



**ROTORUA
LAKES COUNCIL**
Te Kaunihera o ngā Roto o Rotorua

Kaupapataka Agenda

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Date: Tuesday 25 July 2023

Time: 9.30am

Venue: Council Chamber

MEMBERSHIP

Chair Mayor Tapsell

Deputy Chair Cr Kai Fong

Members
Cr Barker
Cr Brown
Cr Kereopa
Cr Lee
Cr Maxwell
Cr O'Brien
Cr Paterson
Cr Wang
Cr Waru

Quorum 6

NGĀ TUKUNGA HAEPAPA A TE KAUNIHERA

COUNCIL DELEGATIONS

Type of Committee	Council Committee
Subordinate to	N/A
Subordinate Committees	<ul style="list-style-type: none"> • District Licencing Committee • Audit and Risk Committee
Legislative Basis	Schedule 7 s30 (1) (A), Local Government Act 2002 Committee delegated powers by the Council as per Schedule 7, s32, Local Government Act 2002
Purpose	The purpose of the Council is to make decisions on all matters that cannot be delegated, that it has not delegated or that it has had referred to it by staff or a committee.
Reference	01-15-016
Membership	Mayor (Chair) Deputy Mayor (Deputy Chair) All councillors
Quorum	6
Meeting frequency	Monthly
Delegations	<ul style="list-style-type: none"> • the power to make a rate • the power to make a bylaw • the power to borrow money, or purchase or dispose of assets, other than in accordance with the Long-term Plan • the power to adopt a long-term plan, annual plan, or annual report • the power to appoint a chief executive • the power to adopt policies required to be adopted and consulted on under the LGA 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 set and support strategies in measures related to emergency matters. • all the powers, duties and discretions under the Civil Defence Act for the proper operation and administration of the approved Civil Defence Plan; such delegation to be executed solely within the defined policy guidelines as determined from time to time by the Council and subject to the Financial limits imposed by the approved Council estimates. <p>Additional responsibilities retained by the Council committee:</p> <ul style="list-style-type: none"> • Advise and support the mayor on the development of the long-term plan and annual plans • Approval of long-term plan or annual plan consultation documents, and supporting information and consultation process prior to consultation • Approval of a draft bylaw prior to consultation

	<ul style="list-style-type: none"> • Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of the electoral officer • Adoption of, and amendment to the Committee Terms of Reference, Standing Orders and Code of Conduct • Relationships with the Te Tatau o te Arawa board, including the funding agreement • Monitor the overall financial management and performance of the council • Make financial decisions required outside of the annual plan budgeting processes • Approve the council’s insurance strategy and annual insurance placement for Council • Write-offs • Acquisition of property in accordance with the Long-term Plan • Disposals in accordance with the Long-term Plan • Review the Chief Executive’s performance annually and establish performance targets for each year • Undertake a performance review at the end of the first term of appointment as required by Schedule 7, clause 35 of the Local Government Act 2002. Undertaken no less than 6 months before the date on which the chief executive’s contract of employment for the first term expires.
Relevant Statutes	All the duties and responsibilities listed above must be carried out in accordance with the relevant legislation.
Limits to Delegations	Powers that cannot be delegated to committees a per the Local Government Act 2002 Schedule 7 S32.

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1. Karakia Whakapuaki - Opening Karakia

TŪTAWA MAI

Tūtawa mai i runga
Tūtawa mai i raro
Tūtawa mai i roto
Tūtawa mai i waho
Kia tau ai te mauri tū
Te mauri ora, ki te katoa
Hāumi e. Hui e. Tāiki e!

TŪTAWA MAI

I summon from above
I summon from below
I summon from within
I summon the surrounding environment
The universal vitality and energy to infuse and
enrich all present
Enriched, unified and blessed

2. Ngā Whakapāha - Apologies

The Chair invites notice from members of:

1. Leave of absence for future meetings of the Rotorua Lakes Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

3. Whakapuakitanga Whaipānga - Declarations of interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

4. Ngā Take Whawhati tata kāore i te Rārangi Take - Urgent Items not on the Agenda

Items of business not on the agenda which cannot be delayed

The Chair will give notice of items not on the agenda as follows:

Matters Requiring Urgent Attention as Determined by Resolution of Rotorua Lakes Council

The Chair shall state to the meeting.

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Rotorua Lakes Council.

s.46A (7), LGOIMA

Discussion of minor matters not on the agenda.

Minor Matters relating to the General Business of the Rotorua Lakes Council.

The Chair shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Rotorua Lakes Council for further discussion

s.46A (7), LGOIMA

5. Te Whakaū i ngā Meneti - Confirmation of Minutes

5.1 Council Meeting Minutes (Draft) 28 June 2023

Minutes (draft)

Council meeting held Wednesday 28 June 2023 at 9.30am
Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Mayor Tapsell (Chair) Cr Kai Fong (Deputy Chair), Cr Barker, Cr Brown, Cr Lee, Cr O'Brien, Cr Paterson, Cr Wang
APOLOGIES:	Cr Maxwell, Cr Kereopa
IN ATTENDANCE BY AUDIO VISUAL:	Cr Waru
STAFF PRESENT:	G Williams, Chief Executive; T Collé, Deputy Chief Executive, Organisational Enablement; J.P Gaston, Deputy Chief Executive, District Development; O Hopkins, Deputy Chief Executive, District Leadership & Democracy; S Michael, Deputy Chief Executive. Infrastructure & Environmental Solutions; A Pewhairangi, Deputy Chief Executive, Community Wellbeing; G Rangī, Deputy Chief Executive, Te Arawa Partnership; I Tiriana, Manager, Council Communications; D Cossar, Governance & Democracy Manager; G Kieck, Corporate Planning and Strategy Manager; N Michael, Executive of Communications, Mayor's Office; I Brell, Governance Support Advisor.

The meeting opened at 9.31am.

The Chair, Mayor Tapsell welcomed elected members, media, staff and members of the public.

1 KARAKIA WHAKAPUAKI OPENING KARAKIA

Cr Barker opened the meeting with a Karakia.

2 NGĀ WHAKAPĀHA APOLOGIES

Resolved

- 1. That the apologies from Cr Kereopa, Cr Maxwell and Cr Waru for early departure be accepted.**

Moved: Cr Kai Fong

Seconded: Cr O'Brien

CARRIED

3 WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

None

4 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

Cr O'Brien raised an item concerning the Ministerial decision to withdraw the funding of \$10m from the sewerage scheme (Rotomā/Rotoiti) and asked if a verbal report, including financial implications, be provided.

Mayor Tapsell accepted the item due to public interest and requested an update be provided by staff at the Infrastructure and Environment Committee meeting, 5 July 2023.

5 HE PUKA INOI TŪMATAWHANUI PUBLIC PETITIONS

5.1 KEEP OUR RATES LOW

The Chair welcomed Steve Gardner and Chanel Renata and invited them to speak to the petition.

6 TE WHAKAŪ I NGĀ MENETI CONFIRMATION OF COUNCIL MINUTES

6.1 MINUTES OF COUNCIL MEETING HELD 31 MAY 2023

ID 19375009

Resolved

- 1. That the minutes of the Council meeting held 31 May 2023 be confirmed as a true and correct record.**

Moved: Cr Kai Fong

Seconded: Cr Brown

CARRIED

6.2 MINUTES OF COUNCIL MEETINGS HELD 7 AND 8 JUNE 2023

ID 19381106

Resolved

- 1. That the minutes of the Council meeting held 7 and 8 June 2023 be confirmed as a true and correct record.**

Moved: Cr Barker

Seconded: Cr Kai Fong

CARRIED

7. PŪRONGO KAIMAHI STAFF REPORTS

7.1 ADOPT ANNUAL PLAN 2023-2024

ID 19394139

Resolved

- 1. That the report 'Adopt Annual Plan 2023-2024' be received.**

Moved: Cr Brown

Seconded: Cr Kai Fong

CARRIED

Thomas Collé overviewed the report and spoke to a presentation titled Annual Plan 2023-24 Council Meeting (Attachment 1).

Further resolved

- 2. That Council adopts the Annual Plan 2023-2024 and notes the plan delivers on decisions made by Council following consultation and decision making.**

Moved: Mayor Tapsell

Seconded: Cr Kai Fong

CARRIED

Request for vote against: Cr O'Brien, Cr Paterson

7.2 SETTING COUNCIL RATES FOR THE YEAR 1 JULY 2023 TO 30 JUNE 2024

ID 19397060

Resolved

- 1. That the report 'Setting Council rates for the year 1 July 2023 to 30 June 2024' be received.**

Moved: Cr Barker

Seconded: Cr Brown

CARRIED

Further resolved

- 2. That Council**

- **in accordance with section 23 of the Local Government (Rating) Act 2002, set the rates (as set out below);**

- in accordance with section 24 of the Local Government (Rating) Act 2002, set the dates by which rates must be paid (as set out below);
- in accordance with sections 57 and 58 of the Local Government (Rating) Act 2002, set the penalties that may be added to unpaid rates (as set out below);
- set the discount for early payment at 2%

Moved: Cr Kai Fong

Seconded: Cr Wang

CARRIED

Request for vote against: Cr O'Brien, Cr Paterson

Attendance: Cr Waru left the meeting at 10.30am.

7.3 FINANCIAL PERFORMANCE FOR THE ELEVEN MONTHS ENDED 31 MAY 2023

ID 19396942

Resolved

1. **That the report "Financial Performance for the Eleven Months ended 31 May 2023" be received.**

Moved: Cr Kai Fong

Seconded: Cr Barker

CARRIED

Thomas Collé and David Jensen spoke to a presentation titled "Rotorua Lakes Council Financial Update May 2023" (Attachment 2).

7.4 APPOINTMENT OF CHAIR TO THE INFRASTRUCTURE AND ENVIRONMENT COMMITTEE 2023-2025

ID 19394398

Resolved

1. **That the report "Appointment of Chair to the Infrastructure and Environment Committee 2023-2025" be received.**

Moved: Cr O'Brien

Seconded: Cr Lee

CARRIED

Oonagh Hopkins overviewed the report.

The Chair acknowledged and thanked Cr Barker for chairing the Infrastructure and Environment Committee in her absence and thanked Cr Wang as Deputy Chair for his support. The Chair also thanked the Councillors for their support.

Further resolved

- 1. That Council resolves to appoint Cr Barker as Chair of the Infrastructure and Environment Committee, pursuant to Section 41A (3) (4) and clauses 26 and 31 of Schedule 7 of the Local Government Act 2002.**

Moved: Mayor Tapsell

Seconded: Cr O'Brien

CARRIED

7.5 REMITS TO THE LOCAL GOVERNMENT NEW ZEALAND 2023 ANNUAL GENERAL MEETING

RDC-1387626

Resolved

- 1. That the report 'Remits to the Local Government New Zealand 2023 Annual General Meeting' be received.**

Moved: Cr Barker

Seconded: Cr Wang

CARRIED

Oonagh Hopkins overviewed the report.

Further resolved

- 2. That Council notes the following remits are proposed:**
 - 1) Allocation of risk and liability in the building sector**
 - 2) Rates Rebate**
 - 3) Roding/Transport Maintenance Funding**
 - 4) Local Election accessibility**
 - 5) Ability for co-chairs at formal meetings**
 - 6) Parking Infringement penalties**
 - 7) Rural and regional transport**
 - 8) Establishing resolution service**
 - 9) Earthquake prone buildings**
 - 10) KiwiSaver contributions for elected members**
 - 11) Audit NZ Fees**
- 3. That Council support 1 – 4, and 6- 9 and 11 of the proposed remits at the Local Government New Zealand at the 2023 AGM on the 26 July 2023.**
- 4. That Council do not support remits 5 and 10 of the proposed remits at the Local Government New Zealand at the 2023 AGM on the 26 July 2023.**

Moved: Mayor Tapsell

Seconded: Cr Brown

CARRIED

The Chair noted Cr Wang did not support Remit 4.

7.6 ADOPTION OF COUNCIL'S ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2022

ID 12603439

Resolved

1. **That the report "Adoption of Council's Annual Report for the year ended 30 June 2022" be received.**

Moved: Cr Barker

Seconded: Cr Kai Fong

CARRIED

Mr Collé advised Audit NZ requested Council staff to amend information previously provided during the audit process. Due to the limited time available, this had not been completed in time to enable the Annual Report to be presented to the Council meeting.

The Chair advised that the matter would lay on the table until the next available meeting.

2. **That Council resolves to adopt the audited Annual Report and the Audited Summary for the Rotorua Lakes Council for year ended 30 June 2022.**
3. **That the Mayor and Chief Executive be authorised to sign the Letter of Representation and Statement of Compliance section of the Annual Report.**
4. **That the Chief Executive be authorised to make minor editorial changes, if any, as agreed with Council's auditors.**

7.7 DISTRICT LEADERSHIP AND DEMOCRACY – PROGRESS REPORT APRIL 2023

ID 19375483

Resolved**That the report 'District Leadership and Democracy Progress Report' be received**

Moved: Cr Brown

Seconded: Cr Kai Fong

CARRIED

Mrs Hopkins overviewed the report.

Action points:

- Provide the cost of the Annual Plan consultation.
- Include the number receiving the unemployment and sickness benefit.
- Provide the number of viewers to Council's livestreaming meetings page.
- Include the number of consents processed between 15 to 20 working days, requiring more information from the applicants - refer to JP Gaston, Deputy Chief Executive, District Development.

7.8 ORGANISATIONAL ENABLEMENT – PROGRESS REPORT

ID 19374279

Resolved

1. **That the report 'Organisational Enablement Progress Report' be received.**

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Moved: Cr Lee
Seconded: Cr O'Brien
CARRIED

Mr Collé overviewed the report.

The Chair advised that the only matter in the public excluded session is to adopt the confidential minutes of the previous meeting and if there are no corrections or discussion required there is no requirement to move into Public Excluded.

**8. TE WHAKAŪ I NGĀ MENETI (ngā take matatapu)
CONFIRMATION OF MINUTES (confidential items)**

8.1 MINUTES OF COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 31 MAY 2023

ID 19375091

Resolved

- 1. That the confidential minutes of the Council meeting held 31 May 2023 be confirmed as a true and correct record.**

Moved: Cr O'Brien
Seconded: Cr Paterson
CARRIED

The Chair acknowledged and thanked Deputy Mayor Sandra Kai Fong for her leadership, direction and support during her leave of absence and recognised this was during the time of the annual plan hearings and deliberations. The Chair acknowledged the adoption of the annual plan at the meeting and thanked the Councillors for the discussion.

