2.4

Moved: Cr M Murray-Benge

Seconded: Cr A Sole

That the Executive Assistant Infrastructure Group's report, dated 10 June 2025 titled 'Operational Risk and Status Report' be received.

CARRIED

11 INFORMATION FOR RECEIPT

11.1 KATIKATI WASTEWATER FUTURE DIRECTIONS

The Committee considered a report from the Project Co-ordinator Infrastructure – Asset & Capital. The report was taken as read.

Staff responded to pātai as below:

- Both land-based and ocean disposal options were being considered for the Wastewater Treatment Plant, discharge to the harbour was not being considered.
- The discharge options being considered had a lens on cultural, environmental, community impacts as well as sustainability, energy and efficiency.

The Meeting closed at 11.50am.

Confirmed as a true and correct record by Council on 24 July 2025.

10.8 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 12 JUNE 2025

File Number: A6864134

Author: Rosa Leahy, Senior Governance Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Strategy and Policy Committee Meeting held on 12 June 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Strategy and Policy Committee Meeting held on 12 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
STRATEGY AND POLICY COMMITTEE MEETING NO. SPC25-6
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 12 JUNE 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.

Āe

Yes

2 PRESENT

Mayor J Denyer, Cr M Grainger, Cr G Dally, Cr A Henry, Cr R Joyce (via Zoom), Cr M Murray-Benge, Cr L Rae, Deputy Mayor J Scrimgeour, Cr A Sole, Cr D Thwaites and Cr A Wichers.

3 IN ATTENDANCE

M Taris (Interim Chief Executive Officer), R Davie (Deputy CEO/General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), P Watson (Acting General Manager Infrastructure Group), L Balvert (Communications Manager), N Rutland (Environmental Planning Manager), E Watton (Strategic Policy and Planning Programme Director), R Gallagher (Acting Policy and Planning Manager), D Leslie (Senior Policy Analyst), H Wi Repa (Governance Systems Advisor), R Garrett (Governance Manager) and R Leahy (Senior Governance Advisor).

4 APOLOGIES

It was noted that Cr T Coxhead was on a leave of absence.

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 PRESENTATIONS

Nil

10 REPORTS

10.1 DELIBERATIONS AND RECOMMEND ADOPTION OF LIVESTOCK MOVEMENTS BYLAW 2025

The Committee considered a report from the Senior Policy Analyst dated 12 June 2025. The report was taken as read.

It was noted that an additional clause was proposed to clarify that there was no charge for renewing consent for livestock movements.

Staff responded to pātai as below:

- The bylaw had been drafted to distinguish between a 'permitted activity' and 'consent' being required. The bylaw was tidied up to ensure the words 'permission' and 'consent' were not used interchangeably, which satisfied Federated Farmers' concerns.
- The use of the term 'substantive change' in the new proposed clause 17.4 would allow for the flexibility from an operational perspective. Staff would be able to make an assessment as to whether a change was substantive or not.

RESOLUTION SPC25-6.1

Moved: Mayor J Denyer

Seconded: Cr M Murray-Benge

1. That the Senior Policy Analyst's report dated 12 June 2025 titled 'Deliberations and Recommend Adoption of Livestock Movements Bylaw 2025' be received.
 2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
 3. That the Strategy and Policy Committee receives all submissions received through the consultation period, which ran from 20 March 2025 to 22 April 2025, as is set out in **Attachment 1** to this report.
 4. That pursuant to s155 of the Local Government Act 2002, the Strategy and Policy Committee recommends to Council that the draft Livestock Movements Bylaw
-

2025 is the most appropriate form of bylaw and does not give rise to any implications under the New Zealand Bill of Rights 1990.

5. That the Strategy and Policy Committee recommend to Council the adoption of the Livestock Movements Bylaw 2025 contained in **Attachment 2** with the following additional clause confirming that no renewal fee should be charged for renewal of a Consent:

a) A new clause 17.4 as follows:

17.4. A new application for consent shall be required where a substantive change is required to an existing consent, including change of ownership or route, or a consent is terminated, suspended or cancelled. A consent shall otherwise be renewed without charge to the consent holder.

b) Noting the requirement for public notice of the Council resolution to adopt the bylaw pursuant to s157(1) of the Local Government Act 2002.

6. That the Strategy and Policy Committee requests the Chief Executive to direct staff to prepare a decision document for final approval by the Mayor, in general accordance with the resolutions of this meeting, as the formal response to submitters, for dissemination to those that provided feedback and to be published on the Council's website.

CARRIED

10.2 DELIBERATIONS AND RECOMMEND ADOPTION OF CEMETERIES BYLAW 2025

The Committee considered a report from the Senior Policy Analyst dated 12 June 2025. The report was taken as read.

It was noted that an amendment was proposed to clause 6.2 relating to natural burials, to take into account feedback from the submissions. The amendment would put a minimum timeframe of 50 years on the re-use of land for natural burials.

Staff responded to pātai as below:

- There was currently no fee for natural burials in Council's Fees and Charges. However, there would be an opportunity to review this at the setting of Fees and Charges for 2026/27.
 - The Urupā on Hot Springs Road in Katikati would still be classified as an Urupā under the bylaw and would be managed by the local hapū.
 - The use of the terminology 'parts of a Natural Burial Plot' was in reference to when someone used the plot to bury ashes rather than a full body.
 - Through the consultation process, staff approached a natural burials group and a number of funeral parlours in the area, the consultation was also open to the public
-

to submit on. Staff did not receive a response from the natural burials group on the proposed changes to the bylaw.

- The bylaw would need to be reviewed again in 10 years time. If scientific evidence showed that the timeframe for the re-use of land following a natural burial should be different, then the next bylaw review provided an opportunity to change that.
 - It was unlawful for a person to dig a burial site in a cemetery without a sexton or prior approval.
-

RESOLUTION SPC25-6.2

Moved: Mayor J Denyer

Seconded: Cr A Henry

1. That the Senior Policy Analyst's report dated 12 June 2025 titled 'Deliberations and recommend adoption of Cemeteries Bylaw 2025' received.
2. That the report relates to an issue that is considered to be of **medium** significance in terms of Council's Significance and Engagement Policy.
3. That the Strategy and Policy Committee receives all submissions received through the consultation period, which ran from 20 March 2025 to 22 April 2025, as set out in **Attachment 1** to this report.
4. That pursuant to s155 of the Local Government Act 2002, the Strategy and Policy Committee recommends that the draft Cemeteries Bylaw 2025 is the most appropriate form of bylaw and does not give rise to any implications under the New Zealand Bill of Rights 1990.
5. That the Strategy and Policy Committee recommend to Council the adoption of the Cemeteries Bylaw substantively set out in **Attachment 2** to this report (in the form as released for consultation), noting the requirement for public notice of the Council resolution to adopt the bylaw pursuant to s157(1) of the Local Government Act 2002. With the following amendment to Clause 6.2:
 - a) In line with the principles of returning to nature and low environmental impacts parts of the Natural Burial Plot may be re-used in the future after a period not less than 50 years.
6. That the Strategy and Policy Committee requests the Chief Executive to direct staff to prepare a Decision Story for final approval by the Mayor, in general accordance with the resolutions of this meeting, as the formal response to submitters, for dissemination to those that provided feedback and to be published on the Council's website.

CARRIED

10.3 S17A SWIMMING POOL DELIVERY OPTIONS

The Committee considered a report from the Acting General Manager Infrastructure Group. An overview of the report was provided.

It was proposed that resolution wording be amended to 'external provider' from 'commercial provider'.

Staff responded to pātai as below:

- In the past, there had been challenges with obtaining reporting and user numbers from contractors.
- The Dave Hume Pool was currently closed due to planned construction works. The Te Puke Pool was still open and this necessitated the need to go out to tender to find a contractor to deliver the pool service.
- The market would determine the price of the contract for the service delivery.
- The management of the Service Delivery Contract sat with council's Reserves and Facilities Asset Manager.
- It was important to progress the tender process as the programme to find a new service delivery contractor was already behind schedule. There were currently no Service Delivery Contracts in place, the previous contracts had been terminated following two years of extensions.
- As part of this process, the pools would become accredited as pool safe, which would remove that risk from council.
- The commercial terms of the contract would have appropriate clauses that dealt with non-performance. In the Te Puke Pool contract there would be a specific clause related to a scenario if the School wanted their land back, which would reduce the risk for council.

RESOLUTION SPC25-6.3

Moved: Cr R Joyce

Seconded: Cr M Murray-Benge

1. That the Reserves and Facilities Manager report dated 12 June 2025 titled 'S17A Swimming Pool Delivery Options' be received.
2. That the report relates to an issue that is considered to be of **(low)** significance in terms of Council's Significance and Engagement Policy.
3. That the delivery of council swimming pool services is outsourced to an external provider, noting the ability for tenderers to tender for a single pool or to manage both pools and that the required funding for this service is included in the Long Term Plan 2024-34.

CARRIED

10.32am hui adjourned for morning tea.

10.50am hui reconvened.

10.4 MOORE PARK YOUTH PARK PROPOSAL

The Committee considered a report from the Acting General Manager, Infrastructure Group dated 12 June 2025. Tabled Item 1 was presented, which provided an overview of proposal.

Staff responded to pātai as below:

- Staff would clarify with the group regarding what order the stages would be undertaken.
- The site was limited on where a playground could be developed. It was noted that the original Concept Plan for Moore Park had identified a different location for a playground, however, that site also had limitations.
- There were currently not many large open reserve areas in Katikati for a destination playground, however, this could be addressed through the spatial plan process.
- The trees near the proposed playground area would be pruned by council.

Tabled Item 1 – Moore Park Youth Park Presentation

RESOLUTION SPC25-6.4

Moved: Cr R Joyce

Seconded: Mayor J Denyer

1. That the Acting General Manager, Infrastructure Group report dated 12 June 2025 titled Moore Park Youth Park Proposal be received.
2. That the report relates to an issue that is considered to be of **low** significance in terms of Council's Significance and Engagement Policy.
3. That the Strategy and Policy Committee approves in principle the community led initiative for the staged enhancement of the Moore Park skate park area, including a new playground, and;
4. That the Committee notes that consideration will be given to wider playground needs in Katikati through the Spatial Plan review process commencing later in 2025 and the Katikati/Waihi Beach Ward Reserve Management Plan review scheduled for 2027.

CARRIED

10.5 STRATEGIC POLICY AND PLANNING WORK PROGRAMME

The Committee considered a report from the Strategic Policy and Planning Programme Director dated 12 June 2025. The report was taken as read.

Staff responded to pātai as below:

- Staff had recommended delaying the Waihi Beach Dog Park as there were a number of upcoming projects that would feed into this discussion. The projects included the Waihi Beach Spatial Plan, Katikati-Waihi Beach Reserve Management Plan and review of the Dog Control Policy and Bylaw. There was also a need to determine community desire on Dog Parks as the decision to develop them was decided some years ago.
- The Freedom Camping Bylaw was not the right mechanism to deal with homelessness. The issue of homelessness in the district would be more appropriately considered by the Community Committee.

RESOLUTION SPC25-6.5

Moved: Cr M Grainger

Seconded: Cr L Rae

1. That the Strategic Policy and Planning Programme Director's report dated 12 June 2024 titled 'Strategic Policy and Planning work programme' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Committee approves the work programme as set out in section 5 of this report, noting that it will be revisited in February/March 2026 with the incoming Strategy and Policy Committee (or its equivalent).

CARRIED

10.6 SUBMISSION ON THE SALE AND SUPPLY OF ALCOHOL (SALES ON ANZAC DAY MORNING, GOOD FRIDAY, EASTER SUNDAY, AND CHRISTMAS DAY) AMENDMENT BILL

The Committee considered a report from the Policy Analyst dated 12 June 2025. The report was taken as read.

RESOLUTION SPC25-6.6

Moved: Cr A Sole

Seconded: Cr M Murray-Benge

1. That the Policy Analyst's report dated 12 June 2025 titled 'Submission on the Sale and Supply of Alcohol (Sales on Anzac Day Morning, Good Friday, Easter Sunday, and Christmas Day) Amendment Bill' be received.
 2. That the following submission, shown as **Attachment 1** to this report, be received by the Strategy and Policy Committee and the information noted.
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- a. Submission on the Sale and Supply of Alcohol (Sales on Anzac Day Morning, Good Friday, Easter Sunday, and Christmas Day) Amendment Bill, dated 9 May 2025.

CARRIED

11 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 11.40am.

Confirmed as a true and correct record by Council on 24 July 2025.

10.9 MINUTES OF THE COMMUNITY COMMITTEE MEETING HELD ON 25 JUNE 2025

File Number: A6864162

Author: Horowai Wi Repa, Governance Systems Advisor

Authoriser: Robyn Garrett, Governance Manager

RECOMMENDATION

1. That the Minutes of the Community Committee Meeting held on 25 June 2025 be confirmed as a true and correct record and the recommendations therein be adopted.

ATTACHMENTS

1. Minutes of the Community Committee Meeting held on 25 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COMMUNITY COMMITTEE MEETING NO. CM25-2
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON WEDNESDAY, 25 JUNE 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.
Yes

Āe

2 PRESENT

Cr M Murray-Benge (Chairperson), Cr G Dally, Cr T Coxhead, Mayor J Denyer, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr L Rae, Deputy Mayor J Scrimgeour, Cr A Sole, Cr D Thwaites, Cr A Wichers, Ōmokoroa Community Board Chairperson C Dever, and Katikati Community Board Member N Mayo.

3 IN ATTENDANCE

M Taris (Interim Chief Executive Officer), R Davie (Deputy CEO/General Manager Strategy and Community), R Gallagher (Acting Policy and Planning Manager), J Crummer (Senior Recreational Planner), J Rickard (Community and Strategic Relationships Manager), S Cuers (Strategic Housing Programme Lead), L Carnie (Community Outcomes Advisor), T Mouldey (Community Outcomes Officer), V Lambert (Events Specialist), R Garrett (Governance Manager), H Wi Repa (Governance Systems Advisor), and E Logan (Governance Advisor).

ABSENT

Te Puke Community Board Chairperson K Ellis and Maketu Community Board Chairperson T Hopping.

4 APOLOGIES

4.1 APOLOGIES

RESOLUTION CM25-2.1

Moved: Cr M Murray-Benge

Seconded: Cr L Rae

That the apology absence from Cr D Thwaites, Cr A Henry, Waihi Beach Community Board Chairperson Simpson and Katikati Community Board Chairperson Clements be accepted.

CARRIED

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 REPORTS

9.1 DELEGATION OF DECISION MAKING FOR 2025 – COMMUNITY MATCHING FUND

The Committee considered a report dated 25 June 2025 from the Community Outcomes Programme Coordinator, who provided a brief summary of the report.

RESOLUTION CM25-2.2

Moved: Cr M Grainger

Seconded: Ōmokoroa Community Board Chairperson C Dever

1. That the Community Outcomes Support Coordinator's report dated 25 June 2025 titled 'Delegation of Decision Making for 2025 – Community Matching Fund' be received.
 2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
 3. That pursuant to clause 32 schedule 7 of the Local Government Act 2002, the Committee delegates to the following three councillors: Allan Sole, John Scrimgeour, and Tracey Coxhead, together with the Chief Executive Officer, or
-

her nominee(s), the power to make decisions in respect of applications to the Community Matching Fund 2025, including but not limited to the following powers:

- (a) To award grants according to the purposes and guidelines of the Community Matching Fund 2025, within the allocated budget of \$160,000.

And

- (b) To make payments to grant recipients as soon as practicable after the award decision have been made.

CARRIED

9.2 SCHOOL SUSTAINABILITY AND RESILIENCE FUND OUTCOMES AND FUTURE

The Committee considered a report dated 25 June 2025 from the Community Outcomes Advisor, who provided an overview of the report and the rationale for the recommendations.

Staff responded to pātai as follows:

- Council worked with the Kai Resilience Network which had small groups that operated across the entire district.

RESOLUTION CM25-2.3

Moved: Cr M Grainger

Seconded: Cr A Sole

1. That the Community Outcomes Advisor's report dated 25 June 2025 titled 'School Sustainability and Resilience Fund Outcomes and Future' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Community Committee agrees to discontinue the redirection of a portion of the Community Matching Fund – Environmental Fund budget to the Bay of Plenty Regional Council's Schools Sustainability and Resilience Fund.

CARRIED

9.3 SEA CLEANERS APPLICATION

The Committee considered a report dated 25 June 2025 from the Community Outcomes Advisor, who provided an overview of the report and the rationale for the recommendations.

Staff responded to pātai as follows:

- Council had clearly communicated to Sea Cleaners that, if approved by the committee, funding would be limited to one year. This allowed Sea Cleaners time to build the relationships and networks needed to operate in the district.
- If staff later determined that extended funding would benefit Council, the matter would be referred to Elected Members for a decision.
- As Sea Cleaners were unable to address the issue of waste alone, they were expected to collaborate with the community.
- Sea Cleaners were expected to dedicate 30% of its time to the Western Bay of Plenty District, reflecting its share of the region's coastline.
- The Bay of Plenty Regional Council managed areas below the high tide mark, while District Councils oversaw areas above it.

RESOLUTION CM25-2.4

Moved: Cr L Rae

Seconded: Cr A Sole

1. That the Community Outcomes Advisor report dated 25 June 2025 titled 'Sea Cleaners Application' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Community Committee agrees to fund Sea Cleaners Trust \$25,000 for one year to deliver a coastal, harbour and estuary litter clean up programme, with \$5000 provided from the existing Waste Levy budget and \$20,000 provided from the multi-agency environmental programmes budget.

CARRIED

9.4 COMMUNITY FORUMS EXPO OUTCOMES 2025

The Committee considered a report dated 25 June 2025 from the Governance Advisor. The Deputy CEO/General Manager Strategy and Community provided an overview of the report and invited ward convenors to share insights from their respective Community Forum Expos.

The following tākupu were made by members:

- Members thanked staff for their efforts in organising each expo and noted the shift to an expo format had been well-received by the community.
- Community Forum Expos proved to be an effective way to engage with residents, and members recommended retaining them in the next triennium.
- Some members received feedback that the previous format was also appreciated by certain individuals.
- It was suggested that information presented at each expo be uploaded to Your Place Tō wāhi.
- The expos served as a valuable tool for both community consultation and sharing updates on ongoing projects.

RESOLUTION CM25-2.5

Moved: Cr M Murray-Benge

Seconded: Cr R Joyce

That the Governance Advisor's report dated 25 June 2025 titled 'Community Forum Expo Outcomes 2025' be received.

CARRIED

9.5 COMMUNITY COMMITTEE – CHAIRPERSON'S REPORT – JUNE 2025

The Committee considered a report dated 25 June 2025 from the Chairperson, who provided an overview of the report.

RESOLUTION CM25-2.6

Moved: Cr M Murray-Benge

Seconded: Katikati Community Board Member N Mayo

That Councillor Murray-Benge's report dated 25 June 2025 titled "Community Committee – Chairperson's Report – June 2025" be received.

CARRIED

10.12am The hui adjourned.

10.32am The hui reconvened.

10 INFORMATION FOR RECEIPT

10.1 HOUSING ACTION PLAN 2024: PROGRESS REPORT

The Committee considered a report dated 25 June 2025 from the Strategic Housing Programme Lead who introduced the report and spoke to a PowerPoint presentation.

Staff responded to pātai as follows:

- Council worked to meet statutory timelines under the Resource Management Act 1991 (RMA), as missing these increased developer's holding costs. Most of the time, Council successfully streamlined its processes to meet these timeframes, which was considered a highly desirable outcome.
- Staff often relied on census data, resulting in information delays. However, they expected that the overall local housing trends had remained relatively stable since 2023.
- At the start of winter, 20 Degrees held its annual curtain, heater, and blanket drive.
- Repurposing large appliances, particularly those from retirement villages, posed storage challenges before being passed to new owners. Staff encountered several logistical issues however were actively working on solutions.
- Council had the capacity to upgrade the Te Āhuru Mōwai o Hiria elderly housing units in Katikati with platform lifts, and planned to install these as tenants moved in. Staff also implemented a placement strategy to ensure tenants with mobility needs were not assigned to upstairs units.
- No further feasibility studies were required for whenua Māori housing developments across the district. Existing study details were sufficient for submitting Resource Consent Applications, though Central Government funding was still needed for infrastructure work.

10.2 FACILITIES IN THE COMMUNITY FUND 2024/25 DECISIONS

The Committee considered a report dated 25 June 2025 from the Senior Recreational Planner. The report was taken as read.

Staff responded to pātai as follows:

- Staff would look into tidying up the application process, particularly the confusion around eligibility.
- Staff would provide the Committee with the decision spreadsheet for the 2024/25 fund to provide members with a wider view.

The following tākupu were made by members:

- The fund's eligibility criteria had been unclear, and none of the received applications fully met the requirements. The panel removed those that clearly did not qualify, and considered those that came close.
 - The fund was financed through Financial Contributions (FinCos). Payments were made by developers to contribute to facilities that were used by the community but not provided by Council. The applications approved supported activities accessible to the public in some form.
 - It was essential that the eligibility criteria remained flexible enough to allow the fund to achieve its intended purpose.
-

10.3 COMMUNITY EVENTS UPDATE

The Committee considered a report dated 25 June 2025 from the Event Specialist, who provided an overview of the report.

Staff responded to pātai as follows:

- Council assessed applications that came through for events in the Western Bay of Plenty District.
 - Few applications were received for events specifically targeting children; those that did apply were generally funded.
 - Staff explored ways to more proactively share Council's event-related expertise. They frequently attended events to promote available funding opportunities.
 - The funding criteria did not guarantee future funding for previous recipients, as the fund was not designed for that purpose. Council could not alter the criteria since it did not administer the fund.
 - Council covered Traffic Management Plan costs for select major events in the district.
-

10.4 PEST FREE PARKS UPDATE

The Committee considered a report dated 25 June 2025 from the Community Outcomes Advisor, who provided an overview of the report.

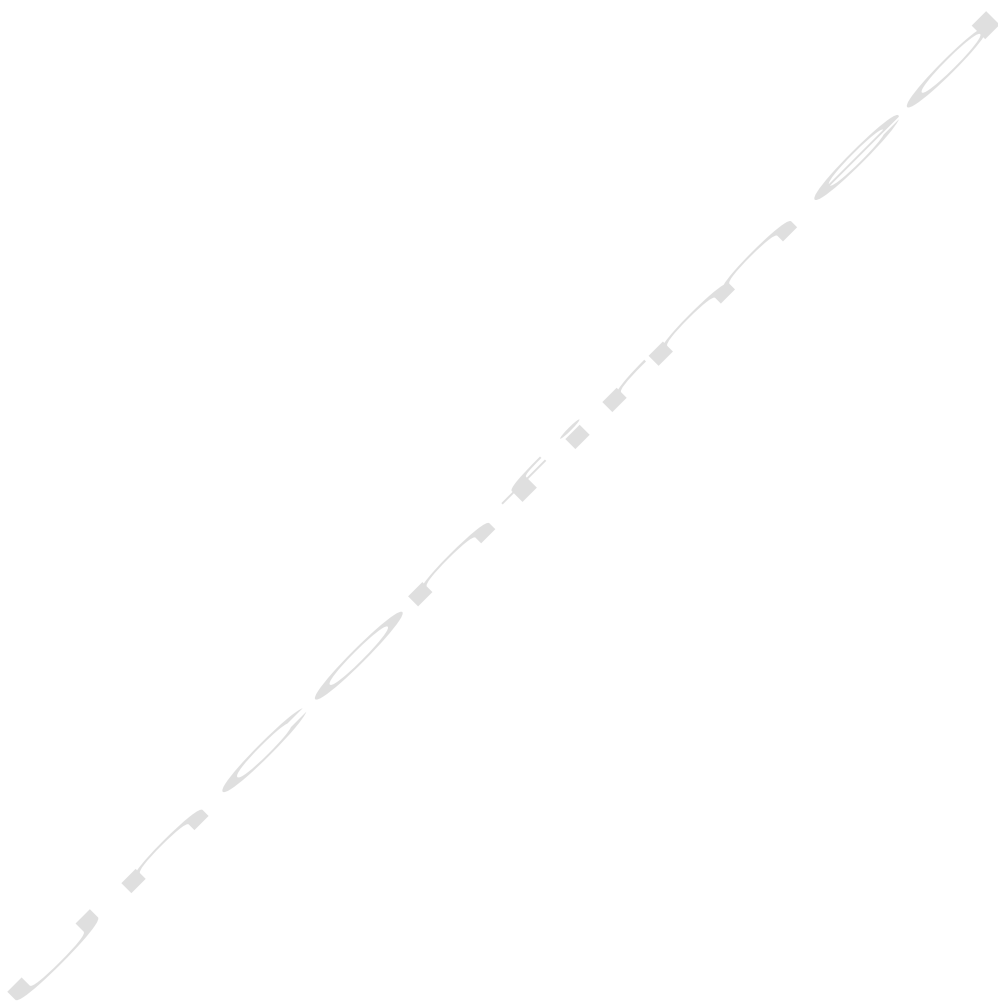
Staff responded to pātai as follows:

- Staff developed a methodology for short-term park prioritisation, though implementation had not yet begun.
 - Several parks were expected to have already achieved pest-free status.
-

- The methodology included assessing neighbouring properties, particularly their biodiversity and weed presence.
-

The Meeting closed at 12.17pm.

Confirmed as a true and correct record by Council on 24 July 2025.



10.10 MINUTES OF THE COUNCIL MEETING HELD ON 26 JUNE 2025**File Number:** A6861446**Author:** Pernille Osborne, Senior Governance Advisor**Authoriser:** Robyn Garrett, Governance Manager**RECOMMENDATION**

1. That the Minutes of the Council Meeting held on 26 June 2025 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Council Meeting held on 26 June 2025

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
COUNCIL MEETING NO. CL25-8
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA
ON THURSDAY, 26 JUNE 2025 AT 9.30AM**

1 KARAKIA

Whakatau mai te wairua
Whakawātea mai te hinengaro
Whakarite mai te tinana
Kia ea ai ngā mahi

Settle the spirit
Clear the mind
Prepare the body
To achieve what needs to be
achieved.

Āe

Yes

2 PRESENT

Mayor J Denyer, Deputy Mayor J Scrimgeour, Cr T Coxhead, Cr G Dally, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr L Rae, Cr A Sole, Cr D Thwaites and Cr A Wichers.

3 IN ATTENDANCE

M Taris (Interim Chief Executive), R Davie (Deputy CEO/GM Strategy and Community), A Henderson (General Manager Corporate Services), A Curtis (General Manager Regulatory Services), P Watson (Acting General Manager Infrastructure Services), J Fearn (Chief Financial Officers), L Balvert (Communications Manager), R Gallagher (Acting Policy and Planning Manager), J Rickard (Community and Strategic Relationships Manager), R Garrett (Governance Manager), J Abraham (Team Lead Asset Management), S Meredith (Revenue Lead), H Wi Repa (Governance Systems Advisor), M Potton (Finance Contractor), P Jones (Finance Contractor) and P Osborne (Senior Governance Advisor).

4 APOLOGIES

APOLOGY

RESOLUTION CL25-8.1

Moved: Cr R Joyce

Seconded: Cr M Murray-Benge

That the apology for absence from Cr Henry be accepted.

CARRIED

5 CONSIDERATION OF LATE ITEMS

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC EXCLUDED ITEMS

Nil

8 PUBLIC FORUM

Nil

9 REPORTS

9.1 TOURISM BAY OF PLENTY HALF-YEARLY REPORT TO 31 DECEMBER 2024 AND STATEMENT OF INTENT 2025-26 TO 2027-28

Council considered a report dated 26 June 2025 from the Community and Strategic Relationships Manager.

Oscar Nathan (General Manager) and Richard Faire (Head of Strategy and Insights) were in attendance on behalf of Tourism Bay of Plenty (TBOP) to present their Six Month Report as PowerPoint Presentation 1.

They responded to pātai as follows:

- TBOP had not explored the changes to the Eligible Investor Category in New Zealand, and what opportunities there may be in increasing international tourism through international investors. It was noted that the International Strategy Outcomes meeting did raise this particular topic, and Priority One was coordinating a lot of the international outcomes.
 - It was acknowledged that more housing would be preferable to help with tourism, noting that the biggest accommodation providers were Air B'n'B and holiday parks. It was noted that part of the reason that people were hesitant to come to the region was the perceived lack of commercial accommodation.
 - There was hope that the numbers relating to cruises would increase, noting that there had been a shift in thinking in relation to the importance of the cruise sector under the current government.
-

- It was acknowledged that both Te Arawa and Tauranga Moana should be referenced within the KPI's for Cultural Wellbeing.
 - Despite not having a dedicated cruise passenger facility/terminal, Tauranga Port was listed number one for passenger satisfaction, as passengers were able to disembark directly from the boat and walk around town/Mauao. TBOP saw real benefit in having a passenger facility at the back of Coronation Park at some stage in the future.
 - They acknowledged the concern raised that although everyone was rated for this activity, they may not necessarily see the benefit. It was noted that TBOP was looking into the opportunity for a visitor levy attached to different services, to ensure those that were using the service were paying for it.
 - Where there was seasonality that put pressure on local resource, TBOP tried to focus on this area in relation to over tourism.
 - There were some programmes on TBOP's agenda that they were continuing to work with. It was noted that there were local operators in Waihi Beach who were proactive in making Waihi Beach distinctive from the rest of Aotearoa.
-

RESOLUTION CL25-8.2

Moved: Cr M Murray-Benge

Seconded: Cr A Sole

1. That the Community and Strategic Relationships Manager's report dated 26 June 2025 titled 'Tourism Bay of Plenty Half Yearly Report to 31 December 2024 and Statement of Intent 2025-26 to 2027-28' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council receives Tourism Bay of Plenty's Half Yearly Report to 31 December 2024, included as Attachment 1 to this report.
4. That Council receives the Tourism Bay of Plenty Statement of Intent 2025-26 to 2027-28, included as Attachment 2 to this report.
5. That Council notes that Tauranga City Council, as joint shareholder, received the Half Yearly Report to 31 December 2024 on 4 June 2025, and will receive the final Tourism Bay of Plenty Statement of Intent 2025-26 to 2027-28 at its Council meeting to be held on 15 July 2025.

CARRIED

9.2 GENERAL RATES CHANGES TO 2025/26 ANNUAL PLAN

Council considered a report dated 26 June 2025 from the Chief Financial Officer. The General Manager Corporate Services supported this discussion by providing an overview of the 'General Rate Funded Changes' and rationale for each change, as highlighted in the report.

It was noted under the Transportation Savings rationale it should state: *"As a result of the Transport Activity being brought in house, and cost efficiencies from the completion of the cycleway project from Tauranga to Ōmokoroa, savings were realised in the 2024/25 financial year."*

Staff responded to pātai as follows:

- The savings number that related to personnel changes was 13 and would be able to be seen through the Annual Report.
- The issues that had been occurring through Council's current systems were due to loss of inhouse knowledge with staff leaving over the years, as well as the complex taxation structure and the current systems needing to be upgraded. It was noted that an improved review process had been implemented, and specialist advisors brought in to support this analysis. These improvements should see any last-minute changes mitigated in the future.
- Staff reviewed water volumetric consumption and the option of increasing the volumetric charge and/or the fixed charge. Staff felt they had the balance right at this stage between the two, including the assumption on water usage. It was noted that, due to the volumetric charge increasing, there was still some risk if our community decided to reduce consumption and revenue was not met.
- The rebuilding of the General Rate Reserve was required to ensure that Council could deal with emergencies/unknowns if required.
- The General Rate Reserve was the 'overs' and 'unders' on all general rate activities.
- The numbers discussed at the Audit, Risk and Finance Committee were the actuals for the 2024/25 year, including the landing position for that year. The changes presented today were from the time the draft Annual Plan had been issued and reflected what had been found through the review period.
- With inflation and interest moving at the rate it was, although staff worked with the best figures known to date through the Long Term Plan, the Annual Plan was the opportunity for more accurate figures to be included for that particular year.
- It was noted that as part of the sale of the Electricity Company in the 1980s/1990s, funds were put aside for disaster contingency, noting that there was currently \$9.8 Million.

There was a suggestion from Councillors to consider the following points:

- That the Council write to the Auditor General requesting assistance in reviewing Council's Internal Auditing Programme; and
- That the Council engages forensic accountants with Local Government experience to review the relevant Council finances.

