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- 1 KARAKIA
- 2 APOLOGIES
- 3 DECLARATIONS OF CONFLICTS OF INTEREST
- 4 STANDING ORDERS

RECOMMENDATION

THAT the following standing orders are suspended for the duration of the meeting:

- 21.2 Time limits on speakers
- 21.5 Members may speak only once
- 21.6 Limits on number of speakers

And that Option C under section 22 General Procedures for Speaking and Moving Motions be used for the meeting.

Standing orders are recommended to be suspended to enable members to engage in discussion in a free and frank manner.

5 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 24 September 2020

Extraordinary Council Meeting - 22 October 2020

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 24 September 2020 and the Extraordinary Council Meeting held on 22 October 2020 as circulated, be confirmed as true and correct.

MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL COUNCIL MEETING HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA ON THURSDAY, 24 SEPTEMBER 2020 AT 09:00AM

PRESENT: Mayor Alex Walker

Deputy Mayor Kelly Annand

Cr Tim Aitken

Cr Brent Muggeridge

Kaiārahi Matua Roger Maaka

Cr Jerry Greer Cr Kate Taylor Cr Exham Wichman

IN ATTENDANCE: Monique Davidson (CEO)

Josh Lloyd (Group Manager, Community Infrastructure and Development)
Doug Tate (Group Manager, Customer and Community Partnerships)

Brent Chamberlain (Chief Financial Officer) Helen O'Shaughnessy (District Plan Manager)

Lisa Harrison (Customer Relationships & Experience Manager)

Bridget Gibson (Governance and Support Officer)

2 members of the public were present.

1. 1 KARAKIA

Councillor Wichman lead the Council in karakia.

2. 2 APOLOGIES

APOLOGY

RESOLVED: 20.92

Moved: Cr Jerry Greer

Seconded: Cr Brent Muggeridge

That the apologies for absence from Cr Gerard Minehan be accepted.

CARRIED

3. 3 DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4. 4 STANDING ORDERS

RESOLVED: 20.93

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

THAT the following standing orders are suspended for the duration of the meeting:

21.2 Time limits on speakers

21.5 Members may speak only once

21.6 Limits on number of speakers

And that Option C under section 22 General procedures for speaking and moving motions be used for the meeting.

Standing orders are recommended to be suspended to enable members to engage in discussion in a free and frank manner.

CARRIED

5. 5 CONFIRMATION OF MINUTES

RESOLVED: 20.94

Moved: Cr Kate Taylor

Seconded: Deputy Mayor Kelly Annand

That the minutes of the Ordinary Council Meeting held on 30 July 2020, the Extraordinary Council Meeting held on 20 August 2020 and the Extraordinary Council Meeting held on 14 September 2020 as circulated, be confirmed as true and correct.

CARRIED

6 REPORTS FROM COMMITTEES

Nil.

7 REPORT SECTION

7.1 ADOPTION OF ANNUAL REPORT 2019/2020

PURPOSE

The matter for consideration by the Council is to adopt the Annual Report for the Year Ended 30 June 2020.

RESOLVED: 20.95

Moved: Mayor Alex Walker Seconded: Cr Brent Muggeridge

That having considered all matters raised in the report and following the recommendation of the Risk and Assurance Committee:

a) That Council adopt the Annual Report for the year ended 30 June 2020.

CARRIED

Brent Chamberlain presented the report.

An unqualified Audit Report from Ernst Young will be inserted into the Annual Report following adoption of the Annual Report.

7.2 COMMUNITY FACILITIES - FORMAL UPDATE ON EARTHQUAKE PRONE BUILDINGS

PURPOSE

The purpose of this report is to formally update Council in a public forum the status of its Community Facilities currently going through seismic evaluations – principally the Waipukurau Memorial Hall and the Waipukurau Library.

RESOLVED: 20.96

Moved: Cr Tim Aitken Seconded: Cr Jerry Greer

That, having considered all matters raised in the report, the report be noted.

CARRIED

Mr Tate and Mrs Davidson spoke to the report.

7.3 ADOPTION OF PROCUREMENT POLICY

PURPOSE

The matter for consideration by the Council is to consider the attached draft Procurement Policy for adoption.

RESOLVED: 20.97

Moved: Cr Brent Muggeridge Seconded: Cr Exham Wichman

That having considered all matters raised in the report, and following the recommendation from the Risk and Assurance Committee:

a) That the proposed "Procurement Policy" be adopted, and replace the previous version adopted in October 2018.

CARRIED

Mr Chamberlain presented the report and the Draft Procurement Policy.

Council's strategic value and public value are to be linked into the Policy as a paragraph.

It will be decided whether Contract Management, which was incorporated into the old Policy, will sit at an operational level or a governance level.

7.4 ADOPTION OF DEBT AND TREASURY MANAGEMENT POLICY

PURPOSE

The matter for consideration by the Council is to consider the draft Treasury Policy (incorporating Investment and Liability policies) for inclusion in the Draft Long Term Plan 2021-2031.

RESOLVED: 20.98

Moved: Cr Tim Aitken

Seconded: Cr Brent Muggeridge

That having considered all matters raised in the report and following the recommendation of the Risk and Assurance Committee:

a) That subsequent to the minuted amendments being made, Council adopt the proposed "Treasury Management Policy (Including Investment and Liability Policies)" to be included as part of the Draft Long Term Plan 2021 – 2031 which will be consulted on in early 2021.

CARRIED

Mr Chamberlain presented the report.

Amendment to be made:

For the purpose of this Policy total revenue be defined as:

"Total Revenue is defined as "cash earnings from rates, regular government capital grants and subsidies (such as NZTA subsidies), user charges, interest, dividends, financial and other revenue and excludes one off government capital grants and subsidies (such as PGF and 3 Waters Reform grants), and non-government capital contributions (e.g. developer contributions and vested assets)."

7.5 ADOPTION OF CENTRAL HAWKE'S BAY INTEGRATED SPATIAL PLAN 2020 - 2050 PURPOSE

The matter for consideration by the Council is the adoption of the Central Hawke's Bay Integrated Spatial Plan 2020 – 2050.

RESOLVED: 20.99

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Jerry Greer

That having considered all matters raised in the report:

a) That Council adopt the Central Hawke's Bay Integrated Spatial Plan 2020 – 2050.

CARRIED

Mr Tate presented the report.

Deputy Mayor Annand spoke to the motion expressing gratitude to those involved in the process of developing the Plan.

7.6 REVISED WORK PROGRAMME AND BUDGET - DISTRICT PLAN REVIEW PURPOSE

The purpose of this item is to present to Council an update on the District Plan Review work programme and budget. The matter for consideration by the Council is the adoption of revised work programme, including the revised notification date of the Proposed Plan, and budget.

RESOLVED: 20.100

Moved: Cr Tim Aitken

Seconded: Deputy Mayor Kelly Annand

That having considered all matters raised in the report, and following the recommendation from the District Plan Committee:

a) That Council endorses the revised work programme of the District Plan Review, providing for notification of the proposed Plan in May 2021.

CARRIED

Mrs O Shaughnessy presented the report.

It was confirmed that communication plans are in place with a focus on key stakeholders and community groups, ensuring that District Plan notification runs smoothly alongside the LTP engagement process.

The Council adjourned at 11am for morning tea break.

The Council meeting resumed at 11.20am.

7.7 DISTRICT PLAN KEY PROJECT STATUS REPORT

PURPOSE

The purpose of this report is to provide information to Council on the progress and status of the District Plan Review.

RESOLVED: 20.101

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

That, having considered all matters raised in the report, the report be noted.

CARRIED

It is noted that the Integrated Spatial Plan informs the District Plan in how Council provides for growth, to help understand how that growth occurs, and how it will be accommodated in the District Plan.

7.8 PROCUREMENT STRATEGY - PWPGF PROGRAMME

PURPOSE

The matter for consideration by the Council is to adopt and endorse the attached Procurement Strategy. The Procurement Strategy will outline the overarching principles, objectives and success criteria for the Porangahau to Wimbledon Road Provincial Growth Fund (PWPGF) programme.

RESOLVED: 20.102

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Kate Taylor

That having considered all matters raised in the report:

a) Council adopts option one – To approve the procurement strategy as the overarching framework for procuring and delivering the programme of works.

CARRIED

12:24pm Chief Executive Monique Davidson left the meeting and Mr Tate took her seat at the table.

7.10 DISTRICT LICENSING ANNUAL REPORT 2019/2020

PURPOSE

The Council is required to report annually on the proceedings and operations of the District Licensing Committee under section 199 of the Sale and Supply of Alcohol Act 2012.

RESOLVED: 20.103

Moved: Cr Tim Aitken

Seconded: Deputy Mayor Kelly Annand

That, having considered all matters raised in the report, the report be noted.

CARRIED

Lisa Harrison presented the report.

7.11 ANNUAL DOG CONTROL POLICY AND PRACTICES REPORT

PURPOSE

Each year Council reports on the effectiveness of the Central Hawke's Bay District Council's dog policy and control practices. This report is required under the Dog Control Act 1996.

The report includes statistics for registrations and complaint investigation, as well as key achievements for the reporting period.

RESOLVED: 20.104

Moved: Cr Kate Taylor

Seconded: Deputy Mayor Kelly Annand

That, having considered all matters raised in the report, the report be noted.

CARRIED

Noted that preparation for the Summer camping season continues regarding dog control. Focus on community education, and the issuing of infringement notices for repeat offenders.

7.12 SPORT HAWKE'S BAY ANNUAL REPORT 2019/2020

PURPOSE

The purpose of this report is to present to Council for its receipt, the Sport Hawke's Bay Annual Report covering the period 1 July 2019 – 30 June 2020.

RESOLVED: 20.105

Moved: Cr Exham Wichman Seconded: Cr Kate Taylor

That, having considered all matters raised in the report, the report be noted.

CARRIED

Nicki Heremaia, Community Sport Advisor – Sport Hawke's Bay, presented the report.

7.13 EPIC YOUTH DEVELOPMENT ANNUAL REPORT

PURPOSE

The purpose of this report is to present to Council for its receipt, the EPIC Ministries Annual Report – 2019/20.

RESOLVED: 20.106

Moved: Cr Jerry Greer Seconded: Cr Tim Aitken

That, having considered all matters raised in the report, the report be received.

CARRIED

Tama Bucknell, Director of Epic Ministries, presented the report.

7.14 RESOLUTION MONITORING REPORT

SIGNIFICANCE AND ENGAGEMENT

RESOLVED: 20.107

Moved: Cr Jerry Greer Seconded: Cr Exham Wichman

That, having considered all matters raised in the report, the report be noted.

CARRIED

8 MAYOR AND COUNCILLOR REPORTS

8.1 MAYOR'S REPORT FOR AUGUST-SEPTEMBER 2020

PURPOSE

The purpose of this report is to present Her Worship the Mayor's report.

RESOLVED: 20.108

Moved: Cr Brent Muggeridge

Seconded: Cr Jerry Greer

That the Mayor's report for August-September 2020 be received.

CARRIED

8.2 STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT

PURPOSE

The purpose of this report is to present the Strategy and Wellbeing Committee Chair Report.

RESOLVED: 20.109

Moved: Mayor Alex Walker Seconded: Cr Exham Wichman

That the Strategy and Wellbeing Committee Chair Report for August-September 2020 be received.

CARRIED

8.3 FINANCE AND INFRASTRUCTURE COMMITTEE CHAIR'S REPORT

PURPOSE

The purpose of this report is to present the Finance and Infrastructure Committee Chair Report.

RESOLVED: 20.110

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That the Finance and Infrastructure Committee Chair Report for August-September 2020 be

received.

CARRIED

8.4 RUATANIWHA WARD REPORT

PURPOSE

The purpose of this report is to present the Ruataniwha Ward Report.

RESOLVED: 20.111

Moved: Mayor Alex Walker Seconded: Cr Brent Muggeridge

That the Ruataniwha Ward Report for August-September 2020 be received.

CARRIED

9 CHIEF EXECUTIVE REPORT

9.1 ORGANISATION PERFORMANCE AND ACTIVITY REPORT AUGUST - SEPTEMBER 2020

PURPOSE

The purpose of this report is to present to Council the organisation report for August – September 2020.

RESOLVED: 20.112

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

That, having considered all matters raised in the report, the report be noted.

CARRIED

The Health and Safety Governance Charter document is to be circulated to Councillors.

6. 10 PUBLIC EXCLUDED BUSINESS

7.

RESOLUTION TO EXCLUDE THE PUBLIC

8. RESOLVED: 20.113

Moved: Cr Kate Taylor
 Seconded: Cr Exham Wichman

- 11. That the public be excluded from the following parts of the proceedings of this meeting.
- 12. The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - District Plan Committee Minutes	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	
10.2 - Chief Executive Performance and Employment Committee Minutes 12th August 2020 and Recommendations	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
7.1 - C1096 Procurement Plan - Bridges (PGF Programme)	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

12:55PM The meeting moved to the public excluded forum.

1:00PM Chief Executive Monique Davidson re-joined the meeting.

CARRIED

14.

15. RESOLVED: 20.114

16. Moved: Deputy Mayor Kelly Annand

17. Seconded: Cr Brent Muggeridge

18. That Council moves out of Closed Council into Open Council.

19. CARRIED

20. 11 DATE OF NEXT MEETING

RESOLVED: 20.115

Moved: Mayor Alex Walker Seconded: Cr Kate Taylor

THAT the next meeting of the Central Hawke's Bay District Council be held on 18 November

2020.

CARRIED

21.

22. 12 TIME OF CLOSURE

The Meeting closed at 1.37PM.

The minutes of this meeting were confirmed at the Council Meeting held on 18 November 2020 .

CHAIRPERSON

MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA ON THURSDAY, 22 OCTOBER 2020 – 11:30AM

PRESENT: Mayor Alex Walker

Deputy Mayor Kelly Annand

Cr Tim Aitken
Cr Gerard Minehan
Cr Brent Muggeridge
Cr Jorry Green

Cr Jerry Greer Cr Kate Taylor Cr Exham Wichman

IN ATTENDANCE: Monique Davidson (Chief Executive)

Pip Burne (Newly Elected Council Member) Brent Chamberlain (Chief Financial Officer)

Josh Lloyd (Group Manager, Community Infrastructure and Development) Doug Tate (Group Manager, Customer and Community Partnerships)

Bridget Gibson (Governance & Support Officer)

Sue Fargher (Library Services Manager)
Ben Hunt (Places & Open Spaces Officer)

One member of the public Rosemary Young, spoke to her submission regarding item 5.1.

23. 1 KARAKIA

Mayor Walker opened the meeting at 11:30am leading with karakia.

24. 2 APOLOGIES

APOLOGY

RESOLVED: 20.93

Moved: Cr Jerry Greer Seconded: Cr Kate Taylor

That the apologies for absence from Kaiārahi Matua Maaka be accepted.

CARRIED

25. 3 DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

4 STANDING ORDERS

RESOLVED: 20.94

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

That the following standing orders are suspended for the duration of the meeting:

21.2 Time limits on speakers

21.5 Members may speak only once

21.6 Limits on number of speakers

And that Option C under section 22 General procedures for speaking and moving motions be used for the meeting.

Standing orders are recommended to be suspended to enable members to engage in discussion in a free and frank manner.

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CARRIED

5 REPORT SECTION

5.1 REVENUE AND FINANCING POLICY CONSULTATION AND ADOPTION

PURPOSE

The matter for consideration by the Council is to receive feedback from the public on the rating review, consider this, and consider/amend the Revenue and Financing Policy accordingly.

RESOLVED: 20.95

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

That having considered all matters raised in the report:

- a) That Council receives this report, the written submissions, and hears the oral submissions.
- b) That after consideration of the public feedback that the following changes be made to Council's Revenue and Financing Policy:

1. Land Use and Subdivision Consents

26. That Council moves this activity to be funded 70-80% through fees and charges, with the balance being collected through general rates.

CARRIED

RESOLVED: 20.96

Moved: Cr Brent Muggeridge Seconded: Cr Gerard Minehan

2. Animal Control

27. That Council moves this activity to be funded 90-100% through user pays, with the remainder from rates.

28. .CARRIED

RESOLVED: 20.97

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Gerard Minehan

3. Compliance and Monitoring

29. That Council moves this activity to be funded 10-25% through user pays, with the remainder from rates. The user pays funding will be collected through various fees and charges including fines.

30. CARRIED

RESOLVED: 20.98

Moved: Cr Brent Muggeridge Seconded: Cr Jerry Greer

4. Stormwater

i. That Council moves this activity to be funded 80-90% private funding.

31.

ii. That Council introduces Stormwater Catchment Targeted Rating Zones for Takapau and Otane with differentials of 0.6 and 0.8 respectively, to recognise the difference in levels of service from the existing Waipawa and Waipukurau Targeted Rating Zones, and that these new targeted rates be phased in over a 5-year period.

CARRIED

RESOLVED: 20.99

Moved: Cr Brent Muggeridge Seconded: Cr Jerry Greer

5. CBD Differential for General Rates

32. That Council introduces a Central Business District General Rate differential of 1.5 for properties (excluding non-commercial residential accommodation) in the towns of Waipawa and Waipukurau to be phased in over a 5-year period.

CARRIED

Councillor Minehan declared a conflict of Interest and abstained from voting on Resolution 20.99.

Against: Councillor Taylor

RESOLVED: 20.100

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

That Council review the Covid 19 Rates Remission Policy (Financial Hardship) for the inclusion of Commercial business property owner or tenant depending on where the payment of rates falls. The matter will come back to Council for consideration.

CARRIED

Against: Councillor Aitken

Councillor Minehan's conflict of Interest remains tabled and Council Minehan abstained from voting on Resolution 20.100.

Councillor Minehan abstained from voting due to declared pecuniary interest.

RESOLVED: 20.101

Moved: Cr Brent Muggeridge

Seconded: Cr Kate Taylor

c) That the amended Revenue and Financing Policy attached (which includes the changes in

(b) above) be adopted.

CARRIED

Ms Rosemary Young on behalf of Arts and Crafts Waipukurau spoke to her submission.

Mayor Walker tabled a statement from Mr David Bishop regarding his submission, reading the statement to the table.

David Bishop's statement was addressed by Council and the statements considered.

Mr Chamberlain presented the report Revenue And Financing Policy Consultation And Adoption.

Councillor Minehan left the table at 12:59pm and abstained from voting on *Resolution 20.99* due to a pecuniary conflict of interest declared.

Councillor Minehan returned to the table at 1:08pm.

Councillor Minehan's pecuniary conflict of interest remains tabled and Council Minehan abstained from voting on *Resolution 20.100*.

Noted that the following amendment be made to the Policy:

- An additional funding source for 3 Waters include grants and subsidies for both operational and capital costs.
- Differential rate to be amended to 1.5 for commercial rates as per Resolution 20.99.

Meeting adjourned at 1.27pm. Meeting resumed at 2:02pm.

5.2 RETIREMENT HOUSING SECTION 17A REVIEW 2020

PURPOSE:

The matter for consideration by the Council is the adoption of the Retirement Housing Section 17a Review and a preferred approach for the future of the Retirement Housing Activity in principle, for inclusion in the 2021 – 2031 Long Term Plan.

RESOLVED: 20.102

Moved: Mayor Alex Walker Seconded: Cr Kate Taylor

That having considered all matters raised in the report:

That Council receive the Retirement Housing Section 17a Review, prepared in accordance with the requirements of Section 17a of the Local Government Act 2002.

CARRIED

RESOLVED: 20.103

Moved: Cr Gerard Minehan Seconded: Cr Tim Aitken

That Council adopt *Option 1a Status Quo with Rental Increase* of the Review in principle for inclusion in the 2021 Long Term Plan, noting Council retains ownership, and rents will increase over a period of two years to achieve renewal and upgrade requirements and the re-establishment of reserve funds.

CARRIED

33. 6 PUBLIC EXCLUDED BUSINESS

Nil

34. 7 DATE OF NEXT MEETING

RESOLVED: 20.104

Moved: Cr Gerard Minehan Seconded: Cr Kate Taylor

That the next meeting of the Central Hawke's Bay District Council be held on 18 November 2020.

CARRIED

35. 8 TIME OF CLOSURE

The Meeting closed at 2.52pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Central Hawke's Bay District Council held on 18 November 2020.

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6 REPORTS FROM COMMITTEES

Nil

7 REPORT SECTION

7.1 SOLID WASTE SECTION 17A

File Number:

Author: Josh Lloyd, Group Manager - Community Infrastructure and

Development

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Section 17a Review Report 4

PURPOSE

The matter for consideration by the Council is the adoption of the Solid Waste Section 17a Report prepared by Eunomia Consulting Ltd, and endorsing the recommended changes to service delivery for the Solid Waste activity noting that these will go through a consultation process as part of the 2021 Long Term Plan.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) Council receive the Solid Waste Section 17a Report, prepared in accordance with the requirements of Section 17a of the Local Government Act 2002.

AND

- b) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;
 - 1b to provide a 120L wheeled bin plus a single crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino
 - That Council maintain the status quo option for kerbside refuse collection services,
 - 3a, to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino,
 - That Council maintain the status quo option for the provision of Transfer Stations
 - 5a, to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups,
 - That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems;

OR

- c) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;
 - 1a, to provide a 3rd crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino,
 - That Council maintain the status quo option for kerbside refuse collection services,
 - 3a, to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino.
 - 4a, to close the Waipawa Transfer Station,
 - 5a, to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups,

 That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems;

OR

- d) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;
 - 1b to provide a 120L wheeled bin plus a single crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino
 - 2a to provide a 120L wheeled bin for kerbside refuse collection,
 - 3a to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino,
 - 4a, to close the Waipawa Transfer Station and the Takapau Transfer Station,
 - 5a, to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups,
 - That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems;

BACKGROUND

The Local Government Act

Section 17(a) of the Local Government Act sets out the below requirements for local authorities:

- (1) A local authority must review the cost-effectiveness of current arrangements for meeting the needs of communities within its district or region for good-quality local infrastructure, local public services, and performance of regulatory functions.
- (2) Subject to subsection (3), a review under subsection (1) must be undertaken—
- (a) in conjunction with consideration of any significant change to relevant service levels; and
- (b) within 2 years before the expiry of any contract or other binding agreement relating to the delivery of that infrastructure, service, or regulatory function; and
- (c) at such other times as the local authority considers desirable, but not later than 6 years following the last review under subsection (1).

Central Hawke's Bay District Council last completed a Section 17a review of solid waste services prior to the procurement of new contracts for landfill, transfer station and kerbside services in 2018. At that time no recommendations were made for fundamental changes to existing methods or approaches.

CHBDCs Environmental and Waste Journey

Council have consciously and actively applied focus to the area of environmental and waste management over the previous 24 months. Recognising a need to play a more active role in environmental and sustainability outcomes in the community, Council completed two reviews of its Waste Management and Minimisation Plan (WMMP) in 2018 and 2019. The most recent 2019 WMMP represented a step-change in intent and participation in various efforts to improve environmental outcomes for the District with a primary focus on diverting waste from landfill. The 2019 WMMP had four goals as well as a number of actions.

1. A community committed to minimising waste sent to landfill

- 2. A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling wastes
- 3. Minimise environmental harm and protect public health
- 4. Work in partnership with others

The WMMP is supported by Councils Environmental and Sustainability Strategy (the Strategy) adopted in 2019. The Strategy focused on four themes and contained an assessment of current performance and future intent under each theme. The four themes are:

- 1. Leading the way in environmental sustainability
- 2. Ensuring environmental vitality through our way of working
- 3. Connecting our people and place
- 4. Building a more sustainable economy

To drive change from current performance to future intent, the Strategy housed a number of actions reaching out to 2023.

Community Interest

Council engaged with the community through the 2018 S17a review, the two WMMPs and the Environmental and Sustainability Strategy. Project THRIVE also captured a range of community feedback and intent with respect to environmental outcomes. Through the various means of engagement, Council has heard repeated and consistent messaging from the community about:

- A desire for improved District-wide environmental outcomes
- A desire for improved Council-led services

Council has set its own strategic intent and direction through the Strategy and the WMMP but has referred the implementation or service delivery changes to follow the Section 17a review programmed for 2020. Council have had to at times defend this process with the community who have signalled a growing need for changes in service delivery, particularly at the kerbside and at our recycling facilities.

Contract Procurement and Contract Implementation

In 2018 Council went to market with existing contracts for the management of the District Land Fill, Management of Transfer Stations and Recycling Drop off Centres and urban kerbside refuse and recycling collection. The contracts were taken to market as the existing contracts had come to the end of their contract terms.

Council sought the opportunity to procure the various aspects listed above at the same time under a single procurement with separable portions in order to ascertain the value of synergies. The outcome of the procurement is as follows:

Activity	Successful Contractor	Pervious Contractor
District Landfill Operations	Higgins	Higgins
Transfer Station and Recycling Drop off Centre Management	Smart Environmental	Green Sky
Kerbside Refuse and Recycling Collections	Smart Environmental	Green Sky

The outcome of the procurement process (shown above) was the implementation of three contracts to two service providers with one representing a change in service provider from a long-serving provider (Green Sky) to a new National provider (Smart Environmental).

Following implementation of the new contracts, Council and the community experienced poor performance from Smart Environmental who failed to meet basic requirements of the contracts, particularly for the management of the Transfer Stations and Drop off Centres. This was dealt with formally and has largely now been resolved with major performance issues behind us and a positive working relationship with the contractor allowing room for continued improvement and initiatives.

Section 17a Review

Council engaged Eunomia Ltd to complete a section 17(a) review of solid waste services in 2020 to provide an assessment of current services but more importantly to provide recommendations for service delivery improvements/changes that could be taken into the 2021 LTP for consultation with the community. It was considered that the LTP consultation process would likely be necessary as service delivery improvement recommendations would likely involve changes to cost and/or levels of service. Council considered explicitly that decisions about the implementation of wheeled bin services for refuse and/or recycling and the closure of some recycling facilities may come out of the review.

The scope of the review was set to directly focus on those aspects of service delivery that were identified within Council as having potential opportunity for change/improvement. The focus areas for the review were:

- Kerbside refuse and recycling collection methodology (bags and crates Vs. wheeled bins)
- Location and number of transfer stations and recycling drop off centres
- Service provision for rural residents
- Use and economic modelling of landfill

Review timeline:

- Engaged Eunomia March 2020
- Initial workshop June 2020
- Second workshop to discuss options September 2020
- Draft S17a report produced September 2020

DISCUSSION

Eunomia have produced a single report to complete the formal elements of the review as required by the Act and as set out in the review scope. The report (attached) provides an assessment of current service delivery provisions and makes recommendations to enhance some services in order to better achieve Council's stated waste minimisation outcomes. Officers have built upon these recommendations and with the inclusion of Council and community views have created a range of possible enhancements to service delivery that are for consideration today.

Section 17a Findings:

The key issues identified with the current services, as set out in the WMMP and to be addressed through this review, are as follows:

• Kerbside rubbish collection areas are not aligned with kerbside recycling, with a number of areas receiving a kerbside rubbish collection and not a recycling collection

- Residents that do have access to the kerbside recycling collection appear to either not use it, or use the RTS/RDOPs in preference
- Rural customers rarely have access to a recycling collection
- Customers using private refuse collections often choose a large wheeled bin, with the likely outcome
 of being poorer recyclers
- There are no green waste collection services in the district
- Charging at the landfill may not be full cost recovery, particularly looking into the future to increasing landfill levy and ETS implications
- In some places, RDOPs are provided to areas that also have kerbside rubbish collections
- The RTS/RDOP network in general is extremely comprehensive and in some cases may be more than needed
- There are few options for C&D recovery
- Waipukurau RTS is a cramped site, with limited opportunities to divert ICI materials
- There may be opportunities to work more closely in partnership with neighbouring authorities and other agencies

Section 17a Recommendations:

The following recommendations are made in the report by Eunomia:

- Extend kerbside recycling service to the villages that currently receive the kerbside refuse service, and any rural households that are en route and not in 100km zones
- Close the RDOPs in these areas, leaving Porangahau and Takapau (others are all under 20 minutes drive to another RDOP or RTS)
- Provide an additional crate to all households receiving the kerbside recycling service, with the intention of a three stream glass/fibre/comingled recycling collection
- Introduce a weekly food waste collection to all householders that receive the other kerbside services
- Liaise with the private sector services providers, and then if necessary legislate to ensure that a recycling service is available to every customer
- Identify an appropriate community group and support them to access the funding necessary to establish a community resource recovery centre in a location convenient to Waipukurau and Waipawa

Service Delivery Enhancements for Consideration:

Based on the recommendations in the report, further detail in the report about various options that were compared, and based on the fact that figures used in modelling for the report were 'generic' only, Officers further investigated some options and the underpinning assumptions and analysis. Specifically, Officers further investigated options to:

- Introduce wheeled bin services for refuse and recycling
- Extend kerbside recycling to those centres who currently receive kerbside refuse services
- Close some drop off centres and transfer stations to avoid cost and increase kerbside participation rates
- Provide improved services for rural residents
- Introduce a kerbside food-waste collection service
- · Maximise economic potential of the landfill

The further investigation of the above options has directly resulted in the options considered and recommended in this report.

RISK ASSESSMENT AND MITIGATION

A risk assessment for each option is provided in the options analysis table.

FOUR WELLBEINGS

The options being considered are intended to deliver on Central Hawke's Bays waste minimisation outcomes while balancing other needs and drivers (mostly economic). Enhanced environmental outcomes through waste minimisation are considered to be a key builder of social and cultural fabric in a community.

DELEGATIONS OR AUTHORITY

Council are mandated to receive the completed Section 17a independent report. Council are also mandated to include programmes of work, especially those promoting a change in level of service, in the Long Term plan.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some significance.

OPTIONS ANALYSIS

	That Council receive the report	That Council do not receive the report
Financial and Operational Implications	There are no specific financial or operational implications with receiving the report. The report has informed the various proposed changes to service delivery which are considered in the following tables and each contain implications.	Not receiving the report will mean that further work is required by Officers and consultants to make necessary changes to get a report completed and received as this is listed on Councils review programme.
Long Term Plan and Annual Plan Implications	Receiving the report will support any service delivery changes being put forward through the LTP.	Not receiving the report may undermine any service delivery changes being put forward through the LTP.
Promotion or Achievement of Community Outcomes	The report has specifically tried to interpret community outcomes, most notably those raised through the WMMP as Council objectives. The report recommends changes to service delivery that will support achievement of WMMP and therefore community outcomes.	Not receiving the report is an option if Council consider that the report is not aligned with community outcomes/ aspirations.

Statutory Requirements From the LGA: "A local authority must review the cost-effectiveness of current arrangements for meeting the needs of communities within its district or region for good-quality local infrastructure, local public services, and performance of regulatory functions. ...in conjunction with consideration of any significant change to relevant service levels" Consistency with Receiving the review as a key input into proposed changes to **Policies and Plans** service delivery is consistent with the 2021 LTP work programme. NA The risks considered in **Risk Assessment and** Not receiving the report will Mitigation receiving the review are related create risks to the 2021 LTP to the accuracy of the review work programme. and ensuring that its findings are therefore appropriate. This risk is considered to be low based on Officers scrutiny of the review.

Options 1a and 1b. The introduction of a third recycling crate or a 120l wheeled bin for recycling.

	Option 1a That Council adopt	Option 1b That Council adopt	Status Quo That Council
	option 1a in principle for inclusion in the 2021 Long Term Plan, proposing to provide a 3 rd crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino	option 1b in principle for inclusion in the 2021 Long Term Plan, proposing to provide a 120L wheeled bin plus a single crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino	maintain the status quo option for kerbside recycling services
Financial and Operational Implications	Officers have been given confidence that this option can be done at low or no cost to Council/ratepayers based on the assumption that Option 3a is also adopted and RDOCs in the listed centres are closed.	Officers have been given confidence that this option can be done at a low cost to Council/ratepayers estimated at \$50,000 - \$80,000 per year based on the assumption that Option 3a is also adopted and RDOCs in the listed centres are	There are no financial or operational implications with retaining the status quo

		closed.	
Long Term Plan and Annual Plan Implications	This option will be consulted on with the community through the 2021 LTP process.	This option will be consulted on with the community through the 2021 LTP process.	This option has no impact on the LTP or Annual Plan.
Promotion or Achievement of Community Outcomes	This option is considered by the Section 17a review and experts to be the most aligned with environmental outcomes in reducing waste to landfill	This option is considered to be most favourable with community but may have negative environmental outcomes as contamination of recycling increases	The community are clear that the current service delivery option is not favourable with the number of complaints increasing
Statutory Requirements	There are no specific stat	tutory or legislative require	ments
Consistency with Policies and Plans	This option is consistent with Councils Waste Management and Minimisation Plan	This option may result in increased contamination of recycling and reduced diversion from landfill which would be inconsistent with Councils Waste Management and Minimisation Plan	The current service provision is inconsistent with Council Waste Management and Minimisation Plan goals in that participation rates are below what is needed
Risk Assessment and Mitigation	The primary risks are with operational changes requisive system and the confidence Both will be tested rigorous market prior to formal engommunity early in 2021	uired in introducing a new ce in the affordability of it. usly with the contracting gagement with the	The risk of retaining the status quo is the continued inability to deliver on objectives for recycling participation and diversion from landfill.

Option 2a, proposing to provide a 120L wheeled bin for kerbside refuse collection or maintain the status quo option for kerbside refuse collection services

	Option 2a That Council adopt option 2a in principle for inclusion in the 2021 Long Term Plan, proposing to	Status Quo That Council maintain the status quo option for kerbside refuse collection services
	provide a 120L wheeled bin for kerbside refuse collection	
Financial and Operational Implications	Officers have been given confidence that this option can be done at low or no cost to Council/ratepayers based on the assumption that Option 3a is also adopted and RDOCs in the listed centres are closed. The current income from bags sold would need to be transferred into a new income scheme to support the bins.	There are no financial or operational implications with retaining the status quo
Long Term Plan and Annual Plan Implications	This option will be consulted on with the community through the 2021 LTP process.	This option has no impact on the LTP or Annual Plan.
Promotion or Achievement of Community Outcomes	This option is considered to greatly enhance community satisfaction and create an uplift in kerbside refuse collection participation rates.	Current very low participation rates at the kerbside suggest low alignment with community outcomes for the current service provision.
Statutory Requirements	There are no specific statutory or legislative requirements	There are no specific statutory or legislative requirements
Consistency with Policies and Plans	A wheeled bin service will need to be carefully delivered to ensure that total waste volumes do not increase per resident. This is considered achievable.	The current service delivery offering has no direct effect on existing policies or plans.

Risk Assessment and Mitigation

Like with changes to kerbside recycling, the primary risk is operational delivery and change management that will need to be given time and focus to ensure a smooth transition. Costing is also a risk that will need to be landed with contractors prior to formal community consultation.

The risk of retaining the status quo is continued low satisfaction and participation rates within the community who prefer a wheeled bin over bags for ease of use.

Option 3a, the closure of Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino or maintain the status quo option for the provision of Recycling Drop off Centres.

Option 3a

That Council adopt option 3a in principle for inclusion in the 2021 Long Term Plan, proposing to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino

Status Quo

That Council maintain the status quo option for the provision of Recycling Drop off Centres

Financial and Operational Implications

The closure of these centres will add cost-efficiency to the collection of recyclables for Council and our contractor. The reduction in costs to service these centres will offset the introduction of kerbside services and a third crate or wheeled bin.

There are no financial or operational implications with retaining the status quo

Long Term Plan and Annual Plan Implications

This option will be consulted on with the community through the 2021 LTP process.

This option has no impact on the LTP or Annual Plan.

Promotion or Achievement of Community Outcomes

The provision of a kerbside service over a RDOC is considered to increase diversion from landfill and reduce contamination that is very high at RDOCs. Officers are aware of the high rural usage of some of the RDOCs so it is proposed that if they are closed then option 5a is also adopted.

The existing service is considered sub-optimal in terms of achieving waste minimisation outcomes due to the cost-inefficiency and the high amount of contamination leading to increased tonnes of recycling going to landfill.

Statutory Requirements	There are no specific statutory or legislative requirements	There are no specific statutory or legislative requirements
Consistency with Policies and Plans	This offering, coupled with the provision of a service for rural residents is considered to promote the achievement of Waste Management and Minimisation Plan outcomes.	The current service delivery offering has no direct effect on existing policies or plans.
Risk Assessment and Mitigation	The primary risk is change management, communications and potential negative community feedback.	The risk of retaining the status quo is continued contamination and cleanliness issues at the RDOCs, and an inability to offset costs from the introduction of other new services.

Options 4a, and 4b. Proposing to close the Waipawa Transfer Station, proposing to close the Waipawa Transfer Station and the Takapau Transfer Station or maintaining the status quo option for the provision of Transfer Stations.

	Option 4a That Council adopt Option 4a in principle for inclusion in the 2021 Long Term Plan, proposing to close the Waipawa Transfer Station	Option 4b That Council adopt Option 4b in principle for inclusion in the 2021 Long Term Plan, proposing to close the Waipawa Transfer Station and the Takapau Transfer Station	Status Quo That Council maintain the status quo option for the provision of Transfer Stations
Financial and Operational Implications	The current costs to service 4 transfer stations and 7 drop off centres is \$439,000 per year. The closure of a facility will reduce this cost and with Waipawa being the second largest Officers expect the cost saving to be significant. This will result in a change to contract with Smart Environmental and detail will be negotiated	As with Waipawa but further cost reductions for Takapau (to a lesser extent due to smaller scale and lower running hours).	There are no financial or operational implications with retaining the status quo

	prior to formal consultation with the community early in 2021.		
Long Term Plan and Annual Plan Implications	This option will be consulted on with the community through the 2021 LTP process.	This option will be consulted on with the community through the 2021 LTP process.	This option has no impact on the LTP or Annual Plan.
Promotion or Achievement of Community Outcomes	This option will create cost savings for the community that can be sued to offset other activities or directly reduce targeted rates. The closure of either facility will be met with resistance from some members in the affected communities who will then need to rely on the available kerbside services or make a short drive to another facility. Option 5a may lessen this impact for rural residents who may be using the facilities to deposit recycling.		
Statutory Requirements	There are no specific state	tutory or legislative require	ments
Consistency with Policies and Plans	These options are both consistent with Council Waste Management and Minimisation Plan and will add efficiency to the service offering. The current service provision has no direct impact on policies or plans.		
Risk Assessment and Mitigation	The primary risk is managed satisfaction. Effective character communication will be recommunication will be recommunication.	ange management and	The risk of retaining the status quo is operational inefficiency and high costs to serve.

Option 5a, proposing to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups

Option 5a Status Quo That Council adopt Option 5a in That Council does not provide principle for inclusion in the 2021 dedicated rural recycling services Long Term Plan, proposing to

	provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups	
Financial and Operational Implications	The service can be provided for approximately \$47,000 per year to service 6-8 rural sites and funding may be able to be used from the waste levy funding.	There are no financial or operational implications with retaining the status quo
Long Term Plan and Annual Plan Implications	This option will be consulted on with the community through the 2021 LTP process.	This option has no impact on the LTP or Annual Plan.
Promotion or Achievement of Community Outcomes	This option is considered to directly support the achievement of community outcomes as voiced by rural residents who are increasingly eager to recycle.	Council have acknowledged the current lack of direct services made available for rural residents and that this falls below expectation.
Statutory Requirements	There are no specific statutory or legislative requirements	There are no specific statutory or legislative requirements
Consistency with Policies and Plans	This offering is considered to promote the achievement of Waste Management and Minimisation Plan outcomes through increased participation in recycling schemes.	The current service delivery offering has been flagged as a potential direct barrier to achieving waste reduction targets.
Risk Assessment and Mitigation	The primary risk is the operational delivery of the service in ensuring that it is reliable, clean and safe. It is hoped this will be managed/mitigated through the preferred partnering approach with community groups.	The risk of retaining the status quo is continued challenges for rural residents to recycle.

Direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems

	That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems	That Council DO NOT direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems
Financial and Operational Implications	There are no financial implications with watching ongoing trials in NZ and only minor operational implications for Officers.	To be determined based on direction from Council
Long Term Plan and Annual Plan Implications	Nil	Nil
Promotion or Achievement of Community Outcomes	This option is considered to align with community outcomes in that it is most likely to result in the delivery of a food collection service IF and WHEN it is determined to be cost effective and the right time.	To be determined based on direction from Council
Statutory Requirements	There are no specific statutory or legislative requirements	There are no specific statutory or legislative requirements
Consistency with Policies and Plans	This offering is considered to likely support the achievement of Waste Management and Minimisation Plan outcomes.	To be determined based on direction from Council
Risk Assessment and Mitigation	The primary risk is the perception risk of inaction or non-delivery that can be mitigated through effective communication.	To be determined based on direction from Council

NEXT STEPS

Following decisions by Council, Officers will complete necessary work to include relevant items for consideration and consultation with the 2021 LTP. This will include the confirmation of some key input information including costs to deliver services.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) Council receive the Solid Waste Section 17a Report, prepared in accordance with the requirements of Section 17a of the Local Government Act 2002.

AND

- b) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;
 - 1b to provide a 120L wheeled bin plus a single crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino
 - That Council maintain the status quo option for kerbside refuse collection services,
 - 3a, to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino,
 - That Council maintain the status quo option for the provision of Transfer Stations
 - 5a, to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups,
 - That Council direct Officers to regularly report back to Council or Committee
 on the progress of the various food waste collection trials occurring in New
 Zealand with a plan to 'follow fast' those that have successfully implemented
 systems;

OR

- c) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;
 - 1a, to provide a 3rd crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino,
 - That Council maintain the status quo option for kerbside refuse collection services.
 - 3a, to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino.
 - 4a, to close the Waipawa Transfer Station,
 - 5a, to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups,
 - That Council direct Officers to regularly report back to Council or Committee
 on the progress of the various food waste collection trials occurring in New
 Zealand with a plan to 'follow fast' those that have successfully implemented
 systems;

OR

- d) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;
 - 1b to provide a 120L wheeled bin plus a single crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino
 - 2a to provide a 120L wheeled bin for kerbside refuse collection,
 - 3a to close Recycling Drop off Centres in Otane, Takapau, Ongaonga and

Tikokino,

- 4a, to close the Waipawa Transfer Station and the Takapau Transfer Station,
- 5a, to provide a regular rural recycling collection service at designated rural sites in partnership with existing local community organisations or groups,
- That Council direct Officers to regularly report back to Council or Committee
 on the progress of the various food waste collection trials occurring in New
 Zealand with a plan to 'follow fast' those that have successfully implemented
 systems;





November 2020

Report for Central Hawkes Bay District Council

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Disclaimer

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1.0 Introduction

As required by legislation, and to address several issues raised in the recent Waste Assessment and WMMP, Central Hawkes Bay District Council (Council) has undertaken a review of solid waste services. This review has been in accordance with the 'project charter' agreed within Council in April 2020.

In particular, this review is intended to meet the requirements of section 17A of the Local Government Act (2002).

This review is a relatively high-level exercise that considers a range of scenarios. Outline forecasts have been provided with respect to financial and waste minimisation implications to enable Council to identify preferred scenario/s that could be taken forward for further investigation and implementation; e.g. through discussions with the existing contractor or other service providers.

2.0 Scope

As outlined above, this review is intended to meet the requirements of a section 17A review and to address several issues identified in the 2019 Waste Assessment and WMMP.

2.1 Section 17A Review

In order to carry out a thorough review of the operation of a council activity, this report considers Council's requirements under section 17A of the Local Government Act (LGA). Section 17A requires that TAs review their services, such as local infrastructure, local public services, and the performance of regulatory functions. These reviews should actively seek efficiencies, and should demonstrate that the TA is delivering services in a way that is most cost-effective for their customers. Cost-effectiveness does not necessarily mean 'least cost'. The requirements specifically state that:

"A local authority must review the cost-effectiveness of current arrangements for meeting the needs of communities within its district or region for good-quality local infrastructure, local public services, and performance of regulatory functions".

Essentially, the Council must assess its service delivery models and determine if we are delivering the right service at the most affordable cost, and if there are more suitable arrangements.

A section 17A review must consider how a number of options would achieve better costeffectiveness. Section 17A (4) of the LGA clearly sets out what a review must consider as

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a minimum, including consideration of various governance, funding, and delivery methods. This report assesses the delivery against all the necessary options.

The requirement for a review is triggered by a number of circumstances, including consideration of a significant level of service change. A service review is required to consider options for the governance, funding and delivery of the service, including:

- governance of the service and whether this may be delegated to a joint committee;
- how the service is funded; and
- how the service is delivered, such as directly by the TA, through a councilcontrolled organisation fully or partly owned by the TA, or by another council or person/agency.

2.2 Issues Identified in the WMMP

In addition to the generic requirements of the section 17A review, some specific service issues were identified through the Waste Assessment and WMMP process. These include:

- Review existing kerbside recycling collections; at least to align rubbish and recycling collection areas. Survey residents to find out why they aren't using it.
- Maintain existing kerbside user-pays rubbish bag collection, with potentially part
 of the cost of collection covered by general rates, and the remainder by user
 charges, with the appropriate user pays/rates proportion to be investigated and
 agreed through the annual fees and charges process.
- Work with and facilitate key local businesses to fill gaps in waste services that
 integrate with Council's services, such as rural and farm waste collections, green
 waste collections, and business recycling services.
- Review the charging at the landfill to ensure that this is on a full cost-recovery basis
- Review the cost-benefit of each drop-off point and transfer station and survey customers to ensure best location, number, and material ranges at each
- Investigate the feasibility of incorporating C&D and ICI recovery at the district landfill site or Waipukurau RTS, and implement preferred option
- Proactively identify opportunities to work in partnership with neighbouring authorities and other agencies

3.0 Methodology

This review includes the following steps:

 Analyse the data relating to waste streams to benchmark performance and identify opportunities for improvement;

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- Recommend outline service improvements, and options where appropriate (e.g. kerbside collection services);
- Canvass the views of community, officers and elected members to identify the preferred alternative service options;
- Model the possible outcomes for the alternative preferred option/s;
- Review and report on other service review aspects such as governance and service delivery mechanism.

3.1 Analysis of data

Data used in the Waste Assessment was updated and additional analysis of data carried out where possible to provide further opportunities for benchmarking performance and to identify opportunities for improvement in key areas.

Some additional data was provided by Council and their contractor relating to transfer stations, drop-off points, kerbside collections, and servicing frequencies.

A key focus of the data analysis was a review of current service efficiency.

3.2 Investigation of Kerbside Recycling Service

Previous work had identified that tonnages collected through the kerbside recycling service were low compared to other similar districts¹. Although data was not available on participation or set out rates², anecdotal evidence suggested that these were low.

The quanties of recyclables collected at the transfer stations or recycling drop-off points (RDOPs) suggests that householders are choosing to use these, rather than the kerbside recycling service.

The implications of this for the service review are significant, as the cost-effectiveness of the kerbside recycling service will be reduced if participation is low. It may also suggest that the kerbside recycling service is not fit for purpose.

While the intention had been to survey these customers specifically to explore the reasons why the service was not well utilised, the kerbside recycling service has been significantly disrupted as a result of COVID-19. During level 4 lockdown, many kerbside recycling services were either suspended entirely or were diverted to landfill. The ramifications of this have continued long past the end of level 4 lockdown, with very high contamination levels continuing to be observed across New Zealand.

Council have also recently undertaken intensive pre-engagement with the community in preparation for the next long term plan (LTP).

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¹ As outlined in the Waste Assessment and WMMP

² Set out rates being the proportion of potential customers that put out a recycling crate for a specific collection round; participation being the proportion of potential customers that put out a recycling crate at least once every 4-6 weeks (the applicable period depends on the frequency of service).

For these reasons, Council felt it was not going to be appropriate or productive to survey customers about the kerbside recycling service. Instead, informal discussions were had amongst staff and there was general agreement on the key barriers and issues.

3.3 Service Improvement Options

Based on data analysis and feedback from officers, a number of outline scenarios were developed. These ranged from reduced service provision, the status quo, and then four scenarios that were anticipated to result in increased efficiency and/or waste minimisation outcomes.

These outline scenarios were presented to a workshop with councillors in June 2020. Following this workshop, the scenarios were fine-tuned accordingly and were signed off by officers in September 2020.

A workshop with the community reference group was also planned for this time; however, this was not held due to concerns over COVID-19 and public gatherings.

3.4 Reporting

The agreed scenarios were taken forward to high level modelling for financial and/or waste minimisation impacts. The outcomes of this modelling are presented in this report.

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4.0 Review of Existing Services

To carry out a section 17A service review, the following steps are required:

- 1. Understand the current service provision;
- 2. Develop a 'baseline' model that reflects the key dynamics of the current services;
- 3. Consider alternative service provision options;
- Model alternative services using the same parameters as the baseline except for agreed service changes;
- 5. Report the outcomes, including cost and likely diversion potential.

This section covers the first two parts of this process.

A good understanding of the current service provision was achieved through the Waste Assessment development process, which Eunomia was involved in, and this was supplemented with some additional data provided by Council and its contractor.

The type of services provided and the existing method for providing these services are described in detail as part of the 2019 Waste Assessment.

4.1 Existing Services

Currently those living and working in Central Hawkes Bay have access to a range of options to help send less waste to landfill:

- · Council's weekly user-pays bag collection for rubbish
- Private companies collecting wheeled bins of rubbish at various frequencies, and with various sizes of bins on offer to households and businesses
- Council's weekly kerbside recycling collection from two recycling crates (60L and 45L for glass)
- Various other materials collected at the recycling drop-off points or transfer stations
- Green waste collected at transfer stations and composted

Various other specialised services such as medical and agricultural waste collection and treatment.

Central Hawkes Bay District Council has a contract with Smart Environmental Ltd (SEL) to provide kerbside collection services (to most towns) and collect waste and recycling from drop off points and transfer stations throughout most of the district.

A litter collection is carried out in public places by another contractor.

The table below outlines the key Council-provided refuse and recycling services.

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Item 7.1- Attachment 1

Table 1: Council-provided Refuse and Recycling Services³

Service	Provided to	Scope
Weekly kerbside rubbish collection	Waipukurau, Waipawa, Otane, Takapau, Porangahau, Te Paerahi, Tikokino, Ongaonga	User pays bag collection
Weekly kerbside recycling collection	Waipukurau and Waipawa	Glass bottles and jars in one crate, plastics 1 and 2, paper and cardboard, metal cans and tins in another crate
Refuse Transfer Stations	Waipukurau and Waipawa	Wide range of materials accepted for recycling and disposal
Refuse Transfer Stations	Takapau and Porangahau	Narrow range of materials accepted for recycling and disposal
RDOPs	Waipukurau and Waipawa (at the RTS), Takapau, Tikokino, Porangahau, Ongaonga, Otane	As per kerbside recyclables

In addition to the council-provided services, there is a private refuse collection company providing services to rural households, and a commercial-scale refuse and recycling service offered by Waste Management NZ Ltd.

4.1.1 Assessment of Existing Services

For a small, rural council serving a widely distributed community, Central Hawkes Bay Council provide a reasonable level of service. Around 60% of residents have access to a kerbside rubbish collection and around 45% also have access to a kerbside recycling service and the network of recycling drop-off points and transfer stations make disposal and recycling facilities relatively accessible to other households.

There is scope to further improve the levels of service by aligning the kerbside recycling collection area with the rubbish collection routes, which may also encourage increased participation in the kerbside recycling service. Council may also want to consider

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³ All provided by SEL, contracted to April 2030

supporting a wider range of product stewardship schemes such as e-waste recovery, material re-use, and farm-waste related schemes such as AgPac, Plasback, and ROSE (for waste oil), and looking further at the range of materials that could be separated for recovery at the Waipukurau RTS.

Non-Council services offered are very much focused on rubbish removal services, with limited recycling or other diversion options available. Although Kiwi Kanz offer a green waste collection service, uptake of this option is still very limited (less than 100 households estimated).

Although businesses and industrial operations can access the transfer stations and recycling drop-off centres around the district, these are mainly set up for household-type wastes and don't really have the capacity to divert large quantities of (for example) cleanfill, construction waste, or large chemical containers. This latter waste stream will make up a portion of the 11.8% of the landfill waste stream that is categorised as 'non-recyclable plastic'.

The low participation in the kerbside recycling service is of concern. Possible reasons put forward for this include:

- There is insufficient capacity in the two available crates
- Householders dislike putting cardboard in the crates as they are too small
- Householders would prefer a closed container (e.g. a wheeled bin)
- Recycling crates need to be out by 7.30am, which is too early for some
- Many householders prefer to use the RTS or RDOPs for various reasons such as
 the fact they are visiting there anyway to drop off rubbish, they enjoy it, they can
 visit on the weekend and get everything out of the way before the new week
 starts.
- Householders reportedly use the RTS/some RDOPs for rubbish because they have items with sharp edges or too large to go in a bag, or because they are dropping off greenwaste and so take their rubbish and recycling at the same time.

Without any quantitative analysis of these reasons, it is difficult to say which if any are more important than any others. However, it is clear that a two crate collection is quite limited in capacity compared with other collections. It is also clear that while householders are not recycling much through the kerbside service, they *are* still recycling as overall diversion is reasonably good and there are low levels of recyclables in the rubbish bags.

4.1.2 Performance of Existing Services

The Central Hawkes Bay district sent just over 6,700 tonnes to landfill in 2018/19. Nearly 40% of this was picked up at the kerbside by private companies or Council's contractor, and just over 60% arrived at the landfill via a transfer station or from a commercial/industrial source. Around 35% of this could be recycled, reused, or recovered in some way.

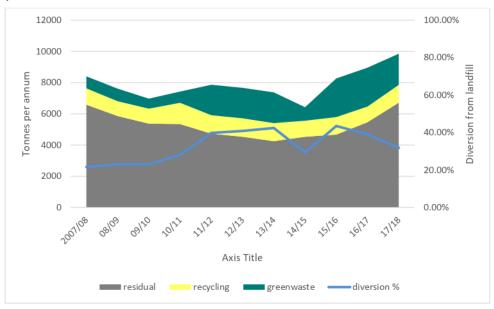
Over 2,400 tonnes of the waste going to landfill is collected in kerbside collections. Although some businesses will use a kerbside collection, it is likely that the majority of

this waste will be from householders. Only 22% of the kerbside waste comes from the Council's collection, with the remainder collected by private companies from wheeled bins.

Of the waste going to transfer stations or direct to the landfill (excluding non-Central Hawkes Bay waste), nearly another quarter is residential-type waste. The remainder is from various commercial sources, with over 10% coming from construction and demolition activities.

Over 3,000 tonnes are diverted from landfill each year, largely through transfer station, drop-off point and kerbside recycling; and through composting of green waste.

The chart below shows how much waste the district has produced over the last ten years, and how much has been diverted.



This graph shows a dip in diversion in 2014/15. This is related to lower quantities of greenwaste diverted than expected, and may not represent an accurate measurement. Waste quantities generally show a close relationship to GDP for the district, which is very common.

To determine how well the district is doing in terms of waste minimisation it is useful to compare ourselves with other parts of New Zealand.

- The total amount of waste per person that we send to landfill the district is mid-range: about 489kg per person.
- When we look at how much waste from households we send to landfill, we generate about 180kg per person, which is also mid-range compared to other districts.
- When it comes to household recycling we recycle about 25kg per person at the kerbside, which is extremely low – and households with large wheeled

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bins recycle less than households using the council's rubbish collection. However, we recycle about another 58kg per person at the transfer stations and drop-off points, which is extremely high and reflects the 78% of the population that say they use these services.

4.1.3 Potential for Improved Waste Minimisation

Surveys of the rubbish picked up at the kerbside, and the rubbish that is sent to landfill, show that there is a large percentage that doesn't need to go to landfill and could instead be recycled, composted, or recovered in some other way such as reuse.

The table below shows what these materials are, and how much we are currently sending to landfill each year (in tonnes per year).

Material Type	Kerbside rubbish (average)	Other rubbish	Total tonnes per year to landfill
Recyclable paper/cardboard	191	233	424
Recyclable plastic	90	8	98
Steel cans, other steel	63	219	282
Aluminium	24	13	37
Glass bottles and jars	116	5	121
Clothing	75	64	139
Cleanfill	0	79	79
Reusable timber	0	13	13
Total recyclables	560	633	1,193
Food waste	649	214	863
Garden waste	409	155	564
New plasterboard	0	141	141
Total organics	1,059	509	1,568
TOTAL	1,619	1,142	2,761

Over 2,700 tonnes, or 41%, of the rubbish the district sends to landfill could theoretically be managed in some other way. Food waste from the kerbside rubbish collections makes up a large part of this, along with recyclable material like paper, cardboard, and glass.

This proportion is even higher for rubbish that is picked up at the kerbside - on average, nearly 62% of this waste could be recycled or composted. This figure is higher for wheeled bins than it is for the Council bag collection (59% for bags, compared to 68% for large wheeled bins). However, as well as managing their waste differently, households that use wheelie bins also put out more waste in total than households that use bags do.

The differences are summarised in the table below:

Type of rubbish collection used	Total quantity of rubbish put out each week	Recyclable (%)	Recyclable (quantity)	Percentage that is compostable	Quantity that is compostable per week
Council's bag collection	6.60 kg	10.9%	0.74 kg	47.8% (43.1% food waste, 4.7% green waste)	3.16 kg (2.85 kg food waste, 0.31 kg greenwaste)
Households using a 140L wheeled bin ⁴	15.83 kg (adjusted 13.83 kg)	9.5% (adjusted 10.9%)	1.50 kg	40.8% (adjusted 46.64%) (22.5% food waste, 24.15% green waste)	6.45 kg (3.11 kg food waste, 3.34 kg greenwaste)
Households using a 240L wheeled bin	22.38 kg	20.3%	4.53 kg	47.9% (30.4% food waste, 17.5% green waste)	10.73 kg (6.80 kg food waste, 3.93 kg greenwaste)

Not only do households that use a 240L wheeled bin put out more rubbish that other households, but they also put out proportionally more recyclables (mainly paper) and compostables (mainly greenwaste) than households using rubbish bags do. Households using large wheelie bins for rubbish put out nearly six times the weight of recyclable materials as households using the Council's rubbish bag collection, and nearly four times the weight of waste that could be composted (food and garden waste).

All households that use wheeled bins for their rubbish collection put out significant quantities of greenwaste, compared to households that use bags with less than 5%.

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⁴ During the survey, two households were assessed that had extremely unusual results in one particular category. The 'adjusted' figures uses the result for households that use bags for their rubbish collection.

When we consider that research shows only 22% of the rubbish collected at the kerbside each week comes from Council rubbish bags, this becomes even more of an issue.

Instead of using Council's bag collection, households are choosing instead to opt for private wheeled bin-based services that offer a choice of capacity and frequency. This raises the issue of whether current council service provision is meeting the needs of the majority of the community, and how to ensure that households with wheeled bins still make use of the kerbside recycling collection and any new services that might be offered.

4.1.4 Summary of Current Services

The key issues identified with the current services, as set out in the WMMP and to be addressed through this review, are as follows:

- Kerbside rubbish collection areas are not aligned with kerbside recycling, with a number of areas receiving a kerbside rubbish collection and not a recycling collection
- Residents that do have access to the kerbside recycling collection appear to either not use it, or use the RTS/RDOPs in preference
- Rural customers rarely have access to a recycling collection
- Customers using private refuse collections often choose a large wheeled bin, with the likely outcome of being poorer recyclers
- There are no green waste collection services in the district
- Charging at the landfill may not be full cost recovery, particularly looking into the future to increasing landfill levy and ETS implications
- In some places, RDOPs are provided to areas that also have kerbside rubbish collections
- The RTS/RDOP network in general is extremely comprehensive and in some cases may be more than needed
- There are few options for C&D recovery
- Waipukurau RTS is a cramped site, with limited opportunities to divert ICI materials
- There may be opportunities to work more closely in partnership with neighbouring authorities and other agencies

4.2 Model Overview

The next step in the service review is to build up a model of the existing services.

For this exercise the main modelling tool we are using is Eunomia's proprietary collection cost model 'Hermes', which has been developed and used extensively since 2003 in modelling systems both in New Zealand and in the UK. The model provides a high level of flexibility in application with the ability to adjust an extremely large range of parameters. It is able to model the performance and interaction of up to five different collection systems (e.g. recycling, organics, residual waste etc.) and account for up to six different housing type profiles within each system (e.g. urban, rural, apartments etc.).

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Furthermore, it is designed with the ability to run multiple scenarios and allows the user to quickly switch between them - a fundamental feature for option appraisal.

The modelling typically entails developing a 'baseline' model that reflects local conditions and existing systems as closely as possible.

It should be emphasised that cost modelling exercises cannot necessarily predict actual contract costs but are useful to compare relative costs of different service options given a common set of assumptions.⁵

While modelling does have limitations, it is a valuable tool in identifying key variables and risks and therefore enabling decisions to be made on the basis of the best available information.

4.3 Key Parameters

Key parameters used in the modelling are shown in the following tables.

Table 2: Households Currently Receiving Services

Township (number of households)	Kerbside rubbish	Kerbside recycling	RDOP/RTS	
Waipukurau (2033)	Weekly	Weekly	Both (co-located)	
Waipawa (877)	Weekly	Weekly	Small RTS	
Otane (250)	Weekly	None	RDOP	
Takapau (258)	Weekly	None	RDOP	
Ongaonga (65)	Weekly	None	RDOP	
Tikokino (75)	Weekly	None	RDOP	
Porangahau (115)	Weekly	None	RDOP	
Te Paerahi (62)	Weekly	None	None	

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⁵ There are a wide number of variables than can serve to alter the actual costs including how competitive the procurement process is, the degree to which other elements (e.g. transfer station operation etc) are wrapped up in a contract, whether a company is bidding for strategic reasons (e.g. to establish a base for commercial operations), recycling markets, the level of risk the council is asking the contractor to carry, contract structure, contract term, the pricing of variations and escalations, to name a few.

Costs can be modelled for the Council's waste services, currently provided under contract by Smart Environmental Ltd (SEL), excluding operation of the landfill. These modelled costs are \$545,270 per year. SEL's contracted price for these services are \$806,957 – a significant gap.

There are several unusual circumstances in the case of Central Hawkes Bay which may have resulted in higher than expected prices:

- Lack of competition when SEL won Council's contract, it was the only one of the larger waste management companies (Waste Management NZ Ltd, EnviroNZ Ltd, or SEL) to hold a council contract in the Hawkes Bay, nearby Wairarapa, or southern Manawatu; having won Tararua District Council's contract from EnviroNZ. Earthcare Environmental hold contracts in the southern Wairarapa, but are not generally known as a company that aggressively pursues expansion. There is also no significant waste management infrastructure owned/operated by one of these companies in the region. The combination may make it a less attractive part of the country for companies to move into.
- The scope of Council's contract is unlikely to make maximum use of collection vehicles. While the modelling does take account of this, SEL may have given themselves a larger safety margin. SEL may also have chosen to use a less efficient vehicle configuration on the assumption that they will be able to increase the use of these vehicles in future across other service contracts (e.g. Hastings and Napier). The most efficient way to deliver this service is considered to be a combination recycling/refuse collection vehicle.
- SEL tendered for the service at a time of extremely volatile recyclable commodity prices.

4.4 Governance

Section 17A requires that a review of the governance function must consider the relative advantages of (i) governance by a local authority, (ii) governance by a joint committee, or (iii) governance by another type of shared governance arrangement. Governance is about who has the right to (a) make binding decisions on the overall objectives for the provision of the service and (b) set the strategic framework in which the service operates.

Waste management and minimisation issues are currently dealt with at full Council; managed by an operational officer with external specialist advice where necessary. This appears to work effectively. Council is in the advantageous position of owning the majority of waste infrastructure in the district, giving them a significant amount of control over how waste is managed in the district.

4.5 Funding

Section 17A requires that a review of funding must consider the relative advantages of (i) funding by the local authority, (ii) funding by a joint committee, or (iii) funding by

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another type of shared arrangement. Funding arrangements involve the manner in which financial resources are garnered and distributed to support the service.

In the 2018/19 financial year, households that were eligible for the kerbside collections paid a targeted rate of \$84.17 covering the provision of the kerbside rubbish and (if eligible) recycling collections (\$69.01 of the \$84.17).

In addition the kerbside rubbish collection, additional recycling crates, RTS, and landfill activities were funded through direct user charges.

Closed landfill management is funded through general rates (including a universal annual charge component).

Private sector services are provided on a fully user-pays basis.

4.6 Delivery

Section 17A requires that a review of the method of delivery must consider the relative advantages of delivery by:

- In-house
- Council CCO
- Multi-party CCO
- Another local authority
- Another person or agency

This section considers the method by which the services would be delivered, rather than what the services would actually be.

The majority of Council's waste services (kerbside services, RDOPs, and transfer stations) are currently provided through a contract with SEL. Management of the landfill is provided by Higgins under contract to Council.

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5.0 Alternative Service Provision

5.1 Kerbside Collection Waste Streams and Interactions

Kerbside collection systems internationally usually have three components; recycling, organics, and residual rubbish. The three components of the system interact closely, so a change made to one part of the system will have an impact on the other parts. For example, providing a large (240L) wheeled bin for residual rubbish will mean that less will be diverted to the organic and recycling collection streams. This is seen clearly in the Central Hawkes Bay district where households use large wheelie bins for private rubbish collections.

The more capacity and convenience (which includes being low cost) provided by the system as a whole, the more it will be used.

The aim when designing a kerbside collection service is to encourage the desirable behaviour, and discourage the undesirable behaviour. In New Zealand, this usually means trying to encourage users of the service to recycle items rather than throwing them in the rubbish. To encourage this, the recycling collection should be made easier and more convenient than the rubbish collection. While goodwill and desire to do the right thing on the part of householders go a long way, this can be reinforced and extended by careful design of the collection system.

A collection system should be economical, efficient, and safe. These three factors can sometimes be at tension with each other – for example it would be more economical to collect rubbish in large containers, infrequently. However, this would not be considered as 'safe' as collecting the rubbish on a weekly basis.

The design of the kerbside collection system needs to take into account other parts of the wider waste management system. There is little point collecting food waste separately at the kerbside if there is no processing facility nor markets for the end product. Similarly, collecting recyclables comingled at the kerbside can initially seem economical and efficient. However, when the requirement for a costly MRF, and the acknowledgement of the loss incurred at the MRF, is considered; a fully comingled kerbside collection will not appear as effective or economical.

5.1.1 Organic Waste

In most districts, organic waste is the most common material in the residual waste stream. Usually, the majority of the organic waste is food. Even households that have a home composting or vermicomposting system will have food waste in their residual waste, as there are food waste types that most people avoid putting into these systems such as cooked food, dairy, and meat.

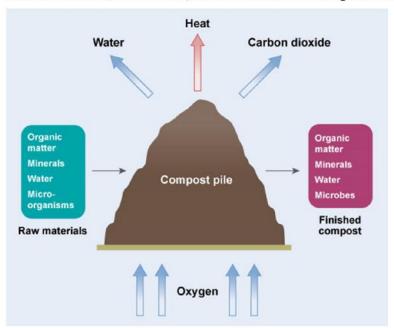
There may be an occasional household that has very little organic waste in their residual waste stream. Those with livestock (particularly chickens and pigs) are usually able to minimise the amount of organic waste they throw in their rubbish. However, these households are not very common.

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In some cases, usually districts where rubbish is collected in wheeled bins, there can be a reasonable proportion of garden waste. Rubbish collected in bags usually contains a very small proportion of garden waste – around 5% or less.

Organic waste is particularly problematic in the residual waste stream due to the way it behaves in a landfill.

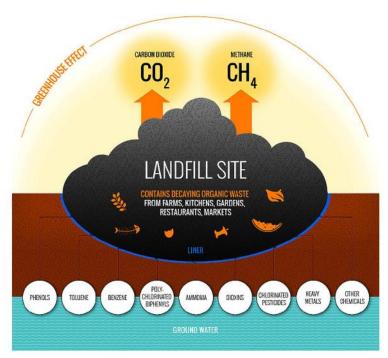
In a normal composting situation, organic waste breaks down in the presence of oxygen to form a final compost product, and in the process emits heat, water, carbon dioxide and perhaps a very small amount of methane. Use of the end product can reduce the need for manufactured fertilisers, such as water-soluble nitrogen fertiliser.



Source: Urban Sanitation and Solid Waste Management, composting module, www.open.edu

In a landfill however, oxygen is in short supply as the waste is placed in a landfill cell, compacted, and then sealed. The goal of a landfill is to contain the contents as closely as possible. Biodegradable waste breaking down in an anaerobic environment (without oxygen) goes through a different decomposition process, and emits methane (rather than CO₂) and leachate. Methane is around 25 times more powerful as a greenhouse gas than CO₂.

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Source: www.gazasia.com

While the methane and leachate are both captured in modern sanitary landfills, it is inevitable that some methane escapes the landfill cell before it is capped. Methane can also be used as a fuel to produce electricity, and this does occur at the large modern municipal landfills in New Zealand, although not at Council's landfill.

Further, there is no useful end product that comes out of a landfill.

All things considered, it is commonly accepted that biodegradable waste should be kept out of landfills where possible.

5.1.2 Recyclables

The 2018 changes to acceptance criteria in the Chinese recyclables markets (called National Sword) has highlighted a key issue with kerbside recycling collections.

The two main strategies for kerbside recycling in New Zealand have traditionally been:

- Collect as much as possible, as quickly as possible, at the kerbside and then rely on subsequent processing to separate the recyclables into marketable material streams; or
- 2. Sort recyclables at the kerbside, leaving behind any undesirable material and preventing any (or most) subsequent need for processing.

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The former strategy tends to be heavy on infrastructure, but keeps staffing to a minimum (at the roadside at least). Containers are usually wheeled bins, which can be emptied using a mechanical side-arm lift. Contamination is difficult to control and enforce, as often unwanted materials aren't seen until they reach the subsequent processing stages, and glass breaks resulting in small shards contaminating other materials, particularly paper. Loss through contamination (both of unwanted materials, and between desired material streams) can be as high at 15%, and 6-10% is typical.

The latter strategy tends to be lighter on infrastructure investment, but requires staffing to carry out the manual sorting at the kerbside. This manual handling also raises health and safety issues. The quality of the recyclables collected tends to be much higher, meaning that markets are more easily found. Loss through contamination is much lower and is more usually around 2-3% or even less.

Since around 2010, a hybrid option has emerged where one material is collected separately to all others. In New Zealand, this material is usually glass. This minimises cross-contamination from glass, but doesn't resolve the issues of unwanted materials.

There has been some recent moves in industry to encourage separate collections of fibre (paper/cardboard) as this makes up a very large part of the recyclables stream (between 40 to 50%), and the current lack of processing capacity in New Zealand means that around half of collected material needs to be exported. With fibre collected from residential properties tending to be a mixed variety of materials, and often lower quality, it tends to be the source-separated commercial material that is recycled locally. There is an argument that, to maximise markets and value of the material, it should also be collected separately to other materials.

5.1.3 Residual Waste

The residual waste collection system can have a particularly significant impact on the rest of the waste management system. National data shows that wheeled bins, and large wheeled bins in particular, contain a higher proportion of recyclables and organic waste than plastic bags or sacks.

A user-pays approach for residual waste can partially alleviate this effect; although if user pays charges are unusually high, councils can lose a significant proportion of the market share to the private sector. This can also be the outcome of an unusually inconvenient residual waste collection service.

