

8 February 2024



By Email

Dear Sir/Madam.

Local Government Official Information Request – Notification of Decision

We refer to your request for information under the Local Government Official Information and Meetings Act 1987 (LGOIMA) regarding rates and expenditure information for the 2022/2023 financial year which was received by the Bay of Plenty Regional Council (BOPRC) on 19 December 2023 and acknowledged by Council the same day.

Council has now made a decision on your Request.

Council has decided to provide the following information. Please note our responses to your questions are in **red**:

1. Average residential rates (2022/23 Financial Year)

- a. The average **residential** costs of rates and other Council charges, where **average residential costs = (X + Y) / Z**.
 - Please ensure that the figures used (X, Y, and Z) are disclosed in the response, where:
 - o **X** is the total of all rates (general and targeted) charged by the Council to residential rating units;
 - o **Y** is the total amount of user charges or levies applicable to residential rating units (for example charges relating to metered water, infrastructure contributions, refuse collection, fire protection etc.); and
 - o **Z** is the number of residential rating units (however defined by the Council) within the Council's district or city. If the Council does not have a classification for residential, please use the closest definition (such as urban).
 - Please do not include Council charges that are not part of the rates demand (for example retail sales of Council rubbish bags).
 - If possible, the median residential rates payment by residential units.

Response:

The tables below provide the requested information for the 2022/23 financial year. The tables also include reworked equivalent information for the previous financial year, 2021/22, which should be used if you intend to calculate year on year increases. The reason that the 2021/22 figures have been restated is that in 2021/22, estimates were made to allocate total rates between residential and non-residential properties, as we held limited information on the actual splits because our rates were collected on our behalf by the Territorial Local Authorities. From July 2022 we collected our own rates, so we now have an accurate allocation of rates between residential and non-residential properties. This allocation has been used to restate the comparative prior year figures to provide a meaningful year on year comparison.

Average Residential Costs of Rates and other Council Charges		
“X”	“Y”	“Z”
Total of all rates (general and targeted) Including GST	Total Amount of user charges or levies applicable to residential rating units Including GST	Number of residential rating units
\$63,400,212	\$0.00	121,568
(\$63,400,212+ 0.00)/121,568 = \$521.52 (Prior year: \$476.96)		
FY23 Average Residential Cost of Rates and other Council charges		

2. Average non-residential rates (2022/23 Financial Year)

- a. The average **non-residential** costs of rates and other Council charges, where **average non-residential costs = (X + Y) / Z**.
- Please ensure that the figures used (X, Y, and Z) are disclosed in the response, where:
 - o **X** is the total of all rates (general and targeted) charged by the Council to rating units except those defined as residential*;
 - o **Y** is the total amount of user charges or levies applicable to rating units except those defined as residential* (for example, charges related to metered water, infrastructure contributions, refuse collection, fire protection etc); and
 - o **Z** is the number of rating units except those defined as residential* (however defined by the Council) within the Council’s district or city. If the Council does not have a classification for non-residential, please use the closest definition (such as commercial).
 - Please do not include Council charges that are not part of the rates demand (for example, retail sales of Council rubbish bags).
 - If possible, the median non-residential rates payment for the Council.

***Please ensure that this definition matches that used to calculate average residential rates so that the respective X values of both requests add up to total rates income for the 2022/2023 Financial Year.**

Average Non-Residential Costs of Rates and other Council Charges		
“X”	“Y”	“Z”
Total of all rates (general and targeted) Including GST	Total Amount of user charges or levies applicable to non-residential rating units Including GST	Number of non-residential rating units
\$17,593,488	\$0.00	14,542
(\$17,593,488+ \$0.00)/14,542 = \$1,209.84 (Prior year: \$1,106.47)		
FY23 Average Non-Residential Cost of Rates and other Council charges		

