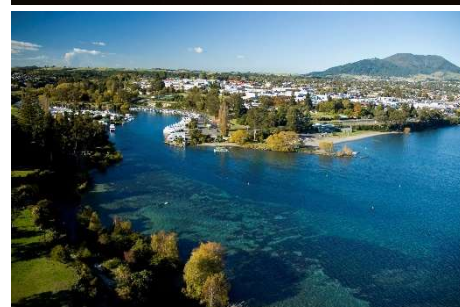
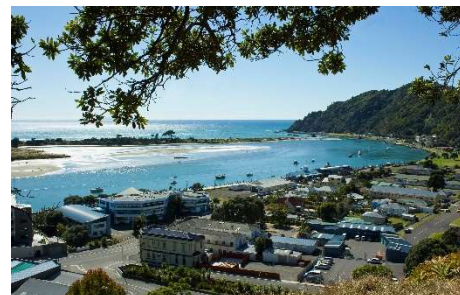


# ANNUAL REPORT 2024-2025

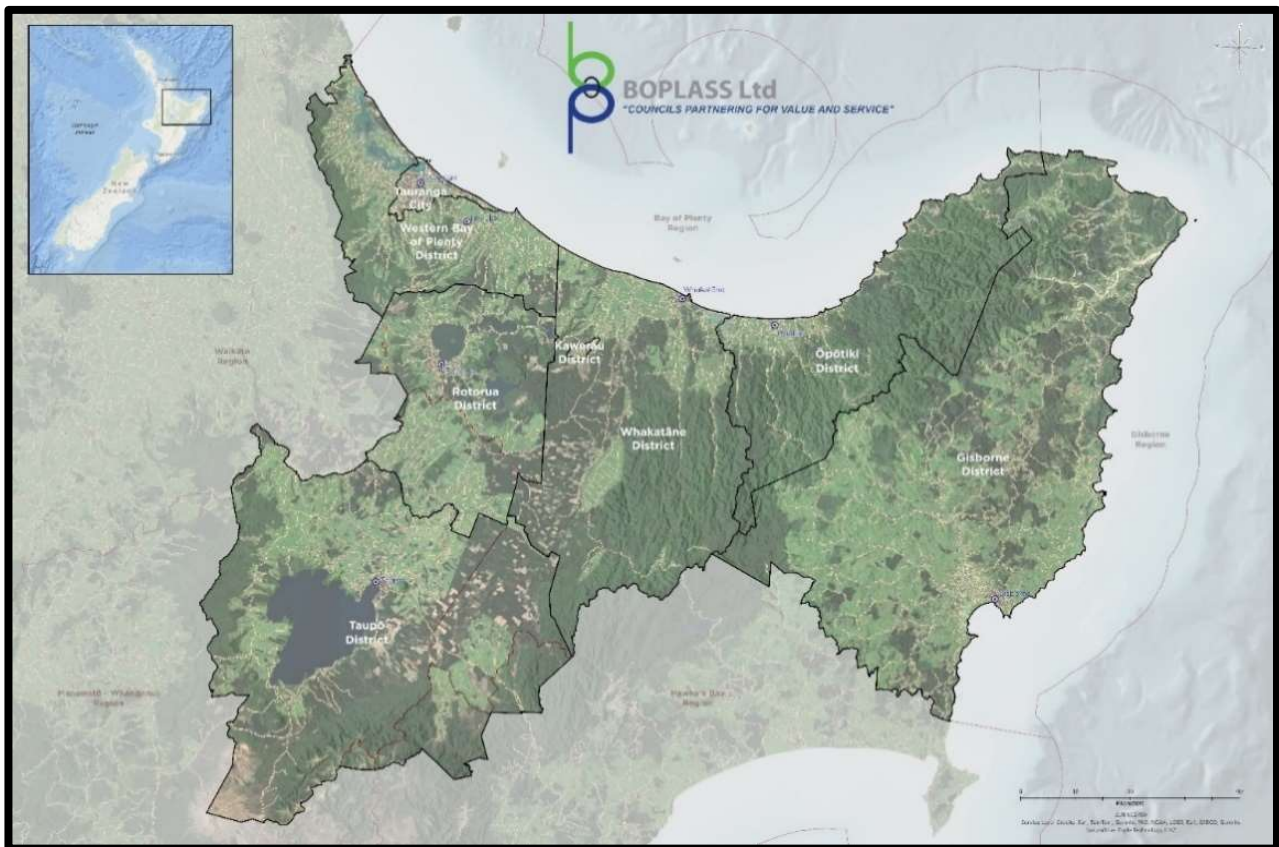
For the year ended  
30 June 2025



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## PART ONE – OUR YEAR



## **BOPLASS Chair's Report**

On behalf of our Directors, I am pleased to present the BOPLASS 2025 Annual Report to our Shareholders.

Throughout 2024/25, BOPLASS has continued to deliver significant value to our shareholding councils through collaborative procurement, shared services, and strategic engagement. This year has seen several of large contracts come due for renewal and, in almost every case, BOPLASS has successfully renegotiated or replaced these agreements with improved rates and service levels. These outcomes have been achieved by continuing to leverage and promote aggregated volumes across BOPLASS councils, as well as increased collaboration with other Local Authority Shared Services (LASS) groups.

The recent joint tender for occupational health services undertaken with Co-Lab illustrates the incremental benefits of working collaboratively. The aggregated approach simplified procurement, secured competitive pricing, and established best practice service levels across a large group of councils. Similarly, the renewal of key supplier agreements including NAMS+, IPWEA, VertiGIS Studio, FME Software, and Esri has ensured continued access to essential services at discounted rates for the BOPLASS councils; with BOPLASS often negotiating these benefits despite there being no alternative providers in New Zealand.

Adequate and cost-effective insurance cover remains an important requirement for all councils and BOPLASS has taken leadership with a number of strategic risk management projects this year. A collective project for earthquake loss modelling of infrastructural assets is delivering consistent and accurate hazard assessments, which is essential for supporting informed decisions for insurance coverage and risk transfer mechanisms within councils.

To assist with communicating essential strategic insurance knowledge within councils, BOPLASS worked with our brokers to facilitate a senior-level strategic insurance workshop to provide insights into emerging risks, insurance market challenges, and insurance implications of the Local Water Done Well reforms. Through the inclusion of speakers from DIA, Treasury, LGFA, and international insurers, the workshop was beneficial in knowledge sharing and helping councils prepare for impending sector-wide changes.

Despite ongoing challenges in the insurance market, BOPLASS successfully secured full cyber insurance cover for all councils. This was supported by a BOPLASS led cyber-crime information session to help enhance councils' understanding of insurer expectations and best practices.

It was very pleasing for BOPLASS to achieve a reduction in most insurance rates with last year's renewal, with an average rate reduction of approximately 5% across councils' infrastructure insurance placements. There is confidence that further savings should be achieved with this years' renewals as the strong relationships with international insurers are further leveraged.

Several new procurement initiatives were investigated, including oblique aerial imagery, high-volume printing, office supplies, and energy services. While some projects are still underway, others such as the occupational health services tender and urban orthophotography contracts have already delivered tangible benefits.



Inter-regional collaboration remains a cornerstone of BOPLASS' strategy. We continue to work closely with MW LASS and Co-Lab, sharing services and offering projects across regions. Notable initiatives include the Waste Operator Licensing and Data System, staff wellbeing portal, regional contractor database, and workforce management system.

We welcomed two new directors to the governance table in 2024/25 with Steven Perdia and Miriam Taris joining from Whakatāne and Western Bay of Plenty District Councils. We extend our gratitude to our departing directors and their significant contributions to BOPLASS' success. The leadership and support received from BOPLASS directors continues to be instrumental in helping the group of councils drive collaborative initiatives.

Looking ahead to 2025/26, BOPLASS will continue to progress projects identified by our shareholding councils, expand inter-regional initiatives, and closely monitor developments in water service delivery to manage changes within our group insurance policies.

On behalf of the Board, I thank all those who have supported BOPLASS throughout the year.



Craig O'Connell  
**Chair**



|                              |   |
|------------------------------|---|
| <b>Nature of Business:</b>   | Shared Service Provider   |
| <b>Registered Office:</b>    | Regional House, 1 Elizabeth Street, Tauranga 3110   |
| <b>Telephone:</b>            | +64 7 577 7342  |
| <b>Email:</b>                | <a href="mailto:contact@boplass.govt.nz">contact@boplass.govt.nz</a>  |
| <b>Website:</b>              | <a href="https://www.boplass.govt.nz">https://www.boplass.govt.nz</a>   |
| <b>Incorporation Number:</b> | 2074873   |
| <b>Incorporation Date:</b>   | 14 January 2008   |
| <b>IRD Number:</b>           | 98-965-361  |
| <b>Directors:</b>            | Craig O'Connell<br>Fiona McTavish<br>Julie Gardyne<br>Andrew Moraes<br>Martin Grenfell<br>Miriam Taris<br>Nedine Thatcher-Swann<br>Morgan Godfery<br>Steven Perdia<br>Stace Lewer   |
| <b>Shareholders:</b>         | Bay of Plenty Regional Council<br>Gisborne District Council<br>Kawerau District Council<br>Ōpōtiki District Council<br>Rotorua Lakes Council<br>Taupō District Council<br>Tauranga City Council<br>Western Bay of Plenty District Council<br>Whakatāne District Council |
| <b>Auditor:</b>              | BDO Tauranga  |
| <b>Bankers:</b>              | ANZ Bank  |
| <b>Solicitors:</b>           | Cooney Lees and Morgan  |

## Statement of Intent and Performance

The company has complied with section 64 of the Local Government Act 2002 (LGA) and has had the Statement of Intent for 2025-2028 and associated budget formally adopted by the directors by resolution on 27 June 2025.

### Performance Targets 2025-2028

To ensure the company continues to operate effectively in both governance and management terms over the next three years the targets are to:

| Targets <u>2025-2028</u>   | How   | Measure   |
|--|---|---|
| Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.  | Manage and/or renegotiate existing contracts.   | Contracts are reviewed annually to test for market competitiveness. New suppliers are awarded contracts through a competitive procurement process involving two or more vendors where applicable. |
| Investigate new Joint Procurement initiatives for goods and services for BOPLASS councils.   | Procure from sources offering best value, service, continuity of supply and/or continued opportunities for integration.     | A minimum of four new procurement initiatives investigated. Initiatives provide financial savings of greater than 5% and/or improved service levels to the participating councils.                |
| Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties. | BOPLASS to regularly engage with other LASS to identify and explore opportunities for further inter-regional collaboration. | Quarterly reporting on engagement and a minimum of one new collaborative initiative undertaken annually.  |
| Implement Shared Services demonstrating best practice and added value to participating councils and stakeholders.                                | Identify Shared Services projects of benefit to two or more councils and lead the implementation.                           | Initiate at least one new Shared Service each year and no less than two Shared Services successfully implemented within three years.  |
| Communicate with each shareholding council at appropriate levels.  | Actively engage in obtaining political support for identified projects.   | Information provided to elected members, and feedback sought, on BOPLASS projects, benefits to local communities, and value added to each council.  |
| Ensure current funding model is appropriate.   | Review BOPLASS expenditure and income and review council contributions and other sources of funding.                        | Performance against budgets reviewed quarterly. Company remains financially viable.   |

## Statement of Intent and Performance continued

The following is a report of performance against targets set in the Statement of Intent for 2024/27.