Removing organic waste, in particular food waste, from the residual waste stream makes a less frequent collection viable for the residual waste. It also makes user-pays rubbish collections more feasible, as food waste makes up such a large proportion of the residual waste stream, and by removing the putrescible material households are able to more easily choose how often to put out their rubbish for collection.

5.2 Kerbside Collection Container Options

The three main container types used for kerbside collections are plastic bags/sacks, lidded bins (with or without wheels), and open crates.

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The table below shows the various options and summarises what material and collection types they are usually used for.

Container Type	Material Types	Advantages	Disadvantages
Plastic bag/sack (15L – 60L)	Residual waste. Sometimes used for recyclables, but needs to be a clear bag so contamination can be identified.	Works well with user-pays systems If council- provided bags, can carry variable marketing messages Collection is total i.e. no container to return to the householder	Can be vulnerable to animal strike Ongoing cost of providing bags Logistics of getting bags or stickers to the householders Due to manual handling requirements, maximum size is usually 60L and maximum weight 15kg

Container Type	Material Types	Advantages	Disadvantages
Crates	Recyclables	Contents can easily be seen Where multiple crates are provided, material can be sorted before being placed at the kerb Capacity can be adjusted depending on the household need Kerbside sorting is possible Contamination can be very low Can be used indoors	Can cause wind-blown litter Manual handling by both householder and collector is required, and therefore maximum size is usually 60L Several crates are required to accommodate recyclables from average household Recycling collected used wheeled bins usually has a 25-30% increase in the quantity of recycling collected

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Container Type	Material Types	Advantages	Disadvantages
Small lidded bin (25L – 45L)	Food waste	Prevents animals accessing food waste Capacity enables weekly food waste collections Small size makes manual handling easy	Light – can be blown around in windy areas when empty Best-practice systems also provide a vented bench caddy and compostable liners, which means ongoing cost
Wheeled bin (60L)	Any waste stream	Appropriate for apartment blocks and high-density housing areas, and other areas with limited space Possibly small enough to be used indoors Appropriate for rear load collection vehicles	Low centre of gravity and low height means a narrow target for mechanical arms, which can slow collection Unlikely that manual collection can be made due to likely weight when full

Container Type	Material Types	Advantages	Disadvantages
Wheeled bin (80L)	Recyclables, residual waste, mixed organic waste	Appropriate for apartment blocks and high-density housing areas, and other areas with limited space Suitable for side arm loader trucks which are safer and faster than rear load.	As with any wheeled bin collection, encourages the householder to fill the bin each collection.
Wheeled bin (120-140L)	As above	Roughly the same size as two rubbish sacks Commonly used for weekly residual collections. Also used for mixed organic collections in Christchurch. Suitable for side arm loader trucks which are safer and faster than rear load.	As with any wheeled bin collection, encourages the householder to fill the bin each collection.

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Container Type	Material Types	Advantages	Disadvantages
Wheeled bin (240L)	As above. Large enough to use as a shared container for multi-unit dwellings.	If used for a residual waste collection, fortnightly collections (in conjunction with a food waste collection) are possible. Appropriate size for a fortnightly comingled recycling collection.	If used for a mixed organics collection (as in Timaru, Waimakariri) adds unwanted quantities of garden waste into the collection system If used for a residual waste collection weekly, doesn't support kerbside recycling and organics as household will seek to fill the bin Suitable for side arm loader trucks which are safer and faster than rear load.



Wheeled bin size comparison:

Source: http://www.stuff.co.nz/the-press/news/81127961/Council-to-spend-4-5m-to-microchip-Christchurch-wheelie-bins-to-stop-thieves

5.2.1 Delivery, Maintenance and Replacement of Containers

5.2.1.1 Delivery

Providing containers on a large scale adds significant logistical challenges, particularly if every container is numbered, barcoded or chipped and must be supplied to a specific house. This adds to the cost of container supply – typically in the order of \$5-\$6 per household. Rollouts are often undertaken by the container providers who have specialist expertise. The rollout will entail, for example:

- Securing appropriate depot space for the rollout
- Auditing, finalising, and mapping the delivery database
- Allocating numbered containers to vehicles on rounds
- Ensuring all containers have any stickers/labels/information packs attached
- Delivery and assembly at each address (containers are transported without wheels to enable stacking for efficient transport)
- Recording and stock reconciliation.

5.2.1.2 Maintenance and Replacement

Containers typically experience a loss rate of around 2-5% (2-3% for wheeled bins, 5% for crates) per annum over their lifetime due to theft, loss, damage, and wear and tear.

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⁶ This is common practice

Crates are relatively prone to getting lost or stolen as they are a handy size for a multitude of uses.

Theft can be reduced by ensuring containers, particularly wheeled bins (which are individually more costly), can be uniquely identified, and maintaining a database showing which bin is allocated to which property. It is necessary to have arrangements in place to maintain the container asset and provide replacements. These services are either provided by the contractor (generally the case on smaller contracts) or by a specialist provider. This will typically entail:

- Management and updating of container database
- Scheduling of services
- Assessment of damage repair or replacement
- Assembly and delivery of replacement container
- Collection of old containers for recycling/disposal

5.2.1.3 Radio Frequency Identification (RFID)

One of the options available to wheeled bin fleet managers is to fit the bins with RFID tags. If they are fitted at the time of manufacture, they typically cost in the order of \$2-\$3 per bin. The fitting of tags can serve several purposes, including tracking and management of the wheeled bin fleet, recording set-out and participation data, and recording lifts for the purposes of user-pays charging. The use of RFID tags is well established in the UK, Europe and Australia, particularly for fleet management and participation purposes, but has only been used extensively for charging purposes in Europe. To date RFID tags are relatively new in their use in waste management in New Zealand, only currently being rolled out in Christchurch where the wheeled bin fleet is being retrofitted, and in use on a trial basis in Ashburton.

There have been issues with RFID tags including reliability, multiple reads when bins are in close proximity, and problems with reading due to bin orientation. The technology has been undergoing rapid improvement, however, and modern higher-quality chips are considered to have few issues.

The tags used in residential waste management applications are generally read-only passive tags – in other words they store only set programmed information that cannot be changed and they do not actively transmit information.

5.2.1.4 Vehicle Requirements

The most efficient method of collection for wheeled bins is considered to be using large-capacity compactor vehicles with mechanical side arm lifters. These can be operated by a single driver who does not have to get out of the cab. This means cycle times can be in the order of 8-10 seconds per lift (excluding driving between lifts). This type of configuration is ideal for most suburban streets where terrain is not too steep and where the bin can be placed close to the kerb. The bin lifts can reach between cars if there is sufficient space, but not over them.

A side arm lift vehicle is relatively expensive (in the order of \$350,000) but delivers very good efficiency.

Where there are narrow streets and/or cars parked on the road, runners are required who can move the bins to a suitable location for pickup. This methodology is often employed in central city locations. For narrow streets with on-street parking, rear load vehicles may be required (as is used by Wellington Council) as there is insufficient space for the side arm to perform the lift. This methodology is significantly slower as the bin must be manually manoeuvred to the rear of the vehicle, emptied and then returned to the kerb. Although rear load comb lifters can pick up two bins at once, cycle times per pickup are roughly twice that of the side arm methodology.

Where RFID tags are fitted to bins the vehicle will require readers and appropriate software. These typically add around \$20,000-\$25,000 to the cost of each vehicle.

5.2.1.5 Health & Safety

Given the increased responsibility placed on Principals under the new Health and Safety in Employment Act (2015), this is currently a particular area of focus for councils considering their collection options.

One of the reasons often touted for a move to wheeled bins is their superior health and safety record compared to manual collection. However, while the comingled bin would mostly be subject to automated rather than manual collection, in a two-stream system manual collection is still generally used for kerbside collection and sorting of glass⁷. Collection from steep and narrow streets would also still require the use of runners and manual manoeuvring of bins.

It is worthwhile therefore considering the potential health and safety risks presented by manual systems.

On the face of it, manual systems expose workers to greater levels of risk simply because workers are undertaking tasks such as lifting and carrying that, in automated systems, are handled by machines. Furthermore, accident statistics from the industry show that there are more injuries caused to workers by manual systems than by automated ones.

The most significant piece of work in this field to date is that produced by the WasteMINZ Health and Safety Sector Group in March 2010 entitled "An assessment of the health and safety costs and benefits of manual vs automated waste collections" prepared by Morrison Low consultants, and subsequently peer reviewed and re-issued in 2012. The report comes out strongly in favour of automated collections and suggests the best way to reduce injuries associated with manual collections is to move to automated systems.

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⁷ Automated collections of comingled glass are being considered by industry, however this is not yet considered viable as it will depend on improvements to the glass sorting and beneficiation process prior to acceptance by the OI glass factory in Auckland.

Our view, based on our review of the data and other studies we are familiar with, is that the characterisation of manual versus automated handling is overly simplistic. Specifically:

- Some types of manual systems present higher levels of risk than others; for example, loose collections present higher risks compared to bag-based collections and then container-based systems
- A well-designed manual system can effectively mitigate the most significant risks, for example by employing left side only collection, single operative, low lifting heights & weights, isolation from sharps etc.
- Different operators, their H&S practices, and cultures and methodologies can have significant impacts on accident rates. For example, operators with high staff turnover, high use of agency staff, poor drug and alcohol practices, and inadequate training present far greater risks, and accident data from these practitioners will tend to skew outcomes.

Eunomia Research & Consulting (UK) released a report in 2011 into the economic, environmental and social impacts of kerbside sort, comingled and two-stream collection. H&S issues were considered as part of the report. The overall conclusion was that the evidence for one type of system being significantly 'safer' than another was inconclusive, with more properly targeted and designed research required to answer the question definitively. The study noted that:

Regardless of the operational systems that an organisation has in place, proper application of control measures required by law or provided for in approved codes of practice as well as industry specific guidance ... can reduce risks to levels that are acceptable in terms of being reasonably practicable⁹

This accords with our experience in NZ which suggests that, while there are some genuine issues with H&S and manual handling, there are also a number of examples where companies operating manual handling systems have extremely good H&S records.

Our view is that issues to do with H&S are less about the type of system employed and more about how the systems are designed and implemented. This does not always relate strictly to the presence of H&S policies and procedures, but can have much to do with issues such as staff retention, company culture and structures, the use of experienced supervisors, use of agency staff, drug and alcohol policies etc.

We suggest that a case by case approach needs to be taken when considering options involving manual collection-based methodologies. Some systems, for example manual rear-load collection of loose inorganic material, present high risks even if well operated

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⁸ It should be noted that the system used for wheeled bin collections in the UK are generally different to those used here. In the UK bins are collected on rear loading compactors using runners, whereas most wheeled bin collections in NZ use automated side arm loaders.

⁹ WRAP (2011) Kerbside Collections Options: Wales. Report prepared by Eunomia Research & Consulting, Resource Futures, and HCW Consultants for WRAP and The Welsh Assembly Government.

and should best be avoided where possible; while others such as manual collection of food waste can be effectively designed to avoid or mitigate most risks. Overall, on the basis of available evidence, there is not sufficient rationale to exclude manual systems outright from the options council may wish to consider, and it is possible for many manual systems to be operated safely, provided that all reasonable steps are taken to ensure effective H&S practices are in place when the services are procured and operated.

One advantage of automated collection systems in rural districts is that operators are usually more willing to carry out collections in high speed zones.

5.2.1.6 Litter and Street Scene

Using bags or lidded and/or wheeled bins is considered in the industry to generally reduce issues of litter compared to open containers like crates. The lid prevents material being blown around, and bins are harder to knock over as they are relatively heavy.

There are at least two available products currently on the market designed to stop material spilling out if wheeled bins are tipped over: Binspring and Safewaste. Both are designed for aftermarket attachment.

5.3 Kerbside Recycling Performance

Kerbside recycling is currently collected by Council's contractor from two crates, one dedicated to glass and the other to mixed recyclables.

The material is taken to the Waipukurau RTS, where it is bulked in preparation for transport to markets.

Additional issues with recyclables markets have eventuated following the tightening of import rules in China, where much of New Zealand's recyclables are shipped for processing.

As discussed above, wheeled bins are an easy way to provide large capacity for recyclables, compared to crates. Available data suggests providing more capacity encourages householders to put more material in their recycling bin. Depending on a range of factors (capacity and performance of previous systems, education, materials accepted etc.), a wheeled bin-based system could increase the weight of material collected by around one quarter to one third compared to a single crate-based system.

However, data from a number of councils around New Zealand suggests that a good proportion of the increases in material collected is subsequently lost through contamination, especially in today's very strict markets¹¹.

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¹⁰ Solutions are available for crate-based systems.

 $^{^{\}rm 11}$ WasteMINZ (May 2020) "Recommendations for Standardisation of Kerbside Collections in Aotearoa", report for the Ministry for Environment

The table below shows a selection of available data from NZ territorial authorities that use wheeled bin or crate/bag based recycling systems:

Table 3: Crate vs Wheeled bin Recycling Performance

Single crate/bag Based		Wheeled Bin-Based		
District	Kg/capita/annu m	District	Kg/capita/annu m	
Napier City Council	52 kg	Invercargill City Council	69 kg	
Wellington region	53 kg	Dunedin City	77 kg	
Ashburton District	62 kg	Auckland Council	84 kg	
Waipa District	73 kg	Waimakariri District Council	85 kg	
Waikato District	74 kg	Palmerston North City	87 kg	
Horowhenua District	81 kg	Christchurch	109 kg	
Hamilton City Council	86 kg			
Average:	68.7 kg	Average:	85.2 kg	
Difference	16.45kg	Difference %	24%	

Source: Eunomia/Waste Not. 2016 Wellington Region Waste Assessment

This aligns with data from the UK which suggests that 70% of the top performing councils for recycling used 240 L wheeled bins for recycling while only 10% of the bottom performing councils used wheeled bins for recycling 12.

It should be noted though that the majority of the councils using crates for kerbside recycling only provide one, and either don't accept additional material or charge for additional crates.

The downside of making it easier to put material in bins is that, while putting in more material, households also put more non-recyclable material in the bins. Increased proportions of non-recyclable material, i.e. an increased contamination rate, is most frequently an issue when the wheeled bin collections are paired with user pays and bagbased rubbish systems. Contamination rates vary due to a range of factors, but two-stream wheeled bin recycling systems normally have contamination rates in the order of

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 $^{^{12}}$ WYG Review of Kerbside Recycling Collection Schemes in the UK in 2011/12 June 2013

6-12%, with 8% being typical. By comparison crate-based systems that are sorted at the kerb normally have contamination rates of less than 2%.

Where kerb-sort systems enable contamination to be left behind at the kerb (and often stickered), resulting in direct and effective education of households; wheeled bin systems have limited opportunities to avoid contamination or provide feedback to householders. Some local authorities (for example Auckland Council) require bin monitors to be employed by the contractors. The bin monitors usually target areas where there are high levels of contamination and undertake inspections, providing feedback and education to households in an effort to control contamination levels.

As material in wheeled bins is collected comingled, it must be sorted at a MRF. The nearest MRF to Central Hawkes Bay is the SEL MRF in Fielding, Manawatu.

The use of large bins (such as 240 litre wheeled bins) enables less frequent collection (such as fortnightly), especially in a two-stream (e.g. glass out) collection system. This helps reduce collection costs while still ensure good levels of capacity. However fortnightly collections can result in householders missing collections, and good ongoing communications are required to remind householders of their collection days. There is no evidence to suggest however that fortnightly recycling collections lead to lower levels of participation.

5.4 Handling and Household Use

Wheeled bins are generally popular wherever they are introduced; however they are not without issues. As noted, one of the advantages of wheeled bins is that the wheels make them easy for householders to handle relative to their size. However (depending on the size) the bin itself can be relatively heavy. An empty 240 L wheeled bin for example weighs 13kg¹³, which is greater than the typical weekly weight of recycling set out by a household. Particularly when the bins are full, this can present issues for households with steep and or long driveways, or where the residents are elderly or infirm. Assisted collections can be offered for households that are unable to safely handle the bins. On roads where there is not a proper kerb, such as rural roads, setting out bins on the roadside can be problematic as the bins may be unstable or too near the carriageway.

It is noted that in Wellington City where there are a large number of steep and narrow streets, some 40% of households¹⁴ do not participate in the wheeled bin recycling collection service and instead are offered plastic bags in which to put recyclables.

Another issue can be storage space for the bins. A single bin does not usually present significant issues but multi-bin systems can be problematic. Multi-unit dwellings and apartments may need special arrangements depending on the layout and access.

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¹³ http://www.sulo.co.nz/shop/twofortylitre/

¹⁴ Estimate provided by WCC 2016.

Options include smaller wheeled bins, shared wheeled bins, and assisted collections. Some multi-unit dwellings or apartments may need to opt out of the council service and have a bespoke private service (for example with larger front-end loader bins). Service provision is generally determined on a case-by-case basis and residents can be required to ensure that their alternative service still enables diversion through recycling collections.

As wheeled bins are not appropriate for inside use (unlike crates), households need to collect recycling in smaller containers and transfer the material to the wheeled bin when needed.

5.5 Kerbside Organics Collection Performance

SWAP audits show that around around half of the waste collected in kerbside rubbish collections in the Central Hawkes Bay is organic waste. As discussed in section 4.1.3, the quantity of garden waste is higher in 240L wheeled bins while being virtually non-existent in bag collections, while the food waste quantities remain fairly constant.

5.5.1 Potential Diversion – Food Waste

No kerbside collection system will extract 100% of targeted materials from the waste stream, and collection services are not used consistently by every householder every week. This means that introducing a food waste collection service will not remove all of the food waste from the kerbside rubbish. Experience from overseas systems, and trials and services provided in NZ, suggest that the capture rate for food waste varies between 40% - 80% (depending on a range of factors) with most food waste collections successfully diverting around 55% -60% of food waste. In the New Zealand context, this usually translates to around 3kg - 3.5kg per household per week.

Assuming no other changes to a collection system (for example introducing a council-run kerbside rubbish collection) a food waste collection service could be expected to cost in the order of \$40 per household served.¹⁵

5.5.2 Potential Diversion – Garden Waste

An alternative organic waste diversion option is to provide a garden waste collection service (or a large container for garden waste that can also be used for food waste).

The table below shows the comparative figures for garden waste from two 2017 SWAP audits carried out in another district where a range of containers are used for kerbside rubbish collections. There is a significant difference between the July and November audits; SWAP audits carried out in spring usually observe a higher quantity of garden waste. This is particularly noticeable in those households that have wheeled bins and in

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¹⁵ Please note these are rough order costs only based on per household costs in other centres. A full cost modelling exercise would be necessary to determine probable costs for Central Hawkes Bay with confidence, particularly alongside any other possible changes.

particular 240L wheeled bins. This is also why, while the actual quantities of food waste were similar between the two audits, the percentage of food waste is lower in the November 2017 audit; especially for householders with 240L wheeled bins.

There is very little garden waste in the refuse bag collection stream. This indicates that the householders using this service have no or very little garden waste (i.e. they live in an apartment or unit with no or very little outdoors space) or they are finding other ways to manage their garden waste such as home composting, a private garden waste collection, or taking it to an RTS.

Table 4: Maximum Diversion Potential for Garden Waste

Collection container	SWAP July 2017	SWAP November 2017
Rubbish bag (per bag)	1.6%	3.7%
Kubbish bag (per bag)	0.10kg	0.26kg
120/140L wheeled bin	25.3%	25.0%
120/ 140L Wifeeled Bill	3.41kg	3.60kg
240L wheeled bin	36.7%	38.2%
240L Wilecieu Dili	7.42kg	9.89kg

However, when a garden waste collection service is introduced (even if mixed with food waste), it has been observed in other New Zealand councils (and internationally) that the *total* amount of material collected increases significantly. This means that if a council garden waste collection service was introduced the collection systems would then be handling a large quantity of waste that previously was managed through other methods — either composted at home, collected in a private garden waste collection system, or taken directly to a transfer station or garden waste facility for processing. Collecting this extra material also has the effect of increasing the total council collection and processing costs significantly.

This can be seen clearly in the case of Christchurch City Council. In 2010, Christchurch changed from a black bag rubbish service, with a crate for kerbside recycling, to a '3 bin system': collecting rubbish fortnightly in a 140L wheeled bin, recycling fortnightly in a 240L wheeled bin and garden and food waste weekly in an 80L wheeled bin. The figure below shows the breakdown of waste collected before the new collection service was introduced and after.

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140000

120000

100000

80000

40000

20000

2009

2013

Rubbish Recycling Food Mother organic Garden

Figure 1: Christchurch City Council's Kerbside Collected Material 2009 and 2013

Source: https://www.ccc.govt.nz/services/rubbish-and-recycling/learning-resources/waste-statistics/

The table below shows a cost comparison for Christchurch City Council's collection services in 2008 (the last year of the 'old' system), 2010 (the first full year of the 'new' system), and 2017.

Table 5: Christchurch City Council's Kerbside Collection Costs 2008/2010/2017

	2008	2010	2017
Rubbish	\$5,616,000	\$11,565,000	\$14,094,000
Recycling	\$8,519,000	\$6,617,000	\$5,566,000
Organic		\$12,919,000	\$11,403,000
Total	\$14,135,000	\$31,101,000	\$31,063,000

Source: CCC Annual Report data 2008, 2010, 2017

As this table shows, between 2008 and 2010 the Christchurch City Council's kerbside collection cost almost doubled. The largest part of this additional cost is the kerbside organics collection, as would be expected. However, most of this cost is in collecting and processing garden waste — waste which was never in the kerbside collection system in the first place. The composition of the kerbside rubbish prior to the service changes showed that there were approximately 3,000 tonnes per annum of garden waste in the

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rubbish collection. After the service changes, there were still approximately 2,500 tonnes per annum of garden waste in the rubbish collection. In other words, the quantity of garden waste diverted from landfill was only 500 tonnes, but the cost of the system to the council doubled.

Depending on the processing facility costs a garden waste collection service could be expected to add in the order of \$80 per household to waste service costs. 16

5.6 Service Provision to Rural Areas

Providing a council service to every household in an area is extremely rare. Even councils with a strongly urban customer base, such as Hamilton City Council, still don't provide their services to every household (in the case of Hamilton, an inner-city area and some multi-unit dwellings are excluded).

This distinction becomes even more marked in councils that serve a mixed area with urban, suburban, and rural customers.

For example, Whakatane District Council has four distinct customer groups:

- Whakatane township households provided with a weekly recycling collection (alternating between a glass crate and a comingled wheeled bin), weekly rubbish collection, and a fortnightly green waste collection;
- Other township households such as Edgecumbe, Matata, Murupara, and
 Taneatua that receive the same service excluding the green waste collection;
- Suburban and rural households that are on a collection route and can choose to
 use the council kerbside collection (excluding the green waste collection); and
- Rural households that are not on a collection route and cannot choose to use the council kerbside service.

There are just over 13,000 households in Whakatane. Of these, 5,500 are in Whakatane township and are provided with the full complement of services. Another estimated 1,800 are in the smaller townships and receive all services excluding the green waste collection. Of the remaining households, 1,200 are eligible to receive a kerbside collection. Of these households, approximately 15% or 180 choose to use the service.

It is a similar situation in other districts. The percentage of households to which the council service is offered is shown below:

- Hauraki 64%
- Matamata-Piako estimated between 57% to 64%
- Otorohanga 33%
- Rotorua 90%

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¹⁶ Please note, these are rough order costs only based on per household costs in other centres. A full cost modelling exercise would be necessary to determine probable costs for Central Hawkes Bay with confidence.

Thames-Coromandel – 89%

The cost of providing a kerbside collection service to all households in a rural district would be extremely high. The actual cost would depend on the distances that would need to be travelled to reach every property in a district, and the frequency of collection that would be required.

5.7 Common Kerbside Collection Packages

As previously discussed, kerbside collection components interact strongly and so various combinations are more successful than others. Some potentially viable kerbside collection systems options are shown below:

Waste



5.7.1 Kerbside Standardisation Project

This project was begun by WasteMINZ and the resource recovery sector in 2019, and then evolved into a larger piece of work commissioned by the Ministry for the Environment.

The aim was to identify opportunities to standardise domestic kerbside collections to increase consistency, reduce confusion for householders, improve material quality and reduce residual rubbish to landfill.

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The recommendations fall into two main categories:

- 1. Recommendations relating to the types of materials collected; and
- 2. Recommendations as to how the materials should be collected.

The types of materials recommended for collecting in kerbside recycling collections are:

- Plastics 1 (PET), 2 (HDPE) and 5 (PP) grocery packaging, clean and without lids
- Clean aluminium and steel tins and cans, including empty aerosols
- Clean glass food and beverage bottles and jars
- Clean paper, paperboard and cardboard no shredded paper, till receipts or composite materials such as coffee cups or liquid paperboard (e.g. Tetrapak).

Collection recommendations are:

- Weekly food waste collection from a 23L bin at kerbside
- Weekly recyclables collection from three 45L crates (glass, paper/cardboard, and other containers)
- Weekly residual rubbish collection from a 120L wheeled bin or 60L bags, except where a food waste collection is introduced and then collections can be reduced to fortnightly.

5.8 Drop-off and Other Facilities

Drop-off facilities provide a low-cost method of gathering materials for recovery. Drop-off points can require minimal supervision, can be serviced as required and are capable of providing economic quantities of good quality material. With their flexibility in size and collection frequency, drop-off facilities can be particularly useful in areas with fluctuating populations due to holiday visitors.

Drop-off facilities can have issues however, including becoming a focal point for dumping and litter, and being subject to vandalism. These issues, coupled with the increase in kerbside recycling, has resulted in drop-off facilities largely falling out of favour in New Zealand. Many councils expect that rural residents will use facilities closer to town, combining this with other required visits to urban centres. Anecdotally this can instead result in an increase in the use of burning, burying, or bulk storage as management methods in rural areas¹⁷.

Notwithstanding this, such facilities can play an important role in supplementing other collection systems and infrastructure, particularly for materials that are more difficult to collect as kerbside such as plastic bags, textiles and batteries. Issues with drop off facilities can be largely overcome through the use of modern, attractive infrastructure and signage, carefully location and good servicing.

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 $^{^{17}}$ Atkins, A (2014) "Rethinking Rural Recycling in the Regions", WasteMINZ conference presentation and paper



LoveNZ Drop off point at BP

Tesco recycling centre UK

Hastings District Council (HDC) has trialled several different drop-off point approaches in rural areas, including banks of wheeled bins, modified hook bins, and specially modified shipping containers. This latter system incorporated adjustable interior dividers, and separate collection bins that can be removed and emptied or replaced by the collection contractor.

HDC ensured that they engaged with the local communities when deciding where to locate the facilities, and what form they would take. HDC believe that it is partly due to this engagement that there were so few incidences of illegal dumping or vandalism at the various drop-off points. One drop-off point had a CCTV camera installed and some infringement notices have been issued as a result, under the Litter Act (1979).

Council have a number of RDOPs around the district. Anecdotally, these are used both by the residents in the townships they are located in, and by rural residents in nearby areas.

Figure 2: Hastings District Council's 'Green Bins'



Source: Hastings District Council

Raised access platforms adjacent to the shipping containers enabled the access slots to be placed towards the upper edge of the shipping container side, ensuring that maximum storage space inside the container was provided.

Hastings District Council found a number of advantages with the modified shipping container 'Green Bins':

- Reduced health and safety implications due to avoided manual lifting (no wheeled bins)
- Reduced service costs as large quantities of material could be accommodated
- Positive community reaction to consistent approach across rural areas
- Cost-effective and good quality material achieved through careful signage and design, including the size of intake slots
- Reduced litter due to the use of enclosed collection containers.

Variations on the 'Green Bin' system are now used by other district councils including Ruapehu and Marlborough.

5.8.1 Construction and Demolition Waste

Construction and demolition (C&D) waste can be broken down into two main categories: household and industrial. Household-type C&D waste comes from 'DIY' projects, and usually involves quite small quantities. It is almost impossible to predict where this type of waste will arise as usually building consents or permits are not required or sought.

Industrial C&D waste relates to formal building projects, and has the double benefits of being predictable in location, and larger in quantities. The quantity of individual waste material types is easier to predict and separate for processing.

Generally, in New Zealand, C&D waste is not well served by targeted waste management services. This is partly due to the fact that landfill and other fill charges are too low to make C&D recovery services economic. C&D waste that is diverted is usually items of high individual value that are able to be reused, rather than recycled or otherwise recovered.

It is unlikely that a kerbside collection service of C&D waste, even at commercial projects, would be feasible under current conditions. An alternative option would be altering the layout of the Waipukurau RTS to allow additional space for C&D recovery, or establishing a C&D recovery service at a new location.

As the name suggests this type of facility focuses on construction and demolition waste. They will typically separate concrete, bricks, timber, metals, plasterboard, and cardboard. Such facilities can divert 80-90% of input material. Concrete and brick is crushed for use as aggregate, timber recovered for hog fuel, metals for recycling, and plasterboard (gypsum) for reuse or as an additive to soil amendments.

5.9 Commercial Waste

Very few councils in New Zealand provide collection services to customers other than householders. Those that do usually simply extend the household-type service to non-household customers on a user-pays or opt out rates basis. The household service may be appropriate for small shops and offices.

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Commercial waste tends to vary significantly in type and quantity per customer, unlike household waste which is usually predictable in composition and only varies a little in quantity between households. Some commercial premises will have household-type waste, in similar quantities, but most will have larger volumes of more homogenous waste types. The type of service that this latter customer group require will therefore vary significantly in volume, frequency of collection, and collection type required.

For this reason, Council should focus collection systems design on the householder market, and then extend this service (with or without slight modifications) to the commercial market on a user-pays basis.

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6.0 Alternative Options

6.1 Service Options

An initial list of alternative service scenarios was presented to council officers. The aim of the scenarios was to address the service issues already discussed, while also achieving:

- Strategic alignment, e.g. with the WMMP and the Environment Strategy;
- Contribution to waste minimisation
- Customer satisfaction with services
- Future-proofing
- Operator and resident health and safety

Customer satisfaction could include the extent to which services are aligned with nearby councils and/or nationally. Future-proofing refers to issues such as the volatility of international markets, the extent to which Council's services would remain effective and efficient over a period of time, and market share.

Following discussions with Council officers, a number of alternative service scenarios were presented to Councillors at a workshop. The scenarios were presented and discussed, and following direction from Councillors, revised scenarios were presented back to officers for confirmation. In most cases, scenarios progressively build on the status quo. The table shows the key services and infrastructure that would be provided in that scenario. A brief explanation of the rationale for each scenario is provided below the table along with any issues.

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	Urban kerbside rubbish	Urban kerbside recycling	Urban kerbside foodwaste	Rural	Commercial	Infrastructure	Regulation
Status Quo	User pays bags	2 Stream glass out with crates	None	Private collections rubbish only	Private collections mainly paper/card	Two main RTS, three smaller RTs, four RDOCs	Minimal
Scenario 1: Reduced intervention	Private sector user pays services	Private sector user pays services	Private sector user pays services	Private sector user pays services	Private sector user pays services	As per existing provision	Private sector services providers required to provide recycling collections with rubbish service
Scenario 2: Incremental Improvement	Subsidised user- pays bags	2 Stream glass out with additional crate, extend to all kerbside rubbish collection areas	None	Private sector collections, work with providers to encourage recycling and discourage large wheelie bins	Private sector collections, work with providers to encourage recycling	As per existing provision	Minimal regulation
Scenario 3: Medium Recovery	As above	As above	Weekly food waste collection	As above	As above	Reduce RDOP provision, encourage use of recycling collections, composting facility for food waste	Private sector services providers required to provide recycling collections with rubbish service

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Scenario 4: High intervention	140L wheelie bins collected fortnightly	2 stream glass out, wheelie bin and crate	Weekly food waste collection	As above, plus extend Council routes to include nearby rural properties within reason – at cost	As above	As above	As above
Scenario 5: Expanded service	As above	As above	As above	As above	As above	Establish a community reuse/recovery centre near Waipawa, reduce provision at RTS accordingly	Expand regulation to reduce landfill disposal of reusable materials

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Scenario 1. This scenario is included as a counterpoint to the other scenarios and recognises the desire of councillors to explore a private-sector lead option. It presents the option of Council removing itself from service provision, and aiming to control outcomes through a regulatory and monitoring role. The tools for this include waste operator and facility licensing, setting of performance standards, banning of 240L bins and certain materials (such as garden waste in residual collections), and requiring site waste management plans for construction sites. It should be noted that these tools can also be employed in the other scenarios to improve outcomes.

Scenario 2. Council partly funds the cost of the kerbside rubbish bag collection, reducing the user-pays cost, which will encourage more residents to use this service which will help to drive higher recycling rates. The kerbside recycling collection is extended to all properties that currently receive a kerbside rubbish collection, and Council works with private service providers to increase the offering of recycling collections alongside residual waste for rural customers.

In delivering this scenario, Council could potentially support SEL to negotiate with the local private service provider to increase efficiency across both businesses by subcontracting some of the rural village collections to them.

It is worth noting that the issue of extending the kerbside recycling collection to all householders that receive the kerbside rubbish collection was discussed and consulted on through the WMMP process, and the conclusion was that this needed to happen. Therefore, this has been included in Scenario 2 as it is viewed as the absolute minimum of improvement that needs to take place, and is included in all subsequent scenarios.

Scenario 3. This is similar to Scenario 2, but adds a food waste collection. Food waste targets the largest divertible material in the residual stream. Developing food waste processing capacity for the domestic waste also opens up the possibility of targeting commercial catering and restaurant wastes through commercial user pays services (provided either by council or by a contractor).

Regulation is expanded to ensure that private service providers offer a recycling collection alongside residual waste. As more rural customers will now be able to divert their recycling through this service, some of the RDOPs can be removed; particularly those located in villages that now receive the Council kerbside recycling collection.

Scenario 4. This is similar to scenario 3 but moves to a fortnightly wheeled bin collection for rubbish. This service is assumed to deliver the highest kerbside market share while controlling costs through the fortnightly collection (as opposed to weekly). To align with the fortnightly rubbish collection, the recycling collection also changes to a wheeled bin fortnightly, with glass collected separately in a crate. The kerbside recycling collection could be alternate weekly depending on collection vehicles used; this would need to be negotiated with SEL.

The main issue with this option is that the use of wheeled bins for kerbside rubbish collections was considered during the development of the WMMP, and was not pursued in favour of continuing with a bag-based collection. Changing the kerbside rubbish collection to wheeled bins would therefore represent a significant change from the

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adopted WMMP, and Council would need to ensure the community was consulted appropriately.

In addition, kerbside collections could be offered to properties that are located on roads travelled between existing collection areas, as long as collections can be carried out safely. This is made easier by collecting from wheeled bins, which enables automated collections and minimises the need for workers to leave vehicles while working in 100km/hr zones. It is very unlikely that a contractor would agree to providing a kerbside rubbish collection in these high-risk areas if it required manual handling of bags on the roadside.

As previously mentioned, providing a council service to every household in an area is extremely rare.

Scenario 5. Scenario 5 aims to achieve the highest levels of diversion by introducing a community reuse/recovery centre near Waipawa, and accordingly minimises diverted materials going to landfill through expanded regulation. With more domestic customers using the CRC rather than the Waipawa or Waipukurau refuse transfer stations, these locations can be improved to operate more efficiently and safely.

6.2 Governance

Based on the requirements of a section 17A review the following options have been investigated:

Table 6: Governance Options for Solid Waste Services

Governance Options	Advantages	Disadvantages
Governance by the Council	Council has statutory obligations for solid waste management, both in service provision and in strategic planning; Council will have direct governance control over delivery of waste services to the district	Governance on a wider scale may enable access to more options and reduced cost through economies of scale; Council elected members may have restricted capacity (time and understanding) to provide effective governance

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The joint committee will need to consider the needs and requirements of the joint governance area, Could be more effective which may result in and efficient for decisions being made governance to be provided which, while in the best by a joint committee with Governance by a joint interests generally, are not another council, for committee in the best interests of example with Tararua; Central Hawkes Bay. One particularly with the significant issue is that councils having the same Council owns the landfill contractor. used by Tararua District Council. This could present a tricky conflict of priorities. Shared governance Council could govern in arrangements for waste partnership with (for services are uncommon. example) a community Where these exist, they Governance by another representative group. This are usually a partnership type of shared governance between Council and a could enable a wider range arrangement of preferences and options well-established community group; which is for service delivery being not currently the situation considered. in Central Hawkes Bay.

At this stage, it is considered that continuing Council governance (by full Council, by a sub-committee with appropriate delegations, or some other arrangement such as having an executive councillor with responsibility for waste) of solid waste service provision is likely to be the most effective and efficient way to make decisions regarding these services.

If, in future, solid waste services are aligned very closely with another council (such as Tararua) then governance on an ongoing basis could be effectively carried out by a joint governance committee. However, it is considered that currently continued Council governance will ensure that the best interests of the Central Hawkes Bay community are served.

6.3 Funding

Section 17A requires that a review of funding must consider the relative advantages of (i) funding by the local authority, (ii) funding by a joint committee, or (iii) funding by another type of shared arrangement. Funding arrangements involve the manner in which financial resources are garnered and distributed to support the service.

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This section explores alternative options for funding services, particularly should Council choose to intervene in the waste services market to a greater extent.

Based on the requirements of a section 17A service review the following options have been investigated:

Table 7: Funding Options for Solid Waste Services

Funding Options	Advantages	Disadvantages
Funding by the Council	Council has statutory obligations for solid waste management, both in service provision and in strategic planning. Funding waste services through Council enables economies of scale to be achieved, and is often the cheapest way to provide waste services to a community. Services funded through Council should ideally also be governed through Council. This ensures that the agency which is responsible for charging members of the community for solid waste services is also making decisions as to what those services would be (in consultation with the community).	Funding solid waste services by Council will usually mean that the costs of the services need to be recovered through rates charges, targeted rates charges, or some method of service user charge. In a community that is particularly sensitive to increases in charges by Council, this could result in some negative public perception. Recovering costs through targeted rates or user charges comes with increased administration needs to ensure individual customers are being charged correctly.

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Funding by a joint committee	Where services are governed by a joint committee (such as with another council) the services could also be funded in a similar way. This would ensure that funds are recovered consistently. Governing and funding services jointly usually requires that the services are reasonably consistent across the area. This could result in cost savings through economies of scale, and crosssubsidisation between highly populated areas and less densely-populated areas.	Funding services jointly usually involves consistent charges being applied. This can mean that some customers may end up paying more for the service than if it were funded directly through Council. Funding services jointly is only really feasible where the services are reasonably consistent across the area where costs are being recovered. This may mean that services are provided which are not the ideal option for Central Hawkes Bay householders.
Funding by another type of shared arrangement	Council could provide services in partnership with the private sector, with private sector charging a portion to householders, and Council recovering costs for a fixed portion.	Council would need to hold a significant level of control over service provision, which would require some kind of agreement being reached with the private sector. It is likely that the private sector would still like also retain some control over services that are provided however. There would be increased administrative costs for Council, and possibly also for the private sector. This may also cause confusion to householders with respect to who they are paying, for what service.

With services are they currently are, it makes little sense to change the current funding arrangement. The only recommendation made is that if a kerbside rubbish bag collection continues to be used, the kerbside rubbish collection service should be part-subsidised from general rate, with a proportion recovered through user-pays charges. The kerbside rubbish bag offers such significant benefits for waste reduction that it is considered sensible to ensure the success of this service.

If wheeled bins are chosen as the preferred option for kerbside rubbish collection, Council should investigate a user-pays or part user-pays system. Until RFID and charge at collection is better tested in New Zealand, the best approach is likely to be some kind of pre-paid tag.

6.4 Delivery

Section 17A requires that a review of the method of delivery must consider the relative advantages of delivery by:

- In-house
- Council CCO
- Multi-party CCO
- Another local authority
- Another person or agency

The existing services, and what alternative types of service could be preferable for the Central Hawkes Bay, have been discussed earlier. This section considers the method by which the services would be delivered, rather than what the services would actually be. All service provision options assume that the same service packages are being considered.

There are two dimensions to cost in respect of kerbside waste and recycling services: the cost of Council service provision, and the cost to the householder. These are different because households can sign up to private rubbish and recycling services in addition to whatever services Council provides. Even where Council provides rubbish services, some households may choose to subscribe to a private service (for example if it provides more capacity, is more frequent, offers on-property collection etc.).

In the case of Central Hawkes Bay the current services are provided by SEL under contract to Council. This contract is for a term of eleven years, from April 2019 (i.e. expires March 2030).

Considering this contractual situation, and the likely legal and financial implications of extricating themselves from a contractual arrangement, it is not recommended that the method of service delivery is changed at this stage.

The customer group for which there is still some question is rural households. These households are currently served by a private contractor offering a rubbish collection service, and various RTS and RDOPs run by Council.

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There are some significant disadvantages to relying on a service provided by a private operator:

- The private sector could change or cancel a service offering at any stage;
- · Parts of the Central Hawkes Bay are not serviced by collections;
- The services are not necessarily flexible or responsive enough to cater for demand, such as increased demand in normally quiet rural areas during peak summer holiday periods;
- Education about using services and waste minimisation in general is made more difficult; and
- Implementing national initiatives such as consistent container colours can be very difficult.

Costs can often be higher for these customers. There are issues relating to the total community cost of the service, the lack of a recycling service, and the poor waste minimisation outcomes of the service as currently provided.

Based on the requirements of a section 17A review, the following alternative options have been investigated:

- Negotiate with the private sector provider to minimise the number of large wheeled bins provided, and to provide a recycling service (noting the potential benefits once a container return scheme comes in)
- Negotiate with the private sector provider to subsidise provision of a recycling collection to every rural customer, on the condition that the customers switch to a 120/140L for rubbish collection
- Legislate to ensure that all private collection companies provide a recycling collection along with any rubbish collection (e.g. through a bylaw).

7.0 Results

The scenarios outlined in the previous section have been modelled to show the impact on waste minimisation (as a percentage) and the net cost (in \$ per annum).

It is important to note that these are **single year** costs, with some costs (such as the purchase of new containers) amortised over ten years, and have been built on to the existing cost of the contract through SEL. As previously noted, there may be factors that have driven contract costs in the Central Hawkes Bay to be higher than elsewhere. The costs of the new/altered services have been based on Eunomia's knowledge of the market and how much these services should cost if delivered efficiently and effectively. It is possible that there are factors we are not aware of that have influenced the higher rate of service cost in Central Hawkes Bay.

The costs are shown as 'net cost' to incorporate the savings from landfill disposal. Of course, as the landfill owner, Council has a conflicting role in landfill disposal. In a separate piece of work for officers, Eunomia are modelling the effect of reduced tonnages on the overall cost efficiency of the landfill. However, it should be noted that the tonnages involved are less than 10% of the overall tonnage going to landfill (including waste from Tararua district).

The figure below shows the waste minimisation and net cost of each scenario, with a table below showing the actual figures:

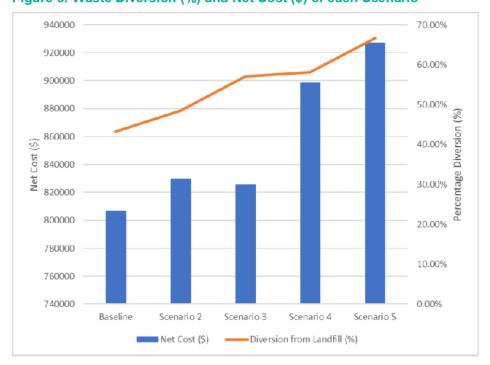


Figure 3: Waste Diversion (%) and Net Cost (\$) of each Scenario

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Table 8: Waste Diversion (%) and Costs (\$) of each Scenario

	Baseline	Scenario 2	Scenario 3	Scenario 4	Scenario 5
Net cost (per annum)	\$806,957	\$829,904	\$826,001	\$898,781	\$927,301
Kerbside cost	\$367,494	\$404,802	\$554,202	\$634,542	\$674,142
RTS/RDOP/ RRC Cost	\$439,463	\$439,463	\$350,000	\$350,000	\$370,000
Avoided Disposal Costs	\$0	\$14,361	\$78,201	\$85,761	\$116,841
Landfill disposal (tonnes per annum)	2,375	2,290	1,910	1,865	1,680
Diversion	43%	48%	57%	58%	67%

Scenario 1 has not been included on this figure. This is because the cost of Council releasing itself from the remainder of the eleven year contract with SEL is impossible to predict (but is likely to involve at least one year of contract costs paid).

The diversion potential has been calculated using the waste streams affected by the scenarios:

- Household recycling collected from the kerbside
- Recycling collected from the RDOPs
- Glass recycled from kerbside, RDOPs and RTS
- Household rubbish collected from the kerbside
- Household waste disposed of at the RTS
- Household food waste collected from the kerbside (where this appears in the scenarios)
- Waste diverted at the Community Resource Recovery Centre (where this appears in the scenarios)

The net cost is based on all of these components.

It should be noted that some of the numbers involved, particularly the value to council and community of the diverted tonnes, are going to change significantly in future years. Government has indicated that the landfill levy is likely to be raised to \$30 per tonne for

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Class 1 landfills from 1 July 2021. The figure below shows what the scenarios would look like at this levy rate.

Figure 4: Waste Minimisation (%) and Net Cost (\$) of Scenarios, Assuming a Levy Rate of \$30 per tonne

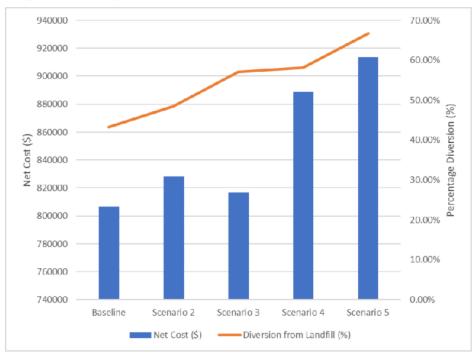


Table 9: Waste Diversion (%) and Costs (\$) of each Scenario

	Baseline	Scenario 2	Scenario 3	Scenario 4	Scenario 5
Net cost (per annum)	\$806,957	\$828,195	\$816,692	\$888,572	\$913,392
Kerbside cost	\$367,494	\$404,802	\$554,202	\$634,542	\$674,142
RTS/RDOP/ RRC Cost	\$439,463	\$439,463	\$350,000	\$350,000	\$370,000
Avoided Disposal Costs	\$0	\$16,070	\$87,510	\$95,970	\$130,750

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Landfill disposal (tonnes per annum)	2,375	2,290	1,910	1,865	1,680
Diversion	43%	48%	57%	58%	67%

Taking the forecast increase in the landfill levy into account brings Scenario 3 into the positive compared with the baseline position. This scenario is where the most significant diversion action is introduced – offering a kerbside food waste collection to all householders receiving the kerbside rubbish and recycling service.

It should also be noted that this does not include any consideration of the ETS implications, which are also likely to increase; although this is dependent on the price of carbon credits. There is also the potential under scenario 3 onwards for Council to apply for a composition-based ETS for the landfill, which would reduce Council's exposure to the ETS.

Eunomia's recommendations on the various scenarios is as follows:

- Scenario 2: this represents a 'minimum intervention' route extending the
 kerbside recycling service to all households receiving the kerbside rubbish
 collection, and encouraging the use of the kerbside rubbish bag collection by
 subsiding the collection partly through general rates. The waste minimisation
 gains are small, as most of the material gained through the kerbside recycling
 collection has been diverted from the RTS and RDOPs. Overall gain wouldn't be
 seen in this scenario unless the provision of kerbside recycling to the villages also
 coincided with closing the RDOPs.
- Scenario 3: this introduces the significant 'step change' of a kerbside household food waste collection. Costs modelled include collection, supply of containers, and processing. There are additional possible benefits with this option as the service could be extended to non-household customers. The costs do not allow for any income from the end product.
- Scenario 4: demonstrates the difficulties inherent in introducing wheeled bins for kerbside recycling (plus glass crate). There are small gains in diverted material, but much of this is lost at the MRF stage. The cost of transporting material to a MRF is significant. This scenario also includes the provision of a fortnightly refuse collection, which should result in a reduction in cost for that service (although by around one third, not by half).
- Scenario 5: shows the impact of a community resource recovery centre. We
 would recommend that if a suitable community group can be identified to run
 such a centre, the relatively small investment required by Council would make
 this a good option for almost any scenario. Transferring the domestic demand
 for C&D, recycling drop off, and processing of a range of difficult materials (such
 as batteries, e-waste and household hazardous waste) to a CRRC would free up

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capacity at Waipukurau RTS to become a more effective commercial and industrial RTS, with a wider range of convenient diversion options for that customer group. We note that in many cases, the cost of establishing these centres is partially covered by the Waste Minimisation Fund.

Our overall recommendation is:

- Extend kerbside recycling service to the villages that currently receive the kerbside refuse service, and any rural households that are en route and not in 100km zones
- Close the RDOPs in these areas, leaving Porangahau and Takapau (others are all under 20 minutes drive to another RDOP or RTS)
- Provide an additional crate to all households receiving the kerbside recycling service, with the intention of a three stream glass/fibre/comingled recycling collection
- Introduce a weekly food waste collection to all householders that receive the other kerbside services
- Liaise with the private sector services providers, and then if necessary legislate to ensure that a recycling service is available to every customer
- Identify an appropriate community group and support them to access the funding necessary to establish a community resource recovery centre in a location convenient to Waipukurau and Waipawa

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7.2 JOINING THE LOCAL GOVERNMENT FUNDING AGENCY (LGFA) AS A GUARANTOR

File Number: COU1-1400

Author: Brent Chamberlain, Chief Financial Officer

Authoriser: Monique Davidson, Chief Executive

Attachments:

- 1. Execution version Accession Deed to Equity Commitment Deed Guarantor accession of Central Hawke's Bay District Council 4
- 2. Execution version Accession Deed to Guarantee and Indemnity Guarantor accession of Central Hawke's Bay District Council J
- 3. Chief Executive Certificate (Accession documents) Guarantor accession of Central Hawke's Bay District Council 4
- 4. Officer's Certificate (Accession documents)- Guarantor accession of Central Hawke's Bay District Council J
- 5. CHBDC Security Stock Certificate J 🖫
- 6. CHBDC Signing Instructions J
- 7. CHBDC Stock Issuance Certificate Security Trustee (LGFA) 4 🖺
- 8. CHBDC Stock Issuance Certificate Security Trustee (TEL) 1
- 9. CHBDC- Security Stock Certificate (TEL) 1 1
- 10. Signing Opinion to CHBDC 4 🖺

PURPOSE

The purpose of this report is to inform councillors of the legal requirements in regard to becoming a Local Government Funding Agency (LGFA) guarantor.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report Council:

- 1. Receive the information.
- 2. Notes the contents of the report
- 3. Confirms Council's intention to join LGFA as a guarantor (noting it has already acceded as a borrower in 2016).
- 4. Delegates authority to the Chief Executive to execute the following documents for the purposes of recommendation 3. above:
 - a. Chief Executive Certificate
 - b. Officer's Certificate
 - c. Security Stock Certificate 13
 - d. Security Stock Certificate 14
 - e. Stock Issuance Certificate x 2
- 5. Authorises any two of the Council's elected members to execute the following deeds for the purposes of recommendation 3. above:
 - a. Accession Deed to Equity Commitment Deed; and
 - b. Accession Deed to Guarantee and Indemnity.
- 6. Delegates authority to the Chief Executive to execute such other documents and take such other steps on behalf of Council is necessary or desirable to execute or take to give effect to recommendation 3. above.

EXECUTIVE SUMMARY

The Council joined the New Zealand Local Government Funding Agency (LGFA) borrowing scheme as a borrower on the 15 July 2016.

In order to increase the amount it may borrow through LGFA, Council now wishes to accede to the LGFA programme as a guarantor and thereby guarantee the indebtedness of LGFA. Any council that borrows in aggregate \$20 million or more from LGFA must be a guarantor. Central Hawkes Bay District Council will need to exceed \$20 million in debt to deliver its draft Long Term Plan.

BACKGROUND

If the Central Hawkes Bay District Council wants to borrow more than \$20 million then they will need to become a guarantor.

The benefits are that Council could borrow more than \$20 million and that Council's interest cost would reduce by 0.1% on any new borrowings or refinancing of existing borrowings.

It would also enable the council to access committed standby facilities that LGFA are now offering (ANZ Bank is currently supplying this service to Council).

The risk of becoming a guarantor is that the Council may have to make an equity contribution to LGFA if LGFA was at risk of defaulting on its debt. Note that the Council is guaranteeing LGFA's debt and not other councils.

The share of the Councils guarantee is based on rates income. It is estimated that Central Hawkes Bay's share would be 0.36% as at June 2019. This means for every \$100 million of capital LGFA called, the Council would contribute around \$360,000.

The table below details the other New Zealand Councils that are already guarantors to the LGFA.

LGFA Guarantors as at 20 October 2020	Long Term Issuer Credit Rating				
(alphabetical order)	S&P Global Ratings	Fitch Ratings	Moodys		
Ashburton District Council	Jan Global Ratings	AA+	Moodys		
Auckland Council	AA	An.	Aa2		
Bay of Plenty Regional District Council	AA		7.02		
Canterbury Regional Council	7.57	AA+			
Central Otago District Council					
Christchurch City Council	AA-				
Far North District Council					
Gisborne District Council					
Gore District Council					
Greater Wellington Regional Council	AA (positive)				
Grey District Council					
Hamilton City Council		AA-			
Hastings District Council	AA				
Hauraki District Council					
Horizons Regional Council					
Hawkes Bay Regional Council	Α.				
Horowhenua District Council Hurunui District Council	A+				
	ΛΛ				
Hutt City Council Invercargill City Council	AA	AA+			
Kaipara District Council		AA+			
Kapiti Coast District Council	AA				
Manawatu District Council	An.				
Marlborough District Council	AA (positive)				
Masterton District Council	AA (positive)				
Matamata-Piako District Council					
Nelson City Council	AA				
New Plymouth District Council	AA (positive)				
Northland Regional Council	,				
Otorohanga District Council					
Palmerston North City Council	AA (positive)				
Porirua City Council	AA				
Queenstown Lakes District Council		AA-			
Rotorua Lakes District Council		AA-			
Ruapehu District Council					
Selwyn District Council		AA+			
South Taranaki District Council	AA-(positive)				
South Waikato District Council					
South Wairarapa District Council					
Stratford District Council					
Taranaki Regional Council					
Tararua District Council					
Tasman District Council Taupo District Council	AA (positive)				
Taupo District Council Tauranga City Council	AA (positive) AA-				
Thames-Coromandel District Council	AM-				
Timaru District Council		AA-			
Upper Hutt City Council					
Waikato District Council					
Waikato Regional Council					
Waimakariri District Council	AA				
Waipa District Council		AA-			
Waitaki District Council					
Waitomo District Council					
Westland District Council					
Wellington City Council	AA (positive)				
Western Bay of Plenty District Council	AA (positive)				
Whakatane District Council					
Whanganui District Council	AA				
Whangarei District Council	7.01				

Below are some financial statistics about the LGFA which helps to put the risk into context:

- The LGFA is a credit rated by Standard & Poors AA+ (Positive Outlook) and Fitch Ratings AA+ (Stable Outlook). These ratings are the same as the NZ Governments.
- As at 30 June 2020 LGFA had 45 million ordinary shares on issue, 20 million of which remain uncalled.
- There are currently 31 shareholders, comprising the New Zealand Government at 20% and 30 councils at 80%.
- Any councils wanting to become new shareholders are required to purchase shares from existing council shareholders.
- The LGFA's capital structure comprises of (ex 30 June 2020 accounts):

Paid Share Capital \$25m

Unpaid Share Capital \$20m

Retained Earnings \$59m

Borrower Notes \$182m*

Total \$286m

- Borrower Notes are subordinated convertible debt instruments which each council that borrows from LGFA must subscribe for (in an amount equal to 1.6% [soon to be lifted to 2.5% as part of emergency measures] of the total borrowing from LGFA by that council).
- LGFA will redeem Borrower Notes when the councils' related borrowings are repaid or no longer owed to LGFA.
- Currently there are NZ\$182 million of Borrower Notes on issue. CHBDC has \$320k of Borrower Notes linked to it's \$20m debt as at 31/10/2020.
- The New Zealand Debt Management Office provides LGFA with a committed liquidity facility (fancy term for overdraft type facility).
- The facility's maximum amount is set at NZ \$1 billion.
- As at 31/12/20 LGFA held \$166m in cash and a further \$500m in deposits
- The LGFA borrows through tendered bonds from national and international institutions (\$12.0b borrowed as at 31/12/19) and on lends these to NZ Councils at a small margin (\$10.1b lent as at 31/12/19).
- As at 30 September 2020 there are 68 member Council.
- There are 60 Guarantors of LGFA. The only non-Guarantors are 8 small Councils with debt of less than \$20m.
- There are 31 shareholders
- Auckland Council is limited to a maximum of 40% of LGFA's lending
- No more than the greater of NZ\$100 million or 33% of a council's borrowings from LGFA will mature in any 12 month period.
- The LGFA has lent 76.5% of New Zealand local government sector debt (currently Dunedin and some of Auckland Councils debt is raised externally to the LGFA model).
- When a Council borrows from the LGFA it uses its future rating income as a form of security.
- The LGFA would work with a defaulting Council to adjust its rates for future years to provide debt repayments and recover its debt over time.

^{* \$320}k of these are held by CHBDC as at 30 June 2020

The LGFA would only call on the guarantee once it has exhausted all other avenues, which are:

- It was unable to raise any new funds (issue new bonds)
- It has ultilised all its own cash reserves Currently\$166m cash and \$500m deposits
- It has fully ulitilised the \$1 billion liquidity facility
- It has called all its uncalled capital (unpaid share capital currently \$20m)
- It has converted borrower notes into equity (which removes the repayment obligation on them – currently \$182m)
- The NZ Central Government refuses any further assistance

LGFA has recently added new measures (raising bower notes from 1.6% to 2.5%, raising lending margins by 0.1%, increased the amount of treasury stock held from \$1.5b to \$1.75b to improve liquidity) as a response to the Covid-19 situation and to ensure the guarantee isn't called upon.

DISCUSSION

Central Hawkes Bay District Council has significant intergenerational capital projects ahead of it. These include (but aren't limited to) new wastewater plants, improvements in drinking water reticulation, replacement water reservoirs, library replacement/strengthening, dog pounds.

In order to spread these costs over multiple rating years, and to match this costs to the generations of ratepayers who are going to benefit, Council is planning to loan fund these acquisitions over the life of the assets.

Based on the current projections in the draft 2021-31 Long Term Plan this will see Council's debt climb from \$20m to \$116m by 2031.

Currently as a non-guarantor of the LGFA Council's borrowing is limited to \$20m. It is key assumption in the draft Long Term Plan that in order to deliver Council's planned capital program it will join the LGFA Guarantor Scheme, removing this \$20m debt cap.

In order to accede as a guarantor, Council must execute the following legal documents:

- Accession Deed to Equity Commitment Deed;
- Accession Deed to Guarantee and Indemnity;
- Chief Executive Certificate
- Officer's Certificate
- Security Stock Certificate 13
- Security Stock Certificate 14
- Stock Issuance Certificate x 2

Documents in the form of deeds should be executed by two elected members.

On the 25th March 2020 a similar paper was brought to Council recommending that Central Hawkes Bay District Council become a guarantor. This was days before New Zealand went into its first Covid-10 lockdown, and due to the uncertainty of the economic impact of Covid-19 Council agreed in principal to join, but wished to deferred joining the LGFA guarantor scheme until a later date, but that officers should prepare the appropriate legal papers in the meantime.

Below is the resolution from that meeting:

"That having considered all matters raised in the report Council:

- 1. Receive the information.
- 2. Notes the contents of the report.
- 3. That Officers prepare the associated legal documents in readiness for execution at a later date.

4. That Report 6.2 lay on the table until the next Council Ordinary or Extraordinary Council meeting, or the Events Emergency Committee meeting."

Officers have engaged Buddle Finlay to prepare these papers (see attached) and they have provided a cover letter attached outlining their scope of works undertaken to date, and what needs to happen from here.

It is proposed that authority be specifically delegated to two elected members to sign deeds and to the Chief Executive to sign all other necessary documentation and certificates.

RISK ASSESSMENT AND MITIGATION

The risk of becoming a guarantor is that the Council may have to make an equity contribution to LGFA if LGFA was at risk of defaulting on its debt. Note that the Council is guaranteeing LGFA's debt and not other councils, and the LGFA has implemented additional measures in place to minimise the likelihood of this occurring as part of the Covid-19 situation.

The share of the Councils guarantee is based on rates income. It is estimated that Central Hawkes Bay's share would be 0.36% as at June 2019. This means for every \$100 million of capital LGFA called, the Council would contribute around \$360,000.

All legal documents will be prepared by Buddle Finlay and reviewed by Simpson Grierson (the LGFA's solicitors).

FOUR WELLBEINGS

The economic benefits are that Council could borrow more than \$20 million and that Council's interest cost would reduce assuming Central Hawkes Bay District Council agrees to become a guarantor, by 0.1% on any new borrowings or refinancing of existing borrowings.

It would also enable the council to access committed standby facilities that LGFA are now offering.

Currently Council already has \$20m of borrowings from the LGFA and has no ability currently to borrow further funds through LGFA.

However Council as at 31st October Council is holding \$9m in term deposits which are have staggered maturities between now and the 31st May 2021. This is as a result of some pre-funding of the capital program, where Council is at in its quarterly rates cycle, and that Council is holding some capital grants that haven't been fully expended yet.

By becoming a guarantor, Council will be able to complete it's proposed capital program which includes many projects that will have a positive environmental impact such as discharging wastewater to land rather than to rivers.

Likewise being able to complete library upgrades, playground upgrades, and provide infrastructure for new housing areas will also have a social impact by improving the lives of ratepayers through the provision of better recreational facilities and reducing housing shortages.

DELEGATIONS OR AUTHORITY

When Council previously (in 2016) joined LGFA it would have consulted with the ratepayers.

A decision to join the LGFA as a guarantor requires authorisation from both members of Council and the Chief Executive.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed of some significance but doesn't trigger the need to re consult with the ratepayers.

OPTIONS ANALYSIS

Council has two options

- 1. To join the LGFA as a guarantor, or
- 2. To remain a Non-Guarantor LGFA borrower

Option 1 Option 2 To join the LGFA as a To remain a Non-Guarantor LGFA guarantor borrower The benefits are that Council Financial and Council is unable to borrow further funds could borrow more than \$20 Operational million and that Council's from LGFA **Implications** interest cost would reduce by 0.1% on any new borrowings or refinancing of existing borrowings. It would also enable the council to access committed standby facilities that LGFA are now offering. Council be able to deliver LTP **Long Term Plan** This would limit Council's ability to deliver and Annual Plan future capital works as planned **Implications** Promotion or Council be able to deliver LTP This would limit Council's ability to deliver **Achievement of** future capital works as planned Community Outcomes Statutory Nil Nil Requirements

Consistency with Policies and Plans	Nil	Nil

Recommended Option

This report recommends option 1, to join the LGFA as a guarantor, for addressing the matter.

NEXT STEPS

Assuming Central Hawkes Bay District Council agrees to become a guarantor, the CEO and 2 Councillors will need to sign and execute the legal documents attached. It is envisaged that by the time LGFA's solicitors review the documents it'll be the end of November before the paper work is in force.

RECOMMENDATION

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report Council:

- 1. Receive the information.
- 2. Notes the contents of the report
- 3. Confirms Council's intention to join LGFA as a guarantor (noting it has already acceded as a borrower in 2016).
- 4. Delegates authority to the Chief Executive to execute the following documents for the purposes of recommendation 3. above:
 - f. Security Stock Certificate (in relation to the Equity Commitment Deed);
 - g. Security Stock Certificate (in relation to the Guarantee);
 - h. Stock Issuance Certificate:
 - i. Section 118 Chief Executive Certificate; and
 - i. Officer's Certificate.
- 5. Authorises any two of the Council's elected members to execute the following deeds for the purposes of recommendation 3. above:
 - c. Accession Deed to Equity Commitment Deed; and
 - d. Accession Deed to Guarantee and Indemnity.
- Delegates authority to the Chief Executive to execute such other documents and take such other steps on behalf of Council as the Chief Executive considers it is necessary or desirable to execute or take to give effect to recommendation 3. above.



Accession Deed to Equity Commitment Deed

PARTIES

Central Hawke's Bay District Council Additional Guarantor

New Zealand Local Government Funding Agency Limited Company

4159691

Russall Mc\aagh

DEED dated 2020

PARTIES

Central Hawke's Bay District Council

("Additional Guarantor")

New Zealand Local Government Funding Agency Limited

("Company")

INTRODUCTION

- A. Each of the Local Authorities listed in schedule 1 to this deed ("Guarantors") is (as at 14 October 2020) party to an equity commitment deed with the Company ("EC Deed") dated 7 December 2011 (as amended and restated on 4 June 2015) (whether as a party to the original EC Deed or by becoming a party pursuant to a deed equivalent to this deed).
- B. The Additional Guarantor is to become a Guarantor under the EC Deed by entering into this deed.

COVENANTS

- Definitions: In this deed, capitalised terms shall have the meanings given to them in the EC Deed unless they are defined in this deed.
- Deemed to be a Guarantor: With effect from the date of this deed, the Additional Guarantor
 will be deemed to be named as a Guarantor under the EC Deed as if originally included and
 named in the EC Deed.
- 3. Warranties and undertakings: The Additional Guarantor makes the representations, warranties and undertakings in clause 6.1 and 6.2 of the EC Deed in relation to itself to the Company by reference to the facts and circumstances then existing (and as though each reference in clause 6.1 and 6.2 to Guarantor was to the Additional Guarantor).
- Implied provisions: For the purposes of section 14 of the Property Law Act 2007, the Additional Guarantor acknowledges that this deed is, and for all purposes and at all times shall be construed as being, supplemental to the EC Deed.
- Address for notice: The initial address, email address and contact person (if any) of the Additional Guarantor for the service of notices is:

Delivery Address: Central Hawke's Bay District Council

28-32 Ruataniwha Street

Waipawa 4240

Attention: Chief Executive Officer

Email: info@chbdc.govt.nz

Postal Address: 28-32 Ruataniwha Street, Waipawa 4240

Governing law: This deed shall be governed by, and construed in accordance with the laws
of New Zealand, and the parties hereby submit to the non-exclusive jurisdiction of the courts
of New Zealand.

4159891

Russell Mc\eagh

- No Crown guarantee: The obligations and liabilities of the Additional Guarantor and Company under this deed and the EC Deed are not guaranteed by the Crown.
- 8. **Counterparts**: This deed may be signed in any number of counterparts, all of which together constitute one and the same instrument, and any of the parties may execute this deed by signing any such counterpart.

EXECUTED AS A DEED

4159691

Additional Guarantor	
CENTRAL HAWKE'S BAY DISTRICT COUNCIL by:	
Signature of Elected Member	Signature of Elected Member
Name of Elected Member	Name of Elected Member
Company	
NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY LIMITED by:	
Signature of director	Signature of director
Name of director	Name of director

Russell Mc\eagh

SCHEDULE 1 EXISTING GUARANTORS

1.	Ashburton	District	Council

- 2. Auckland Council
- 3. Bay of Plenty Regional Council
- 4. Canterbury Regional Council
- 5. Central Otago District Council
- 6. Christchurch City Council
- 7. Far North District Council
- 8. Gisborne District Council
- 9. Gore District Council
- 10. Hamilton City Council
- 11. Hastings District Council
- Hauraki District Council
- 13. Hawke's Bay Regional Council
- 14. Horowhenua District Council
- 15. Hurunui District Council
- 16. Hutt City Council
- 17. Invercargill City Council
- 18. Kaipara District Council
- 19. Kapiti Coast District Council
- 20. Manawatu District Council
- 21. Manawatū-Whanganui Regional Council
- 22. Marlborough District Council
- 23. Masterton District Council
- 24. Matamata-Piako District Council
- 25. Nelson City Council
- 26. New Plymouth District Council
- 27. Northland Regional Council
- 28. Ōtorohanga District Council
- 29. Palmerston North City Council
- 30. Porirua City Council
- 31. Queenstown-Lakes District Council
- 32. Rotorua District Council
- Ruapehu District Council
- 34. Selwyn District Council
- 35. South Taranaki District Council
- 36. South Waikato District Council
- 37. South Wairarapa District Council

4159691

Russəll Mc\əagh

38.	Stratford District Council
39.	Taranaki Regional Council
40.	Tararua District Council
41.	Tasman District Council
42.	Taupo District Council
43.	Tauranga City Council
44.	Thames-Coromandel District Council
45.	Timaru District Council
46.	Upper Hutt City Council
47.	Waikato District Council
48.	Waikato Regional Council
49.	Waimakariri District Council
50.	Waipa District Council
51.	Waitaki District Council
52.	Waitomo District Council
53.	Wellington City Council
54.	Wellington Regional Council
55.	Western Bay of Plenty District Council
56.	Westland District Council
57.	Whakatane District Council
58.	Whanganui District Council
59.	Whangarei District Council

4159091



Accession Deed to Guarantee and Indemnity

PARTIES

Central Hawke's Bay District Council Additional Guarantor

TEL Security Trustee (LGFA) Limited Security Trustee

4159694

Russall Mc\aagh

DEED dated 2020

GRANTED

Central Hawke's Bay District Council ("Additional Guarantor")

IN FAVOUR OF

TEL Security Trustee (LGFA) Limited ("Security Trustee")

INTRODUCTION

- A. Each of the Local Authorities listed in schedule 1 to this deed ("Guarantors") is (as at 14 October 2020) party to a guarantee and indemnity ("Guarantee") dated 7 December 2011 (as amended and restated on 6 July 2020) in favour of the Security Trustee (whether as a party to the original Guarantee or by becoming a Guarantor pursuant to a deed equivalent to this deed).
- B. The Additional Guarantor is to become a Guarantor under the Guarantee by entering into this deed.

COVENANTS

- Definitions: In this deed, capitalised terms shall have the meanings given to them in the Guarantee unless they are defined in this deed.
- Deemed to be a Guarantor: With effect from the date of this deed, the Additional Guarantor
 will be deemed to be named as a Guarantor under the Guarantee as if originally included and
 named in the Guarantee.
- 3. Guarantee: The Additional Guarantor guarantees to the Security Trustee, for the benefit of the Guaranteed Creditors, the due payment or delivery by the Principal Debtor of the Principal Debt. The provisions of the Guarantee shall apply to the guarantee given by the Additional Guarantor under this deed in the same manner, and to the same extent, as if the same had (with all necessary modification) been set out in full in this deed.
- 4. Representations and warranties: The Additional Guarantor makes the representations and warranties in clause 9.1 of the Guarantee in relation to itself to the Security Trustee by reference to the facts and circumstances then existing (and as though each reference in clause 9.1 to Guarantor was to the Additional Guarantor and each reference to the Transaction Documents included this deed).
- 5. Attorney: The Additional Guarantor irrevocably appoints the Security Trustee and every officer of the Security Trustee, individually, to be the attorney of the Additional Guarantor ("Attorney") (with full power to delegate the Attorney's powers to any person for any period and to revoke any such delegation) to, on behalf of the Additional Guarantor, do anything which, in the Attorney's opinion, is desirable to protect the Security Trustee's or any other Guaranteed

4159894

Russell Mc\eagh

Creditor's interests under this deed and/or the Guarantee, and the Additional Guarantor hereby ratifies anything done by the Attorney or any delegate in accordance with this clause 5.