3. Personnel

- a. The total number of staff dismissed due to poor performance.
Zero.
- b. If applicable, the FTE number of staff employed by council-controlled organisations.
The New Zealand Local Government Funding Agency Limited (LGFA), Bay of Plenty Shared Services Limited (BOPLASS), Quayside Holdings Limited (QHL) and Regional Software Holdings Limited are all BOPRC Council Controlled Organisations (CCOs). As per our earlier correspondence, this part of your request has been transferred to these entities to respond directly to you as the primary holders of this information.
- c. If applicable, the total FTE number of staff employed by the Council (excluding council-controlled organisations).
As at 30 June 2023, the BOPRC FTE numbers (excluding CCO's) were:
- FTE (permanent and fixed term): 474, made up of 460.3 FTE permanent and 13.7 Fixed Term Contract.
- d. The total number of staff (non-FTE, including casual staff)
507. This reflects total headcount.
- e. The total number of staff including those employed by council-controlled organisations receiving remuneration in excess of \$100,000.

Salary bands BOPRC employment 2022/23 (Annual Report) Does not include CCO's	Number of staff
\$100,000 - \$119,999	134
\$120,000 - \$139,999	62
\$140,000 - \$159,999	24
\$160,000 - \$179,999	23
\$180,000 - \$269,999	10
\$380,000 - \$399,999	1

- f. The total number of staff including those employed by council-controlled organisations receiving remuneration in excess of \$200,000.

Eight staff receive remuneration in excess of \$200,000.

As per our earlier correspondence, this question as it relates to CCOs has been transferred to the CCO entities to respond to you directly.

3.1. Management - The FTE number of managers employed. Please confirm the ratio of management to staff.

a) FTE # of Managers:	88.29 (43.2 excluding Team Leaders)
b) Ratio of Management to total staff numbers:	5.74 (11.73 excluding Team Leaders)

**As per the Taxpayer Union's definition of a manager, these numbers include team leaders, managers, executive leadership team, and Chief Executive. Please note the February 2023 response to this question did not include team leaders.*

c) The average and median salary of a Manager.

	Average (\$)	Median (\$)
Inclusive of CEO and GM's	152,352.90	141,573

**Both average and median calculated using headcount not FTE. As per the Taxpayer Union's definition of a manager, these numbers include team leaders, managers, executive leadership team, and Chief Executive. Please note the February 2023 response to this question did not include team leaders.*

3.2. Communications

1. The FTE number of communications & marketing staff employed.

21.8

2. The average and median salary of communications & marketing staff.

Average: \$102,609.30	Median: \$109,638
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**Both average and median calculated using headcount not FTE.*

3.3. Consultants & Contractors

1. Total expenditure on consultants and contractors. Please ensure this includes CAPEX and OPEX spending (Figure D).

\$70,848,401 (Excluding GST)

2. Total number of consultants and contractors paid (Figure E).

828

3. The average payment for Consultant or Contractor services. This is calculated by dividing Figure D by Figure E.

$(\$70,848,401 / 828) = \$85,566$

3.4. Core services

a. The FTE number of staff employed to work on the delivery of local services.

	FTE
Biosecurity	18.5
Rivers and Drainage	26.6
Engineering	17.9
Lakes Operations	1.7
Emergency Management Bay of Plenty (EMBOP)	19
Environmental Information Services	10.1
Total:	93.8

**February 2023 response included Rivers and Drainage and Engineering only (33.5 FTE).*

- b. The FTE number of staff employed to provide regulatory functions.

	FTE
Compliance	38.2
Consents	28.7
Governance	8
Maritime Operations	11
Rotorua Catchments	7.9
Total	93.8

**Note these are the FTE under RMA, MTA & LGA.*

**February 2023 response included compliance, consents, Maritime (79.31 FTE).*

- c. The FTE number of staff employed in customer-facing roles.

