

By email

12 November 2018

File Ref: OIAP-7-8215

Ben Hassall

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Dear Mr Hassall

Request for information 2018-287

I refer to your request for information dated 27 August 2018:

“8. Can I please have a copy of the meeting agendas, presentation information and minutes for the “series of workshops with economics, policy, finance, and public transport staff, exploring the relative benefits and impacts of public transport”?”

And your request for information dated 12 October 2018:

“1a) Can the GWRC please provide the documents previously provided in the original MS Word, MS Powerpoint, etc format instead of PDF?”

4a) and 8a) For the sake of clarity, I must note that in asking for meeting/workshop agenda and minutes, I also request the time & place of the workshops as well as a list of all who attended these workshops.

Also, thank you for providing the model spreadsheet.

10a) Can the GWRC please confirm this is the model that was available for use "at the Council workshop on 29 November [2017]"?

10b) The provided model spreadsheet also links to a spreadsheet called "Draft Annual Plan (7).xlsx". As some of the information in this model is from this other spreadsheet, can the GWRC please provide a copy of this linked spreadsheet?

GWRC responded to the other numbered items in your request for information dated 12 October 2018, by way of letter dated 2 November 2018.

GWRC's response to the requests listed above follows:

- 8. The meeting agendas, presentation information and minutes for the “series of workshops with economics, policy, finance, and public transport staff, exploring the relative benefits*

RESPONSE TO 2018-287



and impacts of public transport”, including the time and place of the workshops as well as a list of all who attended these workshops.

The series of workshops referred to did not have agendas and were not minuted. However, the relevant findings and information presented were documented in the working group presentations and papers that you have received (attachments 1 – 7 of this request). Furthermore, we do not have a recorded list of attendees for these meetings; it is only recorded those who were invited to the meetings. Those details follow:

2-4pm on Friday, 28 July 2017: Revenue & Financing Policy Working Group (Shed 39, 2 Fryatt Quay, Pipitea)

Invited attendees:

Dave Humm, General Manager, Corporate Services/Chief Financial Officer
Wayne Hastie, General Manager, Public Transport
Chris Laidlaw, Council Chair
Paul Swain, Councillor
Barbara Donaldson, Councillor
Roger Blakeley, Councillor
Ian McKinnon, Councillor
Mark Ford, Strategic Finance Manager
Samantha Gain, Manager, Legal, Asset Management & Procurement
Paul Kos, Manager, Public Transport Planning
Helen Chapman, Senior Transport Planner
Helen Gilbert, Revenue & Finance Policy Contractor

1-3pm on Wednesday, 20 September 2017: Revenue & Financing Policy Working Group (Shed 39, 2 Fryatt Quay, Pipitea)

Invited attendees:

Dave Humm, General Manager, Corporate Services/Chief Financial Officer
Chris Laidlaw, Council Chair
Paul Swain, Councillor
Barbara Donaldson, Councillor
Roger Blakeley, Councillor
Ian McKinnon, Councillor
Mark Ford, Strategic Finance Manager
Samantha Gain, Manager, Legal, Asset Management & Procurement
Paul Kos, Manager, Public Transport Planning
Helen Chapman, Senior Transport Planner
Marie Kitchener, Finance Contractor
Charlotte Vaughan, Strategic Business Partner (Finance)
Angus Gabara, Manager, Rail Assets
Helen Gilbert, Revenue & Finance Policy Contractor

1:30-3pm on Wednesday, 11 October 2017: Revenue & Financing Policy Working Group
(Shed 39, 2 Fyatt Quay, Pipitea)

Dave Humm, General Manager, Corporate Services/Chief Financial Officer
Wayne O'Donnell, General Manager, Catchment Management
Chris Laidlaw, Council Chair
Paul Swain, Councillor
Barbara Donaldson, Councillor
Roger Blakeley, Councillor
Ian McKinnon, Councillor
Mark Ford, Strategic Finance Manager
Samantha Gain, Manager, Legal, Asset Management & Procurement
Helen Guissane, Corporate Planner
Dave Grimmond, Economist
Stephen Hill, Strategic Business Partner (Finance)
Helen Gilbert, Revenue & Finance Policy Contractor

Approximately 1pm on Wednesday, 18 October 2017: Council Workshop (Westpac Stadium conference room)

Invited attendees:

GWRC Councillors

GWRC Executive Leadership Team:

