



CENTRAL
HAWKE'S BAY
DISTRICT COUNCIL

Together we thrive!

Chief Executive's Report
Central Hawke's Bay District Council





CENTRAL HAWKE'S BAY DISTRICT COUNCIL

Our vision for Central Hawke's Bay is a proud and prosperous district made up of strong communities and connected people who respect and protect our environment and celebrate our beautiful part of New Zealand.

Together we thrive!

Our Strategic Direction for Central Hawke's Bay

What we know - Our DNA -



WORKING TOGETHER

Central Hawke's Bay will be stronger when we work together. Partnerships and collaboration are at the core of everything we do.



CUSTOMER EXCELLENCE

The communities we serve are our customers. They are at the heart of our decisions, interactions and communication. We'll engage with our customers to deliver value and exceed expectations.



THINKING SMARTER

We need to think smarter and better in everything we do. With a culture of innovation and continuous improvement we will add value to our communities.

What we stand for - Our Values -



Our values capture who we are and what matters most to us. They are the attitudes we embrace as individuals, teams and as a whole organisation. We are all personally responsible for acting with these in mind.

- T** TRUST – We create trust by acting with integrity.
- H** HONESTY – We do what is right even when no one is looking.
- R** RESPECT – We have respect for each other, our community and our stakeholders.
- I** INNOVATION – We find smarter ways to do things to produce improved and sustainable results.
- V** VALUING PEOPLE – We are one team, supporting each other to succeed.
- E** EXCELLENCE – We deliver exceptional results.

What we're most proud of - Our Greatest Asset -

People are our greatest asset. At Central Hawke's Bay District Council we are committed to providing a safe and great place to work that values diversity and inclusion, and develops skilled people who can lead our community to thrive.



Why we do what we do - Our Purpose -

It's our goal to create an environment that supports a thriving Central Hawke's Bay district, by providing efficient and appropriate infrastructure, services and regulatory functions.



The outcomes we want to achieve - Our Objectives -



- A proud district.
- A prosperous district.
- Strong communities.
- Connected citizens.
- Smart growth.
- Environmentally responsible.
- Durable infrastructure.

How we'll reach our outcomes - Our Focus -



- Promoting smart growth.
- Attracting and enabling business success.
- Strengthening our district and community identity.
- Protecting and promoting our unique landscape.
- Planning for tomorrow to future-proof Central Hawke's Bay.

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Overview

FROM CHIEF EXECUTIVE

KIA ORA FROM THE CHIEF EXECUTIVE

E ORA NGĀTAHI ANA – TOGETHER WE THRIVE.

This report provides an update of the organisations activity over the February - March period. You will read in this report a snapshot of the significant work that is progressing and the many challenges and opportunities ahead of us.

I continue to be please about the work progressing across the organisation. The ambitious work programme ahead of us should not be understated and priority on doing things well remains a high focus.

Much of the organisations focus is on the **Annual Plan 2019/2020** process. The annual plan process focuses on year-to-year budgets. Councils prepare an annual plan in each of the two years between LTP reviews, and it sets out what the council plans to do in the next 12 months to move towards achieving its goals.

The Annual Plan Consultation Document was adopted by Council on 28 February 2019 and the consultation period began on the 18 March 2019. The consultation period closes on the 12 April 2019. A number of Have Your Say meetings have been scheduled during the consultation period and the supporting information is available on the website, at the libraries and at the Council office.

Have Your Say Meetings

Where	Date	Location
Waipukurau	27 March	Waipukurau Memorial Hall, River Terrace
Elsthorpe/Omakere	28 March	Elsthorpe Hall, Kenderdine Road
Otane	1 April	Otane Hall, Higginson Street
Porangahau	2 April	Porangahau Hall, Abercromby St
Takapau	3 April	Takapau Hall, 37 Charlotte Street
Tikokino/Ongaonga	8 April	Tikokino Hall, Owen Street
Waipawa	9 April	CHB Municipal Theatre, 18 Kenilworth Road

The hearing of Submissions is scheduled for 9 May 2019 and deliberations are on 23 May 2019, with the final adoption of the Annual Plan 2019/2020 scheduled for 20th June 2019.

On the 11th April, **Society of Local Government Managers** hosts the Annual Gala Awards celebrating excellence across the sector.

Central Hawke's Bay has entered the Minister of Local Government Council and Community Relationships Award for the project "Bringing Thrive Alive". This application follows the success of Project Thrive and tells the story of the organisation beginning the implantation of Project Thrive.

Central Hawke's Bay District Council also entered a number of staff in awards and scholarships. I am pleased to announce that the following staff have been announced as finalists for the following awards:

Darren de Klerk - 2019 Brookfield's Emerging Leader of the Year Award.

Bronda Smith – 2019 Overseas Manager Exchange

Monique Davidson – 2019 The Skills Organisation Melbourne Business School Leading for Strategic Success Chief Executive Scholarship.

I am immensely proud that talent and capability across the organisation has been acknowledged. Central Hawke's Bay District Council is well and truly on the map. Winners will be announced on Thursday 11 April 2019.

On Friday 8 March Mayor Alex and Bruce Stephenson, Chair of the Pool Project Reference Group officially opened the **Waipawa and Districts pool**, along with local iwi and over 200 members of the community.

While the rain made the opening a bit wet, it didn't stop people from enjoying the pool or munching their way through a hot sausage after.

This project is a great example of Council and community leadership creating a Thriving Central Hawke's Bay, where without the support of each the project could not have come to reality.

Activity

UPDATES

GOVERNANCE AND LEADERSHIP

Annual Plan Consultation

On the 28th February, Council adopted the Annual Plan Consultation Document and supporting information to go out for community consultation. The submission period opened on 18th March.

Have Your Say meetings will be taking place from 27th March through to 9th April at several venues across the district.

The submission hearing will be held at the Central Hawke's Bay Municipal Theatre, Waipawa on the 23rd May.

Submissions for the Annual Plan consultation close on 18 April 2019.



SOCIAL AND ECONOMIC DEVELOPMENT

Community Funding

Community Pride and Vibrancy Fund

The fund is currently open for applications, and these will be assessed as and when required by council's Community Development Committee.

The Community Pride and Vibrancy fund seeks to support community opportunities to create pride and vibrancy in Central Hawke's Bay. The fund support projects that are an activity, programme or development that will occur in a public space and promotes our Community to THRIVE.

Two applications to the fund has been received to date.

Creative Communities Scheme

Central Hawke's Bay District Council administers the Creative Communities Scheme on behalf of Creative New Zealand and provides funding to communities so New Zealanders can be involved in local arts activities. The Assessment Committee met on Wednesday 27th March 2019 to consider the applications for the 2019 allocation. Eight eligible applications were received requesting a total of \$22963 from the \$14,904 available to distribute. All eight applicants received an amount of funding ranging from \$650 to \$4000.