| Target <u>2024/25</u>   | Result   | Narration  |
|---|----------|--|
| <p>Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.</p> <p>Manage and/or renegotiate existing contracts.</p> <p>Contracts are reviewed annually to test for market competitiveness.</p> <p>New suppliers are awarded contracts through a competitive procurement process involving two or more vendors where applicable.</p> | Achieved | <p>Contracts negotiated and/or renewed for:</p> <p><u>NAMS+ Subscription (Asset Management)</u> – BOPLASS renewed the collective NAMS+ agreement with discounted rates for BOPLASS councils through a collective agreement.<br/><i>No alternative provider in NZ.</i></p> <p><u>IPWEA Membership (Engineering)</u> – The Institute of Public Works Engineering Australasia (IPWEA) agreement was renewed in 2024 to provide a single BOPLASS portal to allow all constituent councils to access the full IPWEA online catalogue at heavily reduced pricing. The standards are used by all councils for a variety of engineering purposes. The collective agreement provides for unrestricted access for all councils at a significantly lower cost than under individual arrangements.<br/><i>No alternative provider in NZ</i></p> <p><u>Inter-Council Network (ICN)</u> – BOPLASS renegotiated the network agreement with Kordia for a further 12 months on the same terms. The Kordia service covers the primary connectivity to the ICN for councils. The BOPLASS agreement achieves a reduction in cost of approximately 19% for these services.</p> <p>Additional services were added to the ICN as requested by participating councils.</p> <p>In conjunction with participant councils, BOPLASS will be going to market for network services in the next financial year.</p> <p><u>Zoom Video Conferencing Services (VC)</u> - The Zoom enterprise agreement was renewed by BOPLASS on behalf of the participating councils. While Microsoft Teams has become the primary VC platform for most councils' internal and external communications, Zoom is still widely used by council governance teams and for public meetings.<br/><i>No alternative provider</i></p> |



| Target <u>2024/25</u> | Result | Narration   |
|-----------------------|--------|---|
|                       |        | <p><u>VertiGIS Studio (GIS)</u> – Contracts were renewed for the VertiGIS Studio products. BOPLASS councils continue to benefit from the collective contract through reduced pricing, collective training, and the utilisation of common software across the councils.<br/> <i>No alternative provider in NZ</i></p> <p><u>NZ Archaeological Association (NZAA)</u> – BOPLASS has been in negotiations with NZAA to establish a new collective agreement for councils' access to archaeological information and to ensure financial savings and benefits continue to be delivered through the collective agreement.<br/> <i>No alternative suppliers</i></p> <p><u>Esri Enterprise Licensing Agreement (GIS)</u> – With the expiration of the existing agreement, BOPLASS has negotiated for a new three-year agreement for Esri software used extensively within BOPLASS councils. The agreement includes discounted pricing and supports a common GIS platform across BOPLASS councils.<br/> <i>No alternative suppliers.</i></p> <p><u>Insurance Brokerage Services</u> – The collective insurance brokerage agreement with Aon reached the end of its term in June 2025, with an option for a further and final two-year extension. After reviewing performance, and consulting member councils, BOPLASS received approval to proceed with the contract extension. This retains alignment with the MW LASS and Co-Lab contracts, allowing for future collective procurement opportunities. Under the contract extension, Aon have committed to maintaining current pricing and service levels.</p> <p><u>n3 (Procurement)</u> – As a group buying organisation, n3 usually charge individual membership fees. Through BOPLASS a collective purchasing group membership has been negotiated to cover all BOPLASS. Councils achieve significant savings on membership costs and have access to trade pricing through the group scheme. The agreement has been renewed with the same discounted rates.<br/> <i>Sole NZ provider.</i></p> |

| Target <u>2024/25</u> | Result | Narration  |
|-----------------------|--------|--|
|                       |        | <p><u>My Everyday Wellbeing (H&amp;S)</u> – BOPLASS renewed the agreement for the staff online wellbeing platform. Discounted pricing is provided to BOPLASS as a single entity, allowing all member councils to benefit from the associated savings. The agreement has been extended to cover MW LASS and Co-Lab councils. Increased participation from MW LASS, Co-Lab and BOPLASS councils this year has resulted in further financial savings for all participating councils.</p> <p><u>Media Copyright Agency (MCA)</u> – A collective contract providing savings for all BOPLASS councils has been renewed with MCA (originally PMCA) for councils' print and media copyright services.</p> <p><i>Sole NZ provider of print and media copyright services.</i></p> <p><u>Cyber Insurance</u> – All councils have successfully secured full cyber insurance cover through the collective BOPLASS programme, despite increasingly stringent requirements from insurers.</p> <p>Maintaining this cover requires consistently high standards of cyber security across all councils. To support this, BOPLASS facilitated a cyber-crime information session for IT Managers led by a cyber security insurance expert. This was provided at no cost to the councils and provided insights into evolving insurer expectations, emerging cyber threats, and best practices for incident response.</p> <p><i>Cyber cover is an annual agreement that requires going to market every year.</i></p> <p><u>Standards NZ</u> – BOPLASS has renewed the agreement with Standards NZ for discounted access to the full Standards catalogue at significantly reduced pricing for all BOPLASS councils. In addition to the financial savings for councils, the BOPLASS agreement provides full access to all standards and the full standards library for councils.</p> <p><i>No alternative provider in NZ.</i></p> |

|  |                 |  |
|--|-----------------|--|
| <p>Investigate new Joint Procurement initiatives for goods and services for BOPLASS councils.</p> <p>Procure from sources offering best value, service, continuity of supply and/or continued opportunities for integration.</p> <p>A minimum of four new procurement initiatives investigated. Initiatives provide financial savings of greater than 5% and/or improved service levels to the participating councils.</p> | <p>Achieved</p> | <p>Procurement initiatives which have been investigated during the year are as follows:</p> <p><u>Oblique Aerial Imagery</u> – BOPLASS investigated collaborative opportunities for the capture of Oblique Aerial Imagery for the BOPLASS councils. Working with the councils a free trial was negotiated. Group pricing has been investigated but, given the limited number of councils currently able to commit, the benefits are not significant enough at this time.</p> <p><u>Infrastructure Earthquake Loss Modelling</u> – BOPLASS engaged Aon, as our risk advisor, to provide a collective loss modelling proposal covering all BOPLASS councils. This project was essential for reassessing risk exposure and informing decisions on insurance coverage and risk transfer strategies.</p> <p>Approaching the procurement collectively through BOPLASS resulted in a 39% saving, when compared with if councils were to undertake the risk modelling independently.</p> <p><u>Risk Management Resourcing</u> – Quality and accuracy of valuation and asset data continues to hold high-importance with insurance underwriters and the quality of this data has a direct impact on councils' premium rates. While these data demands are equally applicable to all councils, some of the smaller councils may not have dedicated risk management resource to deliver on all the requirements. In collaboration with our risk advisors, a specialised service has been established to provide on-demand expert assistance in areas such as risk appetite, maturity assessments, policy and framework reviews, business continuity planning, strategic risk, and organisational risk registers.</p> <p>Not only has this initiative strengthened councils' ability to meet insurance requirements, but it has also helped improve overall risk governance without the need to employ specialist staff.</p> <p><u>Starlink Management</u> – As a result of the major interruptions to communication technologies during and following Cyclone Gabrielle, BOPLASS IT Managers explored the potential of collective procurement of Starlink satellite WAN services to enhance business continuity and disaster recovery capabilities.</p> |
|--|-----------------|--|

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|  |  | <p>While collective procurement options did not yield financial benefits, councils opted to assess and implement Starlink solutions based on individual needs, ranging from disaster recovery to supporting remote operations. The initiative fostered significant knowledge sharing across councils. Additionally, a separate project is underway to evaluate Starlink and alternative technologies for improving connectivity for lone workers in remote areas, led by BOPLASS Health &amp; Safety and IT Managers.</p> <p><i>Project still underway</i></p> <p><u>High Volume Print</u> – BOPLASS is working with councils to investigate a collective approach to high-volume printing in response to rising costs and evolving council requirements. Councils currently operate with a mix of in-house and outsourced services, and there is strong interest in assessing the opportunity for councils to address print requirements as a strategic group. Engagement is underway to evaluate alignment across councils and identify opportunities for coordinated procurement that deliver improved service outcomes and cost efficiencies.</p> <p><i>Project still underway</i></p> <p><u>Office supplies</u> – BOPLASS is leading a collective secondary procurement process to engage All of Government (AoG) panellists for the provision of general office supplies. Coordinating the procurement process collectively offers efficiencies in time and resources and may provide enhanced leverage with suppliers.</p> <p><i>Project still underway</i></p> <p><u>Energy Services</u> – An Eastern Bay consortium of councils has appointed a provider for energy services. BOPLASS has investigated the opportunity for Western Bay councils to participate in the arrangements. Most of the other BOPLASS councils are contracted directly with providers or through the All of Government agreement. Opportunities for savings will continue to be investigated.</p> <p><i>Project still underway</i></p> <p><u>Infrastructure Insurance</u> – Placements for BOPLASS councils' infrastructure insurance are only provided on a 12-month term and all placements need to be procured annually through a process involving multiple underwriters and insurance syndicates. This involves identifying and</p> |
|--|--|---|

|  |  |  |
|--|--|--|
|  |  | <p>negotiating with alternative markets every year and considering options to undertake placements through new or different insurers.</p> <p>Negotiations for councils' infrastructure insurance were undertaken in late 2024 through direct engagement with the international and local markets. The size of the collective BOPLASS account allows us to undertake this direct engagement.</p> <p>Particularly good outcomes were achieved for the 2024-25 infrastructure placements, with an average reduction of approximately 5% on last years rates, and a saving of up to 20% when compared with councils that don't procure through a collective group.</p> <p>The high standard of the information being provided by BOPLASS councils, and our historical relationships with the international markets, have proven to be a strength for us at renewal time. Most insurers demonstrate ongoing support for the BOPLASS programme, however, BOPLASS continues to review alternative risk transfer options and alternative markets.</p> <p><u>Aerial Imagery</u> – Two tenders for aerial imagery were managed by BOPLASS on behalf of participating councils. Tenders were awarded to Woolpert for urban orthophotography covering Tauranga City, Kawerau, Ōpōtiki, and Whakatāne, with additional capture over Moutohora and Whakaari Islands.</p> <p><u>Occupational Health Services Tender</u> – Working in conjunction with Co-Lab, a joint tender for the procurement of occupational health services for BOPLASS and Waikato councils has been awarded.</p> <p>While each LASS will be managed independently, the aggregated tender volumes provided greater leverage for securing competitive pricing and enhanced services.</p> <p><u>Contours from LiDAR</u> – A regional initiative is in progress to generate contour mapping for the entire Bay of Plenty using LiDAR data acquired collectively by BOPLASS councils. This will deliver a comprehensive topographic layer for council mapping systems. The joint procurement approach ensures cost savings and operational efficiency through a streamlined process.</p> <p><i>Project still underway</i></p> |
|--|--|--|