The Interim Chief Executive noted that in relation to engaging forensic accountants, Council would need to determine what the purpose of the investigation would be, as it would need to have a particular focus. This would be an expensive and time-consuming exercise, so Council would have to determine the rationale. For these reasons, it would need further discussion, also noting that this was not common for councils to undertake. Annual Plan updates provided for the latest information to be reflected and rates to be set. The Interim Chief Executive noted that the Long Term Plan is a forecast.

In relation to Council's Internal Auditing Programme, it was noted that this could be revisited through the Audit, Risk and Finance Committee, including what Council wanted to consider and what the recommendations were. The Interim Chief Executive was supportive of this suggestion.

It was suggested that a paper be brought to an Audit, Risk and Finance Committee workshop to revisit the Internal Audit Programme and consider any possible use of forensic accountants. For this reason, recommendation 2 was added.

RESOLUTION CL25-8.3

Moved: Cr R Joyce

Seconded: Cr M Grainger

1. That the Chief Financial Officer's report dated 26 June 2025 titled 'General Rates Changes to 2025/26 Annual Plan' be received.
2. That Council requests an Audit, Risk and Finance workshop be convened to revisit the Internal Audit Programme and consider any possible use of forensic accountants.

CARRIED

10.44am The hui adjourned.

11.03am The hui reconvened.

9.3 RECOMMENDATION TO COUNCIL FOR THE ADOPTION OF THE ANNUAL PLAN 2025/26, FINANCIAL CONTRIBUTIONS SCHEDULE 2025/26 AND THE SCHEDULE OF FEES AND CHARGES 2025/26

Council considered a report dated 26 June 2025 from the Acting Policy and Planning Manager. The Deputy CEO/General Manager Strategy and Community took the report as read.

RESOLUTION CL25-8.4

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr D Thwaites

1. That the Acting Policy and Planning Manager's report dated 26 June 2025, titled 'Recommendation to Council for the Adoption of the Annual Plan 2025/26, Financial Contributions Schedule 2025/26 and the Schedule of Fees and Charges 2025/26', be received.
 2. That the report relates to an issue that is considered to be of **medium** significance in terms of Council's Significance and Engagement Policy.
 3. In accordance with section 80 of the Local Government Act 2002, Council acknowledges that the decision to fund the Community Boards from the general rate in the Annual Plan 2025/26 is inconsistent with Council's Revenue and Financing Policy. The reason is due to the timing of the Local Government Commission determination on the representation review which meant there was inadequate time for consultation on any changes to rating to occur. Council intends to review the approach to funding for community boards as part of the Annual Plan 2026/27.
 4. That Council adopts the Annual Plan 2025/26 (**Attachment 2** of this report), as recommended by the Annual Plan and Long Term Plan Committee.
 5. That Council adopts the Structure Plans (**Attachment 3** of this report), as recommended by the Annual Plan and Long Term Plan Committee.
 6. That Council adopts the Financial Contributions Schedule 2025/26 (**Attachment 4** of this report), supported by the Disclosure Tables for Financial Contributions 2025/26 (**Attachment 5** of this report), as recommended by the Annual Plan and Long Term Plan Committee.
 7. That Council adopts the Schedule of Fees and Charges 2025/26 (**Attachment 6** of this report), as recommended by the Annual Plan and Long Term Plan Committee.
-

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8. That the Chief Executive Officer be delegated authority to make such minor editorial changes to the final documents for publishing as may be required.

CARRIED

9.4 SETTING OF THE RATES FOR 2025/26 FINANCIAL YEAR

Council considered a report dated 26 June 2025 from the Revenue Lead. The General Manager Corporate Services and Chief Financial Officer took the report as read.

RESOLUTION CL25-8.5

Moved: Cr M Murray-Benge

Seconded: Cr M Grainger

1. That the Revenue Lead's report dated 2025 titled 'Setting of the Rates for 2025/26 Financial Year' be received.
2. That the report relates to an issue that is considered to be of **high** significance in terms of Council's Significance and Engagement Policy.
3. That Council sets the rates set out in resolutions 4, 5 and, 6 under the Local Government (Rating) Act 2002, in accordance with the relevant provisions of the Funding Impact Statement in the Annual Plan for 2025/2026, on rating units in the district for the financial year commencing on 1 July 2025 and ending on 30 June 2026, noting that all rates shall be inclusive of Goods and Services Tax (GST).
4. That Council approves the General Rate as follows:

General Rate

A general rate is set under section 13 of the Local Government (Rating) Act 2002 at:

A rate of \$0.001064186 in the dollar of capital value on all rateable rating units in the Western Bay of Plenty District.

That Council approves the Uniform Annual General Charge as follows:

Uniform Annual General Charge:

A uniform annual general charge is set under section 15(1)(a) of the Local Government (Rating) Act 2002 at: A rate of \$700.00 per rating unit.

That Council approves Targeted Rates as follows:

Targeted Rates:

5. The following targeted rates are set under sections 16 and 17 of the Local Government (Rating) Act 2002.

Council sets volumetric water targeted rates under section 19 of the Local Government (Rating) Act 2002:

Differential roading targeted rate: A targeted rate for roading set on all rateable land in the district (as an amount in the \$ of land value), set differentially on the following categories:	Amount of the rate (GST Incl.)
RESIDENTIAL / RURAL differential category	\$ 0.000654877
COMMERCIAL / INDUSTRIAL / POST HARVEST differential category	\$ 0.002619507
Rural Roding Rate: A targeted rate for roading set on all rural-zoned land in the district as a fixed amount per rating unit.	\$ 380.08

Community board targeted rates	
Community board targeted rates set as a fixed amount per rating unit in respect of all rating units in the relevant area:	
WAIHĪ BEACH - Community Board targeted rate	\$ -
KATIKATI - Community Board targeted rate	\$ -
ŌMOKOROA - Community Board targeted rate	\$ -
TE PUKE - Community Board targeted rate	\$ -
MAKETU - Community Board targeted rate	\$ 170.79
Community Halls targeted rate	
Targeted rates set on all land in the defined areas and set as a fixed amount per rating unit:	
KATIKATI WAR MEMORIAL HALL CHARGE	\$ 15.30
TE PUNA WAR MEMORIAL HALL CHARGE	\$ 12.64
TE PUNA COMMUNITY CENTRE CHARGE	\$ 36.59
PAENGAROA COMMUNITY HALL CHARGE	\$ 48.98
PUKEHINA BEACH COMMUNITY CENTRE CHARGE	\$ 30.34
OHAUITI COMMUNITY HALL CHARGE	\$ 49.25
OROPĪ WAR MEMORIAL HALL CHARGE	\$ 44.94
KAIMAI COMMUNITY HALL CHARGE	\$ 27.87
ŌMOKOROA SETTLERS HALL CHARGE	\$ 19.56
OMANAWA COMMUNITY HALL CHARGE	\$ 31.41
TE RANGA COMMUNITY HALL CHARGE	\$ 34.96
PYES PA COMMUNITY HALL CHARGE	\$ 47.88
TE PUKE WAR MEMORIAL AND SETTLERS HALL CHARGE	\$ 49.70
WAIHĪ BEACH COMMUNITY CENTRE CHARGE	\$ 18.50
WHAKAMARAMA HALL CHARGE	\$ 39.62

Promotion targeted rates	
Targeted rates set on all land in the defined areas and set as a fixed amount per rating unit:	
WAIHĪ BEACH PROMOTION	\$ 19.58
WAIHĪ BEACH PROMOTION COMM/IND	\$ 360.01
KATIKATI PROMOTION CHARGE	\$ 17.78
KATIKATI PROMOTION CHARGE COMM/IND	\$ 504.47
KATIKATI TOWN CENTRE DEVELOPMENT	\$ 23.00
TE PUKE PROMOTION	\$ 18.46
TE PUKE PROMOTION COMM/IND	\$ 279.81
TE PUKE PROMOTION MAKETU	\$ 9.27
Community development and grants targeted rates	
Katikati resource centre targeted rate: A targeted rate set on all land in the following areas set as a fixed amount per rating unit on a differential basis:	
All rating units in Katikati	\$ 8.54
All rating units in Waihi Beach	\$ 4.29
Waihi Beach coastal protection targeted rates	
Rock revetment operational targeted rate: A targeted rate set in respect of the defined area of benefit at Waihi Beach, set as an amount per rating unit.	\$ 219.77
Rock revetment capital targeted rate: A targeted rate set in respect of the defined area of benefit at Waihi Beach, set as an amount per rating unit.	\$ 1,510.64
Rock revetment capital targeted rate lump sum: A targeted rate set in respect of the defined area of benefit at Waihi Beach, set as an amount per rating unit on those rating units that have elected to pay the lump sum.	\$ 11,871.22
Ward targeted rate: A targeted rate set in respect of all rating units in the Waihi Ward area, as an amount per rating unit.	\$ 16.22
Waihi Beach dunes charge – A targeted rate set in respect of all rating units in the Waihi Beach Northern end area of benefit, set as a fixed amount per rating unit.	\$ 773.88
Waihi Beach dunes charge – A targeted rate set in respect of all rating units in the Waihi Beach Glen Isla Place area of benefit, set as a fixed amount per rating unit.	\$ 797.10
Pukehina Beach protection targeted rate	
A targeted rate set on all land in the following areas set as a fixed amount per rating unit on a differential basis:	
All rating units in the Coastal area	\$ 67.58
All rating units in the Inland area	\$ 12.05
Western Water targeted rates	
Metered connection targeted rate: A metered water connection targeted rate, set on all rating units with a metered connection to the Western Water scheme as a fixed amount per connection and set differentially based on the size of the connection	
WATER CONNECTION 20MM	\$ 403.45

ADDITIONAL WATER CONNECTION 20MM	\$ 100.86
WATER CONNECTION 25MM	\$ 225.93
WATER CONNECTION 40MM	\$ 1,210.35
WATER CONNECTION 50MM	\$ 2,118.11
WATER CONNECTION 100MM	\$ 9,682.78
WATER CONNECTION 150MM	\$ 22,290.56
Unmetered connection targeted rate: An unmetered water connection targeted rate, set in respect of all rating units connected to the Western Water scheme (but without a metered connection) as a fixed amount per connection	\$ 525.29
Availability targeted rate: An availability targeted rate set as a fixed amount per rating unit in respect of all land which could be connected but is not connected to the scheme	\$ 201.72
Volumetric water targeted rate: A volumetric targeted rate set on all rating units with a metered connection to the scheme as an amount per cubic metre of water consumption.	\$ 1.75
Capital repayment targeted rate: A targeted rate set as a fixed amount per rating unit on all rating units connected to the Woodland Road water supply extension	\$ 606.48
Capital repayment lump sum targeted rate: A targeted rate set as a fixed amount per rating unit on all rating units connected to the Woodland Road water supply extension that have elected to pay the lump sum.	\$ 1,813.37
<u>Central Water targeted rates</u>	
Metered connection targeted rate: A metered water connection targeted rate, set on all rating units with a metered connection to the Central Water scheme as a fixed amount per connection and set differentially based on the size of the connection	
WATER CONNECTION 20MM	\$ 403.45
ADDITIONAL WATER CONNECTION 20MM	\$ 100.86
WATER CONNECTION 25MM	\$ 225.93
WATER CONNECTION 40MM	\$ 1,210.35
WATER CONNECTION 50MM	\$ 2,118.11
WATER CONNECTION 100MM	\$ 9,682.78
WATER CONNECTION 150MM	\$ 22,290.56
Unmetered connection targeted rate: An unmetered water connection targeted rate, set in respect of all rating units connected to the Central Water scheme (but without a metered connection) as a fixed amount per connection	\$ 525.29
Availability targeted rate: An availability targeted rate set as a fixed amount per rating unit in respect of all land which could be connected but is not connected to the scheme	\$ 201.72
Volumetric water targeted rate: A volumetric targeted rate set on all rating units with a metered connection to the scheme as an amount per cubic metre of water consumption.	\$ 1.75
<u>Eastern Water targeted rates</u>	
Metered connection targeted rate: A metered water connection targeted rate, set on all rating units with a metered connection to the Eastern Water scheme as a fixed amount per connection and set differentially based on the size of the connection	
WATER CONNECTION 20MM	\$ 403.45
ADDITIONAL WATER CONNECTION 20MM	\$ 100.86

WATER CONNECTION 25MM	\$ 225.93
WATER CONNECTION 40MM	\$ 1,210.35
WATER CONNECTION 50MM	\$ 2,118.11
WATER CONNECTION 100MM	\$ 9,682.78
WATER CONNECTION 150MM	\$ 22,290.56
Unmetered connection targeted rate: An unmetered water connection targeted rate, set in respect of all rating units connected to the Eastern Water scheme (but without a metered connection) as a fixed amount per connection	\$ 525.29
Availability targeted rate: An availability targeted rate set as a fixed amount per rating unit in respect of all land which could be connected but is not connected to the scheme	\$ 201.72
Volumetric water targeted rate: A volumetric targeted rate set on all rating units with a metered connection to the scheme as an amount per cubic metre of water consumption.	\$ 1.75
Capital repayment targeted rate: A targeted rate set as a fixed amount per rating unit on all rating units connected to the Black Road water supply extension	\$ 587.96
Capital repayment lump sum targeted rate: A targeted rate set as a fixed amount per rating unit on all rating units connected to the Black Road water supply extension that have elected to pay the lump sum.	\$ 1,758.11
Gibraltar water scheme targeted rate: A targeted rate for water supply on all rating units connected to the Gibraltar water scheme, set as an amount per rating unit	\$ 121.96
<u>Waihi Beach wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Waihi Beach wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96
Connection charge: A targeted rate set on all rating units connected to the Waihi Beach wastewater scheme, set as a fixed amount per rating unit	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Waihi Beach wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74
Waihi Beach School: A targeted rate set for wastewater services in respect of the Waihi Beach School, set as a fixed amount per rating unit.	\$ 11,817.32
<u>Katikati wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Katikati wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96
Connection charge: A targeted rate set on all rating units connected to the Katikati wastewater scheme, set as a fixed amount per rating unit.	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Katikati wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74
Katikati College: A targeted rate set for wastewater services in respect of the Katikati College, set as a fixed amount per rating unit.	\$ 38,722.81
Katikati Primary School: A targeted rate set for wastewater services in respect of the Katikati Primary School, set as a fixed amount per rating unit.	\$ 24,373.22
<u>Ōmokoroa wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Ōmokoroa wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96

Connection charge: A targeted rate set on all rating units connected to the Ōmokoroa wastewater scheme, set as a fixed amount per rating unit	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Ōmokoroa wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74
Ōmokoroa Point School: A targeted rate set for wastewater services in respect of the Ōmokoroa Point School, set as a fixed amount per rating unit.	\$ 8,150.78
<u>Te Puna West wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Te Puna West wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96
Connection charge: A targeted rate set on all rating units connected to the Te Puna West wastewater scheme, set as a fixed amount per rating unit.	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Te Puna West wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74
Capital repayment targeted rate: An optional targeted rate set as a fixed amount per rating unit on all rating units connected to the Te Puna West wastewater scheme.	\$ 1,335.79
Capital repayment lump sum targeted rate: A non optional targeted rate set as a fixed amount per rating unit on all rating units connected to the Te Puna West wastewater scheme that have elected to pay the lump sum.	\$ 8,651.78
<u>Ongare Point wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Ongare Point wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96
Connection charge: A targeted rate set on all rating units connected to the Ongare Point wastewater scheme, set as a fixed amount per rating unit.	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Ongare Point wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74
Capital repayment targeted rate: A targeted rate set as a fixed amount per rating unit on all rating units connected to the Ongare Point wastewater scheme.	\$ 1,335.79
Capital repayment lump sum targeted rate: A targeted rate set as a fixed amount per rating unit on all rating units connected to the Ongare Point wastewater scheme that have elected to pay the lump sum.	\$ 8,554.71
<u>Te Puke wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Te Puke wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96
Connection charge: A targeted rate set on all rating units connected to the Te Puke wastewater scheme, set as a fixed amount per rating unit.	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Te Puke wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74

Te Puke High School: A targeted rate set for wastewater services in respect of the Te Puke High School, set as a fixed amount per rating unit.	\$ 45,897.62
Te Puke Intermediate School: A targeted rate set for wastewater services in respect of the Te Puke Intermediate School, set as a fixed amount per rating unit.	\$ 20,785.81
Te Puke Primary School: A targeted rate set for wastewater services in respect of the Te Puke Primary School, set as a fixed amount per rating unit.	\$ 16,301.56
Fairhaven Primary School: A targeted rate set for wastewater services in respect of the Fairhaven Primary School, set as a fixed amount per rating unit.	\$ 21,682.66
Te Timatanga Hou Kōhanga: A targeted rate set for wastewater services in respect of the Te Timatanga Hou Kōhanga, set as a fixed amount per rating unit.	\$ 2,848.81
<u>Maketu / Little Waihi wastewater targeted rates</u>	
Availability charge: A targeted rate set on all rating units to which Maketu / Little Waihi wastewater services are available, but which are not connected, set as a fixed amount per rating unit.	\$ 703.96
Connection charge: A targeted rate set on all rating units connected to the Maketu / Little Waihi wastewater scheme, set as a fixed amount per rating unit.	\$ 1,407.93
Multiple pan charge: A targeted rate set on all rating units connected to the Maketu / Little Waihi wastewater scheme, set as a fixed amount per water closet or urinal after the first.	\$ 1,196.74
Maketu Primary School: A targeted rate set for wastewater services in respect of the Maketu Primary School, set as a fixed amount per rating unit.	\$ 2,848.81
<u>Land drainage targeted rate</u>	
A targeted rate for land drainage set on a differential basis on land in the defined areas and set as a fixed amount per hectare:	
WAIHI LAND DRAINAGE CLASS A	\$ 65.38
WAIHI LAND DRAINAGE CLASS B	\$ 27.16
WAIHI PUMPING DRAINAGE CLASS A	\$ 288.52
WAIHI PUMPING DRAINAGE CLASS B	\$ 151.61
WAIHI PUMPING DRAINAGE CLASS C	\$ 92.68
<u>Stormwater targeted rate</u>	
A stormwater targeted rate set on all land in the following areas set as a fixed amount per rating unit on a differential basis:	
WAIHĪ BEACH STORMWATER CHARGE	\$ 489.02
KAURI POINT STORMWATER CHARGE	\$ 130.94
ONGARE POINT STORMWATER CHARGE	\$ 130.94
TANNERS POINT STORMWATER CHARGE	\$ 130.94
TUAPIRO POINT STORMWATER CHARGE	\$ 130.94
KATIKATI STORMWATER CHARGE	\$ 489.02
ŌMOKOROA STORMWATER CHARGE	\$ 489.02
TE PUNA STORMWATER CHARGE	\$ 130.94
TE PUKE STORMWATER CHARGE	\$ 489.02

PAENGAROA STORMWATER CHARGE	\$	130.94
PUKEHINA STORMWATER CHARGE	\$	130.94
MAKETU STORMWATER CHARGE	\$	130.94
<u>Ōmokoroa greenwaste targeted rate</u>		
A targeted rate for greenwaste facilities on all rating units in Ōmokoroa, set as a fixed amount per rating unit.	\$	49.84
<u>Solid waste targeted rate</u>		
<u>A solid waste targeted rate set differentially in respect of all land in the following differential categories as a fixed amount per rating unit:</u>		
Western area WAIHĪ BEACH differential category	\$	102.82
Western area KATIKATI differential category	\$	102.82
Eastern area TE PUKE differential category	\$	87.87
Eastern area MAKETU differential category	\$	87.87
<u>Kerbside collection targeted rate</u>		
A kerbside collection targeted rate set on a differential basis as a fixed amount per rating unit and set in respect of all land in the relevant service area.		
Partial service	\$	113.45
Full service	\$	170.17

That Council approves:

- a) Under section 55 of the Local Government (Rating) Act 2002 and Council's Discount for early payment of rates in current financial year Policy, a 3% discount will be applied where a ratepayer pays all prior year's rates with no arrears owing, all current year rates in full except volumetric water targeted rates, by the 25 September 2025
- b) Under section 24 of the Local Government (Rating) Act 2002 all General and targeted rates will be due in two instalments, the first on 25 September 2025 and the second on 25 March 2026. Volumetric water targeted rates due dates are as per resolution 9 below.
- c) Under sections 57 and 58 of the Local Government (Rating) Act 2002, the following penalties be applied to unpaid rates, except volumetric water targeted rates (set under section 19 of the Local Government (Rating) Act):
 - i. A charge of 10 percent on so much of any rates assessed before 1 July 2025, which remains unpaid on 1 July 2025, will be applied as a penalty on or after 3 July 2025.
 - ii. A charge of 10 percent on so much of any instalment that has been assessed after 1 July 2025 and which remains unpaid after the relevant due date as per 7(b) above, will be applied as a penalty on

or after 27 September 2025 for instalment one and on or after 27 March 2026 for instalment two.

- iii. A charge of 10 percent on so much of any rates assessed before 1 July 2025, which remains unpaid six months after 7(c)(i) above will be applied as a penalty on or after 3 January 2026.

In accordance with its Rates Postponement for Homeowners Aged Over 65 years Policy, the Western Bay of Plenty District Council sets a \$50.00 postponement fee under section 88 of the Local Government (Rating) Act 2002 for the financial year.

A \$50.00 fee will be added to the rates when Council grants postponement. This fee is non-refundable and covers the administration costs associated with processing the application.

That Council approves Volumetric Water supply rates/invoices will be issued twice during the year. The due dates for the financial year commencing 1 July 2025 and ending on 30 June 2026 are as follows:

Council Supply Zone	Instalment	Due date
Western Supply Zone 1	1	Friday 15 th August 2025
Western Supply Zone 2	1	Friday 12 th September 2025
Central Supply Zone 1	1	Friday 3 rd October 2025
Central Supply Zone 2	1	Friday 24 th October 2025
Eastern Supply Zone 1	1	Friday 14 th November 2025
Eastern Supply Zone 2	1	Friday 5 th December 2025
Western Supply Zone 1	2	Friday 27 th February 2026
Western Supply Zone 2	2	Friday 27 th March 2026
Central Supply Zone 1	2	Friday 17 th April 2026
Central Supply Zone 2	2	Friday 8 th May 2026
Eastern Supply Zone 1	2	Friday 5 th June 2026
Eastern Supply Zone 2	2	Friday 26 th June 2026

CARRIED

9.5 PUKEHINA DEVELOPMENT FUND UPDATE AND NEXT STEPS

Council considered a report dated 26 June 2025 from the Community and Strategic Relationship Manager, who, supported by the Deputy CEO/General Manager Strategy and Community, provided an overview of the report and recommendations therein.

Staff responded to pātai as follows:

- The panel would be made up of the recommended Elected Members and two members of the Residents and Ratepayer Association.

RESOLUTION CL25-8.6

Moved: Mayor J Denyer

Seconded: Cr M Grainger

1. That the Community and Strategic Relationship Manager's report dated 26 June 2025 titled 'Pukehina Development Fund Update and Next Steps', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council approves the list of projects to be funded from the Pukehina Development Fund, as set out in **Attachment 1**.
4. That Council appoints Councillor Dally and Deputy Mayor Scrimgeour from the Te Puke/Maketu Ward to a grants panel to process applications from identified Pukehina community organisations for up to \$25,000 each, as set out in the list of projects to be funded in **Attachment 1**.

CARRIED

9.6 DEBENTURE TRUST DEED AMENDMENTS

Council considered a report dated 26 June 2025 from the Financial Analyst. The Chief Financial Officer provided an overview of the report and recommendations therein.

Staff responded to pātai as follows:

- This discussion could be added to the Audit, Risk and Finance Committee, and a report back requirement could be included in the recommendation.

RESOLUTION CL25-8.7

Moved: Cr R Joyce

Seconded: Mayor J Denyer

That the Financial Analyst's report dated 26 June 2025 titled 'Debenture Trust Deed Amendments' be received.

That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

That Council:

- a. Approves the proposed amendments to the Debenture Trust Deed to enable the issuance of Global Local Government Funding Agency (LGFA) Security Stock.
- b. Authorises two elected members to sign the Deed of Amendment and Restatement on behalf of Council.
- c. Authorises the Chief Executive to sign the Section 118 Certificate to accompany the amendment.
- d. Requests that staff report back to the Audit, Risk and Finance Committee on the progress of the Debenture Trust Deed amendments.

CARRIED

9.7 APPOINTMENT OF TANGATA WHENUA REPRESENTATIVE TO SMARTGROWTH LEADERSHIP GROUP

Council considered a report dated 26 June 2025 from the Strategic Kaupapa Māori Manager. The Deputy CEO/GM Strategy and Community provided an overview of the report and the recommendations therein.

Staff responded to pātai as follows:

- There was a particular process/tikanga for Tangata Whenua members to go through in nominating a representative to sit on the SmartGrowth Leadership Group.
- For Elected Members this nomination took place at the beginning of the triennium.
- The iwi/hapū determined their members, noting this did not need to happen every triennium like it did for Elected Members.
- Te Kāhui Mana Whenua o Tauranga Moana had a representative on SmartGrowth, as well as Te Ihu o te Waka o Te Arawa.

RESOLUTION CL25-8.8

Moved: Cr L Rae

Seconded: Cr G Dally

1. That the Strategic Kaupapa Māori Manager's report dated 26 June 2025 titled 'Appointment of Tangata Whenua Representative to SmartGrowth Leadership Group', be received.

2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council accepts the recommendation of Te Ihu o te Waka o Te Arawa and confirms the appointment of Darlene Dinsdale as a Tangata Whenua representative to the SmartGrowth Leadership Group.
4. That Council notes the decision has also been confirmed by Tauranga City Council on 10 June 2025 and Bay of Plenty Regional Council on 24 June 2025.

CARRIED

9.8 MAYOR'S REPORT TO COUNCIL

Council considered a report from the Mayor, which was taken as read.

The Mayor responded to pātai as follows:

- He had met with S&P Global to discuss where Council was going and how it was looking, noting that it was a positive meeting, and they were generally happy. It was noted that there was a conversation about a potential rating downgrade, similar to what other Councils were experiencing, however this was something on which Council would have to wait and see.
- It was noted that the next meeting with Sam Uffindell (Tauranga MP) and Tom Rutherford (Bay of Plenty MP) would be appropriate to have as an all Councillors meeting rather than only with the Mayor. It was noted that there had been an offer for the local Labour spokesperson to meet, to which the Mayor noted he could include all Councillors if they wished.

RESOLUTION CL25-8.9

Moved: Mayor J Denyer

Seconded: Cr A Sole

That the Executive Assistant – Mayor/CEO's report dated 26 June 2025 title 'Mayor's Report to Council – 26 June 2025' be received

CARRIED

10 INFORMATION FOR RECEIPT

Nil

11 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION CL25-8.10

Moved: Cr M Murray-Benge

Seconded: Cr D Thwaites

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 – Appointment of Trustees to the Board of Tourism Bay of Plenty	s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
11.2 – Te Puna School Wastewater Connection	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
11.3 – Te Puke Wastewater Treatment Plant Upgrade – Funding Model	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	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

	<p>who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	
11.4 - Te Puke Wastewater Treatment Plant - Invent Technology	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>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</p>
CARRIED		

RESOLUTION TRANSFERRED INTO OPEN SECTION

11.3 TE PUKE WASTEWATER TREATMENT PLANT UPGRADE – FUNDING MODEL

RESOLUTION CL25-8.11

Moved: Cr R Joyce

Seconded: Cr D Thwaites

1. That the Infrastructure Capital Delivery Manager's report dated 26 June 2025 titled 'Te Puke Wastewater Treatment Plant Upgrade – Funding Model' be received.
2. That the report relates to an issue that is considered to be of **medium** significance in terms of Council's Significance and Engagement Policy.
3. That Council approves in principle that the updated funding model for the Te Puke Wastewater Treatment Plant be:
 - a. 41.9 % – Existing ratepayers (via the Wastewater Uniform Targeted Rate),
 - b. 12.5 % – Te Puke Growth Stage A (via financial contributions),

-
- c. 9.7 % - Te Puke Growth Stage B (via financial contribution loan to be recovered by financial contributions at a later stage, once planning enables it.),
 - d. 35.9 % - Rangiora Business Park.
- 4. That Council approves the increase in funding on behalf of Rangiora Business Park from \$15M to \$17.3M. This is the portion of the development costs to be held as a financial contribution loan by Council and recovered across the business park staged development, from developers, including Quayside. The interest costs associated with the loan are additional to the \$17.3M.
 - 5. That Council approves financial contribution loan funding of \$8.7M, plus an allowance for interest in Council's financial contribution models. The Growth Stage B costs will be recovered through financial contributions or other methods (subject to changes in legislation), once planning enables the growth to occur.
 - 6. That the **Resolution only** be transferred into the open section of the meeting following the Council meeting held 26 June 2025.

CARRIED

The Meeting closed at 1.51pm.

Confirmed as a true and correct record at the Council meeting held 24 July 2025.

.....
Mayor J Denyer

CHAIRPERSON / MAYOR

11 REPORTS

11.1 ITEM LYING ON THE TABLE – MEMBERSHIP OF THE ‘LEADING FOR DELIVERY’ SUB-COMMITTEE OF THE SMARTGROWTH LEADERSHIP GROUP

File Number: A6860808

Author: Robyn Garrett, Governance Manager

Authoriser: Emily Watton, Strategic Policy and Planning Programme Director

EXECUTIVE SUMMARY

The purpose of the report is for Council to re-consider report 11.5 being ‘Membership of the Leading for Delivery Sub-committee of the SmartGrowth Leadership Group’, which was left to lie on the table at the 27 May 2025 Council meeting.

RECOMMENDATION

1. That the Governance Manager’s report dated 24 July 2025, titled ‘Item Lying on the Table – Membership of the ‘Leading for Delivery’ Sub-committee of the SmartGrowth Leadership Group’, be received.
2. That Council confirms the appointment of Mayor James Denyer as the Western Bay of Plenty District Council representative to the Leading for Delivery Sub-committee, and Deputy Mayor John Scrimgeour as the alternative representative.



BACKGROUND

1. At the Council meeting of 27 May, Councillors resolved that the recommendations pertaining to the SmartGrowth Leading for Delivery Sub-committee lie on the table, with some uncertainty expressed regarding the Sub-committee’s Terms of Reference (TOR).
2. It was subsequently clarified that the TOR do not require adoption by individual partner councils. The SmartGrowth Leadership Group (SLG) holds the authority to establish sub-committees and approve the TOR, which was resolved at the SLG meeting on 4 April 2025.
3. The objective of the Sub-committee in its TOR is: “To direct delivery of priority projects outlined in the Implementation and Funding Plan, the Priority Development Areas and Government’s reforms and projects as they affect growth and development in the sub-region”.
4. Membership of the Sub-committee specifies one representative from each of the three SmartGrowth Council partners and one representative from the Combined Tangata Whenua Forum. Other members can be co-opted by the Sub-committee

as required. Western Bay of Plenty District Council's current appointees to SLG are Mayor Denyer, Deputy Mayor Scrimgeour and Cr Thwaites.

5. The full TOR and further background information may be referenced in **Attachment 1**, being Item 11.5 from the 27 May 2025 Council meeting.

ATTACHMENTS

1. **Item 11.5 - Membership of the Leading for Delivery Sub-committee of the SmartGrowth Leadership Group - CL25-7 Agenda - 27 May 2025**  

Council Meeting Agenda

27 May 2025

11.5 MEMBERSHIP OF THE LEADING FOR DELIVERY SUB-COMMITTEE OF THE SMARTGROWTH LEADERSHIP GROUP**File Number:** A6771056**Author:** Emily Watton, Strategic Policy and Planning Programme Director**Authoriser:** Rachael Davie, Deputy CEO/General Manager Strategy and Community**EXECUTIVE SUMMARY**

The purpose of the report is for Council to confirm its appointees to the Leading for Delivery Sub-committee of the SmartGrowth Leadership Group.

RECOMMENDATION

1. That the Strategic Policy and Planning Programme Director's report dated 27 May 2025 titled 'Membership of the Leading for Delivery Sub-committee of the SmartGrowth Leadership Group' be received.
2. That Council adopts the Terms of Reference for the SmartGrowth Leadership Group's Leading for Delivery Sub-committee, as shown in **Attachment 1** of this report.
3. That Council confirms the appointment of Mayor James Denyer as the Western Bay of Plenty District Council representative to the Leading for Delivery Sub-committee, and Deputy Mayor John Scrimgeour as the alternate representative.