A review of the Creative Communities Scheme has been completed and a proposal to the funding formula could see an increase in the funding allocation to Central Hawkes Bay of over \$8000. The committee has provided feedback to Creative Communities in support of this proposed change with a final decision being made by Creative New Zealand in April 2019.

Community Wellbeing Strategy

Central Hawkes Bay Community Reference Group

The third Community Reference Group meeting was held on 4th March, providing strategic leadership to agencies and organisations delivering programmes in Central Hawke's Bay and a consistent and coordinated approach to result in an improved social well-being of Central Hawke's Bay residents. Feedback from the council facilitated workshop held in December was discussed and progress made on facilitating a coordinated approach to improving outcomes for our families in the short term. The group also agreed to support exploring other collaborative options for longer term solutions.

Safer Central Hawke's Bay

The Safer CHB governance group held their bi-monthly meeting on 19 February 2019.

The main agenda item of the Safer CHB Governance Group meeting was a presentation from members of the Hawke's Bay Police Gang Liaison and Field Intelligence team. This provided those present with an overview of these roles and an insight into gang presence in Hawkes Bay and how agencies and communities can assist. Individual workstreams of Safer CHB continued to meet as scheduled.

Positive Ageing

On 12 February 2019 a workshop was held with members of the Positive Ageing Group. The focus of the workshop was to develop a work plan for the next 12 months. This is currently being collated and will be adopted by the group at their next meeting.

Youth Development

The Youth Development group met on 13 March to progress a number of actions designed to support the work of those in our community working with young people and their families. A coordinated approach to Youth Week which runs from 18-26 May is being planned along with training professional development opportunities for youth focused agencies and organisations.

CHB Disability Reference Group

On 20 February 2019 a workshop was held with members of the Disability Reference Group. The focus of the workshop was to develop a work plan for the next 12 months. This is currently being collated and will be adopted by the group at their next meeting.

On 27 February the Hawke's Bay District Health Board adopted their Disability Plan with a unanimous vote. The Central Hawke's Bay Disability Reference group had considerable input into this document and will be continues to work alongside the District Health Board as they work through the implementation phase.

Social Housing

Significant work continues in the background supporting social housing and the Ministry of Housing and Urban Development. We expect further meetings to be held in April to progress social housing in Central Hawke's Bay.

At today's Council meeting Councillors will receive the Housing Strategic Framework for adoption from the Community Development Committee. This is a major milestone for the Community Development Committee, having been borne from a resolution of Council as part of its 2018 Long Term Plan deliberations. The new strategic framework sets the scene for Councils role in housing in Central Hawke's Bay.

Provincial Growth Fund

We are hopeful to see an announcement date for the Provincial Growth Fund soon for the Hawke's Bay Region. In the meanwhile, our economic development team continue to work with their regional counterparts to ensure that current and future applications are responding to the changing PGF landscape, whilst holding true to our communities' needs and the mandate given to us through Project Thrive.

Fletcher Tabuteau's visit

We hosted the Under – Secretary in February. This was a fantastic opportunity to shine a light on Central Hawke's Bay's unique socio-economic challenges and opportunities, and keep our district top of mind. The visit included:

- Waipawa Butchery
- Pukekaihu/Hunter Park
- Waipukurau Library
- Hatuma Lime works
- Presentation and tasting of Kanapu hemp.

Feedback from the Under-Secretary was extremely positive.

John McConville shares his vision for Connecting to Learn 24/27 at the Waipukurau Library with Under Secretary Fletcher Tabuteau



Ngā Ara Tipuna - Waipukurau Pa Site Interpretation

Work is progressing on the business case for Ngā Ara Tipuna, with this work on track to be completed by April 2019. Detailed design work for the redevelopment of the historical pā site on Pukekaihou (Hunter Park) has been included in this scope of work, and the initial designs from renowned place based story-telling company Locales are impressive.

We are hopeful to be successful with the Provincial Growth Fund for this project.

Exploring central Hawke's Bay's Economic Development Opportunities

The revised scope for this opportunity assessment has been completed and the consultants have been engaged to start the work.

The five overlapping work streams are:

- Natural assets and land use diversification;
- Enabling infrastructure;
- Business development;
- Māori business development;
- Skills and human capital;
- Tourism opportunities.

The assessment is due to be completed in June and will form the basis of a new economic development action plan for Central Hawke's Bay.

We are hopeful to be successful with the Provincial Growth Fund for this project.

Tourism Infrastructure Fund

Darren de Klerk and Craig Ireson submitted an application to the Tourism Infrastructure Fund (TIF) to develop the ablution block at the Te Paerahi Freedom Camping site and increase the summer water storage capacity. This complements other funding of \$60,000 Council included in the Long Term Plan for toilets at Te Paerahi. We have asked for \$400,000 co-funding from the TIF, against a total project cost of \$800,000. Thanks to the team at RSV for their support in developing the business case and the application. The outcome will be known in July.

Central Hawke's Bay Tourism Co-ordinator Update

We are still experiencing a lot of visitor activity as we conclude our Summer season and move into Autumn.

The visitor spend statistics for the year to January 2019 show total spend was \$36.8m, up 15.1% from \$31.9m in prior 12 months. Central Hawke's Bay continues to lead the Hawke's Bay region in visitor spend growth and this highlights the effectiveness of the partnership with Hawke's Bay Tourism.

The 60 Days of Summer campaign concluded on 1 March and exceeded expectations with fantastic interaction on Facebook and impressive growth across all social media platforms. The overall campaign reach was more than 90,000 and post engagement was over 11,000 which is a great result for promoting the Central Hawke's Bay brand.

The campaign has been an effective tool to increase Central Hawke's Bay membership, we have several new members and several potential new members. The increased visibility of both the Central Hawke's Bay Tourism brand and Tourism Co-ordinator has helped this membership growth.

The Little Easy is coming up on Good Friday, 19 April. Planning for this is well underway, and registrations are at 50+ riders. We are aiming for more than 120 riders this year and will be completing the same 12km route as last year, across the Swing Bridge and back to Russell Park. There will be a bigger event back at Russell Park after the ride, with an outdoor concert, food trucks and entertainment.

We are filming a Central Hawke's Bay Autumn/Winter promotional video which will be part of an online campaign targeted at Manawatu, Wairarapa and Wellington.

We are delighted to announce that Central Hawke's Bay is hosting a major sports event next March. Spirited Women, an all-women's adventure race will be held in Central Hawke's Bay from 27 – 29 March 2020, it will be a fantastic event for our local tourism industry with widespread economic impact with more than 1,600 competitors expected to take part. The event reach will be felt across all of Hawke's Bay, but we are working hard to promote Central Hawke's Bay accommodation, and for competitors to stay beyond the event and experience Central Hawke's Bay.

Central Hawke's Bay Promotions

At its recent Annual General Meeting on 11 March, CHB Promotion Members voted to liquidate the association.