|  |                 |  |
|--|-----------------|--|
| <p>Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties.</p> <p>BOPLASS to regularly engage with other LASS to identify and explore opportunities for further inter-regional collaboration.</p> <p>Quarterly reporting on engagement and a minimum of one new collaborative initiative undertaken annually.</p> | <p>Achieved</p> | <p>BOPLASS continues to work closely with MW LASS and Co-Lab with the LASS leads engaging regularly and aiming to meet formally on a quarterly basis.</p> <p>Shared services projects being undertaken by other LASS have been offered to BOPLASS councils. Equally, most BOPLASS projects are offered to the other LASS.</p> <p>Some of the shared service projects offered to BOPLASS councils include:</p> <ul style="list-style-type: none"> <li>• Wellbeing health and safety training</li> <li>• Debt Management</li> <li>• Archives</li> <li>• Building Consent services</li> </ul> <p>BOPLASS is leading or managing, on behalf of other LASS:</p> <ul style="list-style-type: none"> <li>• Waste Operator and Licensing Data System</li> <li>• Staff wellbeing portal</li> <li>• Regional contractor database</li> <li>• Rates collections</li> <li>• Inter-council secondments</li> <li>• Insurance broker renewal/appointment</li> <li>• Workforce management system</li> </ul> <p><u>Workforce Management System</u> – BOPLASS has engaged with the incumbent supplier on behalf of Co-Lab and BOPLASS councils to address service issues and to negotiate collective pricing.</p> <p><u>Occupational Health Services</u> – BOPLASS and Co-Lab collectively initiated a joint procurement project for occupational health services across BOPLASS and Waikato councils.</p> <p><u>NZ Aerial Imagery consortium</u> – BOPLASS engaged with other regions to explore the potential for a national aerial imagery consortium. The concept aimed to improve pricing and coordination of flying schedules through a larger, collective tender. BOPLASS participated in meetings to assess the feasibility and potential benefits of the initiative. After reviewing the proposal against the existing BOPLASS aerial imagery programme, which has consistently delivered strong results through smaller, regionally focused tenders, it was determined that a national approach would not offer additional value to BOPLASS councils. The current model ensures timely delivery, equitable service to smaller councils, and maintains market competitiveness.</p> <p><u>Engagement with other LG collaborative groups</u> – In addition to the two North Island LASS, BOPLASS continues to offer support to other local government collaborative groups looking to leverage benefits from working collectively.</p> |
|--|-----------------|--|

|   |                 |   |
|---|-----------------|---|
| <p>Further develop and extend the Collaboration Portal for access to, and sharing of, project information and opportunities from other councils and the greater Local Government community to increase breadth of BOPLASS collaboration.</p> <p>Increase usage of the Collaboration Portal by providing support and training material for new and existing users.</p> <p>Proactively market the benefits to the councils.</p> <p>Number of active users to increase by 5% per year.</p> | <p>Achieved</p> | <p>Collaborative projects continue to be added to the MahiTahi Local Government Collaboration Portal, along with several specific Teams or Channels established for confidential projects outside of the main Portal.</p> <p>There has been continued promotion of the MahiTahi LG Collaboration Portal within local government and this has seen a 5% increase in registered users with numbers increasing from 507 to 539.</p> <p>Induction and training material has been developed for creating smooth on-boarding of any new members.</p> <p>The Te Uru Kahika hub (regional and unitary councils) has continued to grow and is hosted within the same environment as the MahiTahi Collaboration Portal.</p> <p>There are now 3,191 users within the wider portal.</p> |
| <p>Communicate with each shareholding council at appropriate levels.</p> <p>Actively engage in obtaining political support for identified projects.</p> <p>Information provided to elected members, and feedback sought, on BOPLASS projects, benefits to local communities, and value added to each council.</p>   | <p>Achieved</p> | <p>BOPLASS continues to regularly engage with our constituent councils, senior management, and shareholders to ensure opportunities continue to be developed to the benefit of all stakeholders.</p> <p>In addition, BOPLASS chairs and coordinates meetings and activities for specific council advisory groups that manage or lead new collaborative initiatives. These groups generally comprise of managers from each council.</p> <p>The BOPLASS Statement of Intent, Annual and Half-Yearly reports are provided to council for comment or feedback and the CEO is available to attend council meetings as requested.</p>   |
| <p>Ensure current funding model is appropriate.</p> <p>Review BOPLASS expenditure and income and review council contributions and other sources of funding.</p> <p>Performance against budgets reviewed quarterly. Company remains financially viable.</p>  | <p>Achieved</p> | <p>The sources of BOPLASS funding and the viability of the funding model are regularly reviewed with financial reporting provided to the BOPLASS Board.</p> <p>Council contributions were levied with annual council contributions CPI adjusted.</p> <p>Contributions were received from activities that are producing savings.</p> <p>An annual contribution from Co-Lab, MW LASS, Regional Software Holdings (RSHL) and BOPLASS councils is received for membership of the MahiTahi Local Government Collaboration Portal.</p> <p>Monthly and quarterly performance reviewed.</p> <p>Financial statements and budget variances reported and reviewed at Board meetings.</p> <p>Financial position year end 30 June 2025: (9,243) deficit.</p>                             |

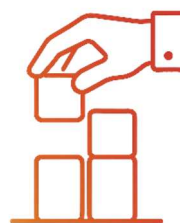
## Other Value-Add Projects

| Project  | Narration   |
|--|---|
| Composite Flood Mapping Datasets                 | BOPLASS supported the Ministry for the Environment's (MfE) development of a national climate adaptation framework by facilitating access to BOPLASS composite flood mapping datasets. This collaboration with MfE highlights the strategic value of BOPLASS shared data initiatives and the value being contributed to national resiliency planning.  |
| Bay Maps open data                               | Bay Maps now serves as a unified platform for mapping services across the Bay of Plenty and is actively used by the BOPLASS councils. This shared portal eliminates the need for individual councils to build and maintain separate mapping systems.  |
| Council insurance strategy                       | Working with our brokers, BOPLASS facilitated a senior level strategic insurance workshop to provide insights into emerging risks, insurance market challenges, and the insurance implications of the Local Water Done Well reforms. Speakers included DIA, Treasury, LGFA, and international insurers, and was beneficial in helping councils prepare for sector-wide changes.                               |
| Artificial Intelligence (AI)                     | AI technologies continue to evolve rapidly, with integration become embedded in a multitude of platforms and software solutions used by councils. BOPLASS hosted a dedicated seminar led by Houston Technology to help member councils prepare for AI adoption within Microsoft Office 365. BOPLASS remains committed to fostering collaboration and knowledge-sharing as councils explore AI implementation. |
| Waste Operator and Licensing Data System (WOLDS) | The rollout of WOLDS is being phased across BOPLASS and Waikato councils, beginning with six councils in the initial group. Remaining councils will follow once necessary bylaw updates are completed to support external service management. WOLDS enables centralised oversight of waste contractor licensing, easing administrative burdens for councils and improving the quality of waste data.          |

### Building Blocks

BOPLASS Ltd has been built on a number of principles and activities and these are the building blocks of our success.

*You will find examples in text boxes scattered throughout the document.*



## Statement of Intent and Performance continued

The following is a report of performance against targets set in the Statement of Intent for 2023/24 and is provided for comparative purposes.

| Target <b>2023/24</b>   | Result   | Narration  |
|---|----------|--|
| <p>Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.</p> <p>Manage and/or renegotiate existing contracts.</p> <p>Contracts are reviewed annually to test for market competitiveness.</p> <p>New suppliers are awarded contracts through a competitive procurement process involving two or more vendors where applicable.</p> | Achieved | <p>Contracts negotiated and/or renewed for:</p> <p><u>VertiGIS Studio</u> – Contracts for Geocortex Essentials and Analytics were renewed as the newly rebranded product VertiGIS Studio. BOPLASS councils continue to benefit from the renewed collective contract through reduced pricing and collective training.</p> <p><u>Aerial Imagery</u> – Two BOPLASS tenders were awarded to Aerial Surveys Ltd for rural orthophotography covering Taupō, Rotorua and Western Bay of Plenty regions, and urban imagery for the Gisborne region.</p> <p>The Tauranga City interim flying programme was awarded to Woolpert NZ Ltd, including specific requirements for the capture of high growth areas.</p> <p><u>Inter-Council Network (ICN)</u> – Following the expiry of the initial 24-month agreement for ICN services with Kordia, BOPLASS renegotiated the agreement for a further 12 months, achieving a reduction in cost of approximately 19% for these services. The Kordia service covers the primary connectivity to the ICN for councils. Councils are currently investigating using the ICN for CCTV services between councils as part of the BOPLASS CCTV project.</p> <p><u>Zoom Video Conferencing Services (VC)</u> – BOPLASS has managed a Zoom video conference service for councils for several years. This was renegotiated and renewed by BOPLASS this year on behalf of the councils. While Microsoft Teams appears to be becoming the primary VC platform for most councils' internal communications, many use Zoom for their councillors and governance teams.</p> <p><u>Health &amp; Safety Management Software</u> – BOPLASS renegotiated the collective contract with Damstra (ex-Vault) as H&amp;S management software provider for the BOPLASS and Waikato councils.</p> |

| Target <u>2023/24</u> | Result | Narration  |
|-----------------------|--------|--|
|                       |        | <p><u>GIS software and services</u> –</p> <ul style="list-style-type: none"> <li>• NZ Archaeological Association</li> <li>• FME Software</li> <li>• ESRI Enterprise Licensing Agreement</li> </ul> <p><i>Contracts renegotiated and renewed – no alternative suppliers.</i></p> <p><u>My Everyday Wellbeing</u> – BOPLASS renewed the agreement for the staff online wellbeing platform. Discounted pricing is provided to BOPLASS as a single entity, allowing all participating councils to benefit from the associated savings. Increased participation from MW LASS, Co-Lab and BOPLASS councils has resulted in further financial savings for the collective.</p> <p><u>Media Copyright Agency (MCA)</u> – a collective contract providing savings for all BOPLASS councils has been renewed with MCA (originally PMCA) for councils' print and media copyright services.</p> <p><i>Sole NZ provider of print and media copyright services.</i></p> <p><u>Cyber Insurance</u> – BOPLASS was able to facilitate the renewal of councils' cyber insurance policies on favourable terms with Berkshire Hathaway by working closely with councils to ensure all underwriter requirements were met and demonstrated through the collective approach.</p> <p><i>Cyber cover is an annual agreement that requires going to market every year.</i></p> <p><u>n3</u> – Collective purchasing group membership negotiated by BOPLASS. Councils achieve significant savings on membership costs and trade pricing through the group scheme. Agreement renewed for another year at same discounted rates.</p> <p><i>Sole NZ provider.</i></p> <p><u>Standards NZ</u> – BOPLASS has renewed the agreement with Standards NZ for discounted access to the full Standards catalogue at significantly reduced pricing for all BOPLASS councils.</p> <p><i>No alternative provider in NZ.</i></p> <p><u>NAMS+ Subscription</u> – BOPLASS renewed the collective NAMS+ agreement with discounted rates for BOPLASS councils.</p> <p><i>No alternative provider in NZ.</i></p> |



| Target <u>2023/24</u>  | Result   | Narration   |
|--|----------|---|
|  |          | <p><u>IPWEA Membership</u> - The Institute of Public Works Engineering Australasia (IPWEA) agreement was renewed in 2023 to provide a single BOPLASS portal to allow all constituent councils to access the full IPWEA online catalogue at heavily reduced pricing. The standards are used by all councils for a variety of engineering purposes. The collective agreement provides for unrestricted access for all councils at a significantly lower cost than under individual arrangements.</p> <p><i>No alternative provider in NZ.</i></p> <p><u>GIS Training</u> – BOPLASS coordinated specialised GIS training across the BOPLASS councils. Substantial savings were achieved through the collective training while also helping to bring all councils up to similar skill levels.</p>   |
| <p>Investigate new Joint Procurement initiatives for goods and services for BOPLASS councils.</p> <p>Procure from sources offering best value, service, continuity of supply and/or continued opportunities for integration.</p> <p>A minimum of four new procurement initiatives investigated. Initiatives provide financial savings of greater than 5% and/or improved service levels to the participating councils.</p> | Achieved | <p>The new procurement initiatives which have been investigated during the year are as follows:</p> <p><u>Internal Audits</u> – BOPLASS completed a review of councils' internal audit services requirements with the intention of undertaking a collective procurement process on behalf of BOPLASS councils. Through the procurement process, BOPLASS identified that the Ministry of Business Innovation and Employment (MBIE) has an All of Government (AoG) panel contract available to Local Authorities that covers most councils' requirements. BOPLASS recommended that councils give consideration to the AoG Consultancy Services contract for the provision of internal audit services. Given the variations of councils' internal audit requirements, the diversity of the AoG panel and the ease of take up of the contract was suitable for most councils' requirements.</p> <p><u>Schedule of Values (SOVs) – Data Enhancement</u> – BOPLASS has been investigating options for improving councils' SOVs. Accurate schedules are demanded by insurance underwriters and directly reflect on the premiums councils will be charged. They are also essential in avoiding potential exposure to shortfalls or losses at the time of an insurance claim. Working with our brokers, we have engaged Harmonic Analytics to develop a methodology to produce accurate SOVs. This project is being underwritten by Aon as a pilot for two councils. The project will save</p> |

