

Finance Committee Agenda - 25 November 2020



Meeting is held in the Council Chamber, Level 2, Philip Laing House
144 Rattray Street, Dunedin

Members:

Cr Hilary Calvert, Co-Chair	Cr Gary Kelliher
Cr Kevin Malcolm, Co-Chair	Cr Michael Laws
Cr Michael Deaker	Cr Andrew Noone
Cr Alexa Forbes	Cr Gretchen Robertson
Hon. Marian Hobbs	Cr Bryan Scott
Cr Carmen Hope	Cr Kate Wilson

Senior Officer: Sarah Gardner, Chief Executive

Meeting Support: Liz Spector, Committee Secretary

25 November 2020 10:00 AM

Agenda Topic	Page
1. APOLOGIES Cr Deaker and Cr Hobbs have submitted apologies.	
2. CONFIRMATION OF AGENDA Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.	
3. CONFLICT OF INTEREST Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
4. PUBLIC FORUM Requests to speak should be made to the Committee Secretary on 0800 474 082 or governance@orc.govt.nz at least 24 hours prior to the meeting; however, this requirement may be waived by the Chairperson. No requests have been received.	
5. CONFIRMATION OF MINUTES Minutes of the Finance Committee meeting will be considered as a true and accurate record with or without corrections.	3
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7.1	LONG TERM PLAN 2021-31: COMMUNICATIONS AND ENGAGEMENT APPROACH	10
	The purpose of this report is to initiate the 2021-31 Long Term Plan (LTP) by communicating the process and provide clarity on the elected members role and involvement.	
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	To report on operational performance by significant activity for the period ended 30 September 2020.	
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	To provide Council's Finance Report for quarter one 2021 which includes the preliminary financial result for the 3-month period ended 30 September 2020.	
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	This report provides the Finance Committee with an update on rates struck for the 2020/21 financial year.	
8.	RECOMMENDATIONS OF MEETINGS	66
8.1	RECOMMENDATIONS OF THE 23 SEPTEMBER 2020 AUDIT & RISK SUBCOMMITTEE (PUBLIC)	66
	Resolutions of the Audit & Risk Subcommittee (public) meeting held on 23 September 2020 are presented for adoption by the Finance Committee.	
9.	RESOLUTION TO EXCLUDE THE PUBLIC	67
	That the public be excluded under LGOIMA Sec 48(1)(a) from discussions on the following item:	
	Adoption of Recommendations of public-excluded Audit & Risk Subcommittee resolutions from the 23 September 2020 meeting.	
10.	CLOSURE	



Minutes of a meeting of the
Finance Committee held in the
Council Chamber on Wednesday 26 August 2020,
commencing at 9:00 am

Membership

- Cr Hilary Calvert *(Co-Chairperson)*
- Cr Andrew Noone *(Co-Chairperson)*
- Cr Michael Deaker
- Cr Alexa Forbes
- Hon Marian Hobbs
- Cr Carmen Hope
- Cr Gary Kelliher
- Cr Michael Laws
- Cr Kevin Malcolm
- Cr Gretchen Robertson
- Cr Bryan Scott
- Cr Kate Wilson

Welcome

Chairperson Hilary Calvert welcomed Councillors, members of the public and staff to the meeting at 10 a.m.

For our future

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1. APOLOGIES

Councillor Carmen Hope and Hon Councillor Marian Hobbs attended the meeting via electronic link.

Resolution

That the apologies for Cr Forbes be accepted.

Moved: Cr Wilson

Seconded: Cr Noone

CARRIED

2. ATTENDANCE

Sarah Gardner *(Chief Executive)*

Nick Donnelly *(General Manager Corporate Services and CFO)*

Gavin Palmer *(General Manager Operations)*

Richard Saunders *(General Manager Regulatory)*

Gwyneth Elsum *(General Manager Strategy, Policy & Science)*

Amanda Vercoe *(Executive Advisor)*

Liz Spector *(Committee Secretary)*

Also present were: Sarah Munro (Manager Finance - Reporting), Mike Roesler (Manager Corporate Planning), Ryan Tippet (Media Communications Lead).

3. CONFIRMATION OF AGENDA

The agenda was confirmed as published.

4. CONFLICT OF INTEREST

No conflicts of interest were advised.

5. PUBLIC FORUM

No requests to speak to the Council were made.

6. CONFIRMATION OF MINUTES

Resolution

That the minutes of the Finance Committee meeting held on 10 June 2020 be received and confirmed as a true and accurate record.

Moved: Cr Noone

Seconded: Cr Malcolm

CARRIED

7. ACTIONS

The outstanding Actions for the Finance Committee were reviewed. No updates were noted.

8. MATTERS FOR COUNCIL DECISION

8.1. LTP Process/Timetable

The report was provided to Council to initiate the 2021 – 2031 Long Term Plan (LTP) by reviewing the process and explaining the elected members' role and involvement. Mike Roesler (Manager Corporate Planning) and Nick Donnelly (GM Corporate Services) were present to respond to questions about the report.

After several questions from Councillors about having input into the draft LTP, Cr Noone suggested a commitment to further workshops to enable staff to incorporate Councillor priorities for the LTP. Chief Executive Gardner agreed and said staff need clear direction from Council. Cr Deaker noted that after the next day's workshop scheduled to discuss the Long Term Plan, the Executive Leadership Team should have a good idea of what the Council wants to see for the LTP in terms of long-term governance priorities.

Cr Malcolm noted Councillors should give clear messages to staff and said he is confident staff will be able to get assurances they are on the right track, and he moved the staff recommendation.

Resolution

That the Finance Committee:

- 1) **Endorses** the 2021-31 Long Term Plan milestone process provided as an attachment to this report, mindful of the need that further workshops or meetings may be required
- 2) **Notes** the role of the Otago Regional Council elected members in the 2021-31 Long Term Plan process and the associated process risk.

Moved: Cr Malcolm

Seconded: Cr Noone

CARRIED

Cr Laws left the meeting at 10:46 am.

8.2. Port Otago Statement of Corporate Intent

The report was provided for the Committee to receive Port Otago's Draft Statement of Corporate Intent and provide comment to the Port Board of Directors for their consideration in the finalisation of the document.

Nick Donnelly (GM Corporate Services) spoke to the report and responded to questions. Several Councillors had questions about the document, particularly noting the update around sustainability. Cr Wilson noted that feedback might better be provided through the Port Liaison Committee on an ongoing basis, rather than via a resolution of the committee. After a lengthy discussion, Cr Deaker moved the following as amended by Cr Wilson:

Resolution

That the Finance Committee:

- 1) **Receives** this report and the attached Draft Statement of Corporate Intent for Port Otago Limited.
- 2) **Endorses** the Statement of Corporate Intent.
- 3) **Notes** any feedback will be provided through the Port Liaison Committee to the Port Otago Board on an ongoing basis.

Moved: Cr Deaker
Seconded: Cr Malcolm
CARRIED

Cr Laws returned to the meeting at 11:12 am.

8.3. Port Otago Limited Constitution

At the 26 February 2020 Finance Committee meeting, a resolution was made requesting Port Otago conduct a review of its constitution to ensure it is current and fit for purpose. The Port provided an updated and revised constitution in response to the resolution.

Nick Donnelly (GM Corporate Services) spoke to the report and responded to questions. He noted that the Port has revised its constitution and a draft was provided to the Committee for review. The Committee members had questions related to removal of the requirement that Directors be domiciled in New Zealand. Cr Laws said he had concerns about removing this requirement from the constitution and said he thought it was important for the community that directors of the Port Otago Board be New Zealand residents and potentially even Otago residents. Mr Donnelly said domicile requirements aren't common in constitutions and that this is largely controlled by Council at the time of appointment, but he could ask the Board why they had removed the clause.

After an in-depth discussion about how to address the issue of a domicile requirement, Cr Wilson moved, seconded by Cr Laws:

Resolution

That the Finance Committee:

- 1) **Receives** this report.
- 2) **Notes** that ORC wishes to keep the intent of the existing domicility clause.

Moved: Cr Wilson
Seconded: Cr Laws
CARRIED

8.4. Annual Return of Inactive Subsidiaries 2020

This report was provided to fulfil requirements of the Companies Act 1993 related to conduct of Annual General Meetings and appointment of auditors for the three inactive ORC subsidiaries, Regional Services Limited, Regional Pest Services Limited and Regional Monitoring Services Limited.

Nick Donnelly (GM Corporate Services) was present to answer questions about the report. There were no questions and Cr Noone moved:

Resolution

- 1) *That it shall not be necessary for Regional Services Limited to hold an Annual General Meeting under section 120 of the Companies Act 1993.*
- 2) *That no auditors be appointed for Regional Services Limited under section 196 (2) of the Companies Act 1993.*
- 3) *That it shall not be necessary for Regional Pest Services Limited to hold an Annual General Meeting under section 120 of the Companies Act 1993.*
- 4) *That no auditors be appointed for Regional Pest Services Limited under section 196 (2) of the Companies Act 1993.*
- 5) *That it shall not be necessary for Regional Monitoring Services Limited to hold an Annual General Meeting under section 120 of the Companies Act 1993.*
- 6) *That no auditors be appointed for Regional Monitoring Services Limited under section 196 (2) of the Companies Act 1993.*

Moved: Cr Noone
Seconded: Cr Malcolm
CARRIED

9. MATTERS FOR NOTING

Cr Forbes joined the meeting at 11:42 am.

9.1. Activity Review 2019-20, 1 July 2019 to 30 June 2020 (Q4/Annual Report)

The report was provided to review operational performance by significant activity for the period ended 30 June 2020. Nick Donnelly (GM Corporate Services) and Mike Roesler (Manager Corporate Planning) were present to speak to the report and respond to questions. Mr Roesler noted the report provided additional details as requested by the committee in its previous meeting.

A discussion was held, with Councillors noting it a good report, but that setting the measures is difficult. Mr Roesler noted staff is working on measures to feed into future documents. He said the service level statements will improve as well and set up the basis for measurement targets. Mr Roesler encouraged Councillors to focus on providing input on service level statements and measures as part of the creation of the Long Term Plan.

After further discussion, Cr Kelliher moved:

Resolution

That the Finance Committee:

- 1) **Receives** the attached draft Activity Performance section of the Annual Report for the period 1 July 2019 to 30 June 2020.

- 2) **Acknowledges** that the measures could be improved, and that staff and Council will work towards this for the Long Term Plan.

Moved: Cr Kelliher
Seconded: Cr Wilson
CARRIED

9.2. Finance Report

This report delivered Council's Finance Report for June 2020 and included the preliminary financial result for the year ended 30 June 2020. Nick Donnelly (GM Corporate Services) and Sarah Munro (Manager Finance - Reporting) were present to respond to questions.

After a discussion of the reports, Cr Wilson moved:

Resolution

That the Finance Committee:

- 1) **Receives** this paper and the attached Finance Report June 2020.
- 2) **Notes** the treatment of the impaired asset adjustment included in the preliminary financial result.
- 3) **Notes** the use of the emergency response reserve to fund repair costs incurred in the 30 June 2020 year and also notes further use of this reserve to fund remaining repair costs will be considered once those costs are completed in the 2021 year.
- 4) **Notes** replenishment of the emergency response reserve will be considered as part of the LTP 2021-31 process.

Moved: Cr Wilson
Seconded: Cr Malcolm
CARRIED

Cr Laws left the meeting at 12:25 pm.
Cr Laws returned to the meeting at 12:28 pm.

10. CLOSURE

There was no further business and Chairperson Calvert declared the meeting closed at 12:32 pm.

Chairperson Calvert

Date

<h2 style="margin: 0;">Outstanding Actions from Resolutions of the Finance Committee at 18 Nov 2020</h2>
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Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
10/06/2020	Finance Committee 2020.06.10	8.1	CS1943 Annual Plan 2020-2021	Completed	Provide a detailed report on progress made towards carbon footprint accounting work before the end of 2020.	Nick Donnelly	17/11/2020 Greenhouse gas emissions report will be presented to Council at the 25 November 2020 meeting.	31/12/2020	17/11/2020
03/06/2020	Finance Committee 2020.06.03	8.1	GOV1919 Annual Plan Deliberations and Recommendations	In Progress	Prepare a report by Sept 2020 outlining opportunities to assist development of an integrated trail network throughout Otago to inform development of the LTP	Gavin Palmer	19/08/2020 Report is being prepared. 19/10/2020 Crs Scott and Wilson briefed by Dr Palmer on 15 October 2020.	31/12/2020	
03/06/2020	Finance Committee 2020.06.03	8.1	GOV1919 Annual Plan Deliberations and Recommendations	In Progress	Requests staff to report by February 2021 to inform cost considerations of including a Tomahawk Management Plan into the LTP.	Gavin Palmer	19/08/2020 Work set to begin on this body of work.	28/02/2021	
03/06/2020	Finance Committee 2020.06.03	8.1	GOV1919 Annual Plan Deliberations and Recommendations	In Progress	Include the Wakatipu Travel Management Association (TMA) request for funding in LTP considerations.	Garry Maloney, Gavin Palmer	19/08/2020 Work underway.	28/02/2021	

7.1. Long Term Plan 2021-31: Communication and Engagement Approach

Prepared for:	Finance Committee
Report No.	GOV1955
Activity:	Community: Governance & Community
Author:	Mike Roesler, Manager Corporate Planning
Endorsed by:	Nick Donnelly, General Manager Corporate Services
Date:	25 November 2020

PURPOSE

- [1] The purpose of this report is to direct Council staff on the consultation approach to be implemented for the Council's Long Term Plan 2021-31.

EXECUTIVE SUMMARY

- [2] A *Communications and Engagement Plan LTP 2021-31* has been prepared by the ORC Communication Team and is attached to this report. The objective of this plan is to successfully engage with and seek feedback from partners, key stakeholders and the broader Otago community on ORC's proposed Long-term Plan.
- [3] This cover report summarises the options that council staff are seeking a Council decision to achieve this objective.

RECOMMENDATION

That the Finance Committee:

- 1) **Notes** the progress to date on developing the Long-term Plan including the significant matters that have been discussed in Council workshops.
- 2) **Notes** the 'Communications and Engagement Plan Long-term Plan 2021-31 provided as attachment 1 to this report.
- 3) **Agrees** the preferred option 1 for the consultation and engagement approach as outlined in section [9] of this report.
- 4) **Notes** the *Communications and Engagement Plan Long-term Plan 2021-31* will be updated to reflect this committee's decision on recommendation three and any other associated decisions.

BACKGROUND

- [4] The Local Government Act 2002 (LGA) provides principles and guidance on consultation for a long term plan and includes:
- Requirement for a consultation document (CD)
 - Focus on significant / important matters in the CD
 - Ensuring there's access to the CD and supporting information
 - Creating awareness of the opportunity for feedback
 - Encouraging feedback
 - Opportunity to present views and those being received with an open mind
 - Access to the final decisions made by Council
- [5] Since the initiation for the LTP process, Councillors have participated in associated workshops that have considered matters that are likely to feature in the CD. Significant / important items that Council is likely to highlight in the CD as key matters for community feedback include:
- Land and water – implementing an integrated catchment management approach
 - Biosecurity – level of service for implementation of Regional Pest Management Plan
 - Financial strategy, Revenue and Financing Policy, and Fees and charges
 - Lake Hayes – Funding of ongoing work and deficit for work done to date repaid
- [6] Council is now at a stage in the LTP process where it is timely to consider and decide on the approach that it takes to consult and engage with the community.

DISCUSSION

- [7] Attachment 1 to this report provides the '*Communications and Engagement Plan LTP 2021-31*'. This communication plan includes:
- Objective
 - Strategic approach (including options we are seeking councillor decision on)
 - Key messages
 - Audience
 - Opportunities
 - Risks
 - Budget
 - Timeline
 - Measurement/review
 - Appendix 1: Annual plan campaign analysis summary and Wakatipu Ferry Trial consultation summary
- [8] The communication plan identifies two options for this Committee's consideration and these are presented below.

[9] **Option 1 (recommended option): Digital / online provision of the consultation document**

This option includes:

- A video from our Chair/Councillors talking about the key consultation areas and overall context of the LTP;
- A postcard delivery to each household publicising our website link to the consultation document and key messages;
- Submissions managed through “YourSay” online platform
- Promotion of constituent Councillors for contacting to discuss the LTP
- Zoom discussions with Councillors on key topics
- Access to printed copies of the consultation document and submissions for those without internet
- Training of customer experience staff and rural liaison in the content of the LTP for answering questions and engaging on it
- Cost: approx. \$58,000.00 (print cost component \$10,000)

Advantages	Disadvantages
<ul style="list-style-type: none"> - Lower carbon footprint - Reduced cost - Increased efficiency of managing submissions through ‘YourSay’ - Limited disruption should Alert Levels change - Greater role for constituent Councillors 	<ul style="list-style-type: none"> - People who do not have internet access will have to request a hard copy document - Those who prefer roadshows for their engagement with us will not have that option

[10] **Option 2: Hard copy consultation document deliver to all households**

Similar to option 1 however the postcard would be replaced by a hard copy of the full consultation document delivered to all households. This would include a submission form and also direct people online to YourSay so they can give an electronic submission.