- Implied provisions: For the purposes of section 14 of the Property Law Act 2007, the Additional Guarantor acknowledges that this deed is, and for all purposes and at all times shall be construed as being, supplemental to the Guarantee.
- Address for notice: The initial address, email address and contact person (if any) of the Additional Guarantor for the service of notices is:

Delivery Address: Central Hawke's Bay District Council

28-32 Ruataniwha Street

Waipawa 4240

Attention: Chief Executive Officer Email: info@chbdc.govt.nz

Postal Address: 28-32 Ruataniwha Street, Waipawa 4240

- Governing law: This deed shall be governed by, and construed in accordance with the laws
 of New Zealand, and the parties hereby submit to the non-exclusive jurisdiction of the courts
 of New Zealand.
- No Crown guarantee: The obligations and liabilities of the Additional Guarantor under this
 deed and the Guarantee are not guaranteed by the Crown.

EXECUTED AS A DEED

CENTRAL HAWKE'S BAY DISTRICT

Additional Guarantor

COUNCIL by:

Signature of Elected Member	Signature of Elected Member
Name of Elected Member	Name of Elected Member

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Russell Mc\eagh

SCHEDULE 1 EXISTING GUARANTORS

1.	Ashburton	District	Council

- 2. Auckland Council
- 3. Bay of Plenty Regional Council
- 4. Canterbury Regional Council
- 5. Central Otago District Council
- 6. Christchurch City Council
- 7. Far North District Council
- 8. Gisborne District Council
- 9. Gore District Council
- 10. Hamilton City Council
- 11. Hastings District Council
- Hauraki District Council
- 13. Hawke's Bay Regional Council
- 14. Horowhenua District Council
- 15. Hurunui District Council
- 16. Hutt City Council
- 17. Invercargill City Council
- 18. Kaipara District Council
- 19. Kapiti Coast District Council
- 20. Manawatu District Council
- 21. Manawatū-Whanganui Regional Council
- 22. Marlborough District Council
- 23. Masterton District Council
- 24. Matamata-Piako District Council
- 25. Nelson City Council
- 26. New Plymouth District Council
- 27. Northland Regional Council
- 28. Ōtorohanga District Council
- 29. Palmerston North City Council
- 30. Porirua City Council
- 31. Queenstown-Lakes District Council
- 32. Rotorua District Council
- 33. Ruapehu District Council
- 34. Selwyn District Council
- 35. South Taranaki District Council
- 36. South Waikato District Council
- 37. South Wairarapa District Council

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Russəll Mc\əagh

38.	Stratford District Council
39.	Taranaki Regional Council
40.	Tararua District Council
41.	Tasman District Council
42.	Taupo District Council
43.	Tauranga City Council
44.	Thames-Coromandel District Council
45.	Timaru District Council
46.	Upper Hutt City Council
47.	Waikato District Council
48.	Waikato Regional Council
49.	Waimakariri District Council
50.	Waipa District Council
51.	Waitaki District Council
52.	Waitomo District Council
53.	Wellington City Council
54.	Wellington Regional Council
55.	Western Bay of Plenty District Council
56.	Westland District Council
57.	Whakatane District Council
58.	Whanganui District Council
59.	Whangarei District Council

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CHIEF EXECUTIVE CERTIFICATE

I, Monique Davidson, the Chief Executive of Central Hawke's Bay District Council (**Council**) certify as follows:

1. RESOLUTIONS

- 1.1 The Council has, by all necessary resolutions duly passed (**Resolutions**):
 - approved the transactions contemplated by the documents referred to in the schedule to this certificate (**Documents**), or delegated sufficient authority to the person(s) who has approved those transactions to give that approval; and
 - (b) authorised execution of the Documents by the Council, or delegated sufficient authority to the person(s) who authorised execution of the Documents to give that authorisation.
- 1.2 The Resolutions remain in full force and effect.

2. COMPLIANCE WITH THE ACT

For the purposes of section 118 of the Local Government Act 2002 (**Act**), in entering into the Documents and performing its obligations under the Documents, and all other documentation contemplated by or entered into in connection with the Documents, the Council has complied with the Act.

3. DUE EXECUTION

The Documents have been properly executed by the Council.

2020

This certificate is given by me in my capacity as Chief Executive of the Council in good faith on behalf of the Council and I shall have no personal liability in connection with the issuing of this certificate.

Dateu.	2020
Monique Davidson	
Chief Executive	
Central Hawke's Bay District Council	lie

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Datad:

SCHEDULE "Documents"

Words and expressions defined in the Multi-issuer Deed dated 7 December 2011 (as amended and restated on 6 July 2020) between New Zealand Local Government Funding Agency Limited and various local authorities ("Multi-issuer Deed") have the same meanings in this certificate.

- Accession Deed to Equity Commitment Deed dated on or about the date of this certificate between the Council and New Zealand Local Government Funding Agency Limited and the Equity Commitment Deed (as amended and restated on 4 June 2015).
- Accession Deed to Guarantee and Indemnity dated on or about the date of this certificate granted by the Council in favour of TEL Security Trustee (LGFA) Limited and the Guarantee (as amended and restated on 6 July 2020).
- Security Stock Certificate in favour of New Zealand Local Government Funding Agency Limited in relation to the Council's obligations under the Accession Deed to Equity Commitment Deed and the Equity Commitment Deed.
- Security Stock Certificate in favour of TEL Security Trustee (LGFA) Limited as Security Trustee in relation to the Council's obligations under the Accession Deed to Guarantee and Indemnity and the Guarantee.
- Stock Issuance Certificate in respect of the issue of Security Stock evidenced by the Security Stock Certificate at 3. above.
- Stock Issuance Certificate in respect of the issue of Security Stock evidenced by the Security Stock Certificate at 4. above.
- Security Stock Issue Notice in respect of the issue of Security Stock evidenced by the Security Stock Certificate at 3. above.
- Security Stock Issue Notice in respect of the issue of Security Stock evidenced by the Security Stock Certificate at 4. above.

Officer's Certificate

TO: New Zealand Local Government Funding Agency Limited

AND TO: TEL Security Trustee (LGFA) Limited

I, Monique Davidson, a duly authorised officer of Central Hawke's Bay District Council (**Council**), hereby certify that all necessary regulatory or statutory authorisations, consents, approvals and licences in relation to:

- the Council's entry into the Accession Deed to Equity Commitment Deed (ECD Accession Deed) dated on or about the date of this certificate between the Council and New Zealand Local Government Funding Agency Limited (LGFA) and the Equity Commitment Deed (as amended and restated on 4 June 2015);
- b) the Council's entry into the Accession Deed to Guarantee and Indemnity (Guarantor Accession Deed) dated on or about the date of this certificate granted by the Council in favour of TEL Security Trustee (LGFA) Limited and the Guarantee (as amended and restated on 6 July 2020); and
- c) the issuance of Security Stock and Security Stock Certificates in respect of the Council's obligations under:
 - i. the ECD Accession Deed and the Equity Commitment Deed; and
 - ii. the Guarantor Accession Deed and the Guarantee,

have been obtained and are current and satisfactory.

Words and expressions defined in the Multi-issuer Deed dated 7 December 2011 (as amended and restated on 6 July 2020) between LGFA and various local authorities and subsequently acceded to by the Council have the same meanings in this certificate.

DATED: 2020 SIGNED:

Monique Davidson Chief Executive Central Hawke's Bay District Council

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SECURITY STOCK CERTIFICATE

Security Stock Certificate No: 14

CENTRAL HAWKE'S BAY DISTRICT COUNCIL

(the "Council")

Principal Office: Central Hawkes Bay District Council

28-32 Ruataniwha Street

Waipawa, 4240

Stock Transfer Office: Computershare Investor Services Limited

Level 2, 159 Hurstmere Road

Takapuna Auckland (the "**Agent**")

The Security Stock referred to in this certificate is Security Stock constituted and secured by a Debenture Trust Deed (the "Debenture Trust Deed") dated 12 July 2016 between the Council and Covenant Trustee Services Limited and is issued with the benefit and subject to the provisions of the Debenture Trust Deed.

THIS IS TO CERTIFY THAT

- New Zealand Local Government Funding Agency Limited (the "holder") is the registered holder of Specific Security Stock.
- The Stock is issued as continuing security for the payment and performance on demand or otherwise of any indebtedness or other obligations of the Council of any nature arising under:
 - the Equity Commitment Deed between the holder and various local authorities dated 7
 December 2011 (as amended, supplemented or restated from time to time); and
 - (b) the Accession Deed to Equity Commitment Deed dated on or about the date of this certificate between the Council and the holder,

whether:

- (a) present or future;
- (b) actual or contingent;
- on account of any guarantee, principal moneys, interest, bank fees or charges, tax or otherwise; or
- (d) incurred before or after the issuance of the Stock,

that is due, owing, payable or remaining unpaid by the Council to the holder on any account whatever (in each case whether alone or together with any other person or as principal, guarantor, surety or otherwise).

Upon any distribution of the money available to Holders under clause 15.1 of the Debenture Trust
Deed the Stock shall entitle the holder to payment pari passu with the other Holders in respect of
their Secured Money.

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4. The holder is entitled to the benefit of, is bound by, and is deemed to have notice of, all the provisions of the Debenture Trust Deed (including the relevant Conditions), which may be inspected at the Principal Office of the Council.

Capitalised terms used in this certificate have the same meaning as in the Debenture Trust Deed unless otherwise defined or the context otherwise requires.

Chief Executive

Central Hawke's Bay District Council

Date:

BF\60587857\4 | Page 2

Council Meeting Agenda 18 November 2020

SIGNING INSTRUCTIONS

- 1. The table below sets out all the documents that must be signed, who they have to be signed by, and where in the document they are signed.
- 2. Please don't date any of the documents at this stage.
- 3. Before signing you need to print the number of copies of each document specified in the table.
- 4. You don't need to initial each page.
- 5. When all documents are signed, please:
 - (a) send scanned copies of the signed documents to us. (Only one copy of each document needs to be scanned.)
 - (b) In the email attaching the documents include the following wording: "Both Buddle Findlay and Russell McVeagh are authorised to date the documents as they see fit."
- 6. Courier a copy of all documents to Rennae Hopkins at Buddle Findlay Level 4, 83 Victoria Street, Christchurch Central.

Document	Who signs	Where they sign	Number of copies
Accession Deed to Equity Commitment Deed	2 Elected Members	Page 2	2
Accession Deed to Guarantee and Indemnity	2 Elected Members	Page 2	2
Chief Executive Certificate (the one with the schedule of documents appended)	Chief Executive	First page	2
Officer's Certificate	Chief Executive	Only page	2
Security Stock Certificate 13	Chief Executive	Page 2	1
Security Stock Certificate 14	Chief Executive	Page 2	1
Stock Issuance Certificate x 2	Chief Executive	Only page	1 of each

STOCK ISSUANCE CERTIFICATE

- I, Monique Davidson, the Chief Executive of Central Hawke's Bay District Council (the "Council") hereby certify that:
- the issue of Security Stock to New Zealand Local Government Funding Agency Limited (the "new Stock") under the Debenture Trust Deed dated 12 July 2016 (the "Trust Deed") has been duly authorised by the Council, or has been authorised by a person or persons within the delegated authorities approved by the Council;
- 2. no Enforcement Event has occurred and remains unremedied;
- 3. for the purposes of section 115(3) of the Act, the loans or obligations secured by the new Stock have been raised for the benefit of all of the Council's district; and
- 4. for the purposes of section 118 of the Act, the Council has complied with the Act in entering into and the performance of its obligations under the Trust Deed, the Agency Agreement and all other obligations entered into by the Council in connection with the Council's borrowing and granting security under the Trust Deed, including in respect of the new Stock.

This Certificate is given by me as Chief Executive of the Council in good faith on behalf of the Council and I shall have no personal liability in connection with the issuing of this Certificate.

Unless otherwise defined or the context otherwise requires, terms with a defined meaning in the Trust Deed shall have the same meaning where used in this Certificate.

Dated:
Chief Executive
Central Hawke's Bay District Council

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STOCK ISSUANCE CERTIFICATE

- I, Monique Davidson, the Chief Executive of Central Hawke's Bay District Council (the "Council") hereby certify that:
- the issue of Security Stock to TEL Security Trustee (LGFA) Limited (the "new Stock") under the
 Debenture Trust Deed dated 12 July 2016 (the "Trust Deed") has been duly authorised by the
 Council, or has been authorised by a person or persons within the delegated authorities approved
 by the Council;
- 2. no Enforcement Event has occurred and remains unremedied;
- 3. for the purposes of section 115(3) of the Act, the loans or obligations secured by the new Stock have been raised for the benefit of all of the Council's district; and
- 4. for the purposes of section 118 of the Act, the Council has complied with the Act in entering into and the performance of its obligations under the Trust Deed, the Agency Agreement and all other obligations entered into by the Council in connection with the Council's borrowing and granting security under the Trust Deed, including in respect of the new Stock.

This Certificate is given by me as Chief Executive of the Council in good faith on behalf of the Council and I shall have no personal liability in connection with the issuing of this Certificate.

Unless otherwise defined or the context otherwise requires, terms with a defined meaning in the Trust Deed shall have the same meaning where used in this Certificate.

Dated:	
Chief Executive	
Central Hawke's Bay District Council	

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SECURITY STOCK CERTIFICATE

Security Stock Certificate No: 13

CENTRAL HAWKE'S BAY DISTRICT COUNCIL

(the "Council")

Principal Office: Central Hawkes Bay District Council

28-32 Ruataniwha Street

Waipawa, 4240

Stock Transfer Office: Computershare Investor Services Limited

Level 2, 159 Hurstmere Road

Takapuna Auckland (the "**Agent**")

The Security Stock referred to in this certificate is Security Stock constituted and secured by a Debenture Trust Deed (the "Debenture Trust Deed") dated 12 July 2016 between the Council and Covenant Trustee Services Limited and is issued with the benefit and subject to the provisions of the Debenture Trust Deed.

THIS IS TO CERTIFY THAT

- TEL Security Trustee (LGFA) Limited (the "holder") is the registered holder of Specific Security Stock.
- The Stock is issued as continuing security for the payment and performance on demand or otherwise of any indebtedness or other obligations of the Council of any nature arising under:
 - (a) the Guarantee and Indemnity granted by various local authorities in favour of the holder (for the benefit of any Guaranteed Creditor as defined in the Guarantee and Indemnity) dated 7 December 2011 (as amended, supplemented or restated from time to time); and
 - (b) the Accession Deed to Guarantee and Indemnity granted by the Council in favour of the holder dated on or about the date of this certificate,

whether:

- (a) present or future;
- (b) actual or contingent;
- on account of any guarantee, principal moneys, interest, bank fees or charges, tax or otherwise; or
- (d) incurred before or after the issuance of the Stock,

that is due, owing, payable or remaining unpaid by the Council to the holder on any account whatever (in each case whether alone or together with any other person or as principal, guarantor, surety or otherwise).

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- Upon any distribution of the money available to Holders under clause 15.1 of the Debenture Trust
 Deed the Stock shall entitle the holder to payment pari passu with the other Holders in respect of
 their Secured Money.
- 4. The holder is entitled to the benefit of, is bound by, and is deemed to have notice of, all the provisions of the Debenture Trust Deed (including the relevant Conditions), which may be inspected at the Principal Office of the Council.

Capitalised terms used in this certificate have the same meaning as in the Debenture Trust Deed unless otherwise defined or the context otherwise requires.

Chief Executive
Central Hawke's Bay District Council

Date:

BF\60587101\5 | Page 2



27 October 2020

Tο

Central Hawke's Bay District Council 28-32 Ruataniwha Street Waipawa 4210

Attention: Brent Chamberlain

From

Rennae Hopkins Jan Etwell

By Email

brent.chamberlian@chbdc.govt.nz

Dear Brent

Central Hawke's Bay District Council accession as guarantor to the LGFA - Signing Opinion

- 1. We refer to the documents sent to you by email on 27 October 2020 by the writers.
- In relation to these documents ("Documents") and the transactions evidenced by them in the Documents, we confirm:
 - (a) we have acted as legal advisers to you;
 - (b) the Documents are in the agreed form; and
 - (c) on this basis, in our opinion, the Documents are in order for execution by you.
- 3. The above is a signing opinion to allow the Documents to be signed by you. Once signed the Documents will become effective only upon satisfaction of the various conditions precedent required by the LGFA, one of which will be the release of our formal legal opinion to the LGFA. We will confirm to you when that has happened.

Yours faithfully

Jan Etwell / Rennae Hopkins

Mawell

Partner / Senior Solicitor Direct: 64 3 371 3514 / 64 3 371 3522

Mobile: 64 21 655 604

Email: jan.etwell@buddlefindlay.com / rennae.hopkins@buddlefindlay.com

AUCKLAND // PricewaterhouseCoopers Tower, 188 Quay Street, PO Box 1433, Auckland 1140, New Zealand, DX CP24024 // P. 64 9 358 2555 // F. 64 9 358 2055
WELLINGTON // State Insurance Tower, 1 Willis Street, PO Box 2694, Wellington 6140, New Zealand, DX SP20201 // P. 64 4 499 4242 // F. 64 4 499 4141
CHRISTCHURCH // 83 Victoria Street, PO Box 322, Christchurch 8140, New Zealand, DX WX1135 // P. 64 3 379 1747 // F. 64 3 379 5659

BF\00055393\1|Page 1 www.buddlefindlay.com

7.3 OPTIONS FOR CONSIDERATION OF DISTRICT PLAN REVIEW

File Number:

Author: Helen O'Shaughnessy, Senior Planner

Authoriser: Doug Tate, Group Manager Customer and Community Partnerships

Attachments: Nil

PURPOSE

The matters for consideration by the Council are to confirm its approach to a hearing panel for the statutory phase of the District Plan Review.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) That Council adopts Option 4 and confirms the establishment of a new mixed panel of External Independent Commissioners and Elected Members as its preferred option to hear and consider formal submissions on the Proposed Central Hawkes Bay District Plan.
- b) That Officers begin the next steps of preparing Terms of Reference for the new panel and seek Commissioner appointees to the panel, noting the opportunity for appointment of these commissioners to the Regulatory Hearings Committee also.

BACKGROUND

In August 2017, the Council resolved to undertake a full review of the Central Hawkes Bay District Plan which was last reviewed in 2003. The review began with the preparation of a draft District Plan, which was released for public consultation in May 2019. Submissions received on the draft Plan were heard by the District Plan Committee in February 2020.

The draft Plan will be finalised by the end of December 2020 and the statutory Schedule 1 process under the Resource Management Act (RMA) is anticipated to begin in early 2021 with a notification date likely to be May 2021.

District Plan Review Committee

After consideration of governance arrangements for the District Plan Review Council resolved to establish a District Plan Review Committee to provide guidance to officers and political input into the review. Mayor Walker and Deputy Mayor Ian Sharp were appointed to the Committee along with Councillors Aitken and Tenant. In addition, Dr Roger Maaka and Mr B Gregory were appointed as representatives of Te Taiwhenua O Tamatea. (Mr I Sharp and Mr D Tennant, who did not seek re-election in the 2019 Local Body Elections, were re-appointed to the Committee as ex-officio members in early 2020. Mr B Gregory stood down at this time due to ill health and a later resignation from Mr D Tennant also eventuated.

Commissioner Mick Lester was appointed as the independent Chair of the Committee.

The original Terms of Reference for the District Plan Review Committee were reviewed in late 2018 to provide for the Committee to hear submissions made on the draft Plan at the Informal Hearings, held in February 2020. The Terms of Reference state that:

The purpose of the Committee is to provide an opportunity for those organisations/individuals who submitted on the draft District Plan to appear before the Committee.

At the conclusion of the Informal Hearings, the Committee will deliberate and present written recommendations to a meeting of the full Council conveying the Committee's proposed decisions on the issue(s) raised through all submissions. The terms of reference and the Committee shall come to end, when one of the following events occur:

- The proposed District Plan is notified
- The Elected Council rescinds its delegations to the Committee
- The dissolution of the 2019-2021 Council.

Regulatory Hearing Committee

In the 2019 - 2021 Triennium Council have adopted as part of is Governance Structure the Regulatory Hearing Committee. The purpose of this committee is to:

- To conduct hearings and/or determine under delegated authority applications for consent and all other matters required to be heard and determined by way of a Hearing under the Resource Management Act 1991.
- To conduct hearings and/or determine under delegated authority applications relating to the Dog Control Act 1996 and any other matters required for determination by Council under legislation as determined by Council

The Committee is chaired by Councillor Tim Aitken, and includes the late Councillor Tim Chote, Councillor Kate Taylor, Deputy Mayor Kelly Annand, and a Independent Commissioners Panel, appointed under delegated authority by the Chief Executive. The panel of independent commissioners is yet to be formed.

The current purpose and delegation of the Regulatory Hearing Committee does not have the delegation to address the hearings of the District Plan Review within its mandate and the Committee structure also does not neatly fit the legislative requirements RMA for the District Plan review.

We are now at a point where Council needs to confirm its desired approach to the hearing of the District Plan Review's statutory process. This report seeks a decision on the preferred approach from Council.

DISCUSSION

Following approval for notification of the Proposed District Plan, anticipated to occur in early May 2021 the formal RMA process begins through Schedule 1. In accordance with Schedule 1 of the Act, Council is required to:

- Publicly notify the Proposed Plan
- Receive and summarise submissions
- Notify the summary of submissions for further submissions
- Hear and consider submissions and further submissions via a public hearing and
- Make decisions and publicly notify those decisions

The revised work programme for the review suggests that it is likely that public notification will occur in late May 2021 with submissions/further submissions running through until August/September 2021. Hearing reports, exchange of planning reports, pre hearing meetings, exchange

of evidence and preparation of technical experts and will need to be undertaken prior to hearings which will be scheduled to begin in January 2022.

Although it is not possible to estimate the number of hearing days required to hear submissions/further submissions on the Proposed Plan, given the historic high rate of development in the district and high level of interest in resource management within the district the timeframes in the district plan review programme have allowed for 300 submissions to be lodged on the Proposed Plan. The revised district plan work program makes provision for 147 days of hearings and deliberations prior to Council being able to consider and approve Hearing Panel decisions.

There are a number of considerations that need to be taken into account when considering the best hearing panel arrangements for hearing submissions on the Proposed District Plan. These include

RMA Hearing Delegations

Clause 8B of Schedule 1 of the RMA requires Council to hold a hearing into submissions on its proposed plan. Section 34 of the RMA enables Council to delegate to a committee of Council any of its functions, powers or duties under the RMA, except for the approval of a plan or any change to a plan.

Under section 34A of the RMA, the Council may delegate to an employee, or hearings commissioner appointed by the local authority (who may or may not be a member of the local authority), any functions, powers or duties under the RMA, except the power to approval of a plan or change to a plan.

It is the role of the local authority to appoint decision-makers to RMA hearing panels. The Ministry for the Environment runs the 'Making Good Decisions' programme, which provides a qualification for hearing accreditation. In accordance with Section 39B of the RMA if the Council delegates hearing authority to one person, that person must be accredited.

Under Section 39B the RMA, appointees on hearing panels must have accreditation to make decisions on:

- applications for resource consent
- notice of requirements given under section 168 or 189
- requests under clause 21(1) of Schedule 1 for a change to be made to a plan
- reviews of resource consents
- applications to change or cancel resource consent conditions
- proposed policy statements and plans that have been notified
- Any hearing of an objection under Section 357C of the RMA.

The RMA requires that is for all members of RMA hearing panel, including the chairperson, given authority by a local authority under sections 33, 34, or 34A to be accredited, unless there are exceptional circumstances that do not provide for the time or opportunity to ensure that all persons in the group are accredited.

Tangata whenua representation

Through various discussions with manawhenua and the District Plan Committee there has been a strong desire expressed for there to be at least one accredited independent commissioner on the Hearing Panel with particular expertise in matters of significance to Maori.

Section 34A of the RMA requires that the local authority must consult with tangata whenua through relevant iwi authorities on whether it is appropriate to appoint a commissioner with an understanding of tikanga Māori and of the perspectives of local iwi or hapū. If the local authority does consider it appropriate to do so, it must appoint at least one commissioner with an understanding of tikanga Māori. The current Regulatory Hearing Committee does not currently provide for this.

Council Submission and/or Section 42A Report

Given current delegations it is only Council that can adopt the Proposed District Plan for public notification. It is also only Council that can approve a Decision Version of a Proposed District Plan following the hearing of submissions.

If Council is concerned that delegation to either a committee of Council or commissioner(s), or a mixture of the two would diminish Council input into the Plan making process, then it is worth noting the Council itself can make a submission, further submission or require a Section 42A report to be prepared on any matter raised in submissions.

Budget Implications

Depending on the size and composition of the Hearing Panel there will be budget implications arising for Council. The Councils Elected Member Remuneration and Expenses Policy, adopted November 2019, states under Hearings Fees that an elected member who is not the chairperson of a hearing is entitled to a fee of \$80.00/hour plus incidentals. An elected member acting as a chairperson is entitled to a fee of \$100.00/hour.

For independent commissioners, hourly rates are estimated to begin at \$180/hour. The hourly rate for the Chair is estimated to begin at \$200/hour. Disbursements, potentially including travel and accommodation costs will also be included in budgets. Budget implications will depend on the number of independent commissioners appointed and the length of hearings/deliberation process.

The revised work programme and budget provides for an independent chair and two commissioners at \$200/hour and \$180/hour respectively to hear and deliberate on submissions.

RISK ASSESSMENT AND MITIGATION

Although the risks associated with this matter are considered to be relatively minor it must be acknowledged that there is the potential for greater risk in the event that Council may wish to adopt one of the three options presented in this report in preference to the recommended option of a mixed commissioner/elected member Hearings Panel.

These risks relate to experience and skills of a potential hearings panel and well as logistical and financial risk, in the event that the elected members wish to appoint the full Council as the Hearings Panel.

FOUR WELLBEINGS

The recommended option addresses the four wellbeing in the following ways:

Economic Wellbeing

The appointment of a mixed Hearings Panel will provide for a robust assessment of the Proposed Plan provisions relating to economic wellbeing, which will contribute to a Plan that supports the economic wellbeing of the district.

Social Wellbeing

The consultation of the draft district Plan and subsequent compiling of the Proposed Plan has been through extensive and comprehensive public engagement processes including Project Thrive and community engagement on the draft. Council has heard directly from the community and stakeholder groups about the social values they wish to see reflected in the proposed Plan. The mixed Hearings Panel that includes elected members will have a sound understanding of the background and context of many of these issues.

Cultural Wellbeing

The sections of the Proposed Plan relating to the values of tangata whenua and the identification and protection of sites of cultural significance, recognise the significance of tangata whenua to the Central Hawkes Bay district. The appointment of a commissioner onto the Hearings Panel with specialist understanding of issues of significance to tangata whenua in Tamatea in hearing and deliberating on submissions received on these provisions of the Plan will provide for the cultural wellbeing of the district.

Environment Wellbeing

Many of the environmental provisions in the proposed plan are new to the district and significant in the extent of matters they provide for. These include protecting our natural areas and recognising the productivity of our land resource. Appointment of a mixed external independent commissioner and elected members to the Hearings Panel will provide for continuity of understanding of many of the environmental provisions introduced in the proposed plan under the professional guidance of an accredited chair.

DELEGATIONS OR AUTHORITY

Section 34 of the RMA enables Council to delegate to a committee of Council any of its functions, powers or duties under the RMA, except for the approval of a plan or change to a plan.

Under section 34A of the RMA the Council may delegate to an employee of hearings commissioner appointed by the local authority (who may or may not be a member of the local authority) any functions, powers or duties under the RMA.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some significance.

OPTIONS ANALYSIS

There are a number of options for the formation of a hearing panel to hear and determine submissions on the Proposed District Plan. Four possible options identified are:

Option One Extend the District Plan Committee Terms of Reference

Option Two Amend Regulatory Hearing Committee Terms

Option Three Establish a hearings panel of External Independent Commissioners only

Option Four Establish a new mixed panel of External Independent Commissions and Elected

members.

The analysis below provides further information on each of the options:

1. Option One – District Plan Committee

Under this option the Terms of Reference for the District Plan Committee would need to be extended to explicitly delegate responsibility to the Committee to hear and determine submissions made on the Proposed District Plan. The extent of the current delegations of the committee is to hear and make recommendations on submissions received on the draft District Plan.

Pros

- Specialised Committee to deal with a specialised process and issues
- Current Committee members have a good level of understanding of the background to the Proposed Plan provisions

<u>Cons</u>

- Perception that the Committee has a vested interest in confirming the Plan provisions
- Possible conflict of interest if public statements made on specific issues
- Time commitment for Committee members

- Some of the current members of the Committee have Making Good Decisions accreditation
- No additional appointment required to provide expertise in matters of significant to Maori
- The District Plan Committee is a Committee of Council (with an independent external as chairperson) and decisions on submissions would be made by at least some elected members providing political representation.

in addition to other commitments

• Current committee has four members

2. Option Two – Amend Regulatory Hearing Committee Terms

Council has a Regulatory Hearings Committee with a range of statutory functions. The terms of reference for the Regulatory Hearings Panel, adopted by Council on 3 June 2020, state the purpose of the Regulatory Hearings Committee is:

'To conduct hearings and/or determine under delegated authority applications for consent and all other matters required to be heard and determined by way of a Hearing under the Resource Management Act 1991'.

The Regulatory Hearings Committee has responsibility for a range of issues, however the closest delegated responsibilities are the "Implementation of the Resource Management Act, the Operative District Plan and other regulatory Acts and Regulations in terms of judicial and regulatory responsibilities; - all powers, duties and discretions under the Resource Management Act 1991 to allow the above matters to be undertaken".

In short, the Regulatory Hearings Committee does not currently have the delegated authority to undertake this body of work. Council would need to provide specific delegated authority for this project to ensure the requirements of the project and the RMA were met.

There are also a number of Independent Commissioner appointments that would need to be made, and this could be achieved as with options 3 and 4.

Under this option the Committee, with any additional appointments, would hear and determine submissions made on the Proposed District Plan.

Pros

- Decisions on submissions made by the full elected Council
- Increased understanding of resource management issue by members
- Strong linkages between the hearing of consents and the District Plan review in the future

Cons

- Significant time commitment for all members in addition to other Council related commitments
- Members may not have sufficient detailed RMA experience or background in this area.
- Some members may have no interest in hearing submissions on the Proposed District Plan
- Administrative issues where Councillors cannot make decisions on submissions when they have been absent from the hearing
- Need to obtain additional appointment to provide expertise in matters of significance to Maori

Option 3 - Establish a hearings panel of External Independent Commissioners only

This option involves Council establishing a panel of external independent hearings commissioner(s) only, with the authority to hear and determine submissions made on the Proposed Plan.

This approach would address any issues of perceived conflicts of interest and significantly free up Councillor diaries, providing the opportunity to participate in the process and support community members. This option would provide also a level of independent scrutiny on issues that may be more contentious or sensitive, however does not provide for local input in decision making.

The pros and cons of this option are listed below:

Pros

- Specialised, professional and accredited haring commissioner that would deal with a specialised process and issues
- A small sized panel which would be focussed and nimble with no other distractions
- The panel would be able to focus purely on resource management issues with no political distractions
- Relieves the requirements for any Councillor appointees to have completed the MFE Better Decision Making Programme.

Cons

- Significant cost implications, external commissioners cost between \$180-\$200/hour
- A panel of independent commissioners would make decisions independent of elected members which may result in a lack of political representation in the process
- Potential lack of buy-in or commitment to a District Plan where there has been no elected member participating in the decision making process
- An additional appointment would likely need to be made to provide expertise in matters significant to Maori
- Would not necessarily provide for ongoing local continuity and understanding
- Elected member representation on the Panel would have to be via additional appointments

This option is not recommended, primarily based on the lack of local input, which has previously been identified as a key priority for the elected Council.

Option 4 - Establish a new mixed panel of External Independent Commissions and Elected members.

This option would see the formation of a new Hearings Panel consisting of up to five members including:

- one external independent accredited commissioner (to act as Chairperson)
- a further external commissioner with specialist tikanga knowledge and nominated by manawhenua
- three other members being made up of elected members, to act Commissioners where possible, noting that members will have to have current certification of the MFE Making Good Decisions Training

This approach would provide a robust and balanced mix of local and independent views, while also providing professional experience and capability.

The pro's and cons of this option are:

Pros

- Specialised Committee to deal with a specialised process and issues
- Specialised and accredited hearing

Cons

 Some additional cost implications to meet the hourly rate of commissioners, between \$180-200/hour, however budgeted for in programme.

- commissioner acting as Chairperson (meaning other members are not required to be accredited)
- A small Panel which would be focussed and nimble with no other distractions
- Elected member involvement in decisions on the Proposed Plan
- Significant time commitment for all members in addition to other Council related commitments

This option is officers preferred approach, providing a small, specialised and focussed Hearing Panel could be formed with an independent commissioner as chairperson and other appointments of elected members and commissioners as required.

While it is acknowledged that all of the four options identified could comply with the requirements of the RMA to appoint a Hearings Panel, it is recommended that Option 4, the appointment of a mixed commissioner/elected member panel, is the preferred option. The strengths of Option 4 are that it provides for elected member involvement (assuming that the elected members appointed will be the same elected members that were part of the District Plan Committee) in hearing and deliberating on submissions, thereby providing continuity with the informal hearings undertaken to hear submissions on the draft Plan.

Option 4 effectively enables elected members to remain involved in the review process and provide 'ownership' of recommendations made on submissions.

With regard to the remaining options, Option 1, the appointment of the District Plan Review Committee as the Hearings Panel is not supported. Although members of the Committee have a strong understanding of the background of the development of the Proposed Plan and some members of the Committee have received Making Good Decisions accreditation, there is limited experience amongst Committee members of a formal statutory district plan hearing and also of chairing the hearings panel.

This particular issue of inexperience in a formal statutory district plan hearing also applies to Option 2, appointment of the Regulatory Hearings Committee. Although the benefits of involving elected members in hearing and deliberating on the Proposed Plan submissions offers many advantages, this options would require substantial change to Councils delegations to this committee for the project only.

The appointment of external independent commissioners, Option 3, provides for the appointment of a specialised and accredited hearings panel which in turn will ensure Council can be confident of a professional and well managed hearings process. However, this option does not provide for any local involvement in decision making and as a consequence this option is not supported.

The following table outlines the considerations of each option:

Option 1	Option 2	Option 3	Option 4
District Plan Committee	Amend Regulatory Hearing Committee Terms	Establish a hearings panel of External Independent Commissioners only	Establish a new mixed panel of External Independent Commissions and Elected
		,	men

Financial and Operational Implications	There are no new financial and operational implications related to this option.	There are no new financial and operational implications related to this option.	There are no new financial and operational implications related to this option although some adjustments may be necessary to the budget in Y2 – 3 of the LTP.	There are no new financial and operational implications related to this option however some amendments may be required depending on the number of commissioners appointed.
Long Term Plan and Annual Plan Implications	The District Plan is a key project in the Long Term Plan and Annual Plan.	The District Plan is a key project in the Long Term Plan and Annual Plan.	The District Plan is a key project in the Long Term Plan and Annual Plan.	The District Plan is a key project in the Long Term Plan and Annual Plan.
Promotion or Achievement of Community Outcomes	Option 1 may provide for community outcomes to be promoted through local input into decisions making	The opportunity for local input in Option 2 may have the potential to promote or achieve community outcomes	Limited ability of local input into deliberations on submissions in this option which may not achieve or promote community outcomes	Option 4 is considered to promote or achieve community outcomes most effectively
Statutory Requirements	The appointment of a Hearings Panel is an RMA requirement	The appointment of a Hearings Panel is an RMA requirement	The appointment of a Hearings Panel is an RMA requirement	The appointment of a Hearings Panel is an RMA requirement
Consistency with Policies and Plans	N/A	N/A	N/A	N/A

Recommended Option

This report recommends option 4, that a mixed commissioner/elected member panel be appointed as the District Plan Hearings Panel, for addressing the matter.

NEXT STEPS

In the event that elected members wish to proceed with Option 4 as the recommended option, the next steps will include:

- The establishment of a Terms of Reference for the new panel for Councils adoption in the new year.
- Confirmation of any appointed Councillors being certified in the Making Better Decisions Programme
- Begin seeking expressions of interest from external commissioner appointees to the panel, ensuring possible alignment with the appointment of commissioners to the Regulatory Hearing Committee for their appointment.

This process will pave the way forward for the statutory phase of the District Plan.

RECOMMENDATION

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) That Council adopts Option 4 and confirms the establishment of a new mixed panel of External Independent Commissioners and Elected Members as its preferred option to hear and consider formal submissions on the Proposed Central Hawkes Bay District Plan.
- b) That Officers begin the next steps of preparing Terms of Reference for the new panel and seek Commissioner appointees to the panel, noting the opportunity for appointment of these commissioners to the Regulatory Hearings Committee also.

7.4 WHANGAEHU TOILET - APPROVAL TO OCCUPY ROAD RESERVE

File Number:

Author: Ben Hunt, Places & Open Spaces Officer

Authoriser: Jennifer Leaf, Places & Open Spaces Manager

Attachments: Nil

PURPOSE

The matter for consideration by Council is whether to resolve to permit the location of the new Whangaehu public toilet in the road reserve of Whangaehu Road, pursuant to the requirements of the Local Government Act 1974.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) That Council resolve to locate the Whangaehu toilet within the road reserve of Whangaehu Road, the preferred location outlined in this report, pursuant to Section 334 of the Local Government Act 1974.

BACKGROUND

This report seeks a resolution from Council to locate a toilet within the road reserve of Whangaehu Road pursuant to section 334 of the Local Government Act 1974.

By way of background Council committed to install a public toilet at Whangaehu beach as part of the 2018-2028 Long Term Plan. \$67,759 was budgeted for the project during the 2019-2020 financial year.

Due to both supply and budget constraints Officers considered acquisition of new land to be unfeasible and investigated suitability of three locations within Council administered land.

Council Officers met with a preferred supplier onsite to discuss logistics of three potential locations.

It was noted that facilities could be installed in each location but that any facility installed within Whangaehu Historic Reserve (Location 3) would require significant additional engineering and foundations due to unstable ground conditions. This additional requirement is considered to be cost prohibitive and this option was excluded.

Having assessed potential locations Officers consulted local residents as to their preferred location with the majority of the 21 respondents, 66% (14), preferring the toilet facility to be located within the road reserve to the south of 499 Whangaehu road – Location 1 (the preferred location).

24% of respondents preferred the facility to be located in the car park to the east of 499 Whangaehu Road (Location 2), with the remaining 9% preferring other locations. There were two reasons specifically given for preferred locations, both noting the carpark as their preferred location due to its proximity to the foreshore. One respondent did not provide a preferred location and objected to the installation of facilities. The immediate neighbour to the respondents most preferred option are comfortable with the location.

DISCUSSION

Council officers investigated three potential locations for the toilet block within Council administered land:

- Location 1 Road reserve located to the south of 499 Whangaehu Road
- Location 2 Carpark to the east of 449 Whangaehu Road
- Location 3 Whangaehu Historic Reserve

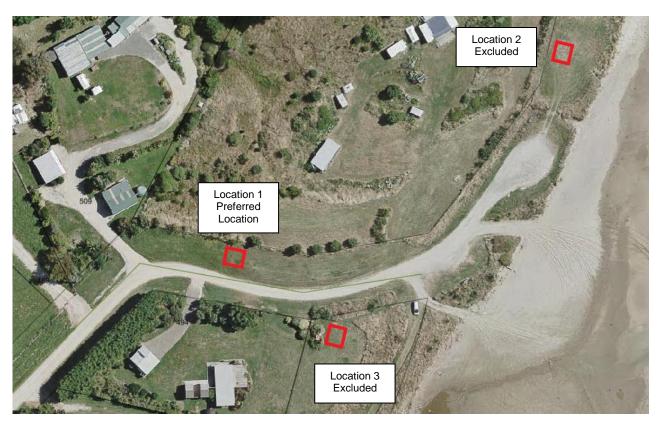


Figure 1. Whangaehu Beach with three locations investigated by officers shown in red. From left to right, road reserve south of 449 Whanagehu Road, Whanagehu Historic Reserve, carpark east of 449 Whangaehu Road.

Acquisition of additional land was considered to be unfeasible due to both supply and budget constraints.

Location 1 – provides a wide open berm area with screening for neighbours. It is out of the immediate coastal inundation zone and provides for sound crime prevention through effective design (CPTED) principles.

Location 2 - the carpark to the east of 499 Whangaehu Road, was considered due to its convenient proximity to the beach. However due to the low elevation the location falls within the coastal hazard zone. Locating the facility within the coastal hazard zone increases the risk of the facility being damaged or destroyed by inundation, erosion and sea level rise. This is considered to be the least sustainable option as it may come with additional future costs.

Location 3 - Whangaehu Historic Reserve is considered to be unsuitable as the reserve is prone to flooding and erosion. Officers preferred suppliers have noted that any facility installed at this location would require additional engineering and foundations which to the extent of becoming cost prohibitive, with considerable ground movement and cracks visible on site.

RISK ASSESSMENT AND MITIGATION

There are no obvious risks with this decision.

There may be a perception that locating the facility within road reserve could increase the likelihood and potential consequences of vehicle damage to the facility, however the area is sufficiently off the road carriage and will have bollards in place to prevent damage. Officers have also consulted internally with Councils Land Transport Department who are satisfied with the proposal.

FOUR WELLBEINGS

The decision supports the four wellbeing's in the following ways:

Economic

The provision of facilities provides for the range of tourist offerings in the area and wider coastal region.

Environmental

Providing a toilet will reduce the amount of waste polluting the environment from visitors making poor decisions as a result of their currently being no facilities at the location.

Social

Providing a toilet will improve convenience and make the beach accessible to a wider range of people. Conflicts between Whangaehu residents and visitors will be reduced.

Cultural

The most obvious cultural consideration is the containment of waste, which may otherwise desecrate sites at Whangaehu on the coast, due to their being no toilets for visitors.

DELEGATIONS OR AUTHORITY

Section 334 of the Local Government Act 1974, provides delegation for Council to: "construct or provide on, over, or under any road facilities for the safety, health, or convenience of the public, or for the control of traffic or the enforcement of traffic laws" and that "for the purposes of any resolution or bylaw of the council, anything constructed or provided under the authority of the council shall be deemed to be sufficiently described if the road in which it is constructed or provided and its approximate locality in that road are specified in the bylaw or resolution".

This report seeks that approval. Only Council has delegated authority to permit this structure.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as to be of some significance.

OPTIONS ANALYSIS

There are two possible options for Council to consider:

Option 1 That Council resolves to locate the Whangaehu toilet within the road reserve of Whangaehu Road at the preferred location

This options sees Council resolve to locate the Whangaehu toilet facility within the road reserve. This will allow officers to continue the procurement of the toilet facility and will deliver on commitments of the Long Term Plan.

Option 2 That Council does not resolve to locate the Whangaehu toilet within the road reserve of Whangaehu Road and requests officers further investigate alternative locations

If Council requests officers investigate alternative locations, there may be additional costs not foreseen at this time.

	Option 1	Option 2
	That Council resolves to locate the Whangaehu toilet within the road reserve of Whangaehu Road	That Council does not resolve to locate the Whangaehu toilet within the road reserve of Whangaehu Road and requests officers further investigate alternative locations
Financial and Operational Implications	There will being ongoing operational costs should the toilet be installed. These have been budgeted for.	Depending on the location Council gives direction to develop, there may be additional costs not foreseen at this time.
Long Term Plan and Annual Plan Implications	There are no obvious LTP or annual plan implications. This has been funded and is an expectation to be delivered in the Long Term Plan.	There are no obvious LTP or annual plan implications. This has been funded and is an expectation to be delivered in the Long Term Plan.
Promotion or Achievement of Community Outcomes	This option is seen to achieve community outcomes by providing durable infrastructure that meets the needs of the Whangaehu community and its visitors.	This option is seen to achieve community outcomes by providing durable infrastructure that meets the needs of the Whangaehu community and its visitors, relative to the location.
Statutory Requirements	The toilet will be exempt from regular building consent requirements pursuant to Schedule 1 Part 1 Exemption 29 of the Building Act 2004. A Council resolution is required to locate a public toilet within road reserve pursuant to Section 334 of the Local Government Act 1974.	Other consenting requirements may be required, depending on the location.
Consistency with Policies and Plans	This decision is consistent with delivery of the Long Term Plan.	This decision is consistent with delivery of the Long Term Plan.

Recommended Option

This report recommends option one – that Council resolve to locate the Whangaehu toilet within road reserve of Whangaehu Road for addressing the matter.

NEXT STEPS

In the event that Council adopts the recommendation, Officers will work to complete procurement of the new toilet facility and service contract.

RECOMMENDATION

a) That Council resolve to locate the Whangaehu toilet within the road reserve of Whangaehu Road, the preferred location outlined in this report, pursuant to Section 334 of the Local Government Act 1974.

7.5 KAIRAKAU WATER UPGRADE

File Number: 202011

Author: Darren de Klerk, 3 Waters Programme Manager

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Kairakau Water Engagement Booklet and Questionnaire 🗓 🖺

2. Kairakau Engagement Summary Report 🗓 🖺

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

PURPOSE

To provide with an update on the Kairakau Water System Upgrade.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as not significant.

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed of some significance, and engagement has started with the community during the supply outage events via numerous letters and Facebook updates.

Further engagement with local iwi will take place early in the design phase to ensure we align, provide opportunity and meet any cultural requirements.

Upon endorsement of an option, Council officers will commence engagement planning alongside the design works, to ensure the community is involved and has the ability to provide input as the project develops.

BACKGROUND

Kairakau is a small coastal town in Central Hawke's Bay, approximately 35 km south of Hastings. The town comprises primarily holiday homes, with some permanent residents; and a small camping ground. It is also a popular recreational destination for day visitors. Council's draft water safety plan tells us there are approximately 11 permanent residents in the town, with up to 1,000 residents during peak holiday seasons.

The Kairakau water supply scheme was installed in the mid 1950's, upgraded in the 1970s and expanded in 1993 to include the subdivision in Mananui Street, Kapiti Place and Brodie Place. A new subdivision was added in 2007 on John Ross Place. Originally, the scheme only serviced the camping ground and the adjoining (original) holiday homes as a supplement to roof water collection. Expansion of the scheme occurred as a result of pressure for development in the area.

The scheme currently supplies 83 properties and the camping ground (approximately 20 sites). Water is pumped from two sources at the base of an adjacent hill; a shallow bore off Kapiti Place, and a spring off Brodie Place. Water is stored in raw water tanks, located next to the spring on Kapiti Place, before it is dosed with liquid chlorine and pumped up to four treated water tanks on the hillside above 21 Kapiti Place. Water is fed to the town via gravity mains from three treated water tanks which service the general consumers, and a fourth tank which supplies the campground exclusively. Each property has its own on-site storage tank which is supplied primarily by roof water, and supplemented by the water supply scheme when there is a deficit of roof water.

Council reviewed the options report in the June 2020 resolution, endorsing upgrading the Kairakau Water Treatment Plant to meet DWSNZ while developing a Water Safety Plan and the review of the water bylaw.

Officers propose this as an update only and will present a preferred option on completion of community engagement, completion of draft water safety plan for the site and review of the existing water bylaw. This is expected to be in early 2021.

DISCUSSION

Officers requested expediting budget in early 2020 to allow officers to propose this project as part of the Tourism Infrastructure Fund, unfortunately due to COVID-19 the fund was cancelled a few days before applications were due in March 2020. In June 2020, officers presented an options report to the Finance and Infrastructure Committee to propose takin an option to design.

Following the options report presented in June 2020, Community and Iwi engagement was undertaken in October, responses are currently under analysis with technical and a formal community meeting being scheduled, in addition the water safety plan is being completed in order to assist informing further community engagement. This paper represents an update on the progress of the project.

Four options were consulted on with the community including upgrading the treatment system to meet DWSNZ through to removing the council community supply altogether and returning the supply to roof rain water collection only, with a variant of offering point of entry supply and adding extra storage.

This community engagement consisted of letter drops, email letters, face to face visits and digital and handwritten feedback submissions. Of the 83 registered ratepayers 21 responses were received with 86% of respondents in support of options 1 or 2. Concerns were raised on the use of reserve land, the effect of water restrictors, water quality, visual and noise effects of the plant. Council is formulating responses to all questions raised and intends responding to the community with including a community meeting using digital and in-person methods, in order to further support the beach community.

In addition, the Manawarakau Trust who own the land surrounding the existing spring location on CHBDC owned land, the Manawarakau Trust have signalled an interest in allowing Council to develop the permanent treatment plan on the existing site. This may resolve use of the reserve for this purpose, however fencing of the bore would still be required. Further investigation into this opportunity is underway and will be communicated to the community as part of the formulated responses to the initial engagement.

For reference, the four options identified and presented to the community and iwi for engagement around upgrading the Kairakau water supply were;

- **Option 1:** Upgrade water treatment plant to meet DWSNZ; retain roof water as potable supply; install restrictors to all properties to control peak demand.
- Option 2: Upgrade water treatment plant to meet DWSNZ; remove roof water; install
 restrictors to all properties to control peak demand. possibly add bore and storage to meet
 increased peak demands (To be further investigated)
- Option 3: Decommission existing supply and put all properties on roof water only.
- **Option 4:** Decommission existing supply and put all properties on roof water only including adding additional storage and adding point-of-entry treatment.

Following engagement, the following trends around responses were received;

- **Support for option 1&2** 86% (18) respondents support these options. Of the 3 (14%) who did not support, alternate location or Option 4 were the suggestion.
- **Use of reserve land** 62% (13) respondents supported this location, of the 8 (38%) who did not support, 3 significant responses were received from one landowner bordering the reserve, raising concern the effect an industrial plant would have on their quiet enjoyment of the property. Alternate location, buried underground or remaining in the current location were suggestions from all not supporting the reserve.
- **Installation of water restrictors** 80% (16) respondents support this. Of the 4 (20%) who did not support, questions on the flow rate, water pressure, and sufficiency of supply have been raised. This included suggestions for additional water tanks.
- Water quality Further responses on the poor quality of the water were received. While
 this did not form a specific part of the options presented, and is not required to be
 addressed at this stage to meet DWSNZ requirements, Council are investigating the
 technical requirements in order to provide this so we can formulate a full response. Most
 residents rely on rainwater for use of cleaning and with appliances due to heavy lime
 content of the water supply.
- Reserve land usage The Manawarakau Trust have indicated an interest in allowing Council to expand the current treatment site. Council has engaged initial investigation into existing rights and the effects of developing the treatment facility into the existing spring location, including legal and costs associated, in order to respond fully to the community.
- **Kairakau Lands Trust** provided a response and were met onsite for an informal discussion on the 19th October. Their response is supportive of the upgrade and restrictors however raise concern at increasing the extent of water take. The response highlights support for more water storage to support summer months.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

Complete community engagement including collated technical response and a coordinated community meeting to capture any missed opportunities for engagement. Implement lessons and opportunities into the project communications plan for further use as the project develops.

Present a decision paper to council in early 2021 with an updated options report and final recommendation for council to endorse on the upgrade option to be taken to design and construction following integration of community engagement, compliance review and bylaw review into the options presented and considered.

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.





Kairakau Water Supply Upgrade

What do you want Kairakau's water supply to look like?

Why have you received this?

Our current 2018 Long Term Plan identifies a project to upgrade and future proof Kairakau's water supply. Council has worked with engineers to develop the best options in doing this and is now seeking your feedback.

The current water supply scheme

Water is pumped from a shallow bore off Kapiti Place, and from a spring off Brodie Place. It is stored in raw water tanks, before it is dosed with chlorine and pumped up to the treated water tanks on the hillside above Kapiti Place. Water is then fed to the town and campground via gravity pipelines.

Each property has its own on-site storage tank which is supplied by roof water, as well as water from Council's water supply scheme.

If Council are to continue supplying potable water to the residents of Kairakau, it will need to comply with the Health Act. This requires that the water meets the Drinking-water Standards for New Zealand (DWSNZ).

Issues with current supply

- The current supply does not reliably prevent or address potential contamination by bugs that can cause illness.
- Council is not able to actively monitor the water supply system to meet DWSNZ requirements.
- Some existing infrastructure, such as the concrete storage tank and the spring well head, requires upgrading or repairs.
- · The existing raw water tanks are on leased land.
- The bore and treated water tank sites are not fenced off to prevent access by stock or unauthorised people (a requirement of the DWSNZ).
- Connections to individual properties are unrestricted which has previously caused reduced service levels during times of high demand.
- The on-property water tanks store rainwater from the house roofs in addition to the Council water supply.
 Roof water is subject to contamination from sources such as such as bird droppings, dust, paint, and sea spray.

How can you get involved?

Please read the information provided with this brochure, and consider the options identified in order to get the most out of this process.

Council will be visiting properties over the next few weeks to discuss and gather your views and feedback on the water supply upgrade options.

Come along to a community meeting

We appreciate that many properties in Kairakau are holiday homes, and that you may not be there when we visit. To provide an opportunity for all property owners, including non-residents, to have their say, Council will hold a community meeting to discuss the issues and options.

We will gather feedback during door knocking and via the accompanying questionnaire to understand a time for a community meeting that may work best for residents.



	Estimated costs	
Option	for physical upgrades	Comments
OPTION 1 Upgrade water treatment plant to meet DWSNZ; retain roof water; install restrictors on all properties; relocate raw water tanks.	Capital Cost \$445,000	General Proposed location for new treatment plant and relocated raw water tanks is on Council reserve next to 15 Kapiti Place. Restricted Council supply would feed individual tanks on properties. Advantages Safe drinking water will be supplied by Council. Restrictors on properties will help manage service levels. Disadvantages Supply from roof water is subject to potential contamination.
OPTION 2 Upgrade Water Treatment Plant to meet DWSNZ; remove roof water; install restrictors on all properties; relocate raw water tanks. Add bore and storage to meet peak demands (if required)	Capital Cost \$536,000	General Proposed location for new treatment plant and relocated raw water tanks is on Council reserve next to 15 Kapiti Place. Restricted Council supply would feed individual tanks on properties. Advantages Safe drinking water will be supplied by Council. Eliminates the risk of contaminants from roof water. Restrictors on properties will help manage service levels. Disadvantages Demand on Council supply will increase if roof water is disconnected. Additional bore and storage may be required if the existing spring and bore cannot meet this demand.
OPTION 3 Decommission existing supply and put all properties on roof water only. *If this option was progressed, there may be costs involved with increasing tanks sizes.	Capital Cost \$73,000	General Council would cease to supply drinking water to the community. Advantages Residents have control of their own water supply. Disadvantages May not be enough individual storage or rain water available throughout the year to meet demand. Residents may run out of water. No supply of treatment for roof water. Local Government Act (LGA) requires a consultation process be undertaken to close a water supply so even if this is the preferred option the outcome of this process is not guaranteed. Camping ground will no longer have a potable water supply.
OPTION 4 Decommission existing supply and put all properties on roof water only; add point-of-entry treatment and storage. *If this option was progressed, there may be costs involved with increasing tanks sizes.	Capital Cost \$593,000	General Council would cease to supply drinking water to the community. Advantages Residents have control of their own water supply. Additional storage and treatment supplied by Council. Disadvantages May not be enough individual storage or rain water available throughout the year to meet demand. Residents may run out of water. Local Government Act (LGA) requires a consultation process be undertaken to close a water supply so even if this is the preferred option the outcome of this process is not guaranteed. Camping ground will no longer have a potable water supply.

Kairakau treated water tanks Kairakau Spring, raw water tanks and chlorine treatment plant Kairakau @amp @round Kairakau @amp @round

Location of Key Kairakau Water Supply Elements

Proposed location of new treatment plant and raw water tanks



Indicative layout of new treatment building and relocated raw water tanks based on Option 1 or 2



Together we Thrive!

The Kairakau water supply was signalled as a key project leading into the 2018 Long Term Plan, – Together we Thrive – as part of the #bigwaterstory. Council is committed to providing durable infrastructure, that allows for smart growth, is environmentally responsible and ensures our proud communities are able to prosper. With this in mind, the Kairakau water supply project has been expedited due to failures over the Christmas 2019/20 season. This project is a key enabler of our THRIVE objectives while meeting future regulatory requirements and community demands on infrastructure.















FAQ'S

How much water do we currently use in Kairakau?

Water usage data for the past two years indicates Kairakau uses an average of 24m³/day across the year from Council supply. Usage is usually higher in summer with the average usage from December to February increasing to 34m³/day. 1m³ is the equivalent to 1000 litres

What is the current water treatment system?

Currently water is dosed with Chlorine to disinfect and kill germs. Chlorine is added to the water at a dosing point before it is distributed to the community, however there is no automated system in place. Council actively samples points within the distribution network to confirm chlorine levels and tests for other quality parameters – this could be viewed as lead and lag measurements.

Why do you need to do an upgrade?

An upgrade is required to ensure Council is providing safe drinking water to the community. In order to do this Council has to comply with Drinking Water Standards for New Zealand. The current supply does not comply, therefore upgrades are required.

How does this link into the wider #bigwaterstory programme?

This project is an important project as outlined within the wider programme of work and the council's commitment to building durable infrastructure to ensure smart growth that is environmentally responsible and allows communities to prosper.

What is a water safety plan?

A water safety plan documents the risk-based assessment of the current water supply scheme and control measures which should be implemented to enable a safe and secure supply of drinking water to consumers.

How much will this cost?

The project has been set aside budget of \$549,000 in the 2018 Long Term Plan, and Council are planning to deliver the project within the budget set aside.

What impact will this project have on my rates?

As the project funding was planned for through the 2018 Long Term Plan process, there is not planned to be a further rating impact because of this project. The funding to deliver this project is currently accounted for in the 2018 Long Term Plan rates forecasts. We expect to draw the loan down for the project in 2021.

Can Council place the new water treatment plant and tanks on the reserve?

The land is currently vested directly to Council as Local Purpose (Recreation) Reserve under the Reserves Act. To locate further water infrastructure on this land will require a planning amendment – although the land is designated under the district plan as water infrastructure.

What is a restrictor?

A restrictor is the flow control device fitted to the service pipe that goes to your supply tank - the restrictor allows water to flow steadily into a tank at a low rate, sharing the available water fairly.

What does the existing water bylaw state about the Kairakau supply?

Water will be supplied at Kairakau from Council's supply only through a connection to an on-site water storage tank at each premise. This supply may be used as an "on demand" supply for "ordinary use". The water storage tank shall be of minimum volume of 1,800 litres. The supply pipe from the point of supply must be connected to the water tank and include a ball cock or similar device in the tank to prevent overflow of the water in the tank. No connections shall be taken off the supply pipe, and all plumbing on the premises must be feed from the water tank.

The water bylaw can be accessed on Councils website: https://www.chbdc.govt.nz/assets/Document-Library/ Bylaws/Part-7-Water-Supply-Bylaw-2018.pdf

When will the project take place?

NOV 2020	MAR 2021	APR 2021 →	DEC 2021
We expect to complete community	Confirm the option and work on design	Procure and commence construction.	Expect to have the project completed by the end of 2021.



Have your say on the future of Kairakau's Water Supply



Kairakau Water Supply Upgrade

Thank you for taking the time to read the information booklet on the future of the Kairakau's water supply. Our current 2018 Long Term Plan identifies a key project to upgrade and future proof Kairakau's water supply. Council has worked with engineers to develop the best options in doing this.

Now, we would like to hear what you think. Council has been through a robust process and come to the solution that the best practicable option is either Option 1 or 2, to maintain the existing water supply, upgrade and integrate further with existing onsite water storage that each property has – with ever changing water regulations. Council is currently investigating the compliance requirements to keep the onsite water storage. The main difference between Option 1 and 2 is how each property utilises onsite storage for either potable or non-potable supply. Have your say by Tuesday 3 November 2020

Have your say in writing:

Complete the attached questionnaire and return to Central Hawke's Bay District Council by post or in person to, PO Box 127 28 - 32 Ruataniwha Street, Waipawa 4240.

feed free to provide any additional feedback by attaching an extra sheet.

Have your say online:

To submit this questionnaire online, visit www.chbdc.govt.nz/our-district/projects, kairakau-water-upgrade/

Have your say in person:

Council Officers will be visiting properties in Kairakau through October to discuss the proposed options for the future of Kairakau's Water Supply.

Further information:

You can read background information about the project, including the proposed options for the future of Kairakau's Water Supply, at www.chbdc.govt.nz/our-district/projects/kairakau-water-upgrade/.

You can also contact Council directly on 06 857 8060 to discuss your thoughts with one of our project team.

FEEDBACK FORM

Please submit your feedback prior to Tuesday 3 November 2020. All feedback will be available to the public.

Business/Organisation (if applicable)

Address

Email address

Where do you live?

Do you own a home in Kairakau? YES / NO (Please circle)

Do you identify as tangata whenua in Central Hawke's Bay? YES / NO (Please circle)

If YES, please identify your iwi

1. Do you support Option 1 or 2 to keep the council owned supply and upgrade it to meet current and future drinking water standards? YES / NO (Please circle)

If NO, what is your preferred option and what do you suggest we do with the water supply?

2. Would you be supportive of placing the water treatment plant and storage as detailed in the information booklet on the reserve land? YES / NO (Please circle)

If No, where would you suggest Council places the treatment plant?

- **3.** Would you be willingly to have a restrictor installed on your property to allow fair sharing of the water available in Kairakau through peak periods? YES / NO (*Please circle*)
- 4. Would you as a resident be interested in Council holding a community meeting to discuss the project further? YES / NO (Please circle) If YES, please advise what date range and timing works best for you.
- 5. Do you have any other feedback for us?

KAIRAKAU WATER SUPPLY UPDATE

Community engagement summary – October/
November 2020







Introduction:

The Kairakau water supply was signalled as a key project leading into the 2018 Long Term Plan, – Together we Thrive – as part of the **#bigwaterstory**.

Council is committed to providing durable infrastructure, that allows for smart growth, is environmentally responsible and ensures our proud communities can prosper.

The Kairakau water supply project has been expedited due to failures over the Christmas 2019/20 season.

Council has been through a robust process and identified four possible options for the future of the Kairakau Water Supply. Engagement has centred around feedback on these four proposed options.

To date, our engagement has consisted of letter drops, email letter, flyer drops, face-to-face visits and digital and handwritten feedback submissions.

TOTAL ENGAGEMENT • Kairakua Residents • CHB Community 16 12 5 4 DIGITAL FEEDBACK SUBMISSION FEEDBACK SUBMISSION HANDWRITTEN FEEDBACK SUBMISSION

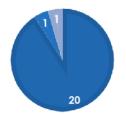




Background Information:

KAIRAKAU PROPERTY **OWNERNSHIP**

- Owns a home in Kairakau
- Does not own a home in Kairakau
- Kairakau Lands Trustee



Of the feedback collated, majority of responses came from owners of property in Kairakau. This is a highly engaged community that value the opportunity to respond to the proposed options from Council.

TANGATA WHENUA

- Identifies as Ngati Kahungunu
- Does not identify as Tangata Whenua

Feedback so far has identified two members of the Kairakau community identify as Ngati Kahungunu.



PLACE OF RESIDENCE

- ■Kairakau
- ■Omakere
- ■Washington DC
- Auckland ■Waipukurau
- ■Wellington
- ■Napier

- ■Hastings
- ■Tauranga ■Upper Hut
- Raglan
- ■Nelson
- ■Havelock North

The Kairakau community is made up of many seasonal residents from throughout New Zealand.

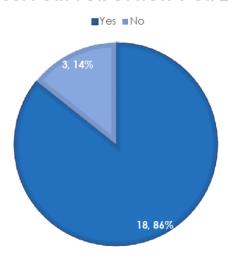






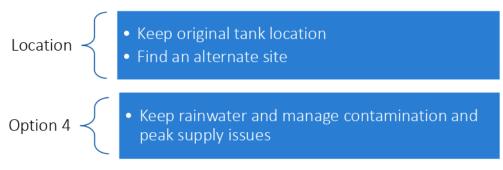
Question 1) Do you support Option 1 or 2 to keep the council owned supply and upgrade it to meet current and future drinking water standards? YES / NO

SUPPORT FOR OPTION 1 OR 2



Of the 21 feedback submissions that were made to Council, three submissions selected NO to options 1 or 2.

If NO, what is your preferred option and what do you suggest we do with the water supply?

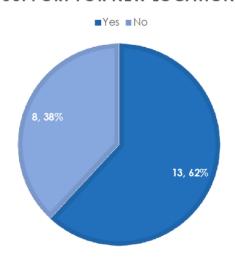






Question 2) Would you be supportive of placing the water treatment plant and storage as detailed in the information booklet on the reserve land? YES / NO

SUPPORT FOR NEW LOCATION



The proposed location saw a split in feedback with 38% (8 submissions) against the proposed new location.

If No, where would you suggest Council places the treatment plant?

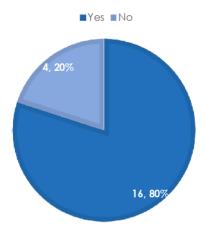






Question 3) Would you be willing to have a restrictor installed on your property to allow fair sharing of the water available in Kairakau through peak periods? YES / NO

WOULD YOU BE WILLING TO HAVE A RESTRICTOR?



80% (16 submissions) are willing for a restrictor to be placed on their property.

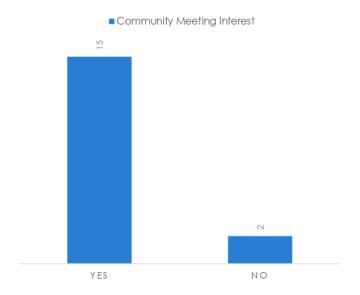
Key questions raised

- What would the reduced flow rate be?
- Will supply be sufficient during peak holiday periods?
- Will water pressure be decreased further?





Question 4) Would you be interested in Council holding a community meeting to discuss the project further? YES / NO



If YES, please advise what date range and timing works best for you.

- Advance notice of more than two weeks requested
- Weekends in Kairakau during peak holiday times





Question 5) Do you have any other feedback for us?

Would like to keep recreational land

Would like the water supply's lime content addressed

Would like current water supply's low pressure addrerssed

Current lease for tanks on Mangawarakau Land provides income for pest control and general land maitenince which the whole community enjoys.

Concern raised regarding the noice of the tanks and new treatment plant Would not like water usage to increase and affect groundwater levels





7.6 PROGRESS REPORT AND DIRECTION OF DRAFT LONG TERM PLAN 2021 - 2031

File Number: COU1-1400

Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive

Attachments: Nil

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

PURPOSE

The purpose of this report is to provide an update on the progress and direction of travel of the Draft Long Term Plan 2021 – 2031.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as not significant, however it should be noted that the Draft Long Term Plan 2021 – 2031 does trigger significance, and when Officers present a report for the adoption of the Draft Long Term Plan 2021 – 2031 in early February 2021, the item will be identified as significant.

BACKGROUND

All Councils are required by section 93 of the Local Government Act 2002 (LGA) to adopt a LTP and review it every three years.

Local government exists to meet community needs and wants effectively, efficiently and in a way that meets those needs and wants now and in the future. If done properly, long-term planning helps make the present and future consequences of decisions and trade-offs clear to all – for example that this decision to defer maintenance reduces the rate requirement now, but at a loss of service potential long-term.

The LTP pairs the Council's vision and ambition for the future and the status quo, and articulates how we bridge the gap in between. This is done by setting out Council's assets, activities, plans, budgets and policies. It must be adopted before the beginning of the first year it relates to and continues in force until the close of the third consecutive year to which it relates.

Central Hawke's Bay District Council has an already established vision that was first articulated through Project Thrive in 2017. This vision formed the basis of the 2018-2028 LTP and its direction (formed through comprehensive community engagement and feedback) materially informed the formulation of that plan. Council through its Elected Member priorities and strategic vision of Thrive have informed the basis of the Long Term Plan 2021 – 2023.

DISCUSSION

Preparing for the adoption of a LTP is a long and complex process, and for Central Hawke's Bay District Council preparation for the Long Term Plan began in early 2019. Successful delivery of a LTP relies on many moving parts working together and lining up to tell a coherent story to the community about how Council is going to deliver its vision for the future.

Progress to date

At the time of writing this report, Council has made significant progress on the Draft Long Term Plan 2021 – 2031. Throughout the year Council have had a number of workshops, as well as discussions and at times decisions in Council, Strategy and Wellbeing and Finance and Infrastructure Committee meeting, achieving key milestones that have allowed the development of the core building blocks of the Draft Long Term Plan 2021 – 2031.

These building blocks broadly fit into the following categories:

- Strategic Inputs: Council Direction setting, Environmental Scan, Integrated Spatial Planning, Strategy Review (e.g. Financial Strategy, Infrastructure Strategy, Asset Management Policy, Significance and Engagement Policy, Māori Contribution to Decision Making Policy), Significant Assumptions.
- Tactical Inputs: Infrastructure Strategy, Asset Management Plans and Activity Management Plans (e.g. Animal Services, Compliance and Monitoring), LTP Inputs (e.g. Community Outcomes, Levels of Service, Performance Measures, Groups of Activities), Policy review (e.g. Rates Review, Revenue and Finance Policy, Development Contributions).
- Communication and Consultation: Engagement Plan for the Consultation on the LTP, Pre-Consultation activities #ourthrivingfuture.

Following this progress update report, Council will consider a number of reports where Officers are seeking endorsement of draft documents which form the basis of the Long Term Plan 2021-2031.

Noting that Council have already endorsed or adopted other key policy or contributing inputs. The documents presented to Council on the 18th November 2020 are the remaining elements that Council need to review and have not publicly considered. The exception to this is the Draft Development Contributions Policy, Fees and Charges Schedule and Financial Statements which have either been workshopped with Council, or further workshops are required to seek guidance prior to Council considering their adoption as part of the adoption of the Draft Long Term Plan 2021 – 2031 for consultation.

While separate documents, Council should note that the principles and implications of each of the documents tie together to form the basis of the Draft Long Term Plan 2021 – 2031 which will then be considered by Council in February 2021-2031 for adoption and community consultation.

The following items will be considered by Council:

- Draft Financial Strategy
- Draft Infrastructure Strategy
- Community Outcomes and Community Performance Measures
- Activity Levels of Service and Performance Measures
- Significant Assumptions

Impact of the Long Term Plan 2021 - 2031

At the time of writing this report, the Draft Long Term Plan 2021 – 2031, presents a proposed average rates increase of 9% in Year 1. While the Targeted ratepayer will continue to see large increases across the full tenure of the Long Term Plan 2021 – 2031 to fund investment in wastewater, drinking water and stormwater, the general rate and UAGC will see a high increase in Year 1 of the Long Term Plan before flattening out, this increase is largely driven by the need to continue to invest in the ongoing review and further reviews of the District Plan, continued investment in facilities and open spaces across the District and a shift in costs that have historically sat in Land Transport and Solid Waste to now sit in the Places and Open Spaces Budget. The impacts of the recently completed Rates Review are included, which means a small proportion of Stormwater sits on the General Rate.