In June 2018, a 12-month agreement was negotiated with CHB Promotions to allow Council to explore opportunities on how visitor information services could best be provided to continue to boost visitor numbers to Central Hawke's Bay. This work includes exploring opportunities identified by the community during Project Thrive and getting other projects underway.

During the renegotiation, Hawke's Bay Tourism were also engaged directly by Council instead of through CHB Promotions, to operate at a more strategic level. This change is already paying-off, evident with strong recent visitor spend growth and successful new promotions such as the Central Hawke's Bay 60 days of summer campaign.

At the CHB Promotions December Annual General Meeting a quorum could not be achieved and none of the Board sought re-election nor were any new nominations received. Following this CHB Promotions sought guidance from Council on its intentions for the visitor information centre long term. Council gave notice that based on CHB Promotions current situation and not wanting to pre-empt the work on the future of visitor information services that a new contract would not be provided beyond 30 June. Council has worked proactively with CHB Promotions since this time, to ensure that visitor information services and staff are not compromised as a result of CHB Promotions changes.

At this time, it is proposed that the current staff will transfer to Council along with the overall lease of the railway station - if the motion to 'wind-up' CHB Promotions is upheld at a second special general meeting to be held within 30 days of the 11 April Annual General Meeting.



DRINKING WATER

Drinking Water Compliance

Council were audited by DHB appointed Drinking Water Assessors in March on the implementation of the water Safety Plan for Waipawa and Otane. The audit came on the back of feedback from the DHB about a need to further improve rigor and control of key processes in the organisation that ensure the safety of drinking water. Despite the rapid improvements made in the past 12 months by Council including the completion of the first Water Safety Plans and the on-boarding of Veolia, the Regulator have continued to raise the bar higher and higher. The audit went well and while we are yet to receive a final report, initial feedback was positive and acknowledged the work Council has completed to date, the step-change in rigor and control and the clear intent to continually improve. Council consider continuing to meet increasing regulations a risk to the organisation and will be making a management submission to the Annual Plan identifying a need for further capacity in the organisation to meet our compliance requirements.

Otane Alternative supply

A procurement plan for the project to build the 6km pipe section from Otane to Waipawa to improve capacity, redundancy and security of supply will be taken to Council on April 10. Detailed design is progressing well and has been taking into consideration the potential synergies of working with the WWTP upgrade project that could see a wastewater connection between Otane and Waipawa. A cost/benefit analysis on pipe-sizing has been

undertaken to ensure firefighting, growth, pressure and security of supply is considered in the final detailed design scheduled for completion on April 1. Council officers are additionally investigating pressure reducing valves, flow meters and electronic controls as part of this project.

Waipukurau Second Supply

The Waipukurau Second Supply, one of the flagship projects of the Big Water Story, has continued to present challenges with sufficient volumes of water not found after 3 attempts drilling in identified favourable locations. OPUS engineers and hydrologists have provided advice on why water has not been found. OPUS have dedicated further resource to the project with additional mapping and investigation underway that now includes the consideration of purchasing existing bores or drilling into deep water.

Council are currently investigating the wider Waipukurau region and are arranging with landowners to take samples for quality testing from some deep-water sources as well as undertaking a paleochannel study. This will allow council to be better informed as we continue to search for our water source. The next phase of the project (pipe alignment and reservoir construction) are dependent on this stage 1 (finding water).

Takapau & Porangahau Water Treatment Upgrades

The contract for the upgrade of the Porangahau and Takapau drinking water treatment plants was awarded to Veolia after a hotly contested procurement in March. Veolia are beginning the concept design elements of the project which will involve engaging the affected communities. A detailed design for the project is scheduled for delivery on May 30 with construction scheduled from June 1 to Aug 30 and commissioning in September.

An important element of the next stage of the project (beyond contract award) will be engagement with the two communities.

Officers are confident of a 2019 completion for both sites with Takapau programmed slightly ahead and Porangahau to be completed towards the end of 2019.

Pipe Renewals

The Mackie McLean street pipe renewal project was awarded to Fulton Hogan in March after another hotly contested procurement process. Construction is scheduled to commence in April.

SH2 Bore Field Upgrade

Council released the project to market in mid-February 2019, and received some questions and interest from suppliers. Council is currently negotiating with our preferred supplier and hopes to have awarded a contract by mid-April 2019.

Council has lodged a consent application for two new bores to replace two aged bores within the Borefield, this work is tied into the project programme along with the repair of the pump supplying Bore A.

Officers require this pump to be back operational before measurements can be taken to finalise orders for the three new pumps.



WASTEWATER

Takapau WWTP Upgrade

HBRC have granted the requested consent extension to 31 October 2021. Officers will begin the process of defining outcomes and evaluating options for the future of wastewater in Takapau and this will logically involve the establishment of a community reference group and will pull on learnings from the Waipukurau, Waipawa, Otane project.

Waipawa Trunk Sewer Main Renewal

A weighted attributes procurement approach for the project was approved by Council on 28th February and tender documents have now been released to the market with good early interest. Affected landowners are being engaged with 24 having been identified along the route that will be affected in various ways.

Waipukurau and Waipawa (and Otane) WWTP Upgrade

In March the project reference group met to progress a major milestone for the project in agreeing the intended package that will be put to the Environment Court as our chosen 'best practicable option' and will be used to consult with the wider community. The group identified a preferred package focussed on land disposal and an upgraded tertiary treatment process with a preference for a combined plant in Waipawa. The package is being investigated further by the project technical team with costing and project timing/staging being looked at more closely.

The reference group will meet for a final time on April 9 to agree a final recommended package that will be taken to Council on April 10.

The project is on track for the timelines required by the Environment Court and HBRC are supporting our approach and assisting in drafting the final report.



STORMWATER

Helicoil Pipe Replacements

A large project to replace failing Helicoil stormwater pipe in Waipukurau (Jellicoe and Francis Drake Streets) was awarded to Pipeworks in March. Pipeworks are part of the Fletcher Group and civil components of the project will be carried out by Higgins. Construction is expected to start on the replacement of the poor condition pipes at the end of March/ early April 2019.

Resource Consent – High Risk Site Assessments

As part of the resource consent issued by HBRC, CHBDC must identify high risk sites as assessed against risk criteria contained in the consent. In October Stantec published a report to Council identifying and prioritising high risk network sites. Risk was graded primarily on the likelihood of sites discharging contaminants harmful to the environment and the resulting list of high risk sites contained 14 listed sites.

The list of high risk sites will inform further programmes of work including engagement with the site owners and further assessment of stormwater discharges with a focus on awareness and education.

Waipukurau Stormwater Network Improvements

A procurement plan to upgrade stormwater system design in Waipukurau was approved by ELT in March with 3 areas identified for work (Woburn, Churchill/Savage and Ruataniwha St). Detailed design of the 3 schemes will include consultation with affected landowners with an easement required for the Woburn project and a detention scheme proposed in private commercial property for the Ruataniwha St scheme.