The meeting closed at 11.10am

To be confirmed at the Council meeting on 25 July 2023

.....
Chair

Note 1: Rotorua Lakes Council is the operating name of Rotorua District Council

Note 2: Attachments to these minutes are available on request or on Council's website: [click here](#)

6. Pūrongo Kaimahi - Staff Reports

19908960

ROTORUA LAKES COUNCIL

Mayor
Members
COUNCIL

6.1 Financial Performance for the Twelve Months Ending 30 June 2023 – Information Only

Report prepared by: David Jensen, Director of Finance

Report reviewed by: Thomas Collé, Deputy Chief Executive Organisational Enablement

Report approved by: Geoff Williams, Chief Executive Officer

1. TE PŪTAKE PURPOSE

The purpose of the report is to provide information on Council’s financial performance for the twelve months ended 30 June 2023.

2. HE TŪTOHUNGA RECOMMENDATION

1. That the report “Financial Performance for the Twelve Months ended 30 June 2023” be received.

3. TE MATAPAKI DISCUSSION

➤ Council’s Operating Environment

Council has faced several financial headwinds through the 2022/23 Financial Year including the costs associated with Emergency Housing, Plan Change 9, the impact of severe weather events and inflation.

Earlier in the Financial Year, Council staff undertook a financial forecast which identified a potential significant operating deficit, recognising pressures achieving certain revenue targets and increases in Council’s forecast expenditure as a result of the operating pressures noted above. This forecast deficit was revised downwards in January 2023 through a series of cost saving initiatives including the deferral of recruitment for vacant roles, delaying or cancelling planned expenditure with contractors and increases in revenue targets to meet the changing market conditions.

This forecast deficit was cut further through the year as the impact of cost saving decisions came into effect, and as Council’s financial position continued to stabilise as expenditure was constricted across the business, and revenue has performed ahead of initial forecasts.

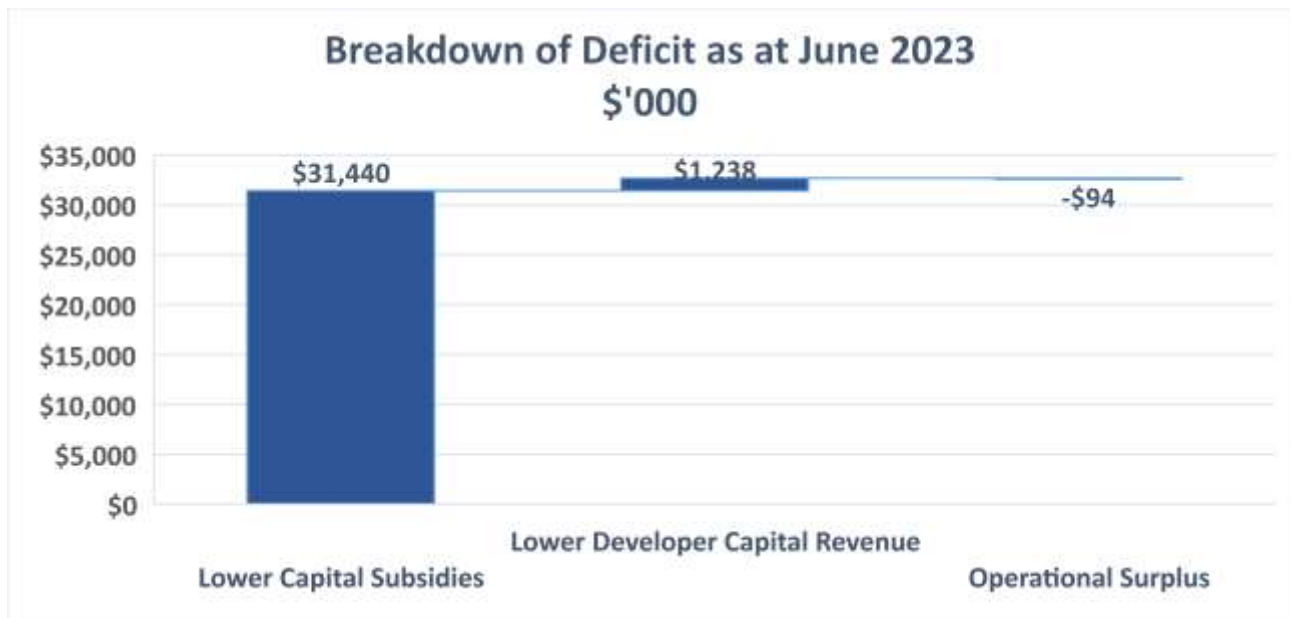
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➤ **Update on Council’s 2022/23 Year End Financial Position**

Council has a draft, unaudited operating surplus of \$94k for the full year ending 30 June 2023. It is likely that this surplus will be subject to a number of non-cash adjustments through the audit process, noting especially:

- Depreciation adjustments as the impact of the revaluation cycle are booked in the year-end accounts;
- Recognition of revenue as Council assess milestone achievements of various capital projects funded through external grants currently sitting as revenue received in advance on Council’s balance sheet; and
- Any other audit adjustments recommended through the review process.

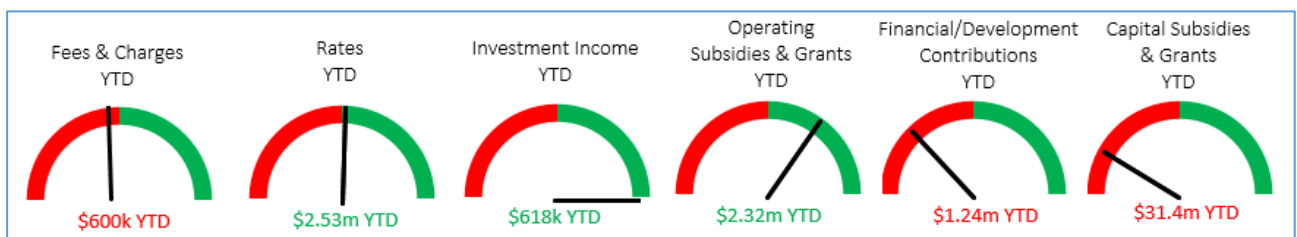
Council has a draft, unaudited deficit of \$2.5m compared to a budget surplus of \$30.0m. This has been driven primarily by lower revenue from capital subsidies (\$31.4m) which is linked to delivery milestones of key capital projects. The balance (\$1.14m) relates to lower than budgeted development and financial contribution revenue from developers (\$1.2m) and an operational surplus of \$94k.



➤ **Year to Date Financial Performance**

Figures in \$000's	Actual	Budget	Variance - Favorable / (Unfavorable)
Income			
Fees & Charges	18,139	18,740	(600)
Rates	120,779	118,250	2,529
Investment Income	1,169	550	618
Development & Financial Contributions	1,125	2,363	(1,238)
Subsidies & Grants - Capital	14,820	46,260	(31,440)
Subsidies & Grants - Operational	7,801	5,476	2,325
Total Income	163,833	191,639	(27,806)
Opex			
Administration Expense	3,809	3,911	102
Finance Cost	154	382	228
Maintenance	1,275	1,903	628
Operating Expenses	70,710	65,446	(5,264)
Staff Costs	34,073	35,103	1,030
Utilities	2,521	3,004	483
Depreciation	42,029	42,029	
Interest Cost	11,813	9,829	-1,984
Total Opex	166,385	161,608	(4,777)
Total Operating Surplus / (Deficit)	-2,552	30,031	(32,583)

➤ **Income**

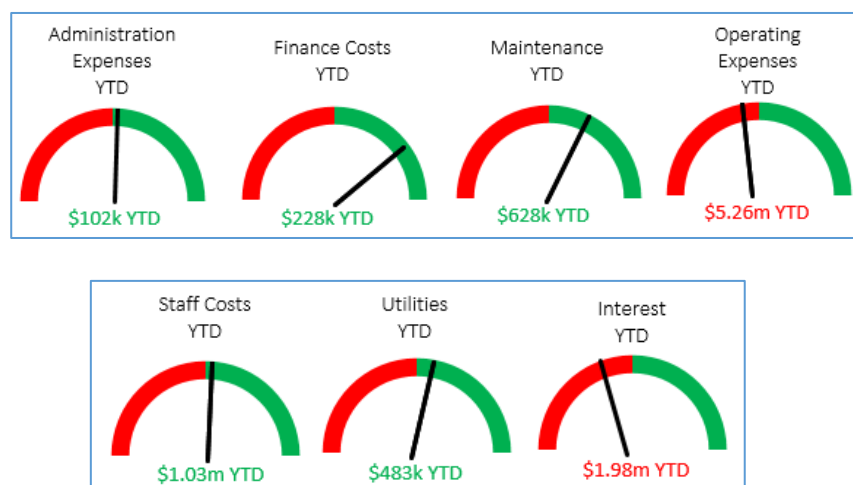


Total Income is tracking unfavourably to budget, with a \$27.8m negative variance to budget. This primarily relates to Capital Grants and Subsidies related to Capital Expenditure. Operating Income is currently \$3.6m ahead of year-to-date budget.

- Fees and charges are direct charges to customers for specific Council services. Council’s fees and charges are \$600k behind year-to-date budget due to lower than forecast Subdivision Fees (\$887k lower than budget), Parking Revenue (\$752k), and sales at both the Energy Events Centre (\$360k) and Sir Howard Morrison Performing Arts Centre (\$706k). This remains offset by Building revenue being \$1.4m ahead of budget and \$420k unbudgeted Resource Consent revenue due to the on charging of consenting costs to the Ministry of Housing. Council also received \$1m tickets sales for the NRL All Stars game in March.

- Rate revenue is \$2.5m ahead of year-to-date budget primarily due to higher than budgeted Water by Meter revenue and lower than budgeted rate remissions requested through 2022/23.
- Investment income is revenue received by Council through dividends, and also interest received on term deposits. Investment Income is \$550k ahead of year-to-date budget due to rising interest rates on cash deposits.
- Operating Subsidies and Grants are funds provided from external parties towards Council's operating expenditure. Operating Subsidies and Grants are \$2.3m ahead of year-to-date budget due largely to the operational subsidies received from Waka Kotahi which are \$1.4m ahead of year to date budget.
- Financial and Development Contributions is revenue paid by developers towards the capital costs required to enable their development. Financial and Development Contributions are \$1.2m behind year-to-date budget due to lower developer activity year-to-date.
- Capital Subsidies and Grants are funds provided by external parties towards Council's capital projects. Capital Subsidies and Grants are \$31.4m behind year-to-date budget due to the timing of completion of capital works, particularly within the Museum Project, Tarawera Wastewater Scheme and the Lakefront Revitalisation projects.

➤ Operating Expenses



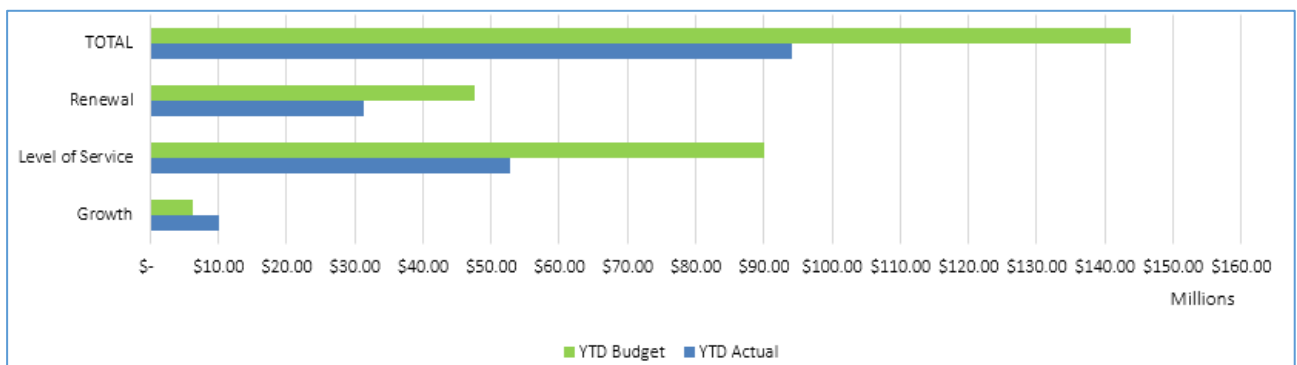
Operating Expenses are tracking unfavourably to budget, with a \$4.8m negative variance to budget.

- Administration Expenses cover the day-to-day running expenses of Council. Administration Expenses are tracking largely to budget year-to-date.
- Finance Costs are the fees payable on Council's external borrowing. Finance Costs are \$228k under budget year-to-date due to lower than forecast external borrowing.
- Maintenance expenses are the budget provided for planned and reactive maintenance of Council buildings. Maintenance is \$628k under budget year-to-date due primarily to the seasonality of when money is spent on Council buildings.
- Operating expenses are the costs directly associated with the delivery of Council's operational services. Operating Expenses are \$5.3m higher than year-to-date budget due to costs associated with Emergency Housing (\$620k), additional expenditure on roading contractors following

recent flooding events (\$2.3m over year-to-date budget, offset by additional Waka Kotahi subsidies), costs associated with the NRL Game (\$1m), Plan Change 9 (\$600k), expenditure on contractors to process building consents (\$544k), additional expenditure on security contracts (\$705k over budget) and increased insurance premiums (\$298k over year-to-date budget). Council is also experiencing higher than budgeted contractual CPI adjustments on major operational contracts due to current inflation rates, predominantly within Wastewater and Waste Management (\$2.1m).

- Staff costs cover the salaries and wages of Council employees. Staff Costs are \$1.03m underspent year-to-date representing both the difficulties on boarding staff in the current recruitment market and decisions to delay the filling of vacancies in order to achieve Council's overall budget.
- Utilities cover the water, power and gas expenses involved in Council operations. Utilities are tracking largely to year-to-date budget.
- Interest Expense is the external interest payable to Council's lenders. Interest expense has gone through the year-end apportionment and accrual process to cost centres based on the full year borrowings within each Council activity and is \$1.9m over budget for the full year. This is due to market interest rates pushing Council's weighted average cost of capital above budget for the full 2022/23 financial year.