Cost: approx. \$108,000 (print cost component \$60,000)

Advantages	Disadvantages
<ul style="list-style-type: none"> - Hard copy documents will be provided to those with limited internet access 	<ul style="list-style-type: none"> - Higher carbon footprint - Higher cost - Reduced efficiency of managing submissions due to the receipt of more hard copies - Optics of producing significant printed material and potential waste

CONSIDERATIONS

Policy Considerations

[11] No policy considerations.

Financial Considerations

[12] No broader financial considerations.

Significance and Engagement

[13] The recommendations of this report are consistent with the Council's Significance and Engagement Policy.

Legislative Considerations

[14] Council staff have considered and reflected the LGA 2002 special consultative procedure requirements in the attached *Communications and Engagement Plan*.

Risk Considerations

[15] The recommendations of this report seek to reduce risk associated with heavy decision-making and process workload associated with completing a consultation document and supporting information.

NEXT STEPS

[16] The next steps involve completing and deciding the content for the LTP consultation document and supporting information between now and its approval on 24 February 2021. Consultation then follows from 8 March 2021 and over a one month period.

ATTACHMENTS

1. LTP 2021 31 communications and engagement plan v3 [7.1.1 - 8 pages]



COMMUNICATIONS AND ENGAGEMENT PLAN

Long Term Plan 2021-31

Introduction

The purpose of this communications plan is to present options for promoting the Long Term Plan (LTP) consultation document.

We have taken into consideration learnings from similar campaigns, such as the Annual Plan consultation from earlier this year, when preparing this document. This has guided our proposal for the LTP, based on analysis of which channels were effective. A summary of the Annual Plan campaign and another online campaign are included later in this document.

This communication plan includes:

- Objective
- Strategic approach (including options we are seeking councillor decision on)
- Key messages
- Audience
- Opportunities
- Risks
- Budget
- Timeline
- Measurement/review
- Appendix 1: Annual plan campaign analysis summary and Wakatipu Ferry Trial consultation summary

Objective

To successfully engage with and seek feedback from partners, key stakeholders and the broader Otago community on ORC's proposed Long-term Plan.

Strategic approach

The national context and organisational context for this LTP process is important when it comes to determining the appropriate type of consultation approach. Overlaying this process is the current pandemic and threat of changes in Alert Levels. Changes in Alert Levels can be rapid and leave little room for adapting if we rely heavily on human contact interactions or even particular physical services such as printing for this consultation.

The organisational context and the strategic drivers of our proposed LTP and work programme are also significant. This is a Council that has historically rated less than others and our legacy of underachievement coupled with new government policy for freshwater is driving substantial increases in spend. It is important we provide this information for our community and ask key questions of them regarding the work we do and how we fund it.

Given these factors this communications plan provides two options for LTP consultation but recommends Option One – a largely online campaign. This will allow us to deliver the campaign regardless of Alert Level while enabling Councillor to stakeholder contact as required.

We are confident that this approach will deliver for the community because:

- 90% of our rates are now paid online, so we know that the vast majority of our stakeholders have access to internet services;
- Digital has become the norm and people who were previously uncomfortable with using the internet say they will continue to use digital channels.¹
- Feedback from recent processes, including our online Annual Plan hearings this year, suggests that engagement using platforms like Zoom is welcomed and sometimes preferred by those wishing to interact with us;
- Our roadshows and farmers market approach of the past does not provide for Alert Level changes and traditionally we see low turnouts;
- Community members will have an option to have direct access via phone, zoom or face to face with constituent Councillors.

Consultation options:

There are two options to promote the consultation document. We are seeking a decision from Council to inform the next steps in the process.

Each of the options will include broad promotion of the process through print, radio and online. Because these are consistent for each option they are not listed below.

Option 1 (Recommended Option):

Digital/online provision of the consultation document – including:

- A video from our Chair/Councillors talking about the key consultation areas and overall context of the LTP;
- A postcard delivery to each household publicising our website link to the consultation document and key messages;
- Submissions managed through “YourSay” online platform
- Promotion of constituent Councillors for contacting to discuss the LTP
- Zoom discussions with Councillors on key topics
- Access to printed copies of the consultation document and submissions for those without internet
- Training of customer experience staff and rural liaison in the content of the LTP for answering questions and engaging on it

Advantages

- Lower carbon footprint
- Reduced cost
- Increased efficiency of managing submissions through ‘YourSay’
- Limited disruption should Alert Levels change
- Greater role for constituent Councillors

¹ <https://www.mckinsey.com/business-functions/mckinsey-digital/our-insights/the-covid-19-recovery-will-be-digital-a-plan-for-the-first-90-days>

Disadvantages

- People who do not have internet access will have to request a hard copy document
- Those who prefer roadshows for their engagement with us will not have that option

Cost: \$8,000.00 to \$10,000 + advertising costs and video costs (refer to 'Budget' for more details)

Option 2:

Similar to option 1 however the postcard would be replaced by a hard copy of the full consultation document delivered to all households. This would include a submission form and also direct people online to YourSay so they can give an electronic submission.

Advantages

- Hard copy documents will be provided to those with limited internet access

Disadvantages

- Higher carbon footprint
- Higher cost
- Reduced efficiency of managing submissions due to the receipt of more hard copies
- Optics of producing significant printed material and potential waste

Cost: \$50,000 to \$60,000.00 + advertising costs + video (refer to 'Budget' for more details)

Key messages

This LTP our key messages must reflect the context in which we are operating. The increased level of mandatory work we must achieve and the impact of government reform.

High level messages:

- We have a lot of work to do and we need to fund it
- Our work programme is largely mandatory driven by central government policy
- New central government policy has increased the work we need to do particularly on freshwater
- Our legacy issues are also driving our expenditure, because we need to address them e.g. additional science work, policy work, biosecurity and biodiversity focus, catchment planning
- We have low rates compared to other Regional Council's but our expenditure needs to increase

Key consultation topics

1. Land and water – integrated catchment planning
 - a. Options still to come
2. Biosecurity
 - a. Options still to come
3. Paying back the 0% rates increase from 2020-21 – the year of COVID-19
 - a. Options still to come

Audience

External

Everyone in Otago

ORC partners and key stakeholders (including but not limited to)

- Iwi
- Territorial Local Authorities

- NGO's
- Catchment Groups
- Industry Groups

Internal
Councillors
Staff

Budget

Channel	Cost
Option 1 - Post card delivered to all households inviting people to head online Print & Distribution	\$8,000 – 10,000
Option 2 - Consultation document delivered to all households (Option 2) Print & Distribution (TBC depending on number of pages in the document)	\$50,000 – 60,000
Fixed costs regardless of option	
Chair/Councillor Video	\$5000
Consultation document printed on demand	~\$1,000
ORC website	
YourSay	
Media Releases – promoting the consultation and at a later stage promoting LTP outcomes	
Advertising – can increase if deemed good spend of ratepayer money	
Print – quarter page in Saturday ODT x 4 weeks	~\$2,400
Print – seven community papers x 4 weeks	\$20,492
Online – 2 week campaign with ODT, Google and Stuff	\$6,000
Radio – 2 week campaign with NZME and MediaWorks	\$14,000
Bus back advertising – 2 weeks in QTN and DUD	\$2,200
Include retargeting those who click on ads regarding LTP engagement	-
Facebook	\$500
Billboard (if available)	TBC
Spokespeople (e.g. councillor interviews for print/radio, sharing info package with councillors and inviting them to share from our FB page onto theirs). Sharing councillor contact information for if members of the community want to contact them directly	
Online: sessions e.g. Facebook Live, Zoom Promote these ahead of time to ensure we have a good turnout	
TOTAL BUDGET	
Option 1	\$60,000 (approx)
Option 2	\$110,000 (approx)

Opportunities

- To educate Otago residents and ratepayers about our purpose and vision/community outcomes
- To get input from the community on which direction they think we should take over the next 10 years
- To ‘walk the talk’ as an environmental organisation conscious of our carbon footprint by limiting printed materials for our LTP consultation (if Option 1 is chosen)
- For councillors to speak directly with ratepayers about the LTP.
- To inform our ratepayers of the work we must do in Otago
- To receive feedback on how we may approach aspects of our work through consultation options
- For everyone in the Otago community to engage with the LTP consultation process should they wish to

Risks

Risk	Likelihood (high, medium, low)	Level of impact (high, medium, low)	Mitigation
A predominantly digital engagement approach may mean some people cannot engage with the consultation process.	Low	High	<p>Hard copy documents will be available and promoted for anyone who is unable to engage online</p> <p>We have planned multi-channel promotion of the LTP to reach a wide audience in a variety of ways (print, digital, online).</p> <p>Previous ORC digital campaigns have had good engagement</p> <p>ORC staff will promote the key messages and LTP consultation process when engaging with our community.</p>
Consultation material is not ready in time.	Medium	Medium	<p>Early planning of required material and socialising with Councillors</p> <p>LTP programme includes the time required to deliver the preferred option (e.g. significant additional time will be built in if hard copy delivery is required)</p>

Timeline/activity calendar

November 2020	ORC staff will begin engagement with key stakeholders Council approval on communications and engagement approach for LTP
December 2020	Preparing content for Consultation Document
January 2021	Finalising content
February 2021	Final council signoff
March 2021	Media release Advertising begins, including key messages YourSay consultation opens (8 March) Email submitters on previous LTP/AP inviting them to submit again (TBC, depending on the new Privacy Act) Promotion at the Wanaka Show (12 & 13 March)
April 2021	Advertising continues YourSay consultation closes (8 April) Email all submitters thanking them for submitting and outlining the process/next steps
May 2021	Hearings
June 2021	Council adoption of Long-term Plan Email submitters on outcomes
July 2021	Long-term Plan becomes effective Email submitters copy of the Long-term Plan Media release sharing the LTP outcomes

Measurement/review

Number of submissions received
Click through rate from digital advertising
Number of visitors to YourSay page
Number of phone call requests for the Consultation Document (paper copy)
Comparison of submission numbers to the previous LTP (over 350)

Appendix 1: Annual plan campaign analysis summary and Wakatipu Ferry Trial consultation summary

Annual Plan 2020-21 campaign analysis summary

This campaign was revised to be digital due to COVID-19 lockdown.

The 2020-21 Annual Plan engagement utilised digital platforms only as a means to engage with our community. We had good uptake of the YourSay submission platform, with 734 aware* visitors to the Proposed Annual Plan project.

**Aware means the visitor has made at least one single visit to the project page.*

Annual Plan YourSay: The stats

Submissions: 73

Document downloads: 297

Proposed Annual Plan 2020-21: 226

Summary of Adjustments to Year 3 of LTP: 43

Revenue and Financing Policy: 28

Q&A section: 53 visitors | 6 contributors

Traffic sources:

ORC website: 54%

Facebook: 31%

Google (and other search engines): 12.5%

The Wanaka Sun: 1.3%

ODT online: 0.8%

My Little Local: 0.7%

**Total equals more than 100% due to rounding.*

Direct email submissions

We received 31 submissions via email.

We can mitigate/decrease this number in future by allowing people to upload their own documents in YourSay.

Wakatipu Ferry Trial consultation summary

YourSay: The stats

We had good uptake of the YourSay submission platform, with 654 aware* visitors to the Wakatipu Ferry Trial project.

**Aware means the visitor has made at least one single visit to the project page.*

Submissions: 185

Information from 'Where Are The Audiences' 2020 survey

Glasshouse/NZ on Air report²

- Six in ten New Zealanders watch TV and/or online video each day, and up to one in two New Zealanders listen to broadcast radio, watch streamed video on demand (SVOD), and/or listen to streamed music.
- TVNZ 1 attracts biggest audience (44%) to a single TV channel
- YouTube is the most popular online video site, with 48% of NZ consuming video content on this platform
- Netflix is dominant SVOD provider with 36% of NZ watching daily
- RNZ is most popular radio station (11%), followed by Newstalk ZB (9%)
- Spotify is most popular streamed music site (28% daily reach), followed by YouTube (21%)

If current trends continue then 2020 will be the cross-over point where digital media over-takes traditional media in delivering the largest daily audiences in New Zealand. The primary differentiating factor influencing New Zealanders' media consumption continues to be age and life-stage. However the generation gap between younger and older New Zealanders is now less strong and clearly defined as middle aged New Zealanders adopt digital media.

² https://mcusercontent.com/f2b421dd7665491f1e8c012ba/files/2285b29a-b6e5-43f6-8e63-02808e37d869/Where_Are_The_Audiences_2020_Report_FINAL.pdf

7.2. Quarterly Report - September 2020

Prepared for:	Finance Committee
Report No.	GOV1947
Activity:	Activity Performance Report: Quarter One
Author:	Mike Roesler, Corporate Planning Manager Jasmin Lamorie, Corporate Planning Business Partner
Endorsed by:	Nick Donnelly, General Manager Corporate Services
Date:	17 November 2020

PURPOSE

- [1] To report on operational performance by significant activity for the period ended 30 September 2020.

RECOMMENDATION

That the Finance Committee:

- 1) **Receives** the attached draft Activity Performance section of the Annual Report for the period 1 July 2019 to 30 June 2020.

BACKGROUND

- [2] This report includes financial and non-financial performance information relating to the major aspects of service delivery as outlined in the 2020-21 Annual Plan. Progress over the 2020-21 financial year is reported to the Finance Committee on a quarterly basis.

OVERALL PERFORMANCE

- [3] The 2020-21 Annual Plan contains 25 Level of Service statements, 49 measures and 63 targets. All targets relate to activity to be delivered in the 2020-21 year.
- [4] Results on performance targets for quarter one:
- 52 – on track to be achieved
 - 6 – not on track/may not be achieved
 - 1 – will not be achieved
 - 4 – delayed or not measured this quarter
- [5] As of 30 September 2020, Council had an operating deficit of \$2.93M compared to a budgeted deficit of \$3.32M, a positive variance of \$389k.
- [6] The \$389k variance is a result of spending \$1.63M (8%) less than budgeted and receiving \$1.24M (8%) less revenue than budgeted.

PERFORMANCE AGAINST LEVELS OF SERVICE

- [7] 52 targets are on track and expect to be achieved by the end of the financial year.

- [8] Six targets are flagged yellow as delivery was off-track in quarter one, with the 'State of Environment reporting' target expected green by year end. The targets include:
- **Biodiversity:** All targets within the Biosecurity Operational Plan may not be met as the work programme is ambitious. Three fixed term roles have been recruited to assist in delivery.
 - **State of Environment Reporting:** Data quality and data availability targets have not been fully achieved this quarter, however we expected targets to be met once new staff are onboard and induction/training is complete.
 - **Flood and Drainage:** Four targets which include the requirement to report on progress quarterly have been flagged yellow as reports have not yet been completed. Development of reports is underway and staff are confident that the work programme is on track.
- [9] One target is flagged red and will not be met by year end.
- **Governance:** The target of achieving 100% compliance is aspirational and performance continues to be high with 97% of official information requests processed within statutory timeframes. Of the 39 requests received only one was processed outside of the timeframe.
- [10] Four targets have not been measured this quarter or have been scheduled for later in the financial year, all are expected to be achieved by year end.
- **Biodiversity:** Report to Council twice yearly on the allocation of the ECO Fund, status of fund recipients and summary of project outcomes. Reporting is scheduled for Q2 and Q4.
 - **Regulatory:** Facilitate/carry out appropriate response training for staff and contractors:
 - Pollution incident training will take place later in the financial year.
 - Marine oil spill training is scheduled for Q2.
 - **Transport:** Public Satisfaction survey of bus users is scheduled for Q3-4.

FINANCIAL PERFORMANCE

- [11] An overview of financial performance is provided in the attached report at significant activity level. The variances for the year to date include:
- **Freshwater Implementation:** \$238k variance, largely due to 42% lower expenditure than budgeted
 - **Biodiversity/Biosecurity:** \$147k variance, largely due to 23% lower expenditure than budgeted
 - **State of Environment:** \$184k variance, largely due to 15% lower expenditure than budgeted
 - **Regulatory:** \$463k variance, comprised of 12% (\$287k) higher expenditure and 9% (\$176k) lower revenue than budgeted
 - **Flood Protection:** \$533k variance largely comprised of 32% (\$620k) lower expenditure than budgeted
 - **River Management:** \$106k variance largely due to 13% lower expenditure than budgeted.
 - **Emergency Management:** \$99k variance due to 14% higher expenditure than budgeted
 - **Natural Hazards:** \$169k variance due to 31% lower expenditure than budgeted
 - **Transport:** \$541k variance comprised of 5% (\$368k) lower expenditure and 13% (\$910k) less revenue than budgeted

CONSIDERATIONS

Policy Considerations

[12] No considerations.

Financial Considerations

[13] No considerations.

Significance and Engagement

[14] No considerations.