LAND TRANSPORT

The Land Transport Programme Update presented to the Finance and Planning Committee in March provided an update on key elements of the total work programme and a forecast on completion risks. Some bridge and structural work will be carried forward to allow for completion of repair works following the September and December rain events. The short-term deferral of this work is not considered to increase the risk on the asset.

Corrective work to repair roads, bridges and culverts from the September and December rain events remains a priority for the team and our Professional Service partners Stantec along with key contractors Higgins and Downer. The majority of September damage has been repaired with a limited number of larger more complex sites remaining, most of which are designed and issued to contractors. There is confidence that this work will be completed within the financial year in order to secure the additional NZTA Funding above our normal FAR. The damage caused by the December event is much smaller in volume with only a handful of sites but some requiring significant work to repair. Rotohiwi Road in particular is requiring significant assessment and design. A retreat of the road is the preferred solution and will require purchase/acquisition of land and major earth movement. It is unlikely that all corrective work from the December event will be completed before end June 2019 and Council are beginning a discussion with NZTA nationally about a change to their emergency funding policy.



EMERGENCY MANAGEMENT

CDEM Capability Improvement

The corrective action plan for the emergency management function is now 70% complete, with significant improvements made prior to, and as a result of the Council Tier One exercise held in March. The Council is now trialling some new systems, processes, and documentation and kits on behalf of the wider region, which aim to improve response times and increase staff confidence in response.

One such system where Council is leading the way is the Whispir Platform – this is a service which allows simultaneous SMS, Email, and Voice messages to be sent, advising of the Emergency Operations Centre being activated or potentially to do welfare checks on staff following an emergency. This system was adopted by HBCDEM last year (2018) and Central Hawke's Bay is the current test-Council for using this system in response.

Tier One Exercise

Exercise Aumangea (meaning resilience) was held in the Council chambers on Tues 5 March, with an impressive 74% attendance. Over the two and half hours staff set up the facility, established situational awareness, and participated in functional activities with the guidance of three HBCDEM mentors. The three objectives which were identified for the exercise were all achieved.



Following the exercise staff were invited to participate in a 'hot debrief' and the results of this were presented back to the Executive Leadership Team on 25 March, with the following recommendations to carry forward:

1. Checklists, prompts, and induction information to be made available to staff
2. Bulk supply of forms and templates in function boxes
3. Response objectives pre-templated to reduce response-lag
4. Telephony addressed due to some technical issues on the day
5. Investigate purchase of EOC-assigned tech (such as basic laptops)
6. Investigate the purchase of second projector and screen for the Council Chambers
7. Installation of additional whiteboards/status boards
8. Professional development for Response Managers and Controllers to be explored
9. ITF foundational and intermediate training for all EOC staff as a minimum

Of the nine recommendations, three have been dealt with/completed, and four are already being progressed.



RECREATION AND COMMUNITIES GROUP

Central Hawke's Bay District Libraries

Some Community Partnerships and Programmes Highlights

Highlights

One of the major highlights for the libraries has been welcoming Kenneth Taoro-Ashin and Danielle Taylor-Stothers to join the Library Services Team. Danielle comes to us from the Mana Mahi programme and Kenneth from Mainstream Employment Scheme. Already they are proving to be assets to the Council.

Kenneth is being mentored by John and Danielle by Jaime. Both are employed as Library Experience Representatives and Kenneth's title will include the sub title of Digital Enablement. Danielle is already undertaking one day a week as a Customer Services Representative from Councils main Office to bring skills back to the Library services to share with staff. Clients have enjoyed the enthusiasm of our new staff and both have embraced opportunities to extend their skill set.



Paul Hunter Centre Visits

As part of our plans going forward these visits will be quarterly. This fits with 'Together we Thrive' where we are meaning the needs of our whole community. Pakeke Lions and Mount Herbert and eventually Woburn will all also fit in to the above, we will aim at quarterly visits.

Stepping Up

This programme involves helping people with their computer skills and they can book in for specific training using online training programmes. Already Kenneth is involved in this and while we expect the numbers to increase meanwhile, he is finding it to be a learning session.

Online Registrations

Joining the library is as easy as "1,2,3". We have made the joining process as easy as possible, especially for parents and their children. New members fill out an online form, which issues a temporary number. When the new member is next in the library, we change the temporary number to permanent and give them their membership card. This provides access to all of our online resources for free!

Joining your library online is as easy as “1 2 3”

Parents / Caregivers will need to be guarantor for their child(ren) under 18.

1. Go to www.chblibrary.nz
2. Click on “Join the Library”
3. Follow the easy steps

A temporary membership number will be created when the process is completed. All the information and temporary number will also be emailed.

The new member then comes into the library (Waipukurau or Waipawa) and lets a librarian know that they have joined as a “temporary member”.

They will then be issued with their library card and full member status.



CENTRAL HAWKE'S BAY DISTRICT LIBRARIES

After School Activities

These have resumed with great enthusiasm with Jo and Kenneth being predominately responsible for coding.

School Visits

Waipawa Primary School continues to use the library as a replacement for its school library, this is a win/win for all involved. They alternate from coming and just using the library in the way they would at school to requesting specific programmes. John has designed a flyer which is encouraging them all to become library members.

3D Printing Collective

3D Printing Collective

A group of keen designers meet weekly in the Waipawa Library and are learning 3D design. It is a good example of community collaboration as participant share ideas and techniques they discover with other members of the group. They are then able to see their designs ‘come to life’ on one of our 3D printers.



Connecting to Learn 24/7 – Skills and Training Hub

This project is proceeding through the application process of the Provincial Growth Fund. The education, training and mentoring aspect of the project has received universal support from the College, EIT, ITO's, MSD and other training providers.

AA

The queues continue to grow, and our amazing AA staff Sharon and Debbie continue to conquer new challenges. Wednesday's are particularly busy with CHB College students sitting their theory and Te Aute College students are meeting at the library for practical driving lessons with mentors. We have made the decision to train a third person Karen Tobin.

Book Launch

We were honoured to have author, Valentina Teclici, illustrator, Rogelio Rosas, and translator Te Aranga Hakiwai at the Waipukurau Library to launch their book of children's poetry "The Jockey Princess He Tioki Pirinihi. It is a wonderful collaboration of Valentina's poems translated into Te Reo Maori.



The collaborators described their varied backgrounds and their insights about writing and illustrating. One of the poems was shared by Te Aranga and one of the team with the audience – the link is below:

https://chbdcouncil.sharepoint.com/:v:/s/libraries/EZWyzvgj3dZFmwHJ90G_ijAB0v-3cxKHPGwghH8Q72WNKA?e=0lhkWJ

The books are available from the libraries.

Porangahau Community Library

We continue to support the community at Porangahau by taking a range of genre out there every six weeks. The pop up library is located at Te Ahurangi Services and is available for locals who have difficulty getting regularly into town.