➤ Capital Expenses



As at 30 June 2023, Council had spent \$94.0m against the full year budget of \$143.8m.

Renewals expenditure is behind budget primarily due to the timing of commencement of the Aquatic Centre project (\$9.2m behind budget), as well as underspends year-to-date in Water Supply, Active and Engaged Communities activities and Stormwater (which is funded externally by Crown Infrastructure Partners).

Level of Service expenditure is behind budget due to delays in commencing planned expenditure on the Museum (\$16.5m behind budget), as well as underspends year-to-date on the Tarawera Sewerage Scheme (\$6.3m) and the Lakefront Revitalisation project (\$2.3m).

Expenditure on key projects YTD is as follows:

- (i) Wastewater Treatment Plant Upgrade: \$9.3m. Council is engaging in a multi-year project to upgrade major Wastewater Treatment Plant infrastructure and work has commenced through mid 2022/23.

- (ii) Sir Howard Morrison Centre: \$8.5m. The centre was opened in February and is fully operational.
- (iii) Transport Renewals: \$8.0m. This work programme supports the renewal of roading across the district has also funded repair works to date after the damage caused by Cyclone Gabrielle.
- (iv) Rotoiti/Rotoma Sewerage Scheme: \$7.2m. The work programme connecting properties to the scheme continues and a capital rate will set in the upcoming Long Term Plan to recover the costs associated.
- (v) Wastewater Treatment Plant Upgrade: \$9.3m. Council is engaging in a multi-year project to upgrade major Wastewater Treatment Plant infrastructure and work has commenced through mid 2022/23.
- (vi) Pukehangi West Stormwater: \$6.7m.
- (vii) Sewage Renewals: \$6.0m.
- (viii) Lakefront Revitalisation: \$5.3m.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are not considered significant in accordance with Council's Significance and Engagement Policy.

ROTORUA LAKES COUNCIL

Mayor
Members
COUNCIL

6.2 Electoral System and Order of Candidate Names – Decision Required

Report prepared by: Rick Dunn, Governance & Democracy Advisor

Report reviewed by: Debbie Cossar, Governance & Democracy Manager

Report approved by: Geoff Williams, Chief Executive

1. TE PŪTAKE PURPOSE

The purpose of this report is for Council to decide on an electoral system, First Past the Post (FPP) or Single Transferable Vote (STV), to be used for the 2025 and 2028 local elections and the order in which candidate names are shown on the voting documents for the 2025 and 2028 local elections.

2. NGĀ TŪTOHUNGA RECOMMENDATIONS

1. That the report ‘Electoral System and Order of Candidate names’ be received.
2. That Council adopt:
 - a) First Past the Post; or
 - b) Single Transferable VoteElectoral system for the next two local elections (2025 and 2028).
3. That Council adopt:
 - a) The alphabetical option; or
 - b) The random option; or
 - c) The pseudo-random optionfor candidate names shown on voting documents for the next two local elections (2025 and 2028), and any subsequent by-elections.

3. TE TĀHUHU BACKGROUND

Electoral system.

In line with the purpose to “allow diversity (through local decision-making) in relation to the particular electoral system to be used for local elections and polls”, the Local Electoral Act 2001 (LEA) provides local authorities and communities with a choice between first past the post (FPP) or single transferable voting (STV) for local elections and polls.

The choice of electoral system is also designed to help achieve the LEA principle of “fair and effective representation for individuals and communities”.

The Local Electoral Act 2001, Section 27, allows a council to make a decision on the electoral system 2 years before the next local election. A decision made in 2023 will cover the 2025 and 2028 local elections.

Order of candidate’s names on voting documents

Council has the option to make a decision about the order in which candidates’ names appear on voting documents. (LER 2001 sec. 31)

The names of each candidate may be arranged on the voting document in alphabetical order of surname, pseudo-random order, or random order. (LER sec. 31)

Council may determine which order the candidates’ names are to be arranged on the voting document.

If Council does not make a resolution, the candidates’ names must be arranged in alphabetical order of surname.

If a local authority has determined that pseudo-random order is to be used, the electoral officer must state, in the notice given under section 65(1) of the Act, the date, time, and place at which the order of the candidates’ names will be arranged and any person is entitled to attend.

4. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

4.1 ELECTORAL SYSTEM

Section 27 of the Local Electoral Act (LEA) allows a council to make a decision on the electoral system 2 years out from the next local election and that the decision covers the next two local government elections and any associated elections (by-elections). This decision holds until a further council resolution is made to change the electoral system or that the council resolves to hold a binding poll on the matter. The decision to change the electoral system or to hold a poll must be made no later than 12 September 2023.

The Local Electoral Act provides for local authorities and communities to choose between the first past the post (FPP) and the single transferable vote (STV) electoral system for local elections. The electoral system applying for a territorial authority election also applies in respect of the election of members of community boards.

A change of electoral system can be achieved either by way of a local authority resolution or as the outcome of a poll of electors. Such a poll may either be demanded by electors or be the result of a local authority resolution. The statutory provisions for changing the electoral system are set out in section 27 to 34 of the Local Electoral Act.

The Local Electoral Act provides that by a specified date a local authority may, but is not required to, make a resolution on the electoral system to apply for the next triennial local authority election. Whether or not it makes such a resolution, the local authority must give public notice of the right for 5% of electors to demand a poll on the electoral system. This notice must include a statement that a poll will be required to countermand any resolution that a local authority may have made.

Determination of the electoral system by way of a poll will apply for a minimum of two triennial local authority elections.

OPTIONS AND REQUIREMENTS FOR CHANGING THE ELECTORAL SYSTEM

No.	Option/requirement	Time constraints	Statutory ref.
1	A local authority may resolve that a specified electoral system be used for the next two triennial elections.	The resolution must be made not later than 12 September 2023 relating to the 2025 triennial elections.	s27, s32
		Unless a poll of electors is demanded, the resolution takes effect for two triennial elections and any associated elections (i.e. by- elections). The resolution continues in effect until either: <ul style="list-style-type: none"> • a further resolution is passed, or • a poll of electors is held. 	
2	A local authority must publicly notify the right for electors to demand a poll on the electoral system to be used for the election of the local authority, whether or not a resolution under <i>section 27</i> has been passed.	The notice must be given not later than 19 September 2023.	s28, s32
3	5% or more of electors may demand that a poll be held on a proposal to use a specified electoral system for the election of the local authority. In relation to a local authority, means a number of electors equal to or greater than 5%. A demand may arise at any time, whether or not a resolution has been passed by the local authority under <i>section 27</i> .	If a valid poll demand is received prior to 21 February 2024, the poll must be held not later than 89 days after the date on which the notice is received. The result of the poll is effective for at least the next two triennial elections (i.e. 2025 and 2028) and any associated elections. If a valid poll demand is received after 21 February 2024, the poll must be held after 21 May 2024. The result of the poll is effective for the next but one triennial election and at least the following triennial election (i.e. 2028 and 2031) and any associated elections.	s29, s30, s32, s33
4	A local authority may resolve to hold a poll on a proposal to use a specified electoral system for the election of the local authority.	The resolution must be made no later than 21 February 2024 to apply for the 2025 triennial election and the poll must be held not later than 89 days after the date on which notice under <i>section 31(3)</i> , or the last notice in cases under <i>section 31(2)</i> where more than one notice is received by the electoral officer.	s31, s32, s33

The differences between the two electoral systems are briefly outlined below.

First Past the Post (FPP)

- Under **FPP**, you place a tick next to the name(s) of the candidate(s) you are voting for.
- The candidate(s) with the most votes wins, regardless of the proportion of votes they obtained.
- This is a very simple method of electing candidates and is widely used throughout the world.
- It was used in New Zealand for parliamentary elections up until the introduction of MMP (Mixed Member Proportional) in the 1996 general election.

Single Transferable Vote (STV)

- **STV** means that voters are able to rank candidates in order of preference.
- With **STV**, you can rank as many or as few candidates as you wish.
- By ranking candidates in your preferred order - 1,2,3,4 and so on - you are also saying which other candidates you prefer.
- To get elected, candidates need to reach a quota of the votes based on the number of vacancies and the number of valid votes
- The transfer of votes is done in order of voters' preferences. This means that surplus votes are not "wasted" but are available to help other candidates to get elected.
- STV is considered a more representative electoral system.

2022 Local Authority Elections – STV Electoral System

In 2022 STV was used to elect members of these local authorities:

- Kaipara District Council
- Tauranga City Council
- Ruapehu District Council
- New Plymouth District Council
- Palmerston North City Council
- Kapiti Coast District Council
- Porirua City Council
- Wellington City Council
- Greater Wellington Regional Council
- Marlborough District Council
- Dunedin City Council
- Far North District Council (1st time)
- Gisborne District Council (1st time)
- Hamilton City Council (1st time)
- Nelson City Council (1st time)

There is no evidence that either system increases the overall percentage voter turnout.

For a binding poll to be initiated by the community, more than 2,467 valid signatures need to be validated by the Electoral Officer by 21 February 2024, for a poll to be held before 21 May 2024 to take affect for 2025 and 2028. The estimated cost of holding a binding poll is approximately \$145,000.

Options for Council to consider:

Option 1: Retain **FPP** (status quo) and publicly notify the right for electors to a demand poll (requiring 5% of electors to sign).

Option 2: Retain **FPP** (status quo) and Council resolve to hold a poll on a proposal to use a specific electoral system, before 21 February 2024, to apply for the 2025 election.

Option 3: Resolve to change to **STV** for the next 2 triennial elections (2025 and 2028). Along with this council must publicly notify the right to demand poll.

The following link provides a good example on how STV works: <https://www.stv.govt.nz/index.shtml>

The following table identifies further advantages and disadvantages of both electoral systems:

First Past the Post (FPP)	Single Transferrable Vote (STV)
<p>casting votes FPP is a straightforward system of voting. FPP is familiar to most people.</p> <p>“Tactical” voting is possible; votes can be used with a view to preventing a candidate from winning in certain circumstances.</p>	<p>casting votes STV is a less straightforward system of voting.</p> <p>It is virtually impossible to cast a “tactical” vote under STV. As a result, voters are encouraged to express their true preferences by voting for as many or as few candidates as they wish.</p>
<p>counting votes FPP is a straightforward system for counting votes.</p> <p>Votes can be counted in different locations (by the two election providers) and then aggregated by the Electoral Officer in one location..</p> <p>Election results are usually announced soon after voting ends.</p>	<p>counting votes STV vote counting requires a computer program (the STV calculator).</p> <p>Votes can be recorded in different locations (by the two election providers) then aggregated by the Electoral Officer in one location.</p> <p>Election results will usually take a little longer to produce, but not significant, eg less than two hours more than FPP.</p>
<p>election results Official results show exactly how many people voted for which candidates.</p> <p>Results are easy to understand.</p> <p>A “block” of like-minded voters can determine the election of multiple candidates in multi-member wards/ constituencies, without having a majority of the votes, thereby ‘over-representing’ themselves.</p> <p>The overall election results may not be proportional to voters’ wishes, and may not reflect the electoral wishes of the <i>majority</i> of voters, only the <i>largest group</i> of voters who may not be the majority.</p> <p>In single-member elections, the winner often does not have the majority of votes, just the largest group of votes.</p>	<p>election results Official results will identify which candidates have been elected and which have not and in which order in an iteration report which shows how many votes candidates have received.</p> <p>Results are harder to understand.</p> <p>STV moderates “block” voting as each voter casts only one single vote, even in multi-member wards/ constituencies.</p> <p>The overall election results reflect the wishes of the majority of voters in proportion to their support for a variety of candidates.</p> <p>In single-member wards/constituencies, the winner will have the majority of votes (preferences).</p>
<p>There will be more “wasted” votes (votes that do not contribute to the election of a candidate).</p>	<p>Every vote is as effective as possible (depending on the number of preferences indicated) meaning there are fewer “wasted” votes and more votes will contribute to the election of a candidate than under FPP.</p>

<p>Costs FPP processing costs are lower than for STV.</p>	<p>Costs STV election processing costs are 20% higher than FPP procession costs, for RLC this is approximately \$10,000.</p>
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4.2 ORDER OF CANDIDATE NAMES

The Local Electoral Regulations 2001 allows a Council to make a decision about the order in which candidates' names appear on voting documents. If Council does not wish to make a decision on this matter, legislation provides for a default position of alphabetical order of surname. (Attachment 2 – Local Electoral Regulations 2001 Section 31).

For the 2013 and 2016 elections Council adopted the random option. Other options permitted by legislation are alphabetical and pseudo random.

A brief description of each option:

- a. **Alphabetical Order** – Voting documents are produced with the candidates' names in alphabetical order of surname. This is how candidate's names have appeared on voting documents for all elections to date.
- b. **Pseudo-random Order** – This is where the names of the candidates is determined randomly and all voting documents use this order.
- c. **Random Order** – This is where the order of names of candidates is determined randomly for each voting document, by for example, the process used to print each voting doc.

Random order is now the choice of many councils, regional councils and other trusts, with 73% choosing this option in 2022.

The random option is also considered to remove the perception that those candidates with surnames at the beginning of the alphabet have an advantage under the alphabetical option.

In terms of cost, there is no difference between any of the three methods.

5. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are not considered significant in accordance with the Council's Significance and Engagement Policy.

6. NGĀ KŌRERO O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

Council must give public notice under Section 28 of the Local Electoral Act of the electors' rights to demand a poll on the electoral system.

7. NGĀ WHAIWHAKAARO CONSIDERATIONS

7.1 Mahere Pūtea Financial/budget considerations

Unless a demand for a poll was received there are no financial/budget considerations.

7.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications

There are no policy or planning implications.

7.3 Tūraru Risks

No major risks have been identified.

7.4 Te Whaimana Authority

Council has the authority to make these decisions.

ROTORUA LAKES COUNCIL

Mayor
Members
COUNCIL

6.3 Organisational Enablement – Progress Report

Report prepared by: Thomas Collé – Deputy Chief Executive, Organisational Enablement /
Manahautū Tū Pakari

Report approved by: Geoff Williams, Chief Executive

KĀHUI TŪ PAKARI

Organisational Enablement Group

GROUP MISSION STATEMENT:

Resources and innovative approaches are provided to ensure Council services drive position outcomes for our community.