Rate Type	2020/21 Annual Plan	2021/22 Year 1 LTP	\$ Mvmt	% Mvmt
District Land Transport	7,884,807	7,857,574	-27,232	-0.3%
District UAC	1,952,071	2,045,455	93,384	4.8%
Te Aute Drain Rate	17,250	26,234	8,984	52.1%
General Rate	6,199,906	7,933,836	1,733,930	28.0%
Recycling Collection Rate	304,511	224,250	-80,261	-26.4%
Refuse Collection	125,067	123,034	-2,033	-1.6%
Sewerage Operations Rate	3,375,413	3,611,338	235,925	7.0%
Stormwater Operations	884,223	834,945	-49,278	-5.6%
Water Supply Operations	3,364,123	3,639,883	275,761	8.2%
	24,107,371	26,296,549	2,189,178	9.1%

While budgets and background information are yet to be audited, at this point it is important to provide some brief commentary on the situation we find ourselves in and the key impacting drivers:

- The removal of wastewater from water receiving environments, requiring in excess of \$81 million investment across Waipawa, Waipukurau, Otane, Takapau, Porangahau and Te Paerahi over the next 14 years.
- A desire to see contribution from the trade waste industry towards the capital costs of the significant wastewater investment.
- Increased costs associated with the review of the District Plan due to changing National Policy Statements, and the need to budget for future plan changes due to the growth the district is experiencing.
- Council is attempting to manage unprecedented expectation and compliance from Central Government which is resulting in significant cost pressures.
- Continuing to invest in the amenity value of Central Hawke's Bay to ensure we are
 positioned to attract external funding and as a Council we can continue to provide those
 services which our community value the most.
- A step change in renewals across Drinking Water, Wastewater, Stormwater and Places and Open Spaces due to the condition, age and compliance of the asset, that will need to in some instances be loan funded rather than rate funded given Central Hawke's Bay District Council's history of not funding depreciation.
- Council will need to significantly increase its borrowing to fund the investment required, and during the tenure of the Long Term Plan 2021 – 2031 will need to review its borrowing capacity.
- A desire to design and deliver a solid waste service that is fit for purpose while also fit for the future
- The need to invest in the organisation, and in particular the information architecture and technology that will enhance the customer interaction and in time allow efficiencies.
- An assumption that in majority of instances levels of service are to remain the same or increase to meet the growing expectation we see from community.
- That to manage the growth and consequent infrastructure requirements, Council are creating a policy position to ensure that growth is contributing to the future costs of Central Hawke's Bay, while balancing that with wanting to attract ratepayers so we can share the costs across more people into the future.

Communications and Engagement

Over the coming weeks, Council will turn its attention into preparing for the formal consultation process, and continuing its engagement with the Central Hawke's Bay community on the potential thriving future ahead, but the very real financial impact that has.

In accordance with section 93B of the LGA, officers will develop a Consultation Document and Supporting Information that reflect the decisions made and to provide the basis for consultation with the community.

The Consultation Document sets out the issues and opportunities facing Central Hawke's Bay, along with the key issues for consultation to inform the final LTP and the proposals and options put forward by Council. The Supporting Information includes the detailed information relied on to prepare the consultation document. The consultation on the LTP using the Consultation Document and Supporting Information must be done in accordance with section 83 of the LGA. As part of this an Engagement Plan is being developed to ensure compliance with section 83 and with the key principles of accessibility, transparency and genuine engagement. The Engagement Plan will ensure that we build on the success of the #ourthrivingfuture pre-engagement period.

In accordance with section 93C of the LGA, the Consultation Document is required to contain an audit report on whether the consultation document gives effect to the purpose set out in section 93B and the quality of the information and assumptions underlying the forecast information provided in the consultation document.

In accordance with section 94 of the LGA, the LTP is required to contain an audit report on whether the plan gives effect to the purpose set out in section 93(6) and the quality of the information and assumptions underlying the forecast information provided in the plan.

Officers are expecting Audit to begin their interim audit on 30 November through until the 18th of December before beginning again on the 11th January with an aim to have a Draft Consultation Document signed off by Audit (Ernest Young) and Office of the Auditor General by the end of January before Council consideration on 11th February 2021.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

At present following is the proposed timeline leading up to the adoption of the Long Term Plan.

30 November 2020 Audit

28 January 2021 Council Workshop

11 February 2021 Adoption of the Consultation Document and Supporting

Information (Adoption of Draft Long Term Plan 2021 – 2031)

1 March 2021 Consultation opens31 March 2021 Consultation closes

13th and 14th April 2021 Hearings for Submissions
 13th May 2021 Submission Deliberations

3rd June 2021 Adoption of the Long Term Plan

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

7.7 ENDORSEMENT OF DRAFT STRATEGIC PERFORMANCE MEASURES AND ACTIVITY LEVELS OF SERVICE

File Number: COU1-1400

Author: Doug Tate, Group Manager Customer and Community Partnerships

Authoriser: Monique Davidson, Chief Executive
Attachments: 1. Activity Levels of Service 3

2. Draft Strategic Performance Measures J

PURPOSE

The matter for consideration by the Council is for Council to endorse the Draft Strategic Performance Measures and Activity Levels of Service as key inputs to the Long Term Plan 2021 – 2031.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) That Council endorse the Draft Strategic Performance Measures and Activity Levels of Service.

BACKGROUND

Council is in the process of developing its 2021 – 2031 Long Term Plan. Long Term Plans are a legal requirement set out under the requirements of the Local Government Act 2002. Through workshops, Council has been considering and refining strategic performance measures and activity levels of service for inclusion in its Long Term Plan.

The strategic performance measures provide an important link between the achievement of Councils aspirations and objectives identified during Project Thrive and the activities contained within the Long Term Plan.

Levels of Service are the key driver for Council in setting budgets and determining the overall cost of service. The activity levels of service are critical to the development of programmes and operations contained within the asset and activity management plans.

The activity levels of service are developed, based on the alignment of the strategic performance measures, demand, community feedback, legislative requirements and often include a number of mandatory measures prescribed by Central Government. Levels of service form the basis for the relative capital, growth and renewals projects that to ensure assets are maintained to achieve the levels of service. They also inform the levels of maintenance and operations (like mowing, response times or the volume of service) that is provided accordingly to achieve the relative level of service.

Council is now at a point where it is ready to endorse the strategic performance measures and activity levels of service to progress with the development of the Long Term Plan.

DISCUSSION

Endorsing the strategic performance measures and activity levels of service at this time provides the community with visibility and transparency, of how Council is building the basis of its Long Term Plan, ahead of formally adopting these as part of its Long Term Plan for both consultation and formally as complete.

Endorsing the strategic performance measures and activity levels of service at this time, recognises that both measures may still be changed or refined as the development of the project continues, however in principle are the base of which Council is forming its asset and service programmes in the Asset Management Plans, being adopted as part of the LTP.

RISK ASSESSMENT AND MITIGATION

There are no obvious risks at this time.

FOUR WELLBEINGS

The development of the Long Term Plan ultimately supports the achievement and delivery of four wellbeings, being the key document and planning tool that draws together community aspirations, asset management information and funding requirements. To this end, this decision aligns with all four of the wellbeings.

DELEGATIONS OR AUTHORITY

Council have delegated authority to make this decision.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as of some significance.

OPTIONS ANALYSIS

Two possible options available to Council are:

Option 1 Endorse the strategic performance measures and activity levels of service

This options sees Council endorse the strategic performance measures and activity levels of service as set out in the attachment. It is the basis of the strategic performance measures and activity levels of service upon which, the draft strategic performance measures and activity levels of service that the Long Term Plan is being developed.

Option 2 Endorse the strategic performance measures and activity levels of service with changes

This option sees Council endorse the strategic performance measures and the activity levels of services as set out in the attachment.

If Council makes significant changes to the activity levels of service, this will require significant rework to asset and activity management plans. This has the potential to significantly defer the Long Term Plan Programme and may have a financial impact.

The table below provides the detail of the two options:

Option 1 Option 2

Endorse the strategic performance measures and activity levels of service

Endorse the strategic performance measures and activity levels of service with changes

Financial and Operational Implications	There are no obvious implications with this decision.	Relative to the extent of change proposed, there could be both significant operational and financial implications, requiring the major rework of documents and project timeframes.
Long Term Plan and Annual Plan Implications	Clearly the endorsement of the principles are important, as the fundamentally underpin the entire LTP process.	Clearly the endorsement of the principles are important, as the fundamentally underpin the entire LTP process.
Promotion or Achievement of Community Outcomes	The measures and levels of service have been created to align with the objectives of project thrive.	Any significant changes should be considered in alignment with the strategic direction set by Council that has underpinned the development of the Long Term Plan to date.
Statutory Requirements	Endorsing the measures and levels of service, provides direction for officers to ensure Council will meet its statutory timeframes.	Significant changes are likely to have a major impact on the statutory timeframes relating to audit and the delivery of a long term plan by 30 June 2020.
Consistency with Policies and Plans	The current measures and levels of service are consistent with the draft Asset and Activity Management Plans that have been prepared for inclusion in the Long Term Plan.	The current measures and levels of service are consistent with the draft Asset and Activity Management Plans that have been prepared for inclusion in the Long Term Plan. Significant change would require the substantial reworking of these draft documents.

Recommended Option

This report recommends option one - that Council endorse the Draft Strategic Performance Measures and Activity Levels of Service for addressing the matter.

NEXT STEPS

In the event that Council endorse the Draft Strategic Performance Measures and Activity Levels, these will be included and as the project continues may need to varied to enable the continued development of the Long Term Plan 2021 – 2031.

RECOMMENDATION

a) That Council endorse the Draft Strategic Performance Measures and Activity Levels of Service.

WATER SUPPL	lies								
Activity Statement	Linkage to Community Outcomes	Level of Service	Current Performance Measures	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
Water Supply	Proud District Prosperous District Strong Communities Connected Citizens Durable Infrastructure Environmentally	To provide safe, reliable and consistent water supplies to our community working with our customers to support wise and sustainable water use.	The extent to which the local authorities drinking water supply complies with Part 4 of the drinking water standards (bacteria compliance criteria)	Reticulation Otane Pass (2019: Pass) Waipawa Pass (2019: Pass) Waipukurau Pass (2019: Pass) Takapau Pass (2019: Pass) Kairakau Pass (2019: Pass) Porangahau Pass (2019: Pass) Treatment Otane Pass (2019: Fail) Waipawa Pass (2019: Fail) Waipukurau Fail (2019: Fail) Takapau Fail (2019: Pass) Kairakau Fail (2019: Fail) Porangahau Fail (2019: Fail)	All potable supplies 100%	All potable supplies 100%	All potable supplies 100%	All potable supplies 100%	Yearly reporting to DHB
	Responsible Smart Growth	ole	The extent to which the local authorities drinking water supply complies with Part 5 of the drinking water standards (protozoal compliance criteria)	OtanePass (2019 Fail) WaipawaPass (2019 Fail) WaipukurauFail (2019 Fail) TakapauFail (2019 Pass) KairakauFail (2019 Fail) PorangahauFail (2019 Fail)	All potable supplies 100%	All potable supplies 100%	All potable supplies 100%	All potable supplies 100%	Yearly reporting to DHB
			Percentage of real water loss from the local authority's networked reticulation system	Unmeasurable	≤ 30%	≤ 30%	≤ 30%	≤ 30%	Minimum night flows compared to the average water consumption.
			Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	28 minutes	≤ 2 hours	≤ 2 hours	≤ 2 hours	≤ 2 hours	Request for Service System
			Resolution of urgent call outs: from the time that the Local Authority receives notification to the time the service personnel confirm resolution of the fault or interruption	1 hour 48 minutes	≤ 12 hours	≤ 12 hours	≤ 12 hours	≤ 12 hours	Request for Service System
			Attendance for non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel reaches the site	38 minutes	≤ 6 hours	≤ 6 hours	≤6 hours	≤ 6 hours	Request for Service System
			Resolution of non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel confirm resolution of the fault or interruption	27 hours 18 minutes	≤ 72 hours	≤ 72 hours	≤ 72 hours	≤ 72 hours	Request for Service System
			Number of complaints relating to drinking water received (per annum per 1000 connections to the local authority's networked reticulation system)	3.68	≤ 5	≤ 5	≤ 5	≤ 5	Request for Service System
			The average consumption of drinking water per day per water connection	1.65m3				≤1.80m3	Management Reporting
			The percentage of users satisfied with the water supply service provided	83%	90%	90%	90%	90%	Independent Community Views Survey

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WASTEWATE	ER								
Activity Area	Linkage to Community Outcomes	Level of Service	Current Performance Measures	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
	Proud District	To provide for the effective reticulation, treatment and disposal of wastewater in a way that protects the health of our communities and our natural	Target number of dry weather sewerage overflows (per 1000 connections to the total sewerage systems)	3.5	≤10	≤10	≤10	≤10	Request for Service System
	Prosperous District Strong Communities	environment	Target number of total sewerage overflows (per 1000 connections to the total sewerage systems)	3.5	≤30	≤30	≤30	≤30	Request for Service System
	Connected Citizens		Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of:						
	Durable Infrastructure Environmentally		abatement notices;	0	0	0	0	0	Management Reporting
	Responsible Smart Growth		infringement notices;	0	0	0	0	0	Management Reporting
	oman oroman		enforcement orders; and	0	0	0	0	0	Management Reporting
			convictions, received by the territorial authority in relation to those resource consents.	0	0	0	0	0	Management Reporting
			Median response time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that the service personnel reach the site)	47 minutes	≤1hr	≤1hr	≤1hr	≤1hr	Request for Service System
			Median resolution time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that service personnel confirm resolution of the blockage or other fault)	2 hours 20 minutes	≤4 hrs	≤ 4 hrs	≤4 hrs	≤4 hrs	Request for Service System
			Number of complaints received per annum per 1000 sewerage connections about any of the following:	14.4	≤ 10	≤ 10	≤ 10	≤ 10	Request for Service System
			Sewage odour, Sewerage system faults, Sewerage system blockages or Council's response to issues with its sewerage systems.						
			The percentage of users satisfied with the wastewater service provided	91%	90%	90%	90%	90%	Independent Community Views Survey

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STORMWAT	ER								
Activity Area	Link to Community Outcomes	Level of Service	Current LOS	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
Stormwater	Durable Infrastructure	To effectively manage Stormwater in a manner that respects and protects private and public assets and preserves the health of our waterways.	For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.)	0	0	0	0	0	Request for Service System
	Environmentally Responsible		Compliance with the territorial authority's resource consents for discharge from its stormwater systems measured by the number of:						
			abatement notices;	0	0	0	0	0	Management Reporting
			infringement notices;	0	0	0	0	0	Management Reporting
			enforcement orders; and	0	0	0	0	0	Management Reporting
			successful prosecutions, received by the territorial authority in relation those resource consents.	0	0	0	0	0	Management Reporting
			The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	0 (no flooding events in 2020)	≤2hr	≤2hr	≤2hr	≤2hr	Request for Service System
			The number of complaints received about the performance of the stormwater system (expressed per 1000 properties connected to the stormwater system)	4.7	≤ 5	≤ 5	≤ 5	≤ 5	Request for Service System
			The percentage of users satisfied with the stormwater service provided	92%	90%	90%	90%	90%	Independent Community Views Survey

PLACES AND C	PEN SPACES								
Activity Area	Link to Community Outcomes	Level of Service	Performance Measure	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
Parks and Reserves	Proud District	for the recreational (play and sport), cultural, and	Monitoring the number of health and safety incidents or injuries due to inadequate or poor maintenance in our parks, reserves and sportsgrounds	New	0	0	0	0	Councils RFS System
	Prosperous District		The percentage of residential dwellings within 10 minute walk (pedshed) of a Council owned or supported playground	New	60%	60%	60%	70-90%	GIS & statistics report
	Strong Communities		The percentage of urban dwellings within 10 minute walk (pedshed) of a park or community open space	New	60%	60%	60%	70-90%	GIS & statistics report
	Connected Citizens		The percentage of people that have used or visited a park, reserve or open space in the last 12 months		80%	80%	80%	80%	Independent Community Views Survey
	Environmentally		The percentage of people that are satisfied with the parks, reserves, and open spaces.	95%	90%	90%	90%	90%	Independent Community Views Survey
Retirement Housing	Responsible Strong Communities		Tenants' overall satisfaction with Council's Retirement Housing service	100%	90%	90%	90%	90%%	Internally delivered survey of pensioner housing tenants
	Connected Citizens								
Community Facilities	Proud District	Council provides safe, affordable and appropriate facilities that provide for the cultural and social well-being of our community, that are activated	The number of Community users of the Waipawa Pool	12,133	12,000	13,000	14,000	14,000+	Report from Pool Operators
	Strong Communities	and vibrant community spaces used by our	The percentage of users that were satisfied with community halls	New	60%	60%	60%	60%	Independent Community Views Survey
	Connected Citizens								
Public Toilets	Prosperous District Environmentally	in good working order and meet the needs of our	The number of complaints we receive about inadequate maintenance and poor cleaning of our toilets.	New	<10 complaints	<8 complaints	<6 complaints	< 6 complaints	Request for service
ibraries	Responsible Proud District Strong		The number of people visiting our libraries (physical)	Based on 2018/2019 Physical visits Waipukurau 81,942 Waipawa 66,000	Waipukurau 81000 Waipawa 66,000	Waipukurau 81,000 Waipawa 66,000	Waipukurau 81,000 Waipawa 66,000	Waipukurau 81,000 Waipawa 66,000	Door counter
	Communities		The number of people visiting our libraries (digital)	Based on 2019/20 12,000 digital visit	12,000	12,000	12,500	12000- 13,000	Digital visits (unique users)
	Connected Citizens	for community to access.	Levels of issues per capita per annum - both physical and digital	Based on Public Library Stats 2018/19 - population of 14,304 and issues of 114,849 to provide a baseline of 8 issues per capita.	8 per capita	8 per capita	8 per capita		Monitoring the number of issues per capita per annum
		Council will provide a range of activities and leaning opportunities.	The number of events and programmes available and participants	Based on 2019/20 400 events and programmes	400	400	400	400 events and programmes	Monitoring the number of events (including programmes, exhibitions and classes)

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				6,000 participants of events					Monitoring the number of
				including programmes, exhibitions,					participants per annum)
				author events and classes	6,000	6,000	6,000	6,000	
								attendees	
Cemeteries	Proud District	Council looks after its Cemetery grounds, providing	The percentage of the community satisfied	97% of residents were satisfied in	90%	90%	90%	90%	Independent Community
		a special place of remembrance for loved ones	with the condition and maintenance of our	the 2019/20 residents opinion					Views Survey
	Environmentally	amongst attractive and well-maintained grounds	Districts cemeteries	survey.					
	Responsible		No complaints about late or inadequate	New	100%	100%	100%	100%	Councils RFS system
			interment services at our cemeteries						

	CONSULTATION								
Activity Area	Link to Community Outcomes	Level of Service	Current Performance Measure	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
Leadership, Governance and Consultation	Proud District Connected Citizens	Council listens to its community and responds efficiently and effectively, communicates well and has a can do customer services attitude.	The percentage of people who consider that Council has responded well or very well to community needs and issues.		85%	85%	85%	85%	Independent Community Views Survey
			The percentage of formal consultation which follows legislative and policy requirements.	100%	100%	100%	100%	100%	Exception reporting provided to Council on a quarterly basis.
			The percentage of people who consider that Council has engaged and communicated well about Council business	New	85%	85%	85%	85%	Independent Community Views Survey
			lwi and Marae report to be satisfied with the level of engagement and partnership with Central Hawke's Bay District Council.	New	50%	60%	70%	80%	Survey run across Te Taiwhenu o Tamatea and the nine Marae across the Rohe.
			Council operates within its financial means.	Financial Reporting Prudence Benchmarks set in the Financial Strategy	Financial Reporting Prudence Benchmarks set in the Financial Strategy	Financial Reporting Prudence Benchmarks set in the Financial Strategy	Prudence Benchmarks set in the Financial Strategy	Financial Reporting Prudence Benchmarks set in the Financial Strategy	·
Social Development	Prosperous District	Council has a strong voice so that it can, in partnership with community advocate and lead change in social issues and opportunities for the	The percentage of the community satisfied with the Social Development activity of Council.	89%	95%	95%	95%	95%	Independent Community Views Survey
	Strong Communities		Council implements the Social Wellbeing Strategy.	New	100%	100%	100%	100%	100% achievement of Community Wellbeing Strategy initiatives activated and scheduled for completion in that year.
	Smart Growth Environmentally responsible	Council creates opportunities for the community to build capacity and is resourced to deliver on community priorities.	The percentage of community groups associated with the Social Wellbeing Network that are satisfied with the advice and support provided by Council.	New	85%	85%	85%	85%	Survey run by Council of community network groups
			Council supports community groups to achieve their goals	New	100% of Community Groups supported by Council are satisfied with the level of service provided.	100% of Community Groups supported by Council are satisfied with the level of service provided.	100% of Community Groups supported by Council are satisfied with the level of service provided.	100% of Community Groups supported by Council are satisfied with the level of service provided.	Survey of Community Groups
Economic Development	Prosperous District	Council supports the enhancement of economic wellbeing by the delivery of increased job opportunities, a diversified and resilient local economy and	The 2019 Economic Development Action Plan (Implementation Plan) is implemented.	New	100%	100%	100%	100%	100% achievement of Economic Development Action Plan initiatives activated and scheduled for completion in that year
	Strong Communities Smart Growth Environmentally responsible	increased productivity.	Representatives (%) of the Economic Leadership Group that are satisfied that the 2019 Economic Development Action Plan deliverables are being achieved.	New	90%	90%	90%	90%	Survey run by Council of community network groups, including the Economic Leadership Group (formerly the Economic Recovery Taskforce)

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PLANNING AI	ND REGULATORY S	ERVICES							
Activity Area	Link to Community Outcomes	Level of Service	Current performance measures	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
District Planning	Prosperous District Strong	Council creates an environment where development and the use of land in our District balances the need for growth while protecting our special places and community values.	A District Plan current within the statutory timeframes.	Our current District Plan is not RMA compliant and we have not given effect to national policy statements	Not achieved	Not achieved	Achieved	Achieved	Compliance with the Resource Management Act
	Communities Environmentally Responsible		A District Plan that is future focussed and responsive to the Districts Growth and development.	New	Develop a project plan for changes to respond to growth and rolling reviews over the next ten years.	District Plan to provide for projected residential	Develop changes to the District Plan to provide for projected residential and commercial growth	District Plan to provide for projected residential	outcomes confirmed by
	Smart Growth								
Building Control		To protect the community from unsafe buildings and ensure buildings are designed and constructed in a manner that promotes sustainable development.	The percentage of Building Consents processed within 20 working days (the statutory timeframe)	98%	100%	100%	100%	100%	Resource Consent Database
	Strong Communities Smart Growth	and promotes sustainable development.	The percentage of customers satisfied with Building Consent services provided	79%	90%	90%	90%	90%	Internally delivered survey of consents customers from the previous 12 months
Animal Services	Proud District	To ensure that animals are looked after in a human manner and are not	The percentage of known dogs registered	98%	>95%	>95%	>95%	>95%	Per the Dog Registration System
	Strong Communities	menacing, dangerous or a nuisance to the public.	Percentage of serious dog incidences responded to within 2 hours	91.5%	100%	100%	100%	100%	Per the Request for Service system
			Response to all stock complaints and requests within 24 hours	100%	100%	100%	100%	100%	Per the Request for Service system
			The percentage of users satisfied with the Animal Control service provided	73%	90%	90%	90%	90%	Independent Community Views Survey
Compliance and Monitoring	Environmentally Responsible	Council provides a compliance and monitoring service which is compliant, efficient and customer friendly.	Owners, or their agents, advised that their BWOF has lapsed within one month of expiry	New	90%	95%	100%	100%	Property Database
	Smart Growth	,	All of PIMs, LIMs, and CCCs issued within the statutory timeframe	100%	100%	100%	100%	100%	Property Database
			Respond to complaints about non- compliance with bylaws within 3 days	100%	100%	100%	100%	100%	Per Request For Service System
			The percentage of resource consents monitored within two years of being issued	New	100%	100%	100%	100%	Property Database
			The percentage of users satisfied with the Compliance and Monitoring service provided	90%	90%	90%	90%	90%	Independent Community Views Survey
Environment al Health		To keep the community safe and healthy by ensuring environmental and public health standards are maintained.	Complaints received are responded to within 3 working days	100%	100%	100%	100%	100%	Per the Request for Service system

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	Strong Communities		The percentage of customers satisfied with the public health services delivered	72%	95%	95%	95%	95%	Internally delivered survey of public health customers from the previous 12 months
Land use Consent	Durable Infrastructure	To enable use, development and subdivision of land in line with our District Plan and other environmental policies.	The percentage of resource consents (non-notified) processed within 20 working days (the statutory timeframe)	79%	80%	80%	80%	80%	Resource Consent Database
	Environmentally Responsible		The percentage of customers satisfied with the land use and subdivision consent services provided	83%	90%	90%	90%	90%	Internally delivered survey of consents customers from the previous 12
	Smart Growth								months

LAND TRANSPORT									
Acti ^o Area		Level of Service	Current performance measure	Baseline	Y1	Y2	Y3	Y4-Y10	Measure
Land Transport	ort Prosperous District Connected Citizens Durable	To deliver safe, reliable and lasting road assets that connect our people and places, and allow our district to prosper.	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	New	The number of fatalities and serious crashes on the local road network where the road is deemed a major factor, is less than previously reported.	serious crashes on the local road network where the road is deemed a major factor, is	serious crashes on the local road network where the road is deemed a major factor, is	fatalities and serious crashes on the local	to produce an annual report
	Infrastructure		The average quality of ride on a sealed local road network, measured by smooth travel exposure	88.3%	Between 85% and 90%	Between 85% and 90%	Between 85% and 90%	Between 85% and 90%	Annual performance reports generated by NZTA ONRC reporting tool
			At least 20% of the footpaths in excellent condition and no more than 10% of the footpaths in poor condition measured annually	No footpath condition rating was completed during 2019/2020	Excellent >50% Poor <10%	Excellent >50% Poor <10%	Excellent >50% Poor <10%	Excellent >50% Poor <10%	Results of annual condition assessment
			The percentage of the sealed local road network that is resurfaced	6.5%	Between 4% and 10%	Between 4% and 10%	Between 4% and 10%	Between 4% and 10%	Management Reporting
			The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within 3 working days	88%	100%	100%	100%	100%	Request for Service system
			The percentage of users satisfied with the roading service provided	72%	90%	90%	90%	90%	Independent Community Views Survey

SOLID WAST	E								
	Link to Community Outcomes	Level of Service	Current performance measures	Baseline	Y 1	Y2	Y3	Y4-Y10	Measure
	Proud District Prosperous District	Council supports and provides incentives for waste reduction, reuse and recycling in order to achieve its Waste Free CHB goals.	The percentage of total waste that is diverted from the landfill to recycling, re-use and recovery.		32%	40%	48%	>1,500 tonnes	Monthly records from Contractors
	Strong Communities		The amount of greenwaste processed each year	2,273 m3	>2,250 m3	>2,250 m3	>2,250 m3	>2,250 m3	Monthly records from Contractors
	Connected Citizens Durable Infrastructure		The number of schools participating in waste minimisation programmes	94.4%	75%	75%	75%	75%	Management Reporting
	Environmentally Responsible		Hold waste minimisation promotional events in the District	5	4	4	4	4	Number of events held by Council
	Smart Growth		The percentage of users satisfied with the solid waste service provided	77%	90%	90%	90%	90%	Independent Community Views Survey

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Item 7.7- Attachment 1

Te Kaunihera o te Tamatea | Central Hawke's Bay District Council Where are we heading Vision, Goals and Principles

Vision, Goals and Principles

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. This document identifies the vision, guiding principles and strategic goals for Central Hawke's Bay to 2031.

Central Hawke's Bay District Council | Together we Thrive! E ora Ngā Tahi ana! Where are we heading Vision, Goals and Principles

Te Kaunihera o te Tamatea | Central Hawke's Bay District Council

Where are we heading Vision, Goals and Principles

Central Hawke's Bay: Together We Thrive! E Ora Ngā Tahi Ana!

Our people are our greatest asset. At the core of everything we do is a vision that our people are healthy, prosperous and resilient, with a strong sense of pride and identity.

In 2016 we asked you, our community, what your vision for Central Hawke's Bay was. And you delivered. Over 4,500 pieces of feedback were received, and this directly led to the creation of our community vision – Together we Thrive. This vision continues to be the cornerstone of our aspirations for Central Hawke's Bay.

Our vision for 2021-2031 is not to reinvent Project Thrive, but to enhance it. What is the next step for our community in our journey together?

What our vision means

We had no way of knowing what the start of 2020 would bring. Being forced to battle a severe and enduring drought at the same time as an unprecedented global pandemic, has placed unprecedented pressure on our community.

Despite the immediate challenges, we are Thriving! Through Project Thrive, this core fundamental vision of a thriving and prosperous District has not changed. Now more than ever, we will rely on one another to thrive and as a Council, it is our aim to bring Central Hawke's Bay through this stronger and united as one.

We have had to adapt quickly to life during a pandemic, which has led to a significant shift in how we do things. This, joined by other technological, economic, social and environmental challenges will continue to dramatically change the nature of our work, disrupting industry and business and influencing our choices about our future.

We have identified seven strategic goals for achieving this vision:

Goal 1: A proud district

He Rohe Poho Kererū

Central Hawke's Bay District Council | Together we Thrive! E ora Ngā Tahi ana!

These changes are likely to have a significant impact on the opportunities that present themselves in the future. We must adapt quickly to support our people, industry and business to overcome any challenges and instead leverage off them to create opportunities that enhance our wellbeing.

We are well located, and our community gets to experience the best of both worlds – a strong relationship to regional centres but living in a close and connected rural community that celebrates its place in the world.

We will leverage off this to actively position ourselves to take advantage of any opportunities, while retaining our unique heritage and local character. We will do this by being innovative and clever in how we attract those opportunities and respond to any challenges.

We will continue to create opportunities for all residents to know, love and engage with their towns to maintain the sense of community and connectedness.

We are a Council that takes seriously its responsibility to future proof our District and ensure we are investing in durable infrastructure that is environmentally responsible.

We will plan for and deliver the social infrastructure required to support our community's health and wellbeing.

We will focus on building our partnership with Te Taiwhenua o Tamatea and support the governance capability of Māori to take a more active role in planning for the future, recognising and valuing the tangata whenua relationship to land.

Achieving this vision will require a team effort. We have a highly connected and focussed group of Elected Members, Staff and Strategic suppliers, all of whom have a real sense of passion and pace to deliver on the community's vision.

Central Hawke's Bay is proud of its identity and place in our region and nation. We hold our head high on the national and international stage, celebrating our unique landscape from the mountains to the sea.

Goal 2: A prosperous district

He Rohe Tōnui

Ours is a thriving and prosperous district that is attractive to businesses. Central Hawke's Bay is enriched by the households and whānau that are actively engaged in, and contribute, to our thriving district.

Goal 3: Strong communities

He Hapori Kaha

Where are we heading Vision, Goals and Principles

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Where are we heading Vision, Goals and Principles

We have a strong community spirit and work together to support each other. Central Hawke's Bay is made up of proud communities with unique identities that come together to form a strong and thriving district.

Goal 4: Connected citizens

He Kirirarau Whai Hononga

Our citizens can connect easily with each other and with those outside of our district. We all have access to everything Central Hawke's Bay has to offer and enjoy these great things together.

Goal 5: Smart growth

He Tipu Atamai

We grow Central Hawke's Bay in a smart and sustainable way that cherishes our identity. We use our resources intelligently and with care, to ensure they are protected for the citizens of the future

Goal 6: Environmentally responsible

He Whakaaro Nui ki te Taiao

Central Hawke's Bay is home to a unique and beautiful landscape. We celebrate our environment and work together to enhance our local natural wonders and resources.

Goal 7: Durable infrastructure

He Hanganga Mauroa

We aim to provide sound and innovative facilities and services that meet the needs of our communities today. Our infrastructure is fit for purpose and future proofs our thriving district for tomorrow.

Our DNA

We have identified three fundamental ways that will guide the way Council and councillors interact with our communities and lead our city. The guiding principles will be evident in the way we engage, plan, make decisions and allocate resources on behalf of our city and residents.

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.

Planning for Tomorrow: there will be an element of long-term thinking in everything we do, so we can futureproof Central Hawke's Bay.

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Goal 1: A proud district

He Rohe Poho Kererū

Our aspiration

Central Hawke's Bay is proud of its identity and place in our region and nation. We hold our head high on the national and international stage, celebrating our unique landscape from the mountains to the sea.

Our goals

We will build Central Hawke's Bay reputation as an outstanding lifestyle destination, of rich and unique cultural and rural experiences from the mountains to the sea, with strong vibrant town centres, that support communities of the future. We will build a District renowned for its great people, authentic and genuine recreation options and experiences, without the hassle or the cost of a big city location.

We will be a District that revels in our abundant natural resources and beauty, that has great places for people, attractions and opportunities that make our patch of paradise an outstanding lifestyle location to live and raise a family.

Our approach

As a local, we know the uniqueness of our patch of paradise that is Tamatea – Central Hawke's Bay. To support a District of the future, we need to attract young talent and keep our young people here. Our District needs to be a location where talented people can choose to live without losing the benefits associated with an outstanding lifestyle destination. We want to be a district people return to because of their positive memories and the great lifestyle on show for all ages of life.

Vibrancy, great food and coffee, events, open street spaces, creativity, culture and art need to be at the heart of building the liveability of our Central Hawke's Bay of the future, that enables and supports the retention and attraction of our best talent and people. We know we need to work hard to deliver on our goal and grow our reputation as an outstanding rural lifestyle destination. This will help us to attract and retain new residents and businesses.

To do this we must be bold and ambitious in our aspirations for the future – we must hold our head high and have the confidence to back our place – Tamatea/Central Hawke's Bay.

Our target

By 2031 95% of our residents believe that Central Hawke's Bay is a great place to live.

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Goal 2: A prosperous district

He Rohe Tōnui

Our aspiration

Ours is a thriving and prosperous district that is attractive to businesses. Central Hawke's Bay is enriched by the households and whānau that are actively engaged in, and contribute, to our thriving district.

Goal

We will drive an overall improvement in the economic and social wellbeing of Central Hawke's Bay, by supporting increased job opportunities, attracting new business and enabling the growth of existing businesses, encouraging productivity to create more jobs and a wider range of better paying employment opportunities - overall supporting the prosperity of employees, their whanau and their employers.

With a focus on diversification, increased economic resilience and a shift from volume to value, we will enable a prosperous economy, prepared to weather the effects of market shocks and economic uncertainty.

Our approach

The nature of work, technology and skills are continuously changing with rapid pace. Many jobs that our community have relied on will be replaced by different types of work in the future. The effects of COVID-19 and prolonged drought has provided a brutal reminder of the uncertainty and necessity for economic resilience across our community. New jobs and the economy of the future will require us to reposition our people and our thinking for this new world.

Central Hawke's Bay is made up of many astute and clever people and many more people ready and wanting to return to our patch of paradise. We need to support our great people and create the environment for innovative and creative industries, that will enable the diversification of our landuse, support business development and attraction and create the skills, talent and employment our industries and businesses require.

To do this, we must work hard, invest and prioritise in our economy of the future while supporting our economy of today, enabling our people and business to compete locally, nationally and internationally by ensuring the infrastructure and programmes are in place to support their success.

Our target

By 2031 the GDP per FTE in Central Hawke's Bay is at or above the New Zealand average.

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Goal 3: Strong communities

He Hapori Kaha

Our aspiration

We have a strong community spirit and work together to support each other. Central Hawke's Bay is made up of proud communities with unique identities that come together to form a strong and thriving district.

Our goals

We will support our community to be recognised as true treaty partners with Manawhenua and to embrace active citizenship, being social leaders promoting and supporting the values of democracy, intercultural dialogue and social responsibility as key enabling competencies of the 21st Century.

Central Hawke's Bay will stand out and be recognised as a leader in community citizenship in New Zealand, demonstrated through an integrated and international best practice systems approach to community well-being.

Our approach

Active citizenship is the glue that keeps society together - simply if everyone merely focussed on going to work, earning a living and promoting their own individual interests, society would fall apart. Active citizenship brings together people of all backgrounds and ages – supporting a fundamental literacy of understanding and awareness of our wider community, enabling informed judgement and the skill and courage to respond appropriately individually or collectively.

As a community, we rely on active citizenship as the backbone for local community governance. Voting, standing for election, teaching and coaching, donating to good causes, recycling and caring for the environment, campaigning and volunteering - all form the foundation of the make-up of Central Hawke's Bay. We must continue to support and enable our community of today to respond, while nurturing and developing our community of tomorrow.

To do this we must foster local community voices, creating continued opportunities to collaborate, support cultural awareness and accelerate the integration and awareness of challenges and opportunities of all of our people – working together across service providers, government agencies and our community, to ensure that no one fall through the gaps.

We will work as true treaty partners with Manawhenua - the forebears of our place, to achieve the collective aspirations of Tamatea whanau, in the widest sense, to overcome the intergenerational inequities whanau face.

In our strong community, you will know you are valued – whatever your age, gender, physical ability, socioeconomic status, sexuality or cultural background.

Our target

By 2031 more than 95% of our community find it easy to express their identity (83.8% in the 2018 Census)

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Goal 4: Connected citizens

He Kirirarau Whai Hononga

Our aspiration

Our citizens can connect easily with each other and with those outside of our district. We all have access to everything Central Hawke's Bay has to offer and enjoy these great things together.

Our goals

We will work to make it easy for Central Hawke's bay people to connect with each other and to the services, facilities, infrastructure and support to unlock their individual development, health, prosperity and wellbeing, for the greater good of our community as a whole.

On behalf of our community, we will work with determination to create connected governments for our connected citizens, to enable every citizen to feel empowered to have a meaningful impact for themselves, their whanau and their community, no matter how large or small.

Our approach

He aha te mea nui o tea o? He tangata, he tangata! – What is the most important thing in the world? It is the people, the people, the people.

Our Districts Towns, Villages and rural communities - rather than their physical forms are the social networks and connections that create the experiences and overall sense of inclusiveness and social, cultural and economic wellbeing we thrive on. Strong, vibrant and active communities provide us with a sense of optimism and positivity, boosting our personal wellbeing and our general outlook – positivity breeds positivity.

Central Hawke's Bay is experiencing a surge of optimism and buoyancy, and we want to ride that surge to support a community that is enabled with the opportunities that growth and economic optimism brings.

We want to ensure we have the building blocks of connected communities and connected citizens of the future in place. This means that will work to futureproof our communities for the future, providing for the social, cultural and economic opportunities for connections to be made – whether physical in our open space network or accessibility in and between our towns, culturally to sites of significance or to break-down inequities and barriers to services that many in our community face or spiritually in terms of personal wellbeing and access to essential services.

As a connected citizen of Central Hawke's Bay, this mahi will ensure our priority remains focussed on enhancing the lives of our people.

Our target

Our community's overall life satisfaction is maintained or increased year on year (baseline is 7.8/10 – 2018 Census data).

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Goal 5: Smart growth

He Tipu Atamai

Our aspiration

We grow Central Hawke's Bay in a smart and sustainable way that cherishes our identity. We use our resources intelligently and with care, to ensure they are protected for the citizens of the future

Our Goal

We will work holistically and across activities and services to prepare our District for the growth, that being a great lifestyle location is bringing to Central Hawke's Bay. We will prioritise and recognise the impact that growth has across our community – from infrastructure to managing the social issues that arise from poorly planned development or from the lack of development.

We will work to achieve best value for our community, and work alongside landowners, developers, builders and investors in a collaborative way to ensure development achieves the aspirations of our community now and into the future.

Our approach

Central Hawke's Bay is experiencing unprecedented growth, with a surge in development and population growth not seen since the peak of the 1960's. Increased property values, new skills and people and unprecedented development are positive indicators for the future of our patch of paradise, on the back of a declining population and stagnant economy Central Hawke's Bay was only experiencing in 2013.

As a District, we have not been prepared for the levels of growth and development we are now experiencing. Our infrastructure – both community and hard are not ready to cope with both the development and significant deferred renewal work that is now urgent and the consequential financial impacts that will result. We need to make the best advantage of the areas of our urban networks that exist within our existing residential boundaries to maximise the historic, current and future investment that our community will need to make in our built infrastructure in particular.

Our community have clearly said that protecting the valuable agricultural lands that surround our townships is important, and creating compact, walkable liveable town centres. Our focus will remain on working to deliver on that vision by maximising the development existing of brownfield and underutilised sites within our existing residential boundaries, before opening new residential areas outside of our existing residential boundaries to limit our exposure to investment in new infrastructure zones.

This means we'll be working closely with private land owners, developers and our internal teams to plan to maximise every opportunity within our existing residential boundaries before we create new residential areas. This is reflected in our Integrated Spatial Plan adopted by Council in 2020 and the guiding principles that shape how we grow as a community.

Our target

By 2031 Council have enabled 750 new dwellings within existing residential boundaries or

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Goal 6: Environmentally responsible

He Whakaaro Nui ki te Taiao

Our aspiration

Central Hawke's Bay is home to a unique and beautiful landscape. We celebrate our environment and work together to enhance our local natural wonders and resources.

Our Goal

Central Hawke's Bay will be a sustainable and future focussed District, that plans for and cares about the future, enhancing its natural and built environment through the effective planning of infrastructure and the protection, maintenance and enhancement of our natural and built environment.

As successful environmental guardians, we will ensure future generations thrive here.

Our approach

We value the natural environment and the interconnectedness of our natural assets and our own cultural and spiritual well-being. Our response to changes in our economy, climate and society must leave our environment in a better place than when we found it.

Collectively as a community, we invest heavily in our duties to enhance our patch of paradise – whether fencing waterways and native trees on farms, celebrating our unique landscapes or reducing waste to landfill. Holistically our approach to protecting environment extends across the vast activities of Council – from a shift from discharging wastewater into streams to land through to protecting our high class soils from subdivision, to supporting the enhancement of biodiversity.

There is significant opportunity for us to support greater sustainable practices in our community, from rainwater harvesting and stormwater management in urban areas to advocating and supporting the diversification and resilience of our rural economy.

We will work hard to take the lead in demonstrating good practice while harnessing our natural assets, including protecting and carefully managing our safe water supply.

Our target

• By 2031 the Tukituki River fresh water quality will not be further degraded and will be improved progressively, with success measured based on the Freshwater objectives of the Tukituki River Catchment Plan 2015.

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Goal 7: Durable infrastructure

He Hanganga Mauroa

Our aspiration

We aim to provide sound and innovative facilities and services that meet the needs of our communities today. Our infrastructure is fit for purpose and future proofs our thriving district for tomorrow.

Our Goal

We want to achieve the best 'bang for our buck' from our investment in infrastructure, ensuring we balance the achievement of longstanding infrastructure, with infrastructure that meets the needs of our communities now and into the future.

This means that we will work holistically, adopting 'cathedral' intergenerational thinking about our investment our how it best aligns with our blueprint for growth and development for the future.

Our approach

To achieve our aspirations of durable infrastructure, we face some significant financial challenges, addressing the many historical deferred renewal and capital investment projects that impact our networks. Since 2017, we've been prioritising through the #thebigwaterstory addressing the challenges ahead for us in a planned programme approach.

As a Council, we want to continue to build on the cathedral thinking we've developed to address some of our most complex challenges relating to wastewater, drinking water and community facilities. This means as a Council, we have developed the leadership, culture, capability and capacity necessary to develop the full understanding of our assets, having identified the challenges – but being ready to take full advantage of opportunities that are available, while managing some significant risks.

As a Council, we cannot achieve this change alone, and will need to work closely with our community to prioritise the necessity of the renewal and upgrade of essential services, with the opportunities that other investment will make in the transformation of our District.

Our target

By 2031, over 85% of our community have confidence that we are appropriately planning for the future renewal and long term development of our assets.

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7.8 ENDORSEMENT OF DRAFT SIGNIFICANT ASSUMPTIONS - LONG TERM PLAN 2021 - 2031

File Number: COU1-1400

Author: Doug Tate, Group Manager Customer and Community Partnerships

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. 2021 - 2031 Draft Significant Assumptions 🗓 🖺

PURPOSE

The matter for consideration by the Council is to endorse the draft significant assumptions of the Long Term Plan 2021 – 2031.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) That Council endorse the Draft Significant Assumptions for the Long Term Plan 2021 – 2031.

BACKGROUND

Council is in the process of developing its 2021 – 2031 Long Term Plan. Through workshops since May, Council has been workshopping and developing key assumptions as it continues to refine and development its Long Term Plan 2021 – 2031. Long Term Plans are a legal requirement set out under the requirements of the Local Government Act 2002.

In a report presented to Council on 2 July, we outlined how forecasting assumptions are one of the key building blocks of the Long Term Plan. All of our forecasting assumptions are important pieces of information in their own right. They are the piece of the Long Term Plan puzzle that most actively demonstrates that long-term planning is long-term, but as growth requires an initial base it also demonstrates that the plan is grounded in the present.

There are three major inputs to the Long Term Plan:

- 1. Growth assumptions population and economic
- 2. Activity assumptions major assumptions for individual activity areas, i.e. how legislation may impact a particular area in the future. These are included in Asset and Activity Management Plans.
- 3. Other assumptions typically factors that impact other locations as well, i.e. climate change.

On 30 July Council adopted its growth scenario at the highest level, noted under point one above. This report now seeks Councils endorsement of the other assumptions noted under point three above that do not form part of an activity or asset management plan, however will have impact across the entire long term plan.

Council endorsing these draft Significant Assumptions, provides a transparent approach to demonstrate to the community the key assumptions that are underpinning Councils decision making in an open forum, ahead of the auditing of Councils Long Term Plan and Council first publicly considering its significant assumptions in the adoption of the full long term plan in 2021.

Endorsing the key significant assumptions at this time, recognises that Council may still alter the key significant assumptions as the development of the Long Term Plan progresses and is continued to be refined, and the future internal and external environmental conditions emerge ahead of the formal adoption of the Significant Assumptions in 2021.

DISCUSSION

Section 17 of Schedule 10 of the Local Government Act 2002, specifically sets out the significant forecasting assumptions that Council must outline. A long-term plan must clearly identify:

- (a) all the significant forecasting assumptions and risks underlying the financial estimates:
- (b) without limiting the generality of paragraph (a), the following assumptions on which the financial estimates are based:
 - (i) the assumptions of the local authority concerning the life cycle of significant assets; and
 - (ii) the assumptions of the local authority concerning sources of funds for the future replacement of significant assets:
- (c) in any case where significant forecasting assumptions involve a high level of uncertainty,
 - (i) the fact of that uncertainty; and
 - (ii) an estimate of the potential effects of that uncertainty on the financial estimates provided.

The attachment, outlines the key significant assumptions that endorsement is being sought for. These include:

- The financial assumptions including interest rates, rateable property and rates of inflation.
- Lifecycle considerations of significant assets, costs and planning
- Legislative changes
- Natural Hazards and Climate change
- Potential skill shortages and contractor availability
- Technological Changes

This report now provides the significant assumptions for Councils endorsement.

RISK ASSESSMENT AND MITIGATION

The key risks relating to the endorsement of the significant assumptions, are that the assumptions significantly vary from what eventuates. In developing key assumptions, Council is relying on the best information at hand, including national guidance from Society of Local Government Managers (SOLGM), Local Government New Zealand and other environmental conditions and guidance being forecast and provided at this current time.

Mitigating these risks, are the requirement for Council on an annual basis in the preparation of an annual plan to reconsider these significant assumptions, as well as ongoing monitoring of Councils financial strategy.

FOUR WELLBEINGS

The development of the Long Term Plan ultimately supports the achievement and delivery of four wellbeings, being the key document and planning tool that draws together community aspirations, asset management information and funding requirements. To this end, this decision aligns with all four of the wellbeings.

DELEGATIONS OR AUTHORITY

Council have delegated authority to make this decision.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as of some importance.

OPTIONS ANALYSIS

Two possible options available to Council are:

Option 1 Endorse the draft significant assumptions

This option sees Council endorse the draft significant assumptions as set out in the attachment. It is the basis of these assumptions which the Long Term Plan has been developed.

Option 2 Endorse the draft significant assumptions with changes

This option sees Council endorse the draft significant assumptions as set out in the attachment with changes. If the changes are significant, this may require significant rework. It is the basis of these assumptions which the Long Term Plan has been developed.

	Option 1 Endorse the draft assumptions	Option 2 Endorse the draft significant assumptions with changes
Financial and Operational Implications	The key assumptions as outlined in the draft assumptions are those that have been used to model the long term plan.	The key assumptions as outlined in the draft assumptions are those that have been used to model the long term plan. Any significant changes to these may alter the affordability and risk exposure to Council.
Long Term Plan and Annual Plan Implications	The endorsement of the draft assumptions is a key step in the development of the Long Term Plan.	The endorsement of the draft assumptions is a key step in the development of the Long Term Plan. If there were significant changes that required major rework of the background of the LTP, this could impact on the deliverability of the project.
Promotion or Achievement of Community Outcomes	This options supports the achievement of community outcomes, as described in Project Thrive.	Relative to the changes, this option may still support the achievement of Community Outcomes.
Statutory Requirements	Section 17 of Schedule 10 of the Local Government Act 2002 specifically sets out the requirements to note significant forecasting assumptions made in the development of the LTP.	Section 17 of Schedule 10 of the Local Government Act 2002 specifically sets out the requirements to note significant forecasting assumptions made in the development of the LTP. Significant changes are likely to have a major impact on the statutory timeframes relating to

audit and the delivery of a long term plan by 30 June 2020.

Consistency with Policies and Plans

The assumptions are based on key assumptions either already adopted by Council (such as growth assumptions), or developed in activity and asset management plans and other strategies and plans being developed in conjunction with the LTP.

The assumptions are based on key assumptions either already adopted by Council (such as growth assumptions), or developed in activity and asset management plans and other strategies and plans being developed in conjunction with the LTP. Significant change to the assumptions may require major rework of other adopted or substantially developed documents as part of the Long Term Plan.

Recommended Option

This report recommends **option number 1 – endorse the draft assumptions** for addressing the matter.

NEXT STEPS

In the event that Council endorse the draft assumptions, these will be further developed and refined as the project continues and will enable the continued development of the Long Term Plan 2021 - 2031.

RECOMMENDATION

a) That Council endorse the Draft Significant Assumptions for the Long Term Plan 2021 – 2031.

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Forecasting Assumptions and Data

Significant Assumptions

One of several key components of the Long Term Plan is the disclosure of significant forecasting assumptions and risks underlying the preparation of the Long Term Plan.

Due to the nature of the LTP as a strategic plan looking forward into future, we must ensure the information on which decisions within the LTP have been made are reasonable and present an appropriate level of risk.

Schedule 10 of the Local Government Act 2002, requires the contents of an LTP, where there is a high degree of uncertainty to identify the uncertainty and estimate the potential effects of that uncertainty on the financial estimates.

The forecasting assumptions include such matters as:

- Useful life of significant assets
- Sources of funds for the future replacement of these significant assets
- Growth (population vs. household) and demand
- Inflation

Forecasting Assumptions do not include statements of fact that fall within the decision making discretion of the Council, nor do they include reasonably unlikely events or probabilities about which an assumption needs to be made. Such matters are included in the Activity Statements or description of activity groups in this document.

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Forecasting Assumptions and Data

Forecasting Assumption	Risk	Likelihood of	Financial	Risk Mitigation Factors
		Occurrence	Impact	
Strategic Direction and community demand for levels of services The assumption for the LTP is that Council has a clear strategic direction for the future of the District and for Council services and that resources are applied to progress that direction. The Council's budgets and work programme are based on the strategic direction as set out in the introductory chapters to this LTP, developed through Project Thrive. The priorities respond to a number of opportunities and challenges facing the future of our District. The Strategic direction is informed by the community through information from the Council's annual residents surveys, engagement on Project Thrive, ongoing engagement with key stakeholders, whānau and community focus groups and from direct consultation on the LTP key issues.	Substantial changes in the strategic direction and level of service as a result of changing community and political priorities, or other contextual drivers, could result in increased cost and/or opportunity costs.	Moderate	Moderate	The strategic direction and services of Council are regularly monitored to ensure a clear, appropriate and realistic direction for the District. Any changes to the Council's strategic direction would be considered within the parameters of the Financial Strategy and if needed reassessed through an Annual Plan process
Structure of Central Hawke's Bay District Council services The LTP is based on the assumption of activities being delivered under the current structure. Of note this includes three water related services. The 'better local government' reform process continues to explore opportunities for improved local government effectiveness and efficiency. Central Hawke's Bay District Council is already participating in a regional project considering the future of the operation and delivery of its three waters portfolio. Council have also agreed to work collaboratively with Central Government on Three Waters opportunities, resulting in it receiving \$11 million of grant funding for its three water services. For now, the status quo model for three waters has been assumed in this LTP. There may be further focus on shared services as a result of the 2017 LGA amendments and continued 17A activity reviews.	Major changes to the structure of service delivery could be costly and significantly disruptive to the delivery of services during a transition phase.	High	High	Any changes to the structure of local government services will be developed with a long lead in time and with consultation with Council and affected communities. This would allow our communities and the Council to influence the process and outcome and to plan for the financial implications accordingly. Further, the change of any core activities would have a significant impact on the operation of Council. Any changes by Central Government that changes Services delivered or Levels of Service would likely require an amendment to the LTP.

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Forecasting Assumptions and Data

Risk

Likelihood of

Financial

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Forecasting Assumption

Forecasting Assumptions and Data

Risk Mitigation Factors

				Occurrence	Impost	gg
				Occurrence	Impact	
rates affordability an our other key assump. The effects of COVI conditions, unpreced significant depressions significant governm community. The immediate future	at there are no specific d have considered the otions. D-19 have created gloiented in a modern econons in national Grossment fiscal interventions of COVID-19 is unclear, sion a realistic threat the	impact of COVID-19 in bal, national and local nomy. This has seen Domestic Profit and on in business and with the risk of national	The most significant risk is the loss of rating revenue – Councils main source of revenue due to unaffordability or hardship created by the reemergence of community transmission of COVID-19. A further risk is potential population growth could be higher than projected, as residents in larger centres and overseas residents continue to return home.	Moderate	High	Council continues to activity participate in, monitor and prepare for any resurgence planning. It is noted that in these unprecedented times, ongoing management and monitoring of the effects of COVID-19 should be undertaken. Council already has key interventions, including quarterly financial reporting and ways to measure any tangible impact from any re-emergence of or ongoing effect of COVID-19.
Population Projection						
Growth Projections re		s. In June 2020 Council a			,	he full Demographic and Economic
assumption rate ove	nas been calculated u or the next 10 years to om the Central Hawke's	2031. This population	That population growth is higher than expected.	Moderate	Moderate	Increase in population will exacerbate the strain on council services, facilities and infrastructure.
Economic Growth Projections 2020 – 2051 undertaken by Squillions as part of the Integrated Spatial Plan process. This assumes a growth rate of 2.0% per annum which is comparable to the average growth in the district between the 2013 and 2018 census which was 2.1% p.a. Central Hawke's Bay has a current population of 15,190 in 2020.		That population growth is lower than expected.	Moderate	Moderate	Will impact on rate revenue calculated from growth assumptions and therefore ability to maintain infrastructure and services from current rating base.	
2021	2031	Growth rate				Population projections were
15,520	18,770	2.0% p.a.				finalised after the onset of COVID-
Most of the growth i Waipukurau, Waipaw	is expected to occur in a and Ōtāne.	the three main towns,				19 but there are a large number of variables that remain uncertain

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Forecasting Assumption		1	Risk	Likelihood of	Financial	Risk Mitigation Factors	
					Occurrence	Impact	
						•	nationally and internationally that could impact the projections.
An aging population The growth assumptions identify that the proportion of the districts over 65 resident population will rise from 20% in 2019 to 25% in 2031. This is a trend that will continue past 2031 into subsequent years.			An increasingly older population increases the number of residents on fixed incomes and therefore the ability to pay more for services. It will also influence	High	Moderate	An ageing population will need different levels of service to support accessibility and affordability.	
Year	Total Pop	oulation %	aged 65 and	the nature of services and design of infrastructure.			
2020	15.190	20		design of initiastructure.			
2025	16,880	23					
2030	18,470	25	-				
2051	23,980	29	9%				
Age	2021	203	31				
0 – 14	3243	378	30				
15 – 39	3789	44	12				
40 - 64	5214	578	38				
65 and over	3274	478	39				
support grow population pro	th g population comes /th. To calculate p ojections as well as g in each home. Popu	projected househ household size ir	olds we consider terms of number	Household growth is lower than the levels expected. Household levels increase above the expected levels.	Moderate	Moderate	Council have adopted the high growth scenario from the growth projection work based on the leve of activity over the past 12 months and the trend over the past 5-7
increase mid-v average size as	ver the next 10 years vay through the next s now. seholds per year.				Moderate	Moderate	year. If this is not achieved, it could result in a lower number of ratepayers to contribute to funding Council's activities and impact on ratepayer
Year	Total Households	Average household size	Average no households per year				affordability.
2020	5,650	2.7 people					

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Forecasting Assumptions and Data

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Forecasting Assumptions and Data

	Forecasting	g Assumption		Risk	Likelihood of	Financial	Risk Mitigation Factors
					Occurrence	Impact	
2025	6,130	2.8 people	96				
2030	6,720	2.7 people	118				
Inflation forecasts The assumption for the LTP is that local government cost inflation will be in keeping with BERL forecasts. The BERL local government cost index reflects the selection and relative importance of the goods and services which represent broadly the expenditure pattern of Local Authorities in New Zealand. This basket thus includes more directly relevant items including capital expenditure on pipelines, and earthmoving and site works, and operating expenditure such as local government sector salary and wage rates. Forecasts have been provided across specific activity groups; for capital expenditure versus operating expenditure and broadly overall (as set out below) in the form of the LGCI.		The risk is that inflation is higher than forecast. This could impact the cost and affordability of Council services.	Moderate	Moderate	BERL price change estimates are an industry recognised measure. It is noted that these are unprecedented times. As these are updated annually, Council will review its financial strategy accordingly noting in particular the impact of any upward movement on affordability.		
Annu 2021/22 2022/23 2023/24 2024/25 2025/26 2026/27 2027/28 2028/29 2029/30 2030/31	al Inflation forecas	t 2021 – 2031 (to 3.1% 2.9% 2.9% 2.9% 2.9% 2.9% 2.7% 2.8% 2.8% 2.8% 2.8%	tal LGCI)				
Insurance Forecast Insurance premiums change over time and in particular in relation to natural events resulting in major insurance payouts. Insurance costs are based on the cost of renewal in the 2020 year and will be inflated in accordance with the inflation forecast by BERL.			The risk is that inflation is higher than forecast. This could impact the cost and affordability of Council services.	Moderate	Moderate	BERL price change estimates are an industry recognised measure. As these are updated annually, Council will review its financial strategy accordingly noting in particular the impact of any upward movement on affordability.	

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Forecasting Assumption	Risk	Likelihood of Occurrence	Financial Impact	Risk Mitigation Factors
Interest Rates Forecast The assumption for the LTP is that Council will be able to negotiate favourable borrowing terms, and interest rates for borrowing will be in keeping with forecast expectations. Council is forecasting for the ten year period of this LTP that the interest rate for the new borrowing will be below or equal to 2.5%. Council's current cost of capital (existing loans) is 2.3% Interest Rates Forecast 2021 – 2031 2021/22	The risk is that we will not be able to access loan funding, or interest rates are higher than forecast. The Council will have a greater level of exposure to this risk with increases in Council's debt levels and cap likely to be required for water related services.	Moderate	High	The Council has a Financial Strategy and Liability Management Policy which sets parameters for Council debt and contains strategies to protect ratepayers against significant fluctuations.
Income from Development Contributions Income received from development contributions is sufficient to fund growth related infrastructure, as per the Development Contributions Policy. The Central Hawke's Bay District Council uses development contributions to recover from developers, a fair, equitable, portion of costs of capital expenditure needed to service growth. The Council's Development Contributions Policy is currently being reviewed to reflect new growth related projects in the LTP. Development contribution fees are proposed to increase as a result. Income from Development Contributions 2021 – 2031 Development Contributions 2021 – 2031 Council Contributions 2021 Council Contributions 2021 Council Contributions 2021 Council Contributions 2021 Council Council Contributions 2021 Council Coun	The risk is that development contributions do not cover the cost of growth related infrastructure because there is less growth than expected or changes to the zoning of land in the Proposed District Plan are not progressed through decisions.	Moderate	Moderate	The Council's Development Contributions Policy is reviewed alongside the development of the LTP and conservatively based on latest available growth forecasts

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Forecastin	g Assumption	Risk	Likelihood of Occurrence	Financial Impact	Risk Mitigation Factors
2023/24 2024/25 2025/26 2026/27 2027/28 2028/29 2029/30 2030/31 Income from Central Governme The assumption for the LTP is ti	hat the Council will continue to	The risk is that the level of subsidy funding available for	Moderate	Moderate to High	The FAR subsidy is the largest source of Council revenue after
(FAR) projected in the LTP. The Land Transport activity remactivities of Council. Any chang will have an impact on the level delivered. The Council receives Transport Agency (FAR) for the road network in the District. This forecast to drop to 59% in Year In the 2020/21 Year and previous received significant grants from	ses in the Funding Assistance Rate mains one fo the most expensive less to the regime of subsidy funding of service that is able to be substantial subsidies from the NZ operation and upkeep of the local is is currently provided at XX% and 2 (2022/23) of the LTP. Is financial year, Council has also in the Provincial Growth Fund and the fund, which has made it possible to	services and projects is less than budgeted and/or expected			rates and is projected at a base rate of 60%. This is set until 2023, then will be reviewed within the Hawke's Bay Region. Of greater concern is that if the total subsidy available is reduced, this could have a longer term detrimental effect on our network. Levels of service may have to reduce if subsidy rates or level of funding decreases.

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Forecasting Assumptions and Data

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Forecasting Assumptions and Data

Forecasting Assumption	Risk	Likelihood of Occurrence	Financial Impact	Risk Mitigation Factors
budgeted for no additional income from the Crown Infrastructure Partners or the Provincial Growth Fund, however applications to funds will be made where appropriate.				
Projects Contingent upon External Funding External funding will be secured for projects, where indicated. The Council has a number of projects planned that are contingent upon a significant level of external funding alongside rates (sponsors, grants and fund raising from central government, regional government and community sources). Some examples include: Waipukurau Library and Community Centre (\$500k) Waipawa Centennial Memorial Pool Upgrade	The risk is that the level of external funding available for services and projects is less than expected/ budgeted.	Moderate	Moderate	The Council will continue to seek subsidies for projects where available. However, where funding becomes unavailable or is less than expected, the viability of the project will be reassessed before progressing.
Legislative Demands on Council Freshwater management reforms are already here and expected to have a significant impact on Council service delivery and resourcing over the term of the LTP. Further priorities that may influence Council into the future could for example include direction in relation to national and international scale issues such as housing affordability, wealth disparity, aging and climate change. Further change in relation to the reform of the Resource Management Act and new National Policy Standards that are at this point unknown have not been factored at this time.	The risk is that there will be major unexpected changes to the legislation that will cause significant changes to how we operate, what we do, and who pays for things. Changes could have a significant financial impact on the way we operate.	High	High	We have and will continue to set our work programme to take into account the expected outcome of legislative changes where possible. Legislative change is often progressed with a long lead in time, allowing Council to respond accordingly
Climate Change Climate change is already impacting how our communities live and function and these impacts are expected to increase in magnitude and extent over time. Climate change assumptions are factored into Council strategies and plans including notably the District Plan and Infrastructure Strategy and can be seen for example, through projects such as the continued improvement of Council stormwater systems, Council's risk management work and work through the Hawke's Bay Emergency Management Group, through the Hazards	Climate change is high on the political agenda, locally and nationally but there is concern that assumptions could be on the conservative side and that impacts may occur sooner or be more intense than predicted. This could result in increased costs due to an accelerated	Hìgh	High	Further detailed analysis on the impact of Climate Change across Councils assets, needs to remain an area of focus, particularly as the sophistication of asset management practices continue.

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Forecasting Assumptions and Data

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Forecasting Assumptions and Data

Forecasting Assumption	Risk	Likelihood of	Financial	Risk Mitigation Factors
		Occurrence	Impact	
Management Portal, particularly relating to flooding and coastal hazards.	climate change response programme.			
Natural Hazards The LTP is prepared on the basis that minor storm and flood events are expected to continue to happen on a frequent (often annual) basis whereas significant high impact events cannot be accurately predicted. Our District is at risk of a range of natural hazards such as earthquakes, flooding, tsunami, debris flows, slips, tornado and fire activity. Storms and tropical cyclone events occur on a frequent basis often bringing high intensity rainfall but are generally manageable within existing work programmes and budgets. However, the return period for significant high impact events is very long and events are difficult to predict. A number of projects, plans and initiatives seek to reduce the risk associated with natural hazards. In the first instance these seek to reduce exposure to risk while the secondary focus is on community preparedness for response.	The risk is that our District and Council could face significant costs to respond to hazard events and/ or that our District is unable to recover sufficiently or quickly enough in order to prevent long term adverse effects on population or local economy	Moderate	High	Council has a Policy to build up contingency funds to pay for storm damage to roading and general disaster response and recovery. Our underground assets are also covered through the Council's insurance. Alongside the Council, Central Government also has a role in disaster recovery and restoration works after natural disasters have happened.
Lifecycles of Significant Assets The useful life of assets will be in keeping with expectations as shown in the Statement of Accounting Policies. Accurate condition assessments and knowledge of the lifespan of our assets are necessary to inform Council's asset maintenance and renewal programme. Accurate information on assets allows for timely and efficient maintenance and renewal that minimises service disruption and maximises lifespan.	The risk is that the useful life of assets is substantially shorter or longer than our assumptions. This could result in service disruption and/or have financial implications due to changes to the capital works programme, or an inefficient renewal programme.	High	High	Condition assessments continue to be undertaken by the Council with condition information updated based on actual rather than theoretical expectations. There is still however a significant area of improvement for Council to make as it increases its levels of Asset Management Sophistication.
Average Replacement Costs of Assets Planning for renewals over the long term involves building an understanding of the condition of assets, the risk of them failing and then modelling/building plans to replace them. To create budget estimates, the type and number of assets planned for replacement each year is multiplied by assumed average asset replacement costs.	The risk is that the actual costs to replace/renew assets are higher or lower than the average costs used to create long-term budgets. This could result in changes to the work programme and levels of service or financial impacts.	Moderate	High	Recent project data has been used to inform average replacement cost assumptions giving confidence that figures used are as up to date as possible.

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Forecasting Assumption	Risk	Likelihood of Occurrence	Financial Impact	Risk Mitigation Factors
Asset Management Planning The approaches used to plan for the maintenance, replacement, upgrade and disposal of assets range in levels of sophistication and maturity between various asset classes. More sophisticated planning approaches require more resource but produce better quality outputs.	The risk is that asset management planning approaches are not adequately sophisticated and result in suboptimal asset management plans.	Moderate	High	There is typically a relationship between the level of risk involved in an asset class and the sophistication of the asset management planning approaches used for that asset class (i.e. wastewater has more sophisticated planning approaches than reserves)
Skill shortages The Council will be able to attract and retain suitably qualified and able staff. Many technical and knowledge based professions are forecasting future skills shortages. In part this is in recognition of an aging population particularly in instances where this is alongside flat or declining populations. Further, there is a need to retain suitably qualified staff to ensure efficient continuity of activities and minimise loss of institutional capacity and knowledge.	The risk is that the Council will not be able to recruit and retain the right staff. If the risk occurs then increased reliance may be placed on contractors with an impact on costs or there may be a risk to continuity of service and loss of institutional knowledge.	Moderate	Moderate	As part of enhanced people and capability functions, council has implemented recruitment processes that focus on the lifestyle offering of the Central Hawke's Bay District and that provide a market based remuneration. A process to develop staff and grow leadership is also in place to meet organisational needs, as well as an overarching communications approach celebrating and recognising the unique work of our District.
Contractor Availability We will be able to find skilled contractors to undertake the work we require, to the agreed standards, deadlines and cost. There are a number of emerging and forecast challenges with availability of contractors. These are associated with the current building boom and focus on major centres, as well as possible skill shortages within the contracting sectors themselves. These challenges may present to the Council in terms of availability, cost and quality of work. A certain amount of this risk is reduced with some services being brought in-house rather than contracted out.	The risk is that there will be a shortage of contractors, or that contractors will not deliver to the agreed standards and specification within the agreed time. If the risk occurs, it could result in an increase in the price, timeframes, and/or quality.	Moderate	Moderate	We have a procurement manual which ensures we have robust contracts. Our contracts outline what we expect to receive from our contractors. If the work is not completed to the agreed standards and specifications, then we have legal rights. We are further supporting industry through skills and talent opportunities to bridge these gaps.

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uptake. Making accurate predictions and forecasts for this factor is difficult. Advances in science and technology continue to transform the way our society works. This provides some exciting new opportunities and solutions but also comes with risks. Governments at various levels will be challenged by demand to harness the benefits of technology while providing prudent oversight. • High-speed internet access is increasing demand for online Council services. • Robotics and automation will change the way we work and provide new futures for manufacturing. • Advancement in the internet of things' provides opportunities for smarter and more responsive services. However, there is some risk associated with long term planning and infrastructure commitments made by Council which could be inconsistent with any emerging technologies that provide more preferable solutions. The greatest risk is therefore for the 'opportunity loss' of new technologies that are not taken up or adopted late.	Local government is generally risk averse where investment into new technologies is concerned. Generally, these need to be established and proven for Council to make the investment. Major strategies and projects will explore technology based solutions as part of the contextual and options analysis. Of note this will include the upgrades that will be required to waste water treatment systems over the coming ten years and beyond.

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Forecasting Assumptions and Data

7.9 ENDORSE DRAFT FINANCIAL STRATEGY

File Number: COU1-1400

Author: Brent Chamberlain, Chief Financial Officer

Authoriser: Monique Davidson, Chief Executive
Attachments: 1. Draft Financial Strategy 4

PURPOSE

The matter for consideration by the Council is to receive and endorse the Financial Strategy for Central Hawkes Bay District Council covering the period of the 2021-31 Long Term Plan.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) That Council endorse the Draft Financial Strategy for the basis of building the Long Term Plan 2021-2031 budget and consultation document.

EXECUTIVE SUMMARY

Council's financial strategy sets out the overall financial goals of the Council for the 2021-31 long term plan. The strategy builds on our current financial position by setting out where we want to be positioned during, and at the end of, the long term plan period.

BACKGROUND

Council's financial strategy sets out the overall financial goals of the Council for the 2021-31 long term plan. The strategy builds on our current financial position by setting out where we want to be positioned during, and at the end of, the long term plan period.

The Financial Strategy starts with Council's current financial position, and then sets financial goals of where it would like Council's finances to be at the end of the Long Term Plan.

These goals are directly linked to the infrastructure strategy, and what Council's strategy is for assets replacement and asset growth through both levels of services changes and demand pressures.

The strategy considers several factors influencing the strategy, and the financial levers (Debt, Rates, Capital Program, Levels of Service) available to Council to influence the Councils financial health throughout and to the end of the Long Term Plan.

DISCUSSION

The Council's draft long term plan strategy has identified the challenges that the district faces, including the affordability of Council services and the sustainability of the district economy. While all activities that are planned to move the district forward will have a financial component, the financial strategy focuses on the core financial actions.