PLACES AND OPEN SPACES

Places and Open Spaces Manager, Jennifer Leaf, joined the team on 18 March. Besides getting familiar with Council and its parks and properties, the focus for this activity during the period continues to remain on ensuring operational delivery of parks, property and open spaces, under the new Community Facilities and Infrastructure Maintenance Services Contract. Namely developing operational levels of service and refining the programme schedule.

Projects

Work will begin shortly on the:

- Upgrades to the Central Hawke's Bay Municipal Theatre HVAC,
- Painting at the Central Hawke's Bay Municipal Theatre, and
- Painting at the CHB Early Settlers Museum.

The following are at the procurement stage with commencement dates yet to commence:

- Completion of the Russell Park Multi-sport Turf surrounding area
- Wheelchair access ramp to the Nelly Jull Band Rotunda

Te Paerahi facilities upgrade application is being submitted for Tourism Infrastructure Funding.

ANZAC Day and Easter Weekend

Preparations are under way at war memorial sites within the District with a range of tidy-ups for Anzac Day and Easter Weekend, ahead of these special weekends for Central Hawke's Bay.

COMPLIANCE, HEALTH AND ANIMAL SERVICES

New Faces in the Team

In March we welcomed Holley Turnbull and Ripeka (Beks) Brooking to the Animal Services and Compliance Team. Ripeka joins the team as a new Animal Services and Compliance Officer and Holley as Regulatory Support Officer. These two new roles will provide strong support in raising the levels of performance and outcomes of the Animal Services Team.

In March we also farewell Mala Bishop as our Environmental Health Officer from staff who joins Hastings District Council, however continues to provide service to Central Hawke's Bay through a shared service arrangement with Hastings District Council. Natasha Kariatiana has been successful in a new role of Environmental Health Technician, who will be supported by the Regulatory Support Officer and through shared services with Hastings District Council.

Photo of the team.

Animal Services Fees and Charges

At this meeting Council will be considering fees and charges for animal control services for the 2019/20 year. The new fees and charges provide another management tool for Officers to continue to proactively improve dog owner compliance with their requirements under legislation. For some dog owners, the proposed new fee structure will see a reduction in the cost of their fees in paid in time.

Media Campaign

In conjunction with the launch and adoption of fees and charges for registration for the 2019/20 year, Council will be launching a proactive media campaign, encouraging owners to register their dog by 30 June 2019.

This will be supported by other community events and campaigns over the balance of the year encouraging greater responsibility for Dog Owners to meet their legal requirements.

New Pound Facility

Councillors will recall that Council has been given notice from the SPCA for its occupation of part of the Coughlan Road Property that Council occupies as part of the pound. We continue to occupy the site in a periodic tenure, however preparations are underway to explore the future of a future pound facility. Once shortlisted options have been completed, Officers will provide a further update to elected members.



BUILDINGS AND REGULATORY

It remains a busy time in the Consents office, with the Building Control Officers working hard to keep on top of our growing Building Control numbers, we are currently tracking about two months ahead of where we were last year in numbers of Building Consent applications. We have sent a small number of consents out to National Processing Ltd. who have an office in Hastings, and are doing a good job of helping us cover our high work load. Murray Lougher keeps in touch with National Processing and is building a strong relationship with them.

We have employed Paul Simmonds part time, two days a week, to help out with our swimming pool inspections, Paul is a highly experienced building control officer and has most recently been helping Hastings District Council with their swimming pool inspections. We are on track with meeting our requirement to get all inspections done on pools by the end of the year.

In March we had two assessors from MBIE sit with the BCA to audit our progress on swimming pool inspections, Building Warrants of Fitness and Compliance Schedules. The assessors came back with a number of comments and points for us and it was a clear message to us that we are not meeting the requirements with regards to these Territorial Authority Compliance matters. We are waiting on the report back from the assessors, which we expect in April, and will report in more detail in the next Organisation Report on these matters and our steps to address MBIE's concerns.

We still have two adverts out for a Building Control Officer and a Building Cadet, as our cadet programme was so successful when we recruited Ben Swinburne, we are on the hunt for some more up and coming talent in our community. We have been pleased with the number of candidates that have applied for both roles and will be starting our shortlist process soon.

We have our new Resource Consent planner, Sophia Edmead starting on the 9th April. Sophia comes to us from Development Nous in Hastings and has experience in subdivision consents and contaminated land. Sophia is keen to take on more responsibility and will start as an Intermediate Planner. Thanks go again to Brandon Baillie, who since September, has held the fort with efficiency and a smile throughout a very busy time.

We are looking forward to improving our digital and online capability, with an upgrade to GoGet 5.15 in the pipeline. This will allow the Building Control Officers to undertake an 'end-to-end' process without as much back

and forth between systems. We are working with our IT team to try and get better cooperation between GoGet and The Hive. Once this is in place we will be rolling into Simpli which is an online digital consenting portal for Building Consents. Simpli is being used by other small Local Authorities such as ourselves and used to be called GoShift.

Safety

AND WELLBEING

CONTRACTORS

Contractor Safety Pre-Qualifications

All current contractors are pre-qualified, with only one outstanding that is not currently engaged by Council.

Contractor Audits

Contractor audits will now be undertaken by individual contract managers using an app, called i-Auditor. The transfer of auditing by contract managers is underway and planned to continue with training from the Safety & Wellbeing Lead through April.

ACTIVITIES UPDATE

Safety & Wellbeing Committee Initiatives

The Safety & Wellbeing Committee is continuing to investigate wellbeing initiatives for staff to put into action this year.

Wellbeing workshops are planned to continue through EAP Services after the successful sessions late last year.

Safety & Wellbeing Committee

The Safety & Wellbeing Committee received nominations for new Committee members to cover each of the different work areas of Council. RSV currently have a representative on the Committee and our other major contracting partners (Smart Environmental, Downers and Higgins) will be invited attend Committee meetings to report on their H&S.