| Target <u>2023/24</u> | Result | Narration  |
|-----------------------|--------|--|
|                       |        | <p>BOPLASS councils significant time, reduce costs, improve data quality, and reduce the likelihood of assets being missed off schedules.</p> <p><u>Above Ground Earthquake Loss Modelling</u> – The existing BOPLASS Material Damage placement does not have an overarching loss limit, making it less attractive to underwriters. BOPLASS engaged Aon to undertake a high-level loss modelling exercise to determine and set appropriate loss limits for the region and for BOPLASS councils.</p> <p><u>Business Continuity Planning</u> – BOPLASS councils are working together to further improve business interruption processes from a technology perspective. The catalyst for this work was the learnings from Cyclone Gabrielle, with this invaluable information shared within the IT Managers Group to assist all councils.<br/><i>Project still underway.</i></p> <p><u>Protected Disclosures</u> – With many councils reviewing their Protected Disclosures policies and processes, BOPLASS is coordinating a workgroup to share information and help develop best practice.<br/><i>Project still underway.</i></p> <p><u>GIS Technical Advisory Group (GIS TAG)</u> – GIS team leaders recognised the benefit in GIS technical staff establishing a forum to develop opportunities and share learnings at a practitioner level. In addition to sharing expertise and learnings, the technical group have investigated the development of further system commonality across councils. While common platforms support improved sharing opportunities and joint procurement of software, they also help enable councils to provide GIS support to each other in civil defence events.</p> <p><u>CCTV monitoring</u> – BOPLASS secured \$1M co-funding from the Ministry of Social Development (MSD) to undertake crime prevention initiatives and programmes within the Bay of Plenty. BOPLASS councils identified the installation of CCTV cameras and monitoring services as a key initiative to help reduce retail crime and create safer communities. This project has been completed in conjunction with NZ Police, with improved CCTV cameras and monitoring achieved for all Bay of Plenty councils.</p> |

| Target <u>2023/24</u> | Result | Narration   |
|-----------------------|--------|---|
|                       |        | <p><u>Waste Operator and Licensing Data System – Information Management System</u> – BOPLASS facilitated an extensive tender for an Information Management System (IMS), with Water Outlook appointed as the provider for the delivery of the IMS. Water Outlook provide existing water services to many BOPLASS and Waikato councils and their proposal allows for an extension of the existing software into waste services requirements.</p> <p>The single shared service provides standardisation across all regions, improved waste data, and savings through a centralised service.</p> <p>The project covers all BOPLASS and Co-Lab councils. However, strong interest has been expressed from councils outside the LASS councils with further growth expected with the established service.</p> <p><u>Waste Operator and Licensing Data System (WOLDS) – Administration Service</u> – BOPLASS is investigating options for the delivery of the Administration Service. The Administration Service will streamline and centralise waste operators, and significantly reduce much of the workload for councils, while ensuring councils still retain control over the service.</p> <p><i>Project is currently underway.</i></p> <p><u>Infrastructure Insurance</u> – Placements for BOPLASS councils' infrastructure insurance are only provided on a 12-month term and all placements need to be procured annually. This involves identifying and negotiating with alternative markets every year and often undertaking placements through new or different insurers. Negotiations for councils' infrastructure insurance were undertaken in late 2023 through direct engagement with the international markets and Lloyds syndicates. The size of the collective BOPLASS account allows us to undertake this direct engagement. Given the continued global increase in natural disaster events, underwriters remain very risk adverse and demanding in the level of data and information they require. Through providing up to date and accurate information, and being able to leverage off our established relationships, very good outcomes were achieved for all BOPLASS councils, in both insurance rates and the level of cover achieved.</p> |

| Target <b>2023/24</b>  | Result   | Narration  |
|--|----------|--|
|  |          | <p>Insurers continue to demonstrate support for the BOPLASS programme; however, councils are encouraged to continue reviewing alternative risk transfer options.</p> <p><u>Media Monitoring Services</u> – BOPLASS facilitated a secondary procurement process for media monitoring services and social listening services. Fuseworks were awarded the contract and appointed as Preferred Supplier to BOPLASS councils. The collective contract provides significant savings and a range of new services for all participants. Social listening services require specific tools for identifying and analysing online conversations to help better understand sentiments within council communities.</p>   |
| <p>Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties.</p> <p>BOPLASS to regularly engage with other LASS to identify and explore opportunities for further inter-regional collaboration.</p> <p>Quarterly reporting on engagement and a minimum of one new collaborative initiative undertaken annually.</p> | Achieved | <p>BOPLASS continues to work closely with MW LASS and Co-Lab with the LASS leads engaging regularly and formally meeting on a quarterly basis.</p> <p>Shared services projects being undertaken by other LASS have been offered to BOPLASS councils, with the board making a decision to utilise these opportunities to avoid any duplication of services where we can work with other LASS.</p> <p>Some of the shared service projects offered to BOPLASS councils include:</p> <ul style="list-style-type: none"> <li>• Debt Management</li> <li>• Archives</li> <li>• Building Consent services</li> <li>• Health and Safety training</li> </ul> <p>BOPLASS is leading or managing, on behalf of other LASS:</p> <ul style="list-style-type: none"> <li>• Waste Operator and Licensing Data System</li> <li>• H&amp;S management system</li> <li>• Staff wellbeing portal</li> <li>• Regional contractor database</li> <li>• Rates collections</li> <li>• Inter-council secondments</li> <li>• Insurance Markets Joint Communications</li> <li>• Occupational Health Services</li> </ul> <p><u>Managing Conflict &amp; Aggression</u> – Addressing aggressive behaviour continues to be a challenge for councils and for the BOPLASS Health &amp; Safety Advisory Group. Working in collaboration with Waikato councils and other Council-Controlled Organisations (CCOs) has allowed the</p> |

| Target <u>2023/24</u>   | Result   | Narration   |
|---|----------|---|
|   |          | <p>group to share resources between regions ensuring best practice is shared and developed to the benefit of all parties.</p> <p><u>Motor vehicle monitoring</u> – MW LASS identified four vehicle monitoring providers used across their LASS and extended an invitation for BOPLASS and Waikato councils to participate in presentations from these organisations.</p> <p><u>LGOIMA requests</u> – BOPLASS councils have collaborated to draft appropriate responses to LGOIMA requests to reduce duplication of effort and ensure best practice is established and shared. This project is to be extended across the other two LASS and possibly more widely within local government.</p> <p><u>Health &amp; Safety training</u> – BOPLASS and Co-Lab have established aligned contracts with H&amp;S trainers. To provide improved market leverage and ensure the best value is delivered to all councils, it was agreed to tender for service as a collective covering all BOPLASS and Co-Lab councils.</p> <p><u>Insurance Forum</u> – BOPLASS hosted and coordinated an insurance forum to cover key insurance topics in local government. The forum was well attended by councils from throughout the upper and central North Island.</p> <p><u>Engagement with other LG collaborative groups</u> – BOPLASS continues to offer support to other local government collaborative groups looking to leverage benefits from working collectively.</p> |
| <p>Further develop and extend the Collaboration Portal for access to, and sharing of, project information and opportunities from other councils and the greater Local Government community to increase breadth of BOPLASS collaboration.</p> <p>Increase usage of the Collaboration Portal by providing support and training material for new and existing users.</p> <p>Proactively market the benefits to councils.</p> <p>Number of active users to increase by 5% per year.</p> | Achieved | <p>Collaborative projects continue to be added to the MahiTahi LG Collaboration Portal, along with several specific Teams or Channels established for confidential projects being run outside of the main Portal.</p> <p>Continued promotion of the MahiTahi LG Collaboration Portal has seen a 5% increase in registered users with numbers increasing from 485 to 507.</p> <p>On-boarding and training material has been developed for creating a smooth transition for any new members.</p> <p>The Te Uru Kahika hub (regional and unitary councils) has continued to grow and is hosted within the same environment as the MahiTahi Collaboration Portal.</p> <p>There are now over 2,800 users within the wider portal.</p>  |



| Target 2023/24   | Result   | Narration   |
|--|----------|---|
| <p>Communicate with each shareholding council at appropriate levels.</p> <p>Meeting with members of Executive Leadership Team.</p> <p>At least one meeting per year.</p>   | Achieved | <p>BOPLASS continues to regularly engage with our constituent councils, senior management, and shareholders to ensure opportunities continue to be developed to the benefit of all stakeholders.</p> <p>In addition, BOPLASS chairs and coordinates meetings and activities for specific council advisory groups that manage or lead new collaborative initiatives. These groups generally comprise of managers from each council.</p>  |
| <p>Ensure current funding model is appropriate.</p> <p>Review BOPLASS expenditure and income and review council contributions and other sources of funding.</p> <p>Performance against budgets reviewed quarterly. Company remains financially viable.</p> | Achieved | <p>The sources of BOPLASS funding and the viability of the funding model are regularly reviewed with financial reporting provided to the BOPLASS Board.</p> <p>Council contributions were levied with annual council contributions now CPI adjusted.</p> <p>Contributions were received from activities producing savings.</p> <p>An annual contribution from Co-Lab, MW LASS, Regional Software Holdings (RSHL) and BOPLASS councils is received for membership of the MahiTahi Local Government Collaboration Portal.</p> <p>Monthly and quarterly performance reviewed.</p> <p>Financial statements and budget variances reported and reviewed at Board meetings.</p> <p>Financial position year end 30 June 2024: (\$20,344) deficit.</p> |



### **MahiTahi Local Government Collaboration Portal**

A portal for registration of council projects, collaboration opportunities and identification of potential project partners. Also includes collaboration areas for staff to engage with their peers within other councils.

## PART TWO – ACCOUNTABILITY STATEMENTS



## Statement of Responsibility

The following pages 27-50 outline the financial statements and notes for year ended 30 June 2025 for BOPLASS Limited.


The directors believe that proper accounting records have been kept that enable, with reasonable accuracy, the determination of the financial position of the company and facilitate compliance of the financial statements with the Financial Reporting Act 1993.

The directors consider that they have taken adequate steps to safeguard the assets of the company, and to prevent and detect fraud and other irregularities. Internal control procedures are also considered to be sufficient to provide reasonable assurance as to the integrity and reliability of the financial statements.

The directors are pleased to present the financial statements of BOPLASS Ltd for the twelve months ended 30 June 2025.

For and on behalf of the Board of Directors:

Signed:  Craig O'Connell – Chair Date: 05/09/2025

Signed:  Fiona McTavish – Director Date: 05/09/2025

## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF BOP LASS LIMITED'S FINANCIAL STATEMENTS AND THE STATEMENT OF PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2025

The Auditor-General is the auditor of BOP LASS Limited (the Company). The Auditor-General has appointed me, Donna Taylor, using the staff and resources of BDO Tauranga, to carry out the audit of the financial statements and the statement of performance of the Company on his behalf.

We have audited:

- the financial statements of the Company on pages 30 to 50, that comprise the statement of financial position as at 30 June 2025, the statement of financial performance and statement of cash flows for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information

#### Opinion

In our opinion:

- the financial statements of the Company:
  - present fairly, in all material respects:
    - its financial position as at 30 June 2025; and
    - its financial performance and cash flows for the year then ended; and
  - comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Public Sector); and
- the statement of performance, in all material respects :
  - accurately reports the Company's actual performance compared against the performance targets and other measures by which Company's performance can be judged in relation to the Company's objectives in its statement of intent for the year ended 30 June 2025]; and
  - has been prepared in accordance with section 68 of the Local Government Act 2002 (the Act).