Legislative Considerations

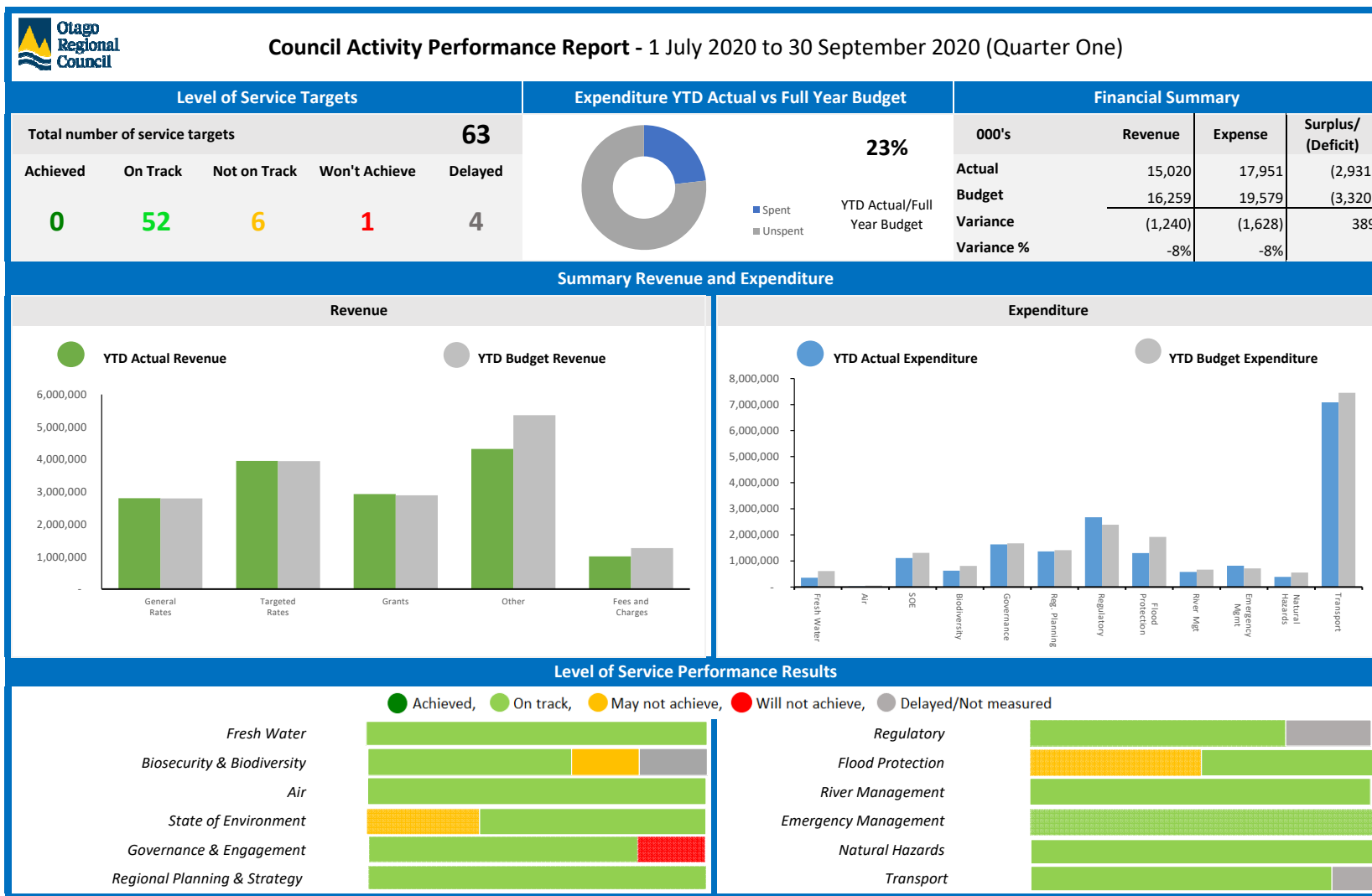
[15] No considerations.

Risk Considerations

[16] No considerations

ATTACHMENTS

1. Activity Performance Report - Q 1 2020 [7.2.1 - 29 pages]



2020-21 Performance Measures: Summary of Results for Quarter One					
		Measures	Targets	Q1 Results	
Environmental	Freshwater	Service Statement 1: Water quality across Otago is maintained and improved			
		Develop an integrated freshwater management unit (FMU) based research programme to inform the Land and Water Plan, and report progress.	1.1	Research programme is presented to committee by 30 June 2021	
		Water quality attributes are assessed by FMU annually.	1.2	Report annually against national standards, indicate trends and identify issues	
		The Catchment Advisory Group will adopt a position on how ORC will support groups.	1.3	The Catchment Advisory Group makes recommendations to Council by December 2020	
		Support Catchment Groups in Otago to deliver their environmental outcomes and objectives.	1.4	Areas of support are identified and progress reported	
		Work with Friends of Lake Hayes and other stakeholders to review the Lake Hayes Management Strategy and develop a programme of work for managing the water quality and flood hazard of Lake Hayes.	1.5	Complete the Review and prepare the programme no later than 31 March 2021	
		Water Plan/s Implementation Action Plan and National Direction is progressed.	1.6a	Implementation Plan is finalised in line with Plan Changes being made operative	
	1.6b		Actions are implemented according to approved timeframes once Water Plan/s are operative		
	Biodiversity and Biosecurity	Service statement 2: Collaborate with the regional community to potentially invest and fund environmental enhancement projects that deliver good environmental and social outcomes			
		The ECO Fund is administered to support community-led projects across Otago that protect and enhance the environment	2.1a	The agreed funding of \$250,000 for the 2020-21 year is fully allocated to approved projects	
			2.1b	Report to Council twice yearly on the allocation of the fund, status of fund recipients and summary of project outcomes	
		Service statement 3: Implement the Biodiversity Action Plan			
		Implement the Biodiversity Strategy and Action Plan and review actions as required.	2.2	Priority targets within the Biodiversity Strategy and Action plan are identified and achieved as scheduled	
		Service statement 4: Establish controls over animal and plant pests to maintain and enhance biodiversity, protect productive capacity and community health			
	Implement the current Biosecurity Operational Plan.	2.3	All targets within the Biosecurity Operational Plan are achieved		
	Review the Biosecurity Operational Plan	2.4	Complete a review of the Biosecurity Operational Plan by 31 March 2021		
	Air	Service statement 5: In targeted towns we work to reduce PM10 emissions for ambient air quality			
		Review Air Strategy implementation approach.	3.1	Programme review reported to Committee by 30 June 2021	
	State of the Environment Reporting	Service statement 6: Provide high quality and timely environmental information, indicators and advice to key decision makers and the community			
		Monitor air quality to assess compliance with the National Environmental Standard requirement of no more than one daily average reading of PM10 per annum to be higher than 50 micrograms per cubic metre.	4.1	Regulatory obligations met and annual report presented to committee by December 2020	
Data quality and data availability is monitored quarterly reports show compliance to relevant standards for sites defined in the "Monitoring Schedule for 2018-29 Long-term Plan".		4.2	90% of data has a Quality Code of fair or better 95% of all data has been captured 95% of data shall be quality assured in three months of collection		
Changes and trend in natural resource availability and quality are analysed and reported to the Council as per the schedule entitled "Monitoring Schedule for 2018-28 Long-Term Plan"		4.3	Reports are provided to Council as per the schedule.		

Finance Committee Agenda - 25 November 2020 - MATTERS FOR CONSIDERATION




















Regional Leadership	Governance and Community Engagement	Service statement 1: Governance support and process that enables a robust and transparent democratic practice for Council's elected members and the community			
		Percentage of official information requests responded to within statutory timeframes	5.1	100%	
		Percentage of council agendas that are publicly available two working days or more before a meeting	5.2	100%	
		Conduct meetings in accordance with Standing Orders and the Local Government Official Information and Meetings Act 1987	5.3	All meetings	
		Service statement 2: Council has clearly articulated policy, purpose and activity to encourage participation in decision-making by the community			
		Council's Long-Term Plan, Annual Plans and Annual Reports are fit for purpose and accessible	5.4	All Local Government Act statutory planning requirements and financial reporting standards are met	
	Hosting Mayoral Forum secretariat to coordinate Triennial agreement between Otago Territorial Local Authority mayors and ORC chair	5.5	Four meetings per year		
	Regional Planning & Urban Development Strategy	Service statement 3: Establish and maintain a robust, integrated and consistent environmental planning framework			
		Complete review of existing Regional Policy Statement (RPS) and notify the new one.	6.1	Ministerial target: Nov 2020	
		Deliver against the Land and Freshwater programme as agreed with the Minister for the Environment to implement the National Policy Statement for Freshwater Management.	6.2	Report to Committee on progress against work programme (adopted November 2019)	
Service statement 4: Develop with our key partners an Urban Development Strategy					
	Provide region-wide direction on urban development in conjunction with the Territorial Local Authorities.	6.3	Report to Committee on the preparation of an urban work programme		
Regulatory	Consenting, Monitoring, Investigations and Enforcement	Service statement 1: Deliver consenting processes efficiently and effectively under the Resource Management Act 1991 to enable the lawful use of natural and physical resources			
		Percentage of resource consents application processed within Resource Management Act 1991 legislative timeframes	7.1	100%	
		Service statement 2: Administering and assessing performance monitoring data provided by consent holders			
		Percentage of performance monitoring returns received this year that will be assessed for compliance with consent conditions and rules within the year.	7.2	85%	
		Service statement 3: Acting on non-compliances identified through consent audit or performance monitoring returns			
		Percentage of significant non-compliance found that has been followed up by staff.	7.3	100%	
		Service statement 4: Investigations and response to notifications of non-compliance and incidents			
		Maintain 24-hour/7 day a week response for environmental incidents.	7.4	100%	
Facilitate/carry out appropriate response training for staff and contractors.	7.5a	Hold at least one pollution incident response training exercise for each of the following: <ul style="list-style-type: none"> desktop exercise a field exercise for pollution incident response an equipment training day 			
	7.5b	Hold at least one marine oil spill incident response training for each of the following: <ul style="list-style-type: none"> desktop exercise; a field exercise for marine oil incident response 			

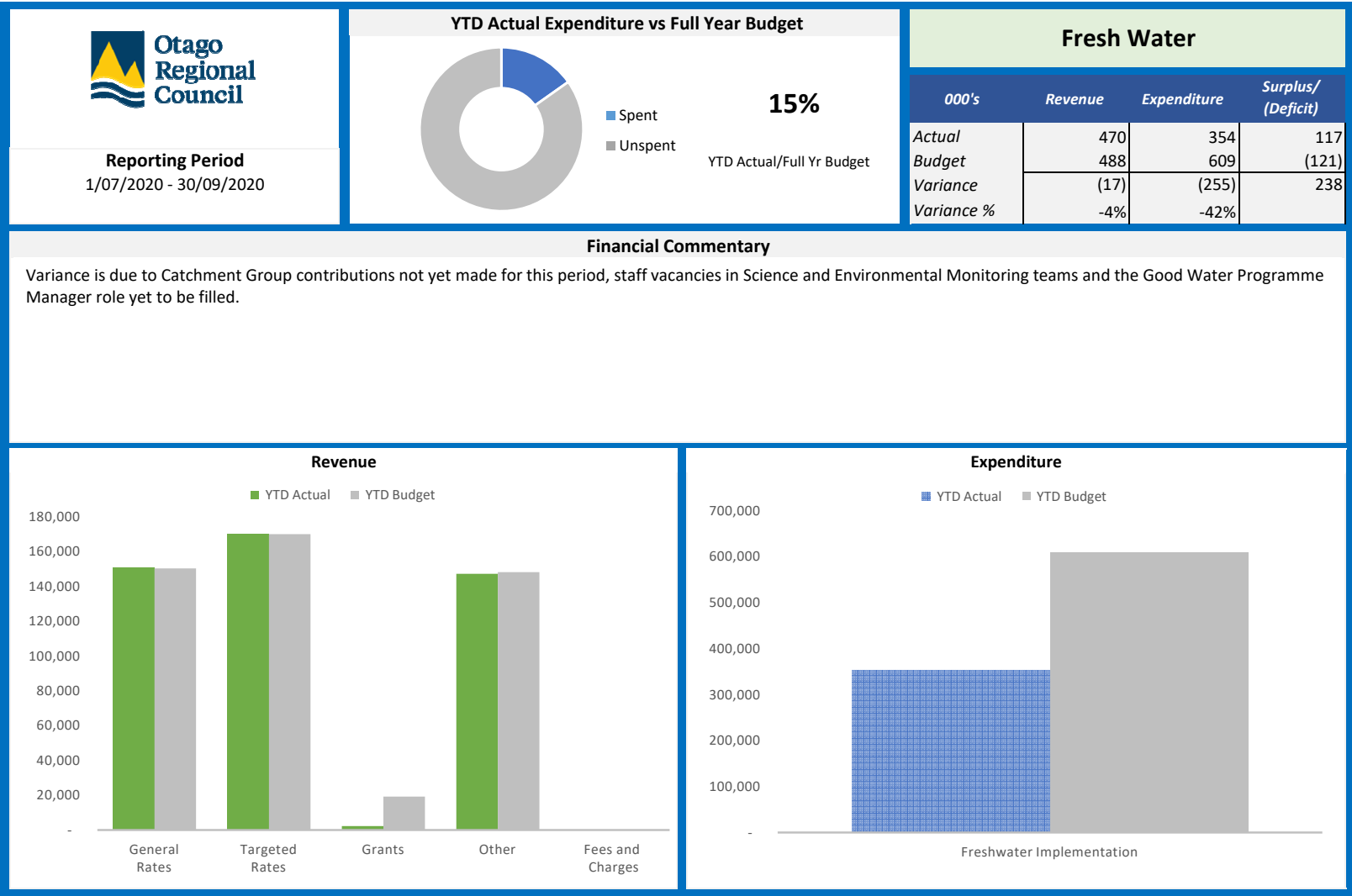
Finance Committee Agenda - 25 November 2020 - MATTERS FOR CONSIDERATION


Regulatory	Consenting, Monitoring, Investigations and Enforcement	Service statement 5: Enable safe use and navigation for all users of Otago Harbour. Take appropriate action in response to notifications of non-compliance and incidents			
		Major incidents on Otago's harbours and waterways will be responded to promptly and appropriately.	7.6a	Average response time after notification is no more than one hour for Otago Harbour and within four hours for other locations	
			7.6b	Major incidents and Harbourmaster's response will be reported to council quarterly	
Flood Protection & River Management	Flood and Drainage Schemes	Service statement 1: Manage flood risk to people and property. Maintain, repair and renew drainage assets to maintain and improve the productive capacity of land			
		Flood protection, control works and assets are maintained, repaired and renewed in line with the Infrastructure Strategy and defined standards set out in the operations and maintenance manuals for each scheme and primary assets.	8.1a	Performance against defined standards of the flood protection schemes and primary scheme assets reported by 30 June 2021.	
			8.1b	Planned renewal works completed on programme and budget, and progress reported quarterly.	
			8.1c	Planned maintenance works completed on programme and budget, and progress reported quarterly.	
			8.1d	Complete review including recommendations on the performance of the Lower Taieri River and primary tributaries.	
			8.1e	The Shotover River delta is managed to ensure the surface profile of the river is consistent with the target profile for the delta	
		Drainage assets are maintained and renewed in line with defined standards set out in the operations and maintenance manuals for each asset.	8.2a	Performance against defined standards of the drainage schemes and primary scheme assets reported by 30 June 2021.	
			8.2b	Planned renewal works completed on programme and budget, and progress reported quarterly.	
			8.2c	Planned maintenance works completed on programme and budget, and progress reported quarterly.	
		River and Waterway Management	Service statement 2: Achieve a balance between maintaining channel capacity, channel stability and environmental outcomes in scheduled rivers and waterways		
			Investigate all reported blockages and obstructions along scheduled rivers and waterways and determine appropriate action within 20 working days	9.1a	Report annual status of scheduled rivers and waterways by 30 June 2021
9.1b	100% of investigations have action determined within 20 days				
Safety and Hazards	Emergency Management	Service statement 1: Provide a region-wide coordinated response in the event of civil defence emergency to reduce the impacts on people			
		ORC has suitably trained staff available to respond for any activation of the Group Emergency Coordination Centre at the direction of the group controller in response to a civil defence event or emergency.	10.1a	At least one function manager trained in each of the six Coordinator Incident Management Systems (CIMS) areas at all times	
			10.1b	Group CDEM controller or alternate controller is available	
		CDEM is available to respond appropriately to foreseeable and sudden onset events.	10.2	Duty officer is on call 24 hours, 7 days a week, 365 days a year	
		Service statement 2: Prepare and implement robust integrated suite of issue focused and community-based plans and strategies			
		An operative Group CDEM Plan is reviewed within statutory timeframes and fully implemented	10.3	Achieved	
		Full suite of community plans across the region is in place and remain under continuous review	10.4	Status and progress on the plans are reported to the Coordinating Executive Group (CEG) and Council	
Region-wide issues plans in place and reviewed according to each plan. Status and progress reported to the CEG and Council on the following: •Regional Dam Failure Plan •Regional Animal Welfare Plan •South Island Alpine Fault Response Plan •Coastal Tsunami Plan	10.5	Status and progress on the agreed issues plans are reported to the Coordinating Executive Group (CEG) and Council			