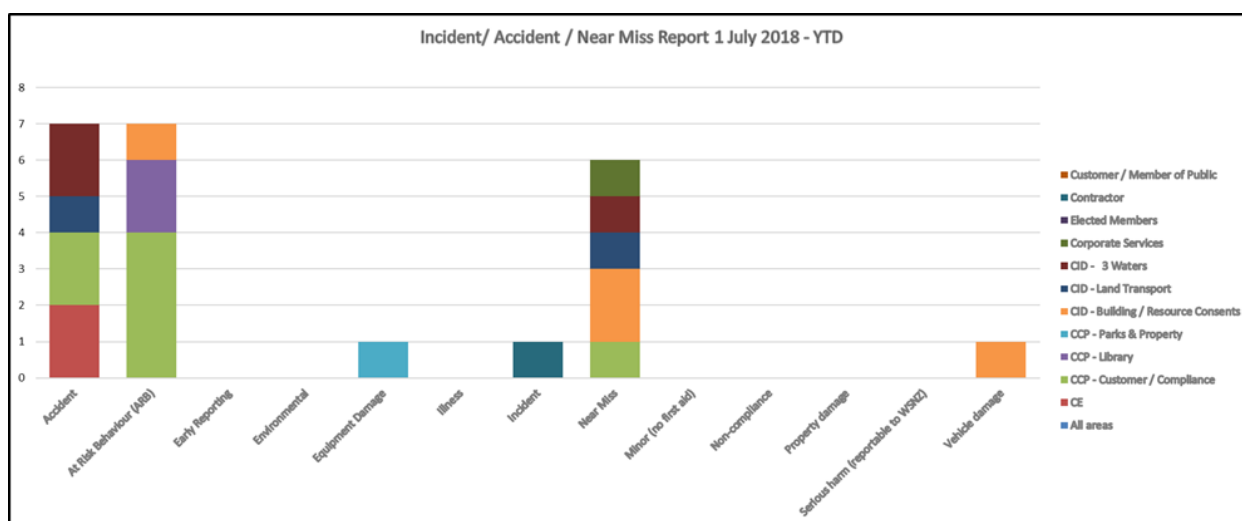
Health and Safety Representative Level 1 training will be provided for all Council committee members this year.

Safety & Wellbeing Lead

Barb Morris, our Safety & Wellbeing Lead will sadly be retiring at the beginning of May. The recruitment process is underway, we plan to have the new starter on-board at the end of April. The title of the role will be changing to People & Safety Officer.

New Employees Site Visits

As part of the new induction process, new employees to Council attended a Site Visit day, a tour of major Council assets around the district. The visit provided new starters the opportunity to get an overview of Council activities and the chance to get together with employees outside of their normal work area. The Site Visits will continue on a six monthly basis.



Financial

PERFORMANCE

FINANCIAL PERFORMANCE YEAR ENDING 30 JUNE 2019

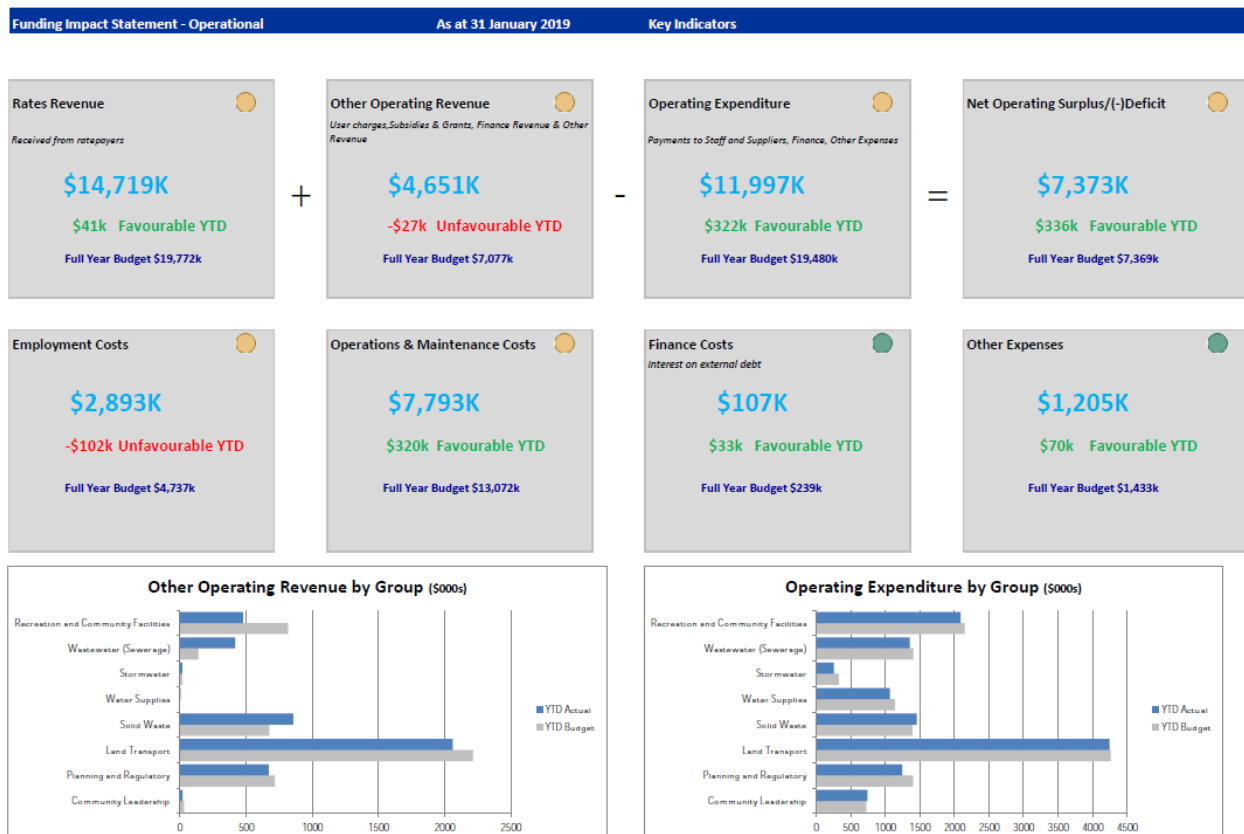
The second Quarterly Financial Reporting was presented to Finance and Planning Committee on the 14 February 2019 based on the timing of the committee meetings.

The Monthly Financial Report for January has been provided to Council on 26 February 2019.

Council shows a \$7.334m operational surplus against a budgeted surplus of \$7.036m. January is 58% through the year and the result shows that Council has spent 61% of the expenditure budget and received 72% of the budgeted income. Personnel Costs is \$102k above budget and includes \$145k of one off expenditure. Other Expenses are under budget by \$70k. Interest income is tracking higher than budgeted as more cash is held due to the reduced capital expenditure. Most other variances are favourable being underspent budgets or timing differences between budget allocations and actual expenditure.

High level results are provided in the graphs below.

Central Hawke's Bay District Council - Whole of Council



Organisational

PERFORMANCE



THINKING SMARTER

Organisational Transformation

To date we have had 117 deposits into the SMART Bank. Of those 75 have been actioned, 33 are currently being worked on and 9 are awaiting further investigation or are on-hold.

As mentioned in the last update there has been a clear focus and drive to look at what process improvements can be made across the organisation and while this is a continuous process we are focussing on the high risk areas first.

On the 28th March we held a Strategic Partnership Collaborative Planning workshop which was held to recap on the original workshop held in December and what the agreed next steps would be. The focus going forward is to set up a Programme Steering Team who will establish how the group wants to work and develop a clear Terms of Reference. Following this there are five key focus areas being:

- Agree on a Governance Structure.
- Refine and draft Programme Outcomes.
- Establish a work group to develop the Performance Management Scorecard to trial stage by 30 June 2019.
- Develop a Risk and Issues Register from the feedback we received from the Workshop.
- Develop a Continuous Improvement Plan.