BACKGROUND

1. At the start of the triennium, Council confirmed the SmartGrowth Leadership Group (SLG) as a joint committee with Tauranga City Council, the Bay of Plenty Regional Council and Tangata Whenua, and appointed Mayor James Denyer, Deputy Mayor John Scrimgeour and Councillor Don Thwaites as its representatives on this joint committee.
2. At its meeting on 4 April 2025, SLG considered a report "Establishing a Leading for Delivery Sub-committee" that recommended establishing a sub-committee of SLG. The objective of the sub-committee is to direct delivery of priority projects outlined in the SmartGrowth Implementation and Funding Plan, the Priority Development Areas and Government's reforms and projects as they affect growth and development in the sub-region.
3. The scope of activity of the sub-committee is set out below:
 - Driving delivery of the Implementation and Funding Plan.
 - Driving delivery of the Priority Development Areas.

Item 11.5

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- Driving the implementation of the sub-region's delivery of Government's programmes and reforms as they affect growth and development e.g. including but not limited to Regional Deal and Fast Track projects. This provides a broader view of the outcomes.
 - Providing direction to the SmartGrowth Implementation Group on the prioritisation and programming of actions relating to the Implementation and Funding Plan, Regional Deal and Fast Track projects.
 - Engaging with and reporting back to the SmartGrowth Leadership Group once or twice each year to maintain relationships, inform priorities, etc.
4. The full terms of reference of the sub-committee are set out in **Attachment 1**.
 5. The sub-committee's first meeting is scheduled for 4 June 2025. Council is required to confirm its appointees to this subcommittee. Clause 30(1)(b) Schedule 7 of the Local Government Act 2002 provides the power to appoint committees, subcommittees, other subordinate decision-making bodies, and joint committees.
 6. The sub-committee will comprise four members (being one representative for each of the three councils, and one representative of the Combined Tangata Whenua Forum), with the ability to nominate alternates or to co-opt members in the future.
 7. The recommendations of this report seek to confirm Mayor James Denyer as Council's appointed member on the subcommittee, with Deputy Mayor Scrimgeour as the alternate.

SIGNIFICANCE AND ENGAGEMENT

8. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
9. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
10. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because of the administrative governance nature of the decision.

ATTACHMENTS

1. **Attachment 1 – Leading for Delivery Subcommittee Terms of Reference – 4 April 2025** 



SmartGrowth Leading for Delivery Subcommittee Terms of Reference

Background

SmartGrowth has a strong reputation and track record for setting the strategic vision and direction for the growth and development of the Western Bay of Plenty sub-region.

In 2024, two foundation documents (the SmartGrowth Strategy and the Implementation and Funding Plan) were completed, focusing and readying the region for delivering the right things.

With the introduction of government reforms (Going for Housing Growth, Regional Deals, Resource Management Reform, etc), there is a need to ensure SmartGrowth is an organisation that embraces these changes and adapts its focus to realise opportunities for strategy delivery.

The Leading for Delivery Subcommittee is a subcommittee of the SmartGrowth Leadership Group and operates within the scope of the SmartGrowth Leadership Group Agreement 2023.

Objective

To direct delivery of priority projects outlined in the Implementation and Funding Plan, the Priority Development Areas and Government's reforms and projects as they affect growth and development in the sub-region.

Scope of Activity:

Driving delivery of the Implementation and Funding Plan.

Driving delivery of the Priority Development Areas.

Driving the implementation of the sub-region's delivery of Government's programmes and reforms as they affect growth and development, including but not limited to the Regional Deal and Fast Track projects. This provides a broader view of the outcomes.

Providing direction to the SmartGrowth Implementation Group on the prioritisation and programming of actions relating to the Implementation and Funding Plan, Regional Deal and Fast Track projects.

Engaging with and reporting back to the SmartGrowth Leadership Group once or twice each year to maintain relationships and inform priorities.



Membership

The subcommittee will comprise four (4) members:

- One representative as selected by each Council (3);
- One representative of the Combined Tangata Whenua Forum;
- Each party has the ability to nominate an alternate;
- The Subcommittee may co-opt one or more people, either permanently or temporarily.

A quorum for the Leading for Delivery Subcommittee shall be three (3) members, excluding co-opted members.

The Subcommittee will initially to be chaired as decided by the other members of the Subcommittee, but with the intention of appointing an Independent Chair in due course as may be required should a Regional Deal progress.

Review

A review of the Leading for Delivery Subcommittee terms of reference and its membership will be undertaken once relevant government reforms are more concrete and as soon as the outcome of the Western Bay Regional Deal is known.

Meeting Frequency

Quarterly, or as necessary and determined by the Independent Chair.

Version

4 April 2025

11.2 LOCAL GOVERNMENT FUNDING AGENCY HALF-YEARLY REPORT TO 31 DECEMBER 2024 AND STATEMENT OF INTENT 2025–2028

File Number: A6836609

Author: Jackson Jury, Financial Analyst

Authoriser: Adele Henderson, General Manager Corporate Services

EXECUTIVE SUMMARY

The purpose of this report is to present to Council:

- a) The Local Government Funding Agency's (LGFA) Half-Yearly Report to 31 December 2024; and
- b) LGFA's Statement of Intent for the period 2025–2028.

RECOMMENDATION

1. That the Financial Analyst's report dated 24 July 2025 titled 'Local Government Funding Agency Half-Yearly Report to 31 December 2024 and Statement of Intent 2025–2028' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council receives the Local Government Funding Agency Half-Yearly Report to 31 December 2024, included as **Attachment 1** to this report.
4. That Council receives the Local Government Funding Agency Statement of Intent 2025–2028, included as **Attachment 2** to this report.

BACKGROUND

1. In accordance with the Local Government Act 2002 (LGA 2002), the LGFA is required to report on its performance six-monthly and annually, and to prepare a Statement of Intent (SOI) annually.
2. LGFA's Half-Yearly Report to 31 December 2024 is provided as **Attachment 1**. It outlines financial and non-financial performance, including a net operating profit of \$8.6 million and lending activity of \$2.1 billion to 62 member councils and CCOs over the six-month period.
3. The LGFA's Statement of Intent for 2025–2028 is provided as **Attachment 2**. The SOI outlines the agency's purpose, strategic priorities, performance targets, and financial forecasts for the three years to 30 June 2028.

SIGNIFICANCE AND ENGAGEMENT

- 4. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council’s Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
- 5. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
- 6. This matter is of low significance in terms of the Council’s Significance and Engagement Policy because it is a routine reporting requirement under the LGA 2002 for Council-Controlled Organisations.

ISSUES AND OPTIONS ASSESSMENT

That Council receives the LGFA Half-Yearly Report to 31 December 2024, and the LGFA Statement of Intent for 2025–2028.	
Reasons why no options are available Section 79 (2) (c) and (3) Local Government Act 2002	Legislative or other reference
Section 79(2)(c) and (3) of the Local Government Act 2002 applies. These reporting requirements are mandatory and align with Council’s obligations under the LGA 2002.	

STATUTORY COMPLIANCE

- 7. The decisions in this report comply with the requirements of the Local Government Act 2002, specifically Part 5 concerning Council-Controlled Organisations.

FUNDING/BUDGET IMPLICATIONS

- 8. There are no direct funding implications for Council. LGFA’s operations are funded through its own lending and investment activities. However, the agency’s ability to provide cost-effective borrowing options is material to Council’s long-term financial strategy. Council receives a dividend depending on the performance as a shareholder.

ATTACHMENTS

- 1. **LGFA Half Year Report- 31 December 2024** 
- 2. **LGFA Statement Of Intent 2025–2028** 



HALF YEAR REPORT 31 December 2024

**Benefiting communities through
delivering efficient financing
for local government.**

**Ka whiwhi painga ngā hāpori
mā te whakarato pūtea
tōtika ki ngā kaunihera.**

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Contents photo: Western Springs Planting, Auckland Council

Message from the Chair and Chief Executive

He karere mai i te Toihau me te Tumuaki

For the six-months ended 31 December 2024

The six-month period to 31 December 2024 was an important period for LGFA. We enjoyed a constructive relationship with Central Government and improved our credit quality through our Stand Alone Credit Profile (SACP) increasing two notches under the revised S&P Global Ratings methodology.

We also made significant progress assisting councils with Local Water Done Well, assisting high growth councils with future borrowing to invest in growth infrastructure, negotiating a term extension and volume upside to the Crown Liquidity Facility and taking steps to broaden our sources of borrowing in offshore markets.

Domestic market conditions are more settled as the RBNZ has commenced its monetary policy easing cycle. However, the significant amount of current and projected borrowing by the New Zealand Government has made New Zealand dollar (NZD) issuance more challenging for us and is reflected in the widening in borrowing spreads for the sector.

Council and Council Controlled Organisation (CCO) borrowing from LGFA continues to increase and we remain focussed on delivering value to both our members and our investor base while meeting our financial targets.

On behalf of the directors and staff of LGFA, we are pleased to highlight the following developments over the past six month period.

Financial and Operational Performance

LGFA's total interest income for the six-month period to 31 December 2024 of \$683.2 million was an 18.2% increase over the 2023 comparable period (\$578.1 million), while net operating profit of \$8.6 million for the six-month period was a 65.4% increase on the 2023 comparable period (\$5.2 million).

The increase in net operating profit reflected the growth in the balance sheet and the positive impact from the increase in the base lending margin on 1 July 2024.

Net operating profit was \$142k above budget with total operating income below budget by \$14k, with total operating expenses \$156k under the budget. We are confident we will meet budget by the end of the current financial year. As our borrowing requirement has increased, we are having to source a greater proportion of our borrowing requirement from offshore markets. As a result, our Approved Issuer Levy (AIL) payment to Central Government is now our single largest expense. The AIL payment was \$2.54 million for the six month period compared to \$0.54 million for the comparable period a year ago.

The financial strength of LGFA was affirmed by Fitch Ratings who maintained our domestic currency credit rating at AA+ in October 2024. S&P Global Ratings affirmed our AAA/AA+ ratings in September 2024 and under their revised methodology, our SACP improved from AA- to AA+. Our credit ratings from both rating agencies remain the same as the New Zealand Government.

We are on track to meet almost all of our twenty-one performance objectives, with the only objectives not currently on track being the number of new Green, Social and Sustainability (GSS) loans and the amount of council lending. We recognise that it is a busy time for the Local Government sector and have therefore increased our sustainability capability through the appointment of a

Senior Manager Sustainable Finance. This will allow us to provide greater support to council and CCO members regarding sustainability and assist them with identifying eligible projects for GSS loans.

We continue to support the sector and promote best practice with our quarterly business updates, the annual shareholder borrower day, and economic updates for council and CCO members.

Lending to the sector

LGFA was established in 2011 to provide long-dated borrowing, certainty of access to markets and to reduce the borrowing costs for the local government sector. The original 31 shareholders including the Crown remain as shareholders. We now have 77 councils (all NZ councils but Chatham Islands) and seven CCOs as members. In the last six months Far North District Holdings Limited and Timaru District Holdings Limited joined as CCO members. There was no change to the 72 councils who are guarantors during the past six months.

Long-dated lending to council and CCO members over the six-month period was \$2.1 billion provided to sixty-two council and CCO members. This was below our forecast lending for the period of approximately \$2.5 billion. Our estimated market share of total council borrowing of 88% remains above the long-term average. The average tenor of long-dated borrowing by councils of 4.41 years over the six-month period was shorter than prior periods.

Short-dated lending for terms less than 12 months continues to be supported by councils. As at 31 December 2024, LGFA had \$672 million of short-term loans outstanding to 39 council and CCO members.

LGFA has \$22.155 billion of loans outstanding to 79 council and CCO borrowers as well as \$742 million of standby facilities.

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Our borrowing activity

LGFA issued NZ\$1.63 billion of NZD bonds over the past six months and outstandings now total NZ\$21.14 billion (including \$1.4 billion of treasury stock) across eleven maturities ranging between 2025 to 2037. It is pleasing to note that the average term of our NZD bond issuance during the six month period at 6.8 years was significantly longer than the 2023-24 full year period of 5.93 years.

LGFA commenced issuing under our Australian Medium Term Note programme in August 2023 to diversify our funding sources. We have four bond maturities outstanding and during the six month period we successfully increased the amount on issue of the 2027 bond by A\$500 million and the 2034 bond by A\$350 million. Our A\$ outstandings are now A\$3.45 billion.

LGFA has the largest amount of New Zealand dollar (NZD) bonds on issue after the New Zealand Government and our individual bond tranches are amongst the largest and most liquid NZD debt instruments available for investors. Secondary market activity in our bonds continues to rise, assisting investors' access to our bonds throughout the year.

The performance of LGFA bonds over the past six months was heavily influenced by the significant amount of NZ Government Bond (NZGB) issuance. As would be expected with the large amount of NZGB issuance, LGFA spreads to NZGB have narrowed, but LGFA spreads to swap have widened. LGFA bond spreads to NZGB have narrowed on average by 5 bps but our spread to swap is wider on average by 25bps. The outright yields on LGFA bonds declined between 144 bps (2026s) and 27 bps (2037s) over the six-month period as the RBNZ eased monetary policy and short dated yields closed the six month period on their lows with the 2026 LGFA bond at 3.73% while the 2037 LGFA bond yield closed in the middle of the six month trading range at 5.09% on 31 December 2024.

Our role in assisting Local and Central Government

The local government sector continues to face a period of change and uncertainty having to deal with climate-related events, rising cost pressures and managing its waters assets during the reform process.

LGFA is assisting both Central Government and our council members with the Local Water Done Well Programme. In August 2024, we jointly announced with the Minister of Local Government that we would lend to water CCOs that are financially supported by their parent councils. In December 2024 we provided guidance on how we would lend to water CCOs.

LGFA shareholders approved changes to the Foundation Policies at the November 2024 Annual Meeting to allow the LGFA Board to grant a bespoke Net Debt/Total Revenue covenant up to 350%. This increase over the previous 280% level is intended to provide support to a small number of high growth councils if required.

LGFA continues to assist the local government sector-led initiative in developing a Ratepayer Assistance Scheme that may provide some financial relief to ratepayers.

We welcomed the announcement by the Minister of Local Government in November 2024 of the intention to extend and increase the Crown Liquidity Facility for LGFA.

New products and initiatives

We launched Green, Social and Sustainable (GSS) lending in October 2021 and Climate Action Loans (CALs) for councils and CCOs in December 2022. Both lending products offer discounted loan margins to councils and CCOs. As at 31 December 2024 we have undertaken \$401.2 million of GSS Loans to six councils and \$3.217 billion of CALs to seven councils and CCOs. We continue to work with council and CCO members to assist them with their eligibility for sustainable lending. Our sustainable loans now comprise 16.9% of our total long term loans to councils and CCOs.

In October 2024 we issued our second Sustainable Financing Bond (SFB) under our innovative SFB Framework. The \$800 million May 2032 SFB was acknowledged at the 2024 KangaNews Awards for the NZD Rates Bond Deal and the NZ Sustainability Deal of the year.

We have been establishing a Euro Medium Term Notes (EMTN) Programme and intend to have this completed in early 2025. This will allow further diversification to our sources of foreign currency borrowing beyond the current Euro Commercial Paper (ECP) and Australian Dollar Medium Term Notes (AMTN) programmes.

Increasing focus on sustainability

Sustainability plays an important part within the local government sector and at LGFA. We have undertaken several initiatives over the past year, including maintenance of Net Carbon Zero certification from Toitū Envirocare, and actively marketing our GSS loan product. We published our second Annual Impact Review Report and our first report under the Climate Related Disclosure requirements for the Financial Year ending 30 June 2024.

Acknowledgments

The Agency's work cannot be implemented without the support of our Shareholders Council, board directors, staff, Central Government and LGNZ, all whose efforts are acknowledged.

We believe LGFA's future remains positive and look forward to working with our stakeholders to deliver value to our council and CCO members by providing ease of access to low cost, long dated financing.



Craig Stobo
Chair, LGFA Board



Mark Butcher
Chief Executive

Performance against objectives

Ko ngā whakatutukinga ki ngā whāinga

The statement of service performance provides a summary of LGFA's performance against the objectives and performance targets set out in the LGFA Statement of Intent 2024-27 (SOI)

2024-25 Objectives and performance targets

LGFA objectives and performance targets for 2024-25 fall within the following five strategic priorities which encompass our shareholders' foundation objectives and guide the LGFA Board and management in determining our strategy:

- Governance, capability and business practice
- Optimising financing services for local government
- Environmental and social responsibility
- Effective management of loans
- Industry leadership and engagement

Our quarterly reports to shareholders provide more detail on our performance against objectives and performance targets. The reports for the two quarters ended December 2024 are available on the LGFA website.

Governance, capability and business practice

LGFA is committed to best-practice corporate governance underpinned by sound business practice to ensure its long-term sustainability and success.

Objectives	Our performance to 31 December 2024
Demonstrate best-practice corporate governance.	LGFA is committed to best-practice corporate governance and we report annually on our compliance with the eight core principles underpinning the NZX Corporate Governance Best Practice Code. The 2024 Annual Report is the most recent report with commentary on our compliance with the NZX Code.
Set and model high standards of ethical behaviour.	LGFA has adopted a formal Code of Ethics, incorporating its Conflicts of Interest and Code of Conduct policies, which sets out the standards and values that directors and employees are expected to follow.
Achieve the shareholder-agreed objectives and performance targets specified in the Statement of Intent.	Our performance against shareholder-agreed objectives and performance targets, as specified in the Statement of Intent, is reported quarterly to shareholders and annually in this section of our Annual Report.
Ensure products and services offered to participating borrowers are delivered in a cost-effective manner.	LGFA prepares annual operating budgets and monitors progress against these. Our performance against our financial performance targets for the six months ended 31 December 2024 is summarised under each of the targets.
Be a good employer by providing safe working conditions, training and development and equal opportunities for staff.	LGFA is committed to being a good employer. We report our employment practices in our Annual Report. The 2024 Annual Report is our most recent report outlining our health and safety and wellbeing practices and policies, compliance with the Health and Safety at Work Act, diversity and inclusion and capability and development.

Performance targets	2024-2025 target	Our performance to 31 December 2024
Comply with the Shareholder Foundation Policies and the Board-approved Treasury Policy at all times.	No breaches.	Met.
Maintain LGFA's credit rating equal to the New Zealand Government sovereign rating where both entities are rated by the same Rating Agency.	LGFA credit ratings equivalent to NZ Sovereign.	Met.
A succession plan be put in place for the Board and staff and be reviewed annually.	Plan established. Staff plan shared with Board and Board Plan shared with Shareholders' Council.	On track.
LGFA's total operating income for the period to 30 June 2025.	>\$31.4 million	On track. \$16.4 million as at 31 December 2024.
LGFA's total operating expenses (excluding AIL) for the period to 30 June 2025.	<\$11.5 million	On Track. \$5.2 million as at 31 December 2024.



Optimising financing services for local government

LGFA's primary objective is to optimise the terms and conditions of the debt funding it provides to participating borrowers. Amongst other things, LGFA will achieve this by delivering operational best practice and efficiency across our lending products and services.

Objectives	How we measure our performance																																																																																																																																																																																																																
Provide interest cost savings relative to alternative sources of financing.	<p>LGFA's borrowing margins compare favourably to other high-grade issuers in the New Zealand capital markets.</p> <p>Comparison to other high-grade NZD issuers – secondary market spread to swap (bps)</p> <table><tr><th>31 Dec 24</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th><th>2029</th><th>2030</th><th>2031</th><th>2032</th><th>2033</th><th>2034</th><th>2035</th><th>2037</th></tr><tr><td>LGFA (AAA)</td><td>17</td><td>22</td><td>40</td><td>56</td><td>68</td><td>78</td><td>86</td><td>91</td><td>95</td><td>96</td><td>97</td><td>105</td></tr><tr><td>Kainga Ora (AAA)</td><td>19</td><td>24</td><td>31</td><td>48</td><td></td><td>63</td><td></td><td></td><td></td><td></td><td>88</td><td></td></tr><tr><td>Asian Development Bank (AAA)</td><td>10</td><td>16</td><td>22</td><td>31</td><td></td><td></td><td>48</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>IADB (AAA)</td><td>11</td><td>19</td><td>24</td><td>35</td><td></td><td>43</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>International Finance Corp (AAA)</td><td>11</td><td>16</td><td>24</td><td>35</td><td>39</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>KBN (AAA)</td><td>11</td><td>17</td><td>26</td><td></td><td></td><td>50</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Nordic Investment Bank (AAA)</td><td>10</td><td></td><td></td><td></td><td>35</td><td>40</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Rentenbank (AAA)</td><td>10</td><td></td><td>25</td><td></td><td>39</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>World Bank (AAA)</td><td>11</td><td>15</td><td>23</td><td>27</td><td></td><td>42</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>ASB (AA-)</td><td></td><td>29</td><td>51</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>ANZ (AA-)</td><td></td><td></td><td></td><td>61</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>BNZ (AA-)</td><td>23</td><td>32</td><td>51</td><td>72</td><td>89</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Westpac Bank (AA-)</td><td>25</td><td>30</td><td>52</td><td></td><td>88</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>SSA Average</td><td>11</td><td>17</td><td>24</td><td>32</td><td>38</td><td>44</td><td>48</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Bank Average</td><td>24</td><td>30</td><td>51</td><td>67</td><td>89</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	31 Dec 24	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2037	LGFA (AAA)	17	22	40	56	68	78	86	91	95	96	97	105	Kainga Ora (AAA)	19	24	31	48		63					88		Asian Development Bank (AAA)	10	16	22	31			48						IADB (AAA)	11	19	24	35		43							International Finance Corp (AAA)	11	16	24	35	39								KBN (AAA)	11	17	26			50							Nordic Investment Bank (AAA)	10				35	40							Rentenbank (AAA)	10		25		39								World Bank (AAA)	11	15	23	27		42							ASB (AA-)		29	51										ANZ (AA-)				61									BNZ (AA-)	23	32	51	72	89								Westpac Bank (AA-)	25	30	52		88								SSA Average	11	17	24	32	38	44	48						Bank Average	24	30	51	67	89							
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Offer flexible short and long-term lending products that meet the borrowing requirements for borrowers.	<p>LGFA provides members with short term loans (less than one year), long term loans on either a floating or fixed rate basis (between one year and April 2037), Green Social and Sustainable Loans, Climate Access Loans and standby facilities.</p> <ul style="list-style-type: none">Over the six months ended 31 December 2024, our members borrowed \$2,186.7 billion in 184 long term loans with an average term of 4.2 years.As at 31 December 2024 there was \$663 million short-term loans outstanding to 39 members.As at 31 December 2024, standby facilities totalled \$742 million across 14 members.																																																																																																																																																																																																																
Deliver operational best practice and efficiency for lending services.	<p>Over the six months ended 31 December 2024, LGFA operations staff successfully:</p> <ul style="list-style-type: none">settled 1,271 new trades with a gross value of \$19 billion,processed 8,842 cash flows with a gross value of \$32 billion, andrate set 6,630 existing trades.																																																																																																																																																																																																																
Ensure certainty of access to debt markets, subject always to operating in accordance with sound business practice.	<p>There was strong activity in LGFA bonds in both the primary market (tender or syndicated issuance) and secondary market (between banks and investors). Over the six months ended 31 December 2024, we issued NZD 1,535 million of NZD retail bonds across nine maturities, AUD 800 million of Medium-Term Notes and secondary market turnover in our NZD retail bonds totalled \$8.78 billion.</p>																																																																																																																																																																																																																

Performance targets	2024-2025 target	Our performance to 31 December 2024
Share of aggregate long-term debt funding to the Local Government sector.	> 80%	Met. 87.7% as at 31 December 2024.
Total lending to Participating Borrowers.	> \$23,957 million	Annual target. \$22,342 million as at 31 December 2024.
Conduct an annual survey of Participating Borrowers who borrow from LGFA as to the value added by LGFA to the borrowing activities.	> 85% satisfaction score	Met. 94% score in December 2024 survey.
Successfully refinance existing loans to councils and LGFA bond maturities as they fall due.	100%	Met.
Meet all lending requests from Participating Borrowers, where those requests meet LGFA operational and covenant requirements.	100%	Met.

Environmental and social responsibility

LGFA recognises the risks inherent in climate change for councils and supports New Zealand's shift to a low-carbon economy. LGFA will exhibit a sense of social and environmental responsibility by having regard to the interests of the community in which it operates and by endeavouring to accommodate or encourage these when able to do so.

Objectives	Our performance to 31 December 2024
Assist the local government sector in achieving their sustainability and climate change objectives.	<p>On 30 September 2024, LGFA published our second 'Annual Impact Report – Green, Social and Sustainability Loans and Climate Action Loans financed with Sustainable Financing Bonds'. This report provides information about the allocation of proceeds from LGFA's Sustainable Financing Bond issuance as at June 2024.</p> <p>Over the six months to December 2024, advances under existing GSS loans increased to \$401.2 million out of an approved total value of \$572.3 million. New Zealand's first Green Star rated swimming pool (Naenae Pool and Fitness Centre) was opened in December 2024, partly funded by a GSS loan. A further \$471.2 million was advanced under the CAL lending programme. As at December 2024, we have approved CAL loans to seven councils, with CAL-qualifying loans totalling \$3.218 billion.</p>
Improve sustainability outcomes within LGFA.	<p>In 2021, LGFA directors committed to reducing our carbon emissions over time, with our target of cutting per employee emissions by 30% by 2030, compared with a 2018/19 base year. We are on track to meet our reduction target for the 2024-25 year.</p> <p>In November 2024, a further highly experienced member was added to the Sustainability team.</p>

Performance targets	2024-2025 target	Our performance to 31 December 2024
Comply with the Health and Safety at Work Act 2015.	No breaches.	Met.
Maintain Toitū Carbon Zero certification.	Carbon-zero certification maintained.	Met.
Meet reduction targets outlined in our carbon reduction management plan.	Reduction targets met.	Met.
Increase our GSS lending book and Climate Action Loans.	Two new GSS loans undertaken.	Not met. No new CAL borrowers or new GSS loan eligible projects approved.
Meet all mandatory climate reporting standards.	100%	Met.
Provide annual seminar for councils updating them on latest sustainability developments, climate change impact and LGFA reporting requirements.	One seminar for councils and CCOs.	On track. Seminar planning complete and dates confirmed with councils.

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Effective management of loans

LGFA will ensure its loan book remains at a high standard by ensuring it understands each participating borrower's financial position and managing assets within an appropriate risk management framework to ensure shareholder value is not compromised.

Objectives	Our performance to 31 December 2024
Proactively monitor and review each Participating Borrower's financial position, including its financial headroom under LGFA policies. Analyse finances at the Council group level where appropriate and report to shareholders.	LGFA received compliance certificates in respect of the LGFA financial covenants from all council and CCO members with debt outstanding at June 2024. All councils and CCOs were compliant with their financial covenants. Seven certificates were provided from councils based upon unaudited financial statements. These will need to be verified once their annual reports are adopted. None of the 75 councils with debt as at 31 December 2024 has requested that its financial covenants be measured at group level.
Endeavour to meet each participating borrower annually, including meeting with elected officials as required, or if requested	LGFA conducted 50 meetings with council and CCO members in the six months ended December 2024.
Ensure a smooth transition of water-related loans if the Local Water Done Well Reforms progresses over forecast period.	LGFA provided guidance to councils on how LGFA can assist with the financing of different water models that are available to councils.

Performance targets	2024-2025 target	Our performance to 31 December 2024
Review each Participating Borrower's financial position.	100%	On Track.
Arrange to meet each Participating Borrower over a 15-month period, including meeting with elected officials as required, or if requested.	100%	Met.

Industry leadership and engagement

LGFA will take a proactive role to enhance the financial strength and depth of the local government debt market and will work with key central government and local government stakeholders on sector issues.

Objectives	Our performance to 31 December 2024
Take a proactive role to enhance the financial strength and depth of the local government debt market and work with key central government and local government stakeholders on sector and individual council issues.	Over the six months, LGFA conducted quarterly updates webinars as well as our annual Borrower Day in November which was well attended by members. LGFA has continued to provide input into the proposed Ratepayers Assistance Scheme.
Assist the local government sector with significant matters such as the Local Water Done Well Reforms and Future for Local Government	LGFA provided councils with guidance on how it will be able to assist the sector with their proposed models for managing water assets.
Maintain productive relationships with central government representatives.	LGFA continues to work closely with the Minister of Local Government, Treasury, and the Department of Internal Affairs, and their advisers, regarding Water Reforms.
Support councils and CCOs in the development of reporting disclosures of the impacts of sector activity on climate change.	LGFA has assisted individual councils with advice on emissions inventory reporting and promoting Climate Action Loans. LGFA has also encouraged councils to consider their own impacts and risks relating to climate change. During March 2025, LGFA will host four educational sessions to highlight importance of developing emissions reduction plans and an increasing focus on the sustainability of their new projects.

Performance targets	2024-2025 target	Our performance to 31 December 2024
Provide input into Local Water Done Well Legislation.	Provide feedback to DIA and Treasury during legislation drafting.	Met.
Provide quarterly updates to shareholders and borrowers on sector developments that are impacting LGFA.	Four quarterly updates to councils and CCOs.	Met.
Meet annually with Infrastructure Commission, Local Government New Zealand, Taituara, Water New Zealand, Infrastructure New Zealand, Crown Infrastructure Partners, Department of Internal Affairs, Treasury and Minister's office to discuss sector issues from an LGFA perspective.	Nine meetings across stakeholders.	On track.



Financial statements

Nga tauki pūtea

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Income statement

For the six months ended 31 December 2024 in \$000s	Note	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Interest income		683,225	578,134
Interest expense		668,958	568,323
Net interest income	4	14,267	9,811
Other operating income	5	753	753
Gains / (losses) on financial instruments	6	1,380	-
Total operating income		16,400	10,564
Operating expenses	7	7,782	5,355
Net operating profit		8,617	5,209

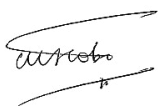
Statement of comprehensive income

For the six months ended 31 December 2024 in \$000s	Note	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Net operating profit		8,617	5,209
Items that may be re-classified subsequently to the Income Statement			
Net change in cash flow hedge reserve	8	(7,327)	-
Cost of hedging	8	8,091	-
Total comprehensive income		9,381	5,209

These statements are to be read in conjunction with the notes to the financial statements.

Due to rounding, numbers presented in the financial statements and associated notes may not add up precisely to the reported totals.

The Board of Directors of the New Zealand Local Government Funding Agency Limited authorised these statements for issue on 28 February 2025.



Craig Stobo, Director
Board Chair



Linda Robertson, Director
Chair, Audit and Risk Committee

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Statement of changes in equity

For the six months ended 31 December 2024 in \$000s

	Note	Share capital	Cash flow hedge reserve	Cost of hedging reserve	Retained earnings	Total equity
Equity as at 1 July 2023		25,000	-	-	80,847	105,847
Net operating profit					10,050	10,050
Other comprehensive income/(expense)			5,536	(6,531)		(995)
Total comprehensive income for the year			5,536	(6,531)	10,050	9,055
Transactions with owners					-	-
Dividend paid on 1 September 2023					(1,713)	(1,713)
Equity as at 1 July 2024		25,000	5,536	(6,531)	89,185	113,190
Net operating profit					8,617	8,617
Other comprehensive income/(expense)			(7,327)	8,091		763
Total comprehensive income for the year			(7,327)	8,091	8,617	9,381
Transactions with owners					-	-
Dividend paid on 2 September 2024					(1,843)	(1,843)
Equity as at 31 December 2024	19	25,000	(1,791)	1,560	95,959	120,728

Statement of financial position

As at 31 December 2024 in \$000s

	Note	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Assets			
Financial assets			
Receivables	9	3,270	378
Cash and cash equivalents		361,403	473,609
Cash pledged as collateral		97,960	251,605
Marketable securities		2,440,896	1,397,045
Deposits		961,149	718,493
Derivatives in gain		314,797	116,090
Loans to members	10	22,342,273	20,549,350
Other financial assets		-	-
Non-financial assets			
Other assets	11	1,747	1,245
Total assets		26,523,496	23,507,816
Equity			
Share capital	18	25,000	25,000
Current earnings		8,617	-
Reserves	8	(231)	(995)
Retained earnings		87,342	89,185
Total equity		120,728	113,190
Liabilities			
Financial liabilities			
Payables and provisions	12	60,927	9,609
Bond repurchases	15	273,958	58,302
Derivatives in loss		1,121,498	1,526,526
Debt securities issued:			
At amortised cost	13	23,272,327	20,490,507
At fair value through income statement	14	1,068,972	815,175
Borrower notes	16	603,005	492,614
Non financial liabilities			
Other liabilities	17	2,081	1,891
Total liabilities		26,402,767	23,394,625
Total equity and liabilities		26,523,496	23,507,816

These statements are to be read in conjunction with the notes to the financial statements.