Finance Committee Agenda - 25 November 2020 - MATTERS FOR CONSIDERATION




















Safety and Hazards	Natural Hazards	Service statement 3: Investigate and respond to priority natural hazard events			
		Natural hazards events and consequences are properly and timely investigated and reported on so that appropriate measures to reduce risk are taken.	11.1	All priority natural hazards events are investigated and reported	
		Service statement 4: Delivering information to the community and decision-makers about natural hazards			
		Natural hazard information is available to the public and to communities via an effective web-based Otago Natural Hazards Database.	11.2	Otago Natural Hazards Database is available 24 hours a day, 7 days a week	
		Service statement 5: Provide timely warnings of potential flood events			
		Accurate and reliable rainfall, lake levels, and river flow information is provided to potentially affected groups and communities and is provided in an efficient and timely fashion.	11.3	All flood warning that exceed trigger levels are published on Otago Regional Councils website when notified	
		Service statement 6: Assist communities to understand and adapt to the effects of climate change			
		Establishment of a Climate Change Adaptation Programme.	11.4	Progress on programme development is reported to council by 30 June 2021	
		Complete assessments of current CO2 emissions in Otago, which can inform communities and decision makers.	11.5a	Complete Otago region emissions footprint inventory and report to Council by 30 June 2021	
			11.5b	Complete ORC emissions footprint inventory and report to Council by 30 June 2021	
11.5c	Complete feasibility study of lower emission public transport and report to council by 30 June				
Transport	Transport Planning and Public Passenger Transport	Service statement 1: To provide efficient and reliable public transport services that meet community needs			
		Reliability of service – at least 95% of monitored services leave the terminus on time* (as defined by NZTA).	12.1	Average of at least 95% per month	
		Vehicle quality - 100% of vehicle fleet complies with Regional Passenger Transport Vehicle quality standards at annual audit.	12.2	100%	
		Public Satisfaction – at least 85% of bus users surveyed annually for each network are satisfied with the overall standard of service.	12.3	85%	
		Patronage recovery, post COVID-19 in Dunedin and Queenstown, will be reported to Council quarterly for 2020-21.	12.4	Reported quarterly	
		Implement a trial Lake Wakatipu Ferry service as per community consultation feedback and Council directive.	12.5	Trial commences in 2020-21 financial year	
		The Regional Public Transport Plan (RPTP) is prepared in accordance with the Land Transport Management Act 2003 and any guidance issued by the Waka Kotahi New Zealand Transport Agency (NZTA).	12.6	Regional Public Transport Plan (RPTP) completed and adopted by Council by 30 June 2021	
		Service statement 2: Facilitate and support prioritised investment in Otago's transport network by local and central government			
		The Regional Land Transport Plan (RLTP) is prepared and submitted in line with the Land Transport Management Act 2003 and any guidance issued by the New Zealand Transport Agency (NZTA)	12.7	Regional Land Transport Plan (RLTP) completed and adopted by Council by 30 June 2021	
		Collaborate with Environment Southland and other South Island local authorities to establish and deliver on pan-regional priorities for transport investment	12.8	Pan-regional priorities presented to government/NZTA	
● Achieved, ● On track, ● May not achieve, ● Will not achieve, ● Delayed/Not measured					

 <p>Otago Regional Council</p>	<h2>Freshwater Implementation</h2>		<p>Quarter 1 1/07/2020 - 30/09/2020</p>												
<p>Background This significant activity engages with 'on the ground' action to influence fresh water quality. This action is collectively captured under the Council's 'Good Water Programme'. The programme sits within the context of our:</p> <ul style="list-style-type: none"> • Fresh water planning approach • Our knowledge and understanding of the fresh water resource and what it supports • Role and relationships with individuals, groups and organisations with an interest in fresh water. <p>Improving these elements will better support 'on the ground' results achieved under the 'Good Water Programme'.</p> <p><u>For 2020-21 the approach includes:</u></p> <ul style="list-style-type: none"> • Specific and targeted research and communications initiatives • Maintaining momentum for the Lake Hayes restoration programme • Developing a Council - catchment groups partnership 	<p>Performance results</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Commentary on results Work on Freshwater Implementation is currently on track with an implementation plan developed and progress being made to deliver:</p> <ul style="list-style-type: none"> • Implementation plans have been developed for Plan Change 8, Plan Change 1 and for Action for Health Waterways. The implementation plans are being progressed where appropriate and timeframes are on track. • Development of an ORC position on supporting catchment groups has progressed and a report is scheduled to be presented to Council in October. • Council continues to support Catchment Groups directly and through the newly established Otago Catchment Communities. • A review of the Lake Hayes Management Strategy is underway; meetings with Friends of Lake Hayes have occurred and ORC has appointed someone to oversee Council's Lake Hayes work programme. • Water quality monitoring programme runs from July to June with the 2020-21 report available in September 2021. The 2019-20 report is on the ORC website. • Work to develop a freshwater management unit (FMU) based research programme to inform the Land and Water Plan is underway. The proposed approach will be reported to the Strategy and Planning Committee in November. • In response to the notification of the national Action Plan for Healthy Waterways (which includes the introduction of the NES-FW and NPS-FM 2020) the Consents Team have been involved in a number of public engagements. This included speaking at over 14 different community, business and catchment group meetings about the new winter grazing rules and how the wider package applies. We have also received over 100 additional enquiries relating to the NES and NPS. 			Total targets	Achieved	On track	Off track	Won't achieve	Not measured						
Total targets	Achieved	On track	Off track	Won't achieve	Not measured										
															
<p>Emerging issues</p>	<p>Performance trends Freshwater Implementation service measures and targets were updated in the 2020-21 Annual Plan to align more closely with strategic priorities, operational focus and are a step towards a more robust performance framework.</p>														




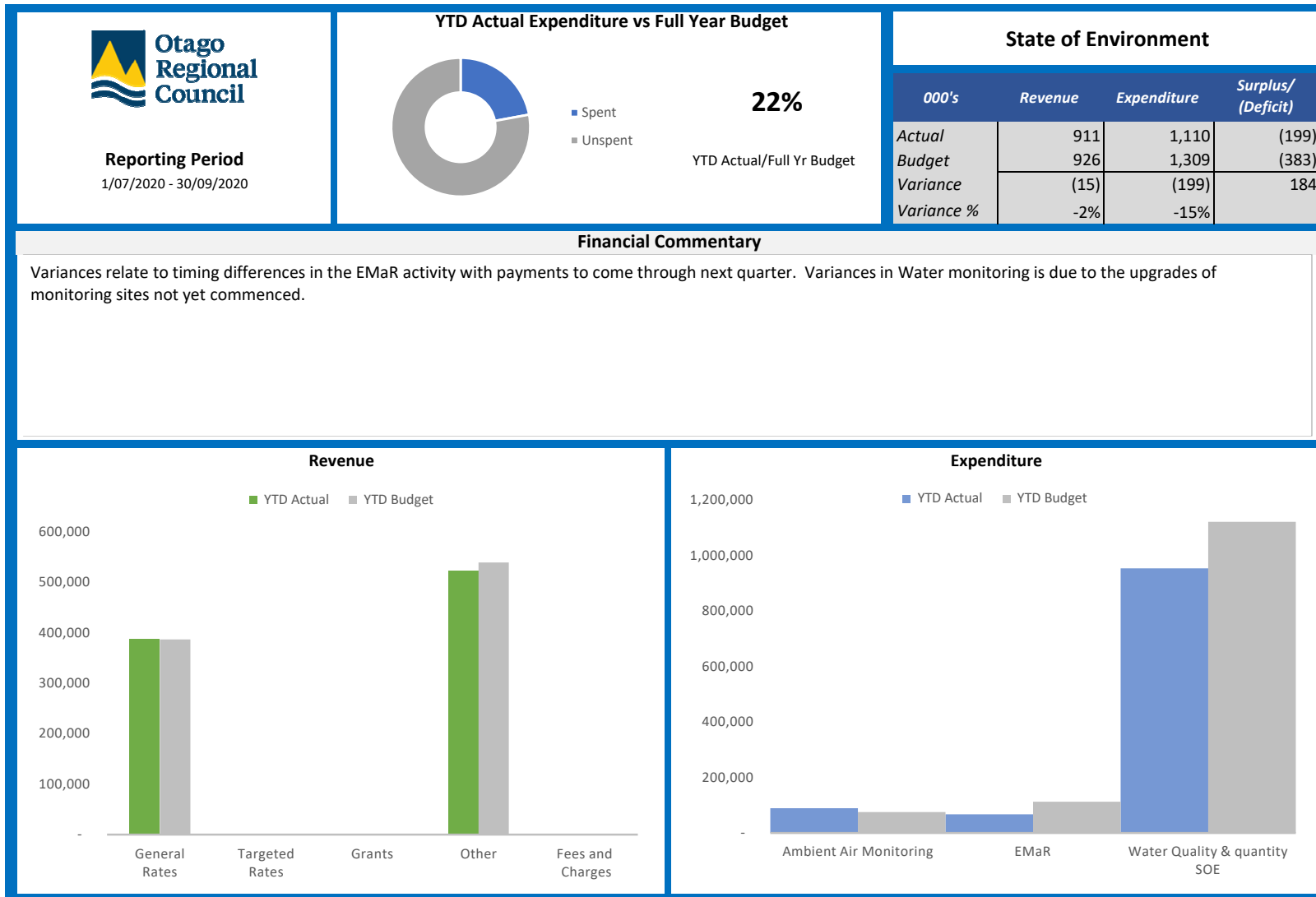
	Biodiversity and Biosecurity Quarter 1 1/07/2020 - 30/09/2020												
<p>Background</p> <p>ORC currently delivers a substantive biosecurity programme that is directed by the Regional Pest Management Plan and Regional Pest Operational Plan. The work is focused on animal and plant pest control and provides benefits for agri-business productivity and biodiversity.</p> <p>Our biodiversity programme is in a developmental phase. 20-21 work includes:</p> <ul style="list-style-type: none"> • Prioritising mapped ecosystems • Developing a monitoring programme • Developing key partnerships and delivery • Preparatory work for informing costs of a Tomahawk Lagoon Management Plan <p>ORC also provides funding support to selected community-based organisations delivering biodiversity outcomes that align with our strategic objectives: Predator Free Dunedin, Yellow Eyed Penguin Trust, LINZ (Lagarosiphon control), Wakatipu and Central Otago Wilding Conifer Groups, and ECO Funding for various smaller groups.</p>	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> </tr> </table> <p>Commentary on results</p> <ul style="list-style-type: none"> • Biodiversity strategy is on track to be implemented as planned. The new Partnership Lead was recruited late in Quarter 1. • ORC is implementing its obligations under the Regional Pest Management Plan, Biosecurity Strategy and the Regional Pest Operational Plan. A revised programme of compliance has been developed and is being implemented. • Good progress is being made to delivering the Biosecurity Operational Plan but the work programme is ambitious. Three fixed term roles have been recruited to assist. • Review of the Biosecurity Operational Plan is scheduled to be undertaken by March 2021. • In August ORC coordinated a collaborative rabbit control operation involving multiple landowners in Clyde. Early signs indicate this has had a significant impact on rabbit numbers in targeted areas. • The Council has approved a significant increase in government funding for the wilding conifer and wallaby programmes. This will substantially increase the level of service provided in these areas. • The ECO Fund has two funding rounds per year. ORC communications and rural liaison teams have actively promoted the fund in the lead-up to applications opening on 1 October. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	5	0	3	1	0	1
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
5	0	3	1	0	1								
<p>Emerging Issues</p>	<p>Performance trends</p> <p>Biodiversity and Biosecurity service measures and targets were updated in the 2020-21 Annual Plan to align more closely with strategic priorities, operational focus and are a step towards a more robust performance framework.</p>												




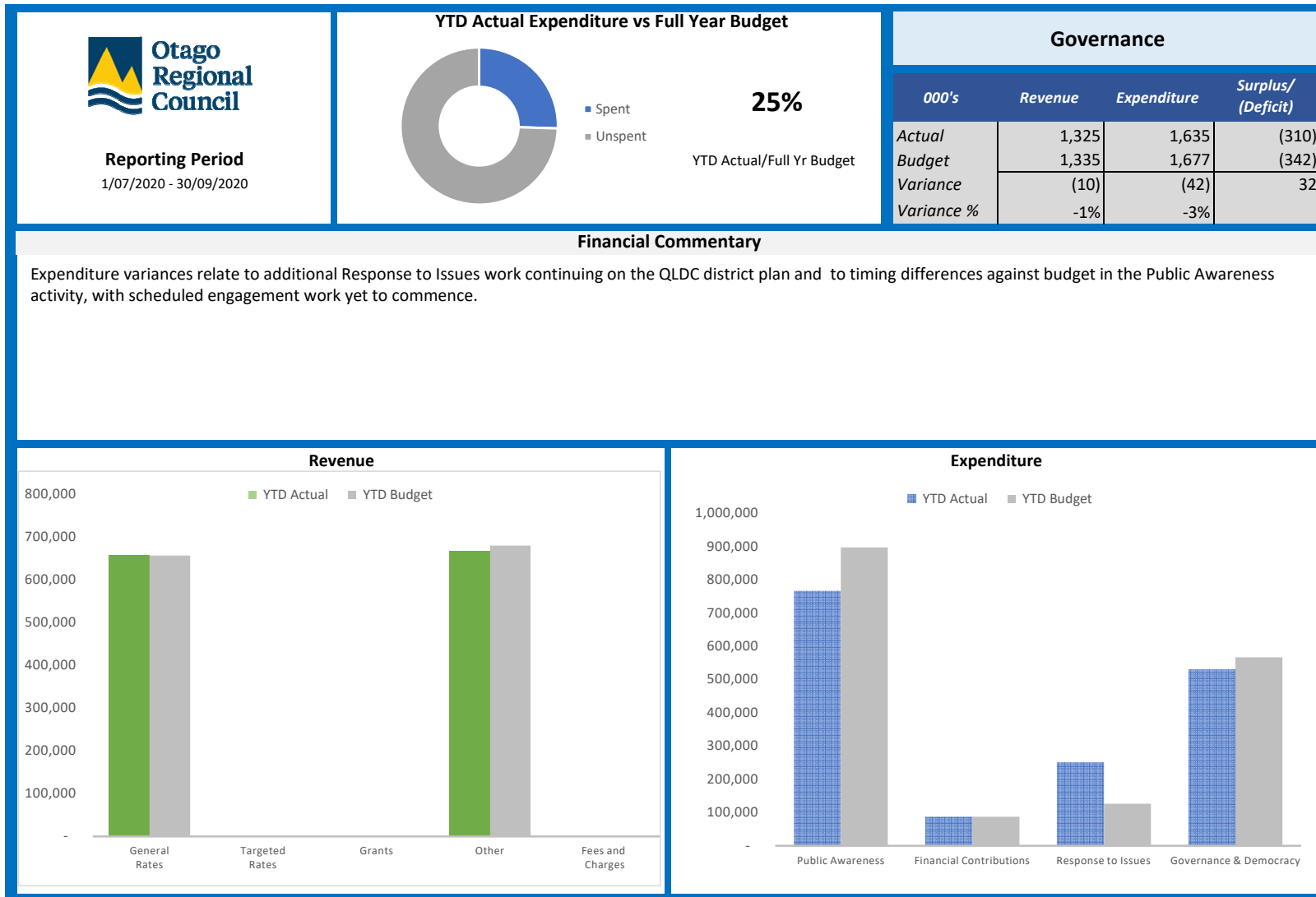
 <p>Otago Regional Council</p>	<h2>Air</h2>		<p>Quarter 1 1/07/2020 - 30/09/2020</p>												
<p>Background</p> <p>This significant activity implements the Air Quality Strategy that is underpinned by the Council's responsibility for achieving compliance with the National Environmental Standard for Air Quality. While emissions have dropped significantly over the last decade, various airsheds are still not compliant.</p> <p>The Council's 'Clean Heat Clean Air Programme' has encouraged householders to swap outdated burners for ultra-low emission heating appliances. Council acknowledged the need to reconsider the scope and associated funding of this programme.</p> <p>Other air implementation activity includes; education and promotion, complaint response, trialling of clean burning technologies, and pilot research work related to community engagement on 'Clean Heat Clean Air'.</p>	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> </tr> </table> <p>Commentary on results</p> <p>During 2020-21 ORC's Strategy team will review the Air Strategy implementation approach. A multi-agency 'One Health' approach to improving air quality across Otago will be considered. The review will include development of an inventory of potential interventions and delivery options as well as an evaluation framework to monitor impacts. Funding options will also be considered. The programme review is on track to be reported to Committee by 30 June 2021</p> <p>The winter clean air promotional campaign '<i>we breathe what you burn</i>', which included a Billboard advertisement, continued through July and August.</p>			Total targets	Achieved	On track	Off track	Won't achieve	Not measured						
Total targets	Achieved	On track	Off track	Won't achieve	Not measured										
															
<p>Emerging Issues</p>	<p>Performance trends</p> <p>Service measures and targets were updated in the 2020-21 Annual Plan to reflect the current review of the Council's approach to air implementation.</p>														