Our audit was completed on 5 September 2025. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board of Directors and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

#### Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Responsibilities of the Board of Directors for the financial statements**

The Board of Directors is responsible on behalf of the Company for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand.

The Board of Directors is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from misstatement, whether due to fraud or error.

In preparing the financial statements, the Board of Directors is responsible on behalf of the Company for assessing the Company's ability to continue as a going concern. The Board of Directors is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board of Directors intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

The Board of Directors' responsibilities arise from the Local Government Act 2002.

### **Responsibilities of the auditor for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of shareholders, taken on the basis of these financial statements.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Directors.



- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and assess whether the financial statements achieves it's statutory purpose of enabling the Company's shareholders to judge the actual performance of the Company against its objectives in its statement of intent.

We communicate with the Board of Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

### **Other Information**

The Board of Directors is responsible for the other information. The other information comprises the information included on pages 1 to 6, but does not include the financial statements and the statement of intent and performance, and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Independence**

We are independent of the Company in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the Company.



Donna Taylor  
BDO Tauranga  
On behalf of the Auditor-General  
Tauranga, New Zealand

## Financial Statements – Statement of Financial Position

| STATEMENT OF FINANCIAL POSITION - AS AT 30 JUNE 2025 |       |                   |                   |
|--|-------|-------------------|-------------------|
| BOP LASS LTD   | Notes | BOP LASS Ltd      |                   |
|  |       | 2024/25<br>Actual | 2023/24<br>Actual |
| <b>ASSETS - CURRENT</b>                              |       |                   |                   |
| Bank accounts and cash                               | 10    | 722,667           | 853,691           |
| Short Term Investments                               | 10    | 0                 | 0                 |
| Debtors and Other Receivables                        | 11    | 743,065           | 624,266           |
| Prepayments  | 12    | 88,042            | 112,812           |
| <b>Total Current Assets</b>                          |       | <b>1,553,774</b>  | <b>1,590,769</b>  |
| <b>ASSETS - NON-CURRENT</b>                          |       |                   |                   |
| Intangible Assets                                    | 13    | 4,104             | 5,365             |
| Plant and Equipment                                  | 14    | 8,782             | 12,560            |
| <b>Total Non-Current Assets</b>                      |       | <b>12,886</b>     | <b>17,925</b>     |
| <b>TOTAL ASSETS</b>                                  |       | <b>1,566,660</b>  | <b>1,608,694</b>  |
| <b>LIABILITIES - CURRENT</b>                         |       |                   |                   |
| Creditors and Accrued Expenses                       | 15    | 186,417           | 223,843           |
| Employee Costs Payable                               | 16    | 28,128            | 45,683            |
| Income in Advance                                    | 17    | 1,334,162         | 1,311,972         |
| Borrowings   | 18    | 0                 | 0                 |
| <b>Total Current Liabilities</b>                     |       | <b>1,548,706</b>  | <b>1,581,498</b>  |
| <b>TOTAL LIABILITIES</b>                             |       | <b>1,548,706</b>  | <b>1,581,498</b>  |
| <b>TOTAL ASSETS less TOTAL LIABILITIES</b>           |       | <b>17,954</b>     | <b>27,197</b>     |
| <b>EQUITY</b>  |       |                   |                   |
| Accumulated Deficits                                 | 19    | 81,048            | 71,805            |
| Share Capital  | 19    | 99,002            | 99,002            |
| <b>TOTAL EQUITY</b>                                  |       | <b>17,954</b>     | <b>27,197</b>     |

The notes and Statement of Accounting Policies form part of these financial statements.

For and on behalf of the Board of Directors:

Signed:  Craig O'Connell – Chair Date: 05/09/2025

Signed:  Fiona McTavish – Director Date: 05/09/2025

## Financial Statements – Statement of Financial Performance

| STATEMENT OF FINANCIAL PERFORMANCE - FOR THE YEAR ENDED 30 JUNE 2025 |       |                  |                  |                  |
|--|-------|------------------|------------------|------------------|
| BOP LASS LTD   | Notes | BOP LASS Ltd     |                  |                  |
|  |       | 2024/25 Actual   | 2024/25 Budget   | 2023/24 Actual   |
| <b>REVENUE</b>   |       |                  |                  |                  |
| Council Contribution   | 2     | 359,710          | 360,615          | 348,219          |
| Project Revenue  | 2     | 1,338,360        | 1,310,000        | 2,053,866        |
| Interest Revenue   | 3     | 18,171           | 8,500            | 56,149           |
| Other Income   | 2.5   | 37,330           | 0                | 2,670            |
| <b>Total Revenue</b>   |       | <b>1,753,571</b> | <b>1,679,115</b> | <b>2,460,904</b> |
| <b>EXPENSES</b>  |       |                  |                  |                  |
| Depreciation and Amortisation  | 4     | 5,041            | 9,300            | 5,984            |
| Employee Related Costs   | 5     | 353,762          | 310,173          | 334,694          |
| Directors Costs  | 6     | 21,865           | 23,000           | 19,314           |
| Finance Cost   | 7     | 0                | 0                | 0                |
| Other Expenses   | 8     | 1,382,146        | 1,336,642        | 2,102,234        |
| <b>Total Expenses</b>  |       | <b>1,762,814</b> | <b>1,679,115</b> | <b>2,462,226</b> |
| <b>Surplus/(Deficit) before tax</b>                                  |       | <b>(9,243)</b>   |                  | <b>(1,323)</b>   |
| Income Tax Expense/(Benefit)   | 9     | 0                |                  | 0                |
| <b>Surplus/(Deficit) after tax</b>                                   |       | <b>(9,243)</b>   | <b>0</b>         | <b>(1,323)</b>   |

The notes and Statement of Accounting Policies form part of these financial statements.  
 Explanations of major variances against budget are provided in note 25.

### Media Monitoring

A shared media monitoring portal provides councils with improved visibility of community feedback through monitoring of press and social media.



## Financial Statements – Statement of Cashflows

| STATEMENT OF CASHFLOWS - FOR THE YEAR ENDED 30 JUNE 2025 |       |                    |                    |
|--|-------|--------------------|--------------------|
| BOP LASS LTD   | Notes | BOP LASS Ltd       |                    |
|  |       | 2024/25<br>Actual  | 2023/24<br>Actual  |
| <b>CASHFLOWS FROM OPERATING ACTIVITIES</b>               |       |                    |                    |
| Council Contribution                                     |       | 359,710            | 348,219            |
| Other Revenue  |       | 0                  | 2,670              |
| Project Revenue  |       | 1,271,718          | 2,500,185          |
| Interest Revenue   |       | 18,171             | 20,589             |
| Tax Paid - RWT (net)                                     |       |                    |                    |
| Goods and Services Tax (net)                             |       | 91,047             |                    |
| <b>Total Cash Provided</b>                               |       | <b>1,740,646</b>   | <b>2,871,663</b>   |
| Employee Related Costs                                   |       | (371,318)          | (329,599)          |
| Payments to Suppliers                                    |       | (1,494,356)        | (2,104,470)        |
| Interest Paid  |       |                    | 0                  |
| Tax Paid - RWT (net)                                     |       | (5,996)            | (13,142)           |
| Goods and Services Tax (net)                             |       |                    | (266,544)          |
| <b>Total Cash Applied</b>                                |       | <b>(1,871,670)</b> | <b>(2,713,722)</b> |
| <b>NET CASHFLOWS FROM OPERATING ACTIVITIES</b>           |       | <b>(131,024)</b>   | <b>157,941</b>     |
| <b>CASHFLOWS FROM INVESTING ACTIVITIES</b>               |       |                    |                    |
| Acquisition of Investments                               |       |                    | 250,000            |
| Purchase of Plant and Equipment                          |       |                    |                    |
| Purchase of Intangibles                                  |       |                    |                    |
| <b>Total Investing Cash Applied</b>                      |       | <b>0</b>           | <b>250,000</b>     |
| <b>NET CASHFLOWS FROM INVESTING ACTIVITIES</b>           |       | <b>0</b>           | <b>250,000</b>     |
| <b>CASHFLOWS FROM FINANCING ACTIVITIES</b>               |       |                    |                    |
| Proceeds from Loans                                      |       |                    |                    |
| Repayment of Loans                                       |       |                    |                    |
| <b>NET CASHFLOWS FROM FINANCING ACTIVITIES</b>           |       | <b>0</b>           | <b>0</b>           |
| <b>NET INCREASE/(DECREASE) IN CASH</b>                   |       | <b>(131,024)</b>   | <b>407,940</b>     |
| <b>CASH AT BEGINNING OF THE YEAR</b>                     |       | <b>853,691</b>     | <b>445,751</b>     |
| <b>CASH AT END OF THE YEAR</b>                           | 10    | <b>722,667</b>     | <b>853,691</b>     |

The GST component of operating activities reflects the net GST paid and received to and from the Inland Revenue Department. The GST component has been prepared on a net basis, as the gross amounts do not provide meaningful information for financial purposes.

The notes and Statement of Accounting Policies form part of these financial statements.

### **LEGAL NAME**

BOPLASS Limited stands for Bay of Plenty Local Authority Shared Services.

### **TYPE OF ENTITY AND LEGAL BASIS**

BOPLASS Limited is incorporated in New Zealand under the Companies Act 1993.

### **COMPANY'S PURPOSE**

BOPLASS Ltd is based in Tauranga and is a joint venture between nine councils formed to provide shared services.

### **STRUCTURE OF COMPANY'S OPERATIONS INCLUDING GOVERNANCE ARRANGEMENTS**

The company is owned and controlled by the nine councils and comprises a Board of ten directors who oversee the governance of the company. A Chief Executive is responsible for the day-to-day operations of the company and reports to the Board, with two other staff supporting the Chief Executive in delivering against the company's objectives. The Board is made up of nine Chief Executives from participating councils and one independent director. Refer Statutory Disclosure note page 50 for list of councils.

### **MAIN SOURCE OF THE COMPANY'S CASH AND RESOURCES**

Annual operating contribution received from each of the nine councils and project commissions are the main source of funding.

### **OUTPUTS**

As per the Statement of Intent and Performance.

#### **All of Government (AoG) Procurement**

BOPLASS takes into account and supports opportunities available through All of Government purchasing arrangements.



## **Statement of Accounting Policies**

### **Statement of Accounting Policies for the Year Ended 30 June 2025**

#### **ACCOUNTING POLICIES APPLIED:**

##### ***BASIS OF PREPARATION***

The Board has elected to apply PBE SFR-A (PS) *Public Benefit Entity Simple Format Reporting – Accrual (Public Sector)* on the basis that the company does not have public accountability (as defined) and has total annual expenses less than \$5 million.

All transactions in the financial statements are reported using the accrual basis of accounting. The financial statements are presented in New Zealand dollars (\$) and all values are rounded to the nearest dollar. The functional currency of BOPLASS Ltd is New Zealand dollars.

The financial statements are prepared on the assumption that the company will continue to operate in the foreseeable future.

##### ***SIGNIFICANT ACCOUNTING POLICIES***

There have been no changes to accounting policies during the reporting period.

##### ***GOODS AND SERVICES TAX***

The company is registered for GST. All amounts in the financial Statements are recorded exclusive of GST, except for debtors and creditors which are stated inclusive of GST.

##### ***REVENUE RECOGNITION***

Revenue is measured at the fair value of the consideration received or receivable.

Contributions received from the nine shareholder councils are BOPLASS Limited's primary source of funding for the 12 months ended 30 June 2025.