Statement of cash flows

For the six months ended 31 December 2024 in \$'000s

	Note	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Cash flows from operating activities			
Cash applied to loans	10	(1,712,402)	(2,407,840)
Interest paid on bonds issued		(362,576)	(243,566)
Interest paid on bills issued		(60,011)	(26,733)
Interest paid on borrower notes		(1,359)	(558)
Interest paid on bond repurchases		(5,067)	(5,303)
Interest received from loans		595,193	475,616
Interest received from cash & cash equivalents		15,551	12,273
Interest received from marketable securities		31,048	19,511
Interest received from deposits		24,482	16,943
Net interest on derivatives		(235,073)	(247,902)
Cash proceeds from provision of standby facilities		753	753
Payments to suppliers and employees		(8,640)	(6,011)
Net cash flows from operating activities	20	(1,718,101)	(2,412,818)
Cash flows from investing activities			
Purchase of marketable securities		(1,004,550)	(458,717)
(Purchase)/maturity of deposits		(82,122)	(458,062)
Net cash flows from investing activities		(1,086,672)	(916,778)
Cash flows from financing activities			
Cash proceeds from bonds issued	13,14	2,359,930	1,485,329
Cash proceeds (outflows) from bills issued	13,14	(88,884)	74,264
Cash proceeds (outflows) from bond repurchases		215,420	(168)
Cash proceeds from borrower notes		95,352	59,984
Dividends paid		(1,843)	(1,712)
Cash applied to derivatives		112,589	1,845,365
Net cash flows from financing activities		2,692,564	3,463,063
Net increase/(decrease) in cash		(112,209)	133,467
Foreign exchange gains / (losses) on cash balances		3	-
Net cash flows from all activities		(112,206)	133,467
Cash, cash equivalents at beginning of year		473,609	226,222
Cash, cash equivalents at end of year		361,403	359,688

These statements are to be read in conjunction with the notes to the financial statements.

Notes to the financial statements

1. Reporting entity

The New Zealand Local Government Funding Agency Limited (LGFA) is a company registered under the Companies Act 1993 and is subject to the requirements of the Local Government Act 2002.

LGFA is controlled by participating local authorities and is a council-controlled organisation as defined under section 6 of the Local Government Act 2002. LGFA is a limited liability company incorporated and domiciled in New Zealand.

The primary objective of LGFA is to optimise the debt funding terms and conditions for participating borrowers.

The registered address of LGFA is Level 11, City Chambers, 142 Featherston Street, Wellington Central, Wellington 6011.

These financial statements were authorised for issue by the Directors on 28 February 2025.

2. Statement of compliance

The interim financial statements are for the six months ended 31 December 2024 and are to be read in conjunction with the annual report for the year ended 30 June 2024.

The financial statements have been prepared in accordance with New Zealand Generally Accepted Accounting Practice (NZ GAAP) and in compliance with NZ IAS 34 Interim Financial Reporting.

3. Basis of preparation

MEASUREMENT BASE

The financial statements have been prepared on a historical cost basis modified by the revaluation of certain assets and liabilities.

The financial statements are prepared on an accrual basis.

FUNCTIONAL AND PRESENTATION CURRENCY

The financial statements are presented in New Zealand dollars rounded to the nearest thousand, unless separately identified. The functional currency of LGFA is New Zealand dollars.

FOREIGN CURRENCY CONVERSIONS

Transactions denominated in foreign currency are translated into New Zealand dollars using exchange rates applied on the trade date of the transaction.

CHANGES IN ACCOUNTING POLICIES

There have been no changes to accounting policies.

EARLY ADOPTION STANDARDS AND INTERPRETATIONS

LGFA has not early adopted any standards.

STANDARDS NOT YET ADOPTED

LGFA does not consider any standards or interpretations in issue but not yet effective to have a significant impact on its financial statements.

FINANCIAL INSTRUMENTS

Financial assets

Financial assets, other than derivatives, are recognised initially at fair value plus transaction costs and subsequently measured at amortised cost using the effective interest rate method.

Cash and cash equivalents include cash on hand, bank accounts and deposits with an original maturity of no more than three months.

Cash provided by LGFA as security for financial arrangements remains a financial asset of LGFA and is recognised as cash pledged as collateral in the Statement of Financial Position, separate from cash and cash equivalents.

Purchases and sales of all financial assets are accounted for at trade date.

At each balance date, an expected credit loss assessment is performed for all financial assets and is calculated as either:

- Credit losses that may arise from default events that are possible within the next 12 months, where no significant increase in credit risk has arisen since acquisition of the asset, or
- Credit losses that may arise from default events that are possible over the expected life of the financial asset, where a significant increase in credit risk has arisen since acquisition of the asset.

Impairment losses on financial assets will ordinarily be recognised on initial recognition as a 12-month expected loss allowance and move to a lifetime expected loss allowance if there is a significant deterioration in credit risk since acquisition.

Financial liabilities

Financial liabilities, other than derivatives, are recognised initially at fair value less transaction costs and subsequently measured at either:

- Amortised cost and subsequently measured at amortised cost using the effective interest rate method; or
- Fair value through income statement (FVTIS).

LGFA chooses to classify financial liabilities as FVTIS if the use of the classification removes or significantly reduces an accounting mismatch. This classification includes debt issues that are designated at FVTIS where LGFA has economically hedged the foreign exchange and interest rate risk using derivatives, but hedge accounting is not applied. Any such classification is made on the date of initial recognition and is irrevocable.

OTHER ASSETS**Property, plant and equipment**

Items of property, plant and equipment are initially recorded at cost.

Depreciation is charged on a straight-line basis at rates calculated to allocate the cost or valuation of an item of property, plant and equipment, less any estimated residual value, over its remaining useful life.

Intangible assets

Intangible assets comprise software and project costs incurred for the implementation of the treasury management system. Capitalised computer software costs are amortised on a straight-line basis over the estimated useful life of the software (three to seven years). Costs associated with maintaining computer software are recognised as expenses.

OTHER LIABILITIES**Employee entitlements**

Employee entitlements to salaries and wages, annual leave and other similar benefits are recognised in the profit and loss when they accrue to employees.

Approved issuer levy

Approved Issuer Levy is a function of securities held by offshore holders of certain LGFA bond maturities.

REVENUE**Interest income**

Interest income is accrued using the effective interest rate method.

The effective interest rate exactly discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount. The method applies this rate to the principal outstanding to determine interest income each period.

EXPENSES

Expenses are recognised in the period to which they relate.

Interest expense

Interest expense is accrued using the effective interest rate method.

The effective interest rate exactly discounts estimated future cash payments through the expected life of the financial liability to that liability's net carrying amount. The method applies this rate to the principal outstanding to determine interest expense each period.

Income tax

LGFA is exempt from income tax under Section 14 of the Local Government Borrowing Act 2011.

Goods and services tax

All items in the financial statements are presented exclusive of goods and service tax (GST), except for receivables and payables, which are presented on a GST-inclusive basis. Where GST is not recoverable as input tax, then it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the IRD is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

SEGMENT REPORTING

LGFA operates in one segment being funding of participating borrowers in New Zealand.

JUDGEMENTS AND ESTIMATIONS

The preparation of these financial statements requires judgements, estimates and assumptions that affect the application of policies and reported amounts. For example, the fair value of financial instruments depends critically on judgements regarding future cash flows, including inflation assumptions and the risk-free discount rate.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates and these estimates and underlying assumptions are reviewed on an ongoing basis. Where these judgements significantly affect the amounts recognised in the financial statements they are described in the following notes.

Revenue and expenditure**4. Net interest income**

in \$000s	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Cash and cash equivalents	15,624	16,804
Cash pledged as collateral	3,033	-
Marketable securities	47,092	33,313
Deposits	28,338	20,237
Derivatives	-	-
Loans	589,138	507,780
Total interest income	683,225	578,134
Interest expense		
Bills	80,660	26,733
Bond repurchase transactions	5,303	5,415
Lease liability	73	17
Derivatives	147,176	227,217
Bonds	422,351	298,564
Borrower notes	13,396	10,377
Total interest expense	668,958	568,323
Net interest income	14,267	9,811

5. Other operating income

As at 31 December 2024, LGFA had provided standby facilities totalling \$742 million (2023: \$747 million) to selected councils. As at balance date, there were no drawdowns outstanding under the facilities.

in \$000s	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Standby facilities fee income	753	753
Total other operating income	753	753

6. Gains / (losses) on financial instruments

Gains and losses on financial instruments primarily represents any hedge ineffectiveness of derivatives, as well as any revaluation on instruments accounted for at fair value through the profit and loss.

7. Operating expenses

Issuance and on-lending expenses are those costs that are incurred as a necessary expense to facilitate the ongoing issuance of LGFA debt securities.

in \$000s	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Issuance & onlending expenses		
Approved issuer levy ¹	2,540	541
Rating agency fees	372	343
NZDM facility fee	542	750
Legal fees - issuance	306	502
NZX	442	402
Trustee fees	59	56
Regulatory, registry, other fees	213	184
	4,475	2,779
Other operating expenses		
Information technology	485	360
Consultants	150	131
Directors fees	263	249
Insurance	53	49
Legal fees	104	23
Other expenses	354	204
Auditors' remuneration		
Statutory audit	-	60
Advisory services	-	-
Personnel	1,899	1,500
	3,308	2,577
Total operating expenses	7,782	5,355

1. The amount of Approved Issuer Levy is a function of securities held by offshore holders of certain LGFA bond maturities.

8. Hedge accounting

LGFA uses derivatives to establish economic hedges to manage its interest rate and foreign exchange risk. LGFA's risk management strategy with respect to hedge accounting is to minimise income statement volatility.

Hedge accounting is implemented to manage the following risks:

- Interest rate risk due to a mismatch between fixed and floating interest rates on assets and liabilities; and
- Combined risk on assets or liabilities with interest rate risk that are denominated in currencies other than New Zealand dollars.

FAIR VALUE HEDGE

Under a fair value hedge, the hedged item is revalued at fair value in respect of the hedged risk. This revaluation is recognised in the Statement of comprehensive income to offset the mark-to-market revaluation of the hedging derivative, except for any adjustment on the hedging derivative relating to credit risk.

CASH FLOW HEDGE

Under a cash flow hedge, the effective portion of gains or losses from remeasuring the fair value of the hedging instrument is recognised in Other Comprehensive Income and accumulated in the cash flow hedge reserve. Accumulated gains or losses are subsequently transferred to the Consolidated Income Statement when the hedged item affects the Income statement, or when the hedged item is a forecast transaction that is no longer expected to occur.

Any future gains or losses will be processed through the hedge equity reserves as long as the existing cash flow hedge relationships remain effective.

A reconciliation of the cash flow reserve is shown in the following table:

	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Opening balance at 1 July	(6,531)	-
Changes in cash flow hedges	8,091	(6,531)
Closing balance	1,560	(6,531)

COST OF HEDGING

The cost of hedging reserve captures changes in the fair value of the cost to convert foreign currency to NZD of LGFA's cross currency interest rate swaps on the AUD bonds.

A reconciliation of movements in the cost of hedging reserve is shown in the table below:

	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Opening balance at 1 July	5,536	-
Change in currency basis spreads	(7,327)	5,536
Closing balance	(1,791)	5,536

HEDGING INSTRUMENTS

in \$000s	Life to date values as at 31 December 2024		
	Carrying amount of the hedging instrument		
	Nominal amount of hedging instrument	Asset / (liability)	Change in value for hedge ineffectiveness
Fair value hedges			
Interest rate swaps – domestic bonds hedge	16,446,000	(441,216)	(441,216)
Interest rate swaps – loans hedge	1,083,000	(21,778)	(21,778)
Interest rate swaps – marketable securities hedge	1,101,850	(7,896)	(7,896)
Fair value and cash flow hedges			
Fair value hedges – foreign currency	AUD 3,450,000	32,731	32,731
Cash flow hedges – foreign currency	NZD 3,746,630	74,120	74,120

in \$000s	Life to date values as at 30 June 2024		
	Carrying amount of the hedging instrument		
	Nominal amount of hedging instrument	Asset / (liability)	Change in value for hedge ineffectiveness
Fair value hedges			
Interest rate swaps – domestic bonds hedge	15,228,000	(1,007,019)	(1,007,019)
Interest rate swaps – loans hedge	700,200	25,510	25,510
Interest rate swaps – marketable securities hedge	611,480	5,917	5,917
Fair value and cash flow hedges			
Fair value hedges – foreign currency	AUD 2,650,000	(6,381)	(6,381)
Cash flow hedges – foreign currency	NZD 2,861,000	35,271	35,271

in \$000s	Year to date values recognised during the six months to 31 December 2024				
	Hedge effectiveness in reserves			Hedge effectiveness	Hedge effectiveness
	Cost of hedging reserve	Cash flow hedge (OCI)	Cash flow hedge reclassified to income statement	Fair value hedge recognised in Income statement	Recognised in Income Statement
Fair value hedges					
Interest rate swaps – domestic bonds hedge	-	-	-	561,300	-
Interest rate swaps – loans hedge	-	-	-	(33,406)	-
Interest rate swaps – marketable securities hedge	-	-	-	(23,191)	-
Fair value and cash flow hedges					
Fair value hedges – foreign currency				(42,783)	
Cash flow hedges – foreign currency	(8,091)	7,327	(26,365)	-	(777)

in \$000s	Year to date values recognised during the year ended 30 June 2024				
	Hedge effectiveness in reserves			Hedge effectiveness	Hedge effectiveness
	Cost of hedging reserve	Cash flow hedge (OCI)	Cash flow hedge reclassified to income statement	Fair value hedge recognised in Income statement	Recognised in Income Statement
Fair value hedges					
Interest rate swaps – domestic bonds hedge	-	-	-	333,352	-
Interest rate swaps – loans hedge	-	-	-	(12,340)	-
Interest rate swaps – marketable securities hedge	-	-	-	(16,956)	-
Fair value and cash flow hedges					
Fair value hedges – foreign currency	-	-	-	6,381	-
Cash flow hedges – foreign currency	6,531	(5,536)	(34,497)	-	(859)

9. Receivables

in \$000s	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Borrower notes to be received	3,000	-
Trade debtors	270	378
Total receivables	3,270	378

10. Loans

in \$000s	Unaudited as at 31 December 2024		Audited as at 30 June 2024	
	Short-term loans	Loans	Short-term loans	Loans
Ashburton District Council	7,023	119,633	12,062	119,743
Auckland Council	-	3,648,723	-	3,655,028
Bay of Plenty Regional Council	87,765	225,706	50,506	219,044
Buller District Council	-	20,025	-	20,037
Canterbury Regional Council	8,631	96,451	5,085	92,416
Carterton District Council	-	24,804	-	24,839
Central Hawkes Bay District Council	3,081	45,444	5,132	39,401
Central Otago District Council	5,016	35,549	5,019	30,450
Christchurch City Council	-	2,701,904	-	2,511,678
Clutha District Council	13,526	121,410	11,585	108,398
Dunedin City Treasury	-	322,711	-	293,104
Far North District Council	25,167	115,823	32,703	90,518
Far North Holdings Ltd	53,945	15,928	-	-
Gisborne District Council	9,909	164,853	-	174,991
Gore District Council	8,543	46,937	8,554	46,998
Greater Wellington Regional Council	-	1,048,847	-	941,217
Grey District Council	3,964	31,802	3,972	28,807
Hamilton City Council	-	1,009,763	-	950,852
Hastings District Council	-	476,033	-	397,160
Hauraki District Council	-	124,078	-	101,092
Hawkes Bay Regional Council	6,010	105,743	-	110,708
Horizons Regional Council	9,938	62,001	9,906	62,026
Horowhenua District Council	21,086	192,591	21,199	182,674
Hurunui District Council	10,018	67,679	10,067	57,666
Hutt City Council	-	598,065	-	515,520
Infrastructure Holdings Ltd	9,886	109,481	9,989	104,463
Invercargill City Council	29,569	116,398	47,502	104,262
Invercargill City Holdings Ltd	-	-	48,252	48,403
Kaikoura District Council	-	9,382	-	7,374

in \$000s	Unaudited as at 31 December 2024		Audited as at 30 June 2024	
	Short-term loans	Loans	Short-term loans	Loans
Kaipara District Council	-	44,432	-	54,639
Kapiti Coast District Council	-	358,442	-	323,722
Kawerau District Council	-	6,075	-	4,051
Mackenzie District Council	4,017	19,298	4,040	16,257
Manawatu District Council	11,580	85,923	13,014	83,139
Marlborough District Council	14,613	231,633	14,694	190,067
Masterton District Council	-	62,254	-	63,357
Matamata-Piako District Council	-	72,173	-	66,201
Napier City Council	-	55,365	-	20,191
Nelson City Council	-	282,144	-	262,320
New Plymouth District Council	-	363,598	10,117	293,577
Northland Regional Council	-	24,743	-	24,741
Opotiki District Council	7,077	10,591	-	12,595
Otago Regional Council	44,337	104,048	35,739	104,122
Otorohanga District Council	10,119	2,019	9,110	-
Palmerston North City Council	-	311,476	-	273,466
Porirua City Council	-	334,754	-	269,807
Queenstown Lakes District Council	94,395	595,005	76,334	575,080
Rangitikei District Council	-	44,392	-	44,358
Rotorua District Council	-	468,875	1,889	448,948
Ruapehu District Council	10,044	54,198	8,050	50,214
Selwyn District Council	15,103	201,681	20,035	166,778
South Taranaki District Council	-	150,467	-	140,634
South Waikato District Council	-	44,408	-	44,469
Southland District Council	-	76,460	-	36,153
South Wairarapa District Council	11,161	19,115	8,190	27,166
Stratford District Council	-	38,931	-	36,908
Taranaki Regional Council	984	52,946	-	31,780
Tararua District Council	-	78,642	-	69,986
Tasman District Council	21,909	343,146	25,379	325,787
Taupo District Council	-	180,504	-	165,543
Tauranga City Council	-	1,278,181	-	1,050,800
Thames-Coromandel District Council	-	91,952	-	84,003
Timaru District Council	17,331	219,776	19,340	202,822
Timaru District Holdings Ltd	8,018	-	-	-
Upper Hutt City Council	-	204,904	-	180,900
Waikato District Council	-	242,171	-	207,254
Waikato Regional Council	-	39,384	-	32,384

in \$000s	Unaudited as at 31 December 2024		Audited as at 30 June 2024	
	Short-term loans	Loans	Short-term loans	Loans
Waimakariri District Council	-	242,081	-	202,169
Waimate District Council	-	5,046	-	3,541
Waipa District Council	25,529	363,561	15,009	313,011
Wairoa District Council	-	11,134	-	11,100
Waitaki District Council	13,331	73,166	7,483	64,158
Waitomo District Council	6,025	27,208	6,103	27,246
Wellington City Council	-	1,655,158	-	1,595,914
West Coast Regional Council	2,989	14,715	2,986	14,715
Western Bay Of Plenty District Council	-	151,509	10,009	106,249
Westland District Council	4,508	32,628	4,713	32,666
Whakatane District Council	10,106	175,175	6,011	149,114
Whanganui District Council	7,569	198,853	7,560	176,878
Whangarei District Council	9,934	267,399	9,922	257,756
Fair value hedge adjustment		9,011	-	(25,510)
	663,756	21,678,517	597,257	19,952,093

Short-terms loans are loans that have a term to maturity of less than 12 months at origination. Loans have a term to maturity greater than 12 months at origination. As at 31 December 2024, all short term loans and \$2,756 million of loans will mature within 12 months.

11. Other assets

in \$000s	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Prepayments	1,374	987
Right-of-use lease asset	374	258
Total other assets	1,747	1,245

12. Payables and provisions

in \$000s	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Loans/purchases to be advanced	60,000	8,190
Trade creditors	521	1,170
Credit provision	406	249
Total payables	60,927	9,609

13. Debt securities issued at amortised cost

Unaudited as at 31 December 2024 in \$000s	Face Value	Unamortised premium	Accrued interest	Fair value hedge adjustment	Total
NZD Fixed interest bonds					
15 April 2025	2,719,000	(8,573)	16,023		2,726,450
15 April 2026	2,755,000	(53,508)	8,855		2,710,348
15 April 2027	2,321,000	37,448	22,381		2,380,829
15 May 2028	1,693,000	(66,347)	4,946		1,631,599
20 April 2029	1,992,000	(101,686)	5,992		1,896,306
15 May 2030	1,960,000	(42,677)	11,451		1,928,774
15 May 2031	2,195,000	(221,443)	6,412		1,979,969
14 May 2032	650,000	(4,083)	3,878		649,795
14 April 2033	1,735,000	(18,925)	13,179		1,729,254
15 May 2035	590,000	(32,513)	2,298		559,785
15 April 2037	1,130,000	(130,769)	4,843		1,004,074
Fair value hedge adjustment				(445,719)	(445,719)
	19,740,000	(643,076)	100,260	(445,719)	18,751,464
AUD Fixed interest bonds					
8 September 2027	1,103,666	(2,405)	15,427		1,116,688
1 August 2028	1,103,666	(2,228)	21,566		1,123,004
28 November 2030	717,383	(2,275)	3,436		718,544
8 March 2034	882,932	(6,710)	14,024		890,247
	3,807,646	(13,619)	54,454	-	3,848,482
Total Fixed interest bonds	23,547,646	(656,695)	154,714	(445,719)	22,599,946
NZD Bills					
15 January 2025	220,000	-	(398)		219,602
30 January 2025	20,000	-	(83)		19,917
5 February 2025	70,000	-	(307)		69,693
13 February 2025	80,000	-	(402)		79,598
18 February 2025	20,000	-	(116)		19,884
27 February 2025	20,000	-	(136)		19,864
7 March 2025	105,000	-	(785)		104,215
20 March 2025	58,000	-	(524)		57,476
24 March 2025	25,000	-	(237)		24,763
7 May 2025	25,000	-	(363)		24,637
Total NZD Bills	643,000	-	(3,350)		639,650
Total debt securities issued at amortised cost	24,190,646	(656,695)	151,364	(445,719)	23,239,596

Audited as at 30 June 2024 in \$000s	Face Value	Unamortised premium	Accrued interest	Fair value hedge adjustment	Total
NZD Fixed interest bonds					
15 April 2025	2,719,000	(23,467)	15,731		2,711,264
15 April 2026	2,755,000	(73,596)	8,694		2,690,098
15 April 2027	2,261,000	46,176	21,405		2,328,581
15 May 2028	1,653,000	(72,604)	4,750		1,585,146
20 April 2029	1,932,000	(103,640)	5,701		1,834,061
15 May 2030	1,660,000	(45,881)	9,321		1,623,439
15 May 2031	2,095,000	(222,442)	6,020		1,878,578
14 April 2033	1,605,000	(6,347)	11,972		1,610,625
15 May 2035	550,000	(27,458)	2,107		524,649
15 April 2037	960,000	(84,540)	4,039		879,499
Fair value hedge adjustment				(1,013,400)	(1,013,400)
	18,190,000	(613,800)	89,741	(1,013,400)	16,652,540
AUD Fixed interest bonds					
8 September 2027	546,456	(1,140)	7,514		552,830
1 August 2028	1,092,912	(3,193)	21,309		1,111,028
28 November 2030	710,393	(1,560)	3,347		712,180
8 March 2034	546,456	(4,451)	8,538		550,543
	2,896,217	(10,344)	40,708	-	2,926,581
Total Fixed interest bonds	21,086,217	(624,144)	130,449	(1,013,400)	19,579,121
NZD Bills					
5 July 2024	25,000	-	(15)		24,985
12 July 2024	130,000	-	(171)		129,829
19 July 2024	190,000	-	(489)		189,511
1 August 2024	55,000	-	(252)		54,748
7 August 2024	40,000	-	(225)		39,775
16 August 2024	50,000	-	(338)		49,662
29 August 2024	20,000	-	(181)		19,819
6 September 2024	75,000	-	(749)		74,251
18 September 2024	55,000	-	(659)		54,341
26 September 2024	50,000	-	(666)		49,334
2 October 2024	25,000	-	(348)		24,652
7 October 2024	40,000	-	(587)		39,413
6 November 2024	25,000	-	(481)		24,519
4 December 2024	55,000	-	(1,292)		53,708
19 December 2024	85,000	-	(2,158)		82,842
Total NZD Bills	920,000	-	(8,614)		911,386
Total debt securities issued at amortised cost	22,006,217	(624,144)	121,836	(1,013,400)	20,490,507

14. Debt securities issued at fair value through income statement

Unaudited as at 31 December 2024 in \$000s	Face Value	Unamortised premium	Accrued interest	Fair value hedge adjustment	Total
USD Euro Commercial Paper	1,075,880		(7,329)	422	1,068,972

As at 30 June 2024 in \$000s	Face Value	Unamortised premium	Accrued interest	Fair value hedge adjustment	Total
USD Euro Commercial Paper	835,052	-	(14,303)	(5,574)	815,175

15. Treasury stock and bond repurchases

Periodically, LGFA subscribes for LGFA bonds as part of its tender process and holds these bonds as treasury stock. LGFA bonds held by LGFA as treasury stock are derecognised at the time of issue and no liability is recognised in the statement of financial position. As at 31 December 2024, \$1,400 million of LGFA bonds had been subscribed as treasury stock.

LGFA makes these treasury stock bonds available to banks authorised as its tender counterparties to borrow under short-term repurchase transactions. The objective of the bond lending facility is to assist with improving secondary market liquidity in LGFA bonds. Bonds lent to counterparties are disclosed as a separate stock lending liability on the face of the statement of financial position.

in \$000s	Unaudited as at 31 December 2024	Audited as at 30 June 2024
15 April 2026	4,877	-
15 May 2028	57,753	-
15 May 2030	72,641	58,302
15 May 2031	2,620	-
14 May 2032	41,614	-
14 April 2033	44,893	-
15 April 2037	49,560	-
	273,958	58,302

16. Borrower notes

Borrower notes are subordinated debt instruments which are required to be held by each local authority that borrows from LGFA in an amount equal to a fixed percentage of the aggregate borrowings by that local authority. The fixed percentage is 5% for loans issued from 1 July 2024. Prior to this date, the fixed percentage was 2.5% for loans issued from 1 July 2020, and 1.6% for all loans issued prior to this date.

LGFA may convert borrower notes into redeemable shares if it has made calls for all unpaid capital to be paid in full and the LGFA Board determines it is still at risk of imminent default.

17. Other liabilities

in \$000s	Unaudited as at 31 December 2024	Audited as at 30 June 2024
Lease liability		258
Accruals	2,081	1,633
Total other liabilities	2,081	1,891

Capital and dividends

18. Share capital

As at 31 December 2024, LGFA had 45 million ordinary shares on issue, 20 million of which remain uncalled.

All ordinary shares rank equally with one vote attached to each ordinary share. Ordinary shares have a face value of \$1 per share.

19. Shareholder information

Registered holders of equity securities	As at 31 December 2024		As at 30 June 2024	
Minister of Finance and Minister for Local Government	5,000,000	11.1%	5,000,000	11.1%
Auckland Council	3,731,960	8.3%	3,731,960	8.3%
Christchurch City Council	3,731,960	8.3%	3,731,960	8.3%
Hamilton City Council	3,731,960	8.3%	3,731,960	8.3%
Bay of Plenty Regional Council	3,731,958	8.3%	3,731,958	8.3%
Greater Wellington Regional Council	3,731,958	8.3%	3,731,958	8.3%
Tasman District Council	3,731,958	8.3%	3,731,958	8.3%
Tauranga City Council	3,731,958	8.3%	3,731,958	8.3%
Wellington City Council	3,731,958	8.3%	3,731,958	8.3%
Western Bay of Plenty District Council	3,731,958	8.3%	3,731,958	8.3%
Whangarei District Council	1,492,784	3.3%	1,492,784	3.3%
Hastings District Council	746,392	1.7%	746,392	1.7%
Marlborough District Council	400,000	0.9%	400,000	0.9%
Selwyn District Council	373,196	0.8%	373,196	0.8%
Gisborne District Council	200,000	0.4%	200,000	0.4%
Hauraki District Council	200,000	0.4%	200,000	0.4%
Horowhenua District Council	200,000	0.4%	200,000	0.4%
Hutt City Council	200,000	0.4%	200,000	0.4%
Kapiti Coast District Council	200,000	0.4%	200,000	0.4%
Manawatu District Council	200,000	0.4%	200,000	0.4%
Masterton District Council	200,000	0.4%	200,000	0.4%
New Plymouth District Council	200,000	0.4%	200,000	0.4%
Otorohanga District Council	200,000	0.4%	200,000	0.4%
Palmerston North District Council	200,000	0.4%	200,000	0.4%
South Taranaki District Council	200,000	0.4%	200,000	0.4%
Taupo District Council	200,000	0.4%	200,000	0.4%
Thames - Coromandel District Council	200,000	0.4%	200,000	0.4%
Waimakariri District Council	200,000	0.4%	200,000	0.4%
Waipa District Council	200,000	0.4%	200,000	0.4%
Whakatane District Council	200,000	0.4%	200,000	0.4%
Whanganui District Council	200,000	0.4%	200,000	0.4%
	45,000,000	100%	45,000,000	100%

20. Reconciliation of net profit to net cash flow from operating activities

in \$000s	Unaudited six months ended 31 December 2024	Unaudited six months ended 31 December 2023
Net profit/(loss) for the period	8,617	5,209
Cash applied to loans	(1,712,402)	(2,407,840)
Non-cash adjustments		
Financial instrument amortisation	(13,387)	(15,692)
Working capital movements	(929)	172
Net Cash From Operating Activities	(1,718,101)	(2,412,818)

21. Related parties**IDENTITY OF RELATED PARTIES**

LGFA is related to the local authorities set out in the Shareholder Information in note 19.

LGFA operates under an annual Statement of Intent that sets out the intentions and expectations for LGFA's operations and lending to participating borrowers.

Shareholding local authorities, and non-shareholder local authorities who borrow more than \$20 million, are required to enter into a guarantee when they join or participate in LGFA. The guarantee is in respect of the payment obligations of other guaranteeing local authorities to the LGFA (cross guarantee) and of the LGFA itself.

RELATED PARTY TRANSACTIONS

LGFA was established for the purpose of raising funds from the market to lend to participating borrowers. The lending to individual councils is disclosed in note 10, and interest income recognised on this lending is shown in the statement of comprehensive income.

The purchase of LGFA borrower notes by participating borrowers. Refer note 16.

The Treasury (New Zealand Debt Management) provides LGFA with a committed credit facility and is a derivatives counterparty.

Directory

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Except Public Holidays

General enquiries

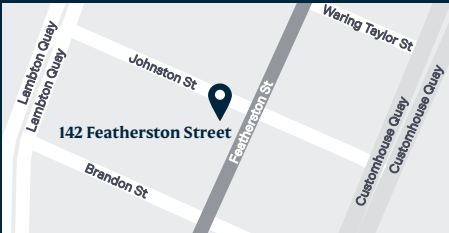
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2025 – 2028

Statement of Intent

1. Introduction

This Statement of Intent (SOI) sets out the nature and scope of the activities, objectives, and performance targets for the New Zealand Local Government Funding Agency Limited (LGFA) for the three-year period 1 July 2025 to 30 June 2028.

LGFA is enabled under the Local Government Borrowing Act 2011 and is a council-controlled organisation (CCO) for the purposes of the Local Government Act 2002.

The SOI is prepared in accordance with section 64(1) of the Local Government Act 2002.

2. Nature and scope of activities

LGFA raises debt funding for the purpose of providing debt financing to New Zealand local authorities and CCOs (members).

In August 2024, LGFA confirmed that it will provide financing to support water CCOs established under Local Water Done Well.

LGFA may raise debt funding either domestically and/or offshore in either NZ dollars or foreign currency.

LGFA only lends to members that have completed required relevant legal and operational arrangements and comply with the LGFA's lending policies.

In addition, LGFA may undertake any other activities considered by the LGFA Board to be reasonably related, incidentally to, or in connection with, that business.

The LGFA Board has agreed subject to receiving Shareholder approval to support the development of the Ratepayer Assistance Scheme (RAS).

3. Our purpose Ta tatou kaupapa

Benefiting local communities through delivering efficient financing for local government.

Ka whiwhi painga ngā hapori mā te whakarato pūtea tōtika ki ngā kaunihera.