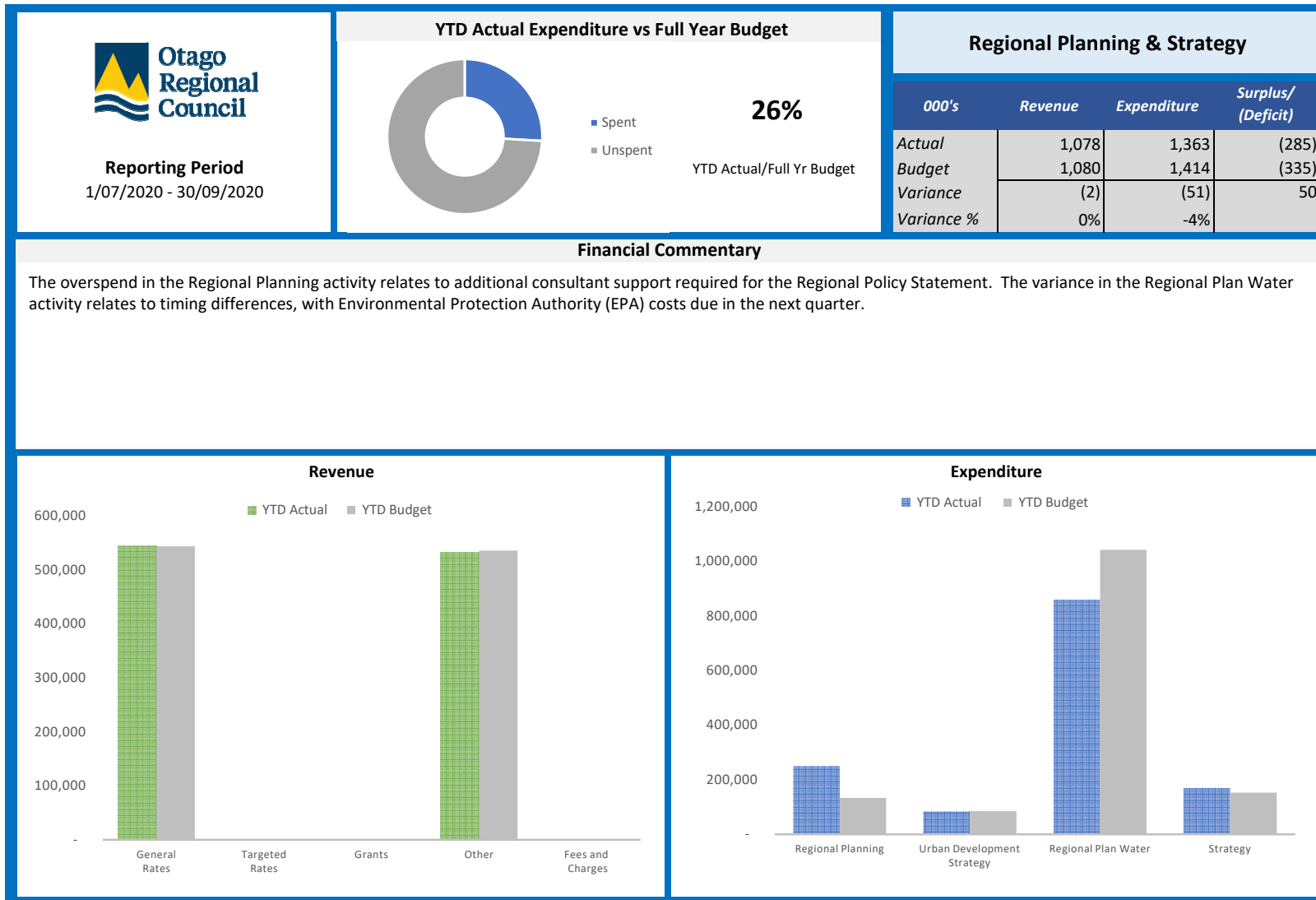
	State of the Environment Reporting Quarter 1 1/07/2020 - 30/09/2020												
<p>Background</p> <p>This significant activity implements the Council’s programme that monitors water quality and quantity, and air quality. This is required under the RMA and the National Policy Statement for Fresh Water and informs both national and internal policy, planning and reporting needs.</p> <p>In 20-21 we have increased our science resource to expand monitoring, analysis, reporting and issue identification capabilities, from Mountains to the Sea (ki uta ki tai).</p> <p>The NES for Air Quality requires full compliance with PM10 levels by 2020. We are ensuring our monitoring assets and programme is sufficient to meet NESAQ.</p> <p>Additionally, ORC administers the ‘Environmental Monitoring and Reporting’ (EMaR) project which co-ordinates the collection of information across New Zealand’s regional councils.</p>	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </table> <p>Commentary on results</p> <p>SOE network is performing as expected.</p> <ul style="list-style-type: none"> • Data quality and availability targets have not been fully achieved this quarter, however we expected targets to be met once new staff are on board and induction training is complete. • Air monitoring continues as required and NESAQ regulatory monitoring obligations will be met. <p>Environmental Monitoring and Reporting (EMaR): Majority of work has been completed as planned and the 2020-21 programme is largely on track.</p>	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	3	0	2	1	0	0
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
3	0	2	1	0	0								
<p>Emerging Issues</p>	<p>Performance trends</p> <p>There have been some changes to State of the Environment Reporting service measures and targets in the 2020-21 Annual Plan in order to align more closely with strategic priorities, operational focus and are a step towards a more robust performance framework.</p>												




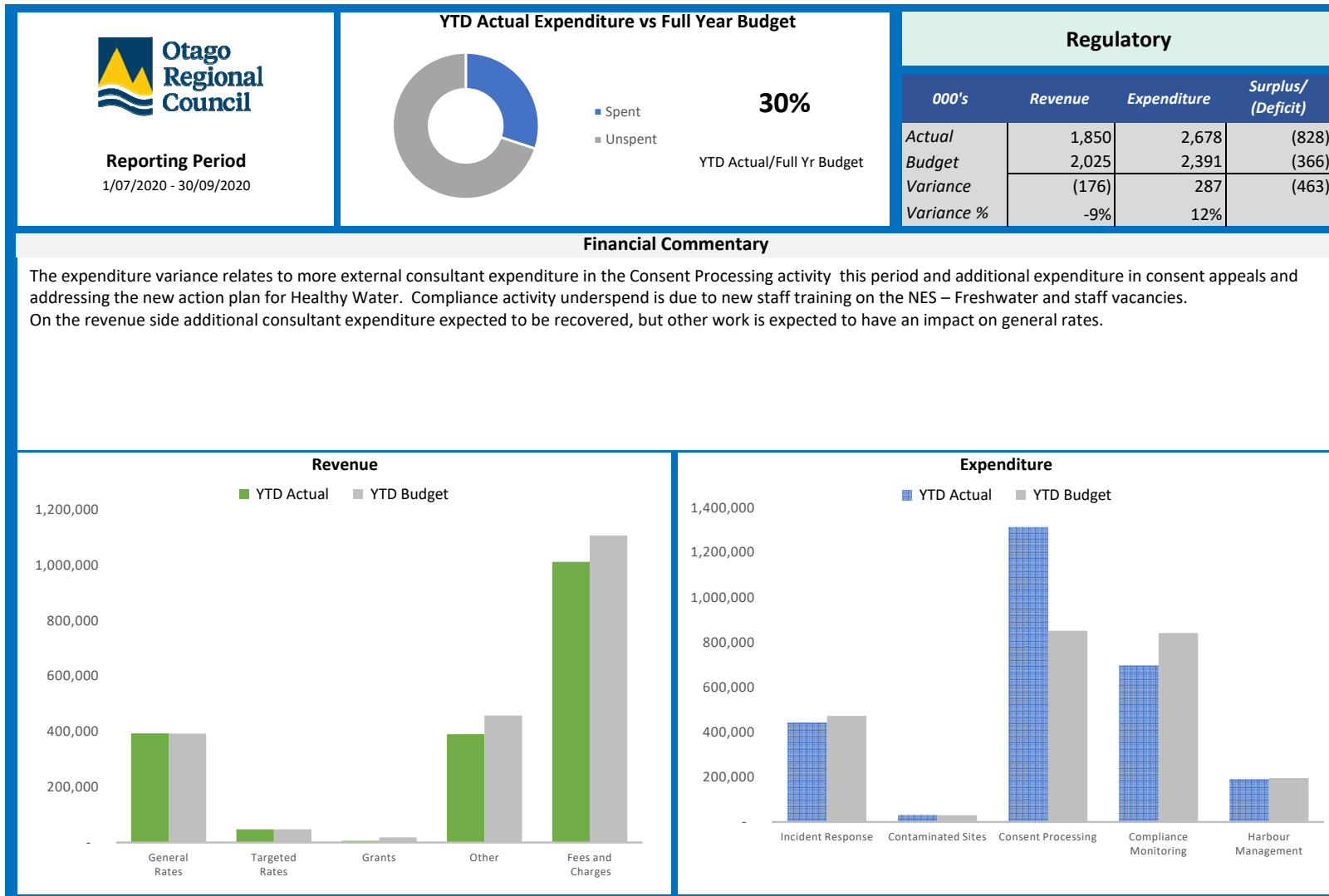
	Quarter 1 1/07/2020 - 30/09/2020												
<h2>Governance and Community Engagement</h2>													
<p>Background</p> <p>Our democratic decision-making process and the community-elected councillors ensure everyone’s voices around Otago are heard and that leadership is provided for the benefit of the region.</p> <p>Our work in this area includes:</p> <ul style="list-style-type: none"> • Governance and democracy work supporting the elected councillors, the running of meetings and providing information in a timely and accessible way. • Supporting the newly established Otago Mayoral Forum Secretariat • Public awareness through communication and engagement with communities across the region and the Council’s partners • Responding to external proposals - A regional perspective to TLA planning processes is expected and necessary, consequently we have increased our resourcing for this activity in 2020-21. 	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">0</td> <td style="text-align: center;">4</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> </tr> </table> <p>Commentary on results</p> <p><u>Governance</u> - This quarter there were six Council meetings, six committee meetings and one Subcommittee meeting, plus 14 workshops. All were held in accordance with Standing Orders and LGOIMA. The September council meeting scheduled for Balclutha was held in Dunedin due to a technical issue.</p> <p><u>Voting system</u> - In compliance with the LGA, a public notice was made on 12 September 2020 advising that Council at its meeting on 26 August resolved to retain the FPP system for the 2022 election. The notice also advised that the Council resolved to hold a poll alongside the 2022 elections on what voting system the Council should use for the 2025 election (either FPP or STV).</p> <p><u>Otago Mayoral Forum</u> was held in person in September and an Otago-Southland Mayoral Forum was held online. Discussions focussed on Three Waters Reform, iwi partnerships across Otago, waste priority and COVID recovery.</p> <p><u>Communication and engagement</u>:</p> <ul style="list-style-type: none"> • 39 official information requests were processed, 38 fulfilled statutory timeframe requirement • Key ‘one-off’ communications: Major awareness campaign for Bee Card launch in Queenstown and Dunedin, consultation on flat fee bus fare, communications for NPS Freshwater Management/Essential Freshwater • Initiatives: Developed the South Dunedin groundwater exhibit, launched a public transport passenger newsletter and established a new ORC webpage with environmentally focussed child-friendly activities. <p><u>Response to external proposals</u> - Unanticipated technical (ecological) and legal support were required for the Waitaki and Glenorchy land use consent applications.</p> <p><u>Corporate Planning</u> - The 2019-20 Annual Report is on track and expected to received an unmodified external audit report. A draft Annual Report was provided to Finance Committee in August as part of the quarterly performance reporting. LTP 2021-31 project is on track.</p>	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	5	0	4	0	1	0
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
5	0	4	0	1	0								
<p>Emerging Issues</p>	<p>Performance trends</p> <p>Governance and Community Engagement service measures and targets for 2020-21 remain largely the same as the previous year. The LGOIMA 100% target is aspirational and the Q1 result is in line with the 98.5% result achieved in 2019-20 Annual Report.</p>												




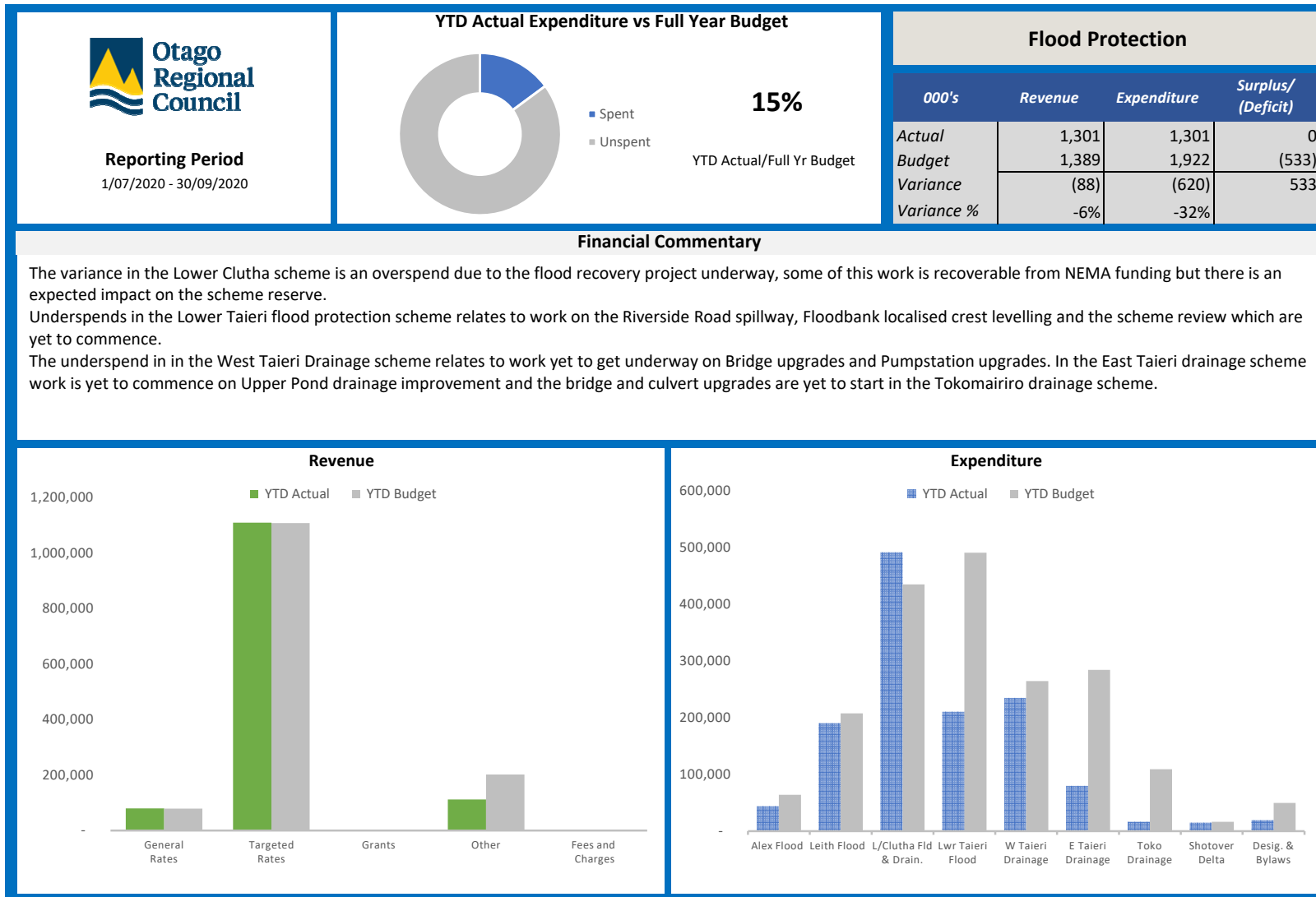
	Quarter 1 1/07/2020 - 30/09/2020												
Regional Planning & Urban Development													
<p>Background</p> <p>This significant activity includes the Regional Policy Statement (RPS) and the Regional Plans. The natural resource areas include water (fresh water, land and coast), air, and waste. This activity also includes strategy and non-RMA plans, such as urban development and biodiversity strategies. The fresh water framework is currently a priority and includes:</p> <ul style="list-style-type: none"> • Omnibus plan change • Full review of the Regional Water Plan and Regional Waste Plan, resulting in notification of a new Land and Water Regional Plan by December 2023. <p>2020-21 planning and strategy work includes:</p> <ul style="list-style-type: none"> • Review of the RPS (notified June 2021 & operative 1 April 2022). • Development of ORC strategic directions and planning for its implementation 	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </table> <p>Commentary on results</p> <ul style="list-style-type: none"> • The Land and Freshwater planning programme is on track. • The freshwater visions programme has been developed and 14 meetings are scheduled over a five week period. • Policy and Science teams have been focussed on supporting the Plan Changes being heard by the Environment Court, with evidence preparation commencing now. • Monitoring and science work is continuing in priority FMU's and NIWA have been engaged to develop the regional approach to setting limits for rivers and lakes. The RPS review is progressing and will be substantially completed by November 2020. Notification will be in accordance with the amended Ministerial direction of Council approval to notify in June 2021. • The review of the Waste and Water Plan is on track. • Report on development of an Urban work programme was presented to Council in September 2020. Staff continue to support TLA's, the RPS and develop the urban work programme. • The Strategy team has finalised the ORC Strategic Directions internally for incorporation into the LTP. It is proposed to publicly launch Strategic Directions in Q 3-4. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	3	0	3	0	0	0
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
3	0	3	0	0	0								
<p>Emerging Issues</p>	<p>Performance trends</p> <p>One target was not met in the 2019-20 Annual Report but performance is currently on track to meet all targets by year end. An additional service measure and target was included in the 2020-21 Annual Plan reflecting the focus on the RPS.</p>												






