The main areas of focus are the Big Water Story; Waste Free CHB; Improved Roading and Sustainable Transport; Sustainable Water Supply Management; Community Facilities for the Future; Housing for all; Responding to growth; and Open Spaces for the Future; while at the same time balancing the cost of this against what is affordable for the district. Part of this is ensuring that Central Hawkes Bay District Council makes the most of all funding opportunities presented that aren't ratepayer funded, such as PGF and the Crown Infrastructure Fund.

The Financial Strategy starts with Council's current financial position, and then sets financial goals of where it would like Council's finances to be at the end of the Long Term Plan.

These goals are directly linked to the infrastructure strategy, and what Council's strategy is for assets replacement and asset growth through both levels of services changes and demand pressures.

Factors influencing the strategy are:

- Predicted growth of the district which drives demands on Council services.
- The vibrancy of the economy which influences growth assumptions
- The affordability of living in the district (cost of housing and rates as percentage of household incomes) which again influences growth assumptions and attractiveness of the district
- The Rating System what is Councils position on user pays versus rate payer funded
- Infrastructure Strategy what Council's strategy is for assets replacement and asset growth through both levels of services changes and demand pressures
- Future Land Use Changes is the Council zoning land appropriately to allow for and to encourage district growth. Does this align with District Plans and Spatial Plans to ensure that growth occurs where Council can service this growth.
- Development Contributions where growth is occurring and new assets are required, development contributions is the mechanism that Council can use to ensure the cost for these new assets are collected from the developers rather than the burden falling on the existing ratepayers
- After balancing the above, Council has the ability to pull several financial levers Debt, Rates, Capital Program, Levels of Service. Each of these has the ability to impact the financial position of Council and the level of rates it requires, and the level of debt it will require.

Attached is the draft Financial Strategy for Central Hawkes Bay District Council covering the period of the 2021-31 Long Term Plan.

RISK ASSESSMENT AND MITIGATION

The Financial Strategy and the Instructure Strategy sets out how Council will manage a number of risks from asset failure through to financial stress caused by high Council debts and/or rate payer stress caused by high rates.

FOUR WELLBEINGS

This financial strategy deals mainly with the economic wellbeing, that is it impacts both Councils and ratepayers financial wellbeing. But obviously the infrastructure strategy (which is one of the key drivers of Councils finances) does have an impact on the environment, particularly when you are talking about solid waste and wastewater discharges.

DELEGATIONS OR AUTHORITY

This strategy informs officers where Councillors wish the Councils financial position to be at the end of the Long Term Plan.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as of some significance and forms the basis of financial assumptions contained in Council's 2021-2031 Long Term Plan.

OPTIONS ANALYSIS

Council has the ability to endorse the draft financial strategy for the basis of designing the Long Term Plan 2021-2031, or Council can direct officers to rework some of the assumptions/sections contained in the strategy.

Recommended Option

This report recommends option number one, endorse the draft financial strategy, for addressing the matter.

NEXT STEPS

Based on the recommendation, officers will amend any assumptions contained in the strategy as necessary, and will continue to update the financials contained in the document as the Long Term Plan budget is refined over coming months.

RECOMMENDATION

That having considered all matters raised in the report:

- a) That Council receive the report entitled "Endorse Draft Financial Strategy".
- b) That Council endorse the Draft Financial Strategy for the basis of building the Long Term Plan 2021-2031 budget and consultation document.

101AFinancial strategy

- (1) A local authority must, as part of its long-term plan, prepare and adopt a financial strategy for all of the consecutive financial years covered by the long-term plan.
- (2) The purpose of the financial strategy is to—
- (a) facilitate prudent financial management by the local authority by providing a guide for the local authority to consider proposals for funding and expenditure against; and
- (b) provide a context for consultation on the local authority's proposals for funding and expenditure by making transparent the overall effects of those proposals on the local authority's services, rates, debt, and investments.
- (3) The financial strategy must—
- (a) include a statement of the factors that are expected to have a significant impact on the local authority during the consecutive financial years covered by the strategy, including—
 - (i) the expected changes in population and the use of land in the district or region, and the capital and operating costs of providing for those changes; and
 - (ii) the expected capital expenditure on network infrastructure, flood protection, and flood control works that is required to maintain existing levels of service currently provided by the local authority; and
 - (iii) other significant factors affecting the local authority's ability to maintain existing levels of service and to meet additional demands for services; and
- (b) include a statement of the local authority's—
 - (i) quantified limits on rate increases and borrowing; and
 - (ii) assessment of its ability to provide and maintain existing levels of service and to meet additional demands for services within those limits; and
- (c) specify the local authority's policy on the giving of securities for its borrowing; and
- (d) specify the local authority's objectives for holding and managing financial investments and equity securities and its quantified targets for returns on those investments and equity securities.



CENTRAL HAWKES BAY DISTRICT COUNCIL'S

FINANCIAL STRATEGY

LONG TERM PLAN 2021-2031

For more information please contact us on 06 857 8060 www.chbdc.govt.nz



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Executive summary

Overall the district is in good shape, compared to other areas in New Zealand who have been worse affected by Covid-19. However, Central Hawkes Bay also has the impact of the drought to overlay on top of this. The economy is resilient, and consenting levels remain strong indicating that Central Hawkes Bay is still an attractive place to live. It is forecast that the number of households will grow by 1,340 residents over the next ten years.

While we welcome the growing prosperity of the district, we know that parts of our community are struggling. Rates rebates and remissions are effective tools for helping the vulnerable households in our community. The completion of our rating review will ensure that rates affordability and any inequities are addressed.

The Council has recognised that while the direction set in the 2018-28 long term plan began to address our aged infrastructure #BigWaterStory, we need to continue this work. The focus of the 2021-31 financial strategy is to complete this capital investment programme focusing on infrastructure that supports resilience and managed growth. We are planning to spend just under \$251m on capital expenditure during the first 10 years of the plan, which equates to an average of \$25m a year.

This capital investment program will see external debt grow to \$116.7m by 2031 (which is beyond it's current allowable debt cap), after which we will be in a position to start paying down our debt.

Year 1 of the LTP has a rate increase required of 9%, broken down between general rate of 11%, and 5% in targeted rates (driven mainly by 3 waters). For the remaining 9 years the average rate increase is a more modest 4% + CPI. These increases are largely driven by the renewal program (across 3 waters and community facilities) which goes from \$9.5m this year to \$21.6m in year 5 of the LTP (a 227% increase). This increase looks even higher if you exclude Land Transports \$6m contribution to this figure. This reflects the age and quality of our infrastructure assets. This balances our focus of upgrading our infrastructure, capping our debt, with keeping rates increases at a manageable level.

Introduction

1. What is a financial strategy?

Our financial strategy sets out the overall financial goals of the Council for the 2021-31 long term plan. The strategy builds on our current financial position by setting out where we want to be positioned during, and at the end of, the long term plan period.

The Local Government Act 2002 (LGA) is the guiding legislation for all councils' planning and activities for the next 10 years. We recognise the importance of planning for our long term future as the decisions we make today can have significant impacts on future generations.

The financial strategy also provides guidance on how we consider and approach funding of expenditure proposals in the current long term plan, and informs all subsequent activity decisions made for the duration of the 2021-31 long term plan.

2. Council's long-term vision

The Council's draft long term plan strategy has identified the challenges that the district faces, including the affordability of Council services and the sustainability of the district economy. While all activities that are planned to move the district forward will have a financial component, the financial strategy focuses on the core financial actions.

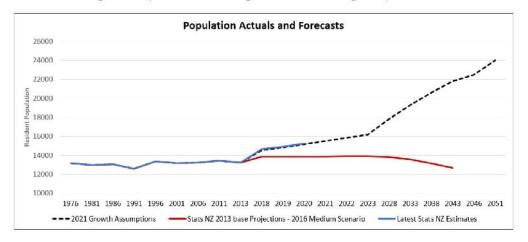
The main areas of focus are the Big Water Story; Waste Free CHB; Improved Roading and Sustainable Transport; Sustainable Water Supply Management; Community Facilities for the Future; Housing for all; Responding to growth; and Open Spaces for the Future; while at the same time balancing the cost of this against what is affordable for the district. Part of this is ensuring that Central Hawkes Bay District Council makes the most of all funding opportunities presented that aren't ratepayer funded, such as PGF and the Crown Infrastructure Fund.

The key outcomes that these actions will support are to put the Council's finances on a more sustainable footing, and to increase the resilience of our assets and plan for the future.

Strategic context

3. Growth in population

The chart below shows the population growth projections supplied by Squillions in May 2020. The high projection forecasts a growth of 2,700 people over the next ten years. The modelling indicates a slowing of migration initially due to Covid-19, but recovering from mid-2022. The high forecast is what we are using to underpin all our modelling for the 2021-31 long term plan.



Source - Squillions Growth Predictions Presentation May 2020

	2021 Households	2031 Households	Forecast Change	% Increase
Waipawa	853	968	115	13.5%
Waipukurau	1,793	2,253	460	25.6%
Otane	258	408	150	57.9%
Porangahau	83	143	60	72.3%
Takapau	222	296	74	33.2%
District Wide	5,530	6,870	1,340	24.2%

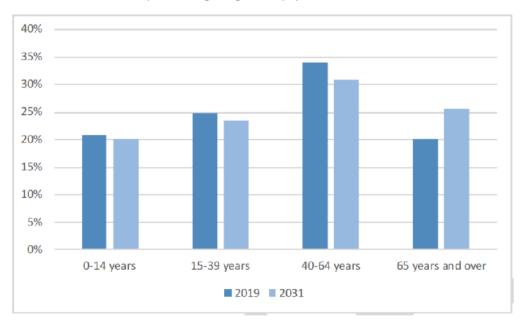
The drivers to the population growth are lower house prices, and the proximity to Napier-Hastings provides a wider range of employment opportunities for commuters and semi-remote workers, as well as flight connections through Hawke's Bay Airport. The result is a population that ages but less

rapidly than the New Zealand average, having more families with children moving to the district and keeping up average household size.

Population by age

The forecasts also anticipate that 26% of the population will be aged 65 and over in 2031, compared with 20% in 2019. The infrastructure strategy shows how the Council intends to meet the changing infrastructure needs of its community as the population ages.

The chart below shows the predicted age range of the population for the district.



Source – Squillions Growth Predictions Presentation May 2020

Ratepayer growth

The link between the district population and the number of ratepayers is the average number of people per household, which determines the number of dwellings that are required. The lower the average household size, the greater the number of dwellings that are required. For the purposes of forecasting, the number of dwellings is used as a proxy for the number of rating units (ratepayers).

The aging population and smaller family sizes are expected to put downward pressure on the average household size over the next 30 years.

However, the current economic uncertainty leads to a slight increase in the average household size towards 2025/26 under our medium and high scenarios. After the Global Financial Crisis, the average household size rose over the following years (Kiernan, 2017). The Covid-19 crisis is expected to affect people's income and financial security in a similar way.

The lift in household size over the next few years in our medium and high scenarios is only of a small magnitude due to growing demographic pressures from an older population. These same pressures see the average size ease over the outer years in our medium scenario.

Year	Total households	Average household size
2018*	5,418	2.6
2019E	5,570	2.7
2020	5,650	2.7
2021	5,730	2.7
2022	5,820	2.7
2023	5,920	2.7
2024	6,020	2.8
2025	6,130	2.8
2026	6,260	2.8
2027	6,380	2.7
2028	6,490	2.7
2029	6,610	2.7
2030	6,720	2.7
2031	6,870	2.7
2036	7,370	2.7
2041	7,890	2.7
2046	8,410	2.7
2051	9,070	2.6

The predicted growth in the number of dwellings is the key forecasting tool that we use to support our expectations for ratepayer growth.

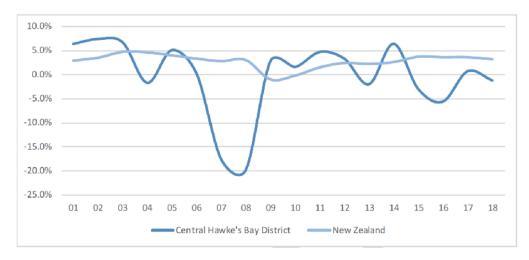
This anticipated growth is supported by the house price and consent data in the next section.

4. Economic growth

National and international context

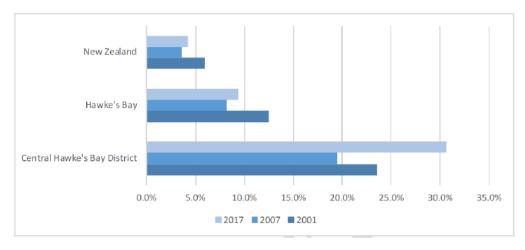
Covid-19 will cast a shadow over the economy for years after the virus has passed. Consumers and businesses will go into their shells amid high unemployment, falling house prices, and damaged balance sheets. The farm sector will suffer an income hit due to a global recession. And the dearth of international tourists will be keenly felt. Scarring from the Covid-19 recession will permanently damage New Zealand's long-run productivity, meaning GDP and wellbeing may never fully return to their pre-Covid-19 trends.

The table below shows real GDP growth in Central Hawke's Bay District, compared to New Zealand as a whole. Central Hawke's Bay District was particularly hard hit during 2006-2008 by a widespread drought and weak agricultural exports. But when New Zealand was struggling with the Global Financial Crisis, agriculture-heavy Central Hawke's Bay was in the initial stages of a recovery. However economic growth in Central Hawke's Bay District has fluctuated since.



Source MBIE real GDP estimates – annual growth rate

The importance of agriculture to the Central Hawke's Bay economy – over 30% of GDP in 2017 compared to 4.2% for New Zealand – makes it particularly vulnerable to adverse growing conditions and conditions in export markets. But conversely, agriculture will make Central Hawke's Bay District more resilient to the Covid-19 crisis as the world and the country still need to eat.



Agriculture as a percentage of total (nominal) GDP

GDP is only part of the picture for Central Hawke's Bay District's economy, as it measures where production is occurring. Commuters who earn their income outside the district will contribute to Central Hawke's Bay District in many ways, socially, culturally, and financially.

Central Hawke's Bay District has a unique mix of agriculture and service industries. Nearby Napier and Hastings offer a wider range of non-agricultural industries.

Industry (4-digit)		Central Hawke's Bay District Napier-Hastings Reg		Napier-Hastings		
Meat and Meat Product Manufacturing	1,150	18.9%	1,470	2.0%	3,200	3.9%
Sheep, Beef Cattle and Grain Farming	750	12.3%	665	0.9%	2,100	2.6%
Fruit and Tree Nut Growing	640	10.5%	5,330	7.3%	6,000	7.3%
Agriculture and Fishing Support Services	360	5.9%	3,160	4.4%	3,600	4.4%
School Education	270	4.4%	3,450	4.8%	4,000	4.9%
Supermarket and Grocery Stores	190	3.1%	1,740	2.4%	2,050	2.5%
Dairy Cattle Farming	160	2.6%	120	0.2%	310	0.4%
Road Freight Transport	120	2.0%	1,000	1.4%	1,150	1.4%
Residential Care Services	110	1.8%	2,160	3.0%	2,300	2.8%
Other Food Product Manufacturing	110	1.8%	165	0.2%	270	0.3%
All others	2,240	36.7%	53,340	73.5%	57,020	69.5%
Total Industry	6,100		72,600		82,000	

ANZSIC 1 – digit industries by employee count 2019

A key consideration for planning is which industries are creating jobs and which are static or declining in terms of employee count.

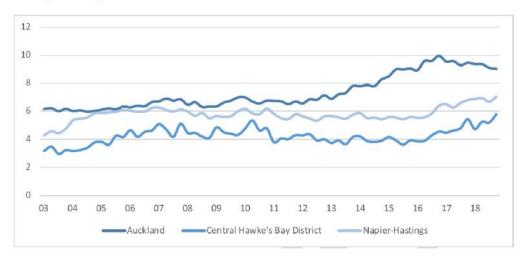
Agriculture, while still vitally important to the economy (see Figure 4) was not the largest creator of jobs over the last three years.

IndustryName	Central Hawke's Bay	Napier- Hastings	Hawke's Bay Region
Manufacturing	490	600	900
Agriculture, Forestry and Fishing	150	700	500
Construction	50	1,150	1,200
Professional, Scientific and Technical Services	40	550	650
Public Administration and Safety	30	700	700
Administrative and Support Services	25	250	300
Financial and Insurance Services	20	10	123
Electricity, Gas, Water and Waste Services	20	115	130
Retail Trade	10	400	400
Other Services	10	120	100
Accommodation and Food Services		600	550
Wholesale Trade	-	290	300
Arts and Recreation Services	-	(50)	(100)
Rental, Hiring and Real Estate Services	(5)	140	150
Mining	(5)	(21)	(25)
Information Media and Telecommunications	(7)	(140)	(150)
Health Care and Social Assistance	(10)	100	200
Education and Training	(20)	200	100
Transport, Postal and Warehousing	(20)	400	350
Total Industry	800	5,900	6,400

Employee count change by ANZSIC 1 – digit industry, 2016-2019 (Business Demography)

5. Affordability

Housing in the regions tends to be more affordable than the main centres

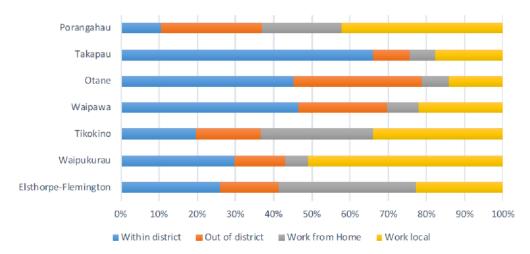


Housing (un)affordability: Medium house sale price/Medium household income, 2003-2018

Area	Affordability	Median Sales Price	Median HH Income
Auckland	9.0	852,250	94,200
Central Hawke's Bay District	5.8	352,500	60,700
Napier-Hastings	7.0	475,000	67,700

Key housing market indicators

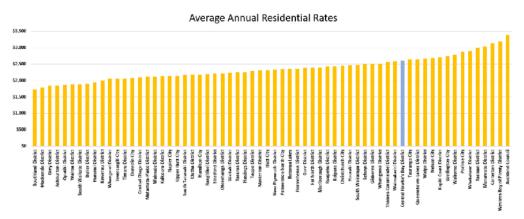
Many workers commute to Napier and Hastings (more on commuting in the following section) and cheaper housing is a key consideration for commuters. The comparison with Auckland also lends support to the anecdotal reports of cashed-up Auckland homeowners moving to regions like Central Hawke's Bay District.



Propensity to commute: Percentage of workers by commuting category

Rates affordability

The chart below indicates the level of our rates when compared with the other councils.



Source Tax Payers Organisation 2019

At an overall level, Central Hawkes Bay District Councils rates are in the upper 1/3 of all Council rates across New Zealand, which means that rates are less affordable than our neighbouring Councils.

Part of the reason for this is Central Hawkes Bay District Council only has 7,761 rateable units, and from these rate payers it is responsible for maintenance and upkeep of 1,267 km of roads, 6 water treatment plants, and 6 waste water treatment plants.

6. Review of rating system

As part of the long term plan process, we undertook a review of our rating system. The aim of the review was to make our rates more equitable. We were concerned whether the central business district was receiving a higher level of service than the rest of the district, and with growth in some satellite townships whether storm water rating boundaries need to be reviewed, and whether a small proportion of storm water should be funded by the general rate.

7. Infrastructure strategy

What is an infrastructure strategy?

The purpose of the infrastructure strategy is to identify the significant infrastructure issues facing the Central Hawkes Bay District and options for managing them over a period of at least 30 years.

The infrastructure strategy must describe how we intend to manage our infrastructure assets, and associated expenditure needs, over the period of the strategy, taking into account a range of factors that affect the nature and cost of infrastructure provision.

Known infrastructural issues

The most significant issue faced by the district is the aging non-compliant sewage treatment ponds.

Our preferred option is to pipe the waste from Otane, Waiapaw, and Waipukurau to a single upgraded sewage treatment plant in Waipawa. The indicative costs of doing this are \$60m. Given our need to balance our resilience investments against our financial constraints, this programme will require external funding (non-ratepayer funds) to complete.

Planned major projects

We have planned during the course of the first 10 years of the long term plan for several major projects, including:

Waste Water - Waipukuarau, Waipawa, Otane Treatment upgrade	\$51.9m
Waste Water – Te Paerahi, Porangahau Treatment upgrade	\$17.0m
Waste Water – District I&I Project	\$3.0m
Drinking Water – Reticulation Renewals	\$6.7m
Drinking Water – Waipukurau Second Supply	\$7.2m
Drinking Water – Fire Fighting Improvements Waipawa, Waipukurua	\$4.4m

In addition the drinking water renewals listed above to this, we will be spending a further \$152.2m on renewals.

Renewals profile

Our below ground (water, stormwater and wastewater) assets have an average remaining useful life of 40-45 years. For roading (excluding surface coats) the average remaining life is between 37-48 years depending of the category. As a risk minimisation strategy, Council doesn't run its assets to failure, so this LTP has a significant renewal program to replace the oldest of these assets that pose the highest failure risk.

It is important that the Council is in a strong financial position going into this major renewals period, and that we retain sufficient debt headroom to accommodate these renewals in a sustainable and managed fashion.

8. Land use changes

With the special plan just being adopted and woven into the proposed district plan, and the district plan itself not being operational until 2021, its full impacts are yet to be known. The plan provides for the on-going growth and development of the Central Hawkes Bay District and does not anticipate any significant changes of land use.

Development impact fees

Development impact fees are a combination of:

- development contributions required under the provisions of the Councils development contributions policy (as amended in the 2021-31 long term plan); and
- financial contributions provided for under the Resource Management Act 1991 and the Council's district plan (part E).

Development contributions

Development contributions are forecast according to how we expect the district to grow and go towards the cost of capital expenditure for core infrastructure that is required as a result of growth. The Council's policy on development contributions states that 100% of the cost of capital expenditure that is needed to meet growth requirements is paid for by development. Or more simply – growth pays for growth. The Council funds some costs of development in advance of receiving the development contributions.

Having significant development contributions can be a disincentive for developers and can adversely impact housing affordability. Equally, large rates increases to fund growth costs would not be fair to our existing ratepayers so the Council needs to find a balance.

As required by the Local Government Act 2002, we are reviewing our current development contributions policy and we are consulting on any changes that we propose as part of the long term plan process.

The proposed development contribution will take into account the high population and household growth expected across the region, and the significant growth component to Councils proposed Capital program. This will require a corresponding lift in development contributions require per new Household Equivalent (HUE).

Financial contributions

Financial contributions consist mainly of reserves contributions, which are used to fund reserve development activities, such as the management of natural areas and the creation of recreation resources.

10. Intergenerational equity

Intergenerational equity requires that each generation that benefits from an investment should contribute to the cost of that investment. Councils should generally only borrow to fund capital investment such as the building of infrastructure and amenities that benefit current and future generations. Debt is one way of smoothing the cost of construction over the generations that make use of, or benefit from, the service. It is a way of meeting the principle of 'intergenerational equity'.

11. Financial strategy

The financial strategy aims at achieving a balance by trying to deliver affordable rates to the community, minimise council borrowings and optimise capital spending. This balance can be

represented by reflecting the three financial components of rates, capital expenditure and borrowings as levers, as shown in the diagram below

Financial strategy



The size of the triangle represents the level of service provided by the Council. A bigger triangle means an increased level of service (or new services). The triangle is affected by the three levers: rates, capital expenditure and debt. Changing only one lever can be achieved without affecting service levels by allowing the other components to adjust. Changing more than one component means the third lever also has to change, and thus service levels will change too.

Other sources of revenue

The non-rates revenue that we can draw upon comprises mainly fees and charges, grants and subsidies, and development and financial contributions. Outside of NZTA roading subsidies, Fees and charges are the largest item of non-rates revenue and include building and resource consent fees, landfill and transfer station fees, community housing rental income, and library and swimming pool charges.

12. What has happened since the 2018-28 long term plan?

The Council has delivered a significant programme of works and operations since the 2018–28 long term plan was approved, with investment in our roads, footpaths, as well as improvements to our drinking water, stormwater and wastewater infrastructure #BigWaterStory.

Pre-Covid19 the economy was strong and the attractiveness of living in Central Hawkes Bay only increases with the increasing house prices in Hastings/Napier. The Council is getting on with its 3 waters upgrades as signalled in its #BigWaterStory.

Covid-19 threatens to push the world economy into recession, however Central Hawkes Bay is in a good place to weather the storm better than other regions. The primary activity and employer in the region is farming. The worldwide demand for food hasn't changed. Likewise, Central Hawkes Bay isn't reliant on international tourism so is less impacted than neighbouring Councils such as Napier with their Conference Centre, Aquarium, and Art Deco. That's not to say Central Hawkes Bay will get away unscathed, but it should be less impacted than other regions.

13. A focus on debt

The Council has shown leadership by actively chasing PGF and Crown Infrastructure Fund, realising that with the limited number of Rate Payers in the District the cost of necessary water and sewage treatment plants is beyond normal funding mechanisms of debt.

To date Council has been successful in attracting over \$50m of external funding into the region, but not all of this funding is for infrastructure and this is where Council needs to focus its funding applications for the next 10 years.

During the 2021-2031 Long Term Plan is expected, even with external non-ratepayer funding that debt levels will increase to \$116.7m (which is beyond it's current allowable debt cap). This is because of the legalisative requirement to replace the Waiapawa, Waipukurau, and Otane Waste Water treatment ponds which no longer comply with consent conditions.

In an ideal world by capping debt and restricting capital expenditure must haves, will rates to be kept within the proposed limits without affecting the current levels of service. However, due to both drinking water standards and waste water discharge consents this isn't going to be possible.

The Council has recently updated its treasury management policy (to be consulted on as part of the LTP), which sets out a framework for the Council to manage its borrowing and investment activities in accordance with Council objectives, as well as incorporating legislative requirements. The updated policy supports the strategy by introducing targets and setting new limits on the amount of money that the Council can borrow.

14. Financial limits

The proposed new financial limits are set out in the following tables:

	2021-2031 Long Term Plan		
Measure	Preferred Limit	Upper Limit	
Debt to Revenue	<150%	<175%	
Interest to Total Revenue	<5%	<10%	
Interest to Rates Revenue	<10%	<20%	

Based on the above proposed debt cap of 150%, and Councils 2020/21 budgeted revenue of \$33.7m (excluding PGF grants) this would make Council's debt cap \$50.5m.

As a non-rated Council will lend up to 175% of revenue which is \$58.9m.

If Council was to get a credit rating (from Standard and Poors, Fitch, or Moodys at a cost of approximately \$60k pa) then Council's LGFA's (Local Government Funding Agency – Council's banker) lending limit would be lifted to 250% of revenue, or \$84.2m. In addition, Council will get a preferential interest rate from LGFA, saving 0.05% pa for any loan drawn once the credit rating is in place. Based on \$116.7m of debt (2031), this could save Council as much as \$58.4k pa in interest once all of Council's debt is refinanced post obtaining a credit rating (which would offset some of the cost of holding a credit rating).

The above calculation are based on Council's current revenue budget, however over the course of the LTP Council's revenue will increase which will increase Council's ability to borrow.

Based on the LTP debt and revenue profiles currently in the proposed budgets, Council will exceed its existing treasury policy debt limit of 150% of revenue at the end of year 3. At this point Council

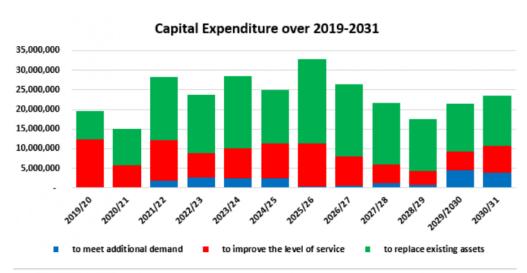
will need to take action to remedy this situation. See borrowings section for more information on what range of actions will be considered.

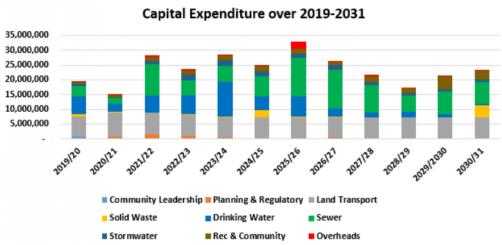
15. The three financial levers

Capital expenditure

The Council's proposed capital expenditure budget of just under \$249m for the first 10 years provides the key focus for the 2021-31 long term plan.

The forecast capital expenditure for the 10 years of the plan is shown in the charts below. The capital expenditure figures stated in the financial strategy are gross figures, that is they exclude the impacts of external capital funding that the Council receives from, for example, NZTA or the PGF.





The capital expenditure programme is driven by the infrastructure strategy, which prioritises a programme of capital work necessary to meet the ongoing needs of the community. The infrastructure strategy is constructed from the activity management plans for our core infrastructure (roads, three waters and solid waste, as well as some of our community facilities), which considers the age, condition and useful lives of our assets, and the costs of renewing and/or upgrading them.

Therefore, a key part of the financial strategy is to balance the requirements of the infrastructure strategy with the financial limits that the Council is proposing to work within. The infrastructure strategy covers a 30-year period to ensure that we are planning our asset requirements well into the future and that we are resourced to meet the requirements.

There are two main areas of capital expenditure – renewals and upgrades. Asset renewals are paid for by rates-funded depreciation. Upgrades may be required either as a result of growth or because we need to increase the level of service of a particular asset. Upgrades that are required as a result of growth should be funded entirely through development contributions; upgrades that are due to a level of service increase are funded largely through debt.

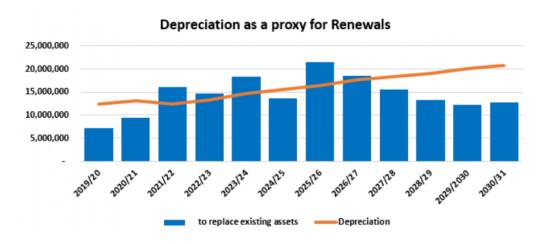
Renewals

We have \$853.7m in assets, mainly relating to our core infrastructure of roads, three waters and solid waste. Our activity management plans identify the timing for renewals, based on the condition of the assets. We are undertaking a continuous programme of condition assessments to help us build a more detailed picture of all our assets. This is so that we can renew them all at the right time – before they deteriorate significantly or fail, but not while they still have a significant useful life.

In the 2021-31 long term plan we are planning to spend an average of \$15.7m a year on renewals (which is a step change from the \$9.5m budgeted for the 2020-21 year). So we are still maintaining all our assets to a good standard with timely, but not early, replacement of assets.

A number of our assets are nearing the end of their useful life, which is the reason for this significant renewals cycle.

When we look at our planned renewals and our forecast depreciation together, the annual depreciation can be considered a reasonable estimate of the annual renewals cost, as shown in the chart below.



If, over time, renewals expenditure is approximately equal to depreciation, it can reasonably be assumed that the assets and the services that they are providing are sustainable.

For the Council, the estimated cost of renewals is significantly more than the forecast depreciation for the earlier part of the long term plan. This reflects the fact that the Council has under invested in renewals in previous years and is now having to catch up. By year 7-10 of the LTP renewals begin to decline and dip back below depreciation indicating that all the urgent renewal program is complete. However you will notice that the depreciation charge increases significantly over the course of the LTP which represents the new portfolio of assets Council will be looking after (such as new wasterwater plants, toilet blocks, and playgrounds). In time these new assets will need replacing.

Upgrades

During the first 10 years of the long Term Plan we plan to spend \$75m a year on upgrades.

Some hard decisions have had to be made to finalise the proposed capital expenditure budgets of just over \$47m for the first 4 years of the long term plan. Further difficult decisions, prioritising expenditure and managing risk, will have to be made for the long term plan if the Council's goal of capping debt growth is to be achieved.

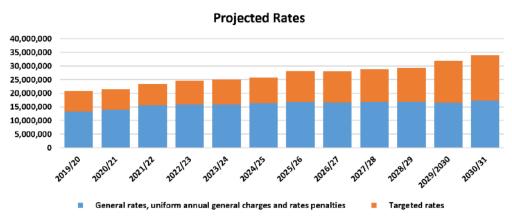
Funding depreciation

Including depreciation in our operating expenses each year is a way of ensuring ratepayers pay their fair share, and only their fair share, of the assets they use and benefit from – it ensures intergenerational equity.

In previous long term plans the council has opted not to fully fund depreciation, on the basis that the asset renewals and rates funding thereof was not required until later. The cumulative effect of the non-funded depreciation is significant, and will have to be matched with additional debt to replace assets.

Because Council is having to catch up on renewals in years 1 to 6 of the LTP, the Council has no capacity to fully fund depreciation in this LTP although the intention is that this policy needs to be reviewed in future LTP's to ensure that Council remains on top of renewals once they have caught up on the back log.

Rates



This long term plan proposes an average rates increase of 9% for year one of the plan (11% general rate increase, and 5% targeted rate increase), and then an average increase of 4% + CPI for the remaining nine years of the LTP. The chart above shows our forecast rates increases and highlights the rates increase attributable to targeted rates (mainly a 3 waters issue).

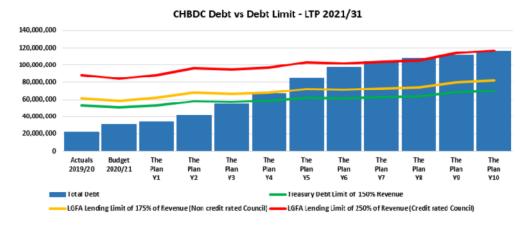
This long term plan does not include any significant changes in levels of service (although these might need to be considered). The forecast rates increases over the term of the plan are largely due to the catch upon deferred renewals, and the operating impacts of our capital expenditure programme, and regulatory compliance changes.

The non-funded depreciation also means that the Council does not currently have a balanced budget. This financial strategy seeks to balance rates increases with our stated target of capping debt.

Borrowings

The chart below reflects our forecast borrowings profile based on the achievement of our capital expenditure limits The solid green line in the chart represents our treasury management policy borrowings preferred limit where net external debt over total operating income is less than 150%.

This borrowing cap jumps in year 1 of the LTP due to the projected rates increase of 9% in year 1.



A capping of borrowings is the key outcome of the Council's proposed plan to manage its capital expenditure programme and burden on rate payers. Before this happens, the funding aged non-compliant infrastructure must be addressed. Thereafter, the Council can start to rate-fund for surpluses, which can be used to start paying down the debt.

As eluded to in the Financial Limits section, Councils current Treasury Policy Debt Ceiling is set at 150% of operating revenue (the green line in the graph above). This is forecast to be breached from year 4 of the current long Term Plan. At this point one of 3 things will need to have occurred to stop the Council having to cease its capital program:

The Central Governments proposed 3 Waters reform will have occurred. At this point local
councils will no longer be responsible for delivering the 3 waters activity. This activity, all of
Councils 3 Waters Assets, and Councils 3 Waters Debt will be handed over to a new central
government agency entity to operate. Approximately 75% of all Councils debt will be

- extinguished at this point, but at the same time Council will also cease to charge the Targeted Water Rates which accounts for approximately 36% of Council revenue.
- Council could get a credit rating from a credit agency. This would lift the lending limit
 imposed by LGFA from 175% of revenue to 250% (the orange line in the graph above to the
 red line). This would allow Council to adjust its Treasury Policy to allow it to borrow up to
 this level.
- 3. Much of Councils new debt is related to Council's proposed new waste water plants. Council could introduce a capital contribution requirement for all rating units connected to the waste water plant at year 4. A contribution of \$5,000 per unit would generate approximately \$18m which would reduce the amount of debt funding required.
- 4. It is likely that if option 1 doesn't occur that a mix of options 2 and 3 would need to be implemented as neither on their own would be sufficient.

16. Security for borrowings

Our liability management policy (part of our treasury policy) has recently been updated and will be consulted on as part of the LTP consultation.

The Council's external borrowings and interest rate risk management instruments will generally be secured through a Debenture Trust Deed. Under a Debenture Trust Deed, the Council's borrowing is secured by a floating charge over all Council rates levied under the Local Government Rating Act. The security offered by the Council ranks equally with other lenders. From time to time, and with Council approval, security may be offered by providing a charge over one or more of the Council's assets.

Investments

Our investment policy (part of our treasury policy) has recently been updated and will be consulted on as part of the LTP consultation..

The Council's primary objective when investing is the protection of its investment capital. Accordingly, the Council may only invest in approved creditworthy counterparties.

17. Level of service statement

As outlined in this strategy, for the 10 years to 2031 the expenditure incurred to maintain existing services, increase service levels and provide for additional capacity falls within the limits set in this strategy and its associated financial policies.

18. Insurance

The Central Hakes Bay District Council, together with other Hawkes Bay Councils, and Manawatu/Wanganui LASS, and Bay of Plenty LASS, collectively purchase insurance for their respective assets on a combined basis. This syndicate was provides scalability to the benefit of accessing wider domestic and off-shore insurers.

The Council is facing a number of emerging potential financial risks. They include an increase in insurance premiums due to the perception of increased risk profile for the Hawkes Bay Region following the Kaikōura and Christchurch earthquakes.

To address the increased risk, the Council is undertaking a number of mitigation strategies, including the buying syndicates beyond just Hawkes Bay LASS, completing loss modelling, insurance valuations and risk profiling.

7.10 ENDORSE DRAFT INFRASTRUCTURE STRATEGY

File Number: COU1-1400

Author: Josh Lloyd, Group Manager - Community Infrastructure and

Development

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Infrastructure Strategy 2021-2051 #

PURPOSE

The matter for consideration by the Council is the endorsement of the Draft Infrastructure Strategy.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

a) That Council endorse the draft Infrastructure Strategy for the basis of building the Long Term Plan 2021-2031 budget and consultation document.

BACKGROUND

Council is in the process of developing its 2021 – 2031 Long Term Plan. A key input into the Long Term Plan (and a requirement under the Local Government Act) is a 30yr Infrastructure Strategy. The requirements for an Infrastructure Strategy as set out by the Local Government Act are:

- (1) A local authority must, as part of its long-term plan, prepare and adopt an infrastructure strategy for a period of at least 30 consecutive financial years.
- (2) The purpose of the infrastructure strategy is to—
- (a) identify significant infrastructure issues for the local authority over the period covered by the strategy; and
- (b) identify the principal options for managing those issues and the implications of those options.
- (3) The infrastructure strategy must outline how the local authority intends to manage its infrastructure assets, taking into account the need to—
- (a) renew or replace existing assets; and
- (b) respond to growth or decline in the demand for services reliant on those assets; and
- (c) allow for planned increases or decreases in levels of service provided through those assets; and
- (d) maintain or improve public health and environmental outcomes or mitigate adverse effects on them; and
- (e) provide for the resilience of infrastructure assets by identifying and managing risks relating to natural hazards and by making appropriate financial provision for those risks.
- (4) The infrastructure strategy must outline the most likely scenario for the management of the local authority's infrastructure assets over the period of the strategy and, in that context, must—
- (a) show indicative estimates of the projected capital and operating expenditure associated with the management of those assets—
 - (i) in each of the first 10 years covered by the strategy; and
 - (ii) in each subsequent period of 5 years covered by the strategy; and
 - (b) identify—
 - (i) the significant decisions about capital expenditure the local authority expects it will be required to make; and
 - (ii) when the local authority expects those decisions will be required; and
 - (iii) for each decision, the principal options the local authority expects to have to consider; and

- (iv) the approximate scale or extent of the costs associated with each decision; and
- (c) include the following assumptions on which the scenario is based:
 - (i) the assumptions of the local authority about the life cycle of significant infrastructure assets:
 - (ii) the assumptions of the local authority about growth or decline in the demand for relevant services:
 - (iii) the assumptions of the local authority about increases or decreases in relevant levels of service; and
- (d) if assumptions referred to in paragraph (c) involve a high level of uncertainty,—
 - (i) identify the nature of that uncertainty; and
 - (ii) include an outline of the potential effects of that uncertainty.
- (5) A local authority may meet the requirements of <u>section 101A</u> and this section by adopting a single financial and infrastructure strategy document as part of its long-term plan.
- (6) In this section, infrastructure assets includes—
- (a) existing or proposed assets to be used to provide services by or on behalf of the local authority in relation to the following groups of activities:
 - (i) water supply:
 - (ii) sewerage and the treatment and disposal of sewage:
 - (iii) stormwater drainage:
 - (iv) flood protection and control works:
 - (v) the provision of roads and footpaths; and
- (b) any other assets that the local authority, in its discretion, wishes to include in the strategy.

DISCUSSION

Council's Infrastructure Strategy (the Strategy) is a shift from previous versions (the most recent completed in 2018) and provides a greater level of rigor and sophistication in the planning for key infrastructure asset classes.

The Strategy covers Councils assets for 3 Waters, Transport, Landfill and Solid Waste and Places and Open Spaces.

The Strategy provides principles that guide the management of key infrastructure and sets out they key challenges and focus areas for each type of infrastructure, an explanation of the planning approach for each type of infrastructure and an overview of the key programmes of work and investment requirements for each type of infrastructure.

The principles within the Strategy o guide decision making at a strategic and operational level and most importantly provide clarity to Asset Managers in creating their unique Asset Management Plans for respective asset classes are:

Principle 1 - Dig Once

Principle 2 - No Band Aids

Principle 3 – Enabling Smart Growth

Principle 4 – Community and Environmental Bottom Lines

Principle 5 - Fiscal Responsibility

Principle 6 - Innovation and Technology

The step change in planning approach (most notably for 3 waters assets) has resulted in a marked increase in capital works and investment requirements for those assets over the period covered by the Strategy.

Importantly, over the life of the Strategy Council can have confidence that:

Investment in infrastructure is being driven by information, science and risk

- Assets are being replaced when they are worn out and in a manner that does not create a risk burden for future Council's or ratepayers
- Long-term solutions are being implemented rather than quick fixes
- Compliance with legislation is mandatory but is considered in most cases to be a minimum standard when evaluating project benefits

Further, through the life of the Strategy Council will see:

- The amount of pipework beyond the end of its useful life go from in excess of \$18,000,000 to zero and be maintained at or near that rate
- 6 wastewater treatment plants and discharge schemes be fundamentally improved, upgraded or rebuilt
- A focussed investment in community facilities, halls, pools and open spaces
- Investment in water infrastructure to enable and accommodate continued high rates of growth in the district
- Improved water resilience through network upgrades and the replacement of key high risk assets
- Continued investment to maintain the condition of our urban and rural roads

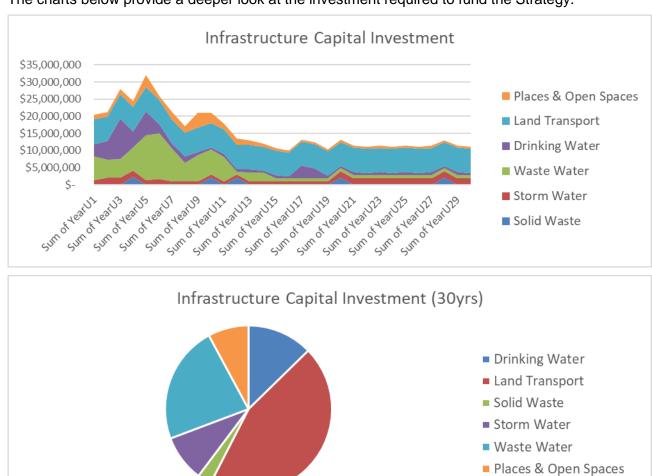
The table below shows those large projects/programmes within the Strategy that exceed \$1,000,000 total investment.

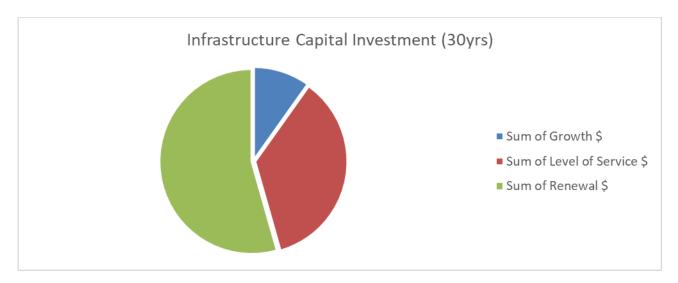
	Project Value	/ Programme
Drinking Water		
Customer water meters (Demand Management)	\$	2,250,000
Developer led projects	\$	1,500,000
Hunter Park Reservoir Replacement	\$	1,500,000
Nelson and Reservoir road Waipuk	\$	1,290,000
New water main Pukeora to town	\$	5,274,473
Pukeora Reservoir Replacement	\$	4,500,000
Reticulation renewal including pipes and other retic	\$	16,709,400
SH2 Replacement AC Main (Risk)	\$	1,500,000
Upgrades for growth (District wide)	\$	4,671,243
Waipawa fire fighting improvements	\$	3,750,655
Waipawa Reservoir Replacement	\$	2,500,000
Waipawa water mains	\$	1,861,000
Waipuk water mains	\$	1,861,000
Waipukurau fire fighting improvements 4	\$	2,292,000
Waipukurau Second Supply	\$	7,166,000
Land Transport		
LT Sub Drainage Renewal	\$	25,500,000
LT Sub Minor Capital Improvements	\$	9,000,000
LT Sub Minor Events	\$	9,000,000

	Project Value	1	Programme
LT Sub Pavement & Traffic Facilities	\$		16,200,000
LT Sub Sealed Road Rehab	\$		29,066,108
LT Sub Sealed Road Resurfacing	\$		44,089,326
LT Sub Structures Renewal	\$		27,000,000
LT Sub Traffic Services Renewal	\$		11,400,000
LT Sub Unsealed Road Metalling	\$		19,377,463
LT Sub Vegetation Resilience Impvts	\$		3,300,000
LT-Sub Footpath Capex New	\$		3,000,000
LT-Sub Footpath Renewals	\$		8,738,400
Sub Wages Sealed Rehab	\$		1,350,000
Sub Wages Sealed Road Resurfacing	\$		1,091,700
Sub Wages Structures Renewal	\$		1,200,000
Solid Waste			
District Landfill New cell for Landfill extension	\$		8,000,000
Tfr Station Building of a replacement station WPK&WPA	\$		2,000,000
Storm Water			
Below ground asset reactive renewals	\$		3,000,000
Developer led projects	\$		3,000,000
Otane Shortfalls in existing assets	\$		1,500,000
Proactive open drain performance improvements	\$		4,500,000
Reticulation renewal including pipes and other retic	\$		4,455,000
Takapau Shortfalls in existing assets	\$		1,500,000
Upgrades for growth (District wide)	\$		11,275,000
Waipawa Shortfalls in existing assets	\$		1,500,000
Waipukurau Shortfalls in existing assets	\$		5,250,000
Works output from CMP	\$		2,500,000
Waste Water			
Developer led projects	\$		1,500,000
District I&I Project	\$		9,000,000
Growth - WPK Old Saleyards / Industrial area	\$		1,381,000
Reticulation renewal - Mt Herbert	\$		1,381,000
Reticulation renewal - Racecourse Road	\$		1,231,000
Reticulation renewal including pipes and other retic	\$		13,598,182
Reticulation renewal-Winlove to Svenson Hosp Site enablement	\$		1,531,000
TEP / PHU wastewater treatment and discharge upgrade	\$		17,000,000

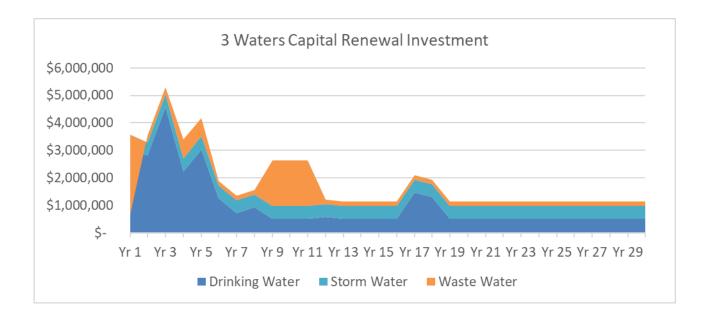
	Project	,	Drogramma
	Value	/	Programme
TKP wastewater treatment and discharge upgrade	\$		2,500,000
Waipukurau industrial reticulation review	\$		9,000,000
WPK WPA OTN wastewater treatment and discharge upgrade	\$		51,900,000
Places & Open Spaces			
CHB Libraries Capex Library Book Purchases	\$		3,595,000
CHB Municipal Theatre Renewals	\$		1,290,000
CHBDC Admin Building Strengthen & Modernisation	\$		1,789,000
Community Halls Districtwide Renewals	\$		1,770,000
Dist Parks & Reserves Districtwide Renewals	\$		2,250,000
Districtwide Public Toilets Renewals	\$		1,118,640
New WPK Library Building Construction and FFE	\$		2,018,000
Retirement Housing General renewals	\$		1,800,000

The charts below provide a deeper look at the investment required to fund the Strategy.



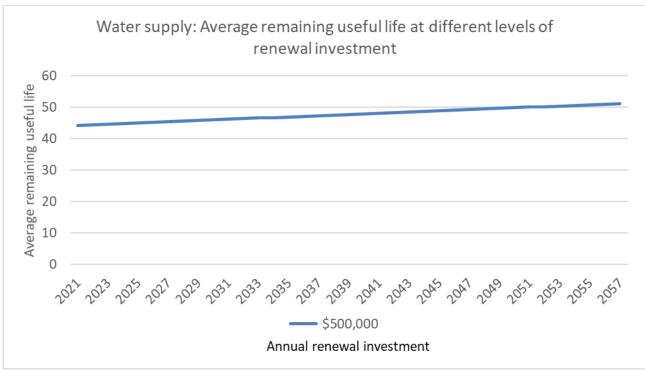


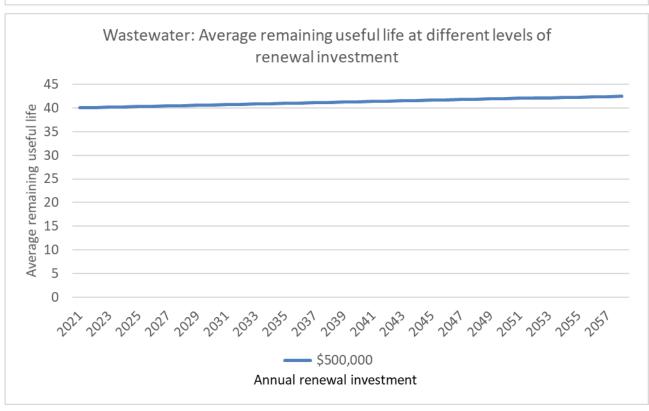
The most significant deviation in the Strategy from previous versions is the approach to replacing worn out assets (renewals) for 3 waters pipe network. The approach in the Strategy utilises asset by asset data to inform risk profiles and recommends renewal investment levels are set to address existing risk and to manage future risk. This results in a spike in investment in the first 5 years of the Strategy to replace worn out pipe that is already beyond the end of its life. Renewal investment beyond this period reduces but remains at higher than current levels to keep on top of risk. The chart below shows renewal investment in 3 waters assets over the period of the Strategy.

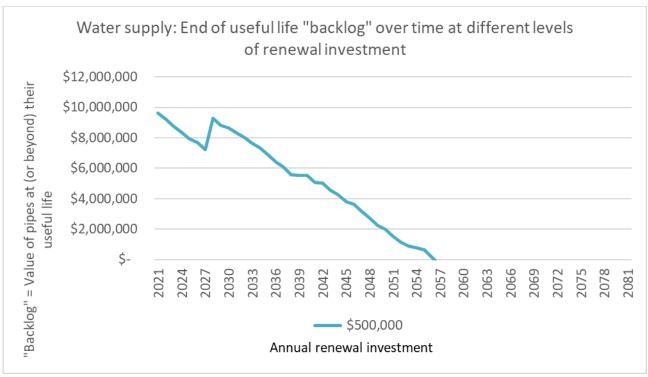


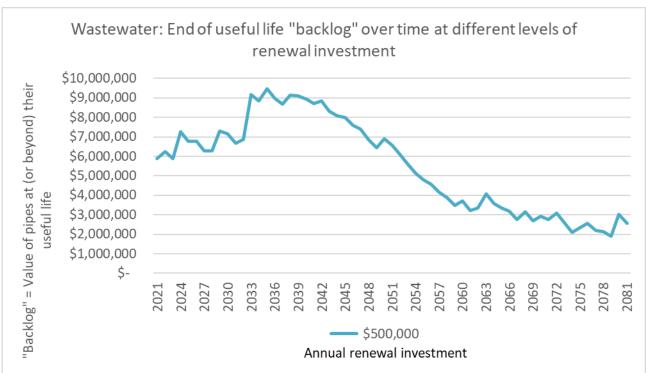
The renewal programmes are designed to balance the risk of asset failure with financial prudence and affordability. Renewals for three waters are set at levels to ensure that risk is maintained at or below current levels.

The below charts illustrate the impact of reticulation renewal investment in the Strategy on indices commonly regarded as suitable proxies for risk. These are the capital weighted average asset remaining useful life, and total assets beyond normal useful life. The charts show an approximate flattening of the aging curve at \$500,000 per year. The charts also show the speed at which assets currently beyond the end of their remaining useful life are replaced under each investment scenario. Both charts are viewed and used together to inform investment decisions.

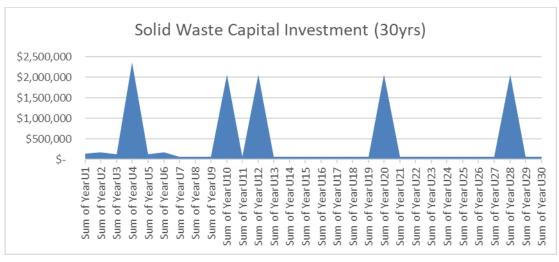


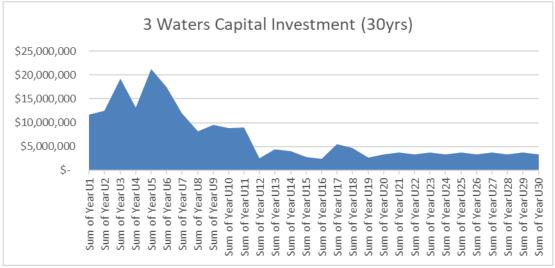


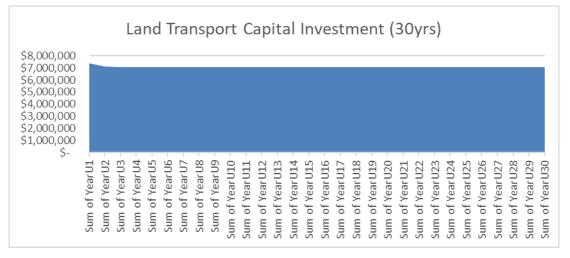


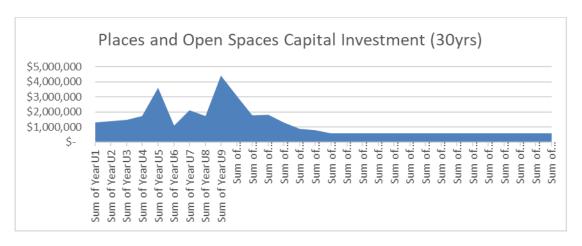


The Strategy contains a dedicated section on each core activity. While recognising the differences in the planning approach between the activities (land transport compared with places and open spaces for example), a consistent means of describing challenges, opportunities, planning approach and programmes of work/investment is used where possible. The capital investment programmes for the activities covered within the Strategy are shown below.



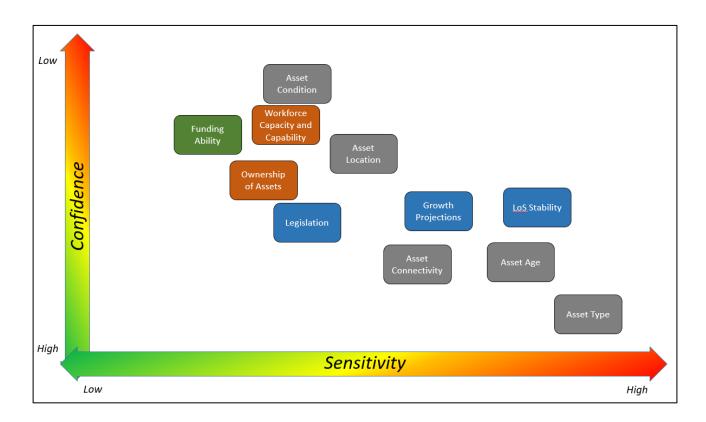






RISK ASSESSMENT AND MITIGATION

The primary risks associated with the Strategy, its creation and endorsement/adoption relate to the accuracy of the information used to create the Strategy and the associated investment programmes. The following figure illustrates key sources of information and assumptions used to create important elements of the Strategy. It places these points on two axis comparing sensitivity and confidence. It is expected that highly sensitive aspects have a higher degree of confidence and less sensitive aspects can afford a lower degree of confidence. This step was crucial in forming the Strategy and has ensured that the end product, while maintaining a level of risk, is appropriate and able to be used to inform the Long Term Plan. Key assumptions / information sources are expanded upon further below in the table.



Assumption / Information	Use / Impact / Risk	Risk Mitigating Factors
Asset metadata (includes asset type, location, age, connectivity, condition)	Asset data is used to inform bottom-up and top-down investment decisions. The most critical is asset type and age as	information (type and age) have a

	these are highly weighted in models for 3 waters and land	
	transport assets.	
Level of Service Stability	Confidence in the levels of service expected from infrastructure is critical in designing the various asset bases and investment programmes. Any changes in levels of service in most cases require a change in planning and investment.	The LTP provides confidence in the levels of service for at least the short-medium term period.
Growth Projections	The effects of growth in terms of demand volume and type are considered when planning for infrastructure.	Recent growth modelling work is well-timed to inform infrastructure investment decisions however still holds some variability.
Legislation	Legislation drives a number of service levels across infrastructure categories.	The infrastructure programmes have assumed a steady increase in legislative requirements and budgeted accordingly. E.g. the wastewater investment in treatment and discharge exceeds existing legislative requirements.
Ownership of Assets	Applicable mostly to 3 waters assets, the Strategy has been built on the assumption that council will continue to own and operate its assets. An assumption has also been made that NZTA will continue to fund a portion of investment into land transport assets.	The likely change to this assumption is that council may no longer manage 3 waters assets. This would be seen as not having major negative impact on the Strategy.
Workforce Capacity and Capability to Deliver	It has been assumed that programmes created in order to manage infrastructure are deliverable.	There is confidence through the existing relationships and work programmes in progress that the proposed programmes are deliverable however some changes to planning and procurement will be needed.
Funding Ability	Councils ability to fund the programmes contained in the Strategy present a major risk to Council / Community.	See Financial Strategy.

FOUR WELLBEINGS

The Infrastructure Strategy touches a significant portion of what Council delivers and how it interacts with its communities. Accordingly, it has potentially large positive or negative impacts upon each of the four wellbeings.

Social	Cultural	Environmental	Economic
The Strategy considers	The Strategy ensures	The Strategy promotes	The Strategy sponsors
	investment in community		
	infrastructure that is key	•	assets to ensure their
	to our urban centres.		•
	Infrastructure plays a key		
Central Hawke's Bay.	supporting role in the	an objective of the Land	Investment levels are set

_			
Primary infrastructure	creation of community	Transport Strategic	to maintain long-run
providing safe and clean	centres and in turn	Framework, listed as a	performance and
water, transport	community itself which is	key outcome of the	investment is smoothed
infrastructure connecting	an important part of	Waste Water Investment	in all cases to ensure
citizens and dedicated	creating connectedness,	Programme, Focussed	affordability where
open spaces all support	sense of place and	through investment in	possible. Importantly the
social interaction and	identity. Further, there	Parks and Reserves and	Strategy links closely
wellbeing.	are listed programmes of	at the forefront of all	with the Financial
_	work within the Strategy	investment in Solid	Strategy.
	designed specifically to	Waste services.	-
	meet cultural		
	expectations such as the		
	removal of wastewater		
	from our waterways.		
	I -		

DELEGATIONS OR AUTHORITY

The Infrastructure Strategy is a requirement of the Local Government Act and must be endorsed by Council.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some significance.

OPTIONS ANALYSIS

The options considered include endorsing the draft Strategy or not endorsing the Strategy and providing feedback to Officers about changes required so that the Strategy can be endorsed at a later date.

	Option 1	Option 2
	Endorse the d Infrastructure Strategy	Iraft Do not endorse the draft Infrastructure Strategy
Financial and Operational Implications	There are no financial implications with endorsing the Strategy beyond the actual investment in infrastructure outlined within the Strategy itself. Operationally the Strategorovides Officers with clear direction to continue to manathe assets.	Operationally Officers will need to work very quickly to make any substantive changes to the egy Strategy in order to bring it back again to move forward with the
Long Term Plan and Annual Plan Implications	The Infrastructure Strategy forms a key contribution to th LTP and endorsing it now is i line with the wider LTP work programme and timelines.	

		LTP within planned timelines.
Promotion or Achievement of Community Outcomes	The Strategy is considered to directly promote the achievement of community outcomes through the delivery of safe and reliable infrastructure.	Any feedback provided and changes required will be considered against community outcomes.
Statutory Requirements	It is a requirement under the Loca produce a 30yr Infrastructure eve	
Consistency with Policies and Plans	The Strategy is consistent with relevant plans including Asset Management Plans, Activity Management Plans and key internal strategies.	To be advised based on feedback from Council.

Recommended Option

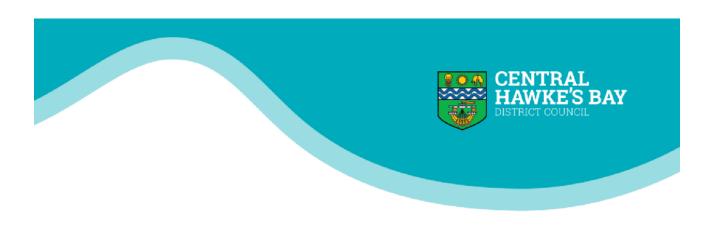
This report recommends option 1, that Council endorse the draft Infrastructure Strategy for the basis of building the Long Term Plan 2021-2031 budget and consultation document, for addressing the matter.

NEXT STEPS

If the Strategy is endorsed, then it will become a key feed into the LTP that will be consulted on with the community early in 2021. Officers will continue to progress with the Strategy with improvements to layout and formatting.

RECOMMENDATION

That Council endorse the draft Infrastructure Strategy for the basis of building the Long Term Plan 2021-2031 budget and consultation document.







Key Terms

Asset Management	The coordinated activities of an organisation to realise value from assets	
Asset Management Policy	A document to translate the organisations wider objectives into a set of guiding principles for how assets across the organisation will be managed.	
Asset Management Plan	Plans prepared for each asset grouping at the portfolio (e.g. Water, Wastewater, Roading, Community Facilities). The plans provide detail on the assets, their status and base information, the approaches taken to make decisions about investing in the assets and then show the outcome of those decision making processes by presenting a costed forward works programme.	
Infrastructure Strategy	This document - Subordinate to the Policy and other documents and contains the 30yr strategy for managing key asset classes at a higher level of detail than individual asset management plans	
Financial Strategy		
Renewal	The replacement of assets due to age or condition. Importantly assets are replaced close to like for like and there is no targeted improvement or change in the levels of service delivered by the asset	
Service Level or Level of Service		
Development Contribution	An amount paid by private developers as a one off charge to contribute to the capital costs of infrastructure investment to accommodate growth.	

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About the Strategy

Purpose

The purpose of the 30-year Infrastructure Strategy (the Strategy) is to identify significant infrastructure challenges for Central Hawkes Bay District Council (the Council) over the next 30 years, and to identify the principal options for managing those challenges and the implications of those options.

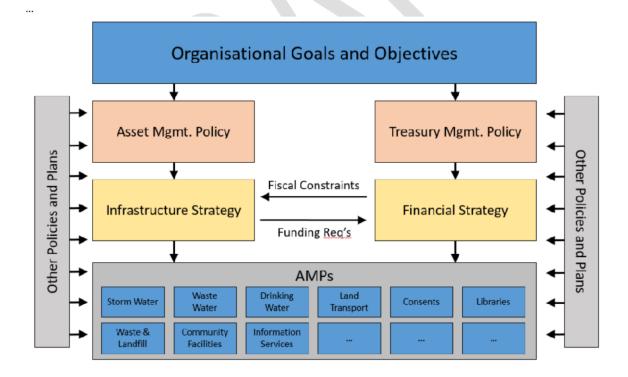
To meet provisions of the Local Government, Act the Strategy must set out how Council, in managing its infrastructure assets, will:

- · respond to growth or decline in demand;
- manage the renewal or replacement of existing assets over their lifetime;
- · allow for planned increases or decreases in levels of service;
- · maintain or improve public health and environmental outcomes; and
- · address natural hazard risks in terms of infrastructure resilience and financial planning.

Scope

This strategy applies to Councils management of infrastructure supporting the delivery of three waters, land transport, landfill, community facilities and open spaces services across the District.

Strategic Context



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Principles

In setting the Strategy, Council commit to the below listed principles for managing infrastructure. These principles are intended to guide decision making at a strategic and operational level and most importantly provide clarity to Asset Managers in creating their unique Asset Management Plans for respective asset classes.

Principle 1 - Dig Once

Council will seek to optimise and integrate its various infrastructure investment programs so that disruption to our residents is minimised and that projects or programmes of work are as cost effective as possible. In simple terms this means that Council will take every effort to ensure that through its careful planning we are not sealing a road one year and digging it up the next to replace a pipe.

Principle 2 - No Band Aids

If a job is worth doing it is worth doing right. Investing ratepayer's funds to repair, renew or upgrade infrastructure carries a burden of responsibility. Council will ensure that infrastructure investment decisions do not chase a quick or easy fix but instead provide a long-term solution to identified challenges.

Principle 3 - Enabling Smart Growth

Growth is a critical component of Central Hawke's Bays current success. Council, through its investments in infrastructure wish to enable and support growth where possible. 'Smart' growth is the term that Council have given to describe growth that makes sense for Central Hawke's Bay in the broadest of terms. This means growth that supports our residents, supports the environment, supports the economy and is deliverable with our infrastructure. Enabling this growth means removing barriers and planning ahead collaboratively.

Principle 4 - Community and Environmental Bottom Lines

Council have committed to delivering infrastructure that is beyond the minimum requirements of our various regulating bodies in many cases. Regulatory compliance is a must, but Council will exceed this where possible to meet community and environmental requirements and ambitions through its investment in infrastructure.

Principle 5 - Fiscal Responsibility

Council will act within its own financial means and ensure that infrastructure investment decisions are financially sustainable for Council and its community.

Principle 6 - Innovation and Technology

Council will leverage innovation and new technology to improve levels of service and reduce cost through its investments in infrastructure.

Design of this Strategy

This Strategy is configured in a logical flow progressing in detail and specificity. It begins with an acknowledgement of targeted community outcomes ex Project THRIVE and then discusses key areas of focus for infrastructure investment and planning and then details at a high level the programmes of investment over the 30year period.

Community
Outcomes

Infrastructure
Focus Areas

Plans and
Programmes

Central Hawke's Bay District Council Infrastructure Strategy 2021-2051 | Page 3



Community Outcomes

Council's project THRIVE has become synonymous with all things related to Councils vision, values and the direct translation of community aspirations into Council action. Project THRIVE has resulted in the creation and clarification of listed outcomes and intent for Council that are embodied in this Strategy and the way in which Council manages its infrastructure. The Community Outcomes that are supported by the effective strategic management of infrastructure are:

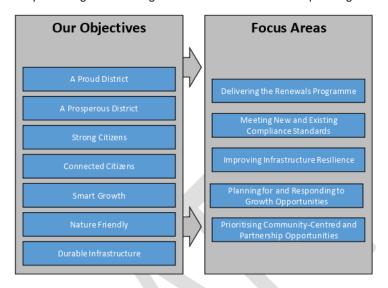


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Infrastructure Focus Areas

To meet the challenges identified with managing Council infrastructure, to achieve listed Community Outcomes, Council has committed to prioritising the following Focus Areas for infrastructure planning and investment:



The above diagram provides the structure for the discussion in this Strategy. Each focus area is discussed in the following sections of this Strategy. The discussion identifies significant capital decisions that are anticipated over the next 30 years and options that will need to be considered as part of these decisions. The key external factors that may impact infrastructure investment opportunities and timing are discussed in the External Factors section. Examples of types of partnerships and the challenges and opportunities that the Council faces using them for delivery of infrastructure is discussed in the Using Partnership Opportunities section.

Insert visual display of key decision items over the 30year period.

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Focus Area: Delivering the Renewals Programme

Assets need to be replaced when they reach the end of their useful lives and can no longer continue to perform their intended function reliably, safely or within set parameters or compliance requirements. For some asset classes this is typically represented by a physical and sometimes catastrophic failure (e.g. the bursting of an aged water pipe). For other asset classes it can be less obvious and less dramatic (e.g. the degradation of a pump over time meaning it is no longer reliable and poses intolerable risk to the achievement of objectives).

Renewals are applicable to all asset classes covered within the scope of the Strategy and typically include:

Asset Class	Typical Renewal Activities	
3 Waters Assets	Replacement of aged pipes, pumps and valves	
Transport Assets	Renewal of pavements through re- sealing or area wide treatments and the replacement of aged structures	
Landfill and Solid Waste Assets	Replacement of hard surfaces at landfill and transfer station sites and replacement of large bins/containers.	
Places and Open Spaces Assets	??	

The determining driver for renewal is asset performance against performance standards or objectives. Simply put, if the asset is not performing to any one of many required criteria, then it should be replaced or another intervention taken as necessary (e.g. refurbishment/rehabilitation). While measuring the actual performance of individual assets is typically only possible retrospectively, it is possible and commonplace to use proxies to determine the future performance of assets. The most common proxy used to determine current or future asset performance is asset age. While not perfect, age is an identified and widely used indicator of asset condition and performance. Key asset age data is provided below:

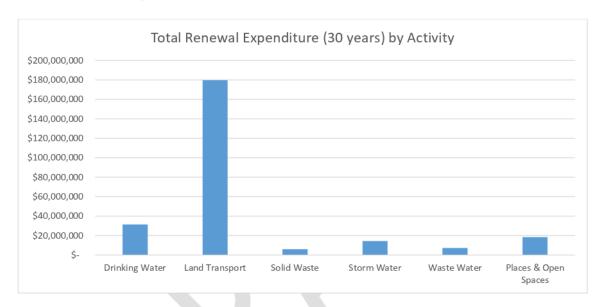
Asset Class		Average Asset Age (yrs)	Average Asset Remaining Useful Life (yrs)
Drinking Water Reticulation		40	48
Waste Water Reticulation		52	42
Storm Water Reticulation		39	59
Transport Assets	Drainage	30	42
	Footpaths	34	48
	Sealed Surfaces	9	6
	Sealed First Coats	27	40
	Sealed Base Course	27	39
	Sealed Sub Base	29	37
	Unsealed Wearing Course	4	2
	Unsealed Pavement	55	45
	Bridges	36	39
	Culverts	35	37
Landfill and	d Solid Waste Assets	Not Measured	
Places and	Open Spaces Assets		

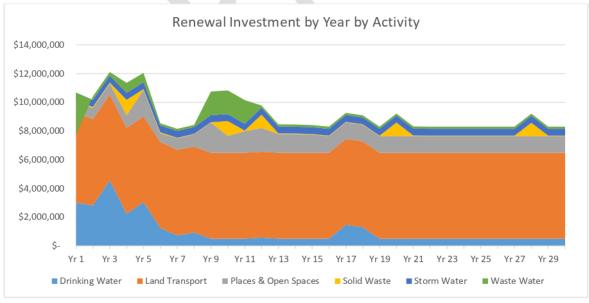
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It is often the case that organisations struggle to match funding with the continuing degradation of assets and the need to renew them. Council is no exception to this and for several planning periods has failed to invest appropriate amounts to match the degradation of assets. Asset and Activity Management Plans prepared for the 2021 LTP have sought to provide a bottom-up view of asset risk and have developed programmes of renewal to manage that risk. The renewal planning approach is logically more sophisticated for some asset classes than others as is prudent based on respective levels of risk (e.g. three waters compared with open spaces).