OHU: PŪTEA ME PAKIHI – FINANCE



Finance

To enable strategic planning, decision-making and outcomes through effective management and transformational change of the financial, treasury, business performance and revenue operations of Council.

Current and ongoing work

Annual Plan

Finance staff worked with managers across the organisation to complete their 2023/24 Annual Plan proposals and help them plan their next year's budget within the overall Annual Plan envelope.

Procurement Preferred Supplier Panel

Council's procurement team have been seeking expressions of interest from local businesses interested in becoming pre-qualified for Council's preferred supplier list. This has included a meeting with local businesses on how to navigate tender documentation, which was well attended, as well as radio advertising and promotions on Council channels.

OHU: HANGARAU – INFORMATION SOLUTIONS

Information
Office

To enhance the customer experience of our citizens, visitors, businesses, and our people through enabling digital transformation, supporting a positive customer interface and providing seamless use of our systems.

OneCouncil

OneCouncil has been live for 5 weeks and for such a significant business-wide change has gone well.

Transitional support is ongoing and the handover to the business will start towards the end of August, with project closure occurring shortly thereafter.

As anticipated, the number of issues rose rapidly two weeks after Go-Live as staff started to use the system more extensively with some issues related to staff still gaining competence in OneCouncil. This typically starts declining again. Additional targeted training is in place and will continue for as long as required.

All system-related issues are well documented and triaged with the affected business, then assigned to the appropriate OneCouncil project team member to resolve as promptly as possible.

Current costs are tracking within the approved total budget and contingency.

Since GoLive of OneCouncil Phase 2, there has been a significant increase in use of the system, rising from 200 active users pre go-live to more than 450 since the end of May.

Customer Solutions

The team has doubled the number of owner receiving dog registration invoices via email last year to 80%.

The team has managed to meet customer needs across the different OneCouncil applications and undertook work outside of normal business hours to avoid ongoing delays and re-establish pre-OneCouncil service levels.

Infrastructure Technology

Project - CCTV Expansion

Currently three new sites are in progress:

Ngongotaha (Hall Road): Infrastructure and third-party services are in place. Expected go-live of site to be end of July with live feeds to CCTV Operations team and ANPR services.

Fordlands (Sunset/Ford): Infrastructure and power services are in place but delay by third party for connectivity services. This has pushed go-live until August.

Pukehangi (Clayton/Pukehangi): Infrastructure and third-party services are in place. Expect site to be live by end of July with live feed to CCTV Operations team and ANPR services.

Project - Telephony Modernisation

Over the next quarter, Proof of Concept for moving to web-based telephone services will begin, combining the traditional landline numbers with our messaging, video platform Teams. This will provide RLC and CCO staff with seamless access to voice calls received via extension numbers from RLC workstations or mobile phones, providing greater flexibility with less reliance on physical hardware and wires.

OHU: RAWA – LEGAL AND PROPERTY

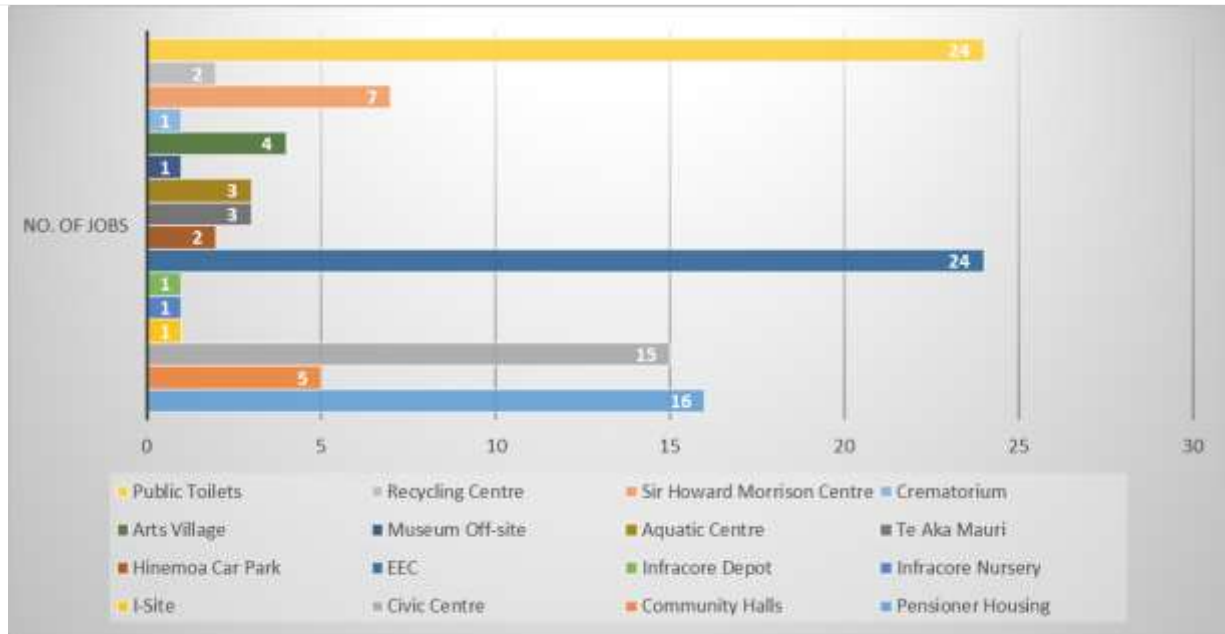


Property
Management

To provide responsible stewardship of Council's property and strategic assets through effective management and optimisation of resources.

Overview

A total of 110 maintenance requests logged for council sites, facilities and venues in June 2023 – 40 complete, 17 assigned and 53 accepted.



Current financial situation and resource availability continues to impact the team’s ability to complete all requests in a timely manner. Additionally, existing capital renewals are being delayed by contractor availability and supply chain limitations.

25 Council-owned buildings were due for Building Warrant of Fitness (BWOFF) renewal in June.

Corporate Facilities

- InfraCore Nursery’s new geothermal bore is up and running.
- Civic Centre – Customer Centre HVAC failed – After-hours replacement planned for Tuesday 4 July.
- Pensioner Housing – Six-monthly tenant inspections were carried out on all units.
- Community Halls – Ngakuru and Rerewhakaaitu halls have had exterior fire exit staircases replaced.

OHU: HAUMARU - PMO AND RISK OFFICE



Business Enablement

To support the delivery and visibility of the Council’s project portfolio and co-ordinate/facilitate council’s enterprise risk management and assurance frameworks.

Continuous Improvement Activities

Update to Enterprise Risk Management (ERM) Policy: This policy is regularly reviewed to ensure it remains current and fit-for-purpose and has been updated with the policy formally adopted (June 2023). It reflects changes to ERM systems and processes, notably a movement away from manual quarterly data collection to a platform that enables ‘real time’ reporting and dashboards that are refreshed on a daily basis.

Council’s ERM process, which was previously manual and labour intensive, has been improved with a web application that automatically updates dashboards, enabling real time updates and reporting.

OHU: WHAKAWHANAKE TĀNGATA, WHAKAWHANAKE TŌPŪTANGA – PEOPLE AND ORGANISATIONAL DEVELOPMENT



To lead and align the people processes, practices and People Strategy, to build a strong culture to deliver the organisation’s strategies and commitments.

Current and Ongoing Work

Business partners

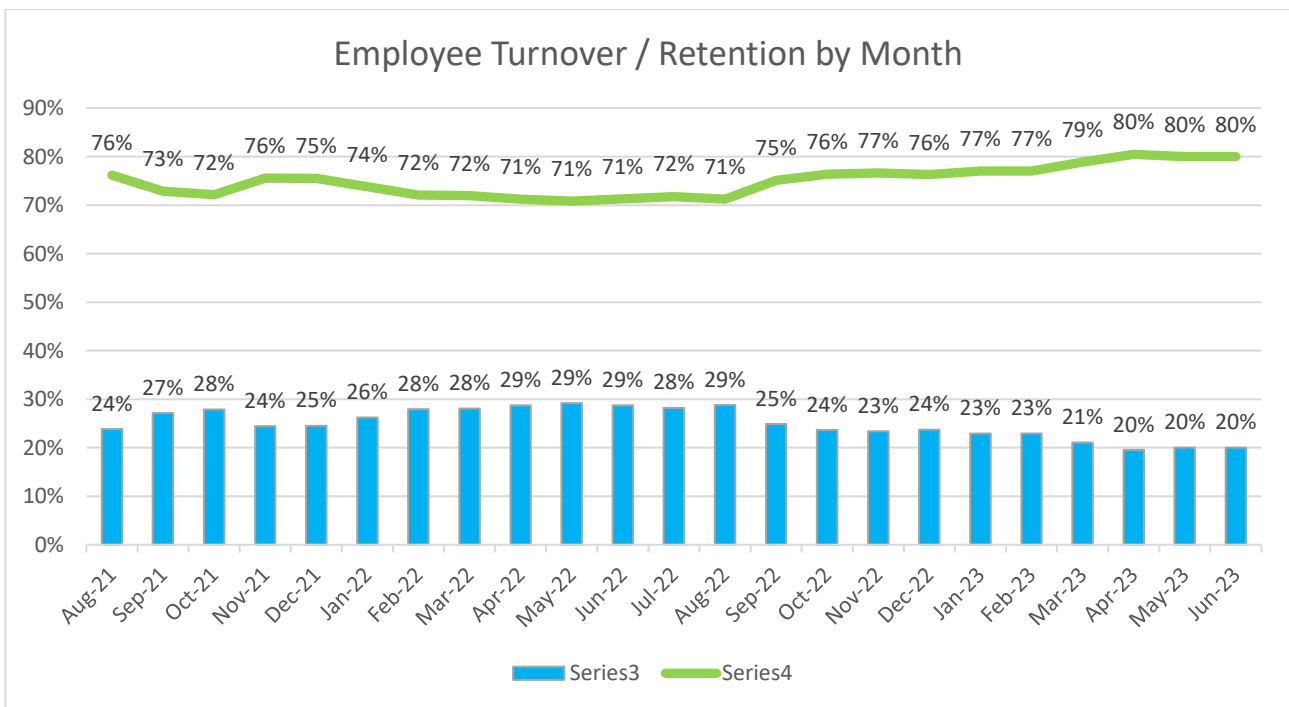
- Work is ongoing, alongside the National Transition Unit, to support affected RLC staff to transfer to the new waters entity as part of the government’s Affordable Waters Reform programme.

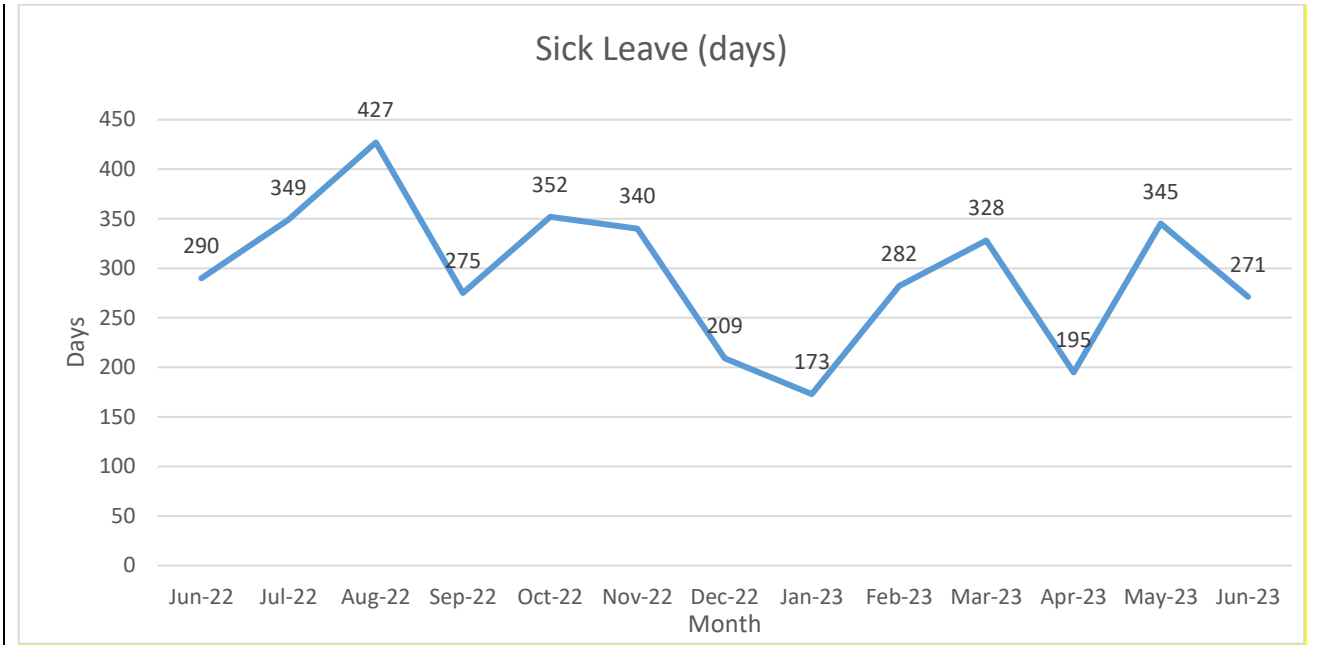
Talent and Recruitment

- Staff retention and recruitment remains challenging and there is still pressure on hard-to-fill roles in the engineering, consenting and IT areas but new relationships with recruitment firms, in addition to existing ones, has enabled us to recruit some great new talent. Recruitment processes have also been reviewed to help us hold on to suitable candidates who receive multiple offers.
- RLC has partnered with Co-Lab Learning to offer staff additional learning and development opportunities designed specifically for Council staff.
- RLC’s current recruitment and professional development system, PeopleStreme, will be decommissioned in 2024, and we are meeting with other vendors to determine the best solution, for implementation in the coming months.

Analytics

- Ongoing collaboration with similar Councils to benchmark tracking percentages of employee turnover.