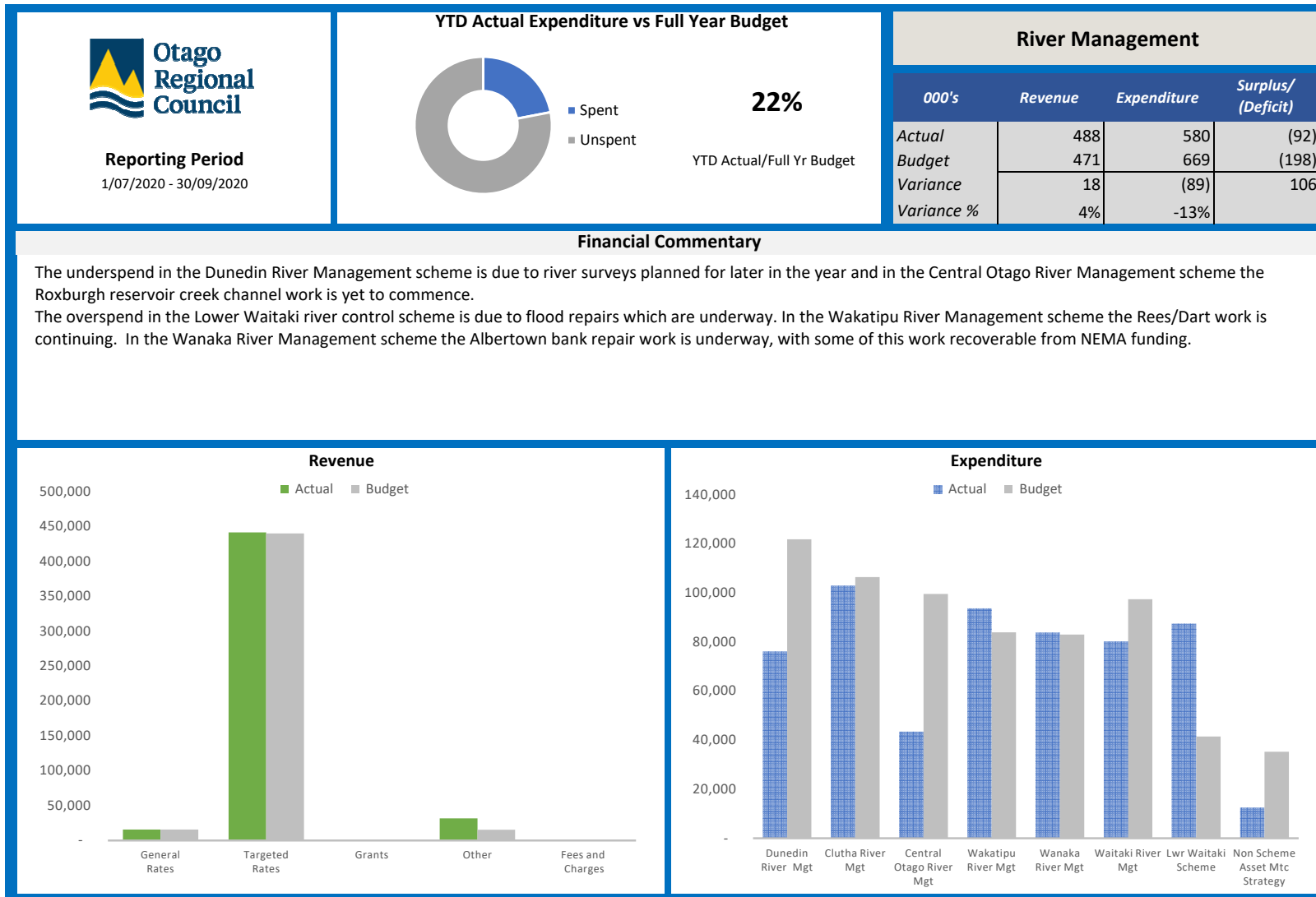
	<h2>Consenting, Monitoring, Investigations and Enforcement</h2>	<p>Quarter 1 1/07/2020 - 30/09/2020</p>											
<p>Background</p> <p>As a regulatory authority we provide services to ensure that activities in Otago are consistent with both national and regional rules. This significant activity gives effect to the Council's Regional Plans under the RMA, and other specific requirements such as the regulation of ports. Our work in this area includes:</p> <ul style="list-style-type: none"> • Consent processing (including deemed permits, buildings) • Monitoring of compliance with consents • Incident response, investigations and enforcement • Contaminated sites • Harbours and waterway management <p>In 20-21 we are implementing improvements based on internal review recommendations including additional staffing for: consent processing, increasing compliance audits, input into plan changes and incident response coverage to better reflect the demand across the region.</p>	<p>Performance results</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td>8</td> <td>0</td> <td>6</td> <td>0</td> <td>0</td> <td>2</td> </tr> </table> <p>Commentary on results</p> <ul style="list-style-type: none"> • <u>Consents</u>: 100% of resource consent applications were processed within timeframes and 270 applications were in progress at the quarter one, an increase on the same time last year. • 1735 performance monitoring returns were graded this quarter, an increase on the same period last year. The backlog on consent performance monitoring is being reduced. • <u>Compliance</u>: This quarter there were 87 significant non-compliances spread across 43 consents held by 25 different consent holders. All moderate or significant non-compliances have been followed up by staff and either appropriate action has been taken, or investigations are continuing. • <u>Incident Response</u>: Pollution and oil spill response training for staff and contractors has not been undertaken this quarter and is scheduled for later in the year. • Council continued to maintain a 24/7 pollution response system with 429 resquests received in Q1. • <u>Enforcement</u>: Four infringement notices and four abatement notices have been issued and one prosecution has been initiated this quarter. • <u>Harbours and waterway management</u>: ORC and CODC Navigational bylaws have been merged. • There were three maritime incidents to report in this quarter; a Bulk Carrier in the Victoria Channel and two minor incidents, both at the Taieri Mouth Bar in September. All were responded to within 1 hr target. <p>Further details of delivery were included in the Regulatory group quarterly activity report to Committee in October.</p>	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	8	0	6	0	0	2
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
8	0	6	0	0	2								
<p>Emerging Issues</p> <p>Increase pressure is expected on consent processing due to legislative changes, Council Plan notifications.</p>	<p>Performance trends</p> <p>Some changes have been made to service measures and targets in the 2020-21 Annual Plan and are a step towards a more robust performance framework. The Consent Processing 100% target is aspirational and the Q1 result is in line with the result achieved in 2019-20 Annual Report.</p>												






















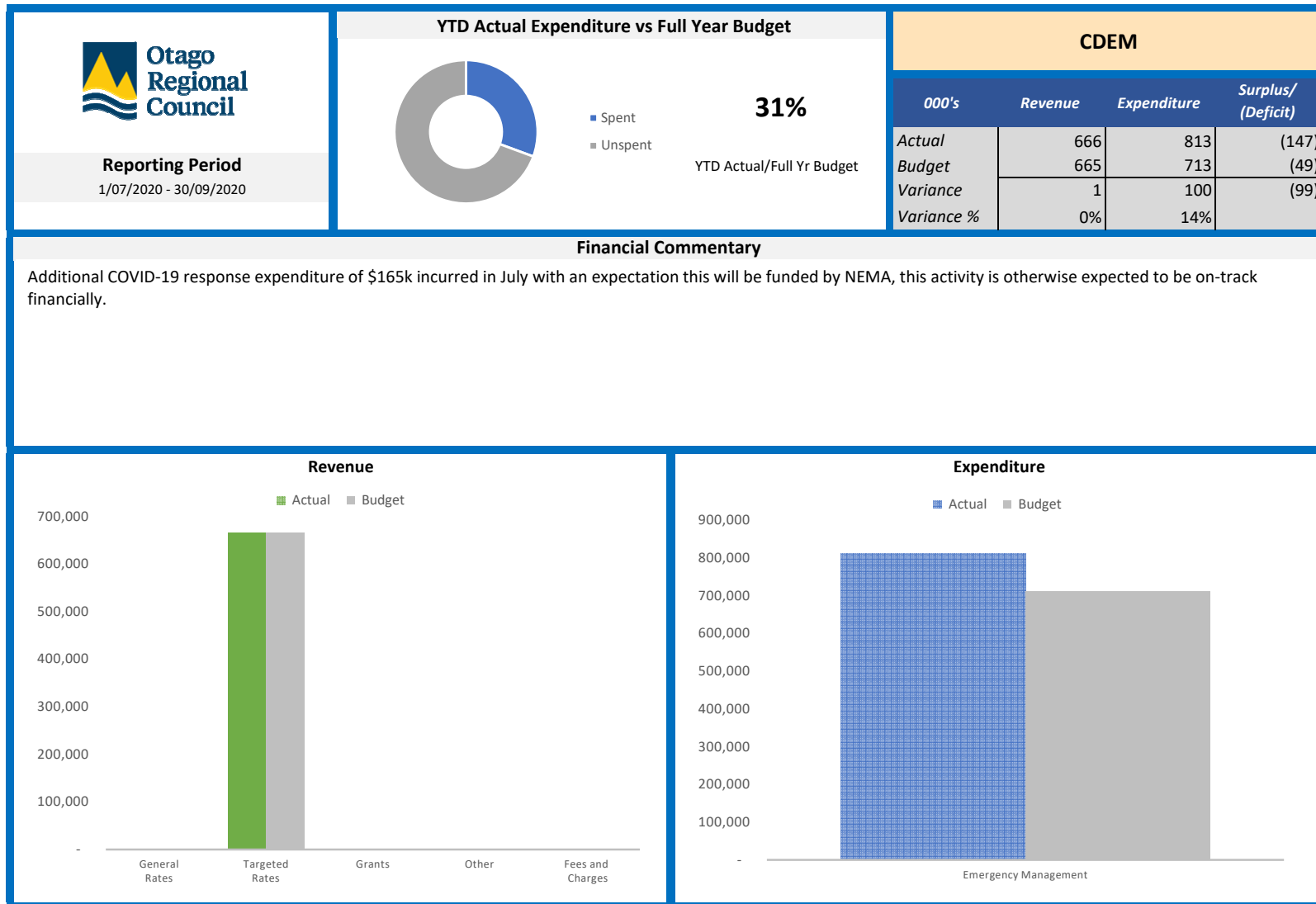
	Flood & Drainage Schemes Quarter 1 1/07/2020 - 30/09/2020												
<p>Background</p> <p>This significant activity gives effect to Council's responsibilities under the Soil Conservation and Rivers Control Act 1941, and other requirements such as the management and maintenance of our flood protection and land drainage assets. The schemes protect 20,000Ha of land. Core functions include:</p> <ul style="list-style-type: none"> Scheduled maintenance of critical assets Development and renewal of critical infrastructure and amenity projects Operation of flood and drainage schemes during floods Bylaw processing and monitoring of technical compliance with bylaws <p><u>2020-21 work programme includes:</u></p> <ul style="list-style-type: none"> Completing the Taieri Scheme review Lower Clutha Flood Repairs Pump Station and drainage catchment reviews and technology assessments Consulting with communities on capital program of works across schemes Climate Resilience Program/Shovel Ready (agreement expected in Q2) 	<p>Performance results</p> <table border="1" data-bbox="779 400 1888 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;">8</td> <td style="text-align: center;">0</td> <td style="text-align: center;">4</td> <td style="text-align: center;">4</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </table> <p>Commentary on results</p> <ul style="list-style-type: none"> Flood protection and drainage maintenance work is on track and all flood schemes are expected to be performing to their level of service expectations by year end. The drainage scheme renewal programme is being developed and pump overhauls on the Lower Clutha, West Taieri, and East Taieri schemes are planned. The controls on the Lower Clutha (Barnego) have been upgraded and the capacity of that station has increased to 65% of level of service. All drainage schemes are expected to perform to level of service expectations by year end, except Barnego pump station. Repair work from the 2019-2020 flood damage is ongoing and remedial works to the Lower Clutha Scheme are progressing well. General work in quarter one includes inspections, spraying of scheduled drains, flood bank repairs (stock and rabbit damage), mowing, debris clearing and willow spraying. A report on the major capital works across schemes will be updated to Council in the Quarter 3. A cross section resurvey of the Shotover delta was completed in June and analysis underway. The Natural Hazards team are planning work on improving the target profile and management. The Performance Review of the Lower Taieri River is currently being tendered, due to close in November 2020, tender evaluation will then proceed. Bylaw processing will be transitioning from Consents team to the Engineering team. Bylaws will be processed when received and recruitment is underway to provide additional capacity. Four targets which include the requirement to report on progress quarterly have been flagged yellow, as reports have not yet been completed. Development of reports is underway and staff are confident delivery is on track. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	8	0	4	4	0	0
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
8	0	4	4	0	0								
<p>Emerging Issues</p>	<p>Performance trends</p> <p>Flood and Drainage service measures and targets for 2020-21 remain largely the same as the previous year. Targets were not met in the 2019-20 Annual Report and the quarterly reporting targets will not be achieved in 2020-21, however performance is currently on track to meet the remaining targets by year end.</p>												






















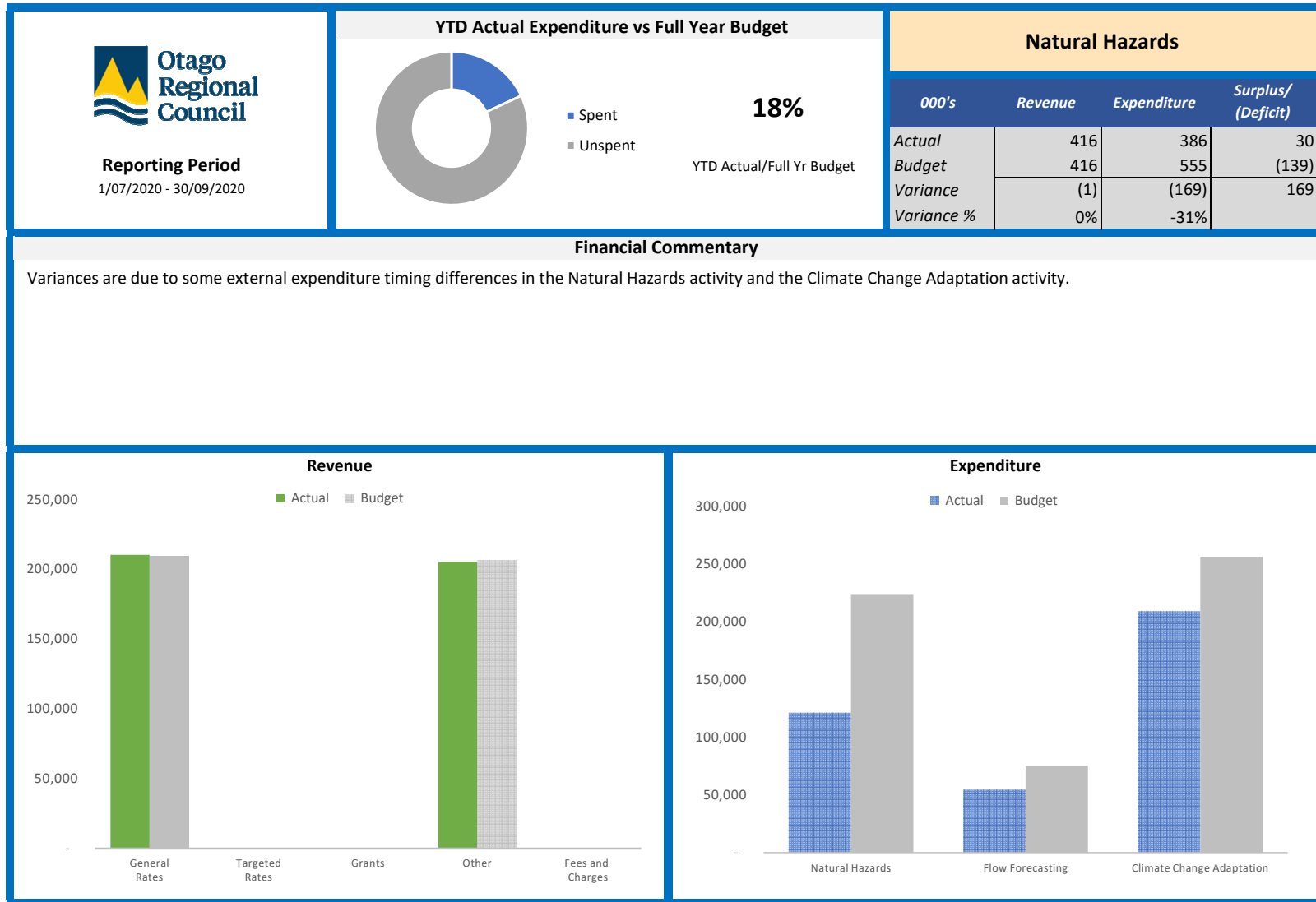
	Quarter 1 1/07/2020 - 30/09/2020												
<h2>River Management</h2>													
<p>Background</p> <p>This significant activity gives effect to Council's responsibilities under the Soil Conservation and Rivers Control Act 1941, and the management and maintenance of Otago rivers.</p> <p>River and waterway management works are carried out to maintain river and stream channel capacity, channel stability and environmental outcomes in scheduled rivers and waterways.</p> <p>Core functions include:</p> <ul style="list-style-type: none"> • River management including the control of channel erosion, willow maintenance, vegetation control, removing obstructions, and repairing critical erosion works. • Management of gravel extraction through third party consents. • Processing of consents in conjunction with Council's Natural Hazards activity where consent applications may affect flood protections assets and/or rivers. 	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> </tr> </table> <p>Commentary on results</p> <p>River management work is on track. Spawning season is from 1 May – 1 October and limits work that can be undertaken on some waterways.</p> <p>All reported blockages and obstructions along scheduled rivers & waterways were investigated and all known blockages and obstructions have been removed.</p> <p>Planning of summer work programme has begun, and helicopter surveys have been completed to identify willow, weed, gravel and erosion issues.</p> <p>River Management works in quarter one included:</p> <ul style="list-style-type: none"> • willow works at Glenorchy to help restore channel capacity, • tree removal from Lindis and Shag Rivers and Lagoon Creek, • vegetation control, • regular checks for blockages and rubbish removal from the Leith river, • procurement for Waitahuna, Tuapeka and Kaihiku works has been accepted, • coastal river mouth inspections, • Erosion works on the Cardrona River and Matukituki, • Groyne and willow pole installed on Manuherekia, • Albert Town bank repair is underway. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured						
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
													