Shared Services across the Region

The Government-led 3 Waters Review is progressing in both of the two designated work streams (regulatory reform and service delivery review). It has been clearly signalled that the regulatory framework will change first and the DIA and MFE have begun sharing and discussing proposed reforms at workshops across the country. Council Officers attended these workshops in March where it was clear that a single dedicated regulator for drinking water is likely with increased powers and a wider scope to allow regulation of small supplies that are currently unregulated.

The five Hawke's Bay Councils are nearing completion of the initial part of their review of the delivery model and with the support of Morrison Lowe and WSP OPUS have workshopped service delivery options with Officers and Elected Members. The options discussed generally promote some form of aggregating services at a regional level to improve efficiencies and affordability. Following advice of the Council tables, a report on potential service delivery improvements for Hawke's Bay will be provided to ministers who are using our region as a test case for New Zealand.



CUSTOMER EXCELLENCE

Customer Excellence Charter

A notable amount of time has been spent gathering information, including workshops with a range of stakeholders. Where relevant we have engaged and worked closely with the Digital Enablement Strategy to gather this information. Other relevant sources of information include Project Thrive and the finalised Residents' Satisfaction Survey results.

A draft of the Charter is expected to be completed by early March for distribution and review by relevant stakeholders. After review, the Charter will be finalised. Project Managers for particular pieces of work will be identified and the implementation will be coordinated by the Customer Experience Lead.

Strategic

PROJECTS

DISTRICT PLAN

Background

The draft District Plan was presented to Council for their adoption on 31 October 2018 in a public excluded meeting. The draft was substantially complete at the time of adoption with the exception of finalising a new chapter on the Natural Environment.

The Natural Environment Chapter focuses on the identification of the district's potential significant natural areas as well as special landscapes. Members of the District Plan Sub-Committee are excited about the completion of this chapter as it marks the integration of comprehensive new assessments on the districts landscapes and natural areas into the Plan.

Council is required to address identification and protection of landscapes and natural areas as part of the review. Ensuring that these and all other relevant resource management issues are included in the draft will ensure that the new Plan will be compliant with the provisions of the Resource Management Act 1991 and also include best practise. We have been assisted in this by a number of technical experts engaged to provide advice on a wide range of resource management issues.

At the Council's Finance and Planning Committee Meeting on November 29th the elected members considered three possible options on release dates for the draft. Based on Officers recommendations the Committee confirmed the additional funding to undertake and complete outstanding bodies of work and adopted the option of releasing the draft at the end of June 2019.

Additional Work

To ensure the draft is completed and ready for adoption by Council the focus of Officers is very much on completion of the Natural Environment Chapter and related mapping.

The completed draft will be presented to the Sub-Committee for adoption on April 9th and then presented to the full Council for adoption on April 10th.

Adoption of the draft in April ahead of the release of the draft on June 30th allows Council to contact and talk to individual

property owners whose land may be effected by the areas identified as having landscape significance or as a potentially significant natural area. It is important that this occurs before the draft is released in June. Individual letters explaining these provisions of the Plan will be sent to relevant landowners with an invitation to meet with Council to discuss this matter.

To hear about these proposed provisions from effected landowners, we are organising three separate meetings in May to be held in rural community halls. These meetings are an opportunity for Council to hear directly from landowners in response to the proposed provisions on landscapes and significant natural areas. More information on these meetings will be made available to landowners closer to the time of the meetings.

We are also organising a meeting for the key stakeholders in the rural environment so that Council can let these groups know about the proposed amendments to the Plan in relation to landscape and potential significant natural areas. Engaging with the key stakeholders in this way will ensure these groups are fully informed about the Councils proposed approach and able to respond to any questions members of the rural community may have on this matter.

One further area of focus is the preparatory work being undertaken to ensure detail relating to the release of the draft is clearly conveyed to the CHB community. This body of work includes key messages about the draft, when it will be available for public submissions, how submissions can be made as well as a schedule of public meetings to discuss the draft. Planning is well under way for this information to be released on the Councils website and through social media in late April/May.

Next Steps

The Sub-committee are meeting on March 27th to consider recommendations relating to the landscape section of the Natural Environment Chapter. Once completed this last section the draft will be adopted by the Sub-Committee and then the full Council in April. Focus will then move to the landowner meetings and release of information about engaging with the community on the draft.





WAIPAWA AND DISTRICT CENTENNIAL MEMORIAL POOL REDEVELOPMENT

The Waipawa Pool Project is a two-stage project, with Stage 1 being the installation of a new pool and filtration.

The project was considered as part of the 2018 – 2028 Long Term Plan, following the Waipawa Pool being unable open for the 2017/18 summer season due to considerable age-related defects. Council approved funding of \$650,000 that initiated the project in May 2018. Phase 1 of the project has three key objectives/success criteria:

1. To provide clean, safe, reliable and accessible bodies of water for recreation and active water sport in Waipawa by 1 December 2018.
2. To enable facilities that will provide a unique 'Central Hawke's Bay' range of activities and opportunities based in Waipawa that will double historical attendances within the first 12 months of operation.
3. To develop an overarching master plan for Waipawa Pool and surrounds that has the approval of the community for future implementation by 1 July 2020.

The project team is made up of staff, specialist external support and community members. The project is being managed with the support of specialist project management and aquatics support. Oversight of the project and the community-funding portion of the project is being led by a Community Reference Group made up of Council staff and members of the Central Hawke's Bay Community.

Programme and Objectives

The first objective of the project to have a pool open by 1 December 2018 was not met.

On Friday 8 March Mayor Alex and Bruce Stephenson, Chair of the Pool Project Reference Group officially opened the Waipawa and Districts pool, along with local iwi and over 200 members of the community.

While the rain made the opening a bit wet, it didn't stop people from enjoying the pool or munching their way through a hot sausage after. This project is a great example of Council and community leadership creating a Thriving Central Hawke's Bay, where without the support of each the project could not have come to reality.

Funding

Council has committed \$650,000 of funding to Stage 1 of the project. In June Council were successful in achieving \$120,000 of funds from the New Zealand Community Trust, with applications to other local funding and other organisations underway or submitted.

An application has been submitted to the Eastern and Central Trust for \$140,000 and is expected to be received for their consideration in March. If this application is successful, this would mean a total of \$176, 000 would have been fundraised by the community, with a balance of \$92,000 of funding still to be achieved in order to complete Stage 1.

A result from a application to is expected to be received in March. Upon being successful with the funding from Eastern and Central, a total of \$176,000 has already been fundraised by the community with some \$92,000 of community funding yet to be achieved to complete Stage 1.

Further applications to Napier Port and other local businesses are yet to be confirmed and a number of local events are planned in the coming months.