ROTORUA LAKES COUNCIL

Mayor
Members
COUNCIL

6.4 District Leadership and Democracy – Progress Report – June 2023

Report prepared by: Oonagh Hopkins – Deputy Chief Executive, District Leadership and Democracy
Manahautū Whaitua Tūtahi

Report approved by: Geoff Williams, Chief Executive


KĀHUI WHAITUA TŪTAHI


District Leadership and Democracy Group

GROUP MISSION STATEMENT:

We strive to position our Council as a trusted leader, partner and advocate for the communities of Rotorua. As a group, we are a link between the Councillors (**Governance**), the Council (**Corporate Planning and Strategy**) and the Community (**Engagement**). We are the voice of Council to our community (**Marketing and Communications**).



Stats, Facts and FAQs		
<h1>JUNE 2023</h1>	<h2>Museum Consultation</h2> <p>24 May – 21 June</p>	
<h1>12.03%</h1> <p>more users of website compared to May 2022</p>	<h1>7</h1> <p>consultation campaigns in 2023</p>	
<h1>138</h1> <p>average views per livestream event</p>		<h1>44</h1> <p>media responses</p>

OHU: TAUNAKI - CORPORATE STRATEGY AND PLANNING	
 <p>Corporate Strategy and Planning</p>	<p>We coordinate Strategy and Policy through an integrated corporate planning cycle that is accurate, transparent and timely. We collate corporate documents in preparation for community conversations and decision-making and are the link between governance and operations.</p>
<p>Community performance measures</p>	
<p>Council has 55 Community Performance Measures that have been set in the Long-term Plan. These measures are collated on a quarterly basis and will be brought to Council monthly in groups as they become available. Below are a sample of performance measures year to date for quarter 3 of 2022/23:</p>	

LTP Activity	Level of service	Measure	Q1	Q2	Q3	2022/23 YTD Result	Target	Comment
Community Wellbeing	Creation of safe public spaces and places	Number of lesson in Learn to Swim School programmes per term	11,407	10,145	12,833	11,489	≥18,000	Main pool hall closed and temporary pool installed. Lower capacity for lessons on-site and off-site lessons increased over summer.
	Provide for and develop a sustainable open space network	Percent of residents located in urban areas are able to walk 10-15 minutes (or 500 metres) to a neighbourhood park or equivalent function.	99.6%	99.6%	99.6%	99.6%	90%	99.6% of residents living in the urban areas are able to walk 10-15 minutes (or 500 metres) to a neighbourhood park or equivalent function. As development increases on urban fringes, there is a possibility of this result decreasing slightly.

Roads and Footpaths	Utilisation	Number of cycleways users (Average Daily use)	195	255	285	245	279	Utilisation down due to worse than average weather conditions for cycling over the summer period
Waste Management	Sustainability	Number of tonnes per annum of green + wood waste recovered at landfill.	1,120	1,452	1,986	4,558	≥5,000 tonnes	The second quarter result coincides with the spring flush which sees a seasonal increase in Green waste received. Additional volumes in Q3 received due to Cyclone Gabrielle.
	Sustainability	Number of tonnes per annum of concrete waste recovered.	406	407	306	374	≥1,000 tonnes	This measure is dependant on redevelopment taking place within the District
	Sustainability	Number of tonnes per annum of recycled material recovered.	2,617	3,218	3,642	3,159	≥5,000 tonnes	Part of the seasonal peak through from Christmas and summer is reflected in Q2 and Q3

Consultation and Engagement

Consultation on **The Strengthening and Restoration of Te Whare Taonga o Te Arawa (Museum project)** closed 21 June. This consultation ran for 4 weeks. A total of 781 submissions have been received. Following a series of open workshops on various components of the planned project (buildability, funding, project management and risk) a decision-making report to look at next steps for the project will go to the Infrastructure and Environment Committee on 2 August 2023.

The Future Development Strategy consultation closed 14 July. At time of reporting, 53 submissions had been received. Five community events and four school workshops have been held with more than 130 members of the community attending in total. Hearings will be set up through August with decision-making scheduled for September and adoption of the finalised strategy expected to occur in October.

Consultation on the **Sala Street Cemetery Reserve classification** went live on 11 July and is open until 8 August. This will be notified in the local newspaper as required by the Resource Management Act with submissions being accepted on the council’s Let’s Talk channel.

Consultation on the **draft Speed Management Plan** opened 17 July. The draft plan aims to ensure safe speeds throughout the city, including around school areas. All school principals are being contacted and asked whether there is an opportunity for council staff to speak to parents during 3pm pick up time. Information stands will be set up at the council customer centre and the library, with posters up in other council buildings. Community groups are being contacted for staff to attend meetings and ask communities to share the consultation with their networks. Community newsletters are also being utilised.

OHU: WHAKAPĀ - MARKETING AND COMMUNICATIONS



We present the face of council through our engagements and communications with our community. We tell Council's stories in an authentic way by focusing the conversations on our people, our culture and our place. We build Council's brand and ensure all council activities are promoted for the betterment of our community.

Communications

Communications

May saw a focus on promoting annual plan consultation, moving in June to Rotorua Museum and Future Development Strategy consultations. External updates provided across Council's various channels during May and June also featured annual plan decision-making and a variety of projects and work programmes including infrastructure upgrades, progress on the Taniwha Springs pump station, Aquatic Centre upgrades, road safety education, Welcoming Communities and decisions of Council and committees.

Media

23 media enquiries responded to during May on topics including Rotorua Museum with articles related to the latter run by multiple media outlets including *Rotorua Daily Post*, NewsHub, Fair Go and One News. There were 21 media enquiries responded to in June with topics including high lake levels and the new Forest Loop app which was covered by multiple local and national media outlets.

RLC e-pānui

Overall, engagement is increasing and remains steady with click-throughs for further information. Council meeting coverage continues to be the most clicked updates. Mailchimp campaign benchmarking shows our click rate was 6.2% above other councils' average performance and our open rate was 19.2% above our peers' averages in May and 8.2% and 19.6% above in June.

Marketing

Promotion of the Draft Annual Plan Consultation continued into May. Overall marketing spend for the campaign was \$4,310 (broken down as follows: Digital (Mediaworks and NZME) \$2,000, Print (RDP) \$810, Social \$396, Rotorua Business Chamber e-newsletter \$800, Community Newsletters \$304). Printed engagement materials were \$5773, therefore **total spend for Annual Plan Consultation was \$10,085**.

Note: from 1 – 12 May the consultation document was downloaded 503 times by 395 visitors from the Let's Talk webpage resulting in a **print cost saving of \$1,136.78**.

Social media was very effective for generating engagement and clicks to the website. The social media campaign reached 39,662 people, generated 7,629 engagements (likes, shares, comments) and 1,668 clicks to the Let's Talk webpage – a click through rate (CTR) 4.2%. The CTR is nearly 4 times more than average, showing the extremely high interest in the AP consultation across the community.

The marketing and engagement team partnered with Te Arawa FM to raise awareness and encourage submissions. This was all free of charge, utilising editorial and interview spots with RLC engagement staff. Te Arawa FM saw the value in communicating this to their listeners and were keen to get involved.

Digital advertising was across NZME and Mediaworks stations (geo-targeted to Rotorua users). Digital was used to generate awareness of the AP consultation to a broad audience and used a series of "hooks" to engage browsers. The combined digital campaign delivered a total of 169,838 impressions, and the ad was clicked on 195 times (= CTR 0.11% (higher than 0.09% average)).

Livestream of Annual Plan Deliberations 7 and 8 June:

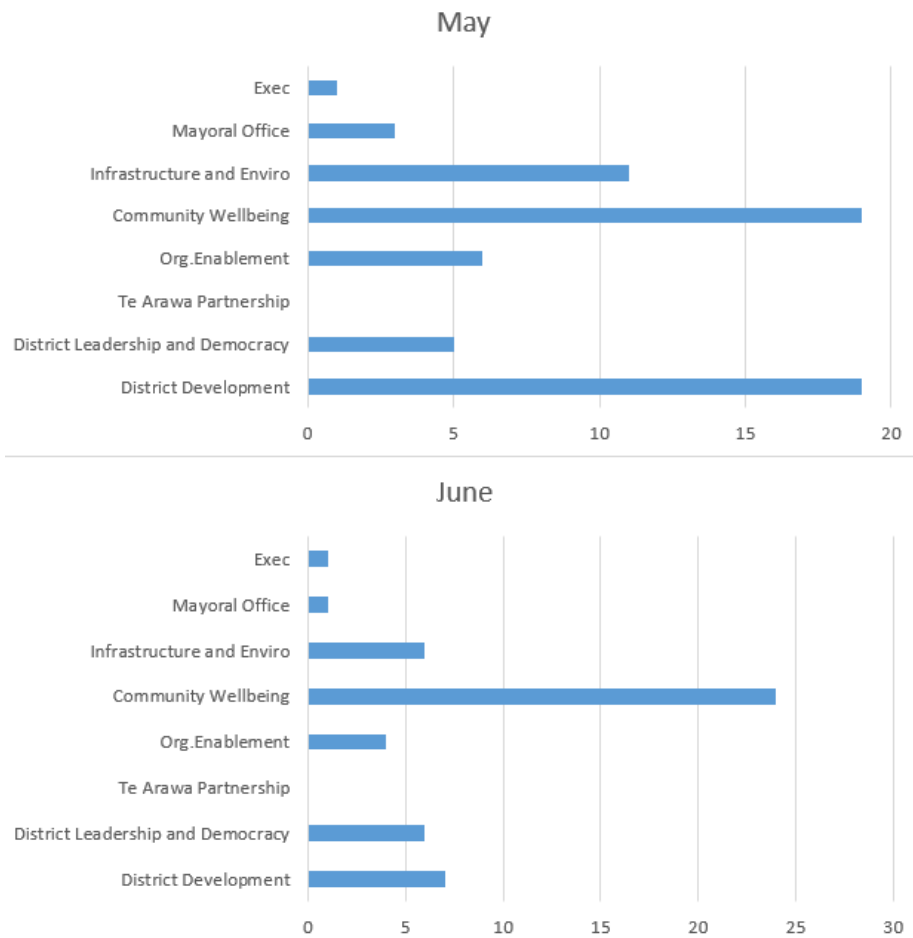
From two livestream events held for the Annual Plan Deliberations, there was a total of **291** livestream views and a peak of **39** viewers watching at the same time on each day.

	Views	Peak concurrent viewers	Avg. view duration	Duration
Day 1	152	39	43:28	3:59:38
Day 2	139	39	56:17	5:15:48

Design and Production (visual communications)



Source of Visual Communications work:



Digital Channel and Content

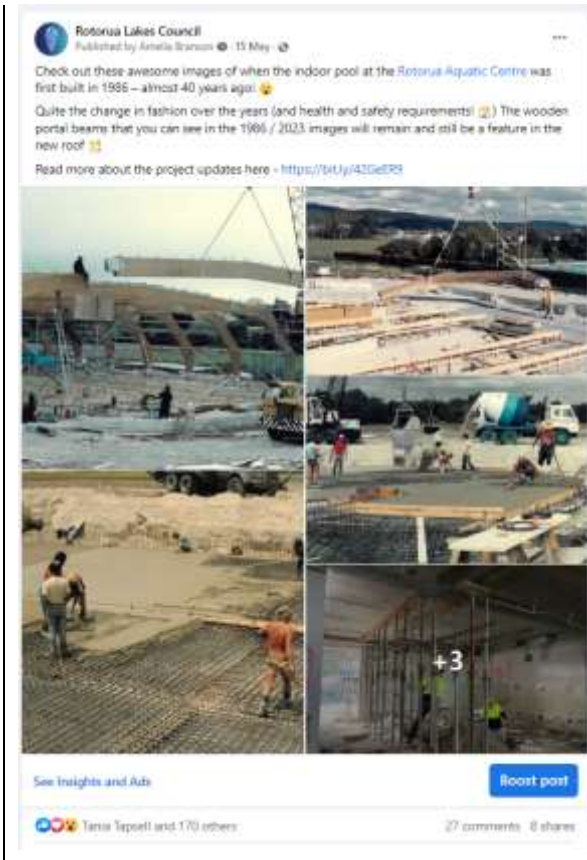
Website

May users 6.2% up on April (12.03% higher than May 2022), with most traffic coming via Google (72.2%). 6.7% increase in traffic from Facebook in May compared to April. June users up 7% on May and 22% higher than in June 2022 with most traffic coming via Google (62%) and a 10,125% rise (409 users in June vs 4 in May) of paid Google traffic, reflecting our first paid Google advertising campaign (for safe winter cycling)

Website page views: 80,838 in May (71,169 in April), 82,394 in June. Top viewed pages: news, property and rates/rating information database, planning services/district plan, maps, animal control/dog registration, agendas and minutes.

Social media

Top performing post for May: Aquatic Centre construction in 1986, with a reach (number of people who saw it) of 13,373 and 271 engagements (228 reactions, 34 comments and 9 shares). Top post for June: Road closure Manawahe/Pongakawa Valley, reaching 17,619 with 269 engagements (170 reactions, 43 comments, 56 shares)



Total Facebook reach for May from 62 posts: 77,736.

May posts across RLC Facebook and Instagram had a combined reach of over 81,000. Total reach for June from 50 posts: 77,133. June posts across Facebook and Instagram had a combined reach of 79,000.

Facebook reach slightly down in May vs April but Instagram spiked with annual plan and Koiora reels (video) performing well. June reach up 0.8% on May, Instagram reach decreased 25.6% on the previous month.

Facebook page visits in May were up 160.6% and Instagram profile visits up 67.6%. Compared to June 2022 Facebook page visits were up 41.8% in June and Instagram profile visits up 95.7%. This trends show more people are coming directly to our channels for information, compared to last year.

Average monthly livestream views:

Average **138** views per livestream in May (72 in May 2022), reflecting high public interest in the Annual Plan in the first half of May. Average 89 views per livestream in June (87 in June 2022).

ROTORUA LAKES COUNCIL

Mayor
Members
COUNCIL

6.5 Te Arawa Partnership – Progress Report

Report prepared by: Gina Rangī – Deputy Chief Executive, Te Arawa Partnership /
Manahautū Te Arawa Hourua

Report approved by: Geoff Williams, Chief Executive

KĀHUI TE ARAWA HOURUA

Te Arawa Partnership Group

GROUP MISSION STATEMENT:

We support across Council to ensure the organisational culture and values are consistent with the Te Arawa partnership, and the council workforce has the skills and experience to build and maintain effective relationships with Te Arawa leaders, communities and entities. We work to ensure Council strategies and work programmes actively contribute to and enable Te Arawa development. We ensure te reo Māori me ōna tikanga are commonplace and to a professional standard.

