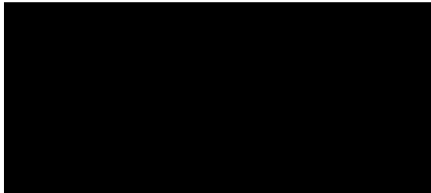


5 September 2019



Request for Official Information responded to under the Local Government and Official Information and Meetings Act 1987 (LGOIMA) – reference: 5734159

I refer to your information request received on 11 August and further clarification on 16 August 2019, for the following, (Council's response is below each of your questions):

1. *How many new people were employed by the KCDC in the year ended 30 June 2019;*

There were 80 new employees during this period. This comprised 43 permanent employees and 37 employees who were either casual or fixed term.

2. *How many people left the employment of the KCDC in the year ended 30 June 2019; - voluntarily and involuntarily.*

There were 120 employment terminations during this period. Of these, 30 were to fixed term employees, 15 were casuals, 4 were redundancies, 3 were retirements, and 68 were resignations.

3. *How many full time equivalent staff were employed as at 30 June 2019;*

As at 30 June 2019 Council had 322 full time equivalent staff.

4. *What is the basis of employment of Nicola Tutt by the KCDC;*

Ms Tutt is employed by Council in the role of part time Legal Counsel.

5. *What is the basis of the contract between Timothy Power and the KCDC;*

Mr Power is engaged on a contract for services basis to provide Council with Senior Legal Counsel services.

6. *How much was spent on overseas trips by council staff in the year ended 30 June 2019 and which staff were involved;*

Zero. Council did not pay towards any overseas travel costs of Council staff members for the year ending 30 June 2019.

7. *How many people are presently employed by the council as members of the Communications Team;*

There are currently five permanent full time equivalent members of staff.

8. *How many full time equivalent contractors did the KCDC have as at 30 June 2018 and 30 June 2019 and how many work out of council owned buildings;*

As at 30 June 2019 Council had 39 full time equivalent non-permanent staff. Of this, 31 full time equivalent, non-permanent staff work out of council owned buildings.

9. *How much was spent by the council on booklets about council activities in the year to 30 June 2019. [Clarified on 16 August] - any booklet that proposes to involve expenditure of public money on a project, or an account of how public money has been spent. We are not interested in pamphlets about dog registrations, swimming pools, tree rules, building consents, or things for visitors and residents to see and do;*

The table below lists the publications that meet your criteria and the total of the design and printing costs of each (inclusive of GST) incurred in the year to 30 June 2019.

2018-38 Long Term Plan document*	\$10,801
2018-38 Long Term Plan quick guide	\$3,986
2017/18 Annual Report document	\$3,942
2019/20 Annual Plan quick guide	\$1,915
2019/20 Annual Plan document	\$1,479
Total	\$22,123

*Please note that the full cost of the Long Term Plan document also includes \$5,072 of design costs incurred in June 2018. This was excluded from the total as it falls outside of your date range.

10. *How much was spent on advertisements by the council in each of the Kapiti News and Kapiti Observer in the year to 30 June 2019;*

Kapiti News is part of the NZME Holding Limited group. For the year ending 30 June 2019, Council spent \$66,855 (inclusive of GST) with the group. This cost includes radio, print and online media.

Kapiti Observer is part of the Stuff Limited group. For the year ending 30 June 2019, council spent \$52,422 (inclusive of GST) with the group. This cost includes radio, print and online media.

11. *How much was paid to external consultants in the year ended 30 June 2019. [Clarified on 16 August] - anything that proposes to involve expenditure of public money on a project, a review of how it has been spent, commissions to recruitment agencies/employment consultants;*

We have defined external consultant costs in this instance as payments made to organisations and individuals not directly employed by Council for services provided to the Council (i.e. all non-staff payments). Therefore, on this basis, out of the total operating expenditure of \$51.2m in 2018/19, \$24.5m was paid to external consultants. This includes \$161,225 (excluding GST) of recruitment costs.

12. *How many was paid to external law firms in the year ended 30 June 2019 and to which firms;*

\$876,593 (excluding GST) was paid to external law firms, made up of: Buddle Findlay, Power Law, Simpson Grierson, Heaney & Partners, Macalister Mazengarb, Wakefields, DLA Piper, and Rice Speir.

13. *What matters were involved with the hiring of external law firms;*

Council's in-house legal team are responsible for managing the relationship with external legal providers. External law firms are generally instructed in relation to the following areas – District Plan review, resource management issues, property transactions, employment law advice, tax advice and specialist financing advice.

14. *What was the net external debt of the KCDC as at 30 June 2019;*

- a. *borrowings;*

Net borrowings (net of cash investments) was \$147.55 million. Gross borrowings were \$210 million.

- b. *other net liabilities; [Clarified on 16 August] - trade creditors and irrevocable commitments to pay monies to other public or private bodies, for example grants. That does not include monies collected "on behalf of" for example the GWRC component of rates;*

Other net liabilities of \$47.94 million, consisting of Fair value on derivatives \$21.25 million, Trade payables \$21.1 million, Employee benefits \$2.04 million, Provisions \$3.43 million and deposits \$1.12 million.

15. *How much did the 'cultural pathway' in Waikanae town centre completed in 2018 cost;*

The total cost was \$653,099 excluding GST. This includes improved lighting, planting, seating and pedestrian access from the Greater Wellington Regional Council commuter car park, past the marae and through to Mahara Place. This also includes the Cultural thread paving design that visually connects the marae to Ruakohatu Urupā - Ropata and Parata cemetery next to St Luke's Church on Elizabeth Street.

16. *How much is the renovation work in the Mahara Place quadrangle costing;*

\$1,060,981 excluding GST.

17. *How much did the emergency crossing for vehicles about 100 metres north of Waikanae Station cost;*

\$422,515 excluding GST of which 51% is funded via New Zealand Transport Agency.

18. *Is the electric rubbish truck dating from approximately 2013 still owned by the council, and if so does it get used by anyone.*

The electric truck is still owned by the Council. It is currently with the manufacturers undergoing upgrade work, including replacement of an old style motor which is now obsolete, upgrade of electronics and remote telemetry software, replacement and rebalancing of the battery packs and general service maintenance.

All the above work is covered under the supply agreement and comes at no cost to the Council.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mark de Haast', written in a cursive style.

Mark de Haast

Group Manager Corporate Services
Te Kaihautū Ratonga Tōpū