<p>Emerging Issues</p>	<p>Performance trends</p> <p>River maintenance service measures and targets for 2020-21 remain the same as the previous year. One target was not met in the 2019-20 Annual Report but performance is currently on track.</p>												





	Emergency Management Quarter 1 1/07/2020 - 30/09/2020												
<p>Background</p> <p>This significant activity is responsible for the co-ordination of hazard reduction, readiness, response and recovery for emergency events. It is provided in partnership with councils, emergency response organisations and other stakeholders of the Otago region.</p> <p>The work of the Otago CDEM Group is administered and co-ordinated by the Otago Regional Council, while governance and operations are overseen by the Coordinating Executive Group (CEG) and the Joint committee.</p> <p>2020-21 Annual Plan included additional funding of a fixed term increase in emergency management staffing in the Queenstown area in response to the COVID-19 pandemic.</p>	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> <td style="text-align: center;"></td> </tr> </table> <p>Commentary on results</p> <ul style="list-style-type: none"> • CDEM is available to respond appropriately to foreseeable and sudden onset events; the CDEM duty phone remains in operation with a CDEM staff member available at all times. • There is coverage of at least two trained staff (as function lead) per CIMS function. • A CDEM group controller or alternate is always available and we have improved coverage in this area with six alternates available; however the availability of some alternates is dependent on external factors. • The Group Plan is fully implemented and due for review in 2021-22. • Region-wide issues plans are in place. Priority dams have plans in place. Larger district dams are encompassed with each respective community response plan. The Regional Animal Emergency Plan (stage one) is in place and will be further developed in 2020-21. A draft Coastal Tsunami Plan has been produced and is being reviewed by the group. The Group Recovery Plan will be updated as support for recovery planning increases. • Community Response Plans are in place for all of the communities identified by each of the TLAs. A renewal policy for plans is under consideration. Community engagement continues across the region, including with local response groups. The districts are well engaged in this process again following the COVID-19 response. • D4H (EMO operational system) is now fully implemented across all Council's in the region. This was utilised extensively throughout the COVID-19 response and the recent Lake Ohau Fire. The system has been commented on favourably by all councils throughout all COVID-19 debriefs. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured						
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
													
<p>Emerging Issues</p>	<p>Performance trends</p> <p>Some changes have been made to service measures and targets in the 2020-21 Annual Plan and are a step towards a more robust performance framework.</p>												



	<h2>Natural Hazards</h2> <p style="text-align: right;">Quarter 1 1/07/2020 - 30/09/2020</p>												
<p>Background</p> <p>This activity involves assessing the scale and significance of natural hazards in Otago. It includes risk assessment projects such as those relating to climate change adaptation, and also flow forecasting to understand and monitor flood events. This work is often done in collaboration with Otago councils and communities with an emphasis on access to quality timely information.</p> <p>Climate change adaptation work focuses on improving the understanding of risk and will provide information to assist local authorities, communities and others to make informed decisions about preparing for and adapting to the effects of climate change.</p>	<p>Performance results</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Commentary on results</p> <p><u>Natural Hazards:</u></p> <ul style="list-style-type: none"> Otago natural hazard database and WaterInfo website operated to agreed service levels over the reporting period and was available to the public via 24hrs/7 days. Some features of the database were not functioning correctly and are being fixed. A 24-hour flood management and response system operated during the reporting period, although there were no notable weather events during the reporting period. Work on incorporation of radar data is progressing well. <p><u>Climate Change Adaptation:</u></p> <ul style="list-style-type: none"> Otago climate change risk assessment (OCCRA) draft report was received in August and internal review started. Engagement with Iwi is underway however timeframe for completion of the OCCRA may be pushed out. Supporting work for the establishment of a Climate Change Adaptation Programme is underway and further establishment of the programme will be included in the 2021-31 LTP. The project to complete Otago region emissions footprint inventory is progressing well with consultation and engagement with District councils completed. ORC emissions footprint inventory work is on track and draft report was considered by ELT in August. The Public Transport Operations team are part of a new TSIG (Transport Special Interest Group). Decarbonisation group meeting scheduled for Q2. The development of this TSIG will inform ORC's Public Transport emissions study. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured						
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
													
<p>Emerging Issues</p>	<p>Performance trends</p> <p>Some updates were made to Natural Hazards and Climate Change Adaptation service measures and targets in the 2020-21 Annual Plan to align more closely with strategic priorities, operational focus and are a step towards a more robust performance framework.</p>												

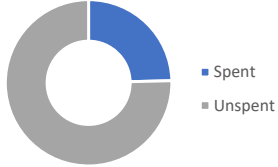


	Transport Quarter 1 1/07/2020 - 30/09/2020												
<p>Background</p> <p>Council is responsible for implementing the public transport provisions of the Land Transport Management Act 2003, and its amendments.</p> <p>This significant activity involves the delivery of public passenger transport in Dunedin and Queenstown, and the co-ordination of regional transport planning to enable a resilient, multi modal transport system for the efficient and effective movement of people and goods. An Otago-Southland Regional Transport Plan is central to this and is developed collaboratively.</p> <p><u>2020-21 work programme includes:</u></p> <ul style="list-style-type: none"> • Trialling a small passenger ferry service on Lake Wakatipu • Reviewing and trialling fare structures for Dunedin • Re-tendering of expiring contracts • Feasibility of moving to low emissions transport system • Review of the Regional Passenger Transport Plan (RPTP) • Preparation and completion of the Regional Land Transport Plan (RLTP) 	<p>Performance results</p> <table border="1" data-bbox="779 400 1877 555"> <tr> <td>Total targets</td> <td>Achieved</td> <td>On track</td> <td>Off track</td> <td>Won't achieve</td> <td>Not measured</td> </tr> <tr> <td style="text-align: center;">8</td> <td style="text-align: center;">0</td> <td style="text-align: center;">7</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> </tr> </table> <p>Commentary on performance</p> <ul style="list-style-type: none"> • Bus patronage recovery: Dunedin bus patronage has varied over Q1 compared to 2019. Patronage was higher than previous year for July (293k, an increase of 32%) and August (278k, an increase of 23%) but lower in September (218k, a decrease of 11%). Queenstown patronage was significantly lower during Q1 when compared to 2019: July (140k, a decrease of 28%), August (132k, a decrease of 26%) and September (74k, a decrease of 41%). The figures recorded for September are likely to be lower than actual patronage as the Bee Card was introduced in September and there was discretionary activity/goodwill as passengers got used to the new system. • The annual satisfaction survey is scheduled for the second half of 2020-21 to allow for recovery from the impacts of COVID-19 and for the introduction of the new ticketing system. • New vehicles are entering the Otago fleet and quality inspections are anticipated to be complete by March 2021. • We are trialling a reliability report using real-time tracking software in Queenstown, soon to be extended to Dunedin. This will give a higher level of confidence and accuracy in service monitoring. • The strategic section of Otago/Southland RLTP is being prepared and is on track for completion as scheduled. • The RPTP scoping document is being developed in consultation with officers from DCC and QLDC. Additional resourcing is being secured to assist with review. • Wakatipu Ferry service contract is being negotiated with Go Orange to maintain the current service until trial service is procured. Draft Transport Activities procurement strategy has been submitted to NZTA for review. • Collaboration continues with South Island RTC - Chairs/Deputies held a virtual meeting in August 2020. • Construction of a new STED in Tarras is yet to commence. 	Total targets	Achieved	On track	Off track	Won't achieve	Not measured	8	0	7	0	0	1
Total targets	Achieved	On track	Off track	Won't achieve	Not measured								
8	0	7	0	0	1								
<p>Emerging Issues</p>	<p>Performance trends & changes</p> <p>In response to the impacts of COVID-19 our patronage targets were changed in the 2020-21 Annual Plan and replaced with a target of tracking and reporting on patronage recovery in both Dunedin and Queenstown. Patronage targets will be updated for the LTP 2021-31.</p>												



Reporting Period
1/07/2020 - 30/09/2020

YTD Actual Expenditure vs Full Year Budget



25%
YTD Actual/Full Yr Budget

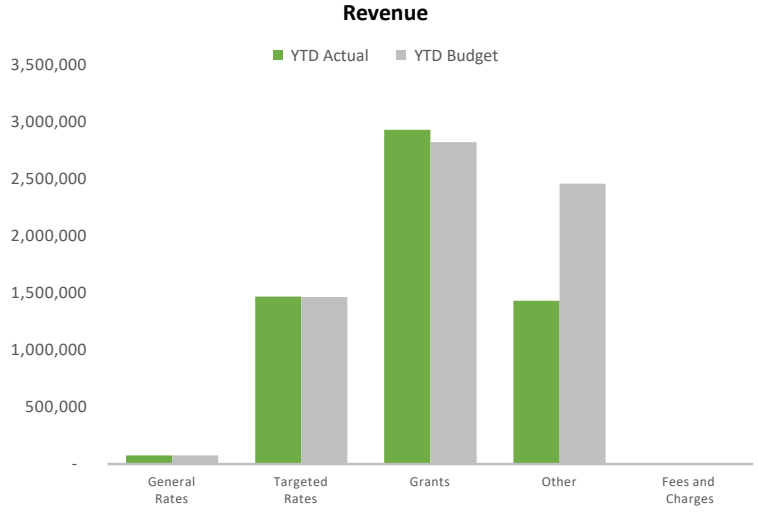
Transport

000's	Revenue	Expenditure	Surplus/ (Deficit)
<i>Actual</i>	5,902	7,085	(1,183)
<i>Budget</i>	6,812	7,453	(641)
<i>Variance</i>	(910)	(368)	(541)
<i>Variance %</i>	-13%	-5%	

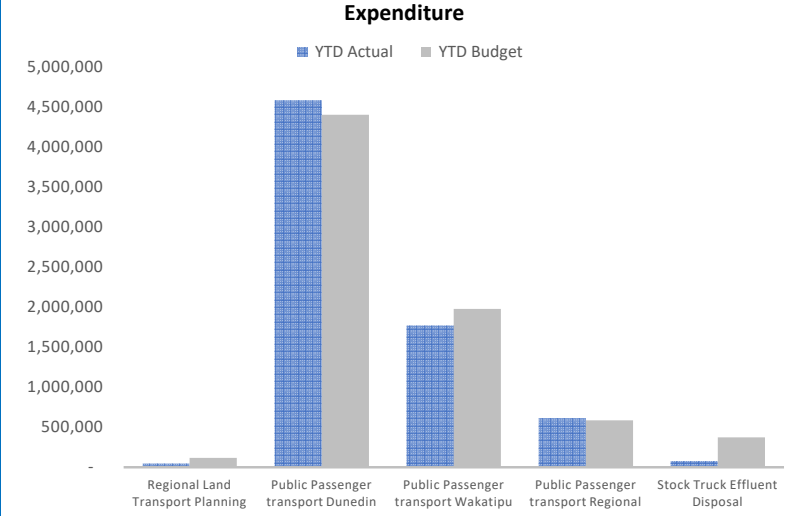
Financial Commentary

Expenditure is largely on track in the Dunedin Public Transport activity. The underspend in the Queenstown Public transport activity related to the trial Ferry service which is yet to commence. The Tarras STED construction activity also yet to commence and is showing an underspend for the year to date. Bus fare revenue is down significantly in both transport schemes due to reduced fares and lower patronage rates.

Revenue



Expenditure



7.3. Finance Report

Prepared for: Finance Committee
Report No. CS1961
Activity: Governance Report
Author: Sarah Munro, Finance Manager - Reporting
Endorsed by: Nick Donnelly, General Manager Corporate Services
Date: 30 October 2020

PURPOSE

- [1] To provide Council's Finance Report for quarter one 2021 which includes the preliminary financial result for the 3-month period ended 30 September 2020.

EXECUTIVE SUMMARY

- [2] The Finance Report is made up of the following sections:
- Statement of Comprehensive Revenue and Expenses for the 3-month period ended 30 September 2020.
 - Statement of Financial Position as at 30 September 2020.
 - Treasury Report – September 2020, which provides information on the management and performance of the Council's short-term deposits and managed fund for the period ended 30 September 2020.
 - Summary of Expenditure and Funding by Activity for quarter 1 3-month period ended 30 September 2020.
- [3] Commentary on the Finance Report, including variances to budget is included in the body of this paper.

RECOMMENDATION

That the Finance Committee:

- 1) **Receives** this paper and the attached Finance Report September 2020.

FINANCE REPORT COMMENTARY

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSES

- [4] The Statement of Comprehensive Revenue and Expenses shows a quarter 1 to date deficit of \$2,665,000 being \$407,000 lower than the budgeted deficit of \$3,072,000.
- [5] This variance is the net result of the following:

Revenue

- [6] Subsidies and grant revenue is \$38,000 above budget due to:

- A \$334,000 increase in New Zealand Transport Authority (NZTA) grant revenue to cover increased operational costs. Bus operational costs have increased due to an increase in costs caused by Covid free fares and cleaning costs which had been funded by NZTA. Bus fares were reinstated during September 2020 (the last month of the quarter).
- A decrease of \$226,000 in engineering grant revenue from the NZTA due to a delay in the construction of the Tarras Stock Truck Effluent Disposal site (STED).
- There were also smaller reductions in other subsidies and grant revenue compared to budget in the following areas:
 - A \$40,000 decrease in biodiversity wilding pines grant revenue. No funds have been received from Ministry of Primary Industries for wilding pines pest control, the current year contract is still being negotiated.
 - A reduction of \$13,000 in oil spill funding from Maritime New Zealand. Maritime New Zealand reimburse Council for oil spill activities. There was a reduction in training exercises and activity from budgeted in quarter 1.
 - A reduction in freshwater subsidies and grants of \$17,000, due to a delay in the Upper Clutha project work which was budgeted to be performed in quarter 1.

[7] Other Income is \$1,236,000 below budget due to the following:

- A \$720,000 decrease in bus contract ticket revenue caused by a drop in fare revenue (which was not covered by the NZTA subsidy for the free fares in subsidies and grant revenue above). Patronage numbers in quarter 1 compared to pre-COVID-19 budgeted patronage numbers have decreased. This decrease was across the network but was more significant in Queenstown.

The \$2 fares trial which was introduced in Dunedin from September has also reduced the bus contract revenue being received. The forecast reduction in fare revenue due to the \$2 fares was highlighted to Council in the 12th August 2020 Council meeting transport paper PT1912.

- A decrease of \$301,000 in public transport other client income, caused by:
 - ORC budgeted to received \$600,000 for the year from Queenstown Lakes District Council as a contribution towards \$2 fare revenue in Queenstown. ORC has not received any documentation supporting that this will be received (to allow us to record this as revenue) however QLDC have indicated that we will still receive these funds. \$150,000 was budgeted to be received in quarter 1.
 - The remaining variance of \$150,000 has been caused by a mis-budgeted accounting treatment of a transaction that should be recorded as other expense. This has been corrected in the actual result and is shown in the other expense expenditure variance line below.

- A \$308,000 reduction from budgeted fee revenue for compliance. This was been caused by income for incident response being \$69,000 below budget and compliance monitoring being \$239,000 below budget. Work has been performed in these areas which is not recoverable under our current fees and charges structure and is not able to be billed. The revenue and financing policy which sets these charges will be reviewed as part of the LTP process.
- A \$67,000 reduction from budget for engineering, due to an agreement not yet being reached for the recovery of Alexandra flood protection costs which caused a delay in billing from budgeted timing.
- A \$176,000 increase in consents income due to the increase in the number of consents applications. There is a corresponding increase in consultant costs included in other expenses below of \$474,000 to process the additional consents while staff vacancies are filled.
- The remaining variance of \$16,000 decrease was caused by minor budget movements over the remaining areas of Council.