Te Arawa Partnership Group



Partnering with Te Arawa

Review of the Partnership Agreement with Te Tatau o Te Arawa:

- The Partnership Agreement with Te Tatau provides for a review of the agreement every three years. In preparation for the review, a Councillor workshop was held on Te Arawa Partnerships (2 May) and an initial meeting of all Councillors and Te Tatau trustees (10 May).
- Te Tatau and Council agreed to appoint a joint working party to progress the review and make recommendations back to both Te Tatau and Council. On 30 May, Council appointed its representatives to the joint working party and approved the Terms of Reference. The first meeting of the joint working party has been held. The working party expected to report back by the end of August.

Tūhourangi:

- Protocol meeting with Tūhourangi Tribal Authority held on 25 May. Key projects reported on included a lease at Waitōharuru, a range of infrastructure projects affecting Tūhourangi (Waipā/Hemo drinking water, Tarawera wastewater), engagement with marae in regards to civil defence and resiliency.
- With RLC support, TTA have prepared a Tahua (Economic Development) Report and Taiao (Environment Management) Report. These reports will support TTA to develop strategic priorities (especially where this affects both Council and TTA).

Whare Taonga:

- As reported in Thriving Communities, the Whare Taonga team are taking taonga to marae, with Te Amorangi support. This project serves two important purposes – it helps inform development of future exhibitions, and it ensures that iwi and hapū have ongoing access to the collection while the Whare Taonga is closed. Iwi and hapū leadership are involved in all aspects of the wānanga including reviewing the full collection, working with Whare Taonga staff and identifying the specific taonga they wished to bring home. The support of Te Pūkenga Kōeke has also been critical. Looking ahead, we are working Ngāti Whakaue, Ngāti Tarawhai and Ngāti Pīkiao to convene wānanga with them.
- Te Amorangi assisted Te Pūkenga Kōeke o Te Arawa to hold a hui ā-iwi to raise awareness of the Whare Taonga consultation (held at Tamatekapua on 14 June)

Working across Council**Staff Engagement and Training**

- Pohiri for new staff (8 May) and noho marae held at Te Roro-o-te-rangi (16 and 17 May).
- Mihi whakatau for Te Aka Mauri director, for performers at SHMC, Te Tatau new staff, citizenship ceremony, Beppu Shieseau high school visit and pōhiri for Kahakaharoa papakāinga (Ngāti Uenukukōpako). These events include providing training to staff beforehand to understand protocol and maintain professional standards).

Rotorua Reo Rua

- Inner city: Te Tatau are leading a Reo Rua project with DIA. Te Amorangi are supporting including by aligning Council wayfinding in the CBD.
- Te Amorangi provided advice to RotoruaNZ on use of te reo in their communications and marketing, and for their stand at TRENZ.

Supporting Across Council

Te Amorangi provided technical advice and engagement support to:

- **Future Development Strategy:** drafting of the Statement of Iwi and Hapū Aspirations, iwi and hapū engagement (Te Pākira 23 May, Pāruaharanui 30 May, Ngāpuna 31 May). A range of concerns are expressed at the hui, any that are out of scope for the FDS are recorded and Te Amorangi will consider how to address these.
- **Water takes:** Infrastructure continue to meet with Ngāti Kea-Ngāti Tuara on preparing a joint application for consent to take water from Karamu Takina, and also with Tūhourangi and Ngāti Whakaue regarding Waipā/Hemo springs. This work programme is developing well.
- **Civil defence:** marae resilience planning is ongoing.
- **Infrastructure Acceleration Fund:** initial advice on engagement

Policy and Guidance

- Initial work has started on a Framework for Engagement with Mana Whenua.
- We have also started initial work on a formal staff guideline on cultural foundation design work. The focus is on ensuring these projects are adequately scoped including providing best practice examples of Terms of Reference.

ROTORUA LAKES COUNCIL

Mayor
Members
COUNCIL

6.6 Confidential Items to be Released – Information Only

Report prepared by: Rick Dunn, Governance & Democracy Advisor

Report reviewed by: Debbie Cossar, Governance & Democracy Manager

Report approved by: Geoff Williams, Chief Executive

**1. TE PŪTAKE
PURPOSE**

The purpose of this report is to provide an update on confidential items which are to be released since the previous Council meetings.

**2. HE TŪTOHUNGA
RECOMMENDATION**

That the report “Confidential items to be released” be received.

**3. TE TĀHUHU
BACKGROUND**

3.1 Council’s Standing Orders, Clause 18.5 ‘Release of information from public excluded’ states:

“A local authority may provide for the release to the public of information which has been considered during the public excluded part of a meeting.

Each public excluded meeting must consider and agree by resolution, what, if any, information will be released to the public. In addition the chief executive may release information which has been considered at a meeting from which the public has been excluded where it is determined the grounds to withhold the information no longer exist. The chief executive will inform the subsequent meeting of the nature of the information released.”

**4. HE WHAKARAPOPOTOTANGA O NGĀ WHAKATAUNGA MATATAPU KUA PUTAINA
SUMMARY OF CONFIDENTIAL DECISIONS RELEASED**

ITEM NO.	ITEM	MEETING
5.1	Contract 19/031: Tender Approval for Rotorua Lakefront Redevelopment Construction: Stage 2, 2a, 3 and 4	Council meeting - 28.05.2020

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5.2	SHMPAC Project Update	1.) Strategy, Policy & Finance Committee - 10.09.2020 2.) Council - 24.09.2020
5.3	Contract 18/015b Main Construction Contract for SHMPAC	Council meeting - 24.09.2020
5.4	Sir Howard Morrison Performing Arts Centre Façade	1.) Operations & Monitoring Committee – 03.06.2021 2.) Council – 28.06.2021
5.5	Award of Contract 21-038 Lakefront Redevelopment Stage 5	1.) Operations & Monitoring Committee - 05.08.2021 2.) Council - 26.08.2021
5.6	Request to use Financial Contributions to purchase land for reserve purposes	Council Meeting – 23.09.2021
5.7	Approval of contract 22/015 minor works transport network 2022-2025	1.) Operations & Monitoring Committee – 03.03.2022 2.) Council – 31.03.2022
5.8	Sir Howard Morrison Performing Arts Centre Update	1.) Strategy, Policy & Finance Committee – 14.04.2022 2.) Council – 28.04.2022
5.9	Te Whare Taonga O Te Arawa Building Project Update	1.) Strategy, Policy & Finance Committee – 14.04.2022 2.) Council – 28.04.2022
5.10	Infrastructure Acceleration Fund Contracts	Council meeting – 14.07.2022
5.11	Tender Approval for Contract 22/020: Taniwha Springs Water Supply Pump station Upgrade	Council meeting – 28.07.2022
5.12	Request to approve Hearings Commissioners for Plan Change 9: Housing for Everyone	Council meeting – 25.08.2022
5.13	Award of contract 21-051 aquatic centre pool hall	Council meeting – 25.08.2022
5.14	Sir Howard Morrison Centre Project Completion	1.) Operations & Monitoring Committee – 04.08.2022 Council – 25.08.2022
5.15	Approval Of Contract (Contract 22/037) For The Detailed Design and Construction of the Rotorua Wastewater Treatment Plant Upgrade	1.) Strategy, Policy & Finance Committee – 11.08.2022 2.) Council – 25.08.2022

5.16	Approval of Contract 22/040 Rotorua District Wide Rural Vegetation Control 2022 – 2025	1.) Strategy, Policy & Finance Committee – 11.08.2022 2.) Council – 25.08.2022
5.17	Contract 22-013 - Maleme Road (RP 1910 - 4340) Seal Extension	Council meeting – 24.11.2022
5.18	Phase 3 and Extension of Scope and Value for Contract 21/031 Linton Park Detention Dam upgrade	Council – 23.02.23
5.19	Contract 23/003 Tender Approval for Water Main Upgrade – State Highway 5 Reporoa (Handcock Road – Dairy Factory)	Council – 23.02.23
5.20	Draft Annual Plan Development 2023/24 – service delivery proposals	Council – 25.03.23
5.21	InfraCore Limited – Financial Update May 2023	Council – 31.05.23
5.22	Renewal of Contract – Kōtui Library Services	Council – 31.05.23
5.23	Audit and Risk Committee Appointment of Independent Chair	Council – 31.05.23

5. NGĀ WHAKATAUNGA KIA PUTAINA KI TE MAREA DECISIONS RELEASED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 28 MAY 2020.

5.1 CONTRACT 19/031: TENDER APPROVAL FOR ROTORUA LAKEFRONT REDEVELOPMENT CONSTRUCTION: STAGE 2, 2A, 3 AND 4

Resolved

1. That the report “Contract 19/031: Tender Approval for Rotorua Lakefront Redevelopment Construction: Stage 2, 2a, 3 and 4” be received.
2. That HEB Construction be appointed as the preferred contractor for Contract 18/029: Lakefront Development Stage 1 and 1a works.
3. That the authority to award a contract to HEB Construction in an amount not to exceed the tendered sum of \$15,967,044.84 be delegated to the Chief Executive.

4. That this report and minutes be made publically available after the successful and unsuccessful tenderers have been advised.

Cr Kent /Cr Raukawa-Tait
C19/06/42
CARRIED

THE FOLLOWING RECOMMENDATIONS WERE RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 24 SEPTEMBER 2020.

5.2 SHMPAC PROJECT UPDATE

RDC-1054850

Resolved

1. That Council agree that the RLC investment in the SHMPAC redevelopment project be increased by \$6.0m to \$17.5m to enable a total project budget of \$28.5m to be set.
2. That Council note that this will enable Council to deliver the full benefit for the community.
3. That Council note that this \$6.0m includes an appropriate project contingency of \$2.5m delegated to the CE, which will not be spent unless required.
4. That this resolution remain confidential until after the project has reached practical completion.

Moved: Cr Donaldson
Seconded: Cr Maxwell
CARRIED

5.3 CONTRACT 18/015B MAIN CONSTRUCTION CONTRACT FOR SHMPAC

RDC-1056255

Resolved

1. "That the report "Contract 18/015b Main Construction Contract for SHMPAC" be received.

Moved: Cr Yates
Seconded: Cr Donaldson
CARRIED

Further resolved

2. That the Council approve the award of contract 18/015b Sir Howard Morrison Performing Arts Centre to Hawkins 2017 Ltd for the sum of \$17,440,566 noting that this contract award aligns with Option 1 Optimised Investment which was presented at Strategy Policy and Finance Committee on 10 September 2020.
3. That Council approves an extension of the consultant contract with Shand Shelton (contract 17/049 signed 3/8/18) from the end of detailed design through to the end of the defects liability period, and an increase in fee by up to \$891,443 from \$1,776,750 (+ \$125,600 disbursements), to up to \$2,793,793 in total.

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4. That Council notes that a project contingency of \$2.5m has been delegated to the Chief Executive and with his approval can be expended on construction or consultant contracts if required, subject to remaining within the overall project budget of \$28.5m.
5. That this report not be made publicly available.
6. That the minutes relating to this item be made publicly available EXCLUDING points 3 and 4 which will remain confidential until Practical Completion of the contract works.

Moved: Cr Donaldson
Seconded: Cr Wang
CARRIED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 28 JUNE 2021.

5.4 SIR HOWARD MORRISON PERFORMING ARTS CENTRE FACADE

RDC-1136492

Resolved

1. That Council allocate \$3.04m additional capital to the SHMPAC project budget in FY2021/22 in order to address façade issues.
2. That Council allocate \$1.33m additional capital to the SHMPAC project budget in FY2021/22 in order to meet theatre services requirements necessary for opening and delivery of the planned programme of community and touring performances.
3. That Council allocate \$0.78m additional capital to the SHMPAC project budget in FY2021/22 to cover an expected shortfall in budget for additional technical team professional fees related to building condition work not anticipated at time of contract (2018).
4. That Council approve Contract Variation 02 to Shand Shelton (Contract 17/049 for lead design consultant representing full design team) for \$879,920 including \$150,000 contingency which results in a contract value of \$3,723,083.
5. That this report not be made publicly available.
6. That the minutes relating to this item be made publicly available once the project is completed.
7. A public update will be released in conjunction with the approved LTP document providing an overview of the project and projected completion costs.

Moved: Cr Raukawa-Tait
Seconded: Cr Yates
CARRIED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 26 AUGUST 2021.

5.5 AWARD OF CONTRACT 21-038 LAKEFRONT REDEVELOPMENT STAGE 5

RDC-1162963

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1. That Council approve award of 'Contract 21-038 Lakefront Redevelopment Stage 5' to HEB Construction Limited for a sum not exceeding \$5,132,944.90 and the authority to approve variations from a contingency of up to another \$480,000 be delegated to the Chief Executive.
2. That this report NOT be made publicly available.
3. That the minutes are NOT made publicly available until after practical completion of this contract has been achieved.

Moved: Cr Wang

Seconded: Cr Donaldson

CARRIED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 23 SEPTEMBER 2021.

5.6 REQUEST TO USE FINANCIAL CONTRIBUTIONS TO PURCHASE LAND FOR RESERVE PURPOSES.

RDC-1183605

Resolved

1. That the report 'Request to use Financial Contributions to purchase land for reserve purposes' be received.

Moved: Cr Yates

Seconded: Cr Macpherson

CARRIED

Further resolved

2. That the Council approve the use of additional funding of up to \$800,000 from the existing financial contributions reserve to purchase, at market value, the four lots (being lot 21, 22, 23 & 24 – totalling approximately 2,986 m2 as shown on the attached plan) to create a reserve within the Diamond Street subdivision that aligns with the level of service standards in the Open Space Level of Service Policy.
3. That the Chief Executive be authorised to complete the purchase.
4. That this report be made publicly available once negotiations with the landowner to purchase land for reserves are complete.
5. That the minutes relating to this item be made publicly available once negotiations with the landowner to purchase land for reserves are complete.

Moved: Cr Donaldson

Seconded: Cr Macpherson

CARRIED

NOTE: - The report titled "Request to use Financial Contributions to purchase land for reserve purposes" will be available on the council's website under Council Meeting 23 September 2021.

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 31 March 2022.