Council contributions are recognised as revenue when they become receivable unless there is an obligation to return the funds if conditions of the contributions are not met. No such obligation is attached to the council contributions received for the twelve months ended 30 June 2025.

Revenue from projects is recognised when control of the goods or services has been transferred to the customer, reflecting the satisfaction of the performance obligation. Where



consideration is received prior to the delivery of goods or services, it is recorded as income in advance and recognised as a liability until the related performance obligation is fulfilled.

Interest revenue is recorded as it is earned during the year.

### ***EMPLOYEE RELATED COSTS***

Wages, salaries, and annual leave are recorded as an expense as staff provide services and become entitled to wages, salaries and leave entitlements.

Performance payments are recorded when the employee is notified that the payment has been granted.

Superannuation contributions are recorded as an expense as staff provide services.

### ***ADMINISTRATION, OVERHEADS AND PROJECT EXPENDITURE COSTS***

These are expensed when the related service has been received.

### ***LEASE EXPENSES***

Lease payments are recognised as an expense on a straight-line basis over the lease term.

### ***BANK ACCOUNTS AND CASH***

Bank accounts and cash comprise cash on hand, cheque or savings accounts, and deposits held at call with banks.

### ***DEBTORS AND OTHER RECEIVABLES***

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

### ***PLANT AND EQUIPMENT***

Plant and equipment is recorded at cost, less accumulated depreciation and impairment losses.

For an asset to be sold, the asset is impaired if the market price for an equivalent asset falls below its carrying amount. For an asset to be used by the company, the asset is impaired if the value to the company in using the asset falls below the carrying amount of the asset.

Depreciation is provided on a diminishing value basis over the estimated useful life, at the same rate as is allowed by the Income Tax Act 1994.

The useful lives for associated depreciation rates of other assets have been estimated using the diminishing value basis as follows:

|                        |         |     |
|------------------------|---------|-----|
| Office equipment       | 5 years | 20% |
| Computer equipment/ICN | 4 years | 25% |
| Mobile Phone           | 3 years | 67% |

### ***INTANGIBLE ASSETS***

Acquired computer software licenses are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with maintaining computer software are recognised as an expense when incurred.

The carrying value of an intangible asset with a finite life is amortised on a diminishing value basis over its estimated useful life, at the same rate as is allowed by the Income Tax Act 1994. This charge is recognised as an expense.

The useful lives for associated amortisation rates of major classes of intangible assets have been estimated using the diminishing basis as follows:

|                        |         |     |
|------------------------|---------|-----|
| 2022 Computer Software | 2 years | 50% |
|------------------------|---------|-----|

### ***CREDITORS AND ACCRUED EXPENSES***

Creditors and accrued expenses are measured at the amount owed.

### ***EMPLOYEE COSTS PAYABLE***

A liability for employee costs payable is recognised when an employee has earned the entitlement.

These include salaries and wages accrued up to balance date and annual leave earned but not yet taken at balance date. A liability and expense for long service leave and retirement gratuities is recognised when the entitlement becomes available to the employee.

### ***INTEREST BEARING LOANS AND BORROWINGS***

Loans & Borrowings are recognised at the amount borrowed from the lender.

Interest costs and interest accrued are recognised as an expense when incurred.

## **INCOME TAX**

Tax expense is calculated using the taxes payable method. As a result, no allowance is made for deferred tax. Tax expense includes the current tax liability and adjustments to prior year tax liabilities.

## **BUDGET FIGURES**

The budget figures are derived from the Statement of Intent as approved by the Board at the beginning of the financial year. The budget figures have been prepared in accordance with Tier 3 standards, using accounting policies that are consistent with those adopted by the Board in preparing these financial statements.

## **COMMITMENT AND CONTINGENT LIABILITIES**

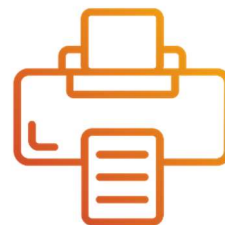
Commitments and contingencies are disclosed exclusive of GST.

## **EQUITY**

Equity is measured by the value of total assets less total liabilities.

### **Print Services**

A collective contract with Canon for photocopiers and printers has delivered significant savings to the group. It has also provided a common technology platform supporting the development and delivery of further shared services.



## Notes to Financial Statements

### NOTE 2: COUNCIL CONTRIBUTION / PROJECT REVENUE

|                                       | Notes | BOP LASS Ltd      |                   |                   |
|---------------------------------------|-------|-------------------|-------------------|-------------------|
|                                       |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Revenue</b>                   |       |                   |                   |                   |
| Council Contribution                  |       | 359,710           | 360,615           | 348,219           |
|                                       |       | <b>359,710</b>    | <b>360,615</b>    | <b>348,219</b>    |
| <b>Project Revenue</b>                |       |                   |                   |                   |
| Rebates                               | *     | 0                 | 0                 | 243               |
| Aerial Photography Revenue            | **    | 532,496           | 400,000           | 263,312           |
| Video Conferencing Revenue            | ***   | 13,104            | 15,000            | 18,380            |
| Revenue - ICN                         | ****  | 140,588           | 135,000           | 147,324           |
| Recoveries                            | ***** | 615,518           | 720,000           | 611,176           |
| Crime Prevention                      |       | 0                 | 0                 | 980,776           |
| Collaboration Portal Revenue          | ***** | 36,655            | 40,000            | 32,655            |
| <b>TOTAL CORE AND PROJECT REVENUE</b> |       | <b>1,698,071</b>  | <b>1,670,615</b>  | <b>2,402,085</b>  |

\* Rebates for Services contracted by BOPLASS Ltd are received from NZ Post Ltd and a final from CSG.

\*\* Aerial Photography revenue is offset by Aerial Photography expenditure paid by BOPLASS Ltd on behalf of the councils. Refer to Note 8.

\*\*\* Video Conferencing Revenue is offset by Video Conferencing expenditure.

\*\*\*\* ICN Revenue is offset by ICN expenditure.

\*\*\*\*\* Recovery Revenue is offset by recovery expenditure refer to Note 8. This is the recovery of BOPLASS project or procurement costs incurred on behalf of the participating councils.

\*\*\*\*\* Collaboration Portal Revenue is offset by Collaboration Portal expenditure.

### NOTE 2.5: OTHER INCOME

|                           | Notes | BOP LASS Ltd      |                   |                   |
|---------------------------|-------|-------------------|-------------------|-------------------|
|                           |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Other Income</b>       |       |                   |                   |                   |
| LINZ                      |       | 40,000            | 0                 | 0                 |
| Income Tax Refund         |       | (2,670)           | 0                 | 2,670             |
| <b>TOTAL OTHER INCOME</b> |       | <b>37,330</b>     | <b>0</b>          | <b>2,670</b>      |

### NOTE 3: INTEREST REVENUE

|   | Notes | BOP LASS Ltd      |                   |                   |
|---|-------|-------------------|-------------------|-------------------|
|   |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Revenue</b>                     |       |                   |                   |                   |
| Interest Revenue - Current account      |       | 15,612            | 7,000             | 41,922            |
| <b>Project Revenue</b>                  |       |                   |                   |                   |
| Interest Revenue - Aerial Trust account |       | 2,559             | 1,500             | 14,227            |
| <b>TOTAL INTEREST REVENUE</b>           |       | <b>18,171</b>     | <b>8,500</b>      | <b>56,149</b>     |

## NOTE 4: DEPRECIATION AND AMORTISATION EXPENSE

|  | Notes | BOP LASS Ltd      |                   |                   |
|--|-------|-------------------|-------------------|-------------------|
|  |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Expenditure</b>                            |       |                   |                   |                   |
| Intangibles  | *     | 1,262             | 4,300             | 1,689             |
| Plant and Equipment                                | **    | 3,778             | 5,000             | 4,295             |
| <b>TOTAL DEPRECIATION AND AMORTISATION EXPENSE</b> |       | <b>5,040</b>      | <b>9,300</b>      | <b>5,984</b>      |

\* Intangibles refer to Note 13.

\*\* Plant and Equipment refer to Note 14.

## NOTE 5: EMPLOYEE RELATED COSTS

|                                     | Notes | BOP LASS Ltd      |                   |                   |
|-------------------------------------|-------|-------------------|-------------------|-------------------|
|                                     |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Expenditure</b>             |       |                   |                   |                   |
| Salary and Wages                    |       | 303,444           | 282,723           | 288,454           |
| Superannuation                      | *     | 25,725            | 0                 | 21,368            |
| Direct Personnel Overheads          | **    | 24,593            | 27,450            | 24,872            |
| <b>TOTAL EMPLOYEE RELATED COSTS</b> |       | <b>353,762</b>    | <b>310,173</b>    | <b>334,694</b>    |

\* Superannuation includes employer contributions to Kiwisaver.

\*\* Direct Personnel Overheads include ACC, Fringe Benefit Tax, staff training costs and other staff support costs.

## NOTE 6: DIRECTORS COSTS

|                                 | Notes | BOP LASS Ltd      |                   |                   |
|---------------------------------|-------|-------------------|-------------------|-------------------|
|                                 |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Expenditure</b>         |       |                   |                   |                   |
| Directors Costs (Fees & Travel) | *     | 21,865            | 23,000            | 19,314            |
| <b>TOTAL DIRECTORS COSTS</b>    |       | <b>21,865</b>     | <b>23,000</b>     | <b>19,314</b>     |

\* Craig O'Connell is the only independent paid Director, commenced February 2015. The other nine Directors are the Chief Executives of participating Councils and do not receive any remuneration from BOPLASS.



### Insurance

Collaboration with insurance has provided improved service levels and substantial premium savings for all councils.

## NOTE 7: FINANCE COST

|                           | Notes | BOP LASS Ltd      |                   |                   |
|---------------------------|-------|-------------------|-------------------|-------------------|
|                           |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Expenditure</b>   |       |                   |                   |                   |
| Interest on Borrowings    | *     | 0                 | 0                 | 0                 |
| <b>TOTAL FINANCE COST</b> |       | <b>0</b>          | <b>0</b>          | <b>0</b>          |

\* Interest on Tauranga City Council loan refer to Note 18.

## NOTE 8: OTHER EXPENSES

|                             | Notes | BOP LASS Ltd      |                   |                   |
|-----------------------------|-------|-------------------|-------------------|-------------------|
|                             |       | 2024/25<br>Actual | 2024/25<br>Budget | 2023/24<br>Actual |
| <b>Core Expenditure</b>     |       |                   |                   |                   |
| Audit Fees                  | *     | 25,185            | 24,000            | 21,006            |
| Administration Expenses     | **    | 18,730            | 20,000            | 17,576            |
| Consultancy                 | ***   | 9,800             | 5,500             | 6,200             |
| General Costs               | ****  | 8,379             | 17,463            | 30,161            |
| Insurance                   |       | 13,066            | 14,000            | 11,517            |
| Crime Prevention            |       | 0                 | 0                 | 982,456           |
|                             |       | <b>75,159</b>     | <b>80,963</b>     | <b>1,068,916</b>  |
| <b>Project Expenditure</b>  |       |                   |                   |                   |
| Aerial Photography          | *     | 532,496           | 400,000           | 263,312           |
| Video Conferencing          | **    | 16,830            | 14,100            | 19,175            |
| Inter Council Network (ICN) | **    | 129,840           | 129,600           | 134,557           |
| Recoveries                  | ***   | 606,519           | 684,000           | 597,601           |
| Collaboration Portal Opex   | ****  | 21,302            | 27,979            | 18,673            |
|                             |       | <b>1,306,987</b>  | <b>1,255,679</b>  | <b>1,033,318</b>  |
| <b>TOTAL OTHER EXPENSES</b> |       | <b>1,382,146</b>  | <b>1,336,642</b>  | <b>2,102,234</b>  |

### Core

\* Audit Fees for 2025 are \$25,000

\*\* Administration Expenses

\*\*\* Consultancy includes tax advice for both 2024 and 2025

\*\*\*\* Accommodation & Travel, Bank Fees, Conferences, General Expenses, Health & Safety, Legal, Subscriptions

### Project

\* BOPLASS Ltd has a contract for aerial photography on behalf of the councils. This expenditure is offset from the revenue received from the councils. BOPLASS Ltd is acting on behalf of the councils.

