

6 October 2022

via email: [REDACTED]

Dear [REDACTED]

Official Information Request for Annual Survey - Coast Councils Ref: OIA 063/22

We refer to your official information request dated 8 September 2022 for the Annual Survey of coast councils.

The information you have requested is marked in red below:

1. The remuneration of your council's mayor/chair for 2021-22 (30/06/21 – 1/07/22)
- \$95,500

2. All ratepayer-funded expenses which are not part of the remuneration package for your mayor/chair for 2021/22 including: travel, vehicle, fuel, accommodation, food/beverages, conference fees, phone, membership fees (eg Koru Club). Please list individual items/events separately so it is clear where costs have been incurred.
- Travel including mileage reimbursement and flights and vehicle use at conferences - \$6,231.59
- Training and conference fee - \$1,743.26

3. The remuneration package for your council's chief executive for 2021/22 (components separately listed please).
- \$248,300

4. All ratepayer-funded expenses, which are not part of the remuneration package, for your council's chief executive for 2021/22 including: travel, vehicle, fuel, accommodation, food/beverages, conference fees, membership fees (eg Koru Club, professional organisations). Please list individual items/events separately so it is clear where costs have been incurred.
- Travel being mileage reimbursement - \$ 1,446.91
- Vehicle expenses - \$ 75.84
- NZ Society of Local Government Managers Subscription - \$ 275.00
- Telephone - \$ 434.94
- Training and conference - \$ 276.63

5. The current remuneration package for your council's chief executive (components separately listed please) if it has changed since June 30, 2022.

- Changed as at 29 August 2022 to \$260,100.00

6. Does your mayor/chair and/or chief executive have a council credit card? If so, what rules apply to its use?

Mayor does not have a credit card.

CEO has a credit card which is available for restricted use to pay for items. Expenses charged to a Council credit card are usually because Council doesn't have an account set up with the vendor and therefore it is not possible for the vendor to invoice Council for the amount. No personal expenses are included in the above amounts. Use of a credit card provides a clear trail of expenses incurred for audit purposes.

7. What was the number of FTE staff employed by your council at June 30, 2022?

- 83.5.

Last year was 74.4 FTEs so the increase seems significant. The additional staff numbers were employed in the flood recovery team. The cost of that team is funded by a variety of government funding support packages

8. What were your council's total staff costs for the year ended June 30, 2022?

- \$8,120,938

9. What percentage did staff costs comprise of your council's operating spending?

Total staff costs	\$ 8,121.00
Total operating expenditure	\$ 40,098.00
Percentage	20.25%

10. What was the average cost per FTE employee?

- \$8,121m/83.5 = \$97,257.

This \$ value is higher than in 2021 reflecting the individuals employed in the flood recovery team

11. How many staff were employed in each salary band?

\$0 – \$60k	= 101
\$60 - \$80k	= 20
\$80 - \$100k	= 14
\$100k – \$120k	= 7
\$120k - \$160k	= 7 *
\$160k-\$180k	= 0
>\$180k	= 4 **

*** (Note combined the 2 bands as both were less than 5 employees)**

**** (Note combined the remainder of the bands as they were all below 5 employees)**

12. Please supply your council's legal expenses for 2021/22 and what the expenses related to.

Total	218,136.29
General including contract review and land matters	63,894.64
Harbour including contracts review and port project	23,710.76
Infrastructure Services	8,115.78
Building and Regulatory matters	60,005.02
Resource Consent and Planning legal expenses	50,648.48
Flood recovery	11,761.61

13. How much did the legal expenses comprise of your council's operating expenses (and what was that operating cost)?

Legal expenses	\$218,136
Total Operating Expenditure	\$40.098m
Percentage	0.54%

14. What was the average cost per rateable property of your council's legal bills?

Legal Expenses	\$218,136
Rateable Properties	7,527
	= \$29.98 each property

15. How much did your council pay for professional public relations/communications advice in 2021/22 (including any expenses for consultants)? - **Nil**

16. To whom was this advice provided - councillors, staff, or both - and in what form (eg written report, workshop)? - **Nil**

17. How much has your council paid for professional public relations/communications advice since June 30, 2022? - **Nil**

18. To whom was this advice provided - councillors, staff, or both - and in what form (eg written report, workshop)? - **Nil**

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact the Buller District Council by return email to lgoima@bdc.govt.nz.

Please note that it is our policy to proactively release our responses to official information requests where possible. Our response to your request will be published shortly at <https://bullerdc.govt.nz/district-council/your-council/request-for-official-information/responses-to-lgoima-requests/> with your personal information removed.

Kind regards

A handwritten signature in blue ink that reads "Sharon Mason". The signature is written in a cursive style with a large initial 'S'.

Sharon Mason

Chief Executive Officer