5.7 APPROVAL OF CONTRACT 22/015 MINOR WORKS TRANSPORT NETWORK 2022-2025

RDC-1231156

Resolved:

1. That Council approve the delegation to the Chief Executive to award Contract 22/015 Minor Works Transport Network 2022 – 2025.
2. That Council approve that the value of the contract is not to exceed \$5m.
3. That this report NOT be made publicly available.
4. That the minutes are NOT made publicly available until after practical completion of this contract has been achieved.

Moved: Cr Donaldson

Seconded: Cr Yates

CARRIED

THE FOLLOWING RECOMMENDATIONS WERE RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 28 APRIL 2022.

5.8 SIR HOWARD MORRISON PERFORMING ARTS CENTRE UPDATE

RDC-1246855

Resolved

1. That Council acknowledges the 20 December 2021 decision of Minister Allan to grant \$632,000 (GST excl.) towards the Council's costs to outfit the Sir Howard Morrison Performing Arts Centre with permanent professional theatre lighting, sound and staging equipment as described in its Regional Culture and Heritage application upon which the Minister's decision was made.
2. That the project be completed to the high standard described in the application and that Council underwrites any further cost escalations throughout the life of the project without any expectation of returning to this fund for additional monies.
3. That this report NOT be made publicly available.
4. That the minutes relating to this report be made publicly available alongside announcements made by the Minister as to the funding allocations made by the Regional Culture and Heritage Fund.

Moved: Cr Kai Fong

Seconded: Cr Yates

CARRIED

5.9 TE WHARE TAONGA O TE ARAWA BUILDING PROJECT UPDATE

RDC-1247127

1. That Council accept ground strength of 70% New Building Standard (NBS) instead of the previous 80% NBS on the basis that the cost benefit and risk assessment does not support the additional works required to achieve 80%.
2. That the Council notes that 70% NBS is not considered earthquake prone or risk, and exceeds both the regulatory requirement to achieve 34% or higher, and the New Zealand Society of Seismic Engineers recommended minimum of 67%.
3. That Council direct staff to ensure external funders commitment remains at 70% NBS and staged project delivery; and to seek further funding to enable the maximum possible amount of project scope to proceed.
4. That Council direct staff to ensure procurement of the construction contract(s) enables the works to be staged to deliver as much scope as funding allows with a minimum scope being full structural strengthening, full roof repair and fit-out and services of zones 1, 2 and 3.
5. **To remain confidential until after practical completion.**
6. That this report NOT be made publicly available due to commercially sensitive information therein.
7. That the minutes relating to resolutions 1 to 4 be made publicly available once funding discussions are concluded and the minutes relating to resolution 5 be made publicly available at practical completion of the project.

Moved: Cr Raukawa-Tait

Seconded: Cr Yates

CARRIED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 14 JULY 2022.

5.10 INFRASTRUCTURE ACCELERATION FUND CONTRACTS

RDC-1282963

Resolved

1. That the report "Infrastructure Acceleration Fund Contracts" be received.

Moved: Cr Tapsell

Seconded: Cr Macpherson

CARRIED

Further resolved

2. That the Council resolves to enter into an \$84,599,000 Infrastructure Acceleration Funding Agreement with Kāinga Ora to deliver \$201,535,000 of Infrastructure Projects by 2029 to achieve 3,086 housing outcomes.
3. That the Council resolves to enter into the best endeavour Housing Outcomes Agreements with Kāinga Ora and identify developers to deliver specified housing outcomes.

4. That based on resolutions 1-3, the Chief Executive Officer be authorised on behalf of Council to sign the Infrastructure Acceleration Funding Agreement and the Housing Outcomes Agreement with Kāinga Ora.
5. That this report (excluding the contracts) be made publicly available when the outcome of the fund is publically released by Kāinga Ora.
6. That the minutes relating to this item be made publicly available when the outcome of the fund is publically released by Kāinga Ora.

Moved: Cr Donaldson

Seconded: Mayor Chadwick

CARRIED

Cr Kumar requested his vote against be recorded

Cr Kai Fong and Cr Macpherson abstained from voting.

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 28 JULY 2022.

5.11 TENDER APPROVAL FOR CONTRACT 22/020: TANIWHA SPRINGS WATER SUPPLY PUMPSTATION UPGRADE

RDC-1280797

Resolved;

1. That the report "Tender Approval for Contract 22/020: Taniwha Springs Water Supply Pump station Upgrade" be received.

Moved: Cr Yates

Seconded: Cr Kai Fong

CARRIED

Further Resolved;

2. That the Council approve the award of "Contract 22/020" for the Taniwha Springs Water Supply Pumpstation Upgrade Construction to Spartan Construction Ltd for the sum of \$2,481,538.00.
3. That the report not be released.
4. That the minutes relating to this item be made publically available after successful and unsuccessful tenderers have been advised.

Moved: Cr Wang

Seconded: Cr Yates

CARRIED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 28 AUGUST 2022.

5.12 REQUEST TO APPROVE HEARINGS COMMISSIONERS FOR PLAN CHANGE 9: HOUSING FOR EVERYONE

RDC-1293415

Resolved:

1. That the report 'Request to approve Hearings Commissioners for Plan Change 9: Housing for Everyone' be received.

Moved: Cr Kumar

Seconded: Cr Wang

CARRIED

J-P Gaston overviewed the report.

Further resolved:

2. That Council approves the panel of preferred Hearings Commissioners (Appendix 1).
3. That Council approves an additional short list of potential Commissioners (Appendix 2) to draw from should any of the preferred Hearings Commissioners not be available.
4. That Council as a "specified territorial authority" establishes a hearings panel under clause 96, First Schedule of the Resource Management Act and delegates to the Hearings Panel the following functions:
 - (a) determine, control and conduct the hearing for Plan Change 9: Housing for Everyone (in accordance with section 32AA, sections 39 to 42, and clauses 8AA and 8B, First Schedule of the Resource Management Act); and
 - (b) make recommendations to the Council in accordance with clause 99, First Schedule of the Resource Management Act.
5. That Council delegates to the Chief Executive Officer the power to appoint Hearings Commissioners to the Hearing Panel from the preferred panel in Appendix 1 or, in the event of unavailability, from the shortlist in Appendix 2.
6. That the report not be made publicly available.
7. That the minutes be released following the Council meeting on 25 August 2022.

Moved: Cr Yates

Seconded: Cr Donaldson

CARRIED

THE FOLLOWING RECOMMENDATIONS WERE RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 25 AUGUST 2022.

5.13 AWARD OF CONTRACT 21-051 AQUATIC CENTRE POOL HALL

RDC-1299698

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Resolved

1. That the report "Award of Contract 21-051 Aquatic Centre Pool Hall and Front of House" be received.

Moved: Cr Yates

Seconded: Cr Donaldson

CARRIED

Further resolved

2. That Council note that recommendations 3, 4 and 5 are all subject to the "Better Off Funding" application of \$8.05m being successfully approved by the Department of Internal Affairs.

3. To remain confidential until after practical completion.

4. That subject to successful "Better Off Funding", Contract 21-051 for Rotorua Aquatic Centre Pool Hall – Construction works, be awarded to Naylor Love Limited, up to the value of \$17,461,685 excluding GST.

5. To remain confidential until after practical completion.

6. That this report NOT be made publicly available due to commercially sensitive information therein.
7. That the minutes of recommendations 1), 2), and 4) be made publicly available once the construction contract is signed and recommendations 3) and 5) after Practical Completion of the construction contract.

Moved: Cr Wang

Seconded: Cr Yates

CARRIED

5.14 SIR HOWARD MORRISON CENTRE PROJECT COMPLETION

RDC-1301394

Resolved

1. To remain confidential until the final accounts are agreed.
2. That Council approves an increase in budget of up to \$2.5m to close out final contractor and consultant claims.
3. To remain confidential until the final accounts are agreed.
4. That this report NOT be made publicly available due to commercially sensitive information therein.
5. That items (1), (2), and (5) of the minutes be made publicly available on 1st September and that items (3), (4) and (6) remain confidential until final accounts are agreed for these contracts.

Moved: Cr Tapsell

Seconded: Cr Yates

CARRIED

5.15 APPROVAL OF CONTRACT (CONTRACT 22/037) FOR THE DETAILED DESIGN AND CONSTRUCTION OF THE ROTORUA WASTEWATER TREATMENT PLANT UPGRADE

RDC-1277957

1. That Council approve the award of Contract 22/037 for the Detailed Design and Construction of the Rotorua Wastewater Treatment Plant Upgrade In the amount of \$58,793,000 to Trility.
2. That this report not be made publicly available.
3. That the minutes relating to this item be made publicly available on approval of minutes of meeting.

Moved: Cr Raukawa-Tait

Seconded: Cr Wang

CARRIED

Cr Macpherson requested his abstention from voting be recorded.

5.16 APPROVAL OF CONTRACT 22/040 ROTORUA DISTRICT WIDE RURAL VEGETATION CONTROL 2022 – 2025

RDC-1293843

Resolved

1. That Council delegate the approval to award Contract 22/040 Rotorua District Wide Rural Vegetation Control 2022 – 2025 to the Chief Executive.
2. That Council approve the value of the contract is not to exceed \$2m.
3. That this report not be made publicly available.
4. That the minutes are not to be made publicly available until after practical completion this contract has been achieved.

Moved: Cr Raukawa-Tait

Seconded: Cr Wang

CARRIED

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 24 NOVEMBER 2022.**5.17 CONTRACT 22-013 – MALEME ROAD (RP1910 – 4340) SEAL EXTENSION**

RDC-1335247

Resolved:

1. That the report 'Contract 22-013 - Maleme Road (RP 1910 - 4340) Seal Extension' be received.

Moved: Cr Waru

Seconded: Cr Wang

CARRIED

Further resolved:

2. That Council approves the Contract 22-013 - Maleme Road (RP 1910 - 4340) Seal Extension to Hickey Contractors Ltd to the sum of \$1,036,640.37.
3. That this report not be made publicly available.

4. That the minutes relating to this item be released after the successful and unsuccessful tenderers have been advised.

Moved: Cr Wang
Seconded: Cr Waru
CARRIED

THE FOLLOWING RECOMMENDATIONS WERE RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 22 FEBRUARY 2023.

**5.18 PHASE 3 AND EXTENSION OF SCOPE AND VALUE FOR CONTRACT 21/031– LINTON PARK EAST
DETENTION PARK UPGRADE**

RDC-1358540

Resolved:

1. That the report 'Extension of Contract 21/031 Linton Park East Detention Dam Upgrade' be received.

Moved: Cr Brown
Seconded: Cr Kai Fong
CARRIED

Stavros Michael overviewed the report.

Further resolved:

2. That Council notes the purpose and background to these works as well as that the proposed scope of the contract extension will increase the detention capacity of the Dam from 42,000m³ to a combined 435,000m³ which increases the level of service of the dam significantly to a 1 in 1000 year rainfall event and a dam stability assessment to 1:10,000 year event.
3. That Council approve an extension of the scope and contract value for Contract 21/031 from \$10.6 m to \$14.5 m with an extra \$1.45 m held back for contingencies.
4. That this report not be made publicly available.
5. That the minutes relating to this item be made publicly available following the Council meeting on 22 February 2023.

Moved: Cr Wang
Seconded: Cr Brown
CARRIED

Recorded against: Cr Kereopa

5.19 CONTRACT 23/003 TENDER APPROVAL FOR WATER MAIN UPGRADE – STATE HIGHWAY 5 REPOROA (HANDCOCK ROAD –DAIRY FACTORY)

RDC- 1359880

Resolved:

1. That the report “Contract 23/003: Tender Approval For Water Main Upgrade – State Highway 5 Reporoa (Handcock Road –Dairy Factory) be received.

Moved: Cr Barker

Seconded: Cr Waru

CARRIED

2. That Council award “Contract 23/003” as per the Tender Recommendation Report (lowest conforming offer) of \$1.7 m plus 10% for contingencies.

Cr O’Brien signalled to make an amendment to the motion as below:

- 2 That Council award “Contract 23/003” as per the Tender Recommendation Report (lowest conforming offer) of \$1.7 m plus 5% for contingencies.

Moved: Cr O’Brien

Seconded: Cr Paterson

LOST

Further resolved:

2. That Council award “Contract 23/003” as per the Tender Recommendation Report (lowest conforming offer) of \$1.7 m plus 10% for contingencies.
3. That the report not be released.
4. That the minutes relating to this item be made publically available after successful and unsuccessful tenderers have been advised.

