



Office of the Mayor



Tauranga City

5 November 2020

**Councillors
Tauranga City Council**

Dear Councillors

Request for Leave of Absence

In accordance with Standing Order 13.3, I request a Leave of Absence from Council for the period from 20 November 2020 to 2 February 2021. The reason for this request is that I have recently been diagnosed with prostate cancer and will be required to undergo surgery with a recovery period to follow.

To clarify, the leave will be taken without remuneration. In accordance with the Remuneration Authority's guidance, I will not perform any duties either formal or informal including attending meetings in person or via audio/visual link, meeting with external parties or undertaking constituent work, speaking or acting publicly on behalf of the Council, or representing the Council on any issues.

During my absence, the Deputy Mayor Tina Salisbury will carry out all Mayoral duties/responsibilities on my behalf. As Deputy Mayor, Tina has been actively involved in my schedule of meetings, consultations and strategic planning, so it will be an easy transition for her to assume the Mayoralty in an acting capacity. I trust that you will give Tina your full support during this time.

Yours sincerely

**Tenby Powell E.D.
Mayor of Tauranga**

**Mayor Tenby Powell
Tauranga City Council**

Private Bag 12022, Tauranga 3143, New Zealand

Phone 07 577 7016 Email tenby.powell@tauranga.govt.nz www.tauranga.govt.nz