[8] Dividends are \$28,000 below budget due to less dividends being earned on the managed fund than budgeted. This has been caused by the effect of covid on the managed fund, with the effect of the downturn in the economy not included in the budget figures.

[9] Interest and investment income is \$269,000 less than budget due to:

- The reversal of a prior period over accrual of interest of \$96,000 and
- The remaining \$173,000 decrease was caused by two factors; a decrease in cash held in term deposits and the interest rate of term deposits being lower than budget due to a significant drop in term deposit rates.

Expenditure

[10] Employee Benefits expense is \$156,000 below budget due to budgeted staff not yet being recruited by the end of quarter 1. I.E. we are carrying some vacancies that were budgeted for in quarter 1.

[11] Other Expenses is \$1,113,000 below budget due to the following:

- Engineering is \$1,005,000 below budget as the budget has been flat phased over the 12 month period however the majority of expenditure occurs in summer months and will occur in quarter 2 and 3. This has resulted in budgeted repairs and maintenance on flood and river schemes for quarter 1 not yet being performed.
- Science is \$299,000 below budget due to small 3 month delay in the Manuherekia project phase 2 which has moved budgeted consultant costs from quarter 1 into quarter 2.

- Hazards is \$199,000 below budget due to a delay in consultant project expenditure in several key areas including climate change and Clutha river management. It is still planned that these projects will be completed however the consultant expenditure planned for quarter 1 will occur in quarters 2-4.
- Consents is \$474,000 above budget the majority of which is caused by increased cost to process additional consents. Legal costs were \$66,000 above budget and consultant costs \$355,000 above budget, the remaining \$53,000 above budgeted expenditure was over various other supplies and services.
- The remaining variance in other expenses of \$84,000 is split over minor variances in the other departments of council.

- [12] Other gains/(losses) was \$586,000 above budget due to the following:
- A \$230,000 unrealised loss on the valuation of the managed fund due to market movements caused by the effect of COVID-19. The treasury report section later in this paper provides more detail and commentary on the managed fund.
 - A \$816,000 gain on the sale of fixed assets with the majority of this, \$807,000, being the profit made on the sale of Kuriwao land. Profit from Kuriwao land sales are for the sole benefit of the Lower Clutha District.

STATEMENT OF FINANCIAL POSITION

- [13] Cash and cash equivalents have decreased by \$671,000 from the 30 June 2020 position of \$7,898,000. Details of the cash levels at Council for the last 18-month period is discussed in the Treasury section.
- [14] Trade receivables have increased by \$19,671,000 from the 30 June 2020 position of \$9,412,000 due to the inclusion in the balance of invoiced rates for the 2020/2021 year. Rates were invoiced in September but were not due until 31 October 2020.
- [15] Other financial assets are the managed fund asset held with JB Were. The managed fund has decreased by \$1,212,000 from the 30 June 2020 position balance of \$23,436,000 due to a withdrawal of \$1 million into operating cash and a decrease in the market value of the assets caused by the effect of COVID-19 on the share market. Refer to the Treasury section for more detail on the managed fund.
- [16] Property, plant and equipment is \$1,039,000 less than the prior year. This decrease is caused by:
- Additions of \$327,000, with the majority \$218,000 in plant and vehicles
 - Disposals of \$906,000, with the majority being \$715,000 disposed of from Kuriwao endowment land.
 - Depreciation of \$460,000
- [17] Trade and other payables have increased by \$19,052,000 from the 30 June 2020 position due the liability caused by spreading of rates revenue. Rates revenue is spread evenly on a monthly basis as the revenue is earned. Included in the trade payables balance are rates receipts that are held as a liability and each month (1/12th of the rates

revenue) and is released to the Statement of Comprehensive Income as it is earned. At the end of quarter 1, 9/12th of the rates revenue is a liability.

- [18] Employee entitlements liability has increased by \$512,000 due to an increase in Council's annual leave liability. Council staff have taken less annual leave due to COVID-19 lockdown and travel restrictions. Annual leave balances are regularly monitored by ELT and extra time off over Christmas is being encouraged.
- [19] Reserves have increased by \$900,000 from the 30 June 2020 position.
- [20] Public Equity has decreased by \$3,558,000 from the 30 June 2020 position due to an operating deficit in the funding of Council activities.

TREASURY REPORT

- [21] The treasury report provides information on the management and performance of the Council's short-term deposits and the managed fund held with JB Were.

Short Term Investments – Term Deposits

- [22] Short term investments held by Council are in the form of term deposits held with banking institutions and managed on the Council's behalf by a separate investment arm of the BNZ under a multi-bank arrangement.
- [23] The day-to-day working capital cash requirement of the Council, including forecasting cash movements in the short-term based on forecast revenues and expenditure, is managed by Finance staff.
- [24] Council's cash-flow, in terms of receipts and payments, fluctuates significantly during the year, particularly with significant revenue streams such as rates and dividends coming in at particular times, and large payments such as GST output tax collected on rates income, becoming payable at one time.
- [25] Funds surplus to immediate cash requirements are deposited into the term deposit portfolio. There were no term deposits held at 30 September 2020.
- [26] Graph 1 shows the amount held at the end of each month during the 18 months to 30 September 2020, identifying the term deposit amount and the amount held on-demand with the BNZ.

Long Term Investments – Managed Fund

- [27] The Council's managed fund comprises a portfolio of financial instruments managed externally by JB Were.
- [28] The Asset Class Allocation (table 1) shows the valuation and the percentage of each asset class held compared to the asset allocation percentage specified in the Statement of Investment Policies and Objectives (SIPO).
- [29] Asset allocations remained within the ranges specified in the SIPO as at 30 September 2020.

- [30] The Portfolio performance (table 2) shows the performance of the management fund compared to quarter 1 in the prior year. The market value decrease for quarter 1 was \$230,000 (budget \$86,000 gain) for the 3-month period to 30 September 2020. There was a decrease in the management fund due to the impact COVID-19 has had on the investment market.
- [31] During quarter 1, \$1,000,000 was withdrawn from the fund and put into Council operating cash to fund operations.

EXPENDITURE AND FUNDING BY ACTIVITY

- [32] This report provides information expenditure and funding by activity. Further information and commentary is provided in the Activity Report presented separately to this Committee meeting.
- [33] Note expenditure in this report includes operational and capital expenditure.

ATTACHMENTS

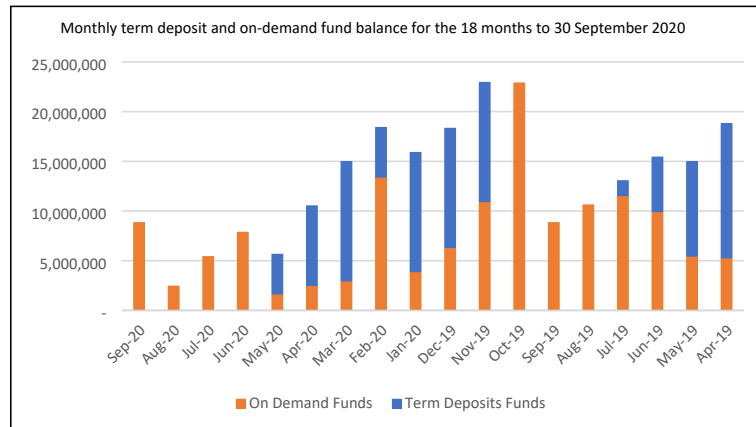
1. Statement of Comprehensive Revenue and Expenses for quarter 1 ending 30 September 2020 [7.3.1 - 1 page]
2. Balance Sheet as at 30 September 2020 [7.3.2 - 1 page]
3. Treasury Report [X4SV] [7.3.3 - 1 page]
4. Expenditure and Funding by Activity [7.3.4 - 1 page]

Statement of Comprehensive Revenue and Expenses for quarter 1 ending 30 September 2020				
	Actual YTD	Budget YTD	Variance	PY YTD
	\$000	\$000	\$000	\$000
Revenue	Sept 2020	Sept 2020		June 2019
Rate revenue	6,744	6,739	5	6,617
Subsidies and grant revenue	2,932	2,894	38	2,362
Other income	2,770	4,006	(1,236)	3,194
Dividends	2,572	2,600	(28)	2,171
Interest and investment income	(94)	175	(269)	113
Total Revenue	14,924	16,414	(1,490)	14,459
Expenditure				
Employee benefits expense	(5,530)	(5,686)	156	(4,314)
Depreciation and amortisation	(724)	(742)	17	(687)
Finance costs	(0)	(1)	1	(0)
Other expenses	(11,945)	(13,057)	1,113	(9,752)
Total Expenditure	(18,199)	(19,485)	1,287	(14,754)
Surplus/(deficit)	(3,275)	(3,072)	(203)	(295)
Other gains/(losses)	586	-	586	562
Revaluation gain/(loss)- shares of subsidiary	-	-	-	-
Income tax benefit/(expense)	25	-	25	25
Surplus/(deficit) before tax	(2,665)	(3,072)	407	291

Balance Sheet as at 30 September 2020				
	Actual YTD	PY YTD	Variance	Budget YTD
	\$000	\$000	\$000	\$000
Current Assets	Sept 2020	June 2020		June 2021
Cash and cash equivalents	7,227	7,898	(671)	6,985
Trade receivables	29,083	9,412	19,671	9,591
Property intended for sale	-	-	-	-
Other financial assets	22,224	23,436	(1,212)	17,502
Other current assets	600	514	86	442
Total Current Assets	59,134	41,260	17,874	34,520
Non-current Assets				
Property, plant and equipment	91,906	92,945	(1,039)	98,254
Investment property	14,948	14,948	-	14,323
Shares in subsidiary	536,364	536,364	-	548,235
Deferred tax asset	123	98	25	98
Intangible assets	4,746	4,699	47	5,326
Total Non-current Assets	648,086	649,054	(968)	666,236
TOTAL ASSETS	707,220	690,314	16,906	700,756
Current Liabilities				
Trade and other payables	(29,370)	(10,318)	(19,052)	(12,503)
Borrowings (current)	-	-	-	-
Employee entitlements current	(2,327)	(1,815)	(512)	(1,639)
Total Current Liabilities	(31,697)	(12,133)	(19,564)	(14,142)
NET ASSETS	675,523	678,181	(2,658)	686,614
Equity				
Reserves	(558,550)	(557,650)	(900)	(569,244)
Public equity	(116,973)	(120,531)	3,558	(117,370)
Total Equity & Reserves	(675,523)	(678,181)	2,658	(686,614)

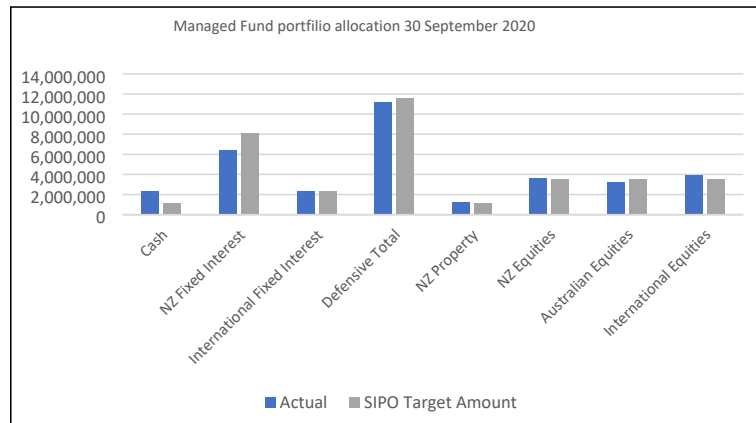
Treasury Report

Term Deposits - Portfolio Composition



(Graph 1)

Managed Fund – Portfolio Allocation



(Graph 2)

Finance Committee 2020.11.25

Asset Class Allocation - as at 30 September 2020

Asset Class	Actual amount allocated	%	SIPO amount expected	SIPO target	SIPO acceptable range	SIPO met	
Cash	2,346,438	10%	1,161,162	5%	0%	25%	Yes
NZ Fixed Interest	6,436,411	28%	8,128,131	35%	25%	45%	Yes
International Fixed Interest	2,365,161	10%	2,322,323	10%	5%	15%	Yes
Defensive Total	11,148,010	48%	11,611,616	50%	40%	60%	Yes
NZ Property	1,287,326	6%	1,161,162	5%	2%	8%	Yes
NZ Equities	3,620,113	16%	3,483,485	15%	10%	20%	Yes
Australian Equities	3,208,402	14%	3,483,485	15%	10%	20%	Yes
International Equities	3,959,381	17%	3,483,485	15%	10%	20%	Yes
Growth Total	12,075,222	52%	11,611,616	50%	40%	60%	Yes
Total	23,223,232						

(Table 1)

Portfolio Performance- for the year ended 30 September 2020

Managed Fund Income	YTD Q1 2020 3 month period	PY Q1 2020 3 month period
Interest on managed fund	1,710	9,463
Dividends	47,425	102,841
Other	(31,507)	83,298
Market Value movement gain/(loss)	(229,937)	539,639
Withdrawal	(1,000,000)	-
Total increase in managed fund	(1,212,309)	735,241

(Table 2)

7.4. Rates Strike, Collection 31 October, Penalties

Prepared for:	Finance Committee
Report No.	CS1963
Activity:	Governance Report
Author:	Sarah Harrisson – Finance Manager Revenue
Endorsed by:	Nick Donnelly, General Manager Corporate Services
Date:	25 November 2020

PURPOSE

This report provides the Finance Committee with an update on rates struck for the 2020/21 financial year.

RECOMMENDATION

That the Finance Committee:

- 1) Receives this report.**

RATES COLLECTION

- [1] For the 2020/21 rating period Council struck \$31,081,352 (19/20 \$30,488,645) of rates (GST inclusive) which were due on 31 October 2020.
- [2] At their due date, 81% (19/20 82%) of the rates struck had been collected. Of the \$6.0m outstanding, \$1,265,000 is scheduled to be paid by triannual direct debit instalments (Feb 2021 and Jun 2021).

Penalties

- [3] All balances that were outstanding at 1 November 2020 were charged a 10% penalty. There were 17,748 penalty notices sent in the current year compared to 19,505 in 2019.

Date	Total Penalty Amount	Percentage of Total Rates
Nov-20	\$484,814	1.56%
Nov-19	\$452,085	1.48%
Nov-18	\$339,168	1.27%
Nov-17	\$296,727	1.23%
Nov-16	\$211,218	1.15%

- [4] Penalties charged have remained largely in line with the previous year as a percentage of rates charged.
- [5] Council has continued with our debt collection procedure activities including:
 - Sending May Statements which reminds the ratepayer of overdue rates and offers them the ability to establish a payment plan if required.
 - Management of Arrangement to Pay plans

- Other internal debt collection procedures.
- Mortgage demand on arrears rates balances was deferred due to the COVID pandemic. This option will be reviewed again in March/April 2021.

[6] Trends in the debt collection procedures show that the majority of people who have rates overdue by more than 3 months will only make payment once debt collection procedures with a third-party collection agency or mortgage demand have been initiated.

Direct Debits and Online Payments

- [7] In March 2020 we improved our paperless direct debit form and website which allows ratepayers to set up a direct debit online more easily. This has been continually advertised in our rates notices, penalty notices, website and other digital media communication.
- [8] We have continued to see an increase in active direct debits with 16,568 direct debits in place for the 31 October 2020 payment. This is 13.9% of ORC ratepayers compared to 14,450 (12.3%) in the prior year.
- [9] Communication from ratepayers about direct debits continues to be positive, however due to rates only being due once a year some ratepayers do prefer not to have a direct debit in place as they struggle to remember when the direct debit will be actioned.
- [10] Online payment methods continue to increase with fewer customers using cheques or the pay in person payment options. Online payment methods account for 90% of payments received by council. Council is also encouraging more ratepayers to receive their rates notices via email (5.8% 20/21, 3.6% 19/20) to further aid timely payment.

ATTACHMENTS

Nil

8.1. Recommendations of the 23 September 2020 Audit and Risk Subcommittee

Recommendation

That the resolutions of the Audit & Risk Subcommittee meeting held on 23 September 2020 be adopted by the Finance Committee.

8.1 Safety and Wellbeing Report

Resolution

That the Audit and Risk Subcommittee:

- 1) **Receives** this report.*

Moved: Cr Noone

Seconded: Cr Wilson

CARRIED

RESOLUTION TO EXCLUDE THE PUBLIC

That the Council excludes the public from the following part of the proceedings of this meeting (pursuant to the provisions of the Local Government Official Information and Meetings Act 1987) namely:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Adoption of the recommendations of the public excluded portion of the Audit and Risk Subcommittee meeting held on 23 September 2020	<p>To protect information where the making available of the information— would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information – Section 7(2)(b)(ii)</p> <p>To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information— would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied – Section 7(2)(c)(i)</p> <p>To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information— would be likely otherwise to damage the public interest – Section 7(2)(c)(ii)</p> <p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p>	Section 48(1)(a); that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above.