	FTE
Reception and Call Centre	14.4
Rates	4
Transport	21.3
Biosecurity	18.5
Coastal Catchments	19.8
Rotorua Catchments	7.9
Environmental Information Services	10.1
Kotahitanga Strategic Engagement	14.4
Maritime	11
Compliance	38.2
Consents	28.7
EMBOP	19
Total	206.5

**February 2023 response included reception and call centre, rates, community engagement (included in kotahitanga strategic engagement), transport, biosecurity, land management, maritime, compliance, consents (129.6 FTE).*

**Please note the teams and staff numbers included in the answer above differ from the February 2023 response as the Taxpayer Union's definitions expanded from the previous response. Some FTE staff numbers reported in 3.4.a and 3.4.b have also been included in customer facing role staff FTE numbers in 3.4.c for completeness.*

4. Audit and Risk Oversight

- a. How many members are on the Council's Audit and Risk Committee (or equivalent)?

Information about the membership of all of Bay of Plenty Regional Council's Committees is publicly available on our website. This information includes details of the Committee's members, and a full terms of reference. For the Risk and Assurance Committee, please see: [Risk and Assurance Committee | Bay of Plenty Regional Council | Toi Moana \(boprc.govt.nz\)](https://www.boprc.govt.nz/risk-and-assurance-committee).

The Risk and Assurance Committee is comprised of six members, one of whom is independent of the Council. The Chair is a member of Council, but the Deputy Chair is independent. There is no practicing lawyer on the Committee, but there is a chartered accountant.

- b. Of those members, how many are elected and how many are independent of the Council?

Please refer to the response to question 4(a).

- c. Is the Chair of the Committee an independent member?

Please refer to the response to question 4(a).

- d. Does the Council have a lawyer (with a current practising certificate) on the Committee?
Please refer to the response to question 4(a).
- e. Does the Council have an accountant (with a current practising certificate) on the Committee?
Please refer to the response to question 4(a).
- f. Does the Council have a code of conduct requiring political neutrality from Council staff?
Our Code of conduct references maintaining and enhancing reputation of the organisation, ensuring no action or inaction brings the reputation of our organisation or people into disrepute. All staff are guided by the Public Services Standards of Integrity and Conduct which specifically references political neutrality. This is reinforced by the Chief Executive and Leadership Team especially during the local government elections period.

5. Payments to third parties

- a. The total payments made by the Council (or any council-controlled organisation) to any Chamber of Commerce, including GST.
- b. The total payments made by the Council (or any council-controlled organisation) to Local Government New Zealand (LGNZ), including GST.
- c. The total payments made by the Council (or any council-controlled organisation) to Taituara (New Zealand Society of Local Government Managers (SOLGM), including GST.

	BOPRC Creditor	NZD (including GST)
5a	Rotorua Chamber of Commerce	\$795.00
	Eastern Bay Chamber of Commerce	\$480.00
	Tauranga Chamber of Commerce	\$798.79
5b	Local Government NZ	\$74,844.90
5c	Taituara (formerly SOLGM)	\$52,386.76

This question as it relates to the LGFA, QHL, BOPLASS, RSHL has been transferred to these entities to respond to you directly.

6. Debt

- Net debt (total for the Council) as a percent of rates income
- The dollar amount of debt per rating unit
- The dollar amount of interest paid per rating unit

	BOPRC	
	Number of Rating Units 30 June 2023	136,110
		\$000
	Net Debt 30 June 2023	\$10,294
	Net Interest FY 2022/23	-\$511
	Rates Income FY 2022/23	\$70,745
1	Net debt as a percentage of rates income	14.6%
2	Dollar amount of net debt per rating unit	\$76
3	Dollar amount of net interest per rating unit	-\$4

Figures taken from BOPRC Annual Report 2022/23 and prudence calculations.

Please note that you have the right to lodge a complaint with the Ombudsman under section 27(3) of the Act. The Ombudsman's Office can be contacted by calling 0800 802 602, emailing info@ombudsman.parliament.nz or online at www.ombudsman.parliament.nz.

Our LGOIMA responses may be published on the Council website. If we do this, we will not publish the requester's personal or contact details. Please contact us if you have any concerns.

If you contact the Council about this Request, please quote the BOPRC reference number above.

Yours faithfully

A handwritten signature in black ink, appearing to be 'K. Perumal', written in a cursive style.

Kumaren Perumal
Chief Financial Officer

Bay of Plenty Regional Council