The baseline renewal requirements for each asset class are shown in the chart below.





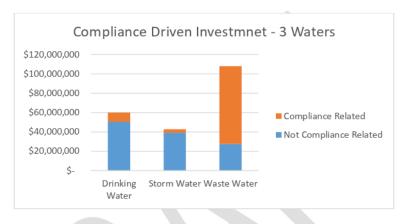
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Focus Area: Meeting New and Existing Compliance Standards

The costs to comply with new and existing standards continue to place strain on Councils resources. Council has chosen to make every effort to comply with standards in all cases and the Strategy provides the outline of continued investment in infrastructure to continue to comply.

The impact of compliance related costs is felt most heavily with respect to 3 waters infrastructure. While 'compliance' is not a typically reported against category at a project or programme level, it is possible to split out compliance related projects for these activities. The chart below shows the split between compliance-driven and non compliance-driven investment for the three waters activities over the 30year period.





Drinking Water Standards

The Drinking Water Standards for New Zealand (revised 2018) prescribe the availability of safe drinking-water for all New Zealanders, irrespective of where they live, as a fundamental requirement for public health. The Drinking-Water Standards for New Zealand provide requirements for drinking-water safety by specifying the:

- maximum amounts of substances or organisms or contaminants or residues that may be present in drinkingwater
- criteria for demonstrating compliance with the Standards
- remedial action to be taken in the event of non-compliance with the different aspects of the Standards.

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These standards supersede previous versions and follow the outfall of the 2016 Havelock North Water Crisis. The new standards represent a step-change in terms of compliance thresholds by promoting a multi-barrier approach and by requiring significant increases in the need to demonstrate compliance. Council focusses heavily on its own compliance with these standards as evidenced through the investment in treatment infrastructure and capability during the period of the previous LTP. This Strategy continues to prioritise investment in the provision of safe drinking water and demonstrable compliance with existing and forecasted standards.

Resource Consent Conditions

Council own and operate several primary assets that are required to comply with the conditions of allocated resource consents. These assets span drinking water, waste water, storm water as well as the operative and closed landfills.

Council consider that all assets/activities that require resource consent are largely already consented in some form. That is, Council does not plan in this Strategy or other Strategies/Plans to invest significantly in new consents for activities that are not already consented. With that said however, the nature of consents and consented activities is changing rapidly and as Councils existing activities continue to grow in scale and scope, the complexity of consenting is growing in turn. While the waste water discharge activity has historically been consented, Council is planning for consent renewals and new consents in that activity. Similarly, Council is planning for consent renewals and new consents in other already consented activities including storm water, drinking water and landfill. Council also plan in almost all cases that consent renewals will come with new and increased levels of compliance requirements.

Seismic Performance

Doug add section on seismic compliance and show summary chart of provisioned investment to meet compliance





Focus Area: Improving Infrastructure Resilience

This section to be completed



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Focus Area: Planning for and Responding to Growth Opportunities

Central Hawke's Bay is growing – fast. In fact, it is growing at a rate that is unprecedented and far out-strips recent plans and provisions to accommodate it. Having effective plans in place to precede growth with necessary infrastructure is vitally important to achieving targeted community outcomes. Allowing agility and responsiveness in plans to accommodate growth when it occurs outside of projections is also important.

In 2020 Council completed a holistic revision of its existing planning approaches relating specifically to growth. A project, the Integrated Spatial Plan (ISP), was designed to fill gaps and build bridges between existing work in the business that connected to growth. The ISP work connected existing infrastructure plans, joined up and guided sporadic modelling and data sets, completed community-led focussed analysis and design of town centres and comprehensively revised numerical growth projections for the District.

The ISP and its context is depicted below:



The ISP work contained three primary growth scenarios that could be utilised for further modelling, analysis and planning. Council adopted the 'high growth' scenario:



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This scenario has been used to inform detailed planning at an activity-level within Council and importantly has informed infrastructure needs to service and accommodate growth. The ISP work largely focussed on the Districts three main urban centres (Otane, Waipawa and Waipukurau) beyond these however, the growth projections are more widely applicable.

The ISP provided listed tables of actions for each of the three main urban centres aligned with Councils THRIVE objectives. The objective most relevant to this Strategy is 'Durable Infrastructure'. The listed actions for the Durable Infrastructure objective from the ISP are shown below:



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Three towns clustered actions.

Projects	Projects			Timeframe			Delivery		
Plan reference		Location	Description	Delivery Timeframe					Project Champions
Reference Number	Project Name			Quick wins (0 - 1 years)	Short Term (1-3 years)	Medium Term (3 - 10 years)	Long Term (10 - 30 years)	Key Risks and Assumptions	Central Hawke's Bay Planning Team, Central Hawke's Bay Infrastructure Team, Central Hawke's Bey Tourism Team, NZTA, Community
7. DURABLE INFRA	STRUCTURE								
7A	Sustainable water management	District wide	Continue to support Tukituki water security initiatives with and for the community and support a move from water volume to value management:			Medium Term			
78	Update Key Policies and Other Key Infrastructure Documents	District wide	 Periodically revise verious documents as required. Out of date examples include the footpaths policy March 2017 and the Stormwater policy May 2017. Other documents are far mere up to date e.g., Asset Management Plans (rolling LTP reviews) and Bylaws. 					Ongoing	
7C	Review Development Contributions Model	District wide	 Review opportunity to significantly increase sophistication of Development Contributions policy. The current policy is a baseline model influtinely, it seems policy at loap time a much greater proportion of development triggered infrastructure costs. However, this will require significant supporting work. 		Short Term			Ongoing	
70	Demand Management Opportunities Review	District wide	 Review possible non-infrastructure interventions to accomplish reduced demand for any of the S waters. This could be via technology, policy, pricing or other neasures. The common example is customer owned and measing at an tanks - potentially changing demands upon all 3 of the waters. 		Short Term				
7E	Review Levels of Service and Containment Standards	District wide	- Review levels of service and containment standards for 3 waters, it is important that these are throughly thought through and discussed with the community. As an example the Stohmwater drainage policy strives to meet a 2th AEP performance standard for the primary system, which is a very high view of service, current achievement being well short of that. Depth times velocity considerations may be more appropriate then nuisance measures. Wastewater containment standards will drive stongs and conveyance on arcacteristics for interlivingage between the three towns.	Quick Win					
7F	Develop Preferred Streetscape Tocibox, Palette or Guidance	District wide	 Develop preferred streetscape toolbox, palette or guidance. New tradit that are developed and vested by subdivings with have certain characteristics. If these have been considered aftered of time by relevant asset managers then they can be deployed effectively. Consider network cliting operator requirements, parking and access, pedestrian and cycling needs, street lighting, street trees and gardens, road furnities. 		Short Term				
76	Infrastructure Cata Strategy	District wide	- Identify current state of infrastructure and geophysical information Identify shortfalls, challenges and opportunities Prioritize future data, system gathering and improvement opportunities Clarify ownership, Identify linkages and opportunities Develop data management strategies Treat infrastructure data as an asset.		Short Term				
.7H	Wastewater Network, Inflow and Infiltration Programme.	District wide	- Cerry out stocktake of current programme identify successes, challenges and opportunities Continually refine programme over time Document the programme.					Ongoing	

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Otane Actions

Projects				Timeframe	Delivery				
Plan reference Location		Location	Description	Delivery Timeframe					Project Champions
Reference Number	Project Name			Quick wins (0 - 1 years)	Short Term (1-3 years)	Medium Term (3 · 10 years)	Long Term (10 - 30 years)	Key Risks and Assumptions	Central Hawke's Bay Planning Team, Central Hawke's Bay Infrastructure Team, Central Hawke's Bay Tourism Team, NZTA Community
7. DURABLE INFRAS	STRUCTURE								
74	Otane Stormwater Orainage System - Ownership and Responsibility Discussion	Town Wide	Facilitate an informed discussion needs with the Otane community about responsibility for and ownership of the Otane acommunity water disingle system. It is likely that system performance will otherwise deteriorate over time and events will occur with Central Hankes 28 yo Ot having little apportunity to menage.		Short Term				Central Hawks's Bay District Council
78	Structure Planning for Identified Growth Cells - Otane	Selected growth cells	Undertake structure planning evertise for each selected growth cell. Engage and inform community and landowners.		Short Term				Central Hawke's Bay District Council
70	Otane Stormwater Drainage System - Data Collection	Town Wide - Focus in growth areas	Collect asset data for Otane stormwater drainage system. Update LIDAR (2003) dataset.	Quick Win	Short Term				Central Hawke's Bay District Council
70	Otene Stormweter Drainage System - Modelling	Town Wide	Utilise learnings from Welpsive stormweter modelling. Node the Otane network, incorporate demand from growth cells and identify system upgrade projects.		Short Term				Central Hawke's Bay District Council
7E	Otene Westewater System - Modeling	Town Wide	Model Otene wastewater system. moorporate demand from growth cells and identify system upgrade projects.		Short Term				Central Hawke's Bay District Council
75	Review Otane Fire Fighting Upgrades	Town Wide	Upgrade watermain network to provide enhanced fine- fighting capability and incorporate demand from growth calls.			Medium Term		Öngeing	Central Hawke's Bay District Council

Waipawa Actions

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Projects								Delivery		
Plan reference		Location	Description		Delivery Timeframe				Project Champions	
Reference Number	Project Name				Quick wins (0 - 1 years)	Short Term (1-3 years)	Medium Term (3 - 10 years)	Long Term (10 - 30 years)	Key Risks and Assumptions	Central Hawke's Bay Planning Team, Central Hawke's Bay Infrastructure Team, Central Hawke's Bay Tourism Team, NZTA, Community
7. DURABLE INF	RASTRUCTURE									
7A	Develop a Long- Term Response to Stormwater Management to Enable Resilient Housing Development.	Waipawa - Focus in Eastern Waipawa	Implement a Storm Water Management Plan/Strategy. Consider water sensitive urban design tools.			Short Term				Central Hawke's Bay District Council
7B	Structure Planning for Identified Growth Cells - Walpawa	Selected growth cells	Implement a Storm Water Management Plan/Strategy. Consider water sensitive urban design tools.			Short Term				Central Hawke's Bay District Council
7C	Eastern Waipawa - aka the Bush, Drainage Opportunities	Eastern Walpawa	 Brainstorm regulatory, operations, maintenance or infrastructure opportunities to improve both stormwater and wastewater system performance. 		Quick Win					Central Hawke's Bay District Council
7D	Waipawa Stormwater Drainage System Modelling, LIM Data and Upgrade Project Analysis	Town Wide	Refine and improve network model. Share findings with community and attach to LIMs. Incorporate demand from growth cells and identify system upgrade projects.			Short Term				Central Hawke's Bay District Council
7E	Waipawa Wastewater System • Modelling	Town Wide	Review data availability (Current model is dated - December 2009). Update model. Incorporate demand from growth cells and identify system upgrade projects.			Short Term				Central Hawke's Bay District Council
7F	Waipawa Fire Fighting Upgrades	Town Wide	Upgrade water main network to provide enhanced fire-fighting capability. Incorporate demand from growth cells.					Long Term		Central Hawke's Bay District Council

Waipukurau Actions

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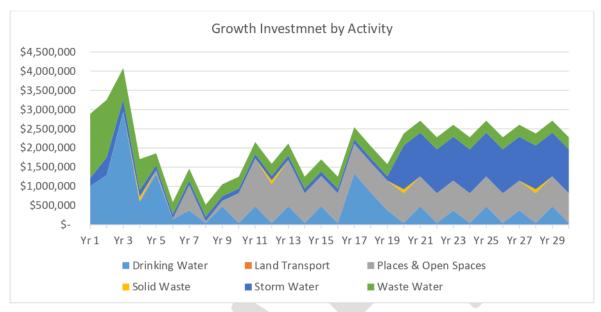


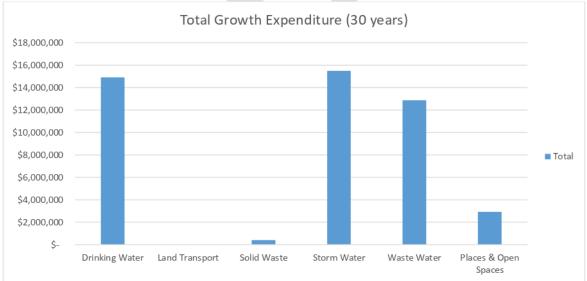
Projects				Timeframe					Delivery
Plan reference		Location	Description	Delivery Timeframe					Project Champions
Reference Number	Project Name			Quick wins (0 - 1 years)	Short Term (1-3 years)	Medium Term (3 - 10 years)	Long Term (10 - 30 years)	Key Risks and Assumptions	Central Hawke's Bay Planning Team, Central Hawke's Bay Infrastructure Team, Central Hawke's Bay Tourism Team, NZTA, Community
7. DURABLE INFRAS	STRUCTURE								
7A	Improve Bogle Brothers/ Racecourse Road/ Takapau Road/ Ruataniwha St Intersection Upgrade	Bogle Brothers/ Racecourse Road/ Takapau Road/ Ruataniwha St	Work with NZTA as a priority to make safety improvements to this intersection, reducing traffic speed and connectivity to the railway starion.			Medium Term			
7B	Improve Tavislock Rd/Ruataniwha St Intersection/Roundabout	Tavistock Rd/ Ruataniwha St Intersection/ Roundabout	 Upgrade intersection with improved pedestrian crossings and vehicle safety, improving sight lines and reducing vehicle speed 			Medium Term			
70	Safe crossing across Russell Street to Russell Park	Russell St	Enable safer crossing and cer parking points across SH2 on Russell Street to Russell Park , the Pools and other facilities.						
70	Peel St Traffic Calming and Pedestrian Crossing Upgrades	Peel St	Slow the traffic on Peel St and improve the safety of pedestrian crossing points across the heavy vehicle bypass, particularly for elderly residents of Pukecra wanting to access the town centre.			Medium Term			
7E	Structure Planning for Identified Growth Cells - Waipukurau	Selected growth cells	Select growth cells and undertake structure planning exercise for each cell. Engage and inform community and lancowners.	Quick Win	Short Term				Central Hawke's Bay Infrastructure and Central Hawke's Bay PLanning
7F	Waipukurau Stormwater Drainage System - Data Collection	Town Wide	 Collate and collect asset data for Walpukurau stormwater drainage system. Update LIDAR (2003) dataset. 		Short Term				Central Hawke's Bay Infrastructure
7G	Waipukurau Stormwater Drainage System - Modelling	Town Wide	Utilise learnings from Waipawa stormwater modelling and model for the Waipukureu network. Incorporate demand from growth cells and identify system upgrade projects.		Short Term				Central Hawke's Bay Infrastructure
7H	Waipukurau Wastewater System - Modelling	Town Wide	Review data availability and update model (Current model is dated - December 2005) Incorporate demand from growth cells and identify system upgrade projects.		Short Term				Central Hawke's Bay Infrastructure
71	Waipukurau Fire Fighting Upgrades	Town Wide	Upgrade watermain network to provide enhanced fire-fighting capability: Incorporate demand from growth cells.					Ongoing	
73	Strategic Landowner Engagement	Town Wide	Engage with landowners across the wilder hospital site and other larger residentially zoned sites to understand development potential and to strategically plan for infrastructure	Quick Win					

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The chart below shows planned infrastructure investment to accommodate growth over the 30 year period.





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Focus Area: Prioritising Community-Centred and Partnership Opportunities

This section to be completed



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External Factors

There are several factors that can influence Councils ability to achieve its goals and in the case of this strategy, the community outcomes given effect to by the provision and management of infrastructure. While external factors are in some ways, by definition, beyond Councils control, it is important to recognise them and to prepare where possible.

The key external factors identified by Council relevant to this Strategy are:



POPULATION GROWTH

Councils consideration of population growth is detailed in previous sections referencing the 2019 Integrated Spatial Plan and growth modelling work.

CLIMATE CHANGE AND SUSTAINABILITY

In New Zealand, changes in climate, such as temperature and rainfall, are already occurring. These changes will occur to differing extents in different places. Climate change is considered as part of the Council's long-term asset management planning processes within relevant asset and activity management plans. Current models predict storms of greater frequency and intensity in the future for much of New Zealand and we are already experiencing these in our district with particularly noticeable impacts on our roading assets. Beyond roading, climate and environmental change will particularly impact the Council's water, wastewater and stormwater assets. Council staff review new studies and guidance as part of their ongoing planning for assets.

TECHNOLOGICAL ADVANCEMENTS

Technology can be disruptive or advantageous to Council and its infrastructure. New technology or changing uses of technology can have a direct impact on the type and timing of infrastructure required and can also be used to help deliver services differently and alter what infrastructure is required. Managing infrastructure systems in a smarter way could reduce the need to construct new assets in the face of increasing demand. Also, technology can increase the effective capacity of our infrastructure, reduce maintenance and operating costs and improve reliability and safety.

New technology may increase the demand for certain infrastructure, redefine how we use infrastructure, or even lead to an entirely new infrastructure system. This would need to be supported by an accessible and sustainable charging infrastructure system.

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Council does not have dedicated plans focussed on changing technologies but instead ensures that relevant asset and activity management plans consider technological change on both the demand and supply side.

GOVERNMENT PRIORITIES AND LEGISLATION - INCLUDING THREE WATERS REFORM

Three waters reform...



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Partnerships and Opportunities

"E ora nga tahi ana – Together we Thrive" is at the heart of Councils values system. Scale and ambition combine at Council in a way that mean Council simply cannot deliver on its own objectives without the support of committed partners. This section details Councils strategic approach to working with partners to support the effective delivery of infrastructure services.

COMMUNITY ORGANISATIONS **DEVELOPERS** OTHER LOCAL AUTHORITIES CONTRACTORS AND SUPPLIERS CENTRAL GOVERNMENT REGULATORY BODIES

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Asset Class Plans

Most Likely Scenario

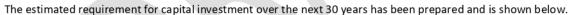
This strategy provides the overview of Council's most likely scenario for the management of its infrastructure. This scenario has been determined by:

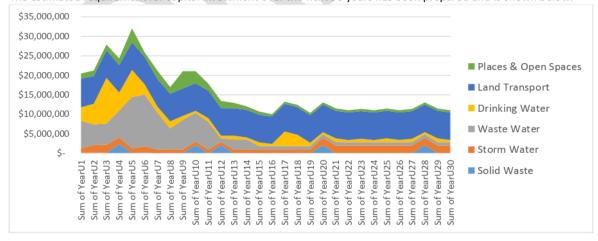
- Including the funded capital and operating budget forecasts from the draft 2021-31 Long Term Plan. The timing
 of projects and budget provisions have been informed by the 30-Year AMPs.
- Identifying projects through the Long Term Plan that are unable to fit within the financial provision set by the
 Financial strategy. These projects are assumed to be required in the future and this is reflected in the Financial
 Strategy.
- Using the assumptions for levels of service, demand and renewals as outlined in each activities AMPs.

The plans and forecasts for the first 3 years have the most detail and confidence as the greatest amount of planning has taken place. The investments identified between 4 and 10 years are an outline and have a reasonable degree of confidence. The forecasts beyond year 10 should be viewed as indicative estimates and will be developed further as time passes and more information is obtained.

Changes to the requirements and management of infrastructure is expected to occur and the Council will consider the appropriate approach as part of the future relevant 10-Year Plan process. This uncertainty and need for ongoing refinement is acknowledged in the tiered framework for forecast expenditure contained in the Local Government Act.

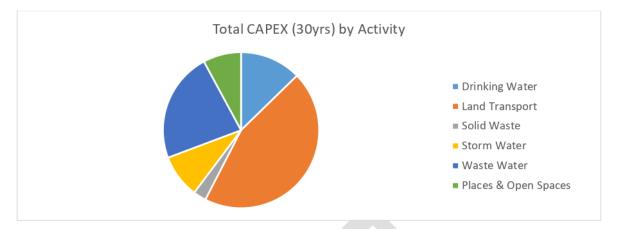
The forecasted expenditure is significantly higher than historical expenditure. For each of the next five years, the forecasted annual capital expenditure is over \$Xm. The most significant driver of this expenditure is the investment required in infrastructure to meet new compliance requirements as well as to maintain levels of service that are compromised by aging and deteriorating assets.





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The forecasted expenditure from 2021 to 2030 represents a period of significant investment over and above historic levels. While there are significant increases in the expenditure forecasted, there is also a large increase in growth related revenue (through Development Contributions from developers and new ratepayers). This helps pay for growth and creates some additional capacity for borrowing.

There is a high likelihood that over time the indicative estimates beyond 10 years in this Strategy will need to change to reflect:

- changes in assumed growth rates
- changes to standards and compliance requirements not anticipated
- · new technologies and options for provision of infrastructure
- new models for the funding and delivery of infrastructure (these may include the Council not funding and / or owning infrastructure)
- greater certainty about the nature and timing of the projects that are required
- affordability and ability for the Council to deliver the programme.

The Council's Financial Strategy has been updated through the development of the 2021-31 LTP. The Financial Strategy has a 10-Year horizon and helps the Council and the community to understand the long-term financial impacts and sustainability of the Council's budget and plans. The Financial Strategy describes the impact on debt and rates of the Council's budget.

Include references to debt to revenue ratio over plan period from Finc Strategy

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WATER

There are eight public water supply systems in the district; Otane, Waipawa, Waipukurau, Takapau, Porangahau, Te Paerahi, Pourerere and Kairakau. Water is also supplied to the Pourerere Camping Ground, Pourerere toilet block and two private dwellings, however is not managed by the network operators. Otane and Waipawa are sometimes referred as one supply as both towns are fed from the same reservoirs. This is the same for Porangahau and Te Paerahi as they are fed from the same treatment plant.

Reticulation

Water supply reticulation includes water mains, submains, hydrants, valves, fittings and connections. Asset management effort focusses on mains and submains as these make up the majority of the value of the reticulation network. Valves, hydrants, fittings and other auxiliary assets connected to the mains and submains generally last as long as the main or submain and are renewed as part of a main or submain renewal.

A new renewal framework is being used for the first time for this 2021 AMP to providing greater decision-making transparency. The following criteria is assessed for each pipe in the database:

- Likelihood of Failure
- · Consequences of Failure
- Failure Risk
- Replacement cost

The output of the renewal framework is used for two separate purposes.

- 1. to set an appropriate long-term reticulation renewal budget
- 2. to provide a prioritised list of renewal candidates on a pipe by pipe basis

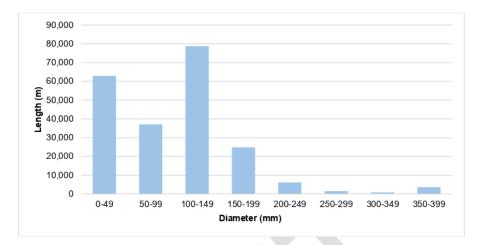
Reticulation key issues

Key Issue	Priority for this Plan
Large proportion of pipes at the end of their	Addressing the renewal of pipes at the end of
estimated useful life (particularly AC pipes)	their useful lives, focussing on high failure risk
Ensuring water supply works are coordinated	Overlay areas of priority water renewal with
with other works (stormwater, wastewater and	areas showing other works to identify where
roading)	combined projects will deliver better outcomes
Reducing water consumption	Implementing pressure management and
	increased focus on leak detection. Installing
	water meters to track water use
Reducing reactive maintenance	Prioritising pipe renewal based on risk and begin
	collecting maintenance data in a form that
	supports renewal decisions
Increase maturity and transparency of	Use the risk based outputs of the renewal criteria
investment decision-making	and integrate with growth and improvement
	criteria
Additional Water meters	Replacing standard meters with smart meters
	when submains are renewed

Figure xyz below shows the length of pipe installed in the district by diameter. The total length of pipe is 215 km.

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The largest cohort of pipe is 100 mm diameter. There are also significant lengths of pipes smaller than 100 mm diameter pipe that are used for service connections. This is typical for smaller schemes each individually servicing a community.

Over half of the pipe network is UPVC or MDPE. The proportions of the network likely to have condition-related performance issues are cast iron (CAST I), asbestos cement (AC, AC-E and AC-F), and galvanised steel (GI).

Figure xyz shows the distribution of pipes by type between each community scheme.

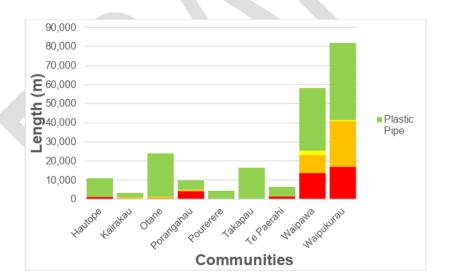
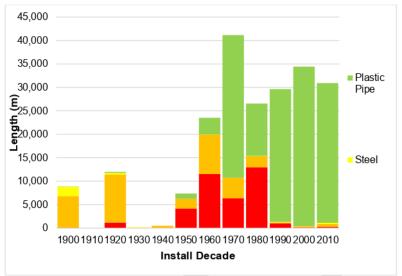


Figure xyz below shows the length of pipe installed during different decades and is coloured according to the pipe material.

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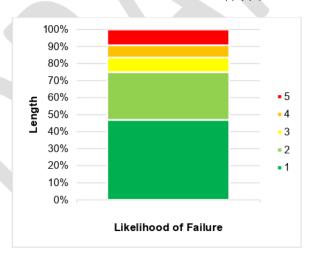




This shows the cast iron pipe installed in 1900 - 1930, the period of asbestos cement pipe installation in 1950 - 1980 and the increased use of plastic pipes from 1960 onwards.

As described in this Strategy, Council currently uses asset age as a proxy for determining the likelihood of failure of many assets.

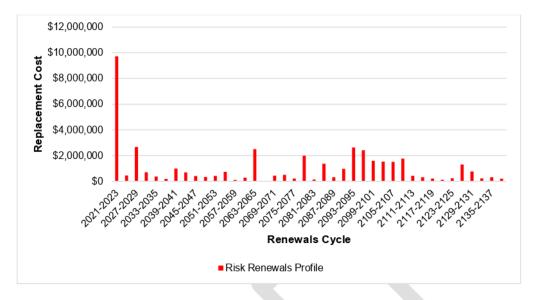
Figure xyz below shows the likelihood of failure distribution for water supply pipes.



There is a significant portion of assets that have already exceeded their theoretical useful lives and this is represented in the large spike in costs for the first period. Budgets are presented in three year periods.

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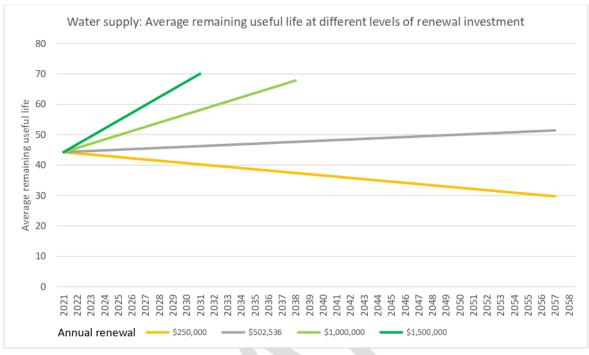


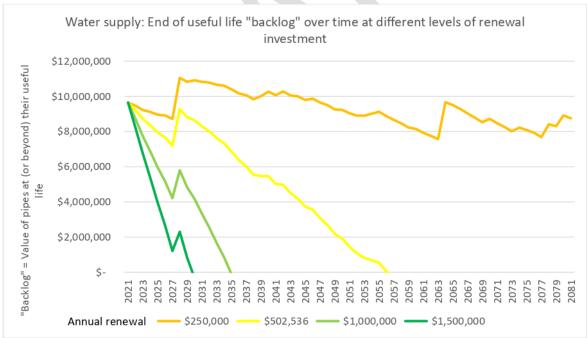
Renewal investment profiles and risk.

The below charts illustrate the impact of differing levels of reticulation renewal investment on indices commonly regarded as suitable proxies for risk. These are capital weighted average asset remaining useful life, and total assets beyond normal useful life. The charts show a total decrease in asset remaining useful life for annual renewal investment at \$250,000 and an approximate flattening of the aging curve at \$502,000 per year. The charts also show the speed at which assets currently beyond the end of their remaining useful life are replaced under each investment scenario. Both charts are viewed and used together to inform investment decisions.









Pumping storage and treatment

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The pumping, storage and treatment assets are grouped by the following operational sites:

- Johnson Street WSTP
- Kairakau Water Supply Reservoirs
- Kairakau WSTP
- Otane Water Supply Reservoirs
- Porangahau Water Supply Reservoirs
- Porangahau WSTP
- Pourerere Water Supply Reservoirs
- Pourerere Water Supply Spring
- Takapau Water Supply Reservoirs
- Takapau WSTP
- Tikokino Road WSTP
- Waipawa Water Supply Reservoirs
- Waipukurau Water Pumping Stations
- Waipukurau Water Supply Reservoirs
- Waipukurau WSTP

Pumping storage and treatment key issues

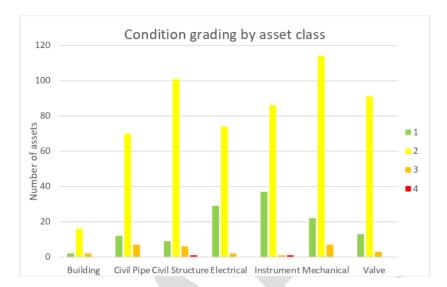
Key Issue	Priority for this Plan
Several reservoirs and suction tanks are in very	
poor condition and pose water safety and seismic	
vulnerability concerns.	repairs are already identified as well as full
	replacement of the Pukeora and Hunter
	Park reservoir sites
Pump failures	Prioritise replacement of the older more critical
	pumps. Prioritise renewal budget spending to
	accumulate a set of critical spare parts.
Asset data for stations is poor. Current O&M data	Resourcing to: a) collect and update inventory
is not easily useful for long term decision-making	data that supports asset management planning,
	b) refine and update valuation process and how
	costs are applied, c) collect O&M data that can be
	analysed network-wide to determine strategy for
	proactive/reactive split
Instrumentation renewal needs to account for	Replacement and upgrade of instrumentation to
increased regulatory monitoring requirements	latest regulatory standards
Several pumping and treatment assets require	Identify crossover issues where renewal needs to
replacement or upgrade due to non-renewal	either be brought forward or delayed due to
drivers. Works on these sites needs to be	interaction with other planned upgrades or
optimised with respect to the future upgrades	capital works
and capital works	
Security of Council SCADA system	Dedicated programme for upgrading SCADA data
	security

The installation date records for pumping, storage and treatment assets held in Council's core asset database are unreliable or have large data gaps. Asset age, as derived from the core asset database, is not currently used as a core indicator of asset condition.

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A condition assessment was conducted by Veolia in 2018 at the beginning of the new maintenance contract. This condition grading data uses a 1 to 4 scale (1 is good and 4 is very poor) and is the most up to date reference for estimating asset likelihood of failure. A summary of the data is presented below.







WASTE WATER

The provision of wastewater services ensures public and environmental health outcomes for Central Hawke's Bay. Managing the infrastructure that underpins this activity is guided by the 2020 adopted Waste Water Strategy that sets out the long term aspirations and plans for the upgrade of treatment and discharge schemes, and by effective asset management and renewal planning which primarily focuses on the reticulation network.

Reticulation

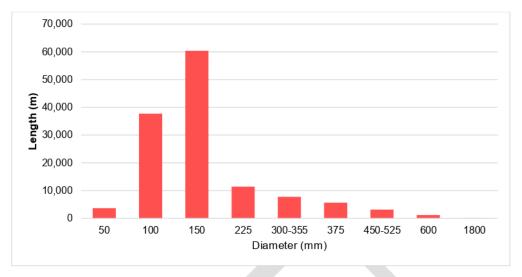
Wastewater reticulation includes mains, lateral, manholes and valves. Asset management effort focusses on mains as these make up the majority of the value of the reticulation network. Laterals, manholes, valves and other auxiliary assets connected to the mains generally last as long as the main and are renewed as part of a main renewal.

Key Issue	Priority for this Plan
Pipes at the end of their estimated useful life	Addressing the renewal of pipes at the end of
(particularly earthenware pipes)	their useful lives, focussing on high failure
	risk. Pipe renewal will be optimised by using
	CCTV assessment to confirm condition and
	apply trenchless lining for pipe renewal
	(already used successfully in parts of the
	network to refurbish earthenware pipes).
Reducing inflow and infiltration due to	Targeting asset renewal at locations where
network condition	pipe replacement will reduce or eliminate the
	downstream impacts of inflow and infiltration
Low seismic resilience	Target asset renewal at locations to replace
	older brittle materials with new flexible
	materials and jointing systems
Reducing reactive maintenance	Prioritising pipe renewal based on risk and
	begin collecting maintenance data in a form
	that supports renewal decisions
Increase maturity and transparency of	Use the risk based outputs of the renewal
investment decision-making	criteria and integrate with growth and
D. M. H. W.	improvement criteria
Relying on age-based condition assessment	Targeting CCTV inspection to increase the
criteria for decision-making	evidence base for specific renewal project
	decisions

Figure xyz below shows the length of pipe installed in the district by diameter. The total length of pipe is 131 km.

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The network is split approximately 50/50 between flexible materials (plastic pipe and liner) and brittle materials. The proportions of the network likely to have condition-related performance issues are earthenware (GEW and EW), asbestos cement (AC, AC-E and AC-F), and some concrete (CONC).

Figure xyz shows the distribution of pipes between each community scheme.

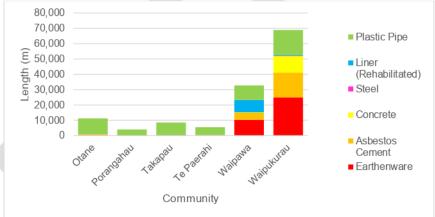
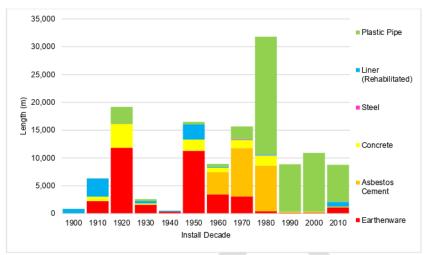


Figure xyz below shows the length of pipe installed during different decades and is coloured according to the pipe material.

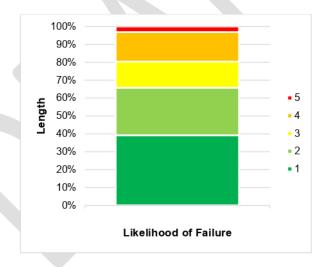
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This shows significant lengths of earthenware pipe installed in the 1920s and 1950s. Some of this pipe has now been lined (labelled as CIPP/GEW and AM_Liner/GEW). Steel was used heavily during between 1960 and 1980. UPVC pipe has been used as the predominant material from 1980 onwards. Some further pipe material data validation is required to remove the anomaly of plastic pipe shown above for the 1920 decade.

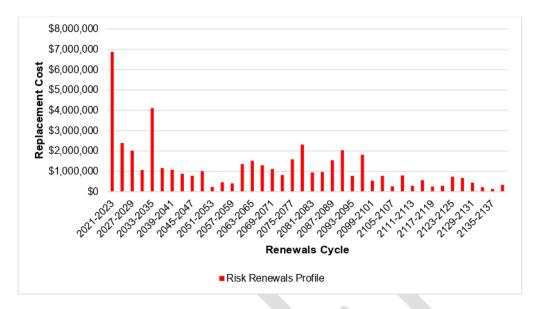
Figure xyz below shows the likelihood of failure distribution for wastewater pipes.



There is a significant portion of assets that have already exceeded their theoretical useful lives and this is represented in the large spike in costs for the first period. Budgets are presented in three year periods.

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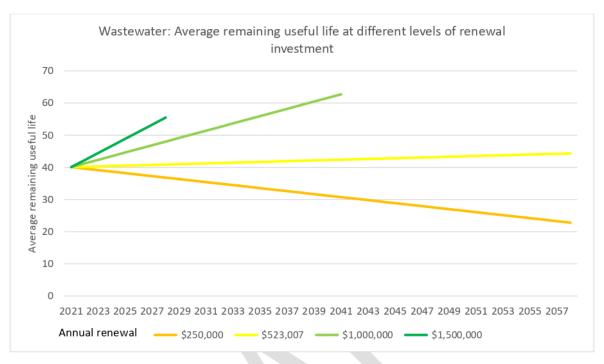


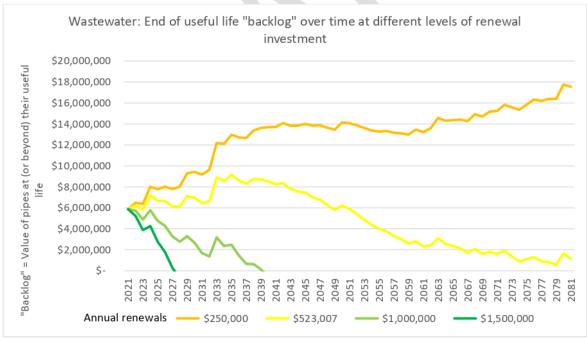
Renewal investment profiles and risk.

The below charts illustrate the impact of differing levels of reticulation renewal investment on indices commonly regarded as suitable proxies for risk. These are capital weighted average asset remaining useful life, and total assets beyond normal useful life. The charts show a total decrease in asset remaining useful life for annual renewal investment at \$250,000 and an approximate flattening of the aging curve at \$523,007 per year. The charts also show the speed at which assets currently beyond the end of their remaining useful life are replaced under each investment scenario. Both charts are viewed and used together to inform investment decisions.

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Pumping, Storage and Treatment/Discharge

The pumping, storage and treatment assets are grouped by the following operational sites:

- Otane WWTP
- Porangahau Wastewater Pumping Stations

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- Porangahau WWTP
- Takapau Wastewater Pumping Stations
- Takapau WWTP
- Te Paerahi Beach Wastewater Pumping Stations
- Te Paerahi WWTP
- Waipawa Wastewater Pumping Stations
- Waipawa WWTP
- Waipukurau Wastewater Pumping Stations
- Waipukurau WWTP

Key Issue	Priority for this Plan
Ability of Councils treatment plants and discharge schemes to meet consent requirements and community aspirations.	Prioritise the investment in long-term, transformational upgrades for all 6 wastewater treatment plants and discharge
	schemes as per the adopted Wastewater Strategy.
Pump failures	Prioritise replacement of the older more critical pumps. Prioritise renewal budget spending to accumulate a set of critical spare parts.
High pumping and treatment flows during wet weather	Target I&I reduction to offset the cost of having to design and maintain pumping and treatment infrastructure capacity for extremely high wet weather flows
Asset data for stations is poor. Current O&M data is not easily useful for long term decision-making	Resourcing to: a) collect and update inventory data that supports asset management planning, b) refine and update valuation process and how costs are applied, c) collect O&M data that can be analysed network-wide to determine strategy for proactive/reactive split
Some high value assets such as civil structures pose risk of failure and require more detailed assessment	Condition assessment of civil structures
Instrumentation renewal needs to account for increased regulatory monitoring requirements	Replacement and upgrade of instrumentation to latest regulatory standards
Several pumping and treatment assets require replacement or upgrade due to non-renewal drivers. Works on these sites needs to be optimised with respect to the future upgrades and capital works	Identify crossover issues where renewal needs to either be brought forward or delayed due to interaction with other planned upgrades or capital works
Security of Council SCADA system	Dedicated programme for upgrading SCADA data security

Upgrade of systems/schemes

The upgrade of existing schemes is guided by Councils adopted Wastewater Strategy 2020 which outlines the need for investment to accommodate growth, meet existing and new consent/compliance requirements and importantly to meet the aspirations of the community at large with a special focus on lwi and tangata whenua needs. The Strategy outlines 5 key projects which are outlined below with the most likely options/scenarios for each

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1. Otane, Waipawa and Waipukurau upgrades

Short term - less than 2 years

- Reticulate Otane to Waipawa
- Establish rapid infiltration system at Waipawa
- Minor treatment plant upgrades

Medium term – less than 5 years

- If appropriate design pipeline from Waipukurau to Waipawa
- · Expand the rapid infiltration system at Waipawa

Longer term - less than 10 years

- If appropriate, build new treatment plant
- Decommission Otane treatment plant
- · Decommission of old treatment facilities

Takapau upgrades Short term – less than 2 years Minor treatment upgrades Develop irrigation system

Medium term - less than 5 years

- Provide storage
- 3. Te Paerahi and Porangahau upgrades

Short term - less than 2 years

- Acquire land for irrigation
- Pipe Te Paerahi wastewater to a new irrigation site

Medium term – less than 5 years

- Establish irrigation for both Te Paerahi and Porangahau
- · Cease discharge to Te Paerahi sand dunes
- Build storage
- Reduce discharges to the Porangahau River

Longer term - less than 10 years

- If appropriate, build a new treatment plant
- Develop alternative wet weather discharge
- Decommission unused infrastructure

4. Residuals

A focus of the discussion to date, and with the wider community, has been with managing the treated water. Running in parallel is a critical, and equally important, design discussion about managing residual products that can be generated from the treatment systems. This includes sludge from the bottom of ponds, sludge from new treatment plants, screenings and grit.

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More sophisticated treatment systems may produce greater residuals, and potentially require different ways for it to be managed. As with the treated water, there are opportunities to manage the residual as a resource, which is in contrast with current practices that see it stockpiled with no intended use or landfilled. The forward options look to use the residual material as a resource.

The development of Project 4 is divided into current programmes and future programmes. The current programmes are largely operational while the future programmes are subject to further design work associated with Project 1 to 3.

Current programmes:

Remove current dewatered sludge stockpile at Waipawa and Waipukurau – ideally applied to land.

- Desludge Waipawa and Waipukurau ponds.
- Apply for consents as needed.
- Develop a dedicated residual management strategy.

Future programmes:

- Plan for bio-solids production from residuals at new and upgraded treatment plants.
- Identify future end use/disposal pathways and hence alignment of residual handling technology to suit.
- Interface with tradewaste review project to manage contaminants that would be detrimental to future reuse
 options.
- Decommission ponds systems as new treatment plants come online.
- Base case solution is assumed to be creation and management of a dewatered biosolids monofill cell on site at Waipawa.
- Apply for consents as needed.

5. Loading and Flow Management

A key aspect in managing wastewater is managing what needs to be treated and then discharged; and this is achieved by knowing and controlling what is coming into a treatment plant. Volume and composition are two key groups of parameters that help to decide what the treatment plant does and how it operates. While the treatment can modify the composition, knowing the volume is essential as it helps to inform the nature of discharge opportunities.

Key influences of volume and composition (Loadings and Flow Management) are:

- Reticulation management, and particularly the management of infiltration and ingress (I and I) i.e. leakage
 into the sewer network; and
- Trade waste contributions, which include industrial contributions and the likes of septage reception (septic tank sludges).

All community wastewater systems must manage reticulation and trade waste impacts. Understanding their nature determines the treatment required and discharge impacts. This can change over time, as communities grow and sewer networks expand, and as industry is attracted to communities.

All of the six Central Hawke's Bay communities will have some degree of reticulation I and I. Understanding it and having a plan to reduce where appropriate is critical. This may change over time as reticulation infrastructure ages and renewal programmes take effects.

Waipukurau is the community that is currently most influenced by industrial discharges, with current industry accounting for more than 50 % of the community's organic load to the treatment plant and less than 15 % of the flow. Subtle changes in the volume and composition can have a significant impact on treatment plant selection and design.

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A further important aspect is having confidence in the potential for changes over time, requiring growth projections of not just the residential population to be considered, but also changes in industry.

The nature and type of treatment plant required, as influenced by reticulation and tradewaste, then influences the management of residuals, as set out in Project 4.

Current programmes:

- Tradewaste review programme.
- Tradewaste bylaw review.
- I and I programme.
- · Reticulation renewals.
- Growth planning.

Future programmes:

- Tradewaste development strategy.
- · Reticulation and sewer management strategy.

Insert chart showing cost of 5 projects over time.

Renewal of existing assets

The installation date records for pumping, storage and treatment assets held in Council's core asset database are unreliable or have large data gaps. Asset age, as derived from the core asset database, is not currently used as a core indicator of asset condition.

A condition assessment was conducted by Veolia in 2018 at the beginning of the new maintenance contract. This condition grading data uses a 1 to 4 scale (1 is good and 4 is very poor) and is the most up to date reference for estimating asset likelihood of failure. A summary of the data is presented below.



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A number of civil structure, mechanical and valve assets are in very poor condition (condition grade 4) and have a high likelihood of failure. The majority of assets have been assessed as condition 2 and are in average condition.

A rudimentary risk assessment has been conducted by multiplying the 1-4 condition grade scores (representative of the likelihood of failure,), with the 1-3 criticality scores (representative of the consequence of failure). The resulting risk is presented below. This method does not fully align with the typical 5 x 5 risk matrix used by Council but is useful as a basic estimate of risk.



A number of civil structures represent the highest risk. These are the priority focus for future condition assessment work to identify proactive renewal projects.

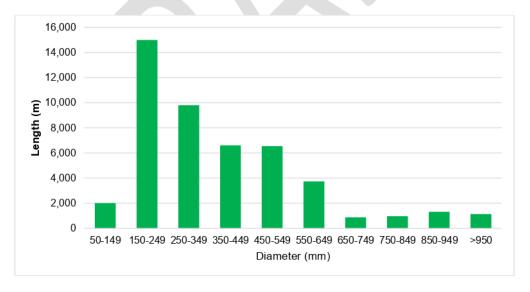




STORM WATER

Key Issue	Priority for this Plan
Helicore pipe failure risk	Helicore pipe has been collapsing, causing sink
	holes and poses significant risk. Council is
	targeting the replacement of all Helicore pipe,
	however there is uncertainty around which
	pipes are Helicore. Council has set aside budget
	for dealing with reactive replacement of
	Helicore pipe if new failures occur or if Helicore
	pipe is identified during regular day to day
	activity. There is also a proactive stormwater
	condition assessment programme which will
	help identify the location of Helicore pipe.
Open drains – maintenance requirements and	Council has an extensive network of open drains
condition assessment	and is increasing effort to maintain the condition
	of the drains. Targeted ongoing maintenance is
	required to ensure that open drain capacity is
	maintained, and flood risk is reduced.

There are two main stormwater networks servicing the towns of Waipawa and Waipukurau. There are also six smaller networks providing varying levels of coverage for the townships of Otane, Takapau, Porangahau, Te Paerahi, Kairakau, and Blackhead Beach. The management or control of stormwater flows elsewhere in Central Hawke's Bay falls under the control of Council's Land Transport section, The Hawke's Bay Regional Council or the private land owner. Figure xyz below shows the length of pipe installed in the district by diameter. The total length of pipe is 48 km.



The largest cohort of pipe is 225 mm diameter. There are also significant lengths between 300 and 600 mm diameter. Figure xyz shows the distribution of pipes between each community scheme.

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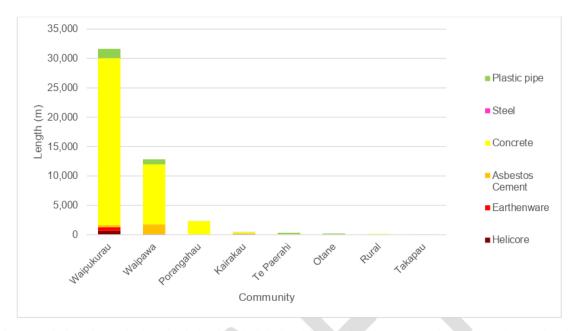
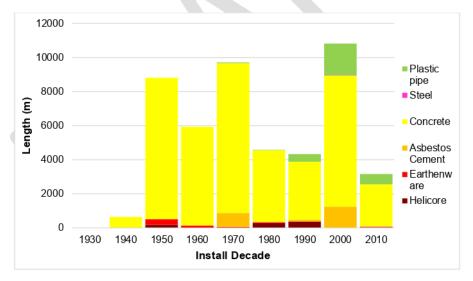


Figure xyz below shows the length of pipe installed during different decades and is coloured according to the pipe material.



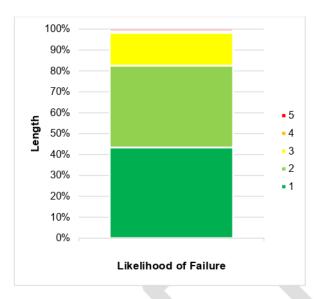
This shows large portions of the network installed in the 1950s, 1970s and 2000s. Concrete pipe has been the predominant material throughout.

As described in Section xyz, Council currently uses asset age as the proxy for determining the likelihood of failure of reticulation assets.

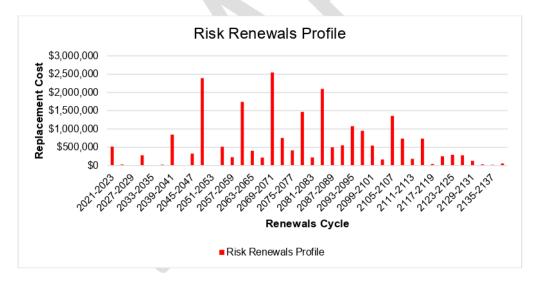
Figure xyz below shows the likelihood of failure distribution for stormwater pipes.

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Few assets have already exceeded their theoretical useful lives. Increased renewal budget is expected beyond 2050 when the older concrete pipes begin to approach the end of their estimated useful lives. Budgets are presented in three year periods.



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TRANSPORT

The district is served by State Highway 2 and State Highway 50 (managed by Waka Kotahi) and 1,264 km of local roads. These roads, and associated assets, provide vital links to Central Hawke's Bays residents. Much of the land transport activity's focus is guided by the adopted 2020 Land Transport Strategic Framework with the stated vision to:

"deliver safe, reliable and lasting road assets that connect our people and places and allow our district to prosper"

The Strategic Framework provides the vision for the activity and details four pillars for achieving community outcomes. These are:

- 1. Safety above all else
- 2. Connected and resilient infrastructure and communities
- 3. Protecting our natural and built environments
- 4. Economic resilience and financial sustainability

These pillars, their supporting actions and the overall intent of the Strategic Framework flow through into infrastructure investment decision making at all levels.

The table below shows the local road lengths summarised in terms of the One Network Road Classification hierarchy.

One Road Network Hierarchy	Length (km)	Proportion (%)
Arterial	0.57	<1%
Primary Collector	0.75	<1%
Secondary Collector	268.00	21%
Access	551.00	44%
Access (Low Volume)	444.00	35%
Total	1,264.00	

The table below summarises the same local roads this time by type.

Pavement Type	Rural (km)	Urban (km)	Total (km)
Sealed	788.10	68.08	856.18
Unsealed	400.07	1.91	401.98
Major Bridges	5.74	0.13	5.86
Total	1,193.91	70.12	1,264.02

The average age and average remaining life of roading assets is a key determining factor in driving planned future investment. This information is shown in the table below for major asset classes.

	Age (weighted average)	Remaining Life (weighted average)	Standard Lives (Range)
Drainage	30	42	30-80 Years
Footpaths	34	48	40-75yrs

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Sealed Pavements			
Surface	9	6	2-25yrs
First Coats (as pavement structure)	27	40	50-75yrs
Basecourse	27	39	50-75yrs
Subbase Urban	29	37	50-75yrs
Unsealed Pavements			
Wearing course	4	2	5 Years
Bridges			
Bridges	55	45	80-140 Years
Bridge Culverts (Cross-sectional area >3.4m2)	36	39	70-80 Years
Retaining Walls	35	37	35-75 Years

Council develop and maintain a 10-year forward work programme to ensure effective and efficient service level delivery in line with requirements set heavily by NZTA who are a major (60%) funder of the activity. This programme is based on historical records, recent work practices, along with visual inspections of the network and incorporates outcomes of analysis tools such as the Treatment Selection Algorithm (TSA) and RIMS dTIMs (pavement performance modelling). The programme incorporates road sections requiring Area Wide Pavement Treatment (AWPT), resealing, metalling of unsealed roads and drainage requirements one year in advance of the reseal programme. The process details are included in the life cycle management plans for each asset group.

The key issues with the Central Hawke's Bay transport network are as per the problems identified in the Strategic Business Case prepared as part of the regular asset management planning cycle and preparation of work programmes to NZTA. The issues identified for addressing are:

- Safety: Deficiencies in the transport network combined with an increasing demand on the system is leading to crashes that result in death and serious injury.
- **Resilience**: Existing infrastructure is vulnerable, aging and unable to meet increasing demands reducing the reliability of the transport network leading to isolated communities, higher transport costs and reduced economic opportunities.
- Access: Existing transport infrastructure provides limited multi-modal options for people to access goods and services leading to inefficient trips and high reliability on private motor vehicles.

There are also routine problems that arise as a result of operating in difficult environmental conditions (soft soils, hilly terrain, high rain fall) causing the road network to deteriorate over time, for example:

- The sealed network requires resealing as the seal wears out causing loss of traction and permeable pavements increasing the likelihood of accidents and further pavement deterioration.
- Metal loss from unsealed roads creates unsafe situations for road users and exposes the road base to more rapid deterioration.

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- Drains and drainage appliances lose their effectiveness over time due to vegetation growth, silt, scour etc. putting the network at risk from high rainfall events. This increases the risk of interruption of transport services and potentially increases the cost to businesses in the area by lowering productivity.
- · Lighting, line marking, and signs deteriorate over time increasing the accident risk to road users.

The below chart shows the significant areas for investment in transport assets over the 10 year period from 2022 to 2032. Extend to 30year view







PLACES AND OPEN SPACES

1. Introduction

This strategic overview of the Places and Open Spaces Activity is supported by three separate Asset Management Plans:

- Open Spaces Asset Management Plan
- Cemeteries Management Plan
- Community Facilities Asset Management Plan.

The Places and Open Spaces activity has aimed to achieve a 'basic' level of asset management sophistication across these three asset management plans. Through improvement Planning the activity is aiming to work towards achieving a 'core' level of asset management sophistication by 2027. Significant work however, compiling full asset lists and completing condition grading and renewal profiling will be required to achieve this level of sophistication.

This section of the Infrastructure Strategy provides a strategic overview of the Places and Open Spaces for a period of ten years only, not thirty years as required by legislation for other activities.

2. Overview of the Assets

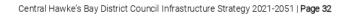
The following table provides an overview and description of the Activity and sub-activity that make up the Places and Open Spaces Activity Group.

Activity	Description
Open Spaces	This activity is split into four sub-activities of Camping Grounds, Reserves, War Memorials and Urban Maintenance. A brief summary of each sub-activity is provided below: Camping Grounds Camping Grounds Camping Grounds includes four campgrounds, three located on our Coastline and the Waipukurau Holiday Park. All of these assets are leased. The activity also included freedom camping sites. Open Spaces Reserves includes a total of 66 recognised reserve areas, across at least 185 hectares. War Memorials Our Districts Cenotaphs and memorials. Urban Maintenance Urban maintenance includes roadside spraying and mowing in our urban areas as well as litter bins and open space furniture.
Public Toilets	24 Public Toilet facilities are split into three categories – high, medium and low profile, with the maintenance, renewal and development of the assets prioritised accordingly.
Retirement Housing	 The activity includes a total of 48 units spread across three sites: Kingston Place Waipawa Ruahine Place Waipukurau Wellington Street Waipukurau

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Activity	Description
Libraries	Council has provide two library facilities at the Waipukurau Centennial Memorial Library and the Waipawa Library. At the time of writing the Waipukurau Library is closed due to critical seismic vulnerabilities.
Community Facilities	Community Facilities include the following facilities: Civic Theatre CHB Municipal Theatre Waipukurau Memorial Hall Waipawa Pool Community Halls Community Rooms Miscellaneous Council Properties Councils administration building is managed under this asset management plan, however is funded through the organisational overhead.
Cemeteries	There are 15 Cemeteries across the District that Council maintain. 12 of those cemeteries are still open cemeteries for burials.





3. Challenges and Opportunities

The following challenge and opportunities have been identified for the Places and Open Spaces Activity.

Activity Challenge	Opportunity
The lease and wastewater consent for Pourerere expire in 2023. Kairakau Campground currently occupies road reserve and has no legal tenure. Op Waipukurau Campground requires ongoing investment to meet lease and basic legal requirements of the Campground Regulations. There is no strategic direction for camp grounds. Open Spaces Significant long term underfunding and deferred maintenance requiring urgent investment in the renewal of many assets, in particular playgrounds. Open Spaces No strategic or tactical documents to help guide Councils investment in open spaces. Uni	Deportunity to create a sustainable long term strategic approach to camping grounds, that achieves a holistic range of Council outcomes through the development of a Camping Strategy. Deportunity to rationalise or dispose some of its assets or reconsider the benefits realised for the District. Deportunity to partner with passionate community groups for the long-term development and management of community open spaces. Deportunity to identify new open spaces for acquisition and to plan for these in conjunction with development contributions. Unique opportunity to community pride and address the communities wellbeings, particularly in areas of heightened deprivation.

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Activity	Challenge	Opportunity
	War Memorials	War Memorials
	The Waipawa Memorial Clock needs upgrading and painting at	There are no immediate opportunities.
	notable cost. The site has not yet been assessed for its seismic capacity.	
	capacity.	
	<u>Urban Maintenance</u>	<u>Urban Maintenance</u>
	There are no immediate challenges relating to urban maintenance.	There are opportunities to placemaking and creating vibrancy in our town
		centres, through minor tidy ups and renewal of components over time.
	Public Toilets do not have a detailed renewal programme and have	The upgrade and renewal of some facilities, has the opportunity to support
	not had detailed renewal profiling completed.	and add to the experience and facilities for visitors and the community.
Public Toilets	Pourerere Beach toilets have significant water and wastewater challenges and require significant upgrade.	
	Vandalism is an ongoing risk for the activity.	
	In its current operating approach the activity will have exhausted its	Opportunity to increase rents to make the portfolio viable as part of the
	reserves in full within three years.	Section 17a review of the service.
	Rents have been low for a long time and significant increases are required.	Ability to further raise rents and develop new flats, subject to Councils financial borrowing constraints.
Retirement Housing	Increasing legislative requirements mean investment in the units is required over the next three years.	
	The units are aging and ongoing renewals needs to be planned and funded for.	
	There is a notable waiting list for access to the flats.	

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Activity	Challenge	Opportunity
	The closure of the Waipukurau Library is closed due to critical seismic vulnerabilities is a major challenge for the activity,	The opportunity to rethink the operation of the Waipukurau Library in the short and long term as part of the Development of a Community Facilities
	particularly after Council and community expectation the facility	Strategy, that supports the implementation of the Integrated Spatial Plan and
Libraries	had been strengthened.	Town Centre Planning.
Libraries		
	Community expectation of a library facility in Waipukurau.	Ongoing opportunity to leverage community funding and volunteerism to
		support programmes that enhance the social, cultural and economic wellbeing of Central Hawke's Bay.
	Many buildings have been assessed as requiring seismic work, or	The development of a Community Facilities Strategy through the 2021 Long
	through ongoing seismic assessment will require further work	Term Plan for implementation in 2024, will provide a holistic opportunity to
	through the life of the long term plan.	strategically consider the role, purpose and long-term investment position Council and Community makes in community facilities.
	The Waipukurau Memorial Hall being confirmed as earthquake	Council and Community makes in Community facilities.
	prone is a major challenge for the activity, particularly after Council	There may be the opportunity for the transformational realisation of some
	and community expectation the facility had been strengthened in 2016.	assets that are currently underutilised or undervalued.
Community		
Facilities	Facilities such the AW Parsons Facility requires community funding	
	for the ongoing delivery of their service and to support their	
	upgrade, which cannot be achieved through community funding.	
	Detailed renewal profiling and condition grading of community	
	facilities has not been completed.	
	Councils administration building is reaching the end of its economic	
	life, not being fit for purpose.	
	There are particular risks around data management as a result of	There are no immediate opportunities for the activity.
Cemeteries	human error. A systemised approach is required to mitigate this risk.	

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4. Current and Future Demand

The demand forecasts and their impacts on the assets are broken down by group and the key demand impacts and asset programmes/approach to meet demand area identified in the following Table.

Activity	Demand Forecast/Trend	Impact on Asset	Asset Programme/approach to meet demand
	Providing for Development Growth in Otane, Waipawa and Waipukurau Through the Integrated Spatial Plan 2020 – a blue print for growth in Otane, Waipawa and Waipukurau has identified	New assets and development will be required to cater for quality and fit for purpose open spaces	The acquisition of new open spaces identified in integrated spatial plan has been including development over the life of the Asset Management plan out to 20 years.
Open Spaces	Provision of quality integrated open space facilities The public expect Council to be able to provide quality and safe outdoor spaces and a requirement and core function of local government.	Ongoing renewal and upgrade of assets will be critical ongoing through the life of asset management plans and the strategy to meet the expectations of our community.	Renewals and upgrades of open spaces assets have been recommended in asset management plans, as well as the development of other walkway and cycleway networks.
Public Toilets	Increasing public and community expectation of quality, accessible and clean facilities Community expectation to accessible, quality and clean public toilets are continually increasing, and will continue to increase. With a growing population and the expansion of key facilities such as the Tukituki Trails, and coastal experiences, quality facilities for visitors and the community are minimum expectations.	Considered renewals to ensure the quality of facilities and quality operational maintenance plans to ensure cleanliness and reliability. Provision of new facilities to respond to growth will need to be considered.	Funding for the ongoing renewal and maintenance of toilets has been made in Asset Management plans. Provision of upgraded and new facilities in Asset Management Plans are also proposed.
Retirement Housing	Our over 65+ population will increase from 20 to 26% of our population by 2031 In real terms this will see 1,515 more people in our community aged over 65 by 2031 and a further 2,173 over 65's from 2031 to 2051.	Demand for our units will continue to increase, with an additional 3,688 over 65's forecast for the next 30 years and a greater level of over 65's entering retirement with significant debt or considered the 'working poor'.	At this time, no provision has been made for the addition of new Retirement housing despite the increases forecast.

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Activity	Demand Forecast/Trend	Impact on Asset	Asset Programme/approach to meet demand
Libraries	Library Facility in Waipukurau The closure of the Waipukurau Library is closed due to critical seismic vulnerabilities is a major challenge for the activity, particularly after Council and community expectation the facility had been strengthened. The Community expectation is that a library facility in Waipukurau will occur.	Council will need to consider short term and longer term arrangements to provide library services in Waipukurau.	Funding is provided for a major renewal and upgrade of a library facility in Waipukurau.
Community Facilities	Earthquake Strengthening A number of properties that are key assets including the Waipukurau Library and Waipukurau Memorial Hall are earthquake prone and requiring strengthening to meet legislative requirements as well as being function and safe buildings for staff, customers and contractors. Councils main building is not an Importance Level 4 building and no other facility that will achieve Importance Level 4 has been identified as an option for business continuity of Councils Services.	Key buildings will require seismic strengthening to meet legislative and business continuity requirements.	Investment in strengthening of the Waipukurau Memorial Hall is provided for in this plan. Major upgrade of new facilities for Councils administration building and Waipukurau Library is made in this plan. No provision has been made in this plan for the demolition or disposal of Waipukurau Library.
	Reducing or low levels of use of some assets Buildings such as the St Johns Building receive little or no use, however the land is restricted by legislation or required for future use.	Building use will continue to decline however the potential for future use of the land remains. Many buildings are no longer fit for purpose, with a run to failure approach or demolition proposed.	Run to failure of assets such as non-essential sheds, St Johns Building. Community Facility Strategy to provide strategic response to address usage of assets. Future disposal of some assets when they have reached the end of their economic life.

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Activity	Demand Forecast/Trend	Impact on Asset	Asset Programme/approach to meet demand
	Modern, accessible and fit for purpose spaces Customers and Lessee's expect modern fit for purpose spaces, allowing for programmes and services to be delivered as well as providing accommodation for staff and contractors that are attractive and comfortable working spaces.	Upgrade and reconfiguration of many buildings is required to make them fit of purpose and to provide a level of provision satisfactory to the community.	Community Facility Strategy to provide strategic response to address usage of assets. Modernisation of key buildings is proposed including the CHBDC Administration Building and Waipukurau Library.
	Many buildings are still configured in traditional approaches to building design, making them not fit for purpose or inefficient in relation to design or layout.	Where upgrade is not provided, there is customer pressure or declined use as customers choose other services.	Provision is made for the renewal of high profile facilities, however further analysis is required to ensure assets remain in a condition suitable to the community.
Cemeteries	Shift to 'other' interment options Natural burials are increasingly an area where additional interest is being raised. Central Hawke's Bay has a unique opportunity to be a leader for the provision of natural burials for the wider Hawke's Bay Region into the future.	No provision for alternative interment options are currently available within our Districts Cemeteries.	We have made provision for the development of a Cemetery Management Plan to guide the development, operation and future of our Districts Cemeteries.
	While Central Hawke's Bay is largely bi-cultural, there is increasing diversity in the community of cultural background. There has been no demand or requests for burial areas to respond to specific religious beliefs or requirements at this time.		

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5. Key Projects

Recommended Key Projects

The following projects are the recommended key projects for the Places and Open Spaces Activity, based on the Asset Management Plans for the Activities.

Insert table following the 5th workshop

Funded Key Projects

Populate upon confirmation of programme

Consequence of un-funded Key Projects

Make notes and draw conclusions on projects not funded.





6. Financials

Recommended Financial Requirements

The following financial breakdown, details the operational, renewal and capital funding recommended requirements for the ten year period.

Insert FIS table on completion of recommended programmes

Funded Financial Requirements

The following financial requirements were achieved following the adoption of the Long Term Plan 2021 – 2031.

Insert FIS table on completion of recommended programmes

Consequence of Un-Funded Financial Requirements

Make notes and draw conclusions on projects not funded.

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SOLID WASTE & LANDFILL

Council currently provide a kerbside recycling collection service in Waipukurau and Waipawa and a kerbside refuse collection service across the District using official council green 60 litre and yellow 35 litre plastic bags. A 60 litre comingle crate is used for kerbside collection of plastics, cans, papers and cardboard and a dedicated 45 litre crate for glass.

Materials including general refuse, green waste, scrap metal and hazardous waste can be taken to the Council's four transfer stations located at Waipukurau, Waipawa, Porangahau and Takapau. All waste generated from within the district is transported to the Council operated landfill on the outskirts of Waipukurau. Waste is also transported in from outside the district. There are eight closed landfills around the district, which are monitored under the terms of their resource consents.

Funding is provided for waste minimisation and sustainability education services to schools across the district and funding is also provided for a number of waste minimisation activities and initiatives. The source of this funding is through the Ministry for the Environment's Waste Minimisation Levy Fund.

The key projects identified for the Solid Waste activity in this plan for the period of 2021 – 2031 are detailed in the table below. These projects have been identified as the key projects to address demand and expected increases in levels of services identified in this plan.

Location	Project Description	Year	Value
Waipukurau TS	New weighbridge	1	\$1,000,000
Waipukurau TS	Concrete surface of greenwaste area	1	\$47,000
Waipawa TS	Concrete surface of greenwaste area	2	\$47,000
District Landfill	New Landfill Extension Cell	4	\$2,000,000
Waipukurau	New transfer station	10	\$4,000,000

Key issues, assumptions and uncertainties affecting solid waste are discussed below.

Affordability

There is a strong incentive coming from Central government to encourage an increase in New Zealand's diversion from landfill. The most effective method to achieve increased diversion is to make it more expensive to dump to the landfill. Central Hawke's Bay currently has a diversion rate of only 32%. The cost of dumping rubbish is going to rise significantly because of increased landfill costs, an increase in the waste levy and the increased cost of carbon credits. The landfill levy will almost certainly double from \$10 to \$20 per tonne, or could rise significantly to \$40 or \$50 per tonne. As 50% of levy money collected is returned to councils for waste minimisation incentives and projects, this would result in huge increases in funding for Council.

Reduction

A waste analysis carried out in 2019 as part of the WMMP review process, discovered that 68% of potential recycling material ended up in the landfill, in other words, 32% diversion. This is a very low percentage and the new WMMP has set a target of 48% reduction by 2025.

Incentive

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To encourage our residents to dispose of less recycling as rubbish in the transfer stations, Council needs to make it more difficult to dispose of waste and much easier to recycle. This will require the installation of better facilities and processes.

Increased Activity

As the district grows, so will the volumes of refuse and recycling and through the WMMP and the Section 17A review, it is vital that Council ensures there is adequate infrastructure in place to manage it. Failure to do so will have a detrimental environmental effect on the district.

Education

Council has an active schools education programme, but residents also need to be educated about what is recyclable and what is not. It can be difficult to understand what plastics are recyclable, what cans to put in their kerbside recycle crates, can they recycle their glossy magazines and so on. Central government has launched a national initiative to standard kerbside recycling. There has been vast support for the initiative from councils, including CHBDC, and from the industry, recycling companies.

Confusion

The recycling message has not been clear enough in the past and surveys show that people are confused, not just in CHB, but across the country. The international recycling symbols are not easy to read in many cases and even when they are, people are not sure whether they should put their items in the rubbish bag or recycling crate for kerbside collection.

Bad Messaging

Most councils experience the same problem, a belief amongst their residents that their recycling only goes to landfill anyway, so why even bother to recycle. Unfortunately, this type of messaging travels better than fact and Central Hawke's Bay District Council is currently launching a 'Waste Free CHB" communications programme informing residents about things like:

- waste reduction
- identifying recycling
- · encouraging effective recycling
- where their recycling goes for processing

The programme will run continually and will run parallel to other solid waste communications messaging.

Communications

Correct and effective communications are a massive part of a successful solid waste activity within council. Central Hawke's Bay is very fortunate to have a great communications team which proactively interacts with the community. Further communications is planned for all means of social media and Council website.

Significant Negative Effects

Waste to Landfill

Landfilling of rubbish presents a significant adverse effect on the receiving environment. Council has set goals through its Waste Management and Minimisation Plan 2019 (WMMP) to increase diversion from landfill from currently 32% to 48% by 2025 and aspirationally, to 70% by 2040. The WMMP outlines strategies that Council can implement to meet this target.

Leachate and Stormwater Discharges

Leachate discharging from the landfill and sediment eroding off the landfill can result in degradation of the environment if they are not contained. To mitigate the effect of leachate, a leachate irrigation system is currently

Central Hawke's Bay District Council Infrastructure Strategy 2021-2051 | Page 2



being installed. In addition, extensive groundwater monitoring for potentially toxic substances is required in accordance with the operative resource consent.

Windblown Recyclable Materials

Paper and other lightweight recycling material are prone to wind displacement, particularly in the exposed areas. Perimeter fences are in place around transfer stations intercept windblown materials and are periodically cleaned to maintain the visual presentation of the sites.

