

OIR: 2223/456

22 February 2023

[REDACTED]

[REDACTED]

Request for Information under the Local Government and Official Information and Meetings Act 1987 (the Act) (the LGOIMA)

Thank you for your email of 31 January 2023 requesting the following information, our responses are below each of your questions:

I request the following information for the 2021/22 Financial Year:

1. Average residential rates

- a) ***The average residential costs of rates and other Council charges, where average residential costs = $(X + Y) / Z$.***

Average residential rates \$3,263

- ***Please ensure that the figures used (X, Y, and Z) are disclosed in the response, where:***
 - ***X is the total of all rates (general and targeted) charged by the Council to residential rating units;***
X = \$62,693,000 including GST
 - ***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***
Y = \$8,623,000 including GST (includes Council's fixed and volumetric water rates and Water Conservation Device rates
 - ***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).***
Z = 21,856 residential rating units

2. Average non-residential rates

- a) **The average non-residential costs of rates and other Council charges, where average non-residential costs = $(X + Y) / Z$.**

Average non-residential rates \$3,584

- **Please ensure that the figures used (X, Y, and Z) are disclosed in the response, where:**
 - **X is the total of all rates (general and targeted) charged by the Council to rating units except those defined as residential*;**
X = \$15,385,000 including GST
 - **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**
Y = \$1,903,000 including GST includes Council's fixed and volumetric water rates and Water Conservation Device rates
 - **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).**
Z = 4,824 non-residential rating units

***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 2021/2022 Financial Year.**

3. Personnel

- a) **The total number of staff dismissed due to poor performance.**

The Council has not dismissed any staff due to poor performance in this period.

- b) **If applicable, the FTE number of staff employed by council-controlled organisations.**

None.

- c) **If applicable, the total FTE number of staff employed, including those employed by council-controlled organisations.**

361.

- d) **The total number of staff including those employed by council-controlled organisations receiving remuneration in excess of \$100,000.**

94.

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

5.

3.1 Management

1. *The FTE number of managers employed. Please confirm the ratio of management to staff.*

In response to your reference above to 'managers employed' and the subsequent follow up referring to the 'ratio for management of staff', this response is provided based on the number of 'people managers' who have staff reporting to them. Due to the agility required across our organisation at this time, an approximate ratio of 1:7 can only be provided.

2. *The average and median salary of a manager.*

For the financial year ended 30 June 2022 the median salary for a 'people' manager in the Council was in the range of \$125,000-\$135,000 per annum based on a full-time role. The remuneration policy which the Council operates enables some remuneration levels for people managers to fall significantly below or above the median range due to the levels of accountability and expertise required for specific roles. The Council does not use an average salary when determining the rates of remuneration for its staff. Remuneration for the Chief Executive has not been included in this calculation.

3.2. Communications

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

Our Communication and Engagement Team has 11 FTE. The Economic Development Team has one Marketing FTE and the Place and Space Marketing and Events Team has two FTE.

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

For the financial year ended 30 June 2022 the median salary of communication and marketing staff as outlined in Question 3.2.2 was \$100,450 per annum based on a full-time role. The Council does not use an average salary when determining the rates of remuneration for its staff.

3. *Total expenditure on communications & marketing.*

For the financial year ended 30 June 2022, the total expenditure for communications, economic development and marketing and events was \$3,364,007.

3.3. Consultants & contractors

1. *Total expenditure on consultants and contractors.*

For the financial year ended 30 June 2022, the total expenditure on contractors that was backfilling staff due to vacancies and consultants as additional resources resulted from responding growth and sustainability & resilience was \$2,614,318.

2. *Total number of consultants and contractors paid.*

The Council did not capture the number of contractors and consultants instead only tracking the total expenditure as above.

3.4. Core services

- a) *The FTE number of staff employed to work on the delivery and/or maintenance of local infrastructure.***

The Council's Infrastructure Services Group employs approximately 110 FTE. This number may vary slightly pending on infrastructure project delivery work programmes.

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

The Regulatory Services Group employs approximately 59 FTE. This number varies pending workload requirements during times of peak demand for consenting and development applications.

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

The Council considers all its roles to be customer-facing and a specific component for customer-facing activity of an FTE is not specifically recorded. However, the areas within the Council which primarily deliver external customer services include: the Aquatics Team which employs 33 FTE but which equates to approximately 50 individuals covering a variety of customer facing roles across the Council's Aquatics Facilities in Paraparaumu, Otaki and the Waikanae Pool during the summer season; the People and Partnerships Group employs 47 staff who deliver external customer services through community programmes, front-of-house customer service, including call centre services; the Libraries and Cultural Services Team employs 33 FTE across the Council's four Library sites; and the Rates Team employs seven staff.

4. Audit and Risk Oversight

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

For the 2021/2022 Financial Year the Governance Structure and Delegations 2019-2022 set the number of members on the Audit and Risk Committee at 6 appointed members.

- b) *Does the Council have independent members on the Committee?***

For the 2021/2022 Financial Year there were two independent members appointed to the Committee.

- c) *Is the Chair of the Committee an independent member?***

For the 2021/2022 Financial Year, the Chair of the Audit and Risk Committee was an independent member.

- d) *Does the Council have a lawyer (with a current practising certificate) on the Committee?***

No, however staff with the relevant certification and expertise were assisting the committee in an advisory capacity.

- e) *Does the Council have an accountant (with a current practising certificate) on the Committee?***

No, however staff with the relevant certification and expertise were assisting the committee in an advisory capacity.

- f) ***Does the Council have a code of conduct requiring political neutrality from Council staff?***

Our Council's Code of Conduct does require Council staff to act in a politically neutral manner.

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.***

\$6,294.19

- b) ***The total payments made by the Council (or any council-controlled organisation) to Local Government New Zealand (LGNZ), including GST.***

\$57,517.96

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

\$24,333.59

6. **Debt**

1. ***Net debt as a percent of rates income***

223.96%

(\$169,476,000 (net borrowings) / \$75,673,000 (rates income))

2. ***The dollar amount of debt per rating unit***

\$6,655.25

(\$169,476,000 (net borrowings) / 25,465 (units))

3. ***The dollar amount of interest paid per rating unit***

\$335.48

(\$8,543,000 (interest expense) / 25,465 (units))

Yours sincerely



Mark de Haast

Group Manager Corporate Services
Te Kaiwhakahaere Rōpū Ratonga Tōpū