4. Our values Ō mātau uara

<p>We act with integrity</p> <p>E pono ana mātau</p> <p>We are honest, transparent and are committed to doing what is best for our customers and our company.</p>	<p>We are customer focused</p> <p>E arotahi ana mātau ki te kiritaki</p> <p>Our customers are our borrowers, investors, and all other organisations that we deal with. We listen to them and act in their best interests to deliver results that make a positive difference.</p>	<p>We strive for excellence</p> <p>E whakapau kaha mātau kia hiranga te mahi</p> <p>We strive to excel by delivering financial products and services that are highly valued at least cost while seeking continuous improvement in everything we do.</p>	<p>We provide leadership</p> <p>He kaiārahi mātau</p> <p>We are here for our stakeholders in being strategically minded, providing resilience and executing our strategy. We embrace a high-performance culture and can be relied upon to deliver results.</p>	<p>We are innovative</p> <p>He auaha mātau</p> <p>To meet our ever-changing customer requirements, we will encourage innovation and provide a diverse range of financial products and services.</p>
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5. Foundation objectives

The Shareholders' Agreement is a foundation document and states that, in accordance with the Local Government Act, in carrying on its business the objectives of the Company will be to:

- (a) achieve the objectives of the Shareholders (both commercial and non-commercial) as specified in the Statement of Intent. The Shareholders agree that the Company shall carry on its business with a view to making a profit sufficient to pay a dividend in accordance with the Dividend Policy, but that the primary objective of the Shareholders with respect to the Company is that it optimises the terms and conditions of the debt funding it provides to Participating Local Authorities;
- (b) be a good employer;
- (c) exhibit a sense of social and environmental responsibility by having regard to the interests of the community in which it operates and by endeavouring to accommodate or encourage these when able to do so; and
- (d) conduct its affairs in accordance with sound business practice.

This Statement of Intent sets out the company's strategic priorities, together with associated objectives and performance targets, which align with the foundation objectives and have been agreed with shareholders.

6. Strategic priorities

The following five strategic priorities encompass the foundation objectives and guide the LGFA Board and management in determining our strategy, objectives, and associated performance targets.

Governance, capability, and business practice

LGFA is committed to best-practice corporate governance underpinned by sound business practice to ensure its long-term sustainability and success.

Optimising financing services for local government

LGFA's primary objective is to optimise the terms and conditions of the debt funding it provides to its members. Amongst other things, LGFA will achieve this by delivering operational best practice and efficiency across our lending products and services.

Environmental and social responsibility

LGFA recognises the risks inherent in climate change for councils and supports New Zealand's shift to a low-carbon economy. LGFA will exhibit a sense of social and environmental responsibility by having regard to the interests of the community in which it operates and by endeavouring to accommodate or encourage these when able to do so.

Effective management of loans

LGFA will ensure its loan book remains at a high standard by ensuring it understands each member's financial position and managing assets within an appropriate risk management framework to ensure shareholder value is not compromised.

Industry leadership and engagement

LGFA will take a proactive role to enhance the financial strength and depth of the local government debt market and will work with key central government and local government stakeholders on sector issues.



7. Objectives and performance targets

This section sets out LGFA's objectives and performance targets for SOI 2025-2028.

The financial performance targets are focused on the 2025-2026 year and, as applicable, are based on the financial forecasts outlined in section 8.

Governance, capability, and business practice

Objectives	How we measure our performance
Demonstrate best-practice corporate governance.	The Annual Report outlines our compliance with the eight core principles underpinning the NZX Corporate Governance Best Practice Code.
Set and model high standards of ethical behaviour.	LGFA has adopted a formal Code of Ethics, incorporating its Conflicts of Interest and Code of Conduct policies, which sets out the standards and values that directors and employees are expected to follow.
Achieve the shareholder-agreed objectives and performance targets specified in this Statement of Intent.	LGFA reports performance against objectives quarterly to shareholders and in our Annual Report, Half Year Report and Climate-Related Disclosures.
Ensure products and services offered to participating borrowers are delivered in a cost-effective manner.	LGFA prepares annual operating budgets and monitors progress against these monthly. Financial performance is reported quarterly to shareholders and in our Annual and Half Year Reports.
Be a good employer by providing safe working conditions, training and development and equal opportunities for staff	The Annual Report reports on our health and safety and wellbeing practices and policies, compliance with the Health and Safety at Work Act, diversity and inclusion and capability and development.

Performance targets	2025-2026 target
Comply with the Shareholder Foundation Policies and the Board-approved Treasury Policy at all times.	No breaches.
Maintain LGFA's credit rating equal to the New Zealand Government sovereign rating where both entities are rated by the same Rating Agency.	LGFA credit ratings equivalent to NZ Sovereign.
LGFA's total operating income, excluding unrealised gains / (losses) on financial instruments, for the period to 30 June 2026.	>\$44.7 million.
LGFA's total operating expenses (excluding Approved Issuer Levy) for the period to 30 June 2026.	<\$12.1 million.

Optimising financing services for local government

Objectives	How we measure our performance
Provide interest cost savings relative to alternative sources of financing.	Measure LGFA issuance spreads against other high-grade issuers in the New Zealand domestic capital markets.
Offer flexible short and long-term lending products that meet the borrowing requirements for borrowers.	Measure LGFA's share of overall council borrowing. Survey participating borrowers on an annual basis.
Deliver operational best practice and efficiency for lending services.	Monitor settlements errors for new trades and cashflows. Survey participating borrowers on an annual basis.
Ensure certainty of access to debt markets, subject always to operating in accordance with sound business practice.	Maintain a vibrant primary and secondary market in LGFA bonds. Monitor participation by investors at our tenders through bid-coverage ratios and successful issuance yield ranges. Have the ability to issue debt securities in NZD and foreign currency.

Performance targets	2025-2026 target
Share of aggregate long-term debt funding to the Local Government sector. The market share excludes entities who are ineligible for borrowing from LGFA e.g. water entities not financially supported by their parent councils.	> 80%.
Conduct an annual survey of Participating Borrowers who borrow from LGFA as to the value added by LGFA to the borrowing activities.	> 85% satisfaction score.
Successfully refinance existing loans to councils and LGFA bond maturities as they fall due.	100%.
Meet all lending requests from Participating Borrowers, where those requests meet LGFA operational and covenant requirements.	100%.

Environmental and social responsibility

Objectives	How we measure our performance
Assist the local government sector in achieving their sustainability and climate change objectives.	LGFA is committed to assist borrowers financing of projects that promote environmental and social wellbeing in New Zealand, and to encourage a reduction in greenhouse gas emissions and increase climate-resilience amongst borrowers. We do this through the development of lending products such as Green, Social & Sustainability (GSS) loans and Climate Action Loans (CALs). This objective will be measured by the number of new GSS loans and the number of new members eligible for CALs.
Improve sustainability outcomes within LGFA.	LGFA is committed to reducing our carbon emissions, increasing our resilience to climate change, and managing our climate-related risks and opportunities. To do this effectively, climate change considerations will be embedded into our governance, strategy and risk management functions.

Performance targets	2025-2026 target
Health and Safety	No notifiable incidents.
Maintain Toitū Carbon Zero certification	Carbon-zero certification maintained.
Meet reduction targets outlined in our carbon reduction management plan.	< 8.7 tCO ₂ e annual per person GHG emissions.
Increase our GSS lending book and Climate Action Loans	Two new GSS loans undertaken. Two new borrowers enter into CALs.
Develop a sustainable financing option for the water sector	New sustainable financing option is available to water entities.
Enhance our insight into climate-related risks through council lending	Climate change is incorporated into LGFA's credit risk assessments.
Assess required governance skills for LGFA's climate-related risks and opportunities.	Develop a director skills matrix.

Effective management of loans

Objectives	How we measure our performance
Proactively monitor and review each Participating Borrower's financial position, including its financial headroom under LGFA policies.	LGFA reviews all participating councils and CCOs financial statements on an annual basis and the agendas and management reports on an ongoing basis for all councils on the LGFA borrower watch-list. Member councils are required to complete annual compliance certificates by the end of November each year.
Analyse finances at the Council group level where appropriate and report to shareholders.	
Endeavour to meet each participating borrower annually, including meeting with elected officials as required, or if requested	Number of members visited in a year
Ensure a smooth transition of water-related loans if the Local Water Done Well Reforms progresses over forecast period.	LGFA will be able to ensure the successful transition of existing council water-related loans to Water CCOs (if requested by a council)

Performance targets	2025-2026 target
Review each Participating Borrower's financial position.	100%.
Arrange to meet each Participating Borrower over a 15-month period, including meeting with elected officials as required, or if requested.	100%.

Industry leadership and engagement

Objectives	How we measure our performance
Take a proactive role to enhance the financial strength and depth of the local government debt market and work with key central government and local government stakeholders on sector and individual council issues.	<p>Report on actions undertaken and progress made on sector issues.</p> <p>Identifying any legislative or Central Government policy changes that may impact LGFA and undertake formal or informal submissions.</p> <p>Assist the local government sector with understanding any legislative or Central Government policy changes that may impact LGFA.</p> <p>Provide the opportunity for a Council or CCO staff member to enhance their governance understanding and skills through the LGFA Future Director Programme.</p>
Support the local government sector with the transition to the Local Water Done Well Reforms by assisting with the development options for the Water Services Delivery Plans and communicating our requirements (lending, financial covenants, reporting), as well as loan pricing guidance, implementation considerations and views on best practice.	Report on our sector-wide engagement and initiatives with assisting members' transition to the Local Water Done Well Reforms.

Performance targets	2025-2026 target
Provide quarterly updates to shareholders and borrowers on sector developments that are impacting LGFA	Four quarterly updates to councils and CCOs.
Meet annually with Infrastructure Commission, Local Government New Zealand, Taituara, Water New Zealand, Infrastructure New Zealand, Crown Infrastructure Partners, Department of Internal Affairs, Treasury and Minister's office to discuss sector issues from an LGFA perspective	Nine meetings across stakeholders.
Support councils with Local Water Done Well by providing timely and responsible advice for on-boarding water CCOs.	On-boarding process is underway for all water CCOs who have requested it.
Provide a governance opportunity for a council or CCO staff member under the LGFA Future Director Programme.	One Future Director appointed for an 18 month term.



8. Financial forecasts

LGFA's financial forecasts for the three years to 30 June 2028:

Summary comprehensive income \$m	Jun 26	Jun 27	Jun 28
Net interest income	42.8	39.2	43.4
Other operating income	1.9	1.9	1.9
Total income	44.7	41.1	45.3
Operating expenses ¹	20.2	24.8	26.2
Net profit	24.5	16.3	19.1
Financial position \$m	Jun 26	Jun 27	Jun 28
Liquid assets portfolio	4,501	5,787	6,192
Loans	24,751	26,498	26,861
Water loans	-	250	1,250
Other assets	-	-	-
Total assets	29,252	32,535	34,303
NZD bonds on issue (ex Treasury stock)	16,466	16,045	16,852
Foreign Currency bonds on issue	9,552	12,702	13,240
Bills & ECP on issue	2,042	2,042	2,042
Borrower notes	1,073	1,506	1,822
Other liabilities	-	-	-
Total liabilities	29,133	32,296	33,955
Capital	25	25	25
Retained earnings	132	146	164
Dividend	(2)	(2)	(2)
Shareholder equity	155	169	187
Ratios	Jun 26	Jun 27	Jun 28
Liquid assets/funding liabilities	16.6%	19.1%	19.4%
Liquid assets / total assets	15.4%	17.8%	18.0%
Net interest margin	0.17%	0.15%	0.16%
Cost to income ratio	45.1%	60.3%	57.8%
Return on average assets	0.08%	0.05%	0.06%
Shareholder equity/total assets	0.5%	0.5%	0.5%
Shareholder equity + BN/total assets	4.2%	5.2%	5.9%
Asset growth	12.1%	11.2%	5.4%
Loan growth	10.0%	7.1%	1.4%
Return on equity	18.6%	10.5%	11.3%
Capital ratio	21.0%	25.8%	29.3%

1. Operating Expenses include Approved Issuer Levy (AIL)

The above forecasts assume a gross bond issuance programme of \$5.15 billion (FY26), \$5.05 billion (FY27) and \$5.0 billion (FY28) based upon term gross lending to councils and CCOs of \$5.08 billion (FY26), \$5.74 billion (FY27) and \$6.06 billion (FY28).

Note: The forecasts include consideration that LGFA will provide financing to support water CCOs established under Local Water Done Well. However, there is a level of uncertainty regarding the financial forecasts for both council borrowing and LGFA bond issuance due to the uncertainty relating to the timing of the establishment of water CCOs and the impact on councils.

Our council lending and LGFA bond issuance forecasts include LGFA lending to the proposed water CCOs if they meet our qualifying criteria for membership. We have assumed we will not be lending to financially independent water CCOs such as Watercare as they are unlikely to meet the qualifying criteria. As at the date of release, there have been no Water Services Delivery Plans approved and no final decisions made regarding the transfer mechanism for assets, liabilities and revenue from each council to the proposed water organisations.

Ratepayer Assistance Scheme

LGFA is supporting the development of the Ratepayer Assistance Scheme ("RAS") that will assist ratepayers with the ability to defer rates, enter property improvement loans and spread the payment of development contributions (or levies) over a long time horizon. LGFA has committed to financially contribute to the RAS business case in the 2024-25 FY. If the business case is supportive and the RAS proceeds then (subject to shareholder approval), LGFA will consider taking a shareholding, providing a debt facility, providing support services, investing in preference shares (akin to the LGFA Borrower Notes) and managing the RAS debt issuance programme. The LGFA participation in RAS has not been factored into the above financial forecasts.

9. Dividend policy

LGFA primary objective is to maximise benefits to participating borrowers rather than shareholders. Consequently, it is intended to pay a limited dividend to shareholders.

The Board's policy is to pay a dividend that provides an annual rate of return to shareholders equal to LGFA fixed rate bond cost of funds plus 2.00% over the medium term.

At all times payment of any dividend will be discretionary and subject to the Board's legal obligations and views on appropriate capital structure.

10. Governance

Board

The Board is responsible for the strategic direction and control of LGFA's activities. The Board guides and monitors the business and affairs of LGFA, in accordance with the Companies Act 1993, the Local Government Act 2002, the Local Government Borrowing Act 2011, the Company's Constitution, the Shareholders' Agreement for LGFA and this SOI.

The Board comprises seven directors with six being independent directors and one being a non-independent director.

The Board's approach to governance is to adopt best practice with respect to:

- The operation of the Board.
- The performance of the Board.
- Managing the relationship with the Company's Chief Executive.
- Being accountable to all Shareholders.

All directors are required to comply with a formal Charter.

The Board will meet on a regular basis and no fewer than six times each year.

Shareholders' Council

The Shareholders' Council is made up of between five and ten appointees of the Shareholders (including an appointee from the Crown). The role of the Shareholders' Council is to:

- Review the performance of LGFA and the Board, and report to Shareholders on that performance on a periodic basis.
- Make recommendations to Shareholders as to the appointment, removal, replacement, and remuneration of directors.
- Make recommendations to Shareholders as to any changes to policies, or the SOI, requiring their approval.
- Ensure all Shareholders are fully informed on LGFA matters and to coordinate Shareholders on governance decisions.

11. Information to be provided to Shareholders

The Board aims to ensure that Shareholders are informed of all major developments affecting LGFA's state of affairs, while at the same time recognising both LGFA's obligations under NZX Listing Rules and that commercial sensitivity may preclude certain information from being made public.

Annual Report

The LGFA's balance date is 30 June.

By 30 September each year, the Company will produce an Annual Report complying with Sections 67, 68 and 69 of the Local Government Act 2002, the Companies Act 1993 and Financial Reporting Act 2013. The Annual Report will contain the information necessary to enable an informed assessment of the operations of the company, and will include the following information:

- Directors' Report.
- Financial Statements incorporating a Statement of Financial Performance, Statement of Movements in Equity, Statement of Financial Position, Statement of Cashflows, Statement of Accounting Policies and Notes to the Accounts.
- Comparison of the LGFA's performance regarding the objectives and performance targets set out in the SOI, with an explanation of any material variances.
- Auditor's Report on the financial statements and the performance targets.
- Any other information that the directors consider appropriate.

Climate-Related Disclosures

By 30 September each year, the Company will produce Climate-Related Disclosures in accordance with the Aotearoa New Zealand Climate Standards issued by the External Reporting Board.

The Climate Standards require the Company to disclose climate-related information across the following four thematic areas:

- Governance
- Strategy
- Risk management
- Metrics and targets.

Half Yearly Report

By 28 February each year, the Company will produce a Half Yearly Report complying with Section 66 of the Local Government Act 2002. The Half Yearly Report will include the following information:

- Directors' commentary on operations for the relevant six-month period.
- Unaudited half-yearly Financial Statements incorporating a Statement of Financial Performance, Statement of Movements in Equity, Statement of Financial Position and Statement of Cashflows.

Quarterly Report

By 31 January, 30 April, 31 July, and 31 October each year, the Company will produce a Quarterly Report. The Quarterly Report will include the following information:

- Commentary on operations for the relevant quarter, including a summary of borrowing margins charged to Participating Borrowers (in credit rating bands).
- Comparison of LGFA's performance regarding the objectives and performance targets set out in the SOI, with an explanation of any material variances.
- Analysis of the weighted average maturity of LGFA bonds outstanding.
- In the December Quarterly Report only, commentary on the Net Debt/Total Revenue percentage for each Participating Local Authority that has borrowed from LGFA (as at the end of the preceding financial year).
- To the extent known by LGFA, details of all events of review in respect of any Participating Borrower that occurred during the relevant quarter (including steps taken, or proposed to be taken, by LGFA in relation thereto).
- Details of any lending to CCOs during the quarter and the amount of CCO loans outstanding.
- Commentary on sustainability initiatives.

Statement of Intent

By 1 March in each year the Company will deliver to the Shareholders its draft SOI for the following year in the form required by Clause 9(1) of Schedule 8 and Section 64(1) of the Local Government Act 2002.

Having considered any comments from the Shareholders received by 30 April, the Board will deliver the completed SOI to the Shareholders on or before 30 June each year.

Shareholder Meetings

The Board will hold an Annual General Meeting between 30 September and 30 November each year to present the Annual Report to all Shareholders.

The Company will hold a meeting with the Shareholders' Council approximately every six months – prior to the Annual General Meeting and after the Half Yearly Report has been submitted. Other meetings may be held by agreement between the Board and the Shareholders' Council.

12. Acquisition/divestment policy

LGFA will invest in securities in the ordinary course of business. It is expected that these securities will be debt securities. These investments will be governed by LGFA's lending and/or investment policies as approved by the Board and/or Shareholders.

Any subscription, purchase, or acquisition by LGFA of shares in a company or organisation will, if not within those investment policies, require Shareholder approval other than as concerns the formation of wholly-owned subsidiaries and the subscription of shares in such wholly-owned subsidiaries.

13. Activities for which compensation is sought from Shareholders

At the request of Shareholders, LGFA may (at its discretion) undertake activities that are not consistent with its normal commercial objectives. Specific financial arrangements will be entered into to meet the full cost of providing such activities.

Currently there are no activities for which compensation will be sought from Shareholders.

14. Commercial value of Shareholder's investment

LGFA will seek to maximise benefits to Participating Local Authorities as Borrowers rather than Shareholders.

Subject to the Board's views on the appropriate capital structure for LGFA, the Board's intention will be to pay a dividend that provides an annual rate of return to Principal Shareholders equal to LGFA fixed rate bond cost of funds plus 2.00% over the medium term.

As the Shareholders will have invested in the LGFA on the basis of this limited dividend, the Board considered that at establishment the commercial value of LGFA was equal to the face value of the Shareholders' paid up Principal Shares – \$25 million.

In the absence of any subsequent share transfers to the observed share transfers on 30 November 2012, the Board considers the current commercial value of LGFA is at least equal to the face value of the Shareholders' paid up Principal Shares of \$25 million. This equates to a value per share of \$1.00.

15. Accounting policies

LGFA has adopted accounting policies that are in accordance with the New Zealand International Financial Reporting Standards and generally accepted accounting practice.

Statement of Accounting Policies

1. REPORTING ENTITY

The New Zealand Local Government Funding Agency Limited (LGFA) is a company registered under the Companies Act 1993 and is subject to the requirements of the Local Government Act 2002.

LGFA is controlled by participating local authorities and is a council-controlled organisation as defined under section 6 of the Local Government Act 2002. LGFA is a limited liability company incorporated and domiciled in New Zealand.

The primary objective of LGFA is to optimise the debt funding terms and conditions for participating borrowers.

The registered address of LGFA is Level 8, City Chambers, 142 Featherston Street, Wellington Central, Wellington 6011.

2. STATEMENT OF COMPLIANCE

LGFA is an FMC reporting entity under the Financial Markets Conduct Act 2013 (FMCA). These financial statements have been prepared in accordance with that Act and the Financial Reporting Act 2013. LGFA's bonds are quoted on the NZX Debt Market.

LGFA is a profit orientated entity as defined under the New Zealand Equivalents to International Financial Reporting Standards (NZ IFRS).

The financial statements have been prepared in accordance with New Zealand Generally Accepted Accounting Practice (NZ GAAP) and they comply with NZ IFRS and other applicable Financial Reporting Standard, as appropriate for Tier 1 for-profit entities. The financial statements also comply with International Financial Reporting Standards (IFRS).

3. BASIS OF PREPARATION

Measurement base

The financial statements have been prepared on a historical cost basis modified by the revaluation of certain assets and liabilities.

The financial statements are prepared on an accrual basis.

Functional and presentation currency

The financial statements are presented in New Zealand dollars rounded to the nearest thousand, unless separately identified. The functional currency of LGFA is New Zealand dollars.

Foreign currency conversions

Transactions denominated in foreign currency are translated into New Zealand dollars using exchange rates applied on the trade date of the transaction.

Changes in accounting policies

There have no changes to accounting policies.

Early adoption standards and interpretations

LGFA has not early adopted any standards.

Standards not yet adopted

LGFA does not consider any standards or interpretations in issue but not yet effective to have a significant impact on its financial statements.

Financial instruments**Financial assets**

Financial assets, other than derivatives, are recognised initially at fair value plus transaction costs and subsequently measured at amortised cost using the effective interest rate method.

Cash and cash equivalents include cash on hand, bank accounts and deposits with an original maturity of no more than three months.

Cash provided by LGFA as security for financial arrangements remains a financial asset of LGFA and is recognised as cash pledged as collateral in the Statement of Financial Position, separate from cash and cash equivalents.

Purchases and sales of all financial assets are accounted for at trade date.

At each balance date, an expected credit loss assessment is performed for all financial assets and is calculated as either:

- Credit losses that may arise from default events that are possible within the next 12 months, where no significant increase in credit risk has arisen since acquisition of the asset, or
- Credit losses that may arise from default events that are possible over the expected life of the financial asset, where a significant increase in credit risk has arisen since acquisition of the asset.

Impairment losses on financial assets will ordinarily be recognised on initial recognition as a 12-month expected loss allowance and move to a lifetime expected loss allowance if there is a significant deterioration in credit risk since acquisition.

Financial liabilities

Financial liabilities, other than derivatives, are recognised initially at fair value less transaction costs and subsequently measured at amortised cost using the effective interest rate method.

Derivatives

Derivative financial instruments are recognised both initially and subsequently at fair value. They are reported as either assets or liabilities depending on whether the derivative is in a net gain or net loss position respectively.

Fair value hedge

Where a derivative qualifies as a hedge of the exposure to changes in fair value of an asset or liability (fair value hedge) any gain or loss on the derivative is recognised in profit and loss together with any changes in the fair value of the hedged asset or liability.

The carrying amount of the hedged item is adjusted by the fair value gain or loss on the hedged item in respect of the risk being hedged. Effective parts of the hedge are recognised in the same area of profit and loss as the hedged item.

Other assets**Property, plant and equipment**

Items of property, plant and equipment are initially recorded at cost.

Depreciation is charged on a straight-line basis at rates calculated to allocate the cost or valuation of an item of property, plant and equipment, less any estimated residual value, over its remaining useful life.

Intangible assets

Intangible assets comprise software and project costs incurred for the implementation of the treasury management system. Capitalised computer software costs are amortised on a straight-line basis over the estimated useful life of the software (three to seven years). Costs associated with maintaining computer software are recognised as expenses.

Other liabilities

Employee entitlements

Employee entitlements to salaries and wages, annual leave and other similar benefits are recognised in the profit and loss when they accrue to employees.

Revenue

Interest income

Interest income is accrued using the effective interest rate method.

The effective interest rate exactly discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount. The method applies this rate to the principal outstanding to determine interest income each period.

Expenses

Expenses are recognised in the period to which they relate.

Interest expense

Interest expense is accrued using the effective interest rate method.

The effective interest rate exactly discounts estimated future cash payments through the expected life of the financial liability to that liability's net carrying amount. The method applies this rate to the principal outstanding to determine interest expense each period.

Income tax

LGFA is exempt from income tax under Section 14 of the Local Government Borrowing Act 2011.

Goods and services tax

All items in the financial statements are presented exclusive of goods and service tax (GST), except for receivables and payables, which are presented on a GST-inclusive basis. Where GST is not recoverable as input tax, then it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the IRD is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

Segment reporting

LGFA operates in one segment being funding of participating borrowers in New Zealand.

Judgements and estimations

The preparation of these financial statements requires judgements, estimates and assumptions that affect the application of policies and reported amounts. For example, the fair value of financial instruments depends critically on judgements regarding future cash flows, including inflation assumptions and the risk-free discount rate.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates and these estimates and underlying assumptions are reviewed on an ongoing basis. Where these judgements significantly affect the amounts recognised in the financial statements they are described in the following notes.

11.3 CO-LAB HALF-YEARLY REPORT TO 31 DECEMBER 2024 AND STATEMENT OF INTENT 2025–28

File Number: A6836704

Author: Jackson Jury, Financial Analyst

Authoriser: Adele Henderson, General Manager Corporate Services

EXECUTIVE SUMMARY

The purpose of this report is to present to Council:

- a) Co-Lab's half-yearly report to 31 December 2024; and
- b) Co-Lab's Statement of Intent 2025–28.

RECOMMENDATION

1. That the Financial Analyst's report dated 24 July 2025 titled 'Co-Lab Half-Yearly Report to 31 December 2024 and Statement of Intent 2025–26 to 2027–28' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council receives Co-Lab's Half-Yearly Report to 31 December 2024, included as **Attachment 1** to this report.
4. That Council receives the Co-Lab Statement of Intent 2025–28, included as **Attachment 2** to this report.

BACKGROUND

1. In accordance with the Local Government Act 2002 (LGA 2002), Co-Lab (Waikato Local Authority Shared Services Ltd) is required to report to its shareholding Councils on financial and non-financial performance every six months and to prepare an annual Statement of Intent.
2. Co-Lab's half-yearly report for the six months ending 31 December 2024 is provided as **Attachment 1**. It outlines performance across opportunity development, shared services delivery, and company operations.
3. The final Statement of Intent 2025–28 (**Attachment 2**) sets out Co-Lab's strategic goals, initiatives, and performance measures for the three-year period.
4. Western Bay of Plenty District Council is one of 12 shareholders in Co-Lab and participates in a number of collaborative initiatives including RATA, Geospatial Services, Procurement, and the Waikato Regional Transport Model.

SIGNIFICANCE AND ENGAGEMENT

5. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
6. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
7. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because they relate to a statutory reporting requirement for a Council-Controlled Organisation.

ISSUES AND OPTIONS ASSESSMENT

That Council receives the Co-Lab six-monthly report to 31 December 2024, and the Co-Lab Statement of Intent 2025–26 to 2027–28.	
Reasons why no options are available Section 79 (2) (c) and (3) Local Government Act 2002	Legislative or other reference
Section 79(2)(c) and (3) of the Local Government Act 2002 applies. These documents are required by statute and support transparency and accountability of Council-Controlled Organisations. No other options are considered necessary.	


STATUTORY COMPLIANCE

8. The decisions recommended in this report comply with the Local Government Act 2002, specifically Part 5 – Council-controlled Organisations.

FUNDING/BUDGET IMPLICATIONS

9. Council's shareholding in Co-Lab supports the operational funding through a levy and provided for in the Long Term Plan. Costs for specific services accessed by Western Bay of Plenty District Council (e.g. RATA, Geospatial Services, Procurement) are budgeted for within relevant activity areas and are charged via Co-Lab's internal cost recovery model.

ATTACHMENTS

1. **Co-Lab Half yearly report to 31 December 2024** 
2. **Co-Lab 2025 Statement of Intent - FINAL** 



Half-yearly report (un-audited)

1 July 2024 to 31 December 2024

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Collaboration & Partnership

We are better together | *He hunga toa takitini*

We collaborate and partner by:

- Building kotahitanga and respect
- Focussing on community benefits
- Delivering together
- Valuing diversity

Integrity

We do the right thing | *He hunga whai i te tika*

We act with integrity by:

- Being accountable and honest
- Having courage
- Trusting and listening
- Behaving in good faith

Innovation

We transform ideas into results

He hunga whai i te tika

We innovate by:

- Thinking boldly
- Challenging perceptions
- Being solution focused
- Embracing change

Statement of service performance

Co-Lab¹ is a council-controlled organisation (CCO) owned by councils across Waikato and Bay of Plenty. Our vision is that council collaboration through Co-Lab maximises community outcomes.

To achieve this, we have three main functions:

1. We act as an “ideas laboratory” – working with councils to investigate and develop opportunities to work together
2. We deliver shared services to councils
3. We enter joint procurement arrangements.

By undertaking these activities, we provide three key benefits to councils:

1. Reduce costs through, for example, efficiency gains in FTE or time, procurement savings and reducing unit cost of product/ service
2. Create value, by improving levels and quality of service, increasing skills, expertise or compliance and improving decision making
3. Enable innovation and change for example via research & opportunity development, by providing centres of expertise/skills, by facilitating collaboration and regional insights and enabling councils to provide a consistent customer experience.

This report comments on projects and shared services that have substantial activity to report over the first half of the financial year.

Opportunity development highlights

Food & Alcohol Licensing Shared Service

We adopted a bold approach to exploring new shared service opportunities, aiming to either gain support quickly or 'fail fast.' Councils were presented with a Letter of Support to explore a shared service for *Food & Alcohol Licensing*. They were asked to commit to participating in a co-design process, with the understanding that they would adopt the shared service if specific success criteria were met at the completion of its design. While several councils expressed interest in the concept, there was ultimately not enough commitment to move forward.

Right People Right Place

The Right People, Right Place project considered what councils can do (collectively and individually) to meet current and future workforce requirements. The significant shift in the employment market since this project commenced eased the urgency and motivation of councils to progress any initiatives identified during the investigation. However, two initiatives were considered in more detail. Although six councils were interested in establishing a joint Management Training Programme, ultimately, they decided not to proceed. There were also seven Councils interested in a regional approach to promoting council careers. This will be assessed further in 2025 but was deprioritised against other work commitments.

¹ Co-Lab is the trading name of Waikato Local Authority Shared Services Ltd

Automated Building Plan Checks

One way opportunity development has evolved is that we have undertaken some research to look beyond our borders seeking examples of shared services that could be beneficial to Councils. During this research we found a successful initiative in Victoria, Australia where planning submissions are initially checked automatically to speed up the approval process. Subsequently we have been investigating the feasibility of doing something similar for building consent applications and development of the opportunity is ongoing.

Building Consent Processing Hub

Seven Councils explored options for a Building Consent Processing shared service. The group recommended that we establish a hub to handle building consent applications that exceed Council staff capacity. A high-level operational model was defined, and we are now progressing the opportunity.



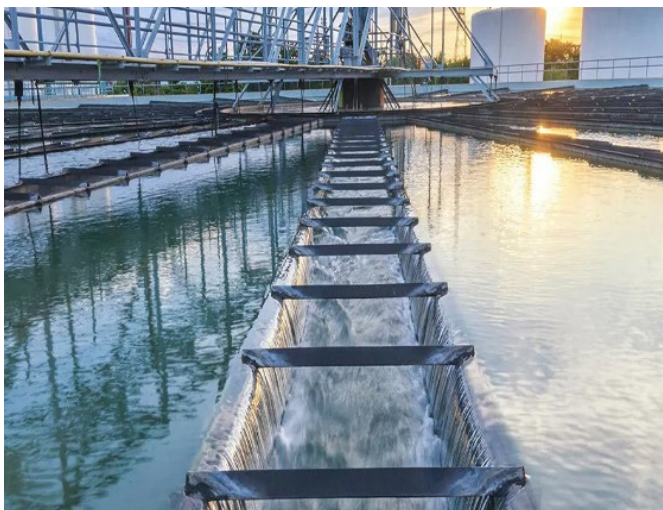
Electric Vehicle (EV) Charging Network Collaboration

We investigated an opportunity for Councils to support economic development and the reduction in transport emissions by making Council land available for publicly accessible EV chargers. Working together will increase Councils' ability to attract investment in the region from EV charging infrastructure providers (charge point operators). We got support from nine Councils to undertake an expression of interest that will enable an assessment of the financial viability of taking a collective approach.