\*\* ICN Expenses. This expenditure is offset from the revenue received from the councils. BOPLASS Ltd is acting on behalf of the councils.

\*\*\* Recoveries - This expenditure is offset from the revenue received from the councils for project work.

\*\*\*\* Collaboration Portal Opex - to assist in accelerating growth of shared service strategies and projects throughout local government in New Zealand by increasing visibility of councils' opportunities to collaborate.



## NOTE 9: INCOME TAX EXPENSE

|   | Notes | BOP LASS Ltd        |                   |
|---|-------|---------------------|-------------------|
|   |       | 2024/2025<br>Actual | 2023/24<br>Actual |
| <b>Components of tax expense</b>                              |       |                     |                   |
| Current Tax Expense   |       | 0                   | 0                 |
| Adjustments to current tax in prior years                     |       | 0                   | 0                 |
| Tax Expense   |       | 0                   | 0                 |
| <b>INCOME TAX EXPENSE</b>                                     |       | <b>0</b>            | <b>0</b>          |
| <b>Relationship between tax expense and accounting profit</b> |       |                     |                   |
| Net surplus (deficit) before Taxation*                        |       | (9,243)             | (1,323)           |
| Tax calculation @ 28%   |       | 2,588               | 370               |
| Plus/(Less) Taxation effect of:                               |       | 0                   | 0                 |
| Non-deductible Expenditure                                    |       | 359,710             | 348,219           |
| Imputation credit adjustment                                  |       | 0                   | 0                 |
| Non-taxable (income)/expenditure                              |       | (359,710)           | (348,219)         |
| Prior Period Adjustment                                       |       | 0                   | 0                 |
| Income not included in accounting profit                      |       | 0                   | 0                 |
| Tax Losses not recognised                                     |       | 0                   | 0                 |
| Deferred tax adjustment                                       |       | (2,588)             | (370)             |
| <b>TOTAL INCOME TAX EXPENSE</b>                               |       | <b>0</b>            | <b>0</b>          |

### Joint Procurement

The procurement of services or products by two or more councils, from an external provider regardless of whether the service is paid for through BOPLASS or individually by participating councils.



**NOTE 10: BANK ACCOUNTS, CASH AND OTHER FINANCIAL ASSETS**

|                                     | Notes | BOP LASS Ltd      |                   |
|-------------------------------------|-------|-------------------|-------------------|
|                                     |       | 2024/25<br>Actual | 2023/24<br>Actual |
| Cash at Bank – Current account      |       | 692,357           | 646,128           |
| Cash at Bank – Aerial Trust account |       | 29,165            | 206,435           |
| Cash at Bank – Crime Prevention     |       | 1,145             | 1,128             |
| <b>TOTAL BANK ACCOUNTS AND CASH</b> |       | <b>722,667</b>    | <b>853,691</b>    |

**NOTE 11: DEBTORS AND OTHER RECEIVABLES**

|  | Notes | BOP LASS Ltd      |                   |
|--|-------|-------------------|-------------------|
|  |       | 2024/25<br>Actual | 2023/24<br>Actual |
| Debtors – Other                            |       | 682,229           | 504,573           |
| Goods and Services                         |       | 0                 | 77,457            |
| Accrued Revenue                            |       | 57,478            | 17,316            |
| Tax (Payable) / Receivable                 |       | 3,358             | 24,919            |
| <b>TOTAL DEBTORS AND OTHER RECEIVABLES</b> |       | <b>743,065</b>    | <b>624,265</b>    |

Debtors are non-interest bearing and receipt is normally 30-day terms. Therefore, the carrying figure of debtors approximates their fair value.

**NOTE 12: PREPAYMENTS**

|                          | Notes | BOP LASS Ltd      |                   |
|--------------------------|-------|-------------------|-------------------|
|                          |       | 2024/25<br>Actual | 2023/24<br>Actual |
| Under 1 Year             |       | 88,042            | 112,812           |
| <b>TOTAL PREPAYMENTS</b> |       | <b>88,042</b>     | <b>112,812</b>    |

**Aerial Imagery**

BOPLASS manages collective procurement to deliver high-quality aerial imagery across the region. Councils benefit from improved pricing and updated imagery for supporting planning, land use analysis, and topographical monitoring.

## NOTE 13: INTANGIBLE ASSETS

|  | Notes | BOP LASS Ltd      |                   |
|--|-------|-------------------|-------------------|
|  |       | 2024/25<br>Actual | 2023/24<br>Actual |
| <b>Computer Software</b>   |       |                   |                   |
| <b>Cost</b>  |       |                   |                   |
| Cost at beginning of Year  |       | 79,174            | 79,174            |
| Current Year Additions   |       | 0                 | 0                 |
| Current Year Disposals   |       | 0                 | 0                 |
| <b>Cost Balance at Year End</b>                                    |       | <b>79,174</b>     | <b>79,174</b>     |
| <b>Accumulated Amortisation and Impairment</b>                     |       |                   |                   |
| Cost at beginning of Year  |       | (73,808)          | (72,119)          |
| Amortisation Expense   |       | (1,263)           | (1,689)           |
| Impairment Losses  |       |                   |                   |
| <b>Accumulated Amortisation and Impairment Balance at Year End</b> |       | <b>(75,071)</b>   | <b>(73,808)</b>   |
| <b>Carrying Amounts</b>  |       |                   |                   |
| Cost at beginning of Year  |       | 5,366             | 7,055             |
| <b>Carrying Amount at Year End</b>                                 |       | <b>4,103</b>      | <b>5,366</b>      |

Amortisation Expense was at varying rates between 15% to 60%.  
No impairment losses have been recognised for intangible assets.

## NOTE 14: PLANT AND EQUIPMENT

|  | Notes | BOP LASS Ltd      |                   |
|--|-------|-------------------|-------------------|
|  |       | 2024/25<br>Actual | 2023/24<br>Actual |
| <b>Office and Computer Equipment</b>                               |       |                   |                   |
| <b>Cost</b>  |       |                   |                   |
| Cost at beginning of Year  |       | 29,613            | 29,613            |
| Current Year Additions   | *     | 0                 | 0                 |
| Current Year Disposals   |       | 0                 | 0                 |
| <b>Cost Balance at Year End</b>                                    |       | <b>29,613</b>     | <b>29,613</b>     |
| <b>Accumulated Depreciation and Impairment</b>                     |       |                   |                   |
| Cost at beginning of Year  |       | (17,052)          | (12,757)          |
| Depreciation Expense   |       | (3,779)           | (4,295)           |
| Impairment Losses  |       | 0                 | 0                 |
| Loss on Disposal of Asset  |       | 0                 | 0                 |
| <b>Accumulated Depreciation and Impairment Balance at Year End</b> |       | <b>(20,831)</b>   | <b>(17,052)</b>   |
| <b>Carrying Amounts</b>  |       |                   |                   |
| Cost at beginning of Year  |       | 12,560            | 16,855            |
| <b>Carrying Amount at Year End</b>                                 |       | <b>8,782</b>      | <b>12,560</b>     |

Office equipment has been depreciated over its life (5 years).  
Computer equipment has been depreciated over its life (4 years). Mobile Phone (3 years).

## NOTE 15: CREDITORS AND ACCRUED EXPENSES

|   | Notes | BOP LASS Ltd      |                   |
|---|-------|-------------------|-------------------|
|   |       | 2024/25<br>Actual | 2023/24<br>Actual |
| ANZ Business Credit Card                    |       | 137               | 284               |
| Creditors                                   |       | 89,007            | 193,996           |
| Accrued Expenses                            | *     | 17,537            | 19,537            |
| Goods and Services Tax Payable              |       | 61,380            | 0                 |
| Retentions                                  |       | 18,356            | 10,026            |
| <b>TOTAL CREDITORS AND ACCRUED EXPENSES</b> |       | <b>186,417</b>    | <b>223,843</b>    |

ANZ Business Credit Card facilities were arranged primarily to pay international accounts for software to reduce the fees charged and to improve expense processes and reporting.

Creditors are non-interest bearing and are normally settled on 30-day terms. Therefore, the carrying value of creditors and other payables approximates their fair value.

\* Accrued Expenses relates to Audit Fees for the 2025 financial year.

## NOTE 16: EMPLOYEE COSTS PAYABLE

|                                     | Notes | BOP LASS Ltd      |                   |
|-------------------------------------|-------|-------------------|-------------------|
|                                     |       | 2024/25<br>Actual | 2023/24<br>Actual |
| Salaries and Wages Payable          |       | 8,061             | 8,169             |
| Annual Leave                        |       | 7,733             | 27,862            |
| PAYE                                |       | 12,334            | 9,652             |
| <b>TOTAL EMPLOYEE COSTS PAYABLE</b> |       | <b>28,128</b>     | <b>45,683</b>     |

## NOTE 17: INCOME IN ADVANCE

|                                | Notes | BOP LASS Ltd      |                   |
|--------------------------------|-------|-------------------|-------------------|
|                                |       | 2024/25<br>Actual | 2023/24<br>Actual |
| Income in Advance              |       | 1,334,162         | 1,311,972         |
| <b>TOTAL INCOME IN ADVANCE</b> |       | <b>1,334,162</b>  | <b>1,311,972</b>  |

### Staff Wellbeing

Councils benefit from discounted access to a wellbeing platform, with expanded participation driving further savings and supporting staff wellbeing across multiple LASS groups.



## NOTE 18: BORROWINGS

|                          | Notes | BOP LASS Ltd      |                   |
|--------------------------|-------|-------------------|-------------------|
|                          |       | 2024/25<br>Actual | 2023/24<br>Actual |
| Maturing in Under 1 Year |       | 0                 | 0                 |
| <b>TOTAL BORROWINGS</b>  |       | <b>0</b>          | <b>0</b>          |

BOPLASS Ltd has a reciprocal borrowing arrangement with Tauranga City Council which allows for the borrowing of funds and placement of excess funds. The current loan balance as at 30 June 2025 is \$NIL. Interest is accrued during each interest period.

This loan facility is still available to BOPLASS Ltd.

Interest is calculated at current market rates. The loan from Tauranga City Council is unsecured.

## NOTE 19: EQUITY

|  | Notes | BOP LASS Ltd      |                   |
|--|-------|-------------------|-------------------|
|  |       | 2024/25<br>Actual | 2023/24<br>Actual |
| <b>Share Capital</b>                   |       |                   |                   |
| Balance at beginning of Year           |       | 99,002            | 99,002            |
| Fully Paid up Shares                   |       | 0                 | 0                 |
| <b>Balance at Year End</b>             |       | <b>99,002</b>     | <b>99,002</b>     |
| <b>Accumulated Surpluses/(Deficit)</b> |       |                   |                   |
| Balance at beginning of Year           |       | (71,805)          | (70,482)          |
| Surplus/(Deficit) after Taxation       |       | (9,243)           | (1,322)           |
| <b>Balance at Year End</b>             |       | <b>17,954</b>     | <b>27,197</b>     |

**Share Capital** - As at 30 June 2025, share capital comprised of thirty-one Ordinary Shares and twenty-two Non-Voting Shares.

The holders of the ordinary shares are entitled to receive dividends as declared from time to time, are entitled to one vote per share at meetings of the Company, and rank equally regarding the Company's residual assets.