Moved: Cr Waru

Seconded: Cr Wang

CARRIED

Recorded against: Cr O’Brien, Cr Paterson

THE FOLLOWING RECOMMENDATION WAS RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 22 MARCH 2023.**5.20 DRAFT ANNUAL PLAN DEVELOPMENT 2023/24 – SERVICE DELIVERY PROPOSALS**

RDC-1369074

Resolved:

1. That the report Draft Annual Plan proposals 2023/24 – Service delivery proposals be received.

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Mover: Cr Kai Fong
 Secunder: Cr Lee
 CARRIED

Further resolved:

2. That Council adopt proposals for inclusion into the draft annual plan 2023/24 as per the decision making schedule (Attachment 1 below):

Proposal Number	Activity	Description	Financial Impact	Staffing Impact – FTE Count	Recommendation
HOUSING					
1	Planning Implementation/Building Services	Increase Building and Planning fees by 7%	\$350,000 (Revenue Increase)	0	That Council support to increase Building and Planning fees by 7% Moved: Cr Paterson Seconded: Cr Lee CARRIED
2	Planning Implementation	Reduce District Plan Policy consultants	\$140,000 (Cost saving)	0	That Council support to reduce District Plan Policy consultants Moved: Mayor Tapsell Seconded: Cr Paterson NOT CARRIED
ECONOMY					
3	Planning Implementation	Slow down the preparation of the Inner City Strategy (research only) and the development of a new Economic Development Strategy (research only)	\$100,000 (Salary Saving) \$160,000 (Cost Saving)	1	That Council support to Slow down the preparation of the Inner City Strategy (research only) and the development of a new Economic Development Strategy (research only) Moved: Cr O'Brien Seconded: Mayor Tapsell NOT CARRIED
4a	Growth and Development	Refocus the Airport	\$150,000 (Cost savings)	0	That Council support to Refocus the Airport Moved: Cr Kai Fong Seconded: Cr Wang CARRIED
4b	Growth and Development	Refocus the RotoruaNZ delivery	0	0	That Council support to Refocus the RotoruaNZ delivery Moved: Mayor Tapsell Seconded: Cr Kai Fong CARRIED
16	Culture, Heritage and Mahi Toi	Implement a new Event Permit System	\$35,000 (Revenue Increase)	0	That Council support to implement a new Event Permit System Moved: Cr Paterson Seconded: Cr Waru CARRIED

17	Culture, Heritage and Mahi Toi	Disestablish the roles: Event Attraction Manager, Event Planning	\$150,000 (Salary saving)	2	That Council support to disestablish the roles: Event Attraction Manager, Event Planning Moved: Cr Kai Fong Seconded: Cr Kereopa CARRIED
18	Culture, Heritage and Mahi Toi	Reduce the Event Investment Fund to focus on high earning investments	\$200,000 (Cost saving)	0	That Council support to reduce the Event Investment Fund to focus on high earning investments Moved: Cr Kai Fong Seconded: Mayor Tapsell CARRIED
29	Sir Howard Morrison Centre	Change Sir Howard Morrison Centre operating model to commercialisation	\$200,000 (Revenue Increase)	0	That Council support to change Sir Howard Morrison Centre operating model to commercialisation Moved: Cr Wang Seconded: Cr O'Brien CARRIED
INFRASTRUCTURE					
7	Waste Services	Reduce the Waste education budget to nil	\$40,000 (Cost saving) \$70,665 (Salary Saving)	1	That Council support to reduce the Waste education budget to nil Moved: Cr Lee Seconded: Cr Waru CARRIED
8	Roading and Footpaths	Decrease of unsubsidised transport spend	\$300,000 (Cost saving)	0	That Council support to decrease of unsubsidised transport spend Moved: Cr Waru Seconded: Cr Kai Fong CARRIED
COUNCIL					
5	Te Arawa Partnership	Reduce Te Tatau o te Arawa funding to original set level	\$120,000 (Cost saving)	0	That Council support to reduce Te Tatau o te Arawa funding to original set level Moved: Cr Lee Seconded: Mayor Tapsell Seconded: Cr Paterson NOT CARRIED
6	Office of the Chief Executive	Disestablish the role: Deputy Chief Executive – Chief Executive Office	\$200,000 (Salary Saving)	1	That Council support to disestablish the role: Deputy Chief Executive – Chief Executive Office Moved: Mayor Tapsell Seconded: Cr Kai Fong CARRIED

9	Organisational Development	Remove \$100,000 funding from the cadetship/graduate budget	\$100,000 (Cost saving)	0	That Council support to remove \$100,000 funding from the cadetship/graduate budget Moved: Cr Paterson Seconded: Cr O'Brien CARRIED
10	Organisational Development	Halve the training budget	\$120,000 (Cost saving)	0	That Council support to halve the training budget Moved: Cr Barker Seconded: Cr Brown CARRIED
11	Organisational Development	Reduce Subscriptions to professional entities	\$50,000 (Cost saving)	0	That Council support to reduce Subscriptions to professional entities Moved: Cr O'Brien Seconded: Cr Waru CARRIED
12	Organisational Development	Increase the salary remuneration movement from 3% to 5%	\$720,000 (Cost increase)	0	That Council support to increase the salary remuneration movement from 3% to 5% Moved: Mayor Tapsell Seconded: Cr Brown CARRIED
13	Organisational Development	Disestablish the role: Financial Services Manager	\$125,000 (Salary saving)	1	That Council support to Disestablish the role: Financial Services Manager Moved: Cr Lee Seconded: Cr O'Brien CARRIED
14	Customer Solutions	Change the process of mail and cash services	\$35,000 (Cost saving)	0	That Council support to change the process of mail and cash services Moved: Cr Waru Seconded: Cr Brown CARRIED
15	Information Solutions	Relinquish 5 fulltime positions: Manager Customer Solutions, Information Data Officer, Service Desk Lead, Senior Test Lead, Senior Business Analyst	\$453,000 (Salary saving)	5	That Council support to relinquish 5 fulltime positions: Manager Customer Solutions, Information Data Officer, Service Desk Lead, Senior Test Lead, Senior Business Analyst Moved: Cr O'Brien Seconded: Cr Maxwell CARRIED
COMMUNITY					
19	Culture, Heritage and Mahi Toi	Disestablish the roles: Research Analyst, Volunteer	\$103,000 (Salary Saving)	2	That Council support to disestablish the roles: Research Analyst,

		and Creative Communities			Volunteer and Creative Communities Moved: Cr O'Brien Seconded: Cr Lee CARRIED
20	Culture, Heritage and Mahi Toi	Change from contributions to Maintenance only for Public Art	\$200,000 (Cost saving) \$88,000 (Salary Saving)	1	That Council support to change from contributions to maintenance only for Public Art Moved: Mayor Tapsell Seconded: Cr Kai Fong CARRIED
21	Rotorua Museum te Whare Taonga o te Arawa	Stop the Museum educational programmes	\$268,000 (Cost savings) \$47,000 (subsidy decrease)	4	That Council support to stop the Museum educational programmes Moved: Cr Lee Seconded: Cr O'Brien CARRIED
22	Rotorua Museum te Whare Taonga o te Arawa	Remove the overnight static guard	\$110,000 (cost saving)	0	That Council support to remove the overnight static guard Moved: Cr O'Brien Seconded: Cr Waru CARRIED
23	Thriving Communities	Discontinue community funding pool	\$435,000 (Cost saving) \$230,000 (Salary saving)	3	That Council support to discontinue community funding pool Moved: Cr Lee Seconded: Cr Kai Fong CARRIED Abstain : Cr Barker and Cr O'Brien
24	Aquatic Centre	Increase in admissions price to Aquatic centre	\$225,000 (Cost saving)	0	That Council support to increase in admissions price to Aquatic centre Moved: Cr Brown Seconded: Cr Waru CARRIED
25	Active and Engaged Communities	Reduce level of support services to Sport Development areas	\$150,000 (Salary saving)	2	That Council support to reduce level of support services to Sport Development areas Moved: Cr Waru Seconded: Cr Wang CARRIED
26	Active and Engaged Communities	Reduce the level of service of open spaces	\$935,000 (Cost saving)	0	That Council support to reduce the level of service of open spaces. Moved: Mayor Tapsell Seconded: Cr Kai Fong CARRIED

27	Regulatory and Compliance	Increase parking fees and extend pay for parking area	\$740,190 (Revenue increase)	0	That Council support to increase parking fees and extend pay for parking area Moved: Cr Kai Fong Seconded: Cr Brown CARRIED
28	Te Aka Mauri	Reduce Library opening days from 7 days to 6 days a week with a Sunday closure	\$52,700 (Cost saving) \$54,000 (Salary saving) \$2,700 (Revenue loss)	7	That Council support to reduce Library opening days from 7 days to 6 days a week with a Sunday closure Moved: Cr Lee Seconded: Cr Barker CARRIED
CAPEX					
30	Active and Engaged Communities	Defer the Kuirau Park Skate Park project	\$1,020,000 (Capital spend saving) \$182,000 (Operating cost increase)	0	That Council support to defer to LTP, the Kuirau Park Skate Park project Moved: Cr Brown Seconded: Cr Waru CARRIED
31	Active and Engaged Communities	Defer Sports Facilities funding	\$225,000 (Capital spend saving)	0	That Council support to defer Sports Facilities funding Moved: Mayor Tapsell Seconded: Cr Waru NOT CARRIED
32	Active and Engaged Communities	Defer Neighbourhood Playground Enhancements	\$200,000 (Capital spend saving)	0	That Council support to defer Neighbourhood Playground Enhancements Moved: Cr Lee Seconded: Cr Brown CARRIED
33	Active and Engaged Communities	Defer the Sala Street Chapel Construction	\$1,100,000 (Capital spend saving)	0	That Council support to defer the Sala Street Chapel Construction Moved: Cr Maxwell Seconded: Mayor Tapsell CARRIED
34	Active and Engaged Communities	Remove Devolved Funding	\$250,000 (Capital spend saving)	0	That Council support to remove Devolved Funding PROPOSAL OFF THE TABLE
35	Active and Engaged Communities	Defer Lakes Infrastructure Enhancements	\$400,000 (Capital spend saving)	0	That Council support to defer Lakes Infrastructure Enhancements Moved: Cr Brown Seconded: Cr Wang CARRIED

36	Active and Engaged Communities	Stop sport fields facilities funding	\$1,233,000 (Capital spend saving)	0	That Council support to stop sport fields facilities funding Moved: Mayor Tapsell Seconded: Cr O'Brien CARRIED
37	Active and Engaged Communities	Stop Active Recreation Enhancement	\$250,000 (Capital spend saving)	0	That Council support to stop Active Recreation Enhancement Moved: Cr Lee Seconded: Cr O'Brien CARRIED
38	Growth and Development	Remove Economic Recovery project funding	\$18,508,000 (Capital spend saving)	0	That Council support to remove Economic Recovery project funding Moved: Cr Waru Seconded: Cr Kai Fong CARRIED
39	Roading and Footpaths	Stop Cycleways Enhancements for 2023/24	\$396,000 (Capital spend saving)	0	That Council support to stop Cycleways Enhancements for 2023/24 Moved: Cr Kai Fong Seconded: Cr O'Brien CARRIED
40	Roading and Footpaths	Stop Rural Seal Extensions for 2023/24	\$800,000 (Capital spend saving)	0	That Council support to stop Rural Seal Extensions for 2023/24 Moved: Cr Kai Fong Seconded: Cr Wang NOT CARRIED
41	Roading and Footpaths	Stop Maori roadlines and unformed roads	\$100,000 (Capital spend saving)	0	That Council support to stop Maori roadlines and unformed roads Moved: Cr Wang Seconded: Cr Lee CARRIED
42	Roading and Footpaths	Stop Rural Street Improvements for 2023/24	\$350,000 (Capital spend saving)	0	That Council support to stop Rural Street Improvements for 2023/24 PROPOSAL OFF THE TABLE
43	Legal and Property	Stop the renewals of Pensioner housing for 2023/24 and investigate the sale of the housing stock to an alternative provider	\$590,000 (Capital spend saving)	0	That Council support to stop the renewals of Pensioner housing for 2023/24 and investigate the sale of the housing stock to an alternative provider PROPOSAL OFF THE TABLE
44	Information Solutions	Stop CCTV Enhancements	\$360,000 (Capital spend saving)	0	That Council support to stop CCTV Enhancements Moved: Cr O'Brien Seconded: Cr Lee NOT CARRIED

45	Culture, Heritage and Mahi Toi	Stop Public Art Funding – Capital Projects	\$400,000 (Capital spend saving)	0	That Council support to stop Public Art Funding – Capital Projects Moved: Cr Waru Seconded: Cr Kai Fong CARRIED
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3. That Council confirm based upon support of the agreed proposals, Council sets a provisional rating model that targets a rates increase of 7.22%, a capex programme of \$134.5m and borrowing of \$47m, subject to final review of the rating model.
4. That Council note that the rates increase, capex and borrowing levels will be the subject of a public consultation process to be adopted on 5 April 2023, commencing consultation on 11 April.
5. That this report be made publicly available on 11 April in line with the publication of the Draft Annual Plan 2023/24 consultation document.

AND

6. That the minutes relating to this item be made publicly available on 11 April in line with the publication of the Draft Annual Plan 2023/24 consultation document.

Moved: Mayor Tapsell

Seconded: Cr Lee

CARRIED

THE FOLLOWING RECOMMENDATIONS WERE RESOLVED AT THE COUNCIL MEETING (CONFIDENTIAL ITEMS) HELD 31 MAY 2023.

5.21 INFRACORE LIMITED – FINANCIAL UPDATE MAY 2023

RDC-1393396

Resolved

1. That the report 'InfraCore Limited – Financial Update May 2023' be received.

Moved: Cr Brown

Seconded: Cr Waru

CARRIED

Further resolved;

2. That the Council agrees to support InfraCore Limited by agreeing to reverse corporate overhead charges (\$282,000) and agrees to suspend lease payments (\$100,000) for Vaughans Road and Queens Drive properties for the 2023 financial year.
3. The Council agrees to appoint an independent facilitator to facilitate the completion of the updated Service Level Agreements between InfraCore Limited and Council. The service level agreements will provide sufficient detail on services provided against provided funding, key performance indicators, and services that may be impacted due to funding constraints.

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4. That the independent facilitator in helping prepare the updated Service Level Agreements, also work with InfraCore Limited and Council officers to review cost structures, systems and processes and create an operating model that reduces costs and improves integration of systems and processes.
5. That this report not be made publicly available.
6. That the minutes relating to this item be made publicly available on 1 July 2023.

Moved: Cr Brown

Seconded: Cr Kai Fong

CARRIED

5.22 RENEWAL OF CONTRACT- KŌTUI LIBRARY SERVICES

RDC-1389265

Resolved

1. That the report “Renewal of Contract- Kōtui Library Services” be received.

Moved: Cr Kai Fong

Seconded: Cr Barker

CARRIED

Further resolved

2. That the Committee recommends to proceed with the Kōtui Library Services contract for the remaining nine years of the ten year contract.
3. That this report, excluding attachments, be made publicly available once the supplier has been advised.
4. That the minutes relating to this item be made publicly available once the supplier has been advised.

Moved: Cr Waru

Seconded: Cr Wang

CARRIED

5.23 AUDIT AND RISK COMMITTEE APPOINTMENT OF INDEPENDENT CHAIR

19372672

Resolved

1. That the report “Audit and Risk Committee Appointment of Independent Chair” be received.

Moved: Cr Waru

Seconded: Cr O’Brien

CARRIED

Further resolved

2. That Council resolves to appoint Mike Garrett as Chair of the Audit & Risk Committee on the terms set out in this report.
3. That this report be made publicly available after successful confirmation of appointment.
4. That the minutes relating to this item be made publicly available after successful confirmation of appointment.

Moved: Cr Waru

Seconded: Cr Kai Fong

CARRIED

7. Te Karakia Whakamutunga - Closing Karakia

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Kia turuki whakataha ai
Hāumi e. Hui e. Tāiki e!

Restrictions are moved aside
So the pathway is clear
To return to every day activities
To return to every day activities
Allied, enriched, unified, and blessed