Waikato Water Done Well

This project was separately funded by the Participating Councils involved.

For the regional Waikato Waters Done Well (WWDW) project, we supported councils and the lead consultant in investigating the merits of aggregating water services in response to the Government's Local Water Done Well policy. This work culminated in seven councils signing a Heads of Agreement in December to explore an aggregated water service delivery model. We provided project management, financial, communication and administrative support.



Service delivery highlights

Co-Lab Water Services

The Trade Waste team presented at the Trade and Industrial Waters Conference (TIWF) in August on improvements in trade waste breaches. Sirri Smith, Smart Water Coordinator, opened the Water Efficiency & Conservation Network (WE CAN) workshop at the Water NZ Conference in September. Sirri showcased Smart Water Schools alongside other water conservation education initiatives in New Zealand. Sirri also attended the Kirikiriroa Field Day where she was one of many environmental educators presenting to different schools across the Waikato.

Through the Compliance Network meetings that we facilitate, 45 people across 14 Councils and organisations met to discuss topics of interest including drinking water safety plans, quality assurance rules, cross connections and water demand. Presentations were from NIWA, Watercare and Taumata Arowai, among others.

During the period, the Sampling & Analysis Team played a pivotal role in the arsenic response for Councils. The Sampling & Analysis team collected approximately 5,300 samples and completed 43,000 tests over the period.

The Trade Waste Team managed approximately 3,000 active consents, 370 consents, 1,100 audits, and 130 non-compliances.

We worked with Councils' Environmental Health teams to ensure we had identified and consented all potential trade waste customers. Our list of potential customers started at approx. 1,700 and most of them were contacted and consented as required.

We reviewed options for the delivery of the Smart Water service and met with our Councils to discuss their water education requirements and how we can support them with this.

RATA

During the period we progressed the programme of 46 Asset Management related projects and services on behalf of 10 Councils across the Waikato. Due to resource shortages, the focus for the first half of the financial year was on the delivery of core roading-related services.

We completed the re-tender of the core road data collection contracts for traffic counting, pavement strength testing (FWD), and footpath condition assessment) across 9820km of Waikato Council roads).

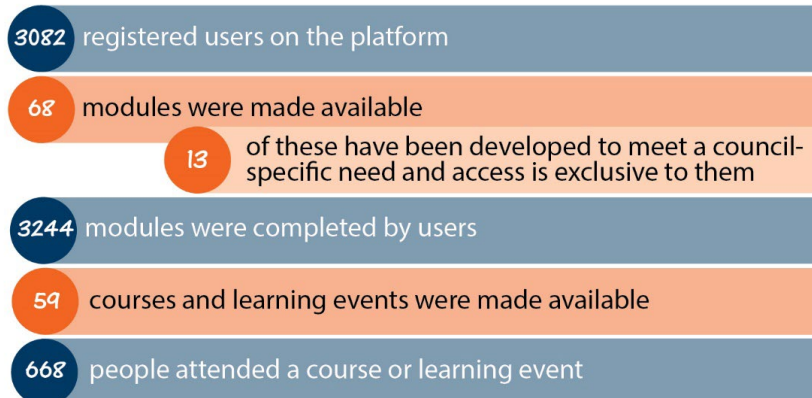
We also completed improved delivery and performance tracking of the traffic counting suppliers' contracts (delivering approximately 1200 counts per year). Western Bay of Plenty District Council also joined for the delivery of these contracts, resulting in a reduced cost of managing the contracts across the group of Councils.

The Spaces and Places Rōpu commenced (management of community assets), with good participation and feedback from participating Councils at the recent Spaces and Places Forum.



Co-Lab Learning

In numbers



During the period, we developed and launched a full suite of digital induction tools for Hauraki District Council, and bespoke modules for Waikato Regional Council, South Waikato District Council, Hauraki District Council, and Hamilton City Council.

Engagement with regional Health & Safety Managers supported the development of two new health & safety modules, with more in the pipeline for 2025.

Future of Co-Lab Learning

Low utilisation of Co-Lab Learning (CLL) - in person training in particular - led to Management reviewing the service. It was suggested that Co-Lab Learning could pivot to provide a regional management training programme, and although a rough design was discussed, ultimately there was insufficient council interest to move forward. Management then met with Participating Councils to confirm their ongoing intention to utilise CLL for e-learning and/or training administration post the end of the initial term of the Service Level Agreement. Only three Councils confirmed they wanted to continue utilising the service. At the time of writing, the Co-Lab Board has agreed with Management's recommendation to disestablish the service. The service will still be operational until 30 June 2025.

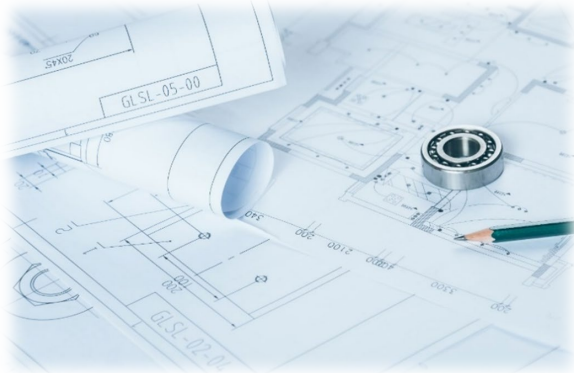
This is a really disappointing outcome to what should be an obvious area to streamline activity and reduce duplication of effort.

Regional Infrastructure Technical Specification (RITS)

The RITS (Regional Infrastructure Technical Specifications) is a set of engineering specifications managed by Co-Lab on behalf of Waikato Councils. Currently, nine Councils utilise the RITS. The existing version was developed in 2016/2017 and adopted in 2018.

Over the past 2 years (2023/2024), the RITS has undergone a thorough review, with proposed updates to its content, including text, drawings and links.

In November, version 2b was shared with stakeholders, including Councils and other key agencies, to gather feedback on the proposed changes. This feedback will be incorporated into RITS v2, which will then be submitted to member Councils for adoption. The RITS will then become an online e-document, designed with a structure and search functionality similar to a Council e-plan. It will be available at our website.



Waikato Regional Transport Model (WRTM)

Restructure & governance

During the period, significant progress was made in refining the governance structure of the WRTM programme. These efforts have been conducted collaboratively with our funding partners to ensure alignment and transparency across all stakeholders.

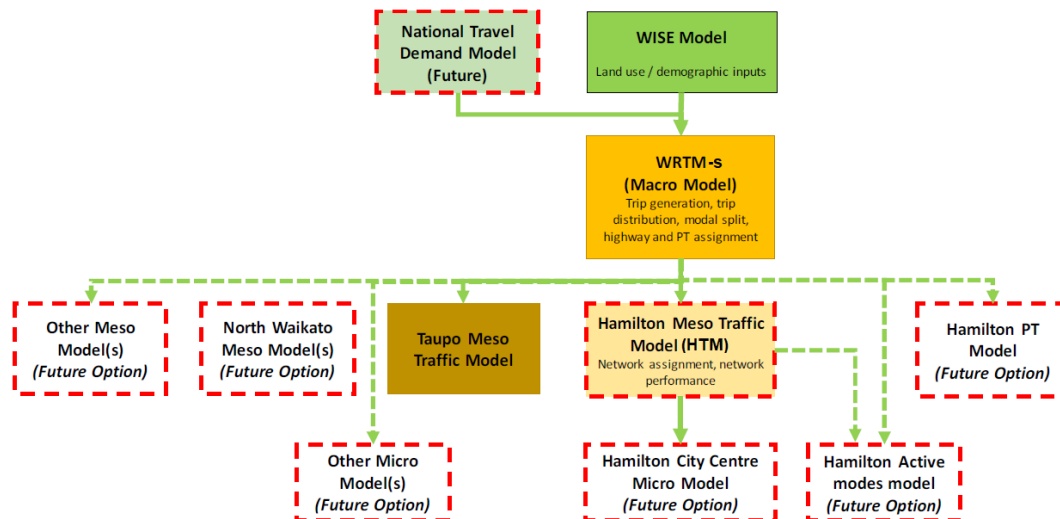
1. Governance Committee Terms of Reference:
 - A comprehensive Terms of Reference (ToR) document was developed and approved by the Governance Committee. This document clearly defines the roles, responsibilities, and decision-making processes for the committee, aligning with the strategic objectives of the WRTM program.
2. New Multi-Party Funding Agreement:
 - A revised Multi-Party Funding Agreement (MPFA) was created and circulated for review among the funding partners. This agreement outlines the shared financial responsibilities and collaboration mechanisms essential for the program's sustainable operation.
3. New Service Agreement:
 - A new Service Agreement was drafted to define the scope and quality of services provided under the WRTM program. The agreement emphasises accountability, clear reporting structures, and performance standards.

All these documents represent a collaborative effort with our funding partners, reflecting a shared commitment to enhancing the program's governance and operational efficiency.

WRTM model suite

The WRTM consists of a suite of transport models tailored for the region (Figure 1). Demand modelling is conducted at the regional level, while lower-tier models assess the performance of various transport networks.

Figure 1- WRTM model hierarchy



During the period, the WRTM-s model was upgraded to include public transport and mode choice to accommodate high-growth scenarios for 2025, 2035, 2045, and 2055. The WRTM-s has provided demand data to the Hamilton Transport Model (HTM), which is expected to be completed by January 2025.

A feasibility study was conducted as the first stage of the WRTM-s overhaul. We are now in the procurement phase for a new model to replace the existing WRTM-s, with delivery anticipated by 2026.

Co-Lab Geospatial Services

During the period we continued our focus on achieving the service's Strategic Plan 2023 -2026, working towards the vision of *our people trust regional geospatial knowledge to make better decisions*.

Our activity was aligned to the following objectives:

1. Make geospatial information complete and trustworthy
 - Replaced retired datasets and updated FME flows.
 - Resolved broken links between data.govt.nz and Waikato Data Portal, so our data is now up to date on the service. Where required, information was provided to Councils to implement fixes.
 - Automated data copying to the Waikato Data Portal, saving Councils time and effort. This work will continue for the rest of the financial year.
2. Ensure a great user experience
 - Launched helpdesk system and implemented fortnightly triage meetings.
 - Error reporting process is created if an FME process breaks.
 - Undertook website review and launched enhancement project (more on this below).



3. Identify and initiate collaborative projects
 - Provided networking opportunities through the Geospatial Forums
 - Provided support for WaiGIS

Website enhancement project

During the period, we commissioned a review of our current web presence, which identified issues and rated them based on their impact on the user experience.

The Advisory Group recommended that we remove all sub-sites and have all content reside only on the ArcGIS Hub. We are also migrating to ArcGIS Experience Builder and this is planned to launch in early 2025.

Regional Procurement**Professional Services Panel renewal**

During the period, subject matter experts from the four Councils leading the renewal project (Hamilton City, Waikato District, Waikato Region and Waipa District) evaluated submissions to join the new Panel agreement, which this time round is made up of multiple tiers.

The Panel arrangement has a strong focus on building relationships with suppliers, which includes quarterly performance reporting for all suppliers and regular relationship meetings with the Tier One suppliers.

The Panel will provide benefit to Councils through pre-agreed rates and rate increases, a rebate structure, and a more efficient and relationship-based engagement process.

The old Professional Services Panel (PSP) concluded November 2024.

Currently, only the four lead Councils are users of the new Panel although the offer to join the new Panel was extended to the other Councils.



Company support highlights

We celebrated the efforts of some of our people with our annual End of Year Colleague Awards in December 2024. The winners were:

- Integrity Award: Jenny Grace
- Innovation Award: Sarah Wilson
- Collaboration & partnership Award: Natalie Allam
- Team Member of the year: Tania Williams

We continued our Co-Lab Shouts to our Councils to increase awareness internally of what we do as their CCO. We met with 8 of the 12 shareholding Councils.

We focused on our own continuous improvement by kicking off an internal file management review and bedding in our use of Monday.com. The latter is supporting better relationship management, opportunity development project management, and day to day tasks for some of our shared services. We started reviewing our IT support and preparing a new intranet site.

We continued to facilitate our Working Party Groups, the Waikato Mayoral Forum and the Joint Mayors and Iwi Chairs Forum with administrative support.

Most of the corporate support are involved in the Waikato Water Done Well project.

Performance framework (our 3-year strategy)



Assessment of performance against targets

An update on performance against the targets set in our Statement of Intent, as at 31 December 2024, is shown in the table below.

Strategic goal	3-year Objective	Annual KPI	Progress towards annual KPI
Shareholding Councils understand we provide them value	<ul style="list-style-type: none"> We know the value we provide shareholders has improved by 15%, by 30 June 2027* <i>(baseline y/e 30 June 23)</i>. By 30 June 2027, 80% of shareholders agree they get value from Co-Lab. All shareholders take up at least one additional shared service. <p><i>*Based on the regional benefits of collaboration (not an individual Councils' benefits from collaboration).</i></p>	<ul style="list-style-type: none"> Year-on-year increase in the value we provide to Councils. 80%+ of council survey respondents believe those Co-Lab services they received meet or exceed their expectations (evidenced by an annual survey). Year-on-year increase in the utilisation of services we provide to Councils. 	<ul style="list-style-type: none"> Due to the PSP renewal, we are unable to fully calculate the increase in value YoY at the time of writing. We hope to have the required data from all councils shortly. As usual, this will be measured by our annual shareholder survey in May 2025. In May 2024 we achieved 84%. To date, the utilisation of services has increased by 2:
Deliver value by growing the scale of our shared service function	<ul style="list-style-type: none"> 24 new instances of Co-Lab shared services being utilised, by June 2027 <i>(baseline y/e 30 June 23)</i> 	<ul style="list-style-type: none"> Year-on-year increase in the utilisation of services we provide to Councils. Year on Year increase in the number of services available to Councils. 	<ul style="list-style-type: none"> As above, to date, the utilisation of services has increased by 2. No new shared services were available to shareholding Councils in the 6 months to 31/12/24 (and as noted earlier Co-Lab Learning will be wound up by the middle of this year). Despite interest,

Strategic goal	3-year Objective	Annual KPI	Progress towards annual KPI
			ultimately Councils chose not to collaborate on a management training programme.
Diverse, talented and motivated people work for us	<ul style="list-style-type: none"> • Maintain staff engagement above 85% • Staff turnover is less than 15%. • Our vacancies are filled by suitable candidates within 3 months. <p><i>All baselined y/e 30 June 23)</i></p>	<ul style="list-style-type: none"> • Maintain staff engagement above 85% • Staff turnover is less than 15%. • Vacancies are filled by suitable candidates within 3 months. 	<ul style="list-style-type: none"> • As usual, this will be measured by our annual staff survey in May 2025. In May 2024 we achieved 87%. • Staff turnover was 0% in the 6 months to 31/12/24 (Co-Lab employed staff). • There were no vacancies in the 6 months to 31/12/24 (Co-Lab employed staff).

Co-Lab's financial position

Summary

The financial results for the six months to 31 December 2024 are favourable to budget. This is largely due to savings made in Company Management & Support, RATA and Co-Lab Water Services. For the full year we are currently forecast to be on budget, however, we will be looking to identify more areas where savings can be made to have a surplus to carry into the next financial year to reduce member charges in FY26.

The cash position as at 31 December 2024 is made up as follows:

	Cash balance @ 1/07/2024	Cash surplus / (deficit)	Cash balance @ 31/12/2024
Company Management & Support	296,354	115,050	411,405
RITS	153,105	28,330	181,435
Working Parties Projects	62,860	(25,551)	37,309
Information Technology	0	0	0
Energy Management	49,061	79,762	128,822
Shared Valuation Data Service (SVDS)	544,174	0	544,174
Road Asset Technical Accord (RATA) & Waters Collaboration	180,923	(45,337)	135,585
Waikato Regional Transport Model (WRTM)	2,217	(17,096)	(14,879)
Waikato Building Consent Group (WBCG)	246,906	(32,689)	214,217
Mayoral Forum	(17,906)	11,346	(6,559)
Co-Lab Water Services	0	0	0
Co-Lab Learning	72,680	8,307	80,987
Procurement	0	(872)	(872)
Geospatial Services	99,303	(13,808)	85,495
Communications Shared Resource	589	(19,970)	(19,381)
Accounts Receivables	(1,516,869)	(579,692)	(2,096,561)
Accounts Payables	3,161,089	(1,522,959)	1,638,130
Total	3,334,487	(2,015,179)	1,319,308

Note: Cash balances for each workstream vary from the actual cash position as a result of accounts receivable / payable which are not tracked on an activity by activity basis.

We will be reforecasting in March and will reassess the likely year-end cash position for each workstream at that time and take this into account in the company's finalised Statement of Intent issued in June 2025.

Statement of financial performance

Co-Lab

Statement of Financial Performance

For the six months ending 31 December 2024

	Financial year 2025 YTD Actuals	Financial year 2025 YTD Budget	Financial year 2024 YTD Actuals
Revenue			
SVDS Data & Software Sales	169,660	191,618	167,272
Interest	48,047	35,238	1,191
Other Revenue			
User Charges	5,011,217	4,604,561	4,299,678
Total Other Revenue	5,011,217	4,604,561	4,299,678
Total Revenue	5,228,924	4,831,417	4,468,141
Expenditure			
Depreciation and amortisation expense	13,329	25,371	16,443
Personnel costs	842,315	907,755	754,360
Other expenses	4,295,839	4,380,572	4,016,988
Total Expenditure	5,151,483	5,313,698	4,787,791
Net Profit	77,441	(482,281)	(319,650)

Statement of financial position

Co-Lab

Statement of Financial Position

As at 31 December 2024

	Financial year 2025 Actual at 31/12/2024	Financial year 2024 Actual at 31/12/2023
Assets		
Current Assets		
Bank		
Transaction Account	220,217	482,800
Call Account	30,643	29,837
Rapid Save Account	1,068,448	700,785
Term Deposit	0	950,000
Total Bank	1,319,308	2,163,422
Accounts Receivable		
Accounts Receivable	759,588	1,098,465
Accounts Receivable Accruals	1,327,579	1,159,051
GST Receivable	7,036	116,761
Total Accounts Receivable	2,094,203	2,374,277
Prepayments	0	0
Deferred Tax Asset	2,358	2,358
Total Current Assets	3,415,869	4,540,057
Non-current Assets		
SVDS - Original Cost	0	0
WRTM - Original Cost	2,296,855	2,296,855
MoneyWorks Software	1,195	1,195
IT equipment	113,400	110,101
Accumulated Depreciation	(2,401,914)	(2,372,700)
Office Furniture	66,751	66,751
Total Non-current Assets	76,287	102,202
Total Assets	3,492,156	4,642,259
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	446,197	1,077,418
Accounts Payable Accrual	669,285	533,030
Total Accounts Payable	1,115,483	1,610,448
RWT on Payments	0	0
Credit Card Balance	1,580	2,296
Revenue in Advance	336,090	828,695
Employee Entitlements	184,978	24,070
GST Payable	0	0
Total Current Liabilities	1,638,130	2,465,509
Total Liabilities	1,638,130	2,465,509
Net Assets	1,854,026	2,176,750
Equity		
Contributed Capital	2,957,001	2,957,001
Retained Earnings	(1,102,975)	(780,251)
Total Equity	1,854,026	2,176,750

Statement of cashflows

Co-Lab

As at 31 December 2024

For the six months ending 31 December 2024

	Financial year 2025 YTD Actuals	Financial year 2024 YTD Actuals
Cashflows from Operating Activities		
Interest Received	48,020	1,071
Receipts from Other Revenue	4,342,299	4,748,701
Payments to Suppliers and Employees	(6,111,654)	(4,464,435)
Taxes Paid	0	0
Goods & Services tax (net)	(158,360)	(416,883)
Net cash from operating activities	(1,879,695)	(131,546)
Cashflows from Investing Activities		
Capital enhancements	0	0
Purchase of PPE	(3,299)	(18,147)
Purchase of investments	0	0
Net cash from investing activities	(3,299)	(18,147)
Net increase in cash, cash equivalents and bank accounts	(1,882,994)	(149,693)
Opening cash and cash equivalents and bank overdrafts	3,202,302	2,313,115
Closing cash, cash equivalents and bank accounts	1,319,308	2,163,422
Summary of Bank Accounts		
BNZ - Transaction Account	220,217	482,800
BNZ - Call Account	30,643	29,837
BNZ - Rapid Save Account	1,068,448	700,785
BNZ - Term Deposit	0	950,000
Closing Balance of Bank	1,319,308	2,163,422

Policies

The accounting policies on which the preceding financial statements have been prepared are consistent with those used in preparing the Financial Statements for the year ended 30 June 2024, included in the company's Annual Report.

Financial forecasts

Latest financial forecasts are contained in the company's 2025 Statement of Intent issued for shareholder comment in February 2025.

Governance

Co-Lab is owned in equal portion by 12 Local Authorities:

- Hamilton City
- Hauraki District
- Matamata-Piako District
- Ōtorohanga District
- Rotorua Lakes
- South Waikato District
- Thames-Coromandel District
- Waikato District
- Waikato Regional
- Waipā District
- Waitomo District
- Western Bay of Plenty District

During the period, the Directors of Co-Lab were:

Director	Representing
Peter Stubbs	Independent Chair
Chris McLay	Waikato Regional Council
Lance Vervoort	Hamilton City Council
Ben Smit	Ōtorohanga, Rotorua Lakes, South Waikato and Waitomo District Councils
Gavin Ion	Waikato and Waipa District Councils
John Holyoake	Hauraki, Matamata-Piako, Thames-Coromandel and Western Bay of Plenty District Councils

The independent Chair of Co-Lab receives director fees and reimbursed expenses. Directors representing the councils will not receive any fees or reimbursed expenses for work undertaken on behalf of the company.

Nature & scope of activities

The principal initiatives operating under the Co-Lab umbrella are:

Services

- Co-Lab Water Services
- Co-Lab RATA
- Co-Lab Learning
- Energy & Carbon management
- Co-Lab Procurement Services
- Co-Lab Geospatial Services: Waikato Data Portal and Waikato One View
- Waikato Building Consent Group (WBCG)
- Waikato Regional Transportation Model (WRTM)
- Regional Infrastructure Technical Specification (RITS)

Other

- Waikato Regional Infrastructure Procurement (WRIP)
- Health & safety pre-qualification
- LiDAR (Light Detection and Ranging) technology
- Shared Valuation Data Services (SVDS)
- Waikato Regional Aerial Photography Service (WRAPS)

Information on these activities is included in the company's Statement of Intent.



2025 Statement of intent

For the year ended 30 June 2026

**Council collaboration through Co-Lab
maximises community wellbeing.**

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This SOL is a public declaration of the activities and intentions of the Council Controlled Organisation, Waikato Local Authority Shared Services Ltd trading as Co-Lab (Co-Lab). It outlines the nature and scope of the work it will undertake, the Directors' accountabilities to the shareholders for corporate performance and financial forecasts, as required by Schedule 8 of the Local Government Act 2002. This information is provided in relation to the financial years ended 30 June 2026 to 30 June 2028.

Message from the Chair



As we continue to navigate the dynamic impact this government is having on local government, we remain focused on our three-year strategy underpinned by our three-pronged approach: delivering shared services well, leveraging international research into shared services to identify and help establish the case for new opportunities, and collaborating with smaller willing coalitions of shareholders.

Our role in supporting the Waikato Water Done Well initiative is a testament to shareholding councils' foresight to have a vehicle for working together. While we have played an important role in getting this long-term project off the ground, we also recognise there will be a need for greater shared service arrangements covering activities

councils undertake in areas other than water service delivery. We will enable you to explore these to their fullest potential.

A significant change this year is that our forecasts now reflect the disestablishment of Co-Lab Learning by 30 June 2025. This is a really disappointing outcome. With the exception of Waikato Regional Council, you all undertake the same activities and operate under the same legal and regulatory framework. Given that, the opportunity to reduce duplication of effort in upskilling your staff must be significant. The fact that councils have not seen the value in doing so is perplexing. It is understandable that, in at least one instance, the service was a victim of broader cost-cutting by Council. We have previously said that shared services will succeed where councils lean in to make it happen. The case of Co-Lab Learning has highlighted the cost of when they do not, despite significant time and effort invested to get it up and running.

By contrast, Co-Lab Building Services was made possible by seven councils leaning in and leading the way. Their proactive collaboration has enabled a shared service that smooths building consent volumes and proves that committed local leadership can deliver fast, effective solutions.

Central government has made it clear that regional collaboration is essential, with shared services cited as a prime example. We are excited by the opportunities that regional deals might bring and believe that shareholding councils are well placed to mobilise by having a collaboration CCO already in place.

Last financial year, we supported you by reducing council member charges from what they otherwise would have been, by ~\$900k across our various workstreams. We were able to do this by using cash-on-hand. We signalled at the time that this reduction was a 'one-off' measure. To remain in a sustainable financial position longer term, charges are returning to 'normal' levels and we are pleased to reflect only a small increase of 2.6% in expenditure which is slightly above CPI at 2.2%¹. Due to the one-off use of cash-on-hand that substantially lowered member charges last year, we recognise that the member charges may seem significantly higher by comparison. To address this, we are planning additional communications with Councils to ensure this context is clearly understood.

We will continue to identify opportunities that will reduce Councils costs in the long term by councils working together to make a dollar, save a dollar, or improve the deliverables to Councils and their communities.

¹ CPI as at December 2024, Statistics NZ.

Yours Sincerely,

Peter Stubbs
Chair

Statement of Intent at a glance - our 3-year strategy



Commentary

Co-Lab will continue to operate under its 3-year strategy which was adopted from the 2024 Statement of Intent.

Performance measures

To ensure we deliver against our 3-year strategy, consistent with last year, we are using the following annual Key Performance Indicators (KPI).

Strategic goal	3-year Objective	Annual KPI
Shareholding councils understand we provide them value	<ul style="list-style-type: none"> We know the value we provide shareholders has improved by 15%, by 30 June 2027* <i>(baseline y/e 30 June 24).</i> By 30 June 2027, 80% of shareholders agree they get value from Co-Lab. All shareholders take up at least one additional shared service. <p><i>*Based on the regional benefits of collaboration (not an individual councils' benefits from collaboration).</i></p>	<ul style="list-style-type: none"> Year-on-year increase in the value we provide to councils. 80%+ of council survey respondents believe those Co-Lab services they received meet or exceed their expectations (evidenced by an annual survey). Year-on-year increase in the utilisation of services we provide to councils.
Deliver value by growing the scale of our shared service function	<ul style="list-style-type: none"> 24 new instances of Co-Lab shared services being utilised, by June 2027 <i>(baseline y/e 30 June 24)</i> 	<ul style="list-style-type: none"> Year-on-year increase in the utilisation of services we provide to councils. Year on Year increase in the number of services available to councils.
Diverse, talented and motivated people work for us	<ul style="list-style-type: none"> Maintain staff engagement above 85% Staff turnover is less than 15%. Our vacancies are filled by suitable candidates within 3 months. <p><i>All baselined y/e 30 June 24)</i></p>	<ul style="list-style-type: none"> Maintain staff engagement above 85% Staff turnover is less than 15%. Vacancies are filled by suitable candidates within 3 months.

Nature & scope of services

Co-Lab has three main functions. It:

1. Acts as an “ideas laboratory” – working with councils to investigate and develop opportunities to work together;
2. Delivers shared services to councils; and
3. Enters joint procurement arrangements.

Opportunity Development

Co-Lab seeks to develop opportunities that will reduce costs, create value for councils, and/or enable innovation.

If you'd like more information on the Opportunity Development Projects we are currently investigating, please get in touch.

Shared Services

A list of our shared services follows below. We also facilitate other shared initiatives but do not actively manage them as a shared service. This includes the Shared Valuation Data Scheme and the Health and Safety Pre-Qualification Scheme.

Some services have evolved but for the most part, they remain largely unchanged from prior years.

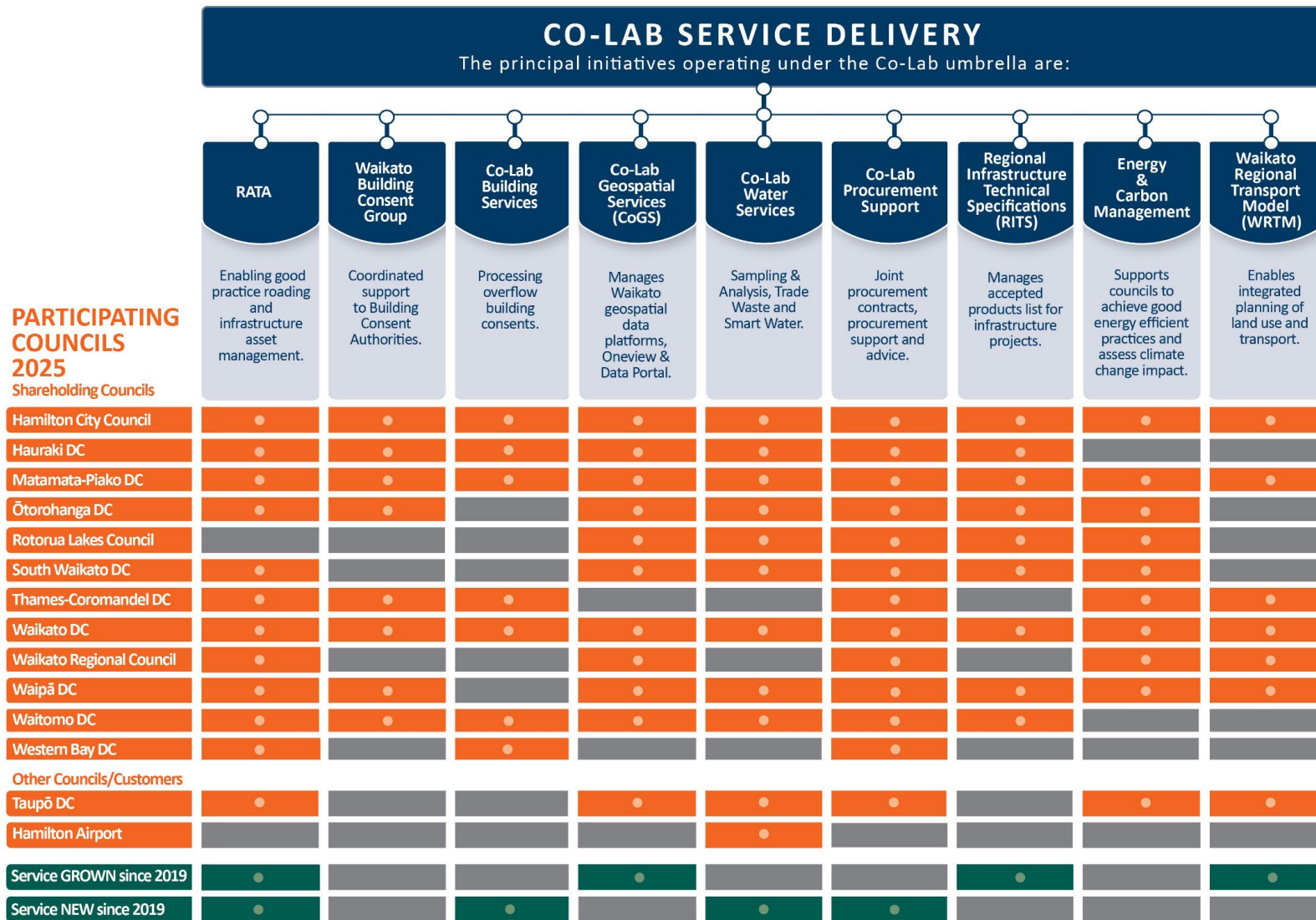
Two changes to the services from past years to highlight is the disestablishment of Co-Lab Learning by 30 June 2025 and the establishment of Co-Lab Building Services.

Co-Lab Water Services has been forecast to remain with Co-Lab for the period. This may be impacted by the outcome of the water reforms. Certainly, over time there will be some consolidation of the customer base. But with at least two water services CCOs being established in the Waikato during the forecast period we think it makes sense that Co-Lab continues to provide these services to the CCOs and the councils who are not part of them. We will be discussing this with participating councils in the near future but want to assure them that there will be continuity of service.

For more information on our services, please visit our website www.colabsolutions.govt.nz

Joint procurement

Co-Lab enters joint procurement arrangements for the benefit of councils, with a focus on value for money and supply certainty. As part of this Co-Lab operates two panels - a professional services panel and a legal services panel - to provide easy and compliant access to these services. It also manages a number of joint contracts with suppliers that councils can be part of.