Key achievements since last report

Since our last report the following key achievements have occurred on the project:

- The remaining construction work was completed and the pool was opened!
- The facility was operated by Councils contractor and at the time of writing is shortly to close with cooler temperatures being experienced.
- Work continues fundraising for the balance of funds for Stage 1 of the project.
- We hope to shortly hear from the Eastern and Central Community Trust on the outcome of funding.
- Our focus starts to turn to closing out the balance of the phase 1 objectives, including developing a master plan for the site.

the BIG Water Story

BIG WATER STORY UPDATE

Council continues to progress all projects within #thebigwaterstory, and has seen a number of projects released to the market.

Currently out for tender are;

- Waipukurau Stormwater Network Improvements
- SH2 Borefield Upgrade
- Waipawa Trunk Sewer Main Renewal

Council proposes to release the following tenders to market within the next month following approval of procurement plans

- Otane Alternate Supply
- Waipukurau firefighting programme (stage 1-3)

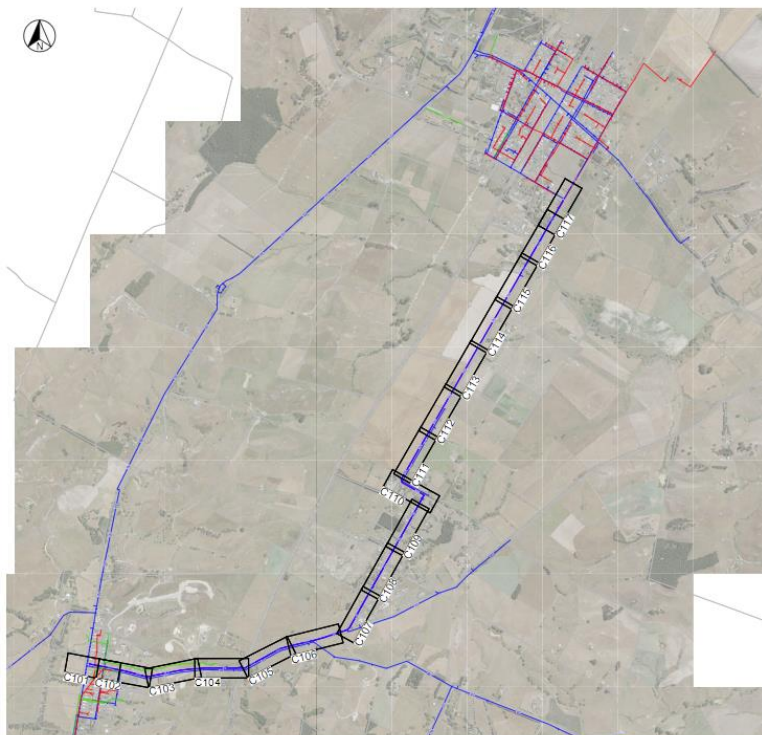
Whilst this procurement and planning is underway, officers continue to develop designs and assess works programmes.

The project team are also working on developing an application to submit to the tourism infrastructure fund for additional funding for the Te-Paerahi township and to assist with managing the transient population in particular over summer.

Additionally the team is preparing a procurement plan to take to council to link renewal procurement to the CFIM contract and professional services contract as a first rights of refusal. This is planned to be in place by the new financial year 1 July 2019.

The Waipukurau 2nd Water Supply continues to progress as we search for Water, once sufficient water is found and quality and effect on surrounding bores is confirmed as acceptable, council can progress the pipe alignment and reservoir location. We anticipate to be in a position to progress to stage 2 of this project later in 2019. As highlighted above, council is studying paleochannels and undertaking sampling of a number of surrounding bores to understand deepwater quality.

Otane Alternate Supply is another of the larger projects within #thebigwaterstory and officers are finalising the design and plan release this project to the market in mid-April 2019, we anticipate construction to commence in May 2019 and run through to the end of the calendar year/ early 2020 for physical completion.



DUST SUPPRESSION AND RURAL SEALING PROJECT

The Finance and Planning Committee adopted the revised Dust Suppression Policy in March and this will be taken to Council on 10th April. The new Policy affords Council the ability to work with residents who request sealing where additional funding is available.

ROAD FLOOD DAMAGE RESPONSE

Following the 2 floods in September and December Stantec have been producing designs and engaging contractors to repair the roads with the intent to have all works completed prior to June 30th 2019. We currently have Downer, Higgins, Fulton Hogan and Russell Roads working on the various sites with Stringfellows starting within the next 2 weeks. Good progress is being made.

DISTRICT FOOTPATHS

A prioritisation model has been built by Officers and Stantec staff to prioritise where investment in new footpaths should occur. This was presented to Council in February and was approved. Officers are now preparing a contract to release to market so the construction programme can be completed this fiscal.

BILINGUAL SIGNAGE

This project remains in the initiation phases. Progress on this project has not been forthcoming in recent months however we are exploring opportunities for consolidation with other projects with Taiwhenua, including Nga Ara Tipuna.

The Places and Open Spaces Manager will be progressing this project in the coming months.

LEACHATE TO LAND

Council officers have applied for the change in conditions to the current resource consent.

Council officers evaluated the options and are proceeding with Option 1, which involves developing the current pond to increase storage capability.

Concurrently the design of the proposed new leachate system is being undertaken and procurement is being planned to place whilst the new consent is being processed.

The piece of work to improve the current landfill face by ways of grading to reduce the amount of leachate produced. Council officers will also work with our landfill contractor to cap and increase the cell we propose to irrigate the leachate to, this needs to be increased from 0.9ha to 1.2ha.

This involves investigating soil and fill available in the area to grow the current cap and cell to irrigate to.

SOLID WASTE MANAGEMENT AND MINIMISATION PLAN (SWMMP)

Council officers are progressing the SWMMP project and plans to be in a position to provide council with an update on the 24th April 2019.

The team plans to undertake a waste assessment and involve key stakeholders in the drafting of the SWMMP for consultation.

The key project timeline is to have council adopt the draft for consultation on the 20th June 2019.

ENVIRONMENTAL STRATEGY

In February the Environment and Regulatory Committee recommended the draft Environmental and Sustainability Strategy to Council for consultation with the Annual Plan 2019/20.

COMMUNITY AND TOWN CENTRE PLANS

Community Planning has been identified as the priority for implementation with Town Centre Planning proposed to complement and address potential challenges and opportunities as part of earthquake strengthening in Waipawa and Waipukurau.

Takapau's Community Planning Day was held on 22 February with the Otane Community yet to land on a date for their initial community planning day meeting.

HOUSING STRATEGIC FRAMEWORK

In August Council adopted the Social Housing Strategy Project Charter to initiate the project to develop a Social Housing Strategy and action plan.

At the Community Development Committee of 28 March 2019 the strategy was adopted for recommendation to Council. The Strategic Framework is an item for adoption by Council at this meeting.