Insert solid waste / landfill capital charts



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7.11 RESOLUTION MONITORING REPORT

File Number: COU1-1400

Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Council Resolution Monitoring Report 18 November 2020 4

PURPOSE

The purpose of this report is to present to Council the Resolution Monitoring Report. This report seeks to ensure Council has visibility over work that is progressing, following resolutions from Council.

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as not significant.

DISCUSSION

The monitoring report is attached.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

An updated Resolution Monitoring Report will be presented to the next Council meeting 11 February 2021.

RECOMMENDATION

That, having considered all matters raised in the report, the report be received.

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Council Resolution Monitoring Report 18 November 2020

Key	
Completed	
On Track	
Off Track	

Item	Council Resolution	Resolution Date	Responsible Officer	Progress Report
	Council considers Option 5. Retain the current funding for drinking water and wastewater with targeted rates for those connected to the network and initiate a full Rating Review only after all the information is gathered and known about the extent of the CHB drinking water and wastewater future expenditure.	3/05/2018	Brent Chamberlain	Complete - Council adopted the Rating Review post consultation 22/10/2020
	a) That Council proceeds with Option two of the Draft Long Term Plan being to develop town centre plans for Waipukurau and Waipawa and Community Plans for Tikokino, Ongaonga, Takapau, Porangahau and Otane.	3/05/2018	Christine Renata	On Track - This work is underway. The first community workshop in Takapau was held on 24 February with the second community engagement session held on 31st October. Ongaonga's community workshop was held on 20 July with the second community engagement session occurring on 8th August. Both plans are complete and an adoption date is being decided upon.

	a) That Council approve the use of up to \$400,000 from the Adverse Events Fund to support Councils contribution to the costs of repairing December storm damage. b) That Council delegate authority to the Chief Executive to expedite the procurement of services to support repair works. c) That Council strongly urges NZTA and the Ministry of Transport to extend timeframes in which emergency work is to be completed.	28/02/2019	Josh Lloyd	On Track - Major works have been completed with work only left to complete on Tourere Rd which will be complete in November 2020.
Non-rateable Income Funding Strategic Framework.	 a) That Council adopt the Non-rateable Income Funding Strategic Framework. b) That progress towards achieving the outcomes of the Non-rateable Income Funding Strategic Framework be reported to the Finance and Planning Committee as part of the regular work programme updates. 	10/04/2019	Monique Davidson	On Track - Officers continue to work through the implementation of this strategy. Key objectives through this year will be guided by the Finance and Infrastructure Committee work programme.
Sealing of Roads	a) That Council approve targeting external funding through the creation of business cases to support investment in sealing to control dust by reallocating \$50,000 from existing carry forward budgets b) That Council reprioritise \$200,000 of the existing Land Transport budget/work programme to contribute to sealing of roads to control dust if required.	23/05/2019	Josh Lloyd	On Track - Council has dedicated \$50k from carryover funds into developing business cases for dust control in 2019. Stantec have been engaged to support the work. Council officers, with support from Stantec engineers, completed an assessment of known areas where dust is an issue and tested these against NZTA criteria for funding. A case was prepared and presented to attract 'shovel-ready' funding for sealing of roads with no success. Officers have sought further advice from NZTA on what would be required to obtain funding for a limited number of roads for sealing.
Pound Facility in Central Hawke's Bay	a) That Council approve additional capital expenditure of \$297,000 in the 2019/20 for the development of a pound facility in Central Hawke's Bay	23/05/2019	Lisa Harrison	Off Track - Officers preferred options for development is no longer available. Officers are now working through alternative options, however are facing challenges in relation to available and suitable property in relation to budget. In the current environment (COVID-19 and Drought) we continue to look for opportunities to find a suitable property within budget constraints.

	a) That \$250k from the rural reserve fund is tagged for supporting water security initiatives in Central Hawke's Bay. b) That council supports a collaborative approach at both a local and regional level for development of water security initiatives. c) That council requests staff bring back a framework which includes further information on the potential role of Central Hawke's Bay district council together with water Holdings CHB, HBRC and the Tukituki taskforce, for understanding issues of water security and creating a local package of solutions.	23/05/2019	Monique Davidson	On Track - Council adopted an additional resolution on the 13th February giving the Chief Executive delegated authority to spend up to \$50,000 on helping advance the work of the Tukituki Leaders Forum. A report updating Council on this work is included was included the agenda for 3 June 2020. In August 2020, Council approved \$58,000 of financial support to Water Holding's Hawke's Bay to fund the science charges related to the IP they hold. Council continues to support and advocate on this matter. An update from Hawke's Bay Regional Council on the Water Security Programme will be requested for early 2021.
Ngā Ara Tipuna – Waipukurau Pā site	That Finance and Planning Committee recommend to Council to resolve to apply for funding of \$250,000 to the Eastern and Central Community Trust Community Assets and Facilities Fund for Ngā Ara Tipuna –Waipukurau Pā site interpretation.	29/08/2019	Doug Tate	Complete Council were successful in achieving \$200,000 of funding for the project in September.
Land Transport Section 17(a)	That Council adopt the completed and attached Land Transport Section 17(a) Report and support Officers to programme and complete work to meet the recommendations.	29/08/2019	Josh Lloyd	On Track - Section 17a completed in 2019 and Officers are continuing to work through recommendations including the recent creation and adoption of the Land transport Strategic Framework.
Elected Members' Remuneration and Expenses Policy	That the council review the Elected Members' Remuneration and Expenses Policy including the childcare provision and its content before the next triennium.	14/11/2019	Monique Davidson	On Track - This work is programmed as per timeframes requested.

Title Ngā Ara Tipuna - Funding	Council approve the underwriting of up to \$775,000.00 of funds for the project, Ngā Ara Tipuna, subject to the following conditions: (a) That prior to any funds being drawn down for the underwriting of the project by Council, a further resolution of the elected Council is sought by Officers	13/02/2020	Craig Ireson	Complete The project is now at a point where no underwrite from Council will be required to achieve the full delivery of the project.
	(b) That Officers work with Hapū and Taiwhenua to develop a shared liability underwriting facility, and this is brought back for approval, prior to Council providing any underwrite.			
	3. That Council resolves to apply to the Lotteries Environment and Heritage Fund for up to \$600,000 of funding towards Ngā Ara Tipuna.			
Water Security Framework - Allocation of Funding	b) That Council give the Chief Executive delegations to utilise and make financial decisions of no more than \$50,000.00 from the \$250,000 tagged for the delivery of Water Security Initiatives. c) That Council in granting these delegations note that the \$50,000.00 will in principle be used to advance engagement and work within the Tukituki Leaders Forum, and specifically to ensure Central Hawke's Bay District Council has the required resources to contribute in a meaningful way.	13/02/2020	Monique Davidson	On Track Together in partnership with the Regional Council a Project Manager has been engaged to support and accelerate the work of the Tukituki Leaders Forum. The Tukituki Leaders Forum have also agreed to increase the number of meetings it has to ensure ample time is given to Water Security as well as other catchment matters. Following the resignation of two members of the forum, consideration is currently been given to the forums future purpose and function.
Motion (resolved) - Reserve Fund Replenishment	3) That Council requests the Chief Executive investigate options and lead a process as part of the Long Term Plan, for Council to consider an approach to the replenishment of key reserve funds and further, that this work considers external funding options.	13/02/2020	Monique Davidson	On Track No progressive work has progressed on this item, given the affordability constrains presented in the Long Term Plan 2021-2031 timeframe. While provision has been included in the budgets for the replenishment of the Adverse Events Fund, at this stage no further replenishment of the Ward funds has been considered. This work will be further reviewed during the development and review of Councils current Investment Policy, where options for Community Endowment and partnerships with existing foundations will be considered.

Joining the LGFA as a Guarantor	 That Officers prepare the associated legal documents in readiness for execution at a later date. That Report 6.2 lay on the table until the next Council Ordinary or Extraordinary Council meeting, or the Events Emergency Committee meeting. 	25/03/2020	Brent Chamberlain	Complete - Council paper included in agenda 18/11/2020
Adoption of CHBDC Covid-19 and Drought Economic Recovery Plan	a) That Council approve the COVID-19 and Drought Economic Recovery Plan.	9/04/2020	Doug Tate	Complete The plan has been operationalised with a structured process for delivery. Council receive regular updates currently on a monthly basis as well as formal reporting through the Strategy and Wellbeing Committee.
Ngā Ara Tipuna - Procurement Approval	a) That Council approve the Detailed Procurement Plan for Ngā Ara Tipuna – Construction and Media delivery. b) That Council approve the direct procurement of Locales Limited for Ngā Ara Tipuna – Construction and Media delivery valued at \$1,716,180.	9/04/2020	Doug Tate	Complete Work is now well underway and is being managed and monitoring through the Project Control Group.
Adoption of Draft Integrated Spatial Plan	That Council adopt the Central Hawke's Bay Integrated Spatial Plan for community consultation as part of the Long Term Plan 2021 – 2031 pre-engagement.	30/07/2020	Doug Tate	Complete Council adopted the integrated spatial plan at its meeting on 30 July 2020 and its implementation is already underway, being included in asset and activity management plans being considered by Council as part of the Long Term Plan.
Adoption of Draft Statement of Proposal / Revenue and Financing Policy - Rates Review Consultation	That Council adopts the Statement of Proposal and Draft Revenue and Financing Policy for community consultation, and that Council endorses the proposed consultation approach.	30/07/2020	Brent Chamberlain	In Progress - will be included in LTP Consultation pack
Partnership funding for Food East (Hawke's Bay Food Innovation Hub)	That having considered all matters raised in the report: a) Council approves funding of \$20,000 for the Food East (Hawke's Bay Food Innovation Hub).	30/07/2020	Doug Tate	Complete A funding agreement is now in place and the first component of the \$20,000 in the current financial year has been released.

Adoption Of Debt	That having considered all matters raised in the report and	24/09/2020	Brent	In Progress - will be included in LTP Consultation pack
And Treasury	following the recommendation of the Risk and Assurance		Chamberlain	
Management	Committee:			
Policy	a) That subsequent to the minuted amendments being			
	made, Council adopt the proposed "Treasury Management			
	Policy (Including Investment and Liability Policies)" to be			
	included as part of the Draft Long Term Plan 2021 – 2031			
	which will be consulted on in early 2021.			

7.12 QUARTERLY NON-FINANCIAL PERFORMANCE REPORT JULY - SEPTEMBER 2020

File Number: COU1-1400

Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Quarterly Non-Financial Performance Report July-September 2020

Acon:

PURPOSE

The purpose of this report is to present to Council the Quarterly non-financial performance report for the period 1 July – 30 September 2020.

RECOMMENDATION

That having considered all matters raised in the report:

That the Quarterly Non-Financial Performance Report 1 July—30 September 2020 be received.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as not significant.

BACKGROUND

These reports seek to provide Council a quarterly update on non-financial performance measures, as set out in the Long Term Plan 2018-2028.

Non- financial performance measure (often referred to as Statements of Service performance (SSPs)), compare performance on levels of service against benchmarks set by Council when adopting the Long Term Plan (LTP) or Annual Plan (AP).

Some of these SSPs are set by regulations from Central Government and are, therefore, measures that are used throughout New Zealand.

The 2018-2020 Long Term Plan sets out a range of performance measures which Council are required to report on quarterly. Over the course of the annual cycle, these performance measures then form the basis of the Annual Report.

DISCUSSION

The report is attached.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter:
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;

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- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

The second quarter non-financial performance measures will be reported to Council 11 February 2020.

RECOMMENDATION

That having considered all matters raised in the report:

That the Quarterly Non-Financial Performance 1 April – 30 June 2020 Report be received.

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Central Hawke's Bay District Council

Non-Financial Quarterly Report:

1 July – 30 September 2020

Leadership and Governance

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What Customers Want/Customers Value	Customer levels of Service	Performance Measure	Target 2020/2021	Achieved level of service
Council that listens to its community, responds efficiently and effectively, communicates well and	Responsive	The percentage of people who consider that Council has responded well or very well to community needs and issues.	75%	On track to achieve This will be assessed in Q2 2021 as part of our Independent Community Views Survey.
has a can-do customer services attitude.	Compliant	The percentage of formal consultation which follows legislative and policy requirements.	100%	On track to achieve Council is meeting legislative and policy requirements with regards to consultation.
	Responsive	Every time consultation occurs more than 4 engagement methods are used.	>4	On track to achieve This will be measured throughout the year.
	Compliant	The percentage of Council and Committee agendas made available to the public four working days before the meeting.	100%	On track to achieve There were 8 meetings in the reporting period, where updated information was provided to Council within the four-day period.
	Informative	The percentage of people who consider that Council has communicated well on Council business.	80%	On track to achieve This will be assessed in Q4 2021 as part of our Independent Community Views Survey.

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

Inclu	usive	Council meets formally with Taiwhenua o Tamatea at least 4 times a year.	4	On track to achieve Through Council's partnership with local Hapū and Te Taiwhenua o Tamatea in the development of The Maori Engagement Strategy, Nga Ara Tipuna, and Redeployment Projects.
Com	mpliant	Documents audited receive an unmodified audit opinion.	100%	Achieved The 2019/2020 Annual Report received an unmodified audit opinion.

Economic and So	Economic and Social Development				
What Customers Want/Customers Value	Customer levels of Service	Performance Measure	Target 2020/2021	Achieved level of service	
To have a strong Council voice that advocates and leads change in economic and social issues and opportunities for the District.	Participates	Council actively participates in regional collaborative initiatives around economic and social development.	Yes	On track to achieve Council remains an active participant in regional social development initiatives including Hawke's Bay Funders Forum, Hawke's Bay Housing Coalition, and Hawke's Bay Safe Communities Forum. Council is an active participant and leader in regional economic development initiatives including Matariki HBRDS, and THINK HB.	
	Leads	Council develops and implements a Community Wellbeing and Economic Development Strategy.	Yes	On track to achieve The Community Wellbeing Strategy is being actively implemented. The Economic Development Action Plan (EDAP) has been adopted by Council and implementation remains underway. An economic recovery plan has been developed to respond to the challenges of COVID-19 and drought, and this sits alongside the EDAP in the short-medium term, or as long as necessary.	

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

Inc	clusive	The percentage of the Youth Action Plan that is implemented and achieved.	80%	On track to achieve 60% implemented and achieved to date.
Inc	clusive	The percentage of the Safer CHB Action Plan that is implemented and achieved.	80%	On track to achieve 60% implemented and achieved year to date.
Inc	clusive	The percentage of the Older Persons Action Plan that is implemented and achieved.	80%	On track to achieve 60% implemented and achieved year to date.
	clusive	The percentage of the Disability Action Plan that is implemented and achieved	80%	On track to achieve 60% implemented and achieved year to date.
Eff	fectiveness	The annual visitor spend increases by \$1m annually.	+\$1m	Not on track to be achieved For the 12 months ending May 2020, visitor spend was at \$33m – that's down \$5m on the previous reporting period and down \$1.35m on the same YTD last year. This data is the most recent data set with MBIE's monthly regional tourism estimates (MRTEs) running 8 –12 weeks behind the quarter. This downturn was expected and noted as a probability in the previous report, and this means that this target is not achieved. The Covid-19 pandemic has negatively impacted these results. We expect these same results to continue in the first quarter of the new financial year.

Accessibility	The number of participants in events financially supported by Council.	3000	On track to be achieved We will continue to track the number of participants in events. The effects of COVID-19 is having an effect on events, however a successful spring fling season and a number of events planned in Q2 and 3 and will this achieved. The Ongaonga Victorian Fair alone saw over 3,000 people in attend this Council financially supported event early in Q2.
Effectiveness	Support the creation of net new jobs within the District.	50	On Track to be achieved Since the commencement of Mayors Taskforce for Jobs (MTFJ) in late June 2020, 315 people have come through the employment hubs and registered for assistance with finding employment. 74 people have been placed into sustainable employment and the team are working with 41 employers. MTFJ has a Youth focus however work with job seekers in the community and employers looking for employees to create an effective job match. Initiatives such as Life Coaching with Youth and Business Start Up courses have been developed to help people develop a career path. The MTFJ team continue to respond to the needs of the community to support people into employment. The Rapid Redeployment project concluded with a celebration on 9 October 2020. The project was a success with 43% of the workers moving into long term sustainable employment or seasonal work. Those who are yet to secure employment are still working with the Pastoral Care providers to address any barriers they might have.

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

Quality	The percentage of the community satisfied with the	95%	Yet to be achieved
	Economic and Social Development activity of Council.		Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

District Planning

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What Customers Want/What Customers Value	Customer Levels of Service	Performance Measure	Target 2020/2021	Achieved level of service
The District Plan is kept up to date and relevant to the needs of our community – helping us to maintain a well-designed and sustainable district	Effectiveness	Review of the District Plan is completed within timeframes.	Rolling Review of Operational District Plan	In recognition that the timeline established by Plan B was not achievable Council adopted a revised work programme and budget for the review on 24 September 2020. The revised work programme provides for notification of the Proposed Plan in late May 2021 and the development of a Project Plan in the first year of the 2021/2031 LTP to develop a schedule of plan changes to ensure the Plan is fit for purpose and reflects best practise moving forward. While the timelines of achieving an operational plan in 2020 are now redundant the new levels of service proposed for the review are inconsistent with those recommended to Council for the new LTP. Until Council formally adopts the new Levels of Service proposed for the review this inconsistency will remain. It should be noted however that the review is tracking in accordance with the revised work programme and is on target to meet the notification date of May 2021.

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

Land Use and Subdivision Consents

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer Levels of Service	Performance Measure	Target 2020/2021	Achieved level of service
The land use and subdivision consent process is compliant, efficient and user friendly.	Timeliness	The percentage of resource consents (non-notified) processed within 20 working days (the statutory timeframe).	100%	On track to achieve Land Use Consents 50% within 20 working days 69% when section 37 extension applied Subdivision Consents 48% within 20 working days 66% when section 37 extension applied
	Customer Service	The percentage of customers satisfied with the land use and subdivision consent services provided	90%	On track to achieve Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

Building Control

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer Levels of Service	Performance Measure	Target 2020/21	Achieved level of service
The building consent process is compliant, efficient and user friendly	Timeliness	The percentage of building consents processed within 20 working days (the statutory timeframe).	100%	On target to achieve 96.5% consents processed within working days. Processed: • 114 this quarter • \$14,489,992 value of consents this quarter • 104 same period 2019 • \$12,880,153 value for same period 2019
	Safety	The maintenance of building consent authority accreditation status.	Achieved	Achieved Council regained accreditation in November 2020. The next IANZ assessment is in 2022.
	Customer Service	The percentage of customers satisfied with the building consent services provided.	90%	On track to be achieved. Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

Public Health

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer Levels of Service	Performance Measure	Target 2020/2021	Achieved level of service
The public health process is compliant, efficient and user friendly.	Health and Safety	The percentage of food and other premises inspected at least once a year.	100%	 On track to be achieved. Under legislation and regulations, we are not required to inspect every premise every 12 months. This is a higher level of service than required in legislation and not provided for within current resourcing and budgets. The premises inspected this quarter include: 17 food and other premises inspected this quarter that we are required to inspect. 17 of 108 of food and other premises have been inspected year to date. ★ We register National programmes food premises but do not inspect or verify these, these are required to be verified by a third party verifier. We have 5 premises currently registered on National Programmes (these are not included in the 108 total food and other premises inspected).
	Health and Safety	Where premises do not meet minimum standards, a corrective plan is put in place to help them within 10 working days	100%	On track to be achieved There have been no corrective plans required this quarter.
	Responsiveness	Complaints received are responded to within 3 working days.	100%	On track to be achieved 100% of complaints have been responded to within the timeframe.

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

Customer Service	The percentage of customers satisfied	95%	On track to be achieved
	with the public		Will be measured in Q4 2020 as part of the Districtwide
	health services		Residents Survey.
	delivered.		

Animal Control

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance Measure	Target 2020/21	Achieved level of service
Excellent customer service is provided to our customers and the animal control activity minimises nuisance and makes our community a safer place to live.	Compliance	The percentage of known dogs registered.	>95%	On track to be achieved 89% - We continue to be proactive in this area, following up with those that haven't registered and encouraging registration of unknown unregistered dogs. 559 known dogs are currently unregistered with a total of 4834 registered.
	Safety	Percentage of serious dog incidences responded to within 2 hours	100%	On track to be achieved 100% - 25 Rushing/attacks and stock worrying calls were received this quarter.
	Safety	Response to all stock complaints and requests within 24 hours	100%	On track to be achieved 100% - 29 Stock wandering calls were received this quarter and responded to within the timeframe.
	Customer Service	The percentage of users satisfied with the Animal Control service provided	90%	On track to be achieved Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

CHBDC - Quarterly Financial Report July-September 2020

Together we Thrive! E ora ngātahi ana!

Compliance and Monitoring

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer Value	Customer levels of Service	Performance Measure	Target 2020/2021	Achieved level of service
The compliance and monitoring process is compliant, efficient and user friendly	Safety	Owners, or their agents, advised that their BWOF has lapsed within one month of expiry.	100%	On track to be achieved This measure will be tracked through the year.
	Efficiency	All PIMs, LIMs, and CCCs issued within the statutory timeframe.	100%	On track to be achieved PIMs 100%, LIMs 93% and CCCs 97% • 35 LIMs were processed this quarter
	Timeliness	Respond to complaints about non-compliance with bylaws within 3 days.	100%	On track to be achieved 100% for this quarter
	Compliance	The percentage of resource consents monitored within two years of being issued.	100%	Achieved 100%
	Customer Service	The percentage of users satisfied with the Compliance and Monitoring service provided.	90%	On Track to be achieved Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

Land Transport

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
The provisions of a safe and secure local roading network that meets the needs of our community	Safety	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number	Reduce total number to 0	Not achieved Fatalities this quarter =Nil Fatalities YTD 2020/21 = Nil Fatalities 2019/20 = 1 Serious Injuries this quarter = 1 Serious Injuries YTD 2020/21 = 1 Serious Injuries 2019/20 = 5
	Quality	The average quality of ride on a sealed local road network, measured by smooth travel exposure	Between 85 & 90%	Achieved 88.8% measured and recorded RAMM
	Quality	At least 20% of the footpaths in excellent condition and no more than 10% of the footpaths in poor condition measured annually	Excellent >50% Poor <10%	Achieved Stats TBC. The footpath rating has yet to be completed for this fiscal year.
	Quality	The percentage of the sealed local road network that is resurfaced	Between 6 and 8%	Achieved (the reseal season does not start until late November so no measurement). The plan is to complete 6%

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Responsive ness	The percentage of customer service requests relating to road and footpaths to which the territorial authority responds within 3 working days	100%	Not achieved 87% of requests have been responded to within 3 days.
Customer Service	The percentage of users satisfied with the roading service provided	90%	Not achieved Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

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Solid Waste

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
Council supports and provides incentives for waste reduction, reuse and recycling in line with its Waste Management & Minimisation Plan	Effectiveness	The tonnes of recyclables through the centre each year	>1500 tonnes	On track to be achieved Kerbside/DOC Jul 59.65 T Aug 83.91 T Sep 61.67 T Total for YTD 205.23 T.
	Effectiveness	The amount of green waste processed each year	>2,250m3	On track to be achieved Q 1 - 1233 cubic metres Total - 1233 m3 YTD.
	Awareness	The number of schools participating in waste minimisation programmes	75%	Achieved 94.4% of schools participating in waste minimisation programmes
	Awareness	Hold waste minimisation promotional events in the District	4	On track to be achieved Q4 - 1 events this quarter – free greenwaste day Total of one events.
	Customer Service	The percentage of users satisfied with the solid waste service provided	90%	On track to be achieved Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

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Water Supply

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer Value	Customer levels of service	Performance measure	Target 2020/2021	Achieved level of service
A continuous supply of water is provided at the right quantity, quality and pressure so that residents and industry can do what they need to do (for example, this should be deleted as we are not here to treat water for irrigation requirement or at least be changed to domestic irrigation, showering and recreation)	Safety	The extent to which the local authority's drinking water complies with part 4 of the drinking water standards (bacteria compliance criteria)	All potable supplies 100%	Achieved Otane 100% Waipawa 100% Waipukurau 100% Takapau 100% Kairakau 100% Porangahau 100%
	Safety	The extent to which the local authority's drinking water supply complies with Part 5 of the drinking water standards (protozoal compliance criteria).	All potable supplies 100% Target 2020	Achieved Otane 100% Waipawa 100% Waipukurau: Pending DWAU feedback on monthly reports result. Takapau: Pending DWAU feedback on monthly reports result. Porangahau: Pending DWAU feedback on monthly reports result.

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Quality	Percentage of real water loss from the local authority's networked reticulation system.	≤ 30%	Not achieved Work is underway to install meters and conduct night-flow analysis to accurately measure water losses. Currently this cannot be accurately measured.
Responsiveness	Attendance for urgent callouts; from the time that the local authority received notification to the time that service personnel reach the site.	≤ 2 hours	Achieved The median response time for this quarter is 34 minutes.
	Resolution of urgent call outs; from the time that the local authority receives notification to the time the service personnel confirm resolution of the fault or interruption.	≤ 12 hours	Achieved The median resolution time for the quarter is 2 hours 42 minutes.
	Attendance for non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel reaches the site.	≤ 6 hours	Achieved The median response time for this quarter is 34 minutes.
	Resolution of non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel confirm resolution of the fault or interruption.	≤ 72 hours	Achieved The median resolution time for the quarter is 2 hours 21 minutes There were 111 RFS's processed during the quarter.

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Customer Service	Number of complaints relating to drinking water received (per annum per 1000 connections to the local authority's networked reticulation system) Drinking water clarity, Drinking water taste, Drinking water odour, Drinking water pressure or flow, Continuity of supply, The local authority's response to any of these issues.	≤ 5	Achieved complaints per 1000 connections this quarter. There was a total of 0 complaints for the quarter. These complaints have been resolved. There are currently 4073 water connections to the networked reticulation system.
Demand Management	The average consumption of drinking water per day per water connection	≤1.80m3	Not achieved 2.17m³ average consumption of drinking water per day per connection for the quarter. There are currently 4073 water connections to the networked reticulation system. 8842 m³ produced per day. Water conservation and management strategy being reassessed.
Customer Satisfaction	The percentage of users satisfied with the water supply service provided	90%	Not achieved Will be measured in Q4 2020 as part of the Districtwide Residents Survey.

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Wastewater

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance measure	Target 2020/2021	Achieved level of service
The sewerage system is convenient, safe and reliable	Quality	Target number of dry weather sewerage overflows (per 1000 connections to the total sewerage system).	≤10	Achieved 0.288 dry weather sewerage overflows (per 1000 connections to the total sewerage system) this quarter. 1 reported overflow for the quarter. There are currently 3463 sewerage connections to the total sewerage systems.
	Quality	Target number of total sewerage overflows (per 1000 connections to the total sewerage system).	≤30	Achieved 0.288 sewerage overflows (per 1000 connections to the total sewerage system) this quarter. 1 reported overflow for the quarter. There are currently 3463 sewerage connections to the total sewerage systems.
	Compliant	Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of: abatement notices	0	Achieved Number of abatement notices received for the quarter: 0 Number of abatement notices received year to date: 0
		infringement orders	0	Achieved Number of infringement notices received for the quarter:0 Number of infringement notices received year to date: 0

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	enforcement orders and	0	Achieved Number of enforcement orders received for the quarter: 0 Number of enforcement orders received year to date: 0
	convictions, received by the territorial authority	0	Achieved Number of convictions received for the quarter: 0 Number of convictions received year to date: 0
Responsiv	overflows resulting from blockages or other faults (measured from the time that notification is received to the time that the service personnel reach the site).	≤1hr	Achieved There was only one over flow and the RFS was raised after the team had already resolved the issue so RFS is showing 0 time
	Median resolution time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that service personnel confirm resolution of the blockage or other fault).	≤ 4 hrs	Achieved There was only one over flow and the RFS was raised after the team had already resolved the issue so RFS is showing 0 time
Customer Service	Number of complaints received per annum per 1000 sewerage connections about any of the following: Sewage odour, Sewerage system faults, Sewerage system blockages or Council's response to issues with its sewerage systems.	≤ 10	Achieved 0.289 complaints received per 1000 sewerage connections this year. There was a total of 1 complaints for the year. There are currently 3463 sewerage connections to the total sewerage systems.

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Customer Service	The percentage of users satisfied with the	90%	Achieved
CCIVICC	wastewater service		91%
	provided.		

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Stormwater

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer Value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
A safe and operational stormwater drainage network for design events	Quality	For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.)	0	Achieved 0 habitable floors affected in flooding events this quarter (per 1000 properties connected). There are currently 2979 storm water connections to the networked reticulation system.
	Compliant	Compliance with the territorial authority's resource consents for discharge from its stormwater system measured by the number of abatement notices.	0	Achieved Number of abatement notices received for the quarter: 0
		infringement orders	0	Achieved Number of infringement notices received for the quarter: 0
		enforcement orders; and	0	Achieved Number of enforcement orders received for the quarter: 0
		successful prosecutions, received by the territorial authority in relation to those resource consents.	0	Achieved Number of prosecutions received for the quarter: 0

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Responsive	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	≤2hr	Achieved The median response time for the quarter is 0 minutes.
Customer Service	The number of complaints received about the performance of the stormwater system (expressed per 1000 properties connected to the stormwater system).	≤ 5	Achieved 0 complaints received per 1000 stormwater connections this quarter. There are currently 2979 storm water connections to the networked reticulation system.
Customer Service	The percentage of users satisfied with the stormwater service provided.	90%	Achieved 92%

Parks, Reserves and Pools

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
A range of parks and reserves that are affordable, well maintained and safe that provide for the sporting,	Safe	Safety checks on playground equipment are carried out monthly	Achieved	Achieved Q1: 100% of playgrounds checks have been completed.
cultural and well-being of the community.	Accessible	The percentage of people that have used or visited a park or reserve in the last 12 months	65%	On track to be achieved Will be measured in Q4 2021 as part of the Districtwide Residents Survey. In last year's (May 2020) Resident Opinion Survey 78% of residents have used/visited parks and reserves in the District.
	Quality	The percentage of people that are satisfied with the park or reserve used or visited in the last 12 months	90%	On track to be achieved Will be measured in Q4 2021 as part of the Districtwide Residents Survey. In last year's (May 2020) Resident Opinion Survey 95% reported being satisfied with the parks & reserves.
Access to good quality swimming pool facilities for fun, recreation and exercise	Accessible	The number of A W Parsons pool users	78,000	Not on track for achievement The data is not available to Council for reporting for AW Parsons pools until year end. Numbers may be down due slightly due to early COVID level restrictions.
	Accessible	The number of Waipawa pool users	3,120	On track to be achieved • 1st quarter: Closed

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Safe	the sa	Both pools comply with ne lifeguard pool afety standard Requirements.	Achieved	On track to be achieved for Waipawa Pool • 1st quarter: Closed. The data is not available to Council for reporting for AW Parsons pools
Qua	pe sa sw or	The percentage of seople that are atisfied with the wimming pools used or visited in the last 12 months	65%	On track to be achieved Will be measured in Q4 2021 as part of the Districtwide Residents Survey. In last year's (May 2020) Resident Opinion Survey 94% reported being satisfied with Waipawa swimming pool.

Public Toilets

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
Facilities are clean, safe, in good working order and meet the needs of our community & visitors	Health and Safety/ Quality	The percentage of the public satisfied with the cleanliness and provision of public toilets.	90%	On track to be achieved Will be measured in Q4 2021 as part of the Districtwide Residents Survey. In last year's (May 2020) Resident Opinion Survey 91% reported being satisfied with the cleanliness and provision of public toilets.
				There has been changes in level of service during COVID (closures and increased LOS for 3 key public toilets on main routes). The LOS is now back to pre-Covid levels.

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Retirement Housing

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer Value	Customer levels of service	Performance Measure	Target 2019/2020	Achieved level of service
Safe, well maintained and comfortable community housing for the ageing population in the District living on fixed income	Responsiveness	The percentage of retirement housing units that are occupied.	95%	Achieved 1st quarter: 100%
	Quality	Tenants' overall satisfaction with Council's Retirement Housing service.	80%	On track to be achieved Will be measured in Q4 2021 as part of the annual Tenant Survey. 100% reported satisfaction in annual tenant survey distributed to all tenants of our retirement housing in May 2019 & June 2020.

Libraries

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance measure	Target 2020/2021	Achieved level of service
Our libraries are inclusive places and all people are encouraged to make use of the library's services	Accessibility	The percentage of the Central Hawke's Bay population that use the library services.	65%	Yet to be achieved This will be measured in Q4.
	Accessibility	The number of people visiting our libraries measure by: Physical visits Online visits	Physical visits – 119,519 Online visits – 4,358	Yet to be achieved August, September physical visits 12216, fault in the system July. Online visits: 3900
	Quality	The percentage of library users satisfied with the service provided.	90%	Yet to be achieved This will be measured in Q4.

Theatres, Halls and Museums

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer Value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
Safe, affordable and appropriate facilities that provide for the cultural and social well-being of the communities	Safety	All Community Owned Halls have a current BWOF	100%	On track to be achieved All halls had a BWOF for the quarter.
	Accessibility	The number of users of the Memorial Hall	5,200	Not on track for achievement 1st quarter estimated participants: 549 from 64 bookings Since the announcement of potential earthquake proneness and limiting occupancy Sports Hawke's Bay have dropped off our list e.g. mini ball, kiwi seniors, indoor hockey as well as any Council run activity. A cooking class has started up, Age Concern & the Rug Man still in the mix and a couple of new users.
	•	The number of users of the Civic Theatre.	17,150	On track to be achieved 1st quarter 4,028 We are just achieving this target. Movies are still delaying releases. This target would not have been achieved if it weren't for the premier of <i>This Town</i> .
	Accessibility	The number of bookings of the CHB Municipal Theatre	187	Not on track for achievement 1st quarter 29 July – August were down with majority of the bookings up in September.

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High Quality	The percentage of hirers that are satisfied with the Memorial Hall.	85%	Yet to be achieved Will be measured via user survey later in year.
High Quality	The percentage of hirers that are satisfied with the Civic Theatre.	85%	Not on target for achievement Due to the data being unable to be supplied, achievement of the measure cannot be made.
High Quality	The percentage of hirers that are satisfied with the CHB Municipal Theatre	85%	On track to be achieved Reported on following User Survey during 4 th quarter

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Cemeteries

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance measure	Target 2020/2021	Achieved level of service
Cemetery grounds provide a special place of remembrance for loved ones amongst attractive and well maintained grounds	Availability	The number of plots available for burial or cremation in the District	500	On track to be achieved 653 plots are available for burial or cremation in the district. During the 1st quarter, there have been 7 burials (5 into reserved plots) 3 ashes burial (0 into reserved plots) 0 burial plots reserved, and 2 ashes plots reserved. 7 Total plots removed from available list
	Quality	The percentage of the community satisfied with cemetery facilities	90%	On track to be achieved Will be measured in Q4 2021 as part of the Districtwide Residents Survey. In last year's (May 2020) Resident Opinion Survey 97% reported being satisfied with our cemeteries.
	Accessibility	All burial records available to be viewed on the internet	100%	Achieved 100% burial records are available to be viewed on the internet during Q1

Properties and Buildings

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

What customers want/Customer value	Customer levels of service	Performance Measure	Target 2020/2021	Achieved level of service
Ensure safe buildings for public use	Safety	Monthly Building Warrant of Fitness (BWOF) checks are carried out	Achieved	Achieved 100% of monthly BWOF's have been carried out in Q1.

LGOIMA Requests			
Subject	Business (if applicable)	Date Received	Date Completed
Dog Incident File	Limitless K9 Ltd (Hooves N Hounds)	21/07/2020	31/07/2020
Pre-Level 4 Lockdown Expenditure	NZTU	31/07/2020	25/08/2020
20200731 iwi engagement/consultation -NZTU	NZTU	31/07/2020	9/09/2020
20200803 Code of Conduct - Elected Members and Staff	Voyagers	3/08/2020	26/08/2020
20200731 Unauthorised Vegetation Clearance - Forest and Bird		7/08/2020	19/08/2020
20200807 PGF Fund - Vegetation Control		7/08/2020	21/08/2020
Dog Investigation History		7/08/2020	26/08/2020
2020810 Waipukurau Library and War Memorial Hall Structure strengthening - Fairfax media 2016	Fairfax Media - Stuff	10/08/2020	In progress
the difference in rates revenue 2020/2021	New Zealand Taxpayers' Union	14/08/2020	9/09/2020
20200818 Property Information	NZ Police	18/08/2020	28/08/2020
Te Mata Mushrooms - Mt Herbert Rd	Resource Management Group	20/08/2020	27/08/2020
Mangakuri Subdivision and other consents		21/08/2020	23/09/2020
20200824 Dog Investigation File		24/08/2020	25/08/2020
20200829 Stormwater services in Ōtāne and Takapau		29/08/2020	21/09/2020
20200828 - 2020 Ratepayers' Report - Taxpayers' Union	Taxpayer's Union	31/08/2020	28/09/2020
20200907 Ratepayers' Report (Part 2) 2020	NZ Tax Payers Union	7/09/2020	28/09/2020
Dog Owner's File Request		8/09/2020	24/09/2020
20200908 Rental Housing Properties Inspection	Renters United Organiser	8/09/2020	7/10/2020
20200909 Recycling Collections		9/09/2020	20/10/2020
Visitor Spend CHB		10/09/2020	14/09/2020

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Subject	Business (if applicable)	Date Received	Date Completed
Te Mata Mushrooms Resource Consent		Judy Stableford	22/09/2020
20200930 Complaint - Request for Information - Meeting Documentation		Shelley Burne-Field	In progress.
20201030 Council Owned Art	NZ Taxpayers' Union	NZ Taxpayers' Union	06/10/2020
20200930 Animal Control		David Bishop	3/11/2020
20201002 Animal Control - HR Capability		Karen Anderson	In progress
20201005 Safer Communities Network		Nigel Gray	15/10/2020
Elected Members - Formal Complaints	Waikato Reporter	Waikato Reporter	22/10/2020
Mayoral/ Chair Expenses	Waikato Reporter	Waikato Reporter	In progress
Te Mata Mushrooms - Consent Process		Judy Stableford, Richard Mountford	6/11/2020

Quarterly Activity Reporting

Wastewater Treatment Quality Results for 1 July 2020 to 30 September 2020

Showing number of exceedances in YTD sampling.

5 exceedances are allowed in 12 months.

	рН	cBoD₅	SS	DRP
Waipawa	0	0	5	6
Waipukurau	0	0	0	6
Otane	0	2	0	√
Porangahau	0	1	1	√
Te Paerahi	0	0	0	√
Takapau	0	0	2	\checkmark

	Ammonia	E.Coli	
	6	6	X
	6	1	X

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Wastewater Treatment Quality Results for the rolling 12 months

Showing number of exceedances in 12 months of sampling.

5 exceedances are allowed in 12 months.

	рН	cBoD₅	SS	
Waipawa	0	2	15	
Waipukurau	0	0	0	
Otane	0	5	4	√
Porangahau	0	0	4	\checkmark
Te Paerahi	0	1	1	✓
Takapau	0	0	7	X

E. Coli	Ammonia	DRP	
24	26	26	
6	26	26	
	24	26 24	26 26 24

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Wastewater Flow Volumes for the rolling 12 months

	FLOW		
Limit	Exceedances Allowed	Result	
1,500 m³ per day	36 days	9 Exceedances	\neg
4,000 m ³ per day	36 days	5 Exceedances	√
225 m³ per day	36 days	5 Exceedance	1
415 m³ per day	18 days	3 Exceedance	√
190 m³ per day	18 days	0 Exceedance	√
216 m³ per day	No limit	Not Applicable	√
	1,500 m³ per day 4,000 m³ per day 225 m³ per day 415 m³ per day 190 m³ per day	Limit Exceedances Allowed 1,500 m³ per day 36 days 4,000 m³ per day 36 days 225 m³ per day 36 days 415 m³ per day 18 days 190 m³ per day 18 days	LimitExceedances AllowedResult1,500 m³ per day36 days9 Exceedances4,000 m³ per day36 days5 Exceedances225 m³ per day36 days5 Exceedance415 m³ per day18 days3 Exceedance190 m³ per day18 days0 Exceedance

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7.13 ADOPTION OF MEETING SCHEDULE 2020

File Number: COU1-1400

Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Council Meeting Schedule 2021 4

PURPOSE

The purpose of this report is for Council to confirm the Council Meeting Schedule for 2021.

RECOMMENDATION

That having considered all matters raised in the report:

1. That the Council Meeting Schedule for 2021 be adopted.

SIGNIFICANCE AND ENGAGEMENT

This report requires a decision but is assessed as not significant per Councils significance and engagement policy.

BACKGROUND

Council may adopt a schedule of meetings for Council and Standing Committees for the 2021 calendar year in accordance with Schedule 7 Clauses 19(5)(a)(b) and 19(6)(a)(ii) of the Local Government Act 2002.

DISCUSSION

Having Council meetings, Committee meetings and workshops provides for open and transparent decision-making by Council, while allowing Councillors and Managers the opportunity to continue informal discussion on various issues facing Council, Local Government and the community.

At any time during the year there is provision under the Act to hold extraordinary Council meetings to deal with urgent matters.

Council is required to publicly notify Council meetings, and the adoption of a schedule ensures for seamless operational management of both public notification and development of agendas.

After discussion with Elected Members, and on the basis of Committee establishment the **attached** proposed schedule is recommended.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;

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- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

On adoption of the meeting schedule, Council Officers will publicly notify and prepare for meetings.

RECOMMENDATION

That having considered all matters raised in the report:

1. That the meeting schedule for 2021 be adopted.

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CENTRAL HAWKE'S BAY DISTRICT COUNCIL MEETING SCHEDULE 2021

		January	February	Т	March		April		May		June		July		August		September		October	Т	November		December	
SUN				\perp			·			Т		Т					-	Т						SUN
MON	Н			1		Н		\neg		\neg		\neg		$\overline{}$		\neg		\neg		1		\neg		MON
TUES	\vdash			2		\vdash		\neg		1		\neg		\neg		\neg		\neg		2		\neg		TUES
WED	ш			3		т		\neg		2		\neg		\neg		1		\neg		3		1		WED
THURS	П			4	R & P	1		\neg		3	Ordinary Council	1	Strategy & Wellbeing	\neg		2	Risk & Assurance	\neg		4	Workshop	2	Workshop	THURS
FRI	1	New Year's Day		5	R & P	2	Good Friday			4		2				3		1		5		3		FRI
SAT	2			6		3		1		5		3				4		2		6		4		SAT
SUN	3			7		4		2		6		4		1		5		3		7		5		SUN
MON	4	Day after New Year's 1		8		5	Easter Monday	3		7	Queen's Birthday	5		2		6		4		8		6		MON
TUES	5	2		9		6		4		8		6		3		7		5		9		7		TUES
WED	6	3		10		7		5		9		7		4		8		6		10		8		WED
THURS	7	4		11	Strategy & Wellbeing	8	Ordinary Council	6		10		8		5		9	Workshop	7 FI	inance & Infrastructure	11	Risk & Assurance	9		THURS
FRI	8	5		12		9		7		11		9		6		10		8		12		10		FRI
SAT	9	6	Waitangi Day	13		10		8		12		10		7		11		9		13		11		SAT
SUN	10	7		14		11		9		13		11		8		12		10		14		12		SUN
MON	11	8	Waitangi Day (observed)	15		12		10		14		12		9		13		11		15		13		MON
TUES	12	9		16		13	Council - LTP Hearings	11		15		13		10		14		12		16		14		TUES
WED	13	10		17		14	Council - LTP Hearings	12		16		14		11		15		13		17	Ordinary Council	15		WED
THURS	14	11	Ordinary Council	18	Risk & Assurance	15	Zone 3	13	Council LTP Deliberations	17 F	inance & Infrastructure	15		12	Finance & Infrastructure	16		14		18	Zone 3	16		THURS
FRI	15	12	·	19		16	Zone 3	14		18		16		13		17		15		19	Zone 3	17		FRI
SAT	16	13		20		17		15		19		17		14		18		16		20		18		SAT
SUN	17	14		21		18		16		20		18		15		19		17		21		19		SUN
MON	18	15		22		19		17		21		19		16		20		18		22		20		MON
TUES	19	16		23		20		18		22		20		17		21		19		23		21		TUES
WED	20	17		24		21		19		23		21		18		22		20		24		22		WED
THURS	21	18		25	Workshop	22	Finance & Infrastructure	20	Workshop	24	lack-up Council Meeting LTP	22		19		23	Ordinary Council	21	Strategy & Welbeing	25	R & P	23		THURS
FRI	22	19		26	Workshop	23	Phance a mirastrocture	21		25		23		20		24		22	Hawke's Bay	26	R&P	24		FRI
SAT	23	20		27		24		22		26		24		21		25		23		27		25	Christmas Day	SAT
SUN	24	21		28		25	ANZAC	23		27		25		22		26		24		28		26	Boxing Day	SUN
MON	25	22		29		_	ANZAC (observed)	24		28		26		23		27		25	La bour Day	29		27	Christmas Day (observed)	MON
TUES	26	23		30		27		25		29		27		24		28		26		30		28	Baxing Day (observed)	TUES
WED	27	24		31		28		26		30		28		25		29		27				29		WED
THURS	28	Workshop 25	Finance & Infrastructure			29		27	Risk & Assurance	\neg		29		26		30		28		\vdash		30		THURS
FRI	29	26				30		28		\dashv		30		27		\dashv		29		\vdash		31		FRI
SAT	30	27						29				31		28		\neg		30						SAT
SUN	31	28		\top		\Box		30		\top				29		\neg		31		\Box				SUN
MON	М			\vdash		\Box		31		\neg		\neg		30		\neg		\neg		\Box				MON
TUES	П			\top		\Box		\neg		\neg		\neg		31		\neg		\neg		\Box		\neg		TUES

Item 7.13- Attachment 1

7.14 PETITION FROM COMMUNITY RE: ROAD SAFETY IN WAIPAWA

File Number:

Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Petition Cover Letter U

2. Petition Signatories 4

3. Petition Commentary U

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

PURPOSE

The purpose of this report is for Council to receive a petition from the community with regards to concerns around road safety in Waipawa, in particular around the State Highway 2 and Main Road in Waipawa.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as not significant.

BACKGROUND

A message from Petition organiser- Dean Rangi:

The petition is titled "Slow vehicle traffic through Waipawa now, before it's too late", which is fairly self-explanatory in terms of its kaupapa.

Please note the signatories locations are at times recorded as to where their internet connection placed them whilst connected to the Change. Org website, I can confirm that at least three quarters of the signatories are CHB residents. Conversely, the community was also asked to share the petition with Whanau and friends who may have links to Waipawa and/or visit the area on occasion and who have raised concern at this issue, as such the petition provides a broad base of persons with local, regional and international interest in our towns welfare.

I am asking humbly, that this be utilised by the Mayor in pushing for enhanced safety measures on and around State Highway 2 and Main Road Waipawa. Over five hundred people have signed the petition, they are worried and apprehensive in regards to traffic speeds through our small town, they have made clear that they are wanting changes to be made now, before another accident or fatality occurs. I understand that the mandate for any upgrades or changes to this road lies with Waka Kotahi – New Zealand Transport Agency. I would hope that the overwhelming and evidenced concerns of our people are heard through this petition, and furthermore that the document itself will assist in mitigations being implemented immediately.

Please find attached the petition documentation which highlights the concerns of locals and visitors alike, all of whom want mitigation put in place now and all of whom have witnessed near misses and/or the potential for accidents on our main road.

Can I please ask that I be updated by the Mayor's office as to how the petition is used and how the CHBDC and NZTA progress with solving this issue.

"Many locals are now beyond frustration with the speed at which traffic flows through State Highway 2 onto the main road of Waipawa. 'SLOW DOWN' is a common cry heard on the main road by local parents, retailers and other community stakeholders, it is evident they all want change to be made now.

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This is a hazard which can be mitigated if we act now, we have a local school, two early childhood centres and various retail outlets near this road, so let's be proactive in making sure one of these children or other community members does not end up a victim.

One of the most effective ways of minimising road trauma involves reducing vehicle speeds. That's because speed determines both the likelihood of a crash occurring and the severity of the outcome. To this end, the Waipawa community are requesting immediate action be taken by local and national authorities, possible solutions include but are not limited to speed limit reductions, signage, speed tables or humps, and raised intersections/crossings."

DISCUSSION

Under Section 17 of Standing Orders, as adopted by Council in November 2019, petitions can be formally presented to Council.

At the time of writing this report, Council Officers and Elected Members have on a number of occasions raised concerns with NZTA. These concerns are reflected in the Community Petition. NZTA have responded and to date have installed new beacons at both pedestrian crossings, and painted both pedestrian crossings red so that they are more visible to the public.

It is Officers views that further work is required on signage and traffic calming and while discussions with NZTA continue, the advocacy of community and Elected Members is critical to more urgent action from NZTA.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

On receipt of this petition, Council may consider what further action they may want to take.

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

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15 October 2020

Dean Rangi 8 Melville Street Waipawa

Hon. Mayor Alex Walker Central Hawkes Bay District Council 28/32 Ruataniwha Street Waipawa

Dear Mayor Alex Walker:

As a concerned resident of Waipawa, I have recently conducted and have now submitted to you today, a petition calling for a solution to the issue of traffic speed through our town.

You will see evidenced in the document that our community has now made exceedingly clear that they feel immediate and decisive action is needed in regards to this. Over five hundred people have signed the petition, they are worried and apprehensive about traffic speeds through our main road specifically, the community wants changes to be made now, before an accident or fatality occurs.

I understand that the mandate for any upgrades or changes to this road lies with Waka Kotahi – New Zealand Transport Agency. I would hope that the overwhelming, evidenced concerns of our people are heard through this petition, and further more that the document itself will assist in mitigations being implemented immediately under their authority.

My own research highlights that one of the most effective ways of minimizing road trauma involves reducing vehicle speeds. That's because speed determines both the likelihood of a crash occurring and the severity of the outcome. To this end, the Waipawa community are requesting action be taken by local and national authorities.

Possible solutions supported by our community include but are not limited to speed limit reductions, signage, speed tables or humps, and in particular construction of raised intersections/crossings.

Thank you for your time and consideration and I look forward to hearing from you soon with an update as to the progression of solving this issue.

Sincerely,

Dean Rangi

change.org

Recipient: Waka Kotahi - NZ Transport Agency, Central Hawke's Bay District

Council, Alex Walker - Central Hawke's Bay Mayor

Letter: Greetings,

Slow vehicle traffic through Waipawa now, before its too late.

Signatures

Name	Location	Date
Dean Rangi	New Zealand	2020-09-17
Nicole Jardine	Napier, New Zealand	2020-09-17
Kylee Bellamy	Auckland, New Zealand	2020-09-17
Angela Kaye Hansen	Hastings, New Zealand	2020-09-17
Nikki Whelpton	Levin, New Zealand	2020-09-17
Chrissy Malcolm	Waipawa, New Zealand	2020-09-17
pani maraki	Napier, New Zealand	2020-09-17
Pania Smith	Waipawa, New Zealand	2020-09-17
Janece Price	Wanstead, Central Hawkes Bay, New Zealand	2020-09-17
kaye harrison	hastings, New Zealand	2020-09-17
Kohine Thompson	New Plymouth, New Zealand	2020-09-17
Tracey Taufa	Auckland, New Zealand	2020-09-17
Duane Belshaw	Napier, New Zealand	2020-09-17
Nathalie McKenzie	Te Anau, New Zealand	2020-09-17
Pip Burne	Wellington, New Zealand	2020-09-17
Alice Bellamy	Waipukurau, New Zealand	2020-09-17
Noor Mohammed	Hamilton, New Zealand	2020-09-17
Mia Eru	Napier, New Zealand	2020-09-17
Sarah Panins	New Zealand	2020-09-17
Cathy Mudgway	Christchurch, New Zealand	2020-09-17

Name	Location	Date
Murray Thomas	Dannevirke, New Zealand	2020-09-17
Amy Eagle	Upper Hutt, New Zealand	2020-09-17
Robina Harper	Auckland, New Zealand	2020-09-17
Crystal Peebles	Auckland, New Zealand	2020-09-17
Terrie Ellen	New Plymouth, New Zealand	2020-09-17
Helena Wratt	Upper Hutt, New Zealand	2020-09-17
Caroline Waite	New Zealand	2020-09-17
Kayla Stephens	Masterton, New Zealand	2020-09-17
Sue England	Wellington, New Zealand	2020-09-17
Di Ennor	Tauranga, New Zealand	2020-09-17
Susan Isaac	Hastings, New Zealand	2020-09-17
Wendy Whelpton	Palmerston North, New Zealand	2020-09-17
kristina sutherland	takapau, New Zealand	2020-09-17
Corran Hansen	Waipukurau, New Zealand	2020-09-17
Sadi Molloy	Waikato, New Zealand	2020-09-17
Andrea Mooney	New Zealand	2020-09-17
Sally Hamlin	New Plymouth, New Zealand	2020-09-17
Teresa Murdoch	Wellington, New Zealand	2020-09-17
Vicky Mavin	Havelock North, New Zealand	2020-09-17
Siobhan Healy	Tauranga, New Zealand	2020-09-17
lucy mavin	chb, New Zealand	2020-09-17
Ashley O'Connor	waipawa, New Zealand	2020-09-17

Name	Location	Date
Paula Draper	Waipawa, New Zealand	2020-09-17
Sandra Wilson	Wellington, New Zealand	2020-09-17
Christine Leslie	Masterton, New Zealand	2020-09-17
Jesse Jardine	Wellington, New Zealand	2020-09-17
Chelsea Crewe	Waikato, New Zealand	2020-09-17
Bridgett Bennett	Waipukurau, New Zealand	2020-09-17
Bridget Tamepo	waikouaiti, New Zealand	2020-09-17
Ayeisha Lewis	Waverley, New Zealand	2020-09-17
Wendy Sheehan	New Plymouth, New Zealand	2020-09-17
Adele Bean	Waipukurau, New Zealand	2020-09-17
Jess Draper	Auckland, New Zealand	2020-09-17
Elizabeth Davis	Hastings, New Zealand	2020-09-17
Carolyn Simpson	Waipukurau, New Zealand	2020-09-17
Sgarin Cowie	Napier, New Zealand	2020-09-17
Rachael Cresswell	New Plymouth, New Zealand	2020-09-17
Sheila White	Central Hawkes Bay., New Zealand	2020-09-17
Tina Moorcock	Porangahau, New Zealand	2020-09-17
Sharon Donnithorne	New Plymouth, New Zealand	2020-09-17
Declan Obrien	Hastings, New Zealand	2020-09-17
Lani Hartley	Waipawa, New Zealand	2020-09-17
Catherine Hobbs-Turner	Waipawa, New Zealand	2020-09-17
Sharon Huck	Hororata, New Zealand	2020-09-17

Name	Location	Date
Jerry Greer	Wellington, New Zealand	2020-09-17
Sarah Little	CHB, New Zealand	2020-09-17
Nathan mckenzie	waipawa, New Zealand	2020-09-17
Morgan king	Auckland, New Zealand	2020-09-17
Krystal Walters	Auckland, New Zealand	2020-09-17
Janet Perry	Otane, New Zealand	2020-09-17
Tracy Boyd	Upper Hutt, New Zealand	2020-09-17
Mellissa england	Hawkes Bay, New Zealand	2020-09-17
Claire Murphy	Napier, New Zealand	2020-09-17
Lesley Butler	Auckland, New Zealand	2020-09-17
Jenny Tenahu	Sanson, New Zealand	2020-09-17
Deborah Hall	Norsewood, New Zealand	2020-09-17
John Davidson	New Plymouth, New Zealand	2020-09-17
Annelie Roets	Hastings, New Zealand	2020-09-17
Brenda Harper	New Plymouth, New Zealand	2020-09-17
Amber Daley	Auckland, New Zealand	2020-09-17
Vanessa Hart	Auckland, New Zealand	2020-09-17
Cheryl Paul	Waipawa, New Zealand	2020-09-17
Hamish Adam	Wellington, New Zealand	2020-09-17
Anna Oosterkamp	Wellington, New Zealand	2020-09-17
Jane Tilson	New Plymouth, New Zealand	2020-09-17
Warren Howell	Napier, New Zealand	2020-09-17

Name	Location	Date
Trude Weekrs	Wellington, New Zealand	2020-09-17
Kelly Fraser	Waipawa, New Zealand	2020-09-17
Kristyn Stehfest	Wellington, New Zealand	2020-09-17
Anneka Abraham	Wellington, New Zealand	2020-09-17
Hennie Oosterkamp	Napier, New Zealand	2020-09-17
Brian Tapson	Australia	2020-09-17
Kerrie Lawton	Waipawa, New Zealand	2020-09-17
ross couper couper	Levin, New Zealand	2020-09-17
Glenis Hurae	Wellington, New Zealand	2020-09-17
Christine Blair	Central Hawkes Bay, New Zealand	2020-09-17
Celeste Allison	New Plymouth, New Zealand	2020-09-17
Deirdre Malcolm	Hastings, New Zealand	2020-09-17
Lisa hetmanczyk	Wellsford, New Zealand	2020-09-17
Sharee Waite	Wellington, New Zealand	2020-09-17
Gloria Gilmore	Wellington, New Zealand	2020-09-17
Leigh crawford	Waipawa, New Zealand	2020-09-17
Beck Hunt	Waipukurau, New Zealand	2020-09-17
Lee Rose	Auckland, New Zealand	2020-09-17
Sam Spooner	Waipawa, New Zealand	2020-09-17
jesika fryer	waipawa, New Zealand	2020-09-17
Michael Wratt	Upper Hutt, New Zealand	2020-09-17
jill loye	waipukurau, New Zealand	2020-09-17

Name	Location	Date
Trinity Taumata	Hamilton, New Zealand	2020-09-17
Leonie Hislop	New Zealand	2020-09-17
peter burne	Brightwater, New Zealand	2020-09-17
Ann-Charlotte Strong	Central Hawke's bay, New Zealand	2020-09-17
Amandq Davies	Hastings, New Zealand	2020-09-17
Vicky Bloomer	Napier, New Zealand	2020-09-17
Pat Malcolm	Palmerston North, New Zealand	2020-09-17
Christine Bishop	Wellington, New Zealand	2020-09-17
Angela petrowski	Hastings, New Zealand	2020-09-17
Christine Harber	Napier, New Zealand	2020-09-17
Shelley Minter	Napier, New Zealand	2020-09-17
Louise Baker	Central Hawkes Bay, New Zealand	2020-09-17
Adrienne McCaslin	Palmerston North, New Zealand	2020-09-17
Lynne Dewes	Central hawkes bay, New Zealand	2020-09-17
Annabel Tapley-Smith	Waipawa, New Zealand	2020-09-17
Kim Reade	Waipawa, New Zealand	2020-09-17
Glen Hales	Hastings, New Zealand	2020-09-17
Kelly Groube	Hamilton, New Zealand	2020-09-17
Shiree Hickey	New Zealand	2020-09-17
Michael Gordon	palmerston north, New Zealand	2020-09-17
Janelle Charlton-Jones	Otane, New Zealand	2020-09-17
Hugh and Robyn Pearse	Napier, New Zealand	2020-09-17

Name	Location	Date
Gill Lincoln	Auckland, New Zealand	2020-09-17
Jennifer Mabin	Wellington, New Zealand	2020-09-17
Chelsea Andrews	Waipawa, New Zealand	2020-09-17
Matthew james	Hawkes Bay, New Zealand	2020-09-17
Esteban Saez	Wellington, New Zealand	2020-09-17
Bryar Ward	Wellington, New Zealand	2020-09-17
Cassie Therkleson	Napier, New Zealand	2020-09-17
Sonny Raheke	Wellington, New Zealand	2020-09-17
Jeremy solly	Auckland, New Zealand	2020-09-17
Faye Te Nahu	Waipawa, New Zealand	2020-09-17
Wenda Veen	Hastings, New Zealand	2020-09-17
Kelsi Pike Daysh	Hastings, New Zealand	2020-09-17
Deborah Wake	Wellington, New Zealand	2020-09-17
Anita Fontaine	Hastings, New Zealand	2020-09-17
Jon Cruise	Auckland, New Zealand	2020-09-17
Bernadette King	Hamilton, New Zealand	2020-09-17
Michelle Wood	Wellington, New Zealand	2020-09-17
Rob Aramoana	Balclutha, New Zealand	2020-09-17
Terri Pomana	Napier, New Zealand	2020-09-17
Zelda McConachy	Palmerston North, New Zealand	2020-09-17
Karla Hain	Palmerston North, New Zealand	2020-09-17
joanne may	Hastings, New Zealand	2020-09-17

Name	Location	Date
Vicki Logan-Keller	New Plymouth, New Zealand	2020-09-17
Kim Mckay	Lower Hutt, New Zealand	2020-09-17
Helen Chaplin	Andover, England, UK	2020-09-17
Andy Knight	Hamilton, New Zealand	2020-09-17
Matt Melvin	Christchurch, New Zealand	2020-09-17
Shiree Smith	Wellington, New Zealand	2020-09-17
Amy Thomas	Wipukurau, New Zealand	2020-09-17
Alison Irwin	Waipukurau, New Zealand	2020-09-17
Emily Waaka	Auckland, New Zealand	2020-09-17
Sarah Hemi	Otane, New Zealand	2020-09-17
Carol Avis	Auckland, New Zealand	2020-09-17
Les Remnant	Nelson, New Zealand	2020-09-17
Chrystal May	Auckland, New Zealand	2020-09-17
Dallas Christy	Whangarei, New Zealand	2020-09-17
tobias berge	waipawa, New Zealand	2020-09-17
Nicole Pinfold	Auckland, New Zealand	2020-09-17
Edward Holmes	Upper Hutt, New Zealand	2020-09-17
Ella Malcolm	Wellington, New Zealand	2020-09-17
Kinjal Pandey	Auckland, New Zealand	2020-09-17
Lea Hunter	Wellington, New Zealand	2020-09-17
Cassie Bath	Macquarie Hills, Australia	2020-09-17
Rebecca Jervis	Waipawa, New Zealand	2020-09-18

Name	Location	Date
Morgan Wise	Palmerston North, New Zealand	2020-09-18
Robert Edward Avis	Hastings, New Zealand	2020-09-18
Diane Bell	Hastings, New Zealand	2020-09-18
Andrea Jenkins	Wanganui, New Zealand	2020-09-18
ken jenner	Hamilton, New Zealand	2020-09-18
Tania Death	Perth, Australia	2020-09-18
Mauleo Raisey	Auckland, New Zealand	2020-09-18
Gina Hill	Waipawa, New Zealand	2020-09-18
Nicole Steele-Kawana	Waipukurau, New Zealand	2020-09-18
Demelza Stevenson	Auckland, New Zealand	2020-09-18
Nirvana Simpson	New Zealand	2020-09-18
Jennifer Smith	Auckland, New Zealand	2020-09-18
Jasmine Te Whaiti	Auckland, New Zealand	2020-09-18
Leilani Lokame	Hastings, New Zealand	2020-09-18
Stephen Wemyss	Otane, New Zealand	2020-09-18
Lucy Tod	Waipukurau, New Zealand	2020-09-18
Aleshia Pye	Palmerston North, New Zealand	2020-09-18
Atanui Te Tau	New Plymouth, New Zealand	2020-09-18
Tami Manihera	Hawkes Bay, New Zealand	2020-09-18
Diana and Garry Keeling	Taupo, New Zealand	2020-09-18
Trudi Logan	Hastings, New Zealand	2020-09-18
Alisha Makea	Hastings, New Zealand	2020-09-18

Name	Location	Date
Chris Treacher	Auckland, New Zealand	2020-09-18
Julie Goodwin	New Plymouth, New Zealand	2020-09-18
Fred Morley	Hastings, New Zealand	2020-09-18
Sherry Jones	Hastings, New Zealand	2020-09-18
Nardine Theodore	New Plymouth, New Zealand	2020-09-18
Thorpe McAulay	Hamilton, New Zealand	2020-09-18
John Sharp	New Zealand	2020-09-18
Bourke Fleming	Rotorua, New Zealand	2020-09-18
Louise Stoddart	Taupo, New Zealand	2020-09-18
Kristin Hansson	Waipawa, New Zealand	2020-09-18
Reuben Kars	Christchurch, New Zealand	2020-09-18
Scott Boyd	Auckland, New Zealand	2020-09-18
Kaitlyn Jenkins	Waiongana, New Zealand	2020-09-18
Kirsty White	Wellington, New Zealand	2020-09-18
Loren Knight	Lower Hutt, New Zealand	2020-09-18
Sandra Foster	New Zealand	2020-09-18
Nancy Wakelin	Takaka, New Zealand	2020-09-18
Jacky Jane	Wellington, New Zealand	2020-09-18
Will Lamberg	Christchurch, New Zealand	2020-09-18
kat Powell	Sydney, Australia	2020-09-18
Louise Field	Napier, New Zealand	2020-09-18
Michele dyer	Auckland, New Zealand	2020-09-18

Name	Location	Date
Melissa Davis	Havelock north, New Zealand	2020-09-18
Kelly Windley	Wellington, New Zealand	2020-09-18
Jeremy Hawkins	Auckland, New Zealand	2020-09-18
Braedon Abbot	Hamilton, New Zealand	2020-09-18
Patricia Penrice	Hastings, New Zealand	2020-09-18
Carolyn McCormick	Hastings, New Zealand	2020-09-18
Crystal Giddens	New Plymouth, New Zealand	2020-09-18
Ngariki Danny Renata	Christchurch, New Zealand	2020-09-18
Cheryl Knapp	Auckland, New Zealand	2020-09-18
Sandra Buddle	Waipukurau, New Zealand	2020-09-18
Nici Baldwin	Waipawa, New Zealand	2020-09-18
Lee Bramley	Masterton, New Zealand	2020-09-18
norma wilson	Waipukurau, New Zealand	2020-09-18
Jenny Chubb	Auckland, New Zealand	2020-09-18
aleha hassanian	Auckland, New Zealand	2020-09-18
Katrina Renata	Wellington, New Zealand	2020-09-18
Rata Wairama	Hastings, New Zealand	2020-09-18
Louise Prince	Hamilton, New Zealand	2020-09-18
Natalia Meek	Hamilton, New Zealand	2020-09-18
Wright Wright	Napier, New Zealand	2020-09-18
John Sayer	Napier, New Zealand	2020-09-18
Bridget Lyon	Palmerston North, New Zealand	2020-09-19

Name	Location	Date
Kirsteen Harris	Hastings, New Zealand	2020-09-19
Nette Butler	WAPAWA, New Zealand	2020-09-19
sofia caruso	Unley, Australia	2020-09-19
Naomi Willcocks	North Melbourne, Australia	2020-09-19
Father Donald thomas	Australia	2020-09-19
Brett Davis	Gowrie, Australia	2020-09-19
Sandra James	Malvern East, Australia	2020-09-19
Rebekah Brown	Australia	2020-09-19
Mia Kalaremas	Australia	2020-09-19
Claudia Fischl	Sydney, Australia	2020-09-19
Sherydan Reid	Fairfield, Australia	2020-09-19
Mel Field	Homebush, Australia	2020-09-19
David Potter	Adelaide, Australia	2020-09-19
liya bhill	Melbourne, Australia	2020-09-19
Olivia Herkt	Auckland, New Zealand	2020-09-19
Flavia Fonda	Newcastle, Australia	2020-09-19
Maba Mana	Sydney, Australia	2020-09-19
Daniel O'Brien	Adelaide, Australia	2020-09-19
John Nimmo	Elizabeth Bay, Sydney, Australia	2020-09-19
Maree Sulter	Mount White, Australia	2020-09-19
Judy Goldschmidt	Australia	2020-09-19
Grant Falge	Australia	2020-09-19

Name	Location	Date
Leah Hemphill	Sydney, Australia	2020-09-19
Bergi B	Broken hill, Australia	2020-09-19
steph nguyen	Sydney, Australia	2020-09-19
Tahlia Dinoto	Lalor, Australia	2020-09-19
Raymond Ko	Australia	2020-09-19
Cerisa Hydra	Christchurch, New Zealand	2020-09-19
Ariana Alexander	Prestons, Australia	2020-09-19
Claire Keophonexay	Sydney, Australia	2020-09-19
Lucy Churches	Kensington, Australia	2020-09-19
Shimmy Sumesh	Napier, New Zealand	2020-09-19
Kalesha Bastion	Christchurch, New Zealand	2020-09-19
Lyndo Hansson	Goldcoast, Australia	2020-09-19
Lotofara Tavui	Auckland, New Zealand	2020-09-19
Sharon Crean	Nairobi, New Zealand	2020-09-19
Brendon Rimmer	Christchurch, New Zealand	2020-09-19
Shirley Reddy	Auckland, New Zealand	2020-09-19
Rikaysia Cooper	Auckland, New Zealand	2020-09-19
Harrison Twinn	Auckland, New Zealand	2020-09-19
Faith Hardy	Auckland, New Zealand	2020-09-19
Ann Dean	Pinmore Cottage, Whitehouse,Tarbert,, Scotland, UK	2020-09-19
Holly Green	Auckland, New Zealand	2020-09-19

Name	Location	Date
Daniel Lincoln	Auckland, New Zealand	2020-09-19
Janlyn Kittow	Palmerston North, New Zealand	2020-09-19
Jimmy Christensen	Paraparaumu, New Zealand	2020-09-19
maria lincoln	Auckland, New Zealand	2020-09-19
Georgia Boyes	New Zealand	2020-09-19
jess mcdonald	Christchurch, New Zealand	2020-09-19
Vanessa Fraser	Auckland, New Zealand	2020-09-19
Simone Twinn	Otane, New Zealand	2020-09-19
Gill Wells	Hastings, New Zealand	2020-09-19
Shelley Marie Sturm	Auckland, New Zealand	2020-09-19
ian waldrom	New Plymouth, New Zealand	2020-09-19
Teena Bull	Wellington, New Zealand	2020-09-19
Harriet Twinn	Auckland, New Zealand	2020-09-19
April-lee Jones	Gisborne, New Zealand	2020-09-19
Jodi Edwards	Auckland, New Zealand	2020-09-19
Tara Mueller	HOKITIKA, New Zealand	2020-09-19
Grace Newman	Christchurch, New Zealand	2020-09-19
Andy Kam	Auckland, New Zealand	2020-09-19
Mark Matthews	Cambridge, New Zealand	2020-09-19
michelle winiata	Auckland, New Zealand	2020-09-19
wendy godfrey	west coast, New Zealand	2020-09-20
Louise Cook	Napier, New Zealand	2020-09-20

Name	Location	Date
Maya Murray	Dunedin, New Zealand	2020-09-20
Susan Mueller	Wellington, New Zealand	2020-09-20
Mary Quirk	Napier, New Zealand	2020-09-20
Jim Edwards	Hastings, New Zealand	2020-09-20
Lynett Reo	Australia	2020-09-20
Dorothy Smith	Auckland, New Zealand	2020-09-20
Mason Bond	Christchurch, New Zealand	2020-09-20
Rachel roessen	Matamata, New Zealand	2020-09-20
Lisa Putt	Auckland, New Zealand	2020-09-20
Jacob Obese	Whangarei, New Zealand	2020-09-20
Anu Gill	Auckland, New Zealand	2020-09-20
Thomas O'Connell	Napier, New Zealand	2020-09-20
Robert Roxburgh	Wellington, New Zealand	2020-09-20
Santana Tipping	Napier, New Zealand	2020-09-21
janee hoare	christchurch, New Zealand	2020-09-21
judy Taylor	Palmerston North, New Zealand	2020-09-21
Shaun Ryan	Palmerston North, New Zealand	2020-09-21
Matt Hodgetts	Palmerston North, New Zealand	2020-09-21
Daya Naidu	Auckland, New Zealand	2020-09-21
James Henry	Glen Waverley, Australia	2020-09-21
Ryder Vernon	Yallingup, Australia	2020-09-21
David Grajfoner	Capel Sound., Australia	2020-09-21