**Dividends** - No dividends have been paid or are proposed by the Company.

## NOTE 20: CONTINGENCIES

BOPLASS Ltd have no contingencies at year end and that there were no contingencies for prior year.

## NOTE 21: EVENTS OCCURRING AFTER BALANCE DAY

No events have occurred since balance date for BOPLASS Ltd.

### Coalition of the Willing

BOPLASS councils work within an opt-in principle, meaning projects initially advance with willing and active participants.



## NOTE 22: STATEMENT OF COMMITMENTS

|                                  | Notes | BOP LASS Ltd   |                |
|----------------------------------|-------|----------------|----------------|
|                                  |       | 2024/25 Actual | 2023/24 Actual |
| Capital Commitments              |       | 0              | 0              |
| <b>TOTAL CAPITAL COMMITMENTS</b> |       | <b>0</b>       | <b>0</b>       |

This statement represents extraordinary or exceptionally large commitments for that type of expenditure within the normal course of business, which have been contractually entered. As at balance date, BOPLASS Ltd has no large commitments of this nature.

BOPLASS Ltd has a contractual agreement with Woolpert Limited and Aerial Surveys Ltd to provide aerial photos for the councils. This is treated as an operational expense in the BOPLASS Ltd accounts.

| OPERATING LEASES AS LESSEE                        | Notes | BOP LASS Ltd   |                |
|---|-------|----------------|----------------|
|   |       | 2024/25 Actual | 2023/24 Actual |
| Not later than one year                           |       | 0              | 0              |
| Later than one year and not later than five years |       | 0              | 0              |
| Later than five years                             |       | 0              | 0              |
| <b>TOTAL OPERATING LEASES AS LESSEE</b>           |       | <b>0</b>       | <b>0</b>       |

The expense of \$129,840 for the Inter Council Network is recognised in the Statement of Financial Performance refer to Note 8. Participating councils are invoiced by BOPLASS Ltd on a quarterly basis to recover the costs of the Inter Council Network. The pricing is reviewable not less than annually and adjustments are to be made for market trends and for the number of councils participating.

| RECOVERY OF OPERATING LEASES PAYMENTS FROM PARTICIPATING COUNCILS | Notes | BOP LASS Ltd   |                |
|---|-------|----------------|----------------|
|   |       | 2024/25 Actual | 2023/24 Actual |
| Not later than one year   |       | 0              | 0              |
| Later than one year and not later than five years                 |       | 0              | 0              |
| Later than five years   |       | 0              | 0              |
| <b>TOTAL OPERATING LEASES AS LESSOR</b>                           |       | <b>0</b>       | <b>0</b>       |

## NOTE 23: RELATED-PARTY TRANSACTIONS

Related-party disclosures have not been made for transactions with related parties that are within a normal supplier or client / recipient relationship on terms and conditions no more or less favourable than those that it is reasonable to expect the company would have adopted in dealing with the party at arm's length in the same circumstances.

### Related party required to be disclosed

Tauranga City Council provided accounting services to BOPLASS Ltd during the financial year to 30 June 2025 free of charge. An estimated value of the accounting services provided for the year is \$15,000.



## NOTE 24: EXPLANATIONS OF MAJOR VARIANCES AGAINST BUDGET

| BOP LASS Ltd                                      |  |
|---|--|
| Statement of Financial Performance                | Variance against Budget  |
| Recoveries and Projects – Recoveries (Note 2 & 8) | Project timing is often impacted by reprioritisation of workstreams and effects the Project Recoveries and Expenditure. Both the project expense and revenue remained proportional.                      |
| Aerial Photography (Note 2 & 8)                   | Aerial photography income and expenditure were both above budget due to the completion of flying and capture that was not completed in the previous year.  |
| Interest Revenue (Note 3)                         | Higher interest rates resulted in an increase in bank interest earned against budget.  |
| Employee Related Expenses (Note 5)                | Salaries has increased when compared to budget which was a result of fewer hours being spent on the Collaboration Portal and specific projects that off-set salaries along with unbudgeted annual leave. |
| Collaboration Portal Opex (Note 8)                | Collaboration Portal operating expenses have decreased through introducing efficiencies into the administration processes and services.  |

## NOTE 25: BOP LASS CONTRACTUAL OFFSETTING REVENUE & EXPENDITURE TRANSACTIONS

|                             | BOP LASS Ltd 2024/25 |                |                                 |   |
|-----------------------------|----------------------|----------------|---------------------------------|---|
|                             | Revenue              | Expenditure    | Net Operating Surplus/(Deficit) | Explanation   |
| <b>Core</b>                 |                      |                |                                 |   |
| Council Contribution        | 359,710              | 0              | 359,710                         | BOP LASS Ltd receives funds from nine councils to fund administrative costs not related to projects. Includes CPI adjustment. |
| Interest Revenue            | 18,171               | 0              | 18,171                          | Refer Note 3.   |
| Other Income –              | 37,330               | 0              | 0                               | Refer Note 2.5.   |
| Depreciation & Amortisation | 0                    | 5,041          | (5,041)                         | Refer to Note 4.  |
| Salary and Wages            | 0                    | 303,445        | (317,216)                       | Refer to Note 5.  |
| Superannuation              | 0                    | 25,725         | (25,725)                        | Refer to Note 5.  |
| Direct Personnel Overheads  | 0                    | 24,593         | (24,593)                        | Refer to Note 5.  |
| Directors Fees & Costs      | 0                    | 21,865         | (21,865)                        | Refer to Note 6.  |
| Administration Expenses     | 0                    | 18,730         | (18,730)                        | Refer to Note 8.  |
| Audit Fees                  | 0                    | 25,185         | (25,185)                        | Refer to Note 8.  |
| Consultancy                 | 0                    | 9,800          | (9,800)                         | Refer to Note 8.  |
| Insurance                   | 0                    | 13,066         | (13,066)                        | Refer to Note 8.  |
| General                     | 0                    | 8,379          | (8,379)                         | Refer to Note 8.  |
| Tax Expense                 | 0                    | 0              | (0)                             | Refer to Note 9.  |
| <b>Total</b>                | <b>415,211</b>       | <b>455,829</b> | <b>(40,618)</b>                 |   |

| Projects                 |                  |                  |                |   |
|--------------------------|------------------|------------------|----------------|---|
| Aerial Photography       | 532,496          | 532,496          | 0              | Participating councils are invoiced by BOPLASS Ltd and the vendor is paid as percentages of the work on the project are completed.  |
| Canon Video Conferencing | 13,104           | 16,830           | (3,726)        | Councils pay BOPLASS Ltd an amount charged by Canon plus an administrative fee for BOPLASS Ltd maintaining a service and maintenance contract on behalf of the councils.  |
| Inter Council Network    | 140,588          | 129,840          | 10,748         | Participating councils are invoiced by BOPLASS Ltd on a quarterly basis to recover the cost for the Inter Council Regional Network Platform. ICN revenue includes recovery of other operating expenditure - ICN, interest on borrowings - ICN loan and BOPLASS Ltd administration fees. |
| Recoveries               | 615,518          | 606,519          | 8,999          | BOPLASS charges an administration fee for management of project recoveries  |
| Collaboration Portal     | 36,655           | 21,302           | 15,353         | The Portal is to assist in accelerating growth of shared service strategies and projects throughout local government in New Zealand by increasing visibility of councils' opportunities to collaborate. Membership Revenue lower than expected.   |
| <b>Total</b>             | <b>1,338,361</b> | <b>1,306,987</b> | <b>31,374</b>  |   |
| <b>Overall Total</b>     | <b>1,756,242</b> | <b>1,776,587</b> | <b>(9,243)</b> |   |

### LASS Collaboration

BOPLASS collaboration with other LASS groups ensures councils benefit from improved pricing, shared expertise, and greater value through collective procurement and shared services.



|                              | BOP LASS Ltd 2023/24 |                  |                                 |
|------------------------------|----------------------|------------------|---------------------------------|
|                              | Revenue              | Expenditure      | Net Operating Surplus/(Deficit) |
| <b>Core</b>                  |                      |                  |                                 |
| Council Contribution         | 348,219              | 0                | 348,219                         |
| Interest Revenue             | 56,149               | 0                | 56,149                          |
| Other Income – Reimbursement | 2,670                | 0                | 2,670                           |
| Depreciation & Amortisation  | 0                    | 5,984            | (5,984)                         |
| Salary and Wages             | 0                    | 288,454          | (288,454)                       |
| Superannuation               | 0                    | 21,368           | (21,368)                        |
| Direct Personnel Overheads   | 0                    | 24,872           | (24,872)                        |
| Directors Fees & Costs       | 0                    | 19,314           | (19,314)                        |
| Administration Expenses      | 0                    | 17,576           | (17,576)                        |
| Audit Fees                   | 0                    | 21,006           | (21,006)                        |
| Consultancy                  | 0                    | 6,200            | (6,200)                         |
| Insurance                    | 0                    | 11,517           | (11,517)                        |
| General                      | 0                    | 30,161           | (30,161)                        |
| Tax Expense                  | 0                    | 0                | (0)                             |
| <b>Total</b>                 | <b>407,038</b>       | <b>446,452</b>   | <b>(39,414)</b>                 |
| <b>Projects</b>              |                      |                  |                                 |
| Aerial Photography           | 263,312              | 263,312          | 0                               |
| Canon Video Conferencing     | 18,380               | 19,175           | (795)                           |
| Inter Council Network        | 147,324              | 134,557          | 12,767                          |
| Recoveries                   | 611,176              | 597,601          | 13,575                          |
| Crime Prevention             | 980,776              | 982,456          | (1,680)                         |
| Rebates                      | 243                  | 0                | 243                             |
| Collaboration Portal         | 32,655               | 18,673           | 13,982                          |
| <b>Total</b>                 | <b>2,053,866</b>     | <b>2,015,774</b> | <b>38,092</b>                   |
| <b>Overall Total</b>         | <b>2,460,903</b>     | <b>2,462,226</b> | <b>(1,323)</b>                  |



### Cyber Insurance

Councils gain full cyber insurance coverage through BOPLASS, receiving reduced premiums and ensuring best practice is achieved.

## **Statutory Disclosures** **as per section 211 (1) of the Companies Act (1993)**

### **NATURE OF BUSINESS**

There has been no change in the nature of the business of the company during the year.

### **DIRECTORS APPOINTED**

Under the Shareholder Agreement directors are appointed by the constituent councils.

Directors and their dates of appointment are as follows:

|  |                       |  |
|--|-----------------------|--|
| Independent director                   | Craig O'Connell       | 26 February 2015<br>Chair from 16 March 2016 |
| Kawerau District Council               | Morgan Godfery        | 28 February 2024                             |
| Bay of Plenty Regional Council         | Fiona McTavish        | 30 June 2018                                 |
| Western Bay of Plenty District Council | Miriam Taris          | 31 March 2025                                |
| Rotorua Lakes Council                  | Andrew Moraes         | 24 April 2024                                |
| Whakatane District Council             | Steven Perdia         | 17 October 2024                              |
| Tauranga City Council                  | Martin Grenfell       | 3 September 2018                             |
| Taupo District Council                 | Julie Gardyne         | 2 June 2023                                  |
| Gisborne District Council              | Nedine Thatcher-Swann | 13 March 2017                                |
| Opotiki District Council               | Stace Lewer           | 23 September 2022                            |

### **INTEREST REGISTER**

There have been no disclosures of self-interest during the period.

### **DIRECTORS REMUNERATION**

In February 2015 the Board appointed an independent director. The independent director receives remuneration and is reimbursed for related expenses. No remuneration had been paid to other directors.

### **DONATIONS**

There were no donations made by the company during the period.