Financials

Overview

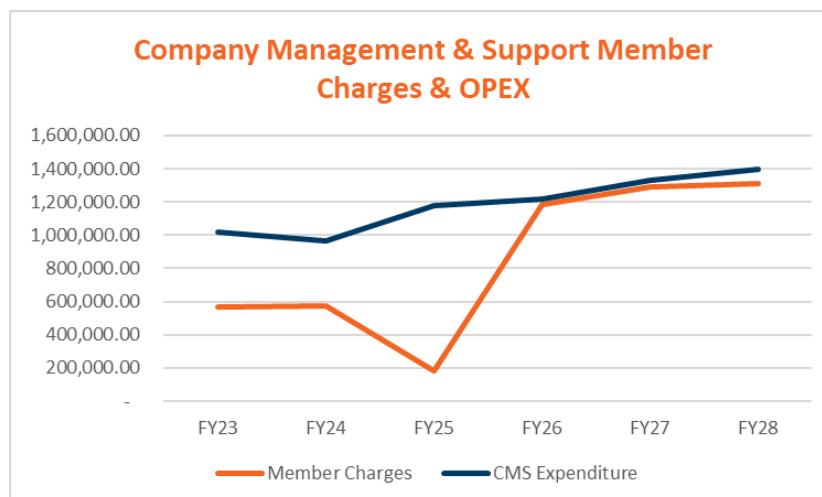
Services

Revenue from services increases in the 2025/26 financial year (FY), as historically we have utilised cash surpluses across the workstreams wherever possible to minimise the cost to councils.

Member charges

In FY2025, while we utilised cash reserves and surplus revenue from some services to significantly lower member charges as a “one-off” measure for that year, we did indicate that member charges would return to “normal levels” for FY2026 and beyond. For some councils that does result in a significant increase in member charges when compared to last year. However, we are pleased to reflect only a 2.6% increase in expenditure which is only slightly above CPI at 2.2%.

Having utilised cash reserves in part for the last four years and then fully utilising cash reserves in FY25, we now need to at least break even within Company Management & Support to remain financially sustainable. The utilisation of cash reserves is reflected in the historical gap between expenditure and member charges in the below chart. However, we are still operating as a very lean organisation as reflected by expenditure in the chart.



A large part of the expenditure increase in FY2025 is attributed to the way we fund cross-council infrastructure procurement. We brought this resource under Company Management & Support and accordingly funded through member charges. We committed to an 18-month trial and are now in the process of conducting a review of its success or otherwise.

There are opportunities to reduce member charges in the future:

1. Where possible, we are incorporating the cost of Co-Lab's company management and administration into Shared Services charges to better reflect the true cost of delivery.
2. If more Shared Services are taken up, our scale of operation increases, allowing us to share operational costs across a broader base, without necessarily increasing overhead costs. For reference, over the last six years, nine opportunities have been declined.
3. Our financial forecasts do not assume any new revenue from growing the services with councils outside the shareholding base as this cannot be accurately predicted. However, as you will

know from our 3-year strategy, we are actively pursuing such opportunities provided they don't undermine our ability to deliver value to you.

Our goal remains to minimise member charges.

Statement of Financial Performance

Co-Lab Company Summary for the forecast financial years ended 30 June 2026-2028					
	Budget 2024/25	Forecast 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
Income					
Company Management / Support ⁽¹⁾	589,962	590,125	1,575,153	1,700,149	1,736,413
Working parties projects	628,741	1,087,069	687,214	712,797	748,436
RITS	-	-	27,244	28,606.62	30,037
Energy Management	94,421	152,190	118,116	176,522	185,348
Shared Valuation Data Service (SVDS)	392,892	344,423	409,638	425,251	425,251
Regional Asset Technical Accord (RATA)	2,082,874	2,279,118	2,500,000	2,320,000	2,500,000
Waikato Regional Transport Model (WRTM)	1,163,990	1,128,592	1,952,610	642,530	676,362
Waikato Building Consent Group	160,194	281,103	353,263	414,127	435,396
Waikato Mayoral Forum	10,130	10,130	10,960	11,508	12,083
Co-Lab Water Services	4,260,948	3,841,862	4,092,428	4,297,049	4,511,902
Procurement Support	193,442	194,370	200,748	210,785	221,324
Geospatial	31,677	92,539	87,006	91,356	95,924
Communications Resource	62,484	61,869	65,603	68,883	72,327
Co-Lab Building Services	-	-	1,682,930	1,767,077	1,855,430
Total Income	9,671,754	10,063,390	13,762,912	12,866,639	13,506,233
Operating Expenditure					
Company Management / Support ⁽¹⁾	1,480,105	1,444,826	1,468,937	1,643,898	1,729,459
Working parties projects	628,741	1,119,497	687,214	712,797	748,436
RITS	24,469	40,650	27,244	28,607	30,037
Energy Management	144,421	136,547	168,116	176,522	185,348
Shared Valuation Data Service (SVDS)	302,063	289,755	310,618	320,407	330,512
Regional Asset Technical Accord (RATA)	2,078,443	2,555,685	2,500,447	2,321,200	2,503,376
Waikato Regional Transport Model (WRTM)	1,163,990	1,128,593	1,952,610	642,530	676,362
Waikato Building Consent Group	360,194	372,577	393,248	414,127	435,396
Waikato Mayoral Forum	10,130	10,130	10,960	11,508	12,083
Co-Lab Water Services	4,021,258	3,634,293	3,983,494	4,161,669	4,369,752
Procurement Support	193,442	189,988	198,876	208,820	219,561
Geospatial	82,863	92,175	86,992	91,342	95,909
Communications Resource	64,001	60,710	64,756	68,293	71,393
Co-Lab Building Services	-	-	1,679,699	1,764,074	1,852,453
Total operating expenditure	10,554,119	11,075,425	13,533,212	12,565,792	13,260,078
Earnings before interest, tax and depreciation/ amortisation (EBITDA)	(882,365)	(1,012,035)	229,700	300,847	246,156
Depreciation / amortisation					
Company Management / Support	44,087	18,623	43,847	46,040	48,342
WBCG	3,072	2,559	3,072	3,072	3,072
Procurement Support	1,872	2,793	1,872	1,872	1,872
Communications	840	840	840	840	840
Co-Lab Building Services	0	-	2,340	2,340	2,340
WRTM	0	1,105	1,104	1,104	1,104
Total Depreciation / amortisation	49,871	25,920	53,075	55,268	57,570
Earnings before interest and tax (EBIT)	(932,236)	- 1,037,955	176,625	245,580	188,586
Net Surplus (Deficit) before tax	(932,236)	(1,037,955)	176,625	245,580	188,586

We are budgeting in all the forecasted years to utilise cash surplus on hand and future surplus from SVDS and Co-Lab Waters.

Statement of Financial Position

Co-Lab Financial Position for the forecast financial years ended 30 June 2026-2028					
	Budget 2024/25	Forecasted 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
CAPITAL					
Shares - SVDS	1,607,001	1,607,001	1,607,001	1,607,001	1,607,001
Shares - WRTM	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
Retained Earnings	(759,319)	(1,180,419)	(2,218,374)	(2,041,748)	(1,796,169)
Plus Current Year Operating Surplus/(Deficit)	(1,004,542)	(1,037,955)	176,625	245,580	188,586
TOTAL CAPITAL FUNDS	1,193,140	738,627	915,253	1,160,832	1,349,418
ASSETS					
CURRENT ASSETS					
Prepayments	3,300	0	6,350	6,668	7,001
Accounts Receivable	505,883	503,170	688,146	643,332	675,312
Bank	1,845,494	1,416,051	1,027,595	1,269,185	1,534,812
GST Receivable / (Payable)	(30,554)	(75,700)	57,092	61,929	66,239
TOTAL CURRENT ASSETS	2,324,124	1,843,521	1,779,183	1,981,113	2,283,364
NON-CURRENT ASSETS					
WRTM - Intangible Asset	2,296,855	2,296,855	2,296,855	2,296,855	2,296,855
MoneyWorks Software	1,195	1,195	1,195	1,195	1,195
Accumulated Depreciation	(2,298,050)	(2,298,050)	(2,298,050)	(2,298,050)	(2,298,050)
IT Equipment & Office Furniture	197,500	185,000	197,500	197,500	197,500
Accumulated Depreciation - IT equipment & Office Furniture	(92,281)	(116,455)	(145,356)	(192,276)	(241,387)
TOTAL NON-CURRENT ASSETS	105,219	68,545	52,144	5,224	(43,887)
TOTAL ASSETS	2,429,343	1,912,067	1,831,326	1,986,337	2,239,477
LESS CURRENT LIABILITIES					
Accounts Payable	1,084,708	1,007,836	737,951	633,624	673,993
Accounts Payable Accrual	37,244	37,426	39,106	41,062	43,115
Employee Benefits	114,251	128,177	139,016	150,820	172,951
TOTAL CURRENT LIABILITIES	1,236,202	1,173,439	916,074	825,505	890,058
NET ASSETS	1,193,141	738,628	915,253	1,160,832	1,349,418

Statement of Cashflows

Co-Lab Statement of Cashflows for the forecast financial years ended 30 June 2026-2028					
	Budget 2024/25	Forecasted 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
Cashflows from Operating Activities					
Interest Received / (Paid)	80,625	70,442	59,484	62,736	65,760
Receipts from Other Revenue	11,868,628	10,765,872	13,515,578	12,848,453	13,408,104
Payments to Suppliers	(11,879,652)	(12,538,792)	(13,796,410)	(12,656,415)	(13,195,468)
Taxes Paid	0	0	0	0	0
Goods & Services tax (net)	30,937	(75,623)	(132,792)	(4,836)	(4,311)
Net cash from operating activities	100,538	(1,778,102)	(354,141)	249,939	274,085
Cashflows from Investing Activities					
Capital enhancements	0	0	0	0	0
Purchase of PPE	(30,334)	(8,148)	(36,674)	(8,348)	(8,458)
Purchase of investments	0	0	2,358	0	0
Net cash from investing activities	(30,334)	(8,148)	(34,316)	(8,348)	(8,458)
Net increase in cash, cash equivalents and bank accounts	70,205	(1,786,250)	(388,457)	241,590	265,627
Opening cash and cash equivalents and bank overdrafts	2,164,346	3,202,301	1,416,051	1,027,595	1,269,185
Closing cash, cash equivalents and bank accounts	2,234,551	1,416,051	1,027,595	1,269,185	1,534,812
Summary of Bank Accounts					
BNZ - Call a/c	2,234,551	1,416,051	1,027,595	1,269,185	1,534,812
Closing Balance of Bank	2,234,551	1,416,051	1,027,595	1,269,185	1,534,812

1. Cross-council infrastructure procurement was brought under Company Management & Support in the 2024 Sol. We committed to an 18-month trial and are now in the process of conducting a review.

Appendix I: Governance

Co-Lab is owned in equal portion by the 12 Local Authorities:

- Hamilton City
- Hauraki District
- Matamata Piako District
- Ōtorohanga District
- Rotorua Lakes District
- South Waikato District
- Thames-Coromandel District
- Waikato District
- Waikato Regional
- Waipa District
- Waitomo District
- Western Bay of Plenty District

Co-Lab's vision is that council collaboration through Co-Lab maximises community wellbeing. The company's purpose is to achieve this vision by helping councils identify and realise shared opportunities. It achieves these outcomes by:

- Acting as an ideas laboratory for developing opportunities that create value to councils;
- Providing shared services to councils; and
- Entering joint procurement arrangements for the benefit of councils.

Co-Lab conducts itself in accordance with its constitution, its annual Statement of Intent, the provisions of the LGA and Co-Lab policies.

The Board is made up five council representative directors and an independent Chair. There is also a standing Audit & Risk Committee.

The current Directors of Co-Lab are:

Director	Representing
Peter Stubbs	Independent Chair
Chris McLay	Waikato Regional Council
Lance Vervoort	Hamilton City Council
Ben Smit	Ōtorohanga, Rotorua, South Waikato and Waitomo District Councils
Steph O'Sullivan	Waikato and Waipā District Councils
David Speirs	Hauraki, Matamata-Piako, Thames-Coromandel District and Western Bay of Plenty District Council

The independent Chair of Co-Lab receives director fees and reimbursed expenses. Directors representing the councils will not receive any fees or reimbursed expenses for work undertaken on behalf of the company.

Appendix II: Policy Statements

Statement of accounting policies

Reporting entity

Waikato Local Authority Shared Services Limited ("the Company") is a Company incorporated in New Zealand under the Companies Act 1993 and is domiciled in New Zealand. The company is a Council Controlled Organisation as defined under section 6 of the Local Government Act 2002 (LGA), by virtue of the shareholding councils' right to appoint the Board of Directors.

The primary objectives of the Company are to:

- Develop opportunities that benefit the Waikato region's local authorities; and
- Act as a vehicle to deliver value-added services to those local authorities.

The Company has designated itself as a public benefit entity (PBE) for financial reporting purposes.

Summary of significant accounting policies

Basis of preparation

Financial statements are prepared on the going concern basis, and the accounting policies are applied consistently throughout the period.

Statement of Compliance

Financial statements are prepared in accordance with the requirements of the LGA, which include the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

Financial statements are prepared in accordance with and comply with Tier 2 PBE Standards reduced disclosure regime (RDR). WLASS is eligible to report under the RDR as it:

- is not publicly accountable; and
- has expenses more than \$2 million, but less than \$30 million.

The accounting policies set out below are consistent with the prior year, other than the inclusion of policy:

- on operating leases, related to the lease of commercial premises;
- employees; and
- property, plant and equipment.

Measurement base

The financial statements are prepared on a historical cost basis.

Presentation currency and rounding

The financial statements are presented in New Zealand dollars, and all values are rounded to the nearest dollar unless otherwise stated. The functional currency of the Company is New Zealand dollars.

Goods and services tax

All items in the financial statements are stated exclusive of goods and services tax (GST), except for receivables and payables, which are presented on a GST-inclusive basis. Where GST is not recoverable as input tax, it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue (IR) is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the cash flow statement.

Commitments and contingencies are disclosed exclusive of GST.

Critical accounting estimates and assumptions

In preparing the financial statements the Company makes estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no areas requiring estimate or assumptions made that are considered to carry a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

Intangible assets

Useful lives and residual values

At each balance date the Company reviews the useful lives and residual values of its intangible assets. Assessing the appropriateness of useful life and residual value estimates of intangible assets requires the Company to consider a number of factors such as the expected period of use of the asset by the Company and expected disposal proceeds from the future sale of the future sale of the asset.

An incorrect estimate of the useful life of residual value will impact the amortisation expense recognised in the income statement and carrying amount of the asset in the balance sheet. The Company minimises the risk of this estimation uncertainty by reviewing that the asset technology is still relevant and there is no alternative options to recreate the asset at a lower price.

Impairment of intangible assets

Intangible assets measure at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the assets carrying amount exceeds its recoverable amount. The recoverable amount is higher of an assets fair value less costs to sell and value in use.

If an asset's carrying amount exceeds its recoverable amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss is recognised in the surplus deficit.

Revenue

Revenue

Revenue comprises the fair value of the considerations received or receivable for the sale of goods and services, excluding GST, rebates and discounts and after eliminating sales within the Company. No provisions have been recorded as all revenue and trade receivables are expected to be received.

Other Revenue

Member charges for all activities are recognised when invoiced to the user (i.e. councils). The recorded revenue is the net amount of the member charges payable for the transaction.

Contributions received for projects that were not completed in a financial year are recognised when the Company provides, or is able to provide, the service for which the contribution was charged. Until such time, contributions are recognised as liabilities.

Operating expenses

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

Personnel costs

Defined contribution schemes

Employer contributions to KiwiSaver, the Government Superannuation Fund, and other defined contribution superannuation schemes are accounted for as defined contribution schemes and are recognised as an expense in the surplus or deficit when incurred.

Receivables

Short-term receivables are recorded at the amount due, less any provision for amounts not considered collectable.

Receivables are initially measured at nominal or face value. Receivables are subsequently adjusted for penalties and interest as they are charged and impairment losses. Non-current receivables are measured at the present value of the expected future cash inflows.

Debtors are amounts due from customers. If collection is expected in one year or less, they are classified as current assets. If not, they are presented as non-current assets.

Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, with original maturities of three months or less, and bank overdrafts.

Income tax

Income tax expense includes components relating to both current tax and deferred tax.

Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the statement of financial position and the corresponding tax bases used in the computation of taxable profit.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which the entity expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable surpluses will be available against

which the deductible temporary differences or tax losses can be utilised.

Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset or liability in a transaction that is not a business combination, and at the time of the transaction, affects neither accounting profit nor taxable profit.

Current and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination, or to transactions recognised in other comprehensive income or directly in equity.

Intangible assets Other financial assets

Investments in bank deposits are measured at fair value plus transaction costs.

At each balance date the Company assesses whether there is any objective evidence that an investment is impaired. Any impairment losses are recognised in the income statement.

Payables and deferred revenue

Short-term creditors and other payables are recorded at their face value.

Trade and other payables are non-interest bearing and are normally settled on 30-day terms, therefore the carrying value of trade and other payable approximates their fair value.

Contributions received for projects that were not completed in a financial year are recognised as deferred revenue until the Company provides, or is able to provide, the service for which the contribution was charged.

Employee benefits liabilities

Short-term employee entitlements

Employee benefits expected to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These includes salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, and sick leave.

A liability for sick leave is recognised to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent it will be used by staff to cover those future absences.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation.

Presentation of employee entitlements

Sick leave, annual leave, vested long service leave, and non-vested long service leave and retirement gratuities expected to be settled within 12 months of balance date, are classified as a current liability. All other employee entitlements are classified as a non-current liability.

Reconciliation of equity

Equity is the shareholders interest in WLASS and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components:

Contributed equity

Contributed equity is the net asset and liability position at the time the company was formed. The allocation of capital amongst shareholders is explained in this note.

Retained earnings

Retained earnings is the company's accumulated surplus or deficit since formation.

11.4 BOPLASS HALF-YEARLY REPORT TO 31 DECEMBER 2024 AND STATEMENT OF INTENT 2025–26 TO 2027–28

File Number: A6836825

Author: Jackson Jury, Financial Analyst

Authoriser: Adele Henderson, General Manager Corporate Services

EXECUTIVE SUMMARY

The purpose of this report is to present to Council:

- a) BOPLASS Limited's half-yearly report to 31 December 2024; and
- b) BOPLASS Limited's Statement of Intent 2025–28.

RECOMMENDATION

1. That the Financial Analyst's report dated 24 July 2025 titled 'BOPLASS Half-Yearly Report to 31 December 2024 and Statement of Intent 2025–28' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council receives BOPLASS's Half-Yearly Report to 31 December 2024, included as **Attachment 1** to this report.
4. That Council receives the BOPLASS Statement of Intent 2025–28, included as **Attachment 2** to this report.

BACKGROUND

1. In accordance with the Local Government Act 2002 (LGA 2002), BOPLASS Ltd is required to report to its shareholder councils on financial and non-financial performance every six months, and to produce an annual Statement of Intent (SOI).
2. The half-yearly report for the six months ending 31 December 2024 is provided as Attachment 1 and outlines performance against SOI objectives. It also summarises key achievements including insurance renewals, aerial imagery procurement, inter-LASS collaboration, and ICT shared services.
3. The final Statement of Intent 2025–28 is included as Attachment 2. It sets out BOPLASS's key objectives, initiatives, and performance targets over the three-year period.
4. Western Bay of Plenty District Council is a shareholder of BOPLASS Ltd and participates in a number of initiatives including insurance, GIS services, procurement, and IT collaboration.

SIGNIFICANCE AND ENGAGEMENT

5. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
6. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
7. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because they are part of ongoing statutory and governance responsibilities for a Council-Controlled Organisation.

ISSUES AND OPTIONS ASSESSMENT

That Council receives: The BOPLASS six-monthly report to 31 December 2024; and The BOPLASS Statement of Intent 2025–28.	
Reasons why no options are available Section 79 (2) (c) and (3) Local Government Act 2002	Legislative or other reference
Section 79(2)(c) and (3) of the Local Government Act 2002 applies. These reporting requirements are mandatory and align with Council's obligations under the LGA 2002.	

STATUTORY COMPLIANCE

8. The decisions recommended in this report comply with the Local Government Act 2002, specifically Part 5 – Council-controlled Organisations.

FUNDING/BUDGET IMPLICATIONS

9. Western Bay of Plenty District Council contributes annually to BOPLASS Ltd through a shareholder levy and pays additional fees for specific services such as insurance, aerial imagery, the MahiTahi collaboration portal, and inter-council ICT infrastructure. These costs are budgeted within existing activity budgets and invoiced through BOPLASS's cost recovery model.

ATTACHMENTS

1. **BOPLASS Half yearly report 31 December 2024** 
2. **BOPLASS Statement of Intent 2025–2028** 



HALF YEARLY REPORT TO SHAREHOLDERS



Period ended 31 December 2024

“COUNCILS PARTNERING FOR VALUE AND SERVICE”



BOPLASS Chair's Report

It is with pleasure that the Directors present their 2024/2025 Half Yearly Report to Shareholders demonstrating the continuing contribution the company makes to collaboration between councils.

With the renewal of councils' insurance through BOPLASS in November 2025, it is pleasing to report a reduction in insurance rates for key categories across the BOPLASS councils when compared with premiums for the year prior. While this partly reflects additional capital coming into the insurance markets, it also highlights the benefit of the collective insurance programme and the strong interest being generated in the BOPLASS programme through direct presentations into the insurance markets. This continued build in interest has allowed BOPLASS to further leverage established relationships to obtain very competitive pricing for member councils. The indication from our brokers and the underwriters is that the BOPLASS history and approach helps achieve a significant reduction in rate relative to similar organisations.

Although particularly good outcomes have been achieved with insurance this year, BOPLASS continues to investigate alternative risk transfer mechanisms to ensure our councils are well-positioned should the cost or availability of traditional insurance change. A project is currently underway to complete loss modelling across all the BOPLASS councils to ensure the information on councils' assets and risks is accurate and up to date to support decisions on loss limits for the group and for individual councils.

The collective aerial photography programme continues to provide financial savings for councils, with tenders awarded this year for urban and rural orthophotography covering Taupō, Rotorua, Western BOP, Gisborne, and Tauranga regions. In addition to the procurement savings, the aerial imagery programme is providing significant resource savings through councils working together to establish collaborative services. The sharing of Bay Maps is an excellent example of this, effectively forming a single hub for councils' communities to access mapping and associated data.

It is good to see increasing collaboration with MW LASS and/or Co-lab, with a number of procurement and shared services opportunities being developed which benefit a large group of councils and reduce the effort involved.

BOPLASS has a number of active procurement opportunities either in the formative stage or about to go to tender. Additionally, the board have identified shared service opportunities for BOPLASS to further investigate. Additional information about current projects is available in the attached report.

Yours faithfully

Craig O'Connell
Chair

**BOPLASS Ltd***“COUNCILS PARTNERING FOR VALUE AND SERVICE”*

HALF YEARLY REPORT TO SHAREHOLDERS

14 FEBRUARY 2025

1 INTRODUCTION

The Local Government Act 2002 requires that the Directors deliver to the Shareholders a report within two months of the end of the first six months of the financial year. The report is required to provide information against the objectives set out in the Statement of Intent. The following report records the objectives of the company and reports on performance against a table of specific performance requirements set out in the Statement of Intent.

2 OBJECTIVES OF BOPLASS LTD

The company exists to provide councils in the Bay of Plenty and Gisborne regions with an umbrella vehicle to investigate, procure, develop, and deliver shared services.

Working together with the full support and involvement of staff, we will provide benefit to councils and their stakeholders through improved levels of service, reduced costs, improved efficiency and/or increased value through innovation.

These will be achieved primarily through:

JOINT PROCUREMENT

Being the procurement of services or products by two or more councils from an external provider regardless of whether the service is paid for through BOPLASS or individually by participating councils.

SHARED SERVICES

Being the participation of two or more councils in the provision of a common service which may be jointly or severally hosted.

3 GOVERNANCE

The end of 2024 included a change of Chief Executive at Whakatāne District Council. BOPLASS welcomes new director Steven Perdia (Whakatāne District Council) to the BOPLASS Board.

4 NATURE AND SCOPE OF ACTIVITIES

The principal nature and scope of the activities of BOPLASS Ltd is to:

- Use joint procurement to add value to goods and services sourced for its constituent councils.
- Facilitate shared services that benefit councils and their stakeholders through improved levels of service, reduced costs, improved efficiency, innovation and/or increased value.
- Pursue best practice in the management of all activities to obtain best value and minimise risk.
- Demonstrate fiduciary responsibility by ensuring that its activities are adequately funded from savings achieved, levies, council contributions, or Government funding where available.
- Allow other councils or organisations to participate in its activities where this will benefit its constituent councils directly or indirectly.
- Represent the collective views of its shareholders in matters with which it is associated.

5 FUTURE DEVELOPMENTS

BOPLASS Ltd will continue to work on business cases for joint procurement and shared services that may be provided in the region or cross-regionally.

The Board has adjusted its strategy to ensure a greater focus on shared services opportunities, while continuing to deliver savings and value to councils through new and existing joint procurement initiatives.

Current reviews for joint procurement and shared services cover but are not limited to:

- | | |
|--|--|
| • Agenda management software | • Health insurance |
| • Archive services | • High volume print |
| • Asset Management | • ICT security policies |
| • Building consents | • Insurance valuations |
| • Business continuity planning | • Inter-council secondments |
| • CCTV monitoring | • Joint software support |
| • Centralised insurance resource | • LGOIMA requests |
| • Chemicals | • Lone worker field solutions |
| • Consents processing | • PPE & uniform |
| • Contractor online inductions | • Property valuation services |
| • Debt management | • Rates collection |
| • Diversion of putrescible waste from landfill | • Regional contractor database |
| • Driver training | • Risk and total assurance |
| • Drug & Alcohol testing | • Solid waste regional facilities strategy |
| • Electoral Officer services | • Staff engagement survey systems |
| • Engineering Codes of Practice | • Vehicle monitoring |
| • Fleet purchasing and management | • Web services |
| • Geospatial services | |
| • Health & Safety management system | |

Other collaborative opportunities may be progressed after the Board has considered individual business cases and formally agreed to take on and deliver (or host/procure etc.) the project.

Joint procurement opportunities will continue to be identified and developed with individual councils engaging under the opt-in principle established by the Board. Joint procurement initiatives will be considered by the Board and/or its advisory groups where there is demonstrated support from two or more member councils.

The Board supports BOPLASS continuing to develop collaboration opportunities outside of the regional boundaries. BOPLASS will continue to proactively explore opportunities to partner with other Local Authorities and shared services organisations within New Zealand where they are developing, or considering developing, cost effective shared services and products that are of value to the Bay of Plenty and Gisborne councils.

BOPLASS development of the Collaboration Portal for the sharing of information on joint procurement or shared services opportunities within the constituent councils has identified a number of duplicate projects across councils which present an opportunity for further collaboration. The BOPLASS Collaboration Portal has become more widely used by other LASS, councils, and local government organisations and provides an opportunity to assist with the identification and management of inter-regional collaboration opportunities. BOPLASS will continue to develop the Collaboration Portal and make it available to the wider local government community.

6 PERFORMANCE TARGETS

To ensure the company continues to operate effectively in both governance and management terms over the next three years the current SOI targets are to:

- Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.
- Investigate new joint procurement initiatives for goods and services for BOPLASS councils.
- Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties.
- Further develop and extend the Collaboration Portal for access to, and sharing of, project information and opportunities from other councils and the greater Local Government community to increase breadth of BOPLASS collaboration.
- Communicate with each shareholding council at appropriate levels.
- Ensure current funding model is appropriate.

The Board believes that all targets are being achieved or are on-track to be achieved, as is demonstrated by the following list of current initiatives.

7 CURRENT INITIATIVES

The following initiatives have been under consideration or operating during the first part of the year:

HIGHLIGHTS

- Electoral Officer services – BOPLASS has engaged with electoral services companies to investigate potential benefits of shared electoral officer services and/or joint procurement of services. Any service would be established subsequent to 2025 local body elections.
- Cyber risk management – All councils have again been able to achieve full cyber insurance cover through the BOPLASS programme. Insurers requirements remain stringent and continued cover is dependent on high standards of cyber security being maintained by all BOPLASS councils. To assist with this, BOPLASS recently facilitated an information session for the BOPLASS councils' IT managers, where a cyber insurance expert provided information on insurers' new requirements, new threats, and how to manage an incident to ensure compliance with insurers expectations.
- Risk management services – Every year the BOPLASS insurance underwriters become more demanding in the levels of data they require and the accuracy of the data. This has created challenges for some of the smaller councils. BOPLASS has worked with Aon to develop a risk management service to assist our councils with this specific skillset. The service has been established to, particularly, provide risk management support and expertise to our smaller councils that may not have a risk management skillset inhouse as a dedicated resource.
- Occupational health services – BOPLASS is managing a tender in conjunction with Co-Lab for occupational health services across the greater region.
- Bay Maps open data – Bay Maps has been established as a shared portal for Bay of Plenty mapping services and is utilised by the BOPLASS GIS group. Having a single portal negates the requirement for councils to develop and maintain individual mapping services.
- LGOIMA requests – BOPLASS is facilitating a collaborative project between councils to share information on LGOIMA processes and help ensure consistent responses to requests. Working in conjunction with the other two LASS, a shared platform is being developed to share information between councils to assist with establishing consistency and best practice.
- Artificial Intelligence (AI) – AI technology is moving fast with the integration now embedded in a multitude of platforms and software solutions. BOPLASS facilitated a seminar delivered by Houston Technology specifically to member councils to provide awareness in preparing for AI using Microsoft Office 365. BOPLASS continues to identify opportunities for councils to share learnings as they adopt AI.

- Inter-LASS collaboration – Multiple projects continue to be identified by LASS leads that would benefit from inter-regional collaboration and could leverage shared services across LASS groups. This collective approach aims to streamline procurement processes and achieve superior outcomes through aggregated volumes. The recent joint tender by BOPLASS and Co-Lab for Occupational Health Services, covering Waikato, Gisborne, and Bay of Plenty councils, highlights the tangible benefits of such collaborative efforts.
- Crime Prevention/CCTV Monitoring – Working in conjunction with NZ Police, BOPLASS is investigating establishing three regional hubs for CCTV monitoring across BOPLASS councils. The establishment of these three centres of excellence will assist in providing coordinated police monitoring within each region.
- Insurance renewals – In the first half of the financial year, BOPLASS led insurance renewals of behalf of the collective group of councils and achieved improved outcomes for all councils across a range of policies. Of particular note was the below-ground infrastructure insurance, with a decrease in rates achieved this year. In addition to the reduced premium rates, benefits also included improved insurance terms, increased coverage limits, and renewed underwriter interest in our programme. Our continued proactive approach and direct presentations into the markets has helped build strong relationships with underwriters and favourable outcomes for all councils involved.
- Waste Operator and Licensing Data System (WOLDS) – The rollout of WOLDS is being phased across the BOPLASS and Waikato councils, with six councils in the initial tranche. The balance of councils will move at a later date, with some still to complete changes to their bylaw to allow external management of these services. WOLDS will allow centralised management of waste contractor licensing, significantly reducing the workload for councils, while also providing improvements in waste data.
- Aerial Imagery – Tenders have been awarded for urban and rural orthophotography covering Taupō, Rotorua, Western BOP, Gisborne and Tauranga regions, with aerial capture to be undertaken during the summers of 2024-25.
- Contours from LiDAR – A project is underway to produce contours for the entire Bay of Plenty region using the LiDAR data BOPLASS councils procured collectively for the region. The contours will provide an important complete topography layer for councils' mapping. The collective agreement offers councils a cost-effective solution and improved efficiency for the region under a single process.
- Oblique Imagery – BOPLASS is investigating a collective agreement across the BOP region for oblique imagery – aerial imagery collected at an angle to the horizon. Oblique imagery helps provide a much higher level of understanding of landscapes, which is particularly helpful for wetlands or biodiversity work. BOPLASS has successfully negotiated a free trial of oblique software and imagery, allowing councils an opportunity to experiment with the technology and develop use cases.

