

**Minutes of the Regulatory & Services Committee
held on Wednesday 9 July 2025
commencing at 9.00am**

Present: Councillor C J Ion (Chairperson)
Her Worship the Mayor F K N Tunui
Deputy Mayor A Rangihika
Councillor R Andrews
Councillor W Godfrey
Councillor B J Julian
Councillor S Kingi
Councillor R G K Savage

In Attendance: Chief Executive Officer (M Godfery)
Group Manager, Finance and Corporate Services (L Butler)
Group Manager, Regulatory and Planning (M Glaspey)
Group Manager, Operations and Services (R Nel)
Communications & Engagement Manager (T Humberstone)
Economic and Community Development Manager (L Barton)
Administration Officer (L Kerei)
Mayoral Aide (M Rogers)

1 Karakia Timatanga | Opening Prayer

Pastor Mark Kingi opened the meeting with a prayer.

2 Apologies

No Apologies were received.

3 Leave of Absence

A Leave of Absence from Councillor Ross were received.

**Her Worship the Mayor / Councillor Kingi
CARRIED**

4 Declarations of Conflict of Interest

No Declarations of Conflict of Interest were received.

5 Public Forum

No Public Forum were received.

PART A – REGULATORY

6 Monthly Report - Regulatory and Planning Services (Group Manager, Regulatory and Planning) (340000)

The Committee discussed a report from the Group Manager, Regulatory and Planning covering activities for the month of June 2025.

Group Manager, Regulatory and Planning Update:

- Acknowledgement was received from the Ministry of Business, Innovation and Employment (MBIE) for the high compliance rate to our inspection timeframes for food and hairdressing venues. Acknowledgement to Council's staff member Raiha Andrews and Council's contractor Annette Munday for their outstanding work on this.

Action Items:

- Communications to go out to the community outlining the processes when reporting incidents, particularly those involving dogs, and assuring that all details remain confidential.
- For there to be more clarification on the revocation of the Health (Hairdressers) Regulations 1980, on where complaints go to.

Resolved

That the report from the Group Manager, Regulatory and Planning for the month of June 2025 is received.

**Her Worship the Mayor / Councillor Kingi
CARRIED**

PART B – NON REGULATORY

7 Monthly Report – Finance and Corporate Services (Group Manager, Finance and Corporate Services) (211000)

The Committee discussed a report from the Group Manager, Finance and Corporate Services covering activities for the month of June 2025.

Group Manager, Finance and Corporate Services Update:

- Acknowledgment to the Library and Museum team for a successful night at The Night Library which was held on Tuesday 1 July.
- The rainfall report will be a month behind moving forward due to the delays in the verification of the levels of rainfall. This is sourced from Bay of Plenty Regional Council.
- There was a payment to Audit New Zealand for the Long Term Plan of \$39,768.75 (GST inclusive). The full fee for the Long Term Plan is \$104,000. Also another payment was made to Audit NZ for the Audit of Annual Report 24/25 which was \$36,451.88 (GST inclusive). The total for the Audit of the Annual Report is \$174,000 a year excluding GST.

Resolved

That the report from the Group Manager, Finance and Corporate Services for the month of June 2025 is received.

Deputy Mayor Rangihika / Councillor Godfery
CARRIED

8 Monthly Report - Operations and Services (Group Manager, Operations and Services) (440000)

The Committee discussed a report from the Group Manager, Operations and Services covering activities for the month of June 2025.

Group Manager, Operations and Services Update:

- Update has been reviewed from New Zealand Transport Agency (NZTA) that NZTA funding for Hardie Avenue must only be used for the Roothing corridor. A meeting with Engineering Design Consultants will review the project scope to increase passive drainage.

Action Item:

- A report on District Cleaning to be included in the Monthly Report for Operations and Services in next month's Regulatory and Services agenda.
- The Performance Reporting to separately detail vandalism costs.

Resolved

That the report from the Group Manager, Operations and Services for the month of June 2025 is received.

Councillors Savage / Kingi
CARRIED

9 Monthly Report - Economic and Community Development (Economic and Community Development Manager) (309005)

The Committee discussed a report from the Economic and Community Development Manager covering activities for the month of June 2025.

Economic and Community Development Update:

- The correct date for the Meet the Candidates Evening is on Saturday 13 September not the 13 August.

Resolved

That the report from the Economic and Community Development for the month of June 2025 be received.

Chair Ion / Councillor Kingi
CARRIED

10.25am **Chief Executive Officer** departed from the meeting.

10 Monthly Report – Communications and Engagement (Communications and Engagement Manager) (340100)

The Committee discussed a report from the Communications and Engagement Manager covering activities for the month of June 2025.

Communications and Engagement Manager Update:

- In addition to the 24 June – Candidate Information Briefing at Rautahi, there was also one held on Wednesday 28 May at the Concert Chambers.

10.30am **Chief Executive Officer** returned to the meeting.

Resolved

That the report from the Communications and Engagement Manager for the month of June 2025 is received.

**Councillor Julian / Deputy Mayor Rangihika
CARRIED**

11 Karakia Whakamutunga | Closing Prayer

Pastor Mark Kingi closed the meeting with a prayer at 10.33am.



C J Ion
Chairperson

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