Greg Campbell, Chief Executive

Dave Humm, General Manager, Corporate Services/Chief Finance Officer

Wayne Hastie, General Manager, Public Transport

Nigel Corry, General Manager, Environment

Wayne O'Donnell, General Manager, Catchment Management

Lucy Matheson, General Manager, People and Customer

Monica Fraser, Te Pou Whakarae

Mark Ford, Strategic Finance Manager

Marie Kitchener, Finance Contractor

Nicola Shorten, Manager, Strategic & Corporate Reporting

Paul Kos, Manager, Public Transport Planning

Helen Gilbert, Revenue & Finance Policy Contractor

1-3:30pm on Monday, 20 November 2017: Revenue & Financing Policy Working Group
(Shed 39, 2 Fryatt Quay, Pipitea)

Invited attendees:

Greg Campbell, Chief Executive

Dave Humm, General Manager, Corporate Services/Chief Financial Officer

Wayne Hastie, General Manager, Public Transport

Wayne O'Donnell, General Manager, Catchment Management

Nigel Corry, General Manager, Environment
Luke Troy, General Manager, Strategy
Chris Laidlaw, Council Chair
Paul Swain, Councillor
Barbara Donaldson, Councillor
Roger Blakeley, Councillor
Ian McKinnon, Councillor
Mark Ford, Strategic Finance Manager
Samantha Gain, Manager, Legal, Asset Management & Procurement
Marie Kitchener, Finance Contractor
Helen Guissane, Corporate Planner
Nicola Shorten, Manager, Strategic and Corporate Planning
Jonathon Gear, Public Transport Financial Modeller
Paul Kos, Manager, Public Transport Planning
Helen Gilbert, Revenue & Finance Policy Contractor

Approximately 1pm on Wednesday, 13 December 2017: Council Workshop (Westpac Stadium conference room)

Invited attendees:

GWRC Councillors

GWRC Executive Leadership Team:

Greg Campbell, Chief Executive

Dave Humm, General Manager, Corporate Services/Chief Financial Officer

Wayne Hastie, General Manager, Public Transport

Nigel Corry, General Manager, Environment

Wayne O'Donnell, General Manager, Catchment Management

Lucy Matheson, General Manager, People and Customer

Monica Fraser, Te Pou Whakararae

Mark Ford, Strategic Finance Manager

Samantha Gain, Manager, Legal, Asset Management & Procurement

Paul Kos, Manager, Public Transport Planning

Helen Gilbert, Revenue & Finance Policy Contractor

1a) Copies of documents previously provided in the original MS Word, MS Powerpoint

The documents previously provided are listed in the appendix to this letter, and are attached in the requested formats. However, the discussion paper from 18- 19 October 2017 was only provided to GWRC and its Councillors by the Revenue & Financing Contractor, Helen Gilbert, as a PDF. Therefore, we are unable to provide a copy in MS Word.

10a) Confirm [that the model spreadsheet provided in response to my previous request] is the model that was available for use "at the Council workshop on 29 November [2017]"

No, this was not the model available for use at the 29 November 2017 workshop. The model available for us at the 29 November workshop is attached, titled “Rates modelling – whole council dynamic model 2014_10 v3.8”.

10b) The [previously] provided model spreadsheet also links to a spreadsheet called "Draft Annual Plan (7).xlsx". As some of the information in this model is from this other spreadsheet, can the GWRC please provide a copy of this linked spreadsheet.

The model spreadsheet is attached, re-titled “Rates 2018-19 Rates Template – FINAL”.

If you have any concerns with the decision(s) referred to in this letter, you have the right to request an investigation and review by the Ombudsman under section 27(3) of the Local Government Official Information and Meetings Act 1987.

Yours sincerely



Samantha Gain
General Manager, Corporate Services

Attachment 1: Presentation 28 July 2017 LTP Finance Working Group Workshop

Attachment 2: Discussion Paper Council Working Group 20 September 2017 Public Transport Review of Revenue Financing Policy

Attachment 3: Discussion Paper Council Working Group 18 to 19 October 2017 Revenue Financing Policy (**PDF**)

Attachment 4: Discussion Paper Council Workshop 29 November 2017 Revenue Financing Policy

Attachment 5: Presentation Council Workshop 29 November 2017 Revenue Financing Policy

Attachment 6: Discussion Paper Council Workshop 13 December 2017 Revenue Financing Policy

Attachment 7: Presentation 8 February 2018 LTP Council Workshop

Attachment 8: Rates modelling – whole council dynamic model 2014_10 v3.8

Attachment 9: Rates 2018-19 Rates Template – FINAL