- Contractor and Employee H&S Inductions – A project continues to be investigated to develop a common platform and standard for the development and management of H&S inductions – for both staff and contractor purposes.
- GIS Software and Services – A number of key contracts for councils' geospatial software have been reviewed and renewed through collective BOPLASS agreements.
- MahiTahi Collaboration Portal – Further growth has been achieved with the MahiTahi Collaboration Portal with additional councils joining and using it as a collaboration tool for sharing information across councils.
- Health insurance – A project is underway to explore benefits of establishing a group scheme across the BOPLASS group.
- Media Copyright Agency (MCA) – A collective contract providing savings for all BOPLASS councils has been renegotiated with MCA.
- Institute of Public Works Engineering Australasia (IPWEA) – BOPLASS has renewed the single BOPLASS membership covering all councils and providing membership savings.
- Media Monitoring Service – A collective contract continues to provide BOPLASS councils with a more cost-effective broader service including print, online, broadcast media, social media and 'social listening' services that analyse social media feedback or sentiment.
- Debt Management Services – BOPLASS is working with MW LASS to provide debt management as a shared service to BOPLASS councils.
- Driver Training – BOPLASS continues to investigate options for appointing a preferred provider for driver training services.
- Lone worker field solutions – BOPLASS is investigating technologies and solutions to support council staff in lone worker situations.
- Communication – BOPLASS continues to regularly engage with our constituent councils, senior management and shareholders to ensure opportunities continue to be developed to the benefit of all stakeholders. Additionally, advisory groups, comprising subject matter experts from each council, meet regularly to identify and lead specific projects to provide benefits to all councils through collaboration.
- Viability of Current Funding Model – The sources of BOPLASS funding and the viability of the funding model are regularly reviewed with financial reporting provided to the BOPLASS Board.

8 FINANCIAL REPORTS

8.1 Financial Support and Accounting Services

Accountancy services and support continue to be provided by Tauranga City Council.

8.3 Accounting Policies

The company is compliant with the accounting policies stated in the Statement of Intent.

8.4 Tier 2 PBE Accounting Standards Applied

The financial accounts are prepared with application of Tier 2 accounting standards.

8.5 Financial Reports

Financial Reports for the period to 31 December 2024 are attached.

8.6 Variations

Aerial photography revenue and expenditure are slightly behind target but this is simply a timing issue with progress payments, with imagery capture often being at the mercy of the weather.

Project revenue is reported as \$25,310 ahead of budget. This is due to contributions being received at the commencement of projects and will balance in the second half of the year.

9 STAFFING, ACCOMMODATION AND SUPPORT

Staff

Staffing levels are unchanged with a part-time administrator continuing to provide additional project support and management of existing activities.

Accommodation and Support

We continue to appreciate the office space provided to us by BOP Regional Council and the support that is offered for IT and Accounting services by Tauranga City Council.

BOP LASS LTD STATEMENT OF COMPREHENSIVE INCOME FOR THE MONTH ENDED 31 DECEMBER 2024				
	Actual YTD	Budget YTD	Total Budget	YTD Variance
REVENUE				
Revenue - Core	189,700	183,808	367,615	5,893
Bank Interest Received	9,845	3,500	7,000	6,345
Council Contribution	179,855	180,308	360,615	(453)
Revenue - Projects	754,520	765,750	1,311,500	(11,230)
Bank Interest Received	2,029	750	1,500	1,279
Aerial Photography Revenue	114,813	150,000	400,000	(35,187)
Collaboration Portal Revenue	30,000	20,000	40,000	10,000
Lease Revenue - ICN	72,505	67,500	135,000	5,005
Lease Revenue - Video Conference	13,104	7,500	15,000	5,604
Projects - Recoveries Revenue	522,069	520,000	720,000	2,069
TOTAL OPERATING REVENUE	944,220	949,558	1,679,115	(5,337)
EXPENSES				
Expenditure - Core	223,576	223,104	423,436	472
ACC	595	500	950	95
Accommodation & Travel	7,932	5,500	5,500	2,432
Accounting & Audit	10,185	12,000	24,000	(1,815)
Administration	8,655	10,000	20,000	(1,345)
Amortisation	631	2,500	5,000	(1,869)
Bank Fees	1	100	200	(99)
Conferences	4,296	2,500	2,500	1,796
Depreciation	1,889	2,150	4,300	(261)
Directors Costs	11,754	10,111	23,000	1,643
Fringe Benefit Tax	1,732	2,250	4,500	(518)
General & Catering	0	750	1,500	(750)
Health & Safety	0	500	1,000	(500)
Insurance	13,066	13,000	14,000	66
Interest Paid - TCC Loan	0	0	0	0
Legal	0	1,250	2,500	(1,250)
Salaries	149,795	150,362	300,723	(567)
Salaries - Projects OpEx	(3,527)	(9,000)	(18,000)	5,473
Staff Support Costs	10,554	9,750	19,500	804
Staff Training Costs	535	1,250	2,500	(715)
Subscriptions	533	2,132	4,263	(1,598)
Tax Advice	4,950	5,500	5,500	(550)
Expenditure - Projects	720,203	726,454	1,255,679	(6,251)
Aerial Photography Expense	114,813	150,000	400,000	(35,187)
Collaboration Portal OpEx	6,562	13,990	27,979	(7,428)
Lease Expense - ICN	73,123	64,800	129,600	8,323
Lease Expense - Video Conference	16,830	14,100	14,100	2,730
Projects - Recoveries Expenditure	508,874	483,564	684,000	25,310
TOTAL OPERATING EXPENDITURE	943,778	949,558	1,679,115	(5,779)
OPERATIONAL SURPLUS / (DEFICIT) BEFORE TAX	442	0	0	442

BOP LASS LTD STATEMENT OF FINANCIAL POSITION AS OF 31 DECEMBER 2024	
	Actual YTD
Bank	
Cheque Account	1,038,841
Trust A/c Aerial Photography	83,242
Crime Prevention	1,139
Total Bank	1,123,222
Current Assets	
Trade Debtors	89,763
Accrued Revenue	57,318
Tax Payable (Tax Receivable)	28,837
Prepayments	3,907
Total Current Assets	179,824
Non-current assets	
Intangible - Computer Software	79,175
Intangible - Amortisation	(74,440)
Computer Equipment at cost	4,516
Less Accumulated Depreciation on Computer Equipment	(4,653)
Inter Council Network	25,097
Accumulated Depreciation Inter Council Network	(14,289)
Total Non-current assets	15,407
TOTAL ASSETS	1,318,453
Current Liabilities	
Business Credit Card	935
Trade Creditors	13,129
Accrued Expenses	4,537
TCC Loan	0
GST Collected, Paid, Payments (Refunds)	(11,627)
Retentions	11,893
Income in Advance	1,257,469
PAYE Accruals Payable	14,477
Total Liabilities	1,290,813
NET ASSETS	27,639
Equity	
Current Year Earnings	99,002
Retained Earnings	(71,805)
Share capital	442
TOTAL EQUITY	27,639



STATEMENT OF INTENT FOR 2025-2028



June 2025

“COUNCILS PARTNERING FOR VALUE AND SERVICE”

1. Introduction

This Statement of Intent (SOI), developed under Schedule 8 of the Local Government Act 2002:

- Declares a public statement of the activities and intentions of BOPLASS Ltd and the objectives to which those activities will contribute.
- Provides an opportunity for the shareholders to influence the direction of BOPLASS Ltd, and
- Provides a basis for the accountability of the Directors to the Shareholders for the performance of BOPLASS Ltd.
- Covers BOPLASS Ltd and any subsidiary company established in pursuance of the objectives herein.

2. Background and Benefits

The councils that operate within the Bay of Plenty and Gisborne Regions have formed a Council Controlled Organisation (CCO) to investigate, develop and deliver Joint Procurement and Shared Services projects where delivery is more effective for any combination of some or all of the councils.

Since inception, estimated financial savings of over \$34 million have been achieved by the participating councils through undertaking joint initiatives. BOPLASS is forecast to return in excess of \$2.5 million in savings in the 2024-25 financial year.

Other benefits that have been achieved through collaboration are:

- improved levels and quality of service;
- a co-ordinated and consistent approach to the provision of services;
- reductions in the cost of support and administrative services;
- opportunities to develop new initiatives;
- economies of scale resulting from a single entity representing many councils in procurement.

These benefits and opportunities can apply to all councils irrespective of location or size.

Business processes, information architectures and functional tools differ in each council to varying degrees. The BOPLASS strategies facilitate a journey of progressive development using the approach identified in the BOPLASS Strategy and Action Plan to:

- enhance the capability to collaborate;
- encourage the elimination of barriers to collaborative action; and
- identify services that deliver viable business cases.

A generic sequence or stages of collaboration between multiple councils is followed to develop Shared Services, as shown in *Figure 1*.

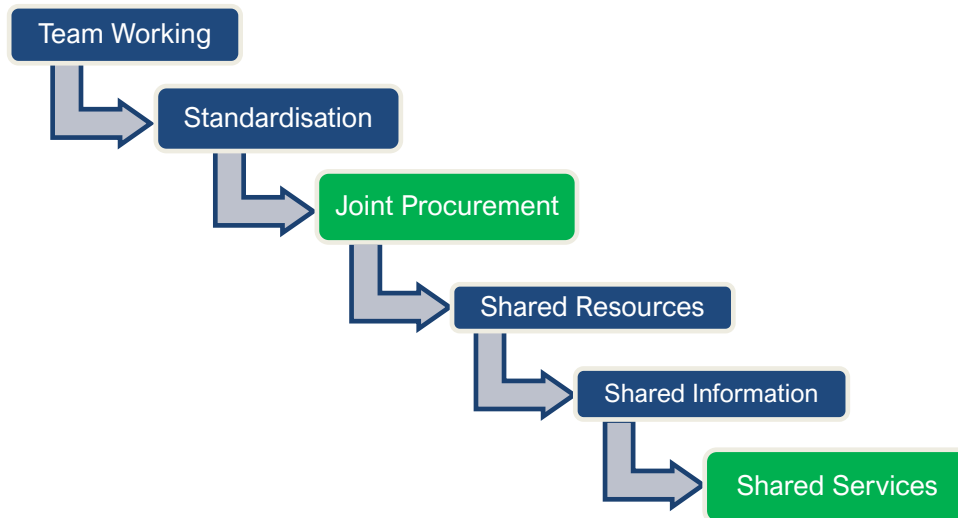


Figure 1

Many of the BOPLASS Joint Procurement projects have supported the development of standard products, services or solutions across the councils. These standards assist in creating a foundation for the delivery of collaboration within the councils.

Examples of Joint Procurement and Shared Service projects are:

- Infrastructure Insurance
- Collective Training
- Aerial Imagery and LiDAR
- Provincial Growth Fund Co-funding for LiDAR Capture
- Standardised Community Engagement App
- Lone Worker Field Solutions
- Robotic Process Automation
- Accounts Payable Automation Software
- Print Media Licencing
- Insurance Valuations
- Contractor Online Inductions
- Health and Safety Management Software
- Radio Telephony (RT) Strategy
- Solid Waste Management
- Health and Safety Inter-Council Audits
- Asbestos Protocols
- Sustainable Public Procurement
- Health and Safety Benchmarking
- Video Conferencing Services
- Archive Services
- Inter-Council Network (ICN) Review, Redesign and Renegotiation
- Debt Collections
- Collaboration Portal
- Capital Construction and Civil Works Projects
- Fortigate Firewall Services
- Wireless WAN
- Inter-LASS Collaboration
- Human Resources Information Systems
- CCTV and monitoring

A full list of projects is provided in Appendix B.

3. Our Vision

“COUNCILS PARTNERING FOR VALUE AND SERVICE”

4. Objectives of BOPLASS Ltd

Working together with the full support and involvement of staff, we will provide benefit to councils and their stakeholders through improved levels of service, reduced costs, improved efficiency and/or increased value through innovation.

These will be achieved primarily through:

Joint Procurement

Being the procurement of services or products by two or more councils from an external provider regardless of whether the service is paid for through BOPLASS or individually by participating councils.

Shared Services

Being the participation of two or more councils in the provision of a common service which may be jointly or severally hosted.

5. Nature and Scope of Activities

The principal nature and scope of the activities of BOPLASS Ltd is to:

- Use Joint Procurement to add value to goods and services sourced for its constituent councils.
- Establish the underlying technology, framework, platform and policies to enable and support collaboration.
- Facilitate initiatives that benefit councils and their stakeholders through improved levels of service, reduced costs, improved efficiency, innovation and/or increased value.
- Pursue best practice in the management of all activities to obtain best value and minimise risk.
- Demonstrate fiduciary responsibility by ensuring that its activities are adequately funded from savings achieved, levies, council contributions, or Government funding where available.
- Allow other councils or organisations to participate in its activities where this will benefit its constituent councils directly or indirectly.
- Actively monitor and engage with Shared Service developments across the public sector to identify opportunities for further development and establishing best practice.
- Represent the collective views of its Shareholders in matters with which it is associated.

6. Sustainable Future: Environmental, Social and Governance (ESG)

The board recognises the importance of ESG in BOPLASS' role and ensuring that integrated risk management, non-financial outcomes, and Te Tiriti are considered in all BOPLASS joint procurement and shared services initiatives.

The company is committed to operating all aspects of its business with a focus on protecting and enhancing our communities today and in the future through sustainable environmentally responsible business practices, social contribution, and good governance.

The company has always had a stakeholder-centric approach, ensuring the company's objectives, goals and the undertaking of business are aligned with our constituent councils, our wider communities and supporting ESG outcomes that have wide-ranging benefits.

While achieving financial savings for member councils through BOPLASS joint procurement is a key objective, the company recognises the importance and responsibility of social procurement and will continue to consider the broader environmental, social and cultural outcomes as part of all BOPLASS procurement processes.

As examples, BOPLASS is working towards satisfying ESG criteria within social procurement by:

- Increasing access to BOPLASS procurement contracts for NZ businesses and local businesses, with particular focus on those groups that may have limited access to opportunities (such as Māori and Pacific Peoples' businesses).
- Giving consideration to organisations that provide employment opportunities to targeted groups and promote inclusion and diversity within their workforce.
- Recognising vendors that will help future-proof the ability of New Zealand businesses to trade.

With a focus on *Social Sustainability*, BOPLASS ensures a balanced approach is taken with the company's activities to create positive social and cultural outcomes for the local communities it serves while also maximising positive outcomes for Māori and the broader community.

Environmental Sustainability is a priority in all BOPLASS business activities – internal and external. Through collaboration and partnership with its constituent councils, BOPLASS will operate in an environmentally responsible way and will embed sustainability considerations (including ethical considerations, for example, the impact on people and communities), a culture of excellence across its wider business and all joint procurement and shared services initiatives.

Te Tiriti o Waitangi responsibilities and outcomes are a driver for governance and management decisions within BOPLASS, include acknowledging and involving mana whenua as Kaitiaki o Te Taiao in project decisions impacting on land or natural resources. The company is committed to providing and improving opportunities for

Māori to contribute to local government decision-making processes and establishing collaborative partnerships and processes that reflect mutual outcomes.

7. Governance Structure

BOPLASS Ltd will conduct itself in accordance with its Constitution, its annual Statement of Intent, and the provisions of the Companies Act 1993 and the Local Government Act 2002.

The Company is governed by its directors. To ensure total synergy between the Company's activities and its council shareholders' activities, nine Directors are also the current Chief Executives of their respective shareholding councils. The dual roles recognise the interdependence of BOPLASS and its councils in the undertaking of its activities.

The Board also includes an independent Chair, appointed with specific skills and knowledge to add incremental value. This appointment brings experience and specialist skills that are complementary to those held by the other Directors.

Shareholder	Appointed Director
Bay of Plenty Regional Council	Fiona McTavish
Gisborne District Council	Nedine Thatcher-Swann
Kawerau District Council	Morgan Godfery
Ōpōtiki District Council	Stace Lewer
Rotorua Lakes Council	Andrew Moraes
Taupō District Council	Julie Gardyne
Tauranga City Council	Marty Grenfell
Western Bay of Plenty District Council	Miriam Taris
Whakatāne District Council	Steven Perdia
Independent Director and Chair	Craig O'Connell

Sub-groups of council subject matter experts have responsibility for regular monitoring of operational aspects of BOPLASS projects, allowing the Board to primarily focus on supporting the strategic development of the organisation.

Each activity or project is managed by an Advisory Group, nominated by the shareholding councils in that particular service. The Board retains the right to approve nominations to the Advisory Groups and all of their material decisions – there is only one Board of Directors and that remains at the umbrella or holding company level.

The Board has established a principle that participation in each initiative is decided by individual councils on an 'opt in' basis.

Services delivered are subject to a formal service level agreement between BOPLASS Ltd and the participating councils, outlining the services and activities provided, where when and how; and reflecting the capital and operational costs being met by each service shareholder.

Joint Procurement initiatives consistent with their nominated role may be undertaken by any advisory group or as approved by the Operations Committee. In considering Joint Procurement initiatives, the Company will take into account the opportunities available through All of Government (AoG) purchasing arrangements and, where there is demonstrated benefit to the Company or its constituent councils, support such initiatives. In assessing the benefits of a Joint Procurement initiative, opportunities for integration shall be considered. The Board has recognised that the availability of All of Government Procurement options has the potential to impact on BOPLASS' ability to provide procurement options in some categories.

Subject to the approval of shareholders in accordance with the shareholder agreement the Directors may decide that a particular activity is best managed as a subsidiary company and proceed accordingly. Any subsidiary company whose objectives are in accordance with the objectives set out in this Statement of Intent shall not be required to have a separate Statement of Intent.

8. Future Developments

The company recognises the importance of remaining adaptive in what is a complex and changing working environment. BOPLASS continues to look at new opportunities or alternative approaches to progressing projects that benefit our shareholding councils.

The Board recognise that the drive for change and/or collaboration in some key areas of council business will often be led by other groups, e.g., waters reform, RMA changes. Although BOPLASS may not be leading these specific projects, the organisation may be considered as one of the vehicles available to assist with managing collective regional outputs from these projects.

BOPLASS Joint Procurement opportunities will continue to be actively pursued to ensure maximum savings and benefits are delivered to the participating councils through existing and new contracts.

Joint Procurement initiatives will be considered by the Board and/or its advisory groups where there is demonstrated support from two or more member councils, with councils participating on an opt-in basis.

BOPLASS will explore opportunities for councils to develop ICT solutions using middleware and cloud technologies that allow for future sharing and the development of Shared Services without the wholesale replacement of IT systems.

Shared Services projects are approved by the board based upon identifying initiatives that will provide genuine value to all participating councils. Shared Services may be delivered by BOPLASS, partnering with a LASS, or in conjunction with multiple LASS.

The Board will be looking for commitment from councils to participate in collaborative services and to provide a lead in the identification and management of opportunities and projects.

9. Inter-Regional Collaboration

The board recognise the benefits of BOPLASS proactively partnering with other local authorities and Shared Services organisations where they are either developing or considering developing cost effective services or Joint Procurement initiatives that are of value to the BOPLASS councils. The Board is constantly looking to expand on this activity and the range of opportunities for inter-regional partnering. BOPLASS will work towards providing improved visibility of projects being undertaken in other regions that may provide opportunities for multiple councils to participate in.

Where practicable, BOPLASS will work with other LASS or councils to leverage off, or participate in, services established by other collective local government groups.

The Collaboration Portal, established by BOPLASS for the sharing of information on Shared Services or Joint Procurement opportunities, has been made available to the wider local government community to provide better visibility of common projects and to encourage further cross-regional collaboration. BOPLASS will continue to market the benefits of inter-region collaboration and assist other councils through providing support and access to the Collaboration Portal.

BOPLASS has provided substantial savings to its shareholding councils through joint procurement undertaken with neighbouring regions. The Board has tasked BOPLASS with leading further inter-regional joint procurement initiatives that will provide benefit to all parties through an aggregated approach.

Significant benefits and savings have been achieved in the placement of councils' insurance through working in conjunction with other LASS. BOPLASS is considered a leader in the development of the interLASS insurance collective. Promoting the size of the aggregated LASSes to provide critical mass and maintain our favourable position within the insurance industry will continue to be leveraged.

10. Stakeholder Engagement

BOPLASS recognises the ambitious plans our constituent councils have for their communities and endeavours to support these aspirations through:

- Regular engagement at project, management, and governance level.
- Including councils' short, medium, and long-term goals within BOPLASS planning.
- Using quality information from councils to guide our decision-making.
- Identifying and developing services that directly benefit councils and/or their communities.
- Monitoring councils' future plans and remaining agile to change to include these aspirations in our own planning.
- Ensuring there are regular communications about individual council's LTP developments to assist BOPLASS with aligning with councils' strategic direction.
- Regularly communicating to ensure stakeholders are aware of what we are doing and why we are doing it.
- Involving councils in our decision-making and planning.

11. Performance Targets

To ensure the Company continues to operate effectively in both governance and management terms over the next three years the targets are to:

Target	How	Measure
Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.	Manage and/or renegotiate existing contracts.	Contracts reviewed annually to test for market competitiveness. New suppliers are awarded contracts through a competitive procurement process involving two or more vendors where applicable.
Investigate new Joint Procurement initiatives for goods and services for BOPLASS councils.	Procure from sources offering best value, service, continuity of supply and/or continued opportunities for integration. (Current identified projects are listed in Appendix B.)	A minimum of four new procurement initiatives investigated. Initiatives provide financial savings of greater than 5% and/or improved service levels to the participating councils.
Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties.	BOPLASS to regularly engage with other LASS to identify and explore opportunities for further inter-regional collaboration.	Quarterly reporting on engagement and a minimum of one new collaborative initiative undertaken annually.
Implement Shared Services demonstrating best practice and added value to participating councils and stakeholders.	Identify Shared Services projects of benefit to two or more councils and lead the implementation.	Initiate at least one new Shared Service each year and no less than two Shared Services successfully implemented within three years.
Communicate with each shareholding council at appropriate levels.	Actively engage in obtaining political support for identified projects.	Information provided to elected members, and feedback sought, on BOPLASS projects, benefits to local communities, and value added to each council.
Ensure current funding model is appropriate.	Review BOPLASS expenditure and income and review council contributions and other sources of funding.	Performance against budgets reviewed quarterly. Company remains financially viable.

12. Balance Sheet Ratios

The Local Government Act 2002 Schedule 8 (9) requires the SOI to include the projected ratio of shareholders' funds to total assets within the Forecast Statement of Financial Position. As at 30 June 2024 the consolidated Shareholder funds comprised \$27,197 and the total assets were \$1,608,694. The resulting ratio is 1.69%.

As asset owning Shared Services are approved, the Board will, if appropriate, provide a mechanism for the recognition of each council's contribution.

13. Accounting Policies

13.1 Statement of Accounting Principles

The Company will adopt accounting practices that comply with NZ IFRS, the requirements of the LGA and the Financial Reporting Act 1993.

13.2 IPSAS Accounting Standards

As a Public Sector Public Benefit Entity (PS PBE), the Company has elected to report using International Public Sector Accounting Standards for Public Benefit Entities under Tier 3 PBE standards.

13.3 Measurement Basis

The Company will follow generally accepted international accounting principles for reporting of earnings and financial position.

13.4 Specific Accounting Principles

The following are principles which will have a significant effect on the measurement of financial position:

- Accounts Receivable are stated at their expected realisable value after writing off any known bad debts and providing for doubtful debts.
- Investments are valued at the prevailing market value.
- Fixed assets are recorded at cost, less accumulated depreciation.
- Any liability for overseas funding of equipment, systems or services is based on the prevailing exchange rate as at balance date.
- Where intangible assets are purchased, such as intellectual property, these are capitalised and written off on a straight-line basis over their expected life, but no greater than four years.
- All assets are depreciated over their expected useful lives. Depreciation is provided on a diminishing value basis over the estimated useful life, at the same rate as is allowed by the Income Tax Act 1994.
- It is not envisaged that the Company will hold inventories, other than those that might relate to providing information services to a number of parties. They will be valued at net realisable value.
- Taxation will be provided as required in line with relevant legislation.
- In accordance with the Public Audit Act 2001 and the Local Government Act 2002, the office of the Auditor General will be responsible for the audit of the Company's financial statements.

14. Distributions to Shareholders

The Company is not expected to make profits that would ordinarily be distributed by way of dividends. Any surplus funds (after tax) remaining from an activity, or the annual operations of the Company shall be carried forward to the ensuing year and may be used to reduce service costs, invest in further developing other services, and/or as the Directors may decide.

15. Information to be Provided to Shareholders

The Company will deliver the following statements to shareholders:

- On a three-monthly basis the Financial Position and Cashflow.
- Within two months of the end of the first half of the financial year: Financial Performance and Financial Position.
- Within three months of the end of the financial year the following audited statements: Financial Position, Movements in Equity, Cashflows, Service Performance plus a summary of how the Company has tracked against its objectives and prospects for the next financial year, and a report on the Company's medium to long term plans.
- Six monthly summaries of project activities included in Half Yearly and Annual Reports.

16. Procedures for the Purchase and Acquisition of Shares

The Board will give approval before BOPLASS Ltd subscribes for, purchases, or otherwise acquires shares in any company or other organisation, which is external to the group.

17. Activities for Which the Board Seeks Compensation

The ongoing activities to identify, develop, procure Shared Services will be budgeted for in advance, subject to a business case and either funded by individual councils without BOPLASS Ltd involvement, or agreed by the Board to be funded by BOPLASS Ltd with consequent recovery from participating councils.

Shareholding councils will contribute to the operational costs of the Company on an annually agreed basis.

The Company will also seek contributions by way of a levy or administration charges on services provided or administered. In determining an appropriate charge, the Directors may take into account the cost of running the Company, its future operational requirements, the nature and cost of the service provided, benefits achieved and councils' ability to pay.

The Company may provide services (at a cost recovery or a cost-plus basis) to other non-shareholding councils within or beyond the region. Any surplus from such activity will be used to either reduce service costs and/or invest in further developing of that or other services, as agreed by the Advisory Group and by the Board.

18. Value of Shareholder's Investment

The Directors estimate that, at this stage, BOPLASS Ltd has limited commercial value. As each shareholder's investment in BOPLASS Ltd is less than \$20,000, the Board believe that fairly represents the value of their investment. The Directors will reassess the value of this shareholding on or about the 1st of March each year.

19. Financial Forecasts

The Forecast Financial Statements for the years 2025-2028 are included (Appendix A).

The Aerial Photography revenue/expenses reflects the flying programme determined by the participating councils which includes interim flying programmes and extensive region-wide flying programmes over the next five years.

A continued increase in Recoveries has been forecast to reflect the direct recovery of purchases made on behalf of councils through Joint Procurement projects.

It is the company's intention to always fully recover costs incurred on behalf of participating councils.

Appendix A

SOI Forecast 2025/28	Budget 2024/2025	Forecast 2025/2026	Forecast 2026/2027	Forecast 2027/2028
REVENUE				
Revenue - Core	367,615	379,630	388,871	402,131
Bank Interest Received	7,000	10,000	10,000	10,000
Council Contribution	360,615	369,630	378,871	392,131
Revenue - Projects	1,311,500	1,318,500	1,237,000	1,237,000
Aerial Photography Income	400,000	400,000	320,000	320,000
Bank Interest Received	1,500	1,500	2,000	2,000
Collaboration Portal	40,000	45,000	50,000	50,000
Lease Income - ICN	135,000	137,000	130,000	130,000
Lease Income - Video Confer.	15,000	15,000	15,000	15,000
Recoveries	720,000	720,000	720,000	720,000
Total Operating Revenue	1,679,115	1,698,130	1,625,871	1,639,131
EXPENSES				
Expenditure - Core	423,436	444,451	458,992	469,562
ACC	950	950	950	950
Accommodation & Travel	5,500	4,000	4,000	4,500
Accounting & Audit	24,000	25,000	26,000	26,000
Administration	20,000	20,000	22,000	22,000
Amortisation	5,000	2,000	2,000	2,000
Bank Fees	200	200	200	200
Conferences	2,500	2,500	2,500	2,500
Depreciation	4,300	4,000	4,000	4,000
Directors' costs	23,000	23,000	25,000	25,000
Fringe Benefit Tax	4,500	4,500	4,500	4,500
General & Catering	1,500	1,500	1,500	1,500
Health and Safety	1,000	1,000	1,000	1,000
Insurance	14,000	16,000	17,000	18,000
Interest Paid - TCC Loan	0	0	0	0
Legal	2,500	2,500	2,500	2,500
Salaries	300,723	316,101	323,642	332,712
Salaries - C'Portal Opex	-18,000	-10,000	-10,000	-10,000
Staff Support Costs	19,500	21,000	22,000	22,000
Staff Training Costs	2,500	2,500	2,500	2,500
Subscriptions	4,263	2,200	2,200	2,200
Tax Advice	5,500	5,500	5,500	5,500
Expenditure - Projects	1,255,679	1,253,679	1,166,879	1,169,569
Aerial Photography Expense	400,000	400,000	320,000	320,000
Collaboration Portal Opex	27,979	27,979	27,979	27,979
Lease Expense - ICN	129,600	131,600	124,800	124,800
Lease Expense - Video Confer.	14,100	14,100	14,100	14,100
Projects - Recoveries	684,000	680,000	680,000	682,690
Total Operating Expenditure	1,679,115	1,698,130	1,625,871	1,639,131
Operational Surplus/ (Deficit) before Tax	0	0	0	0

Appendix B

Undertaken Joint Procurement Projects

Requiring ongoing management for performance, renewal or replacement:

- Accounts Payable automation software
- Advertising services
- Aerial imagery and LiDAR
- Air travel services
- Antivirus software
- Archaeological services
- Asbestos protocols
- Banking
- Capital construction and civil works
- Cloud services
- Collective training services
- Community engagement app
- Courier services
- Cyber insurance
- Document management – EDRMS
- Document storage
- EFTPOS services
- Electricity
- Electronic purchasing
- EMA membership
- Firewall Services
- FME Server
- Fuel
- Geospatial training services
- GIS regional technical advisor
- GIS software
- GPS vehicle tracking
- Health & Safety benchmarking
- Health & Safety management software
- Health & Safety training services
- Health & Wellbeing online platform
- Historic imagery digitisation
- HR information systems
- Infrastructure as a Service
- Insurance brokerage services
- Insurance – General
- Insurance – Infrastructure
- Internet services
- IPWEA library
- Media monitoring
- N3/GSB membership
- Oblique imagery
- Office supplies
- Postal services
- Print media copyright services
- Provincial Growth Fund co-funding
- Radio telephony
- Rapid antigen tests
- Reprographic – printers/copiers
- Risk management workshops
- Security services
- Staff wellbeing portal
- Telephony – voice, data, mobile
- Tender facilitation
- Transactional banking
- Travel and accommodation services
- Valuation services provider
- Video conferencing services
- Website analytics
- Wireless WAN

Appendix B

Shared Services

Managed by BOPLASS or by one or more constituent councils:

- After hours call management
- Contractor H&S prequalification
- Debt recovery services
- Employee benefit schemes
- FME licensing pool
- GIS imagery data storage
- GIS support (inter-council)
- GIS web services
- Health and safety auditing
- Historic aerial imagery digitisation
- Insurance COE
- Inter-council network
- Internal audit services
- MahiTahi LG Collaboration Portal
- Media monitoring
- Occupational health services
- Radio telephony strategy
- Section 17a reviews
- Shared licence server
- Solid waste services
- Standards NZ
- Video conferencing hosting
- Waste Operator and Licensing Data System

Projects for Consideration

- Agenda management software
- Archive services
- Asset Management
- Building consents
- Business continuity planning
- CCTV monitoring
- Centralised insurance resource
- Chemicals
- Consents processing
- Contractor online inductions
- Debt Management
- Diversion of putrescible waste from landfill
- Driver training
- Drug & Alcohol testing
- Electoral Officer services
- Engineering Codes of Practice
- Fleet purchasing and management
- Geospatial services
- Health & Safety management system
- Health insurance
- High volume print
- ICT security policies
- Insurance valuations
- Inter-council secondments
- Joint software support
- LGOIMA requests
- Lone worker field solutions
- PPE & uniform
- Property valuation services
- Rates collection
- Regional contractor database
- Risk and total assurance
- Solid waste regional facilities strategy
- Staff engagement survey systems
- Vehicle monitoring
- Web services

12 INFORMATION FOR RECEIPT**13 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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
13.1 – Confidential Minutes of the Audit, Risk and Finance Committee Meeting held on 4 June 2025	s7(2)(g) – the withholding of the information is necessary to maintain legal professional privilege	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
13.2 – Confidential Minutes of the Council Meeting held on 26 June 2025	s7(2)(a) – the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons 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

	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
13.3 - Acquisition of Land	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
13.4 - Recommendation to Award - Illegal Dumping and Litter Bins Contract	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