Name	Location	Date
Jenny Popovska	Coburg, Australia	2020-09-21
Alannah Vivian	Melbourne, Australia	2020-09-21
Hala Radwan	Bankstown, Australia	2020-09-21
Les Thurgood	Woodend, Australia	2020-09-21
Hannah Ousey	Katherine, Australia	2020-09-21
Janine Vinton	Hastings, Australia	2020-09-21
Brock Gill	Australia	2020-09-21
Maggie Gwaze	Auckland, New Zealand	2020-09-21
rachelle e	Melbourne, Australia	2020-09-21
Susan Cunningham	Heidelberg, Australia	2020-09-21
Anthony Williams	Westbury, Australia	2020-09-21
Franz Heinrich Mueller	Reefton, New Zealand	2020-09-21
Debra Dragonheart	Brisbane, Australia	2020-09-21
Jordan Lanfear	Palmerston North, New Zealand	2020-09-21
Peter YUNG	Auckland, New Zealand	2020-09-21
hektic west	Auckland, New Zealand	2020-09-21
Michelle Ng	Lower Hutt, New Zealand	2020-09-21
Natashaa Keutenius	Palmerston North, New Zealand	2020-09-21
Dean Eastment	Palmerston North, New Zealand	2020-09-21
David Bailey	Napier, New Zealand	2020-09-21
Albéniz Pérez	Montevideo, Uruguay	2020-09-21
Caitlin Bays	Dannevirke, New Zealand	2020-09-21

Name	Location	Date
Coco Love	Auckland, New Zealand	2020-09-21
renee carmont	parmy, New Zealand	2020-09-21
lala loopsy	Auckland, New Zealand	2020-09-21
Travis Buckley	Palmerston North, New Zealand	2020-09-21
Tasmin Taylor	Auckland, New Zealand	2020-09-21
Shavana Bradley	Porirua, New Zealand	2020-09-21
Rhiannon Young	Whangarei, New Zealand	2020-09-21
Colin Mccall	Christchurch, New Zealand	2020-09-21
Emma Kirkwood	Timaru, New Zealand	2020-09-22
Mason Tresidder	Auckland, New Zealand	2020-09-22
Kasey Richards	Welligton, New Zealand	2020-09-22
Psyco clothes hanger	wanksville, New Zealand	2020-09-22
Ratahi Rongo	Hamilton, New Zealand	2020-09-22
Alex Ogilvie	Auckland, New Zealand	2020-09-22
Zoey Harris	Napier, New Zealand	2020-09-22
Ronan Mason	Palmerston North, New Zealand	2020-09-22
rei o	Auckland, New Zealand	2020-09-22
Sarah Parker	Napier, New Zealand	2020-09-22
alyse marriner	New Zealand	2020-09-22
Jordan Harris	Auckland, New Zealand	2020-09-22
Bree Henry	Palmerston North, New Zealand	2020-09-22
Rachael Jane	New Zealand	2020-09-22

Name	Location	Date
Waimarie Bruce	Hastings, New Zealand	2020-09-22
Vivienne MacFarlane	Hastings, New Zealand	2020-09-22
Lu Rarere	Napier, New Zealand	2020-09-22
Madison Tapu-Grant	Hastings, New Zealand	2020-09-22
Harrison Quertier Kerr	New Zealand	2020-09-22
Ngamarama Tokorangi	Ahipara, New Zealand	2020-09-22
David Baral	Napier, New Zealand	2020-09-22
Max Le Quesne	New Zealand	2020-09-22
Arden Berkett	Tauranga, New Zealand	2020-09-22
Douglas Baker	Auckland, New Zealand	2020-09-23
Ezra Osuagwu	Christchurch, New Zealand	2020-09-23
Gloria Rei	Wellington, New Zealand	2020-09-23
Makayla Anderson	Auckland, New Zealand	2020-09-23
Natasha Kwan	Whangarei, New Zealand	2020-09-23
Shrina Patel	New Zealand	2020-09-23
ATR	Matamata, New Zealand	2020-09-23
Mark Yockney	Rotorua, New Zealand	2020-09-23
Bev Keenan	Napier, New Zealand	2020-09-23
Melissa Hadfield	Napier, New Zealand	2020-09-23
Deborah Bonasich	Napier, New Zealand	2020-09-24
Bessina Eggers	New Zealand	2020-09-24
Jazmine Bethell	Onga Onga, New Zealand	2020-09-24

Name	Location	Date
Seth Beets	Hamilton, New Zealand	2020-09-24
Betina Barber	Napier, New Zealand	2020-09-24
Nicole Kerins	Wellington, New Zealand	2020-09-24
Anne-Marie Bancks	Auckland, New Zealand	2020-09-24
Lisa Hansen	Dannevirke, New Zealand	2020-09-24
Rachael Ward	Waipawa, New Zealand	2020-09-24
Annette Purdy	Matamata, New Zealand	2020-09-24
Paige Teddy	New Zealand	2020-09-24
kerry Polchies	Hawkes Bay, New Zealand	2020-09-24
Mo Esmaeil	Auckland, New Zealand	2020-09-24
Stephen Yip	Auckland, New Zealand	2020-09-24
Simone Court	Hastings, New Zealand	2020-09-24
Amy-Lee Rose	Morrinsville, New Zealand	2020-09-24
Alexis .	Auckland, New Zealand	2020-09-24
Lily Roper	Palmerston North, New Zealand	2020-09-24
Amanda O'DONNELL	Palmerston North, New Zealand	2020-09-24
TeAra Bergstrom	Maraetotara, New Zealand	2020-09-24
Michelle Mexted	Waipukurau, New Zealand	2020-09-24
Muranda Corby	Hamilton, New Zealand	2020-09-24
Tina McOnie	New Zealand	2020-09-24
Kristy-May Joe	Napier, New Zealand	2020-09-24
Anne Greeff	Hastings, New Zealand	2020-09-24

Name	Location	Date
Anna De jager	Dipton, New Zealand	2020-09-24
Edwin Welch	Auckland, New Zealand	2020-09-24
Aroha Byrne	Auckland, New Zealand	2020-09-24
richard glendinning	napier, New Zealand	2020-09-24
Catherine Reilly	Waipukurau, New Zealand	2020-09-24
Jacob Neethling	Hastings, New Zealand	2020-09-24
Deniz Gultekin	New Zealand	2020-09-24
Nicky Macdonald	Otane, New Zealand	2020-09-24
Gaye southon	Hastings, New Zealand	2020-09-24
Wendy Rattray	Napier, New Zealand	2020-09-24
Meredith Kingston	Napier, New Zealand	2020-09-24
Fiona Strong	Napier, New Zealand	2020-09-24
Shannon W	Hastings, New Zealand	2020-09-24
Jamie WATTS	Tauranga, New Zealand	2020-09-24
Sam Lange	Hamilton, New Zealand	2020-09-24
Win Needham	Palmerston North, New Zealand	2020-09-24
Thomas Stewart	Auckland, New Zealand	2020-09-24
Stella Blake	Auckland, New Zealand	2020-09-24
Jane Lunn	Ashford, England, UK	2020-09-24
Carol-Ann Stubbs	New Plymouth, New Zealand	2020-09-24
Amy Hycha	New Plymouth, New Zealand	2020-09-24
Shanon Wharehinga	Auckland, New Zealand	2020-09-24

Name	Location	Date
Andy Davis	Hastings, New Zealand	2020-09-24
David Lawes	Napier, New Zealand	2020-09-24
Andrea Tier	Napier, New Zealand	2020-09-24
Dianne Bashford	New Plymouth, New Zealand	2020-09-25
Tania Cresswell	New Plymouth, New Zealand	2020-09-25
Shiori Kinoshita	Auckland, New Zealand	2020-09-25
Hans-Joerg Dresel	Napier, New Zealand	2020-09-25
Sarah Robinson	Auckland, New Zealand	2020-09-25
Anthony Wong	Auckland, New Zealand	2020-09-25
Kasey-lee Bryan	Auckland, New Zealand	2020-09-25
zavian may-green	Upper Hutt, New Zealand	2020-09-25
Dawn Young	Auckland, New Zealand	2020-09-25
Alyssa Higgins	Christchurch, New Zealand	2020-09-25
Rosen Chan	Auckland, New Zealand	2020-09-25
Tara Barber	Tokoroa, New Zealand	2020-09-25
Tumuaki Blandford	Wellington, New Zealand	2020-09-25
Sora Levine	Blacktown, Australia	2020-09-25
Shaker Shawerdi	Melbourne, Australia	2020-09-25
Desmond Wong	Auckland, New Zealand	2020-09-25
alexander Goldsack	kerikeri, New Zealand	2020-09-26
yes man	Hamilton, New Zealand	2020-09-26
alex jacobs	Nelson, New Zealand	2020-09-26

Name	Location	Date
Purple Chung	New Zealand	2020-09-26
Donna Cruickshank	Palmerston North, New Zealand	2020-09-27
Scarlett Hobbs-Turner	Palmerston North, New Zealand	2020-09-27
Muskan Singh	Auckland, New Zealand	2020-09-27
Mercadal Kilian	Christchurch, New Zealand	2020-09-27
Shivam Chawla	Auckland, New Zealand	2020-09-27
Ruby Campbell	Auckland, New Zealand	2020-09-27
Leah Baker	Porirua, New Zealand	2020-09-27
Matilda Pai	Palmerston North, New Zealand	2020-09-28
moana ellis	Auckland, New Zealand	2020-09-28
Sam Prashar	Auckland, New Zealand	2020-09-28
Niki Hollo	Chistchurch, New Zealand	2020-09-29
Justine Foster	Otane, New Zealand	2020-09-29
Sophie Chapman	Hawera, New Zealand	2020-09-29
Jaskaran Singh	Auckland, New Zealand	2020-09-29
Kithsiri WEERASEKARA	Napier, New Zealand	2020-09-29
Samson Yan	Wellington, New Zealand	2020-09-29
karanbir singh	Auckland, New Zealand	2020-09-29
George Paulsen	Tauranga, New Zealand	2020-09-30
shidoh ichihara	Auckland, New Zealand	2020-09-30
Fern Patipunya	Nelson, New Zealand	2020-09-30
Cole Barker	Hamilton, New Zealand	2020-10-01

Name	Location	Date
Lily Leung	Wellington, New Zealand	2020-10-01
Nalda Hoetawa	Pukekohe, New Zealand	2020-10-01
Sandra Borsboom	Hastings, New Zealand	2020-10-02
Caitlin M	Rotorua, New Zealand	2020-10-03
Laura Grace	Auckland, New Zealand	2020-10-03
Xander Kalauta	Auckland, New Zealand	2020-10-05
Frank Sangrouber	Palmerston North, New Zealand	2020-10-06
Becs Cadenhead	Tokoroa, New Zealand	2020-10-07
holly drake	Palmerston North, New Zealand	2020-10-14
Ashleigh Leathard	Auckland, New Zealand	2020-10-14
Patty MacArthur	Auckland, New Zealand	2020-10-14
Megan Williams	Auckland, New Zealand	2020-10-14
Junior Tavita MacArthur	Auckland, New Zealand	2020-10-15
Penese Pio	Auckland, New Zealand	2020-10-15
Shona Freeman	Auckland, New Zealand	2020-10-15
Sylvie Jackson	Lower Hutt, New Zealand	2020-10-15

change.org

Recipient: Waka Kotahi - NZ Transport Agency, Central Hawke's Bay District

Council, Alex Walker - Central Hawke's Bay Mayor

Letter: Greetings,

Slow vehicle traffic through Waipawa now, before its too late.

Comments

Name	Location	Date	Comment
Pania Smith	Waipawa, New Zealand	2020-09-17	"I would like to see a more safer Waipawa."
Janece Price	Wanstead, Central Hawkes Bay, New Zealand	2020-09-17	"We need resolve with the Speed from traffic passing through our Town - any solution for our Community to be safer is better than NO solution"
Murray Thomas	Dannevirke, New Zealand	2020-09-17	"I don't want my kids to become a victim on this road, people need to be slowed down, especially the trucks"
Di Ennor	Tauranga, New Zealand	2020-09-17	"I currently reside in Waip awa and drive or walk everyday to Scallywaggs day care centre. It's dangerous walking as cars are seriously speedingandSeveral times whilst driving there and back vehicles have over taken me in 70 AND 50 km zones! Slow the traffic down before someone is seriously hurt!"
Vicky Mavin	Havelock North, New Zealand	2020-09-17	"I am signing because the traffic goes far too fast through the town, drivers don't need the speed limit."
Elizabeth Davis	Hastings, New Zealand	2020-09-17	"It's necessary"
Sheila White	Central Hawkes Bay., New Zealand	2020-09-17	"I completely support this petition I often get tooted at because I'm traveling at 50mph when they have the opportunity to overtake they do so in anger and increase their speed"
Lani Hartley	Waipawa, New Zealand	2020-09-17	"Because in the 30 years I've lived here we have more speeding traffic than ever!"
Sarah Little	CHB, New Zealand	2020-09-17	"Keep kids safe"
Nathan mckenzie	waipawa, New Zealand	2020-09-17	"I think a round about at bp intersection and another at town clock would slow vehicles or an over pass"
Annelie Roets	Hastings, New Zealand	2020-09-17	"I live in Waipawa and the main road is awaiting an accident to happen! People dont often stop for pedestrians who wishes to criss the intersection! And vehicles travel at high speed through the town! It must be stopped!"
Amber Daley	Auckland, New Zealand	2020-09-17	"Im signing because I've witnessed two near misses on the zebra crossing involving children."
Cheryl Paul	Waipawa, New Zealand	2020-09-17	"I'm signing because I agree that the state highway needs development to ensure traffic adheres to the speed limit. I think the stretch from the Tucker Box to the clock tower needs to be narrowed and a footpath added to the west side of the road."

Name	Location	Date	Comment
Warren Howell	Napier, New Zealand	2020-09-17	"Because I live on this main road in the 50km area and a lot of vehicles are going quicker than should be. I'm waiting for one to come through my fence"
Hennie Oosterkamp	Napier, New Zealand	2020-09-17	"Ria oosterkamp ,,I have seen some Idiots flying through the village"
Brian Tapson	Australia	2020-09-17	"Brian Tapson"
ross couper couper	Levin, New Zealand	2020-09-17	"ross couper, gisborne, put a speed camera up"
Glenis Hurae	Wellington, New Zealand	2020-09-17	"Do it now"
Deirdre Malcolm	Hastings, New Zealand	2020-09-17	"The speed at which some traffic goes through town is much faster than 50kph. People can stand for some time before traffic realises there are people wanting to use the crossing in the middle of town. Put some traffic lights in an make tis a safe town to live in."
Lisa hetmanczyk	Wellsford, New Zealand	2020-09-17	"Traffic flow at times is too fast especially trucksand having a sch crossing there"
Leigh crawford	Waipawa, New Zealand	2020-09-17	"I cross that road every day to work and with cars and trucks speeding up to crossings you dont want to just step out."
Sam Spooner	Waipawa, New Zealand	2020-09-17	"Traffic travel too fast and can be unsafe for kids to cross"
Pat Malcolm	Palmerston North, New Zealand	2020-09-17	"I worry about the safety of all the schoolchildren crossing this busy State Highway."
Angela petrowski	Hastings, New Zealand	2020-09-17	"Because I'm worried about kids and family, we live by the 70 sign and the trafficking dosent seem to slow down at all"
Louise Baker	Central Hawkes Bay, New Zealand	2020-09-17	"Waipawa nearly lost a couple of our tamariki on that crossing last month. Kids have to cross this highway every day to get to and from school. This campaign is so important."
Lynne Dewes	Central hawkes bay, New Zealand	2020-09-17	"Please take notice. This is a speed track and eventually it will take a death to make the powers that be listen and take action."
Annabel Tapley-Smith	Christchurch, New Zealand	2020-09-17	"We are business owners in Waipawa and some of our customers are fearful about crossing the road as the traffic is going to fast. The speed limit needs to drop through the main part of the town to 30ks. It is extremely dangerous right now and change needs to happen."
Kim Reade	Waipawa, New Zealand	2020-09-17	"As a mother this road terrifies me. This highway severs the safe link between school, community pool, skate park and residents on one side to shops and residents and parks on

Name	Location	Date	Comment
			the other. There is no avoiding it for our children. Maybe we could also consider a pedestrian bridge or underpass."
Shiree Hickey	New Zealand	2020-09-17	"We need to look after this great little community"
Jennifer Mabin	Wellington, New Zealand	2020-09-17	"Humps and bumps will be perfect Waipawa doesnt need to be rushed through."
Matthew james	Hawkes Bay, New Zealand	2020-09-17	"I am concerned about the safety of people, in our community, particularly our tamariki."
Esteb <i>a</i> n Saez	Wellington, New Zeal <i>a</i> nd	2020-09-17	"Yes . Waip <i>a</i> wa needs slow down speed for the safe of our community."
Faye Te Nahu	Waipawa, New Zealand	2020-09-17	"I want the traffic slowed too many near misses that happen at that intersection period"
Zelda McConachy	Palmerston North, New Zealand	2020-09-17	"Waipawa is a small town and traffic Judas speed through it. Main road. Slow traffic down please"
Vicki Logan-Keller	New Plymouth, New Zealand	2020-09-17	"I lived here, always been a worry as on the highway. Afew deaths in this exct spot."
Sarah Hemi	Otane, New Zealand	2020-09-17	"I'm signing because people I know have been hurt at this intersection and children from my school were crossing the road when it happened. It could have been a heart breaking disaster"
tobias berge	waipawa, New Zeal <i>a</i> nd	2020-09-17	"The Muppet's must be slowed down"
Rebecca Jervis	Waipawa, New Zealand	2020-09-18	"My kids cross the road on their way to school each day, the traffic flows too fast past the shops and crossing more than 50km, something must be done to slow the traffic flow down."
Morgan Wise	Palmerston North, New Zealand	2020-09-18	"Mwise"
Fred Morley	Hastings, New Zeal <i>a</i> nd	2020-09-18	"I lived on High St Waipawa for years and know traffic speeds through there. Not safe. Tautoko Au I tenei kaupapa"
Kristin Hansson	Waipawa, New Zealand	2020-09-18	"If a speed camera was set up coming off the bridge and a roundabout put on the Waverley St/ High St & the Ruataniwha Street / High Street intersections, with compulsory stops for all vehicles leaving BP in place, the 50km an hour speed limit would be sufficient. I have a view of the bridge from my house and the trucks fly through town. I experience this every morning when I try to turn onto the High Street from Ruataniwha St with vehicles far exceeding 50km/hr."
Nancy Wakelin	Takaka, New Zealand	2020-09-18	"I'm signing because the speed limit should be lower in Towns"

Name	Location	Date	Comment
Melissa Davis	Havelock north, New Zealand	2020-09-18	"I will be driving through here everyday to get to work and road accidents take so much more time than just slowing down"
Carolyn McCormick	Hastings, New Zealand	2020-09-18	"I agree it needs to be sorted"
Sandra Buddle	Waipukurau, New Zealand	2020-09-18	"We need to slow down, let's not have a death before we action this"
Nette Butler	WAPAWA, New Zealand	2020-09-19	"Nette Butler"
Gill Wells	Hastings, New Zealand	2020-09-19	"We need to reduce risk and keep safe!"
April-lee Jones	Gisborne, New Zealand	2020-09-19	"Road users have to slow down and respect the smaller towns they pass through, Mira people willBe killed otherwise"
Shelley Marie Sturm	Auckland, New Zealand	2020-09-19	"As a retailer of Waip awa for 4years, what I have witnessed on High street is shocking & out of control now. That's obvious!! It's not just cars hoofing it either north or south on High streetits ALL traffic. Everything from cars to the largest vehicles like massive tractors!!! None of them slowdown as they head towards either of the two pedestrian crossings! Its frightening to see this & it must be sorted. The noise level thru town will drop also! Lives & our safety are paramount. Flashing sign saying 'SLOW DOWN' are easily ignored, but placing road 'bumps' or similar, and erecting a couple of actual Speed Camera'sWILL slow this traffic on the stretch by bridge at BP thru to end of Gt.North road. 50k is too fast, 30k is safer & keeps noise down"
Tara Mueller	H OKITIKA, New Zealand	2020-09-19	"This is a small town where families and children need to feel safe! There needs to be more encouragement to slow down, it is easy to forget when going from 100km zone which borders either side of Waipawa."
Mark Matthews	Cambridge, New Zealand	2020-09-19	"We have whanau on the main road and to see the speeding traffic in this area is sickening."
Lynett Reo	Australia	2020-09-20	"I'm signing because of the congestion. The Street is narrow and cars don't slow down. I have driven the area many times over the years so I very aware of the dangers to people"
Franz Heinrich Mueller	Reefton, New Zealand	2020-09-21	"Speed is the single most significant factor in urban accidents. Reduce the speed and the severity of injuries is lessened!"
Waimarie Bruce	Hastings, New Zealand	2020-09-22	"It's an accident waiting to happen, slow down!"
Vivienne MacFarlane	Hastings, New Zealand	2020-09-22	"he's right."

Name	Location	Date	Comment
kerry Polchies	Hawkes Bay, New Zealand	2020-09-24	"The speed is too fast, and my mum has lost confidence crossing the road it's a older person's area and its definatly not safe any longer"
Simone Court	Hastings, New Zealand	2020-09-24	"I cross the crossing daily to drop my son off at primary school and most of the cars never stop as they are driving too fast. It's very dangerous for pedestrians- myself and my child- especially at the busy school times."
TeAra Bergstrom	Maraetotara, New Zealand	2020-09-24	"This is a busy little town and deserves some slow traffic"
Tina McOnie	New Zealand	2020-09-24	"Safety for the school kids"
Anne Greeff	Hastings, New Zealand	2020-09-24	"We need to prevent a major incident before it will inevitably happen"
Nicky Macdonald	Otane, New Zealand	2020-09-24	"It's time to slow people down for everybody's safety"
Andy D <i>a</i> vis	Hastings, New Zealand	2020-09-24	"The volume of traffic and high speeds travelling through Waipawa are a disaster waiting to happen. Needs sorting before someone gets killed, not after."
David Lawes	Napier, New Zealand	2020-09-24	"No need to speed in built up commercial and residential areas. This is a busy town and narrow road, just slow down and everyone makes it home safe, especially pedestrians"

7.15 ORGANISATION PERFORMANCE AND ACTIVITY REPORT OCTOBER-NOVEMBER 2020

File Number: COU1-1400

Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Organisation Performance & Activity Report October-November

2020 🕹 🛣

PURPOSE

The purpose of this report is to present to Council the organisation report for October—November 2020.

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as being of some importance.

DISCUSSION

This reports seeks to update Council on a number of key projects and priorities for Central Hawke's Bay District Council.

FINANCIAL AND RESOURCING IMPLICATIONS

This report does not present any financial or resourcing implications.

IMPLICATIONS ASSESSMENT

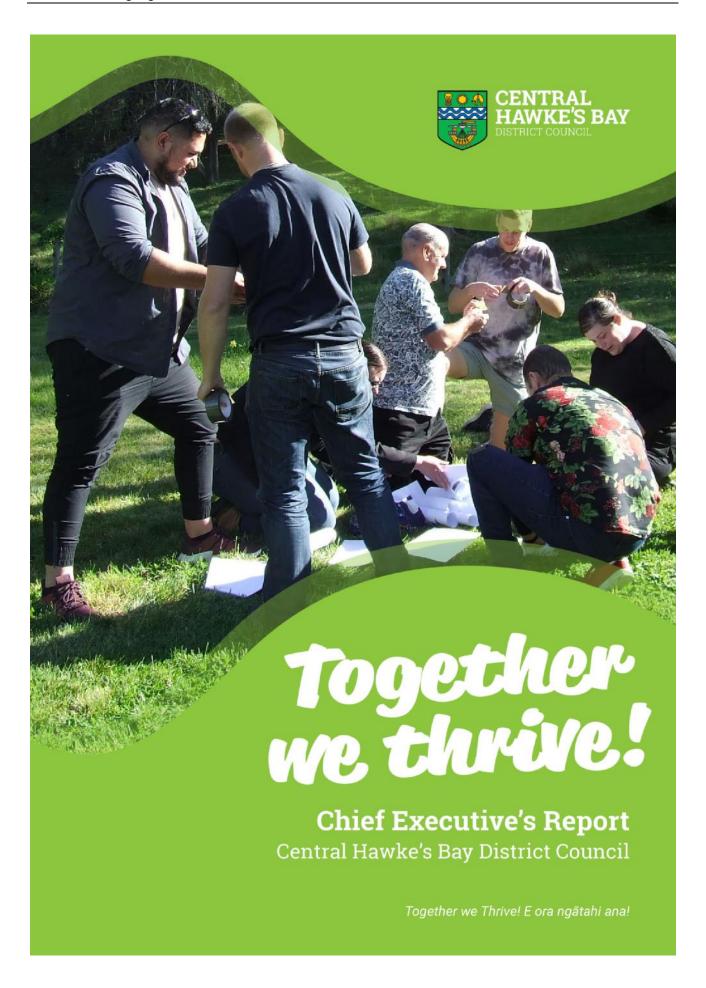
This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

The next six weekly organisation report will be presented to Council on 11th February 2020.

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our environment and celebrate our beautiful part of New Zealand.

Together we t Our Strategic Direction for Central Hawke's Bay

What we know - Our DNA -





CUSTOMER **EXCELLENCE**



THINKING SMARTER

What we stand for - Our Values -



attitudes we embrace as individuals, teams and as a whole organisation. We are all personally responsible for acting with these in mind.

- TRUST We create trust by acting with integrity.
 HONESTY We do what is right even when no one to looking
 ERSPECT We have respect for each other our community and our stabeholders.
 INNOVATION We find amorter way to do drugs to produce improved and scatains
 VALUING PEOPLE We are one team, supporting each other to succeed.
 EXCELLENCE We deliver exceptional results.

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



Why we do what we do - Our Purpose -

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



The outcomes we want to achieve - Our Objectives -



- Connected citizens.
- · Smart growth.
- Environmentally responsible.

How we'll reach our outcomes - Our Focus -



- Strengthening our district and

KIA ORA FROM THE CHIEF EXECUTIVE E ORA NGĀTAHI ANA – TOGETHER WE THRIVE.

Chief Executive Update - October - November 2020

This report provides an update of the organisation's activity over the October 2020 – November 2020 period and provides a snapshot of some of the organisation's achievements and activity over this time.

In October 2020, following a bi-election we announced Pip Burne as the new Ruataniwha Ward Councillor for Central Hawkes Bay District Council. We look forward to working with Councillor Burne and the wider Elected Member team to further pursue the goals of a thriving Central Hawke's Bay.

Significant focus continues on the preparation of the Long Term Plan 2021 – 2031. Council have made excellent progress on key milestones to ensure a robust and well throughout approach. At the time of writing this report Council have:

- Confirmed Vision, Values, Community Outcomes, key objectives and activity groupings.
- Confirmed growth assumptions and adopted the Integrated Spatial Plan
- Reviewed key policy documents including: Significance and Engagement Policy, Debt and Treasury Management Policy, Maori Contribution to Decision Making Policy, Asset Management Policy, Revenue and Financing Policy and key Rates Remission and Postponement policies.

Council continue to work through the inputs and outputs of its Activity Management Policies and Asset Management Policies and on $18^{\rm th}$ November will consider the endorsement of additional key inputs to the Long Term Plan. The project is on track to have achieved its key milestones with the intention for Council to adopt a Draft Long Term Plan 2021 - 2031 for community consultation in February 2021.

In August 2020 Council submitted a memorandum of understanding (MOU) to DIA to commit to working with Central Government on the 3 Waters Reform, and followed that up with submitting our Delivery Plan by the end of September outlining the projects we would be spending the \$11.09m that CHBDC would receive as part of Tranche #1 of the programme. Early November, has seen DIA approve the delivery plan and Council officers will now move forward with planning to deliver the programme outlined within the delivery plan.

The Rapid Redeployment Programme completed with a final celebration with the three tranches on 09 October 2020. The program proved to be a success with 43% of the workers now moving into either long term sustainable and permanent employment or seasonal work, with many more pursuing opportunities in the pipeline. One started work with Central Hawkes Bay District Council as the new Facilities Officer and two are looking to start their own business utilising the skills they acquired throughout the programme. Those who are yet to secure employment are still working with the Pastoral Care providers to address any barriers they might have.



This is the final Organisation Performance Report for the 2020 calendar year. During December we will participate in our annual festivities, and in particular celebrate staff at the 2020 Together we Thrive Awards, but I do want to take the opportunity to formally acknowledge the immense contribution from staff, contractors and staff throughout 2020. 2020 was not what we predicted, it threw up many curve balls as well as some gems. My immense thanks to our staff and contractors for your patience, your grit, your energy and your honesty, thank you for your loyalty, and your constant focus on doing the best for our customer – we don't always get it right but collectively we are adding value and making a difference.

"Ehara taku toa I te toa takitahi Engari, he toa takitini"

"My successes are not mine alone, they are ours – the greatest successes we will have are from working together"

Monique Davidson - Chief Executive

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GOVERNANCE AND LEADERSHIP

Governance and Policy

Following the adoption of the new Delegations Manual and Governance Policy Framework, work continues on the revision of key policies as we prepare for our Long Term Plan 2021-2031. Key milestones for Council in the reporting governance period include:

- Adoption of Revenue and Financing Policy
- Adoption of Annual Report 2019/2021
- Adoption of s17a Review Retirement Housing
- Adoption of Procurement Policy
- Adoption of Wastewater Strategy

A by-election for the Ruataniwha Ward was completed during this period. Three nominations were received; therefore, an election was required. Pip Burne was declared as the Ruataniwha Ward Councillor, and formally came into office on Friday 23 October. Work is underway to support Councillor Burne through induction and training.

Civic Awards

Held on the 29th of September, the 2020 CHB Civic Awards Ceremony saw the introduction of two new award categories, the Organisation of the Year Award, and the Community Service Award. While the Civic Honours Award remains the most prestigious award of the three categories, the two new categories allowed for a greater breadth of recognition, for those members of the CHB community who engage in voluntary service.

2020 Civic Honours Award Recipients

Terry Kingston Shona Crooks Tony Gray

2020 Organisation Of The Year Award Recipient

Pakeke Centre

2020 Community Service Award Recipients

Donna Pirini Haley Barrett Gael Riddiford

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SOCIAL AND ECONOMIC DEVELOPMENT

Community Wellbeing Strategy

Kate Luff continues to provide support in a contracted capacity to assist in the Community Development portfolio while Christine Renata remains seconded to the CHB Cross Agency Triage project until the end of 2020.

Work has begun on the review of the Community Wellbeing Strategy, establishing a new Social Wellbeing Strategy, building on the work and networks established during COVID-19.

Central Hawke's Bay Cross Agency Triage Project

The Central Hawkes Bay Cross Agency Triage is now well established and continues to receive a steady flow of referrals from local organisations. To date the CHB Cross Agency Triage has supported 12 family groups consisting of 25 adults 45 children.



Safer Central Hawke's Bay

During this reporting period the Coalition group was scheduled to meet on 28 October however this meeting was deferred and instead a smaller group met to discuss future planning, in particular how to support the Coalition to identify injury prevention priorities going forward. The annual stakeholder survey has been sent to Safer CHB coalition partners. This survey will inform the annual planning and strategic priorities of the group for 2021. The Coalition meets next on 2 December.

The Community Development Coordinator, alongside the current Safer CHB Coordinator and Chairperson are supporting Tararua District Council as they explore the possibility of becoming an accredited Safer Community. A presentation on the development and achievements of Safer CHB is being delivered to key stakeholders at the beginning of December.

The Safer Warmer Homes group met in September and again on 12 November. Most group members are actively involved in the CHB A&P Show Safety Precinct. A tool to help providers to easily access home warmth and safety resources has been developed by the group and distributed.

After hearing confirmation that the CHB A&P show is going ahead, the Safety Precinct working group agreed to repeat this successful initiative at the show. A collective of injury- and harm-prevention providers offer information and interactive activities for the public. The goal is to get people engaged and talking, and this year there are some new attractions and activities on offer.

The Family Harm prevention workstream (Violence Free CHB) met on 27 October to plan for the CHB Show Safety Precinct and White Ribbon Day. The theme for White Ribbon Day this year is "Challenge the outdated" and this will be the focus for both activities. The group decided to do the retailer packs again for White Ribbon this year, as it is a simple low-cost activity that has achieved good community engagement. All retailers (and other public facing entities, such as the libraries) will receive a pack with posters and other information, as a talking point for staff/customers and for store-front display.

The Community Resilience and Wellbeing group supported the Farmstrong Comedy nights, with the Waipawa event on 3 October 2020. The event was well supported with 120 people attending. Local vendors were invited to be part of the event and offered food and snacks throughout the evening. Feedback received was that it was a great night out. The Community Resilience Group has connected with a Youth focus group in CHB, and they are now represented on this network. This strengthens the group's ability to focus on youth self-harm. The group met on 5 November to reflect on 2020 and plan for 2021.

Positive Ageing

The Positive Ageing Forum have met once this reporting period on October 20 - International Day of the Older Person was celebrated in Central Hawkes Bay with an event at the CHB Municipal Theatre where over 50 of the district's senior resident came together to enjoy High Tea, entertainment and fellowship. Deputy Mayor Kelly Annand addressed those gathered, reaffirming the districts commitment to the older residents of Central Hawkes Bay and acknowledging and giving thanks for the significant contribution they make to our community.

The group also ran a very successful meeting to address the lack of access to banking facilities due to decreased operating hours as well as the phasing out of cheques which was causing concern amongst older people. Local banking representatives were present at the meeting and have committed to working with the community to provide local solutions and share information.

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Disability Reference Group

The Disability Reference Group have met once during this reporting period on November 5th. Consultants working on the Tukituki Trails project met with the group to give them an overview of the project and gain feedback on matters of accessibility. The group is also holding a Disability Awareness workshop in December with more workshops planned for 2021. These workshops will initially be at introductory level and be open to all interested organisations, businesses and community members.

COMMUNITY FUNDING

Creative Communities Fund

The Creative Communities Panel met on 14 October 2020 to review 9 applications. The applications submitted were of a high standard with a diverse range of creative activities. The Panel granted 6 applications a total of \$11,328.00. The next round of Creative Communities Funding opens in February 2021.

Community Voluntary Organisation Support Fund (CVOS)

On 21 September 2020 the CVOS Committee met to consider a total of 5 applications for Category 1 and 21 applications for Category 2. The Committee granted 4 applications in Category 1 a total of \$7,000.00 and they granted 20 applications in Category 2 a total of \$24,530.00. Letters have been sent to all applicants and the website updated with the successful recipients.

The next round of CVOS funding will open in July 2021.

Community Pride and Vibrancy Fund

No further Community Pride and Vibrancy Fund Applications have been received.

At the Strategy and Wellbeing Committee meeting on 22 October 2020 the Committee passed a resolution to amend the delegation amount for officers when considering Community Pride and Vibrancy and Environmental Sustainability Funding applications from \$500 to \$5,000. Applications over \$5,000 will be considered by the Strategy and Wellbeing Committee.

ECONOMIC DEVELOPMENT

Economic Recovery

Our focus has turned to consolidation of the funding gains we have secured from the Crown Infrastructure Partners Fund and the Provincial Growth Fund 'shovel ready projects'. These projects will fill the pipeline of capital projects for recovery, and help our community weather the twin blows of drought and Covid-19 led recessions.

In the past two months we have initiated the \$750k Tuki Tuki Trails project and the \$400k regional digital hub project, as well as continuing our PGF funded vegetation management programme, with several workers from this programme going on to full time, sustainable employment. As this project begins to wrap up we have started celebrating the work crews who have given so much to the district over the past few months. Check out some success stories here: https://www.chbdc.govt.nz/our-district/economic-development/jobs-in-central-hawkes-bay/jobs-in-central-hawkes-bay-stories/

In addition, we were buoyed by the announcement of \$19M loan funding from PGF for Te Mata Mushrooms Holdings Ltd to expand production in Havelock North and Central Hawke's Bay. The project will contribute significantly to an uplift in Gross Regional Product and direct and indirect jobs.

Mayors Taskforce for Jobs

The Mayors Taskforce for Jobs (MTFJ) team work to assist people in our Community who are job seekers obtain long term sustainable employment. Our mobile employment hub (the Big Blue Caravan) travels around the district speaking to people about what assistance and support can be provided. Employment hubs are also located in two of our rural locations, Porangahau and Takapau. These hubs are run by people who live in these locations as they have the local knowledge and reach into the Community.

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The MTFJ team consists of:

Bridget Cover (MTFJ Lead), Jono Craig (MTFJ Co-ordinator), Nicola Fryer (MTFJ Co-Ordinator), Keri Ropiha (MTFJ Porangahau and Jo Heperi (MTFJ Takapau)

Since the commencement of MTFJ the team have assisted and placed 74 local people into employment. A total of 315 people have come through the employment hubs seeking assistance or further information and 54 businesses have connected with MTFJ. The focus of MTFJ is placing Youth into long term, sustainable employment. Since the commencement of the current MTFJ agreement at the start of August the team have placed 25 Youth into fulltime sustainable employment.

MTFJ have developed a number of initiatives, all of these initiatives have been created as a result of identifying a need from conversations that have been had in the Employment Hubs. These initiatives include:

Pre-Employment Courses- These courses are run by EIT and include modules which assist attendees to become work ready. A course has been run in Porangahau with three completing and a further course commenced in Takapau on 2 November 2020 with eight attending.

Driver License Referral Process – a clear and succinct process has been developed for those where not having a driver license is a barrier for them obtaining employment. MTFJ will assist with paying for this process if MSD are unable to cover the costs.

CV Referrals - Those who require a CV to be developed are referred to EIT and assisted with getting one.

Life Coaching with Youth — it was identified that some Youth in the community could use some assistance with increasing their motivation to achieve their goals. Anna Tennent from Complete Coaching HB was identified as someone who could provide this service to these Youth. A pilot was therefore organised with 5 participants referred to Anna to work with her for a period of 5 sessions. The desired Pilot outcomes were to get the Youth motivated or into employment. Whilst Anna worked with the Youth, the MTFJ Coordinator also worked alongside the Youth assisting with finding employment opportunities for them. At the completion of the Pilot all 5 participants were in employment. A further agreement has therefore been arranged with Anna to assist a further 10 Youth.

Business Start Up – in consultation with the Chamber of Commerce a Business Start Up Pilot course has been developed for 5 individuals who identified as needing assistance with setting up a business. This course runs for 5 weeks and addresses topics such as Ideation, Validation, Finance, Marketing and Pitch. The course has been running for 3 weeks and all 5 participants have been attending and interacting during the sessions. Following the conclusion of the course each participant will be linked up with a local CHB Business Mentor to work with them for 6 months post the program.

Careers Expo- On 15 October 2020 MTFJ partnered with the CHB College to run a Careers Expo for both students and the Community to attend and see employment opportunities in the district. Over 40 employers had displays at the expo and both students and community members attended therefore making the event a success.

Skills, Training and Employment Network- This network meet once per fortnight to share their services and provide insight into the support they can provide those in our community.

Skills Training and Employment Action Plan – This plan is currently being developed and will map out our goals for the future and what could be achieved for the community.

Seasonal Labour Action Plan- MTFJ have been working with MSD to develop and monitor this plan. Discussions have occurred with Mr Apple and Bostocks who have indicated they do not require any further workers until February 2021, their picking season. MTFJ is linked in with the 'Pick the Bay' campaign. Continued discussions and support will be provided to the seasonal labour market over the coming months.

Ngā ara Tipuna

This project continues to be a priority focus for the economic development team and is on track for project completion in April 2021.

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The last two months has seen a further acceleration in the work programme with the following actions completed or underway:

- Filming complete
- Landscaping and tree work underway on Pukekaihau/Hunter Park
- Marketing planning underway
- Business planning completed
- User workshops for content underway
- Fabrication for phase one and two underway
- · Governance structure (trust establishment) complete
- · Fundraising 98% complete, with community fundraising the final component.

CENTRAL HAWKE'S BAY TOURISM

Tourism Infrastructure Needs Assessment

This report has now been adopted and is available to view on the CHBDC website. The Central Hawke's Bay Tourism Destination Plan and Need Assessment was funded by MBIE's Tourism Infrastructure Fund (TIF).

It is designed to be flexible by providing direction to enhancing the visitor economy and guide both the public and private sector decision making.

The plan outlines Central Hawke's Bay's current visitor economy and examines the destination strengths of the District. It identifies several 'hero experiences' which Council could focus on to grow the visitor economy, as well as target markets which would be interested in these experiences. It then creates itineraries for these markets and experiences. Lastly, it creates an action plan to develop supporting 'hard and soft' infrastructure to support the development of these experiences.

The plan creates a clearly articulated work programme which will support future funding applications to the TIF and other funds, and provides guidance to the Central Hawke's Bay Tourism Coordinator's work programme.

You can read the Central Hawke's Bay Tourism Destination Plan and Need Assessment here: https://www.chbdc.govt.nz/assets/Uploads/002509-TourismPlan-aR-web.pdf

Spring Fling

The 2020 Spring Fling was considered a success with nearly 800 tickets sold through Eventfinda. The Ongaonga Victorian Market and Waipawa Spring Festival Duck Day both reported larger crowds on the day than previous years. Omakere School Coastal walk at Pourerere had over 100 more tickets sold this year compared to last year. Gwavas and Wallingford events sold out in the first weeks of Spring Fling advertising. Both Oruawharo and Chapelwick events sold out due to Covid-19 restrictions even though they had capacity to host more. 27.3% of Spring Fling tickets were purchased from outside the Hawke's Bay region.

47.4% of ticket sales for the Central Hawke's Bay Homestead Trail were purchased by consumers from outside the Hawke's Bay region. 18% of the total tickets were purchased by people from Tauranga, Whanganui, Cambridge and Hamilton, which are areas that were not targeted by the Spring Fling marketing.

Image Library development

Felicity is working to develop the Central Hawke's Bay image library to ensure there is a wide range of images to promote Central Hawke's Bay across a number of platforms. The first photoshoot took place Sunday 1 November on the Tukituki Trails and Gum tree Farm. More photoshoots will be planned over the next months to continue to build the image library.

Central Hawke's Bay Marketing

Central Hawke's Bay beaches will feature in the Living Hawke's Bay Summer Magazine. Oruawharo and Gwavas homesteads featured in a new book of New Zealand Historic Homesteads available in bookstores nationwide. As promotion of the new book Oruawharo Homestead was also featured in the November issue of NZ House and Garden Magazine.

Trade Visit

Heather Mathews the Travel Trade Sales and Marketing Manager from Hawke's Bay Tourism and new to the region, has again visited Central Hawke's Bay to begin to familiarize with the area and products available.

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It is important for Heather to know what is available in Central Hawke's Bay to be able to appropriately sell the product in the trade space, how Central Hawke's Bay fits into a wider Hawke's Bay Itinerary for the Travel trade market and key areas to focus on in the trade space, as we currently stand, as a Visitor Destination.

Art Deco

The Art Deco Railcar will be visiting Waipukurau on Saturday 20 February and Otane Market on Sunday 21 February.

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DRINKING WATER

Drinking Water Compliance

Annual drinking water compliance audits are now complete, there was only one plant that passed this year. This is due to turbidity spikes in Waipukurau which were confirmed to be air, but the drinking water assessment unit were not satisfied there was enough evidence provided to accept the findings by the field staff. Takapau failed due to a sample being missed during level 4 lockdown. All drinking water reticulated networks passed for the year in short, the plants failed on technicalities, but the water delivered to our communities was safe and complied with the Public Health Act.

Operational update

The team has repaired 23 water leaks per month per average of these approximately 7 per month have been due to fibre contractors damaging the network or other third-party damage. This is disrupting planned operational works and affecting the number of existing leaks able to be attended. There are currently 27 outstanding water leaks on the network.

We have connected 16 new customers to the network in this reporting period.

Waipukurau Second Supply

With the recent approval of the delivery plan, Council has approved that the project team progress the project to the design phase for the option to connect the Waipawa water supply with Waipawau, an intergenerational project with a budget of \$11.5m – this work will include undertaking pipeline route investigation, consenting and borefield investigations to understand water production and capacity at the current Waipawa Borefield of Tikokino Road before taking a report back to Council to formally commence constructing the stages of the project. A media release went out on this project in October 2020: https://www.chbdc.govt.nz/our-council/news/article/695/council-moves-to-next-stage-of-securing-greater-resilience-of-water-supply-for-waipukurau

SH2 Borefield Upgrade

The project has been delayed slightly as we iron out some commissioning and turbidity (air) risks at the site, involving installing a run to waste system to discharge any turbid water before sending raw water up to the treatment plant and then to the reservoir on Pukeora Hill for treatment. This work will take approx 3 months to complete.

Kairakau Water Upgrade

In October 2020, the project team spent time door knocking and engaging with the community, residents, local iwi and gathered feedback on the scheme and how the proposed options aligned, some further work is required to complete the engagement to inform the options, and this will take place between now and the Christmas 2020 break, before design is undertaken in early 2021, and construction later in 2021.

Waipukurau Firefighting and Shortfalls

Stage 3 of the work is now complete and officers will work to undertake testing of the first 3 stages to validate and measure the improvements before progressing the design and programme of future stages of work.

Council is currently investigating some firefighting opportunities as part of the Farm Road water scheme to alleviate the need to draw water from town in the event of a fire

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WASTEWATER

Aerator improvements

Since the trial the team have started work on a further 2 aerators in Waipawa which should be completed in the coming weeks.

Waipawa Trunk Sewer Main Renewal

Power via the new transformer has now been commissioned and the new system is up and running, final tidy up on site is being undertaken before final completion, this project will improve the amount of I&I and our capacity through these to wastewater networks!

Waipawa, Waipukurau, Otane Wastewater Treatment/ Consenting Project

In October 2020, Council adopted a new wastewater strategy outlining the approach to be taken across the district. This is consistent and supports the progress being made across our six plants and three overarching projects. https://www.chbdc.govt.nz/our-council/news/article/696/central-hawkes-bay-district-council-endorse-wastewater-strategy

Otane to Waipawa Wastewater Pipeline (Stage 1)

Our contractor Fulton Hogan have completed Stage One of the install and is awaiting approval for Stage Two which will be delivered with part of Councils 3 Waters Tranche #1 reform funding and will include 4.5km of pipe heading towards Waipawa, expecting to start in early 2021 and take approx 6 months.

Porangahau and Te Paerahi Wastewater Treatment/ Consenting Project Projects

Following further engagement in July and October, land is now being sought and council is looking to make some steps on this over the next few months, as well as further cultural site identification to inform the project design, progress is being made and the team is determining how best to shape this into the consenting timeframes to meet ultimate project aspirations and LTP requirements.

Takapau Wastewater Treatment/ Consenting Project Projects

Following further engagement, Council have preliminary agreement with a landowner to investigate a land discharge scheme for the fry weather discharge from Takapau.

Takapau WWTP needs a consent lodged by March 2021. In the interim, some work is being done to install a new inlet screen and inlet flow meter along with replacing the outlet flow meter. This work is well underway and 80% complete. In addition council has installed three groundwater monitoring bores as part of the upgrade to inform design and current compliance.



STORMWATER

Resource Consent Compliance

We met with Regional Council mid-November to discuss our storm water compliance and a clear way forward to our catchment management plan due mid-2021. The meeting was positive with some clear outcomes and a collaborative approach being adopted going forward. We also discussed our annual compliance report which we have asked Regional our result, We have been rated moderate non-compliance and we feel this should be minor non-compliance. Regional council have also invited us to apply for a consent change as the current consent is too prescriptive and very difficult to comply with certain conditions.

Helicoil Pipe Replacements (Tutanekai and back of Tavistock Rd)

Work was undertaken in October to reline 2 sections of failed Helicoil pipeline – approx 250m in length – this work is now complete and the pipe now has another 50 year life expectancy!

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LAND TRANSPORT

Contract Works 20 / 21

Work on the 20 / 21 programme is continuing with regular road maintenance activities. The pre-reseal repairs are continuing in preparation for the reseal program to commence around the end of November.

Higgins have almost completed the Area Wide Pavement Treatment project at Ugly Hill with minor drainage works being finalised. The finished product provides a quality road which should last over the next 10 to 15 years. Other sites are being designed for later in the year should funding allow.

Higgins who also hold the Minor Structural Renewals contract have completed the first phase of the renewal of the Tipenes Bridge to enable farm work to continue. The owner of the property, our consultant Stantec and our contractor Higgins worked well together to deliver a quality job of replacing the old rotten deck with a temporary deck which will allow continued access to the farm. The design of the abutments and the new deck is in progress with a scheduled full repair to be completed by the end of January 2021.

Design for Te Roto and Eparama is being finalised so materials can be ordered, and work can begin.

Work on the MSE walls has begun at Kairakau and will progress to Hatope. The Mill Road and Kashmir roads have had to be redesigned to provide a better solution due to sub pavement investigations providing information which proved the original solutions would not be appropriate, however the solutions will be as robust and will be able to be constructed quicker.

The line marking contract was advertised with 3 companies submitting tenders (Downer out of Wellington, Road Runners who are a local company and the incumbent Orsborns. The successful tenderer was Road Runners submitting not only the best proposal but the best price as well.

October Weather Event

Work is continuing with the final repairs from the October 19 weather event. This was affected by Covid-19 as most of the remaining work required field investigations. This work is in progress and is included in some of the MSE walls being constructed by Higgins under Contract 1060.

NZTA

3 Year Programme

The Council has made a preliminary submission for funding assistance from NZTA for the next 3 year programme and their reaction was positive. As this was the first iteration and has to go hand in hand with the LTP there will be other iterations required but we are not expecting much change.

Technical Audit

NZTA recently conducted a technical audit of various parts of the road network and overall the roads are in good shape. There were a few recommendations where we can make improvements and these have been actioned by the Land Transport team with support from our consultant Stantec.

Asset Management

The new Activity / Asset Management plan has been completed in draft and is being reviewed and edited to be able to present to Council along with the 3 and 10 year budgets. The budgets will go through several iterations to ensure we are investing the right amount of money to sustain the road network to ensure safety and resilience of the network.

Speed Limit Review

The speed limit review is starting with preliminary results for areas where we have had specific requests for review. This will be workshopped with Council in the near future.

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SOLID WASTE

Levels of Service

We have had a tidy up at Porangahau transfer station and are currently in the process of moving the greenwaste area to a more central position, making it easier for customers and for loading back to Waipukurau. All four transfer stations are now at the same standard.

Section 17A

The Solid Waste Section 17A review has been workshopped three times and at the most recent workshop on the 22^{nd} October, elected members were presented with a principle based approach designed to gain reaffirmation of existing, but implicit principles in the delivery of our solid waste activity. The aim of this workshop was for officers to have sufficient feedback to be able to finalise the formal and independent Section 17a Review Report completed by Eunomia Ltd, so that it can be presented for adoption at the next Council meeting - 18 November.

Waste Minimisation Events

A free greenwaste day was held at each transfer station over the Labour Day bank holiday weekend. Those customers taking advantage of the event were 126 at Waipukurau, 100 at Waipawa, 8 at Porangahau and 7 at Takapau, making a total of 241.

Environmental and Sustainability Fund

Hunter Park Kindergarten, which is an Enviroschool, lodged the first application for funding for a number of waste minimisation and sustainability projects. The application was for \$10,000 and was presented to Council on the 22nd October. The application was approved on the basis that payments from the fund would only be made on presentation of invoices for completed works.

Waste Free CHB

The comms team have been so successful working with Coast & Co and with the Waste Free Wendy character, that we have had a resident phone in to speak to Wendy in person to discuss how they can increase the amount they recycle.

Again Again

We have been working with an organisation called Again Again and with local cafes, to set up a reusable coffee cup system in CHB. This is a national organisation which facilitates the exchange of used empty coffee cups for clean, sterilised coffee cups when customers purchase coffee from participating cafes. Being a national scheme, any coffee cups purchased in CHB can be exchanged in any participating cafe in New Zealand. Five cafes have committed to the scheme so far, Nolas (who have just received their cups and will be launching very soon), Paper Mulberry, Hatuma, Espresso and McCauley's Cafes will also be phased in, in the near future.

Recycling

Kerbside collections have been the big focus during these months with changes coming to both the residential and commercial recycling collections.

Plastics 1, 2 and 5

From the 1st November, only plastics numbered 1, 2 and 5 will be accepted for recycling at the kerbside or within the recycling DOC bins. This follows a long communications programme, including newspaper, radio, website and maildrop, where residents were initially asked to leave numbers 3, 4, 6 and 7 out of their kerbside recycling crate and for the last two weeks of October, any crates which contain these numbers have been stickered, but collected. From 1st November, these crates will not be collected.

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Commercial recycling collection

Also, from 1st November, commercial recycling will become a private arrangement between businesses and contractors. This has become necessary because of international changes in recycling values and markets where there is either low or no value for recyclables. Businesses are rated the same as residential properties for two recycling crates, one for comingle and one for glass and these will continue to be collected, but they are not rated for commercial recycling and this is where they will need to make an arrangement with a private contractor or take their own recycling to Waipukurau transfer station at no cost, where there will be a recycling container in the pit made available to them.

Waipukurau kerbside collection split

Because of increasing recycling volumes and the issue of health and safety risk associated with an increase in the frequency of later finishes on Mondays in Waipukurau, Smart Environmental have requested that they split Monday's very large recycling day and Tuesday's smaller rubbish day into two even days across Monday and Tuesday, by splitting the town into two, collecting rubbish and recycling on both days. Plans are currently being drawn up to divide Waipukurau into two zones and residents will be asked to place their recycling crates and their rubbish bags out on the kerbside for collection on the same day, either Monday or Tuesday, depending on which zone they are in.

The date of the 23rd November was chosen to ensure the change was established and settled before volumes start to increase over the Christmas period.

Tyres

The large pile of tyres at Waipukurau transfer station have been removed for recycling, leaving behind two very large tractor tyres, which are not recyclable because of their size. We have found a home for these at Waipukurau primary school and Higgins have very kindly transferred them from the transfer station to the school at no cost to either Council or the school.

Leachate to Landfill

The project is still on hold as we work through the response from HBRC. Regional are not comfortable with a straight discharge into the second pond and the effect that it may have on the down water stream running through farmlands. Council believes it has secured a short term consent for the discharge to allow it to better understand the impacts and complete the project.

CONSENTS



Building Consents:

Consent volumes are steady and in line with the same period 2019.

- Total consent applications: 123 (YTD 1/07/20 31/10/20)
- New dwellings / relocates: 50
- Total value: \$25,789,245
- Includes two large commercial consents valued at \$1.8M and \$7M
- IANZ audit will be undertaken in the week commencing 2/11/20

There has been little obvious impact to date as a result of MBIE Schedule 1 Guidance related to building exemptions which commenced 31 August 2020 however there has been a noticeable increased in public enquires related to Tiny Houses. We expect this to increase and will managed on a case-by-case basis under both the Building Act and RMA as required.

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Resource Consents:

Consent volumes are well ahead of the same period last year (YTD 92, same period last year 64). The increase is on the back of general population growth and likely in part due to proposed changes in the new District Plan which continues to drive a large volume of public query. Applications for subdivision in the rural zones remains strong.

- Total consent applications: 92 (YTD 1/07/20 31/10/20)
- Total new lots created YTD: 167

Resourcing:

There remains a heavy reliance on external consultants for processing of both Building and Resource consents with two Building Consents Officer and two Planner vacancies. Recruitment strategies are in place including the creation of a Cadet Building Consent Officer role. As a result, National Processing are currently processing 100% of new builds while staff are focusing on inspections which are unable to be outsourced. WSP is managing approximately 90% of new Resource Consent applications.

Compliance:

Compliance has been a focus this quarter with good inroads made in the Building Warrant of Fitness area. Owners of priority earthquake-prone buildings have now all been informed with updated seismic assessments slowly tricking in. There are now less than 10 pool safe certificates outstanding which is a priority for the coming weeks.



EMERGENCY MANAGEMENT

Our focus within the organisation, remains on supporting the prolonged drought recovery and other operational initiatives underway in support of Covid-19 recovery.

We provide a monthly Economic and Social Recovery Status report, that will be further tabled at the next strategy and wellbeing committee in the new year.



PLACES AND OPEN SPACES

Summer Beach Season & Responsible Camping Fund

Council has been awarded funding of over just \$80,000 to support 'responsible camping' initiatives from MBIE's Tourism Infrastructure 'Responsible Camping Fund.' This fund is for programmes as opposed to infrastructure. Like last summer, we have funding to support additional cleaning, waste and rubbish removal at all beaches, and the highly successful glass recycling bins and six port-a-loos for Pourerere Beach.

We will continue to roll out beach signage following consultation with the beach communities with funding to assist with design. This year we are excited to announce that we have funding for an ambassador. This role will provide information to beach visitors and education where needed. Data will be collected so we know how many people are using the various areas and how long they are staying. The ambassador will also be a conduit of information between Council, residents, Police, FENZ, Ministry of Fisheries, etc.

We expect to have a larger influx of Kiwi visitors this summer due to fewer people engaging in international travel. This has already been realised by the unprecedented number of visitors and complaints received over the recent long weekend. A combination of outstanding weather and the holidays led to three reports from locals of 400-500 day visitors and freedom campers descending on Pourerere Beach. Most visitors behaved appropriately, but there were a number that did not travel to the public toilets to relieve themselves. We will consider port-aloos for future labour weekends if and when the opportunity for Responsible Camping Funds is made available again.

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Waipawa Pool Preps for Summer Opening

Waipawa Pool is gearing up for a 1 December opening. School usage begins before that weather and water temperature-dependent.

You may have noticed that the old paddling pool is gone, and a new grass play area is popping up. We extend our thanks to Bruce Stephenson and John Hamilton who donated time and equipment to break-up and remove the old pool providing great savings to ratepayers and Waipawa Districts Centennial and Memorial Pool Committee.

Finally, sleeves for lifeguard umbrellas we be installed in the next few weeks ensuring lifeguards have some protection against our CHB Sun.

Central Hawke's Bay Municipal Theatre

Post lockdown and lower Covid levels has seen the CHB Theatre extremely busy in September and October. A range of community meetings, funerals and Council derived meetings are back. September saw the addition of Bookarama, a sold-out Dave Dobbyn, and Farmstrong. October has held Hopetoun Brown and Jan Preston Concerts along with the Library Quiz night. November has already seen the 'pack-in' of M&D's Cinderella with shows running 1-28 November.



Playground Tidy-ups

November will see a range of safety improvements across most of our playgrounds. Namely the removal of some tiles and 'pour-n-play' safety surfaces that have reached the end of their 'useful life.' Nelly Jull and Takapau have a piece or two of equipment being removed. It is also time to see the Nelly Jull Tractor move-on. The cost to make compliant to NZ Safety Standard for play equipment, namely remove range of entrapments and rust, is costly. Dick Hurae's father donated the tractor back in the day and Dick is happy to come and remove "Toby' to its retirement home on Dick's property.

Whangaehu Toilet

Since the last org report we have spoken to the neighbouring property where the proposed to be located within the road reserve with positive feedback. We are now arranging time to meet with another local who mows the area and work to contract a local cleaner. Councillors will have a report to consider at the 18 November meeting. The resolution is for Council permission to locate the facility in the road reserve, in accordance with the requirements relating to road reserve pursuant to the Local Government Act 1974.

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Central Hawke's Bay Libraries

Following the reduction in COVID-19 alert levels, the Central Hawke's Bay District Libraries were able to reinstate group programmes in time for the school holidays. We held craft and activity days during the first week while the second week was dedicated to the final Maths is Fun programme. This initiative will no longer be funded by Eastern and Central Community Trust.

Cuppa with the Mayor or Councillor continues fortnightly, and we have recently introduced Cuppa with a Copper sessions as well as regular weekly timeslots where a Justice of the Peace is available onsite. Upcoming Cuppa with... events includes two sessions with the Central Hawke's Bay Consumers Power Trust.

The social knitting, baking, yoga and Man Up groups continue their regular meetings, and the Children's' Arty Creatives classes have resumed this term, and the recently refreshed Waipawa Library meeting room is seeing continual growth in use, with both internal and external user groups making use of this facility. The Mayor's Taskforce for Jobs are meeting there weekly and U3A groups meet in the room monthly.

The Winter Warmers literacy programme – delayed due to COVID-19 – is nearing completion, with final check-ins and prize-giving's being carried out at the schools.

Waipawa School continue to use the library and there are not many days where we don't see a class.

Uptake of the Books at Home services continues to increase, with more patrons signing up for home deliveries due to difficulties physically accessing our services - in part due to the lack of library facilities in Waipukurau. Questions from members of the public concerning an update with regards to this continue to increase and are now being fielded multiple times a day.

The mobile app for the Libraries has now been released to the public, with marketing of this beginning 2nd November. Digital resources continue to show growth, with ebook/audiobook usage continuing to increase. We will shortly be adding research databases from EBSCOhost, provided to us free of charge as part of the National Libraries Partnership programme introduced to provide additional resources to Public Libraries following COVID-19.

AA services have continued to be well-utilised, with a slight drop during the school holidays offset by a sharp increase in demand once these were over. Council Service Centre and Visitors Information Centre services continue to be offered at the Pop-Up centre in Waipukurau.

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Health and Safety Overview

The safety team is continuing to work on a raft of improvements previously reported which include the development of the critical risks within the organisation – the 'bow-tie' analysis workshops are complete and work is ongoing to better understand our critical risks and how we currently and could better control these risks. Currently we are considering specialist software which enables the information collected during the bow-tie process to remain as living documents which enables regular auditing, recording of improvements and makes it easy to explore, explain and present our efforts in this space.

Our new health and safety system 'RiskManager' has been launched and its functionality continues to be improved, Safe365 has been discontinued and work is ongoing to retrieve records from PeopleSafe before it is also discontinued.

The vehicle GPS trial is due to be closed and evaluated, before recommendations are made to ELT, while significant effort has been made to systematically evaluate the workforces lone/isolated work risk-profile and to evaluate what type of device is most suited for their risk profile. In line with best practice, this process has been done with direct involvement of our people who face the risks. The majority of the vehicle fleet has also had it radio upgrade away from the emergency services frequency's and staff training on radio use has been conducted.

Lastly, work is continuing with our operational and project contractors to lift the level of reporting and the type of reporting we receive

Contractor Management Framework

A Contractor Management Framework is in Draft and currently under review prior to going out to the teams for feedback/input. Once finalised the plan will be rolled out across the business. The purpose of the framework is to standardise our health and safety requirements across all contractors engaged by Council. This includes how we carry out due diligence on our contractors through things like regular site inspections, audits and how we deem them competent over and above the baseline pre-qualification.

Safety System

We have a new safety system called 'Risk Manager' into the business – this replaces PeopleSafe and Safe 365 and will look to be our one source of truth! The H&S team will continue to optimise the use of the system and normalise its use.



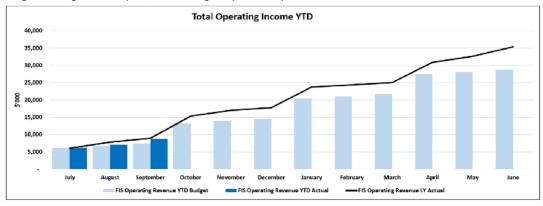
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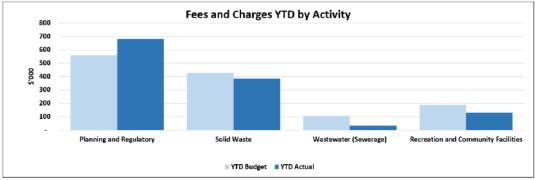


FINANCIAL PERFORMANCE ENDING 30 SEPTEMBER 2020

The graphs and tables below show the financial results for Council covering the financial results for the 1 month ended 30 September 2020. Being the first quarter of the new financial year it is still quite early in the year to draw too many conclusions, but we are starting to see a few trends in the data.

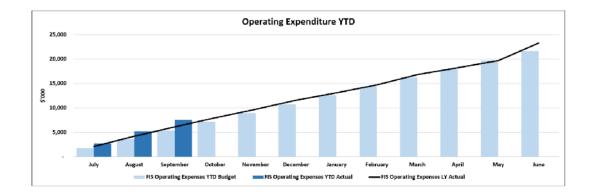
Revenue is tracking above budget, but the unbudgeted PGF monies for the Job Creation schemes (\$1.2m) (which also comes with unbudgeted costs) distort this. The underlying data shows that planning and regulatory is still processing more consents than expected (and this is against a fees budget that was set pre-COVID-19). Landfill is also going strong, but their budgets for 2020/21 had quite a lift from the previous year. Water revenue is down on budget but this is a phasing issue with most excess water use charges occurring later in the year, while the budget is spread evenly.



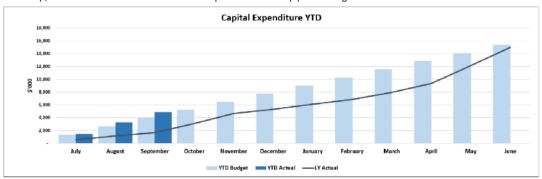


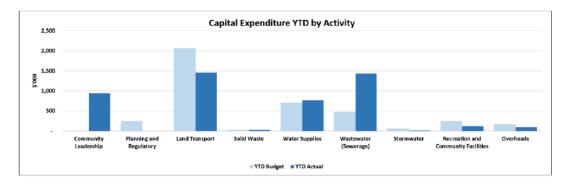
The operating expenses budget shows a similar trend to the operating revenue budget which is being distorted by the PGF Job Creation schemes (\$1.3m). Council is showing a savings in wages (vacancies and less casuals at the Theatre and Library). Payments to suppliers are \$2.3m over budget. \$1.3m of this is due the job creation scheme, \$117k is outsourcing of consents, \$62k is the district plan review, \$72k is in solid waste (disposing of concrete, tyres, and greenwaste), \$201k in drinking water (mostly operational, but includes \$52k of connection recharges yet to occur), and \$255k of PGF Route 52 investigations.

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The capital programs for the year are well underway. Nga Ara Tipuna project is showing up in the graph below under community leadership, and under wastewater the Otane to Waipawa wastewater pipeline being the main drivers.









2020 to date has already seen a significant amount achieved in **#thebigwaterstory** programme, this and the ongoing programme of work has also led to the creation of **#thebigwastewaterstory**.

Officers have been working on delivering the programme through physical construction while also preparing significant projects like the wastewater upgrades for community engagement and consenting. These sizeable projects require significant input prior to construction.

In the waters space, officers have been working on the Waipukurau Second Supply pipeline routes, and in October 2020 following announcement of delivery plan approval and acceptance officers are progressing the design of a generational project to tie the Waipawa and Waipukurau water networks, with initially Waipawa supplying Waipukurau.

The Kairakau water upgrade has seen some attention in recent months as officers look at options to upgrade the system in conjunction with the community and what is required for compliance into the future.

Thanks to a recent grant through central government allocating #11.09m to CHB, this will see a continued increase in investment in 3 Waters and some flagship projects able to be moved faster than anticipated, below is an outline of current projects underway and completed in 2020;

The following projects are currently underway;

- Waipukurau SH2 Borefield Upgrade
- o Waipukurau Second Water Supply
- Takapau Wastewater Upgrade
- Porangahau and Te Paerahi Wastewater Upgrade
- o Waipukurau, Otane, Waipawa Wastewater Upgrades
- o Otane to Waipawa Wastewater Pipeline (Stages 2)
- o Kairakau Water System Upgrade
- Waipawa Firefighting and Improvements
- o Leachate to Landfill Irrigation
- Wetlands Removal Waipukurau, Waipawa, Otane
- o Johnson Street pump station improvements
- o Waipukurau water renewals (Reservoir Road/Nelson Street)

The following projects have been completed:

- o Waipukurau Helicoil Replacement Tutanekai Street
- Waipawa Trunk Sewer Main Stage 2 (Pumps and Power)
- o Waipawa Trunk Sewer Main Stage 1 (Relining)
- o Otane to Waipawa Wastewater Pipeline (Stages 1)
- o Waipukurau Firefighting and Improvements (stage 3)
- Otane Wastewater I&I study
- Porangahau Water Treatment Upgrade
- o Te Paerahi Water Storage

WAIPAWA AND DISTRICTS CENTENNIAL MEMORIAL POOL UPGRADE

PHASE 2	DESIGN	.8/0/
TIMELINE	NOV 2019 START DATE	END DATE
PROGRESS	100%	
BUDGET	\$1,205m TOTAL PROJECT	4
RISKS		4



Scope

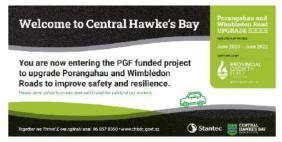
The development of a master plan is the remaining milestone from Phase 1 to complete. This master plan will inform phase 2 focussing on accessibility, entry, change rooms, and family friendly activities in pool surrounds inviting users to stay longer.

Progress Update

Since the removal of the paddling pool a concrete apron was constructed around the manhole for the holding tank, topsoil spread, and the area planted with grass. Umbrellas have been purchased for the lifeguards and sleeves to insert this will be installed later in November. The final report has been submitted to Eastern and Central Trust in relation to the funding they provided.

PGF ROADING PROGRAMME - PORANGAHAU TO WIMBLEDON





Scope

To upgrade Porangahau and Wimbledon Roads to improve safety and resilience along the route from Waipukurau to the Tararua border on Wimbledon Road.

The Contractor

Stantec and Council have been delivering the design, procurement and contractor supervision of this significant programme of work.

Funded through the PGF by MBIE – the programme will ramp up from here, and we can expect to see significant construction through to 2022.

Communications

An interactive map has been created and can be visited here: https://stantec.maps.arcgis.com/apps/webappviewer/index.html?id=d315f41333354ea48bd220432ad0b30d

Webpages for the programme and individual projects can be found here: https://www.chbdc.govt.nz/our-district/projects/route-52-porangahau-and-wimbledon-road-upgrade/

A monthly new sletter is setup and is being sent out monthly.

Progress Update

C-1075: 2 Retaining Walls (Wimbledon/ Porangahau Roads)

Downer are currently building 2 new retaining walls. This project is 50% complete

C-1076: 2 Retaining Walls (Porangahau Road)

Russell Roads are currently building 2 new retaining walls. This project is 60% complete.

C-1077: AWPT on Porangahau Road

Russell Roads are currently on site and the project is currently underway and 20% complete – on track for December 2020 completion.

C-1096: Bridge and Culvert Strengthening

The RFT for this large programme of upgrades is out and due to close in December 2020.

The remainder of the programme is being developed and is worth approx. \$17m, procurement planning is underway with the design and council anticipate to take C1097 (Flaxmill) and C1098 (Retaining Walls and Slope Strengthening) to market later in 2020.

PHASE Consultation P AUG 2017 Notification May START DATE 2021 PROGRESS 70% 1,800,749



Scope

RISKS

The focus of the review is now on completion of the outstanding bodies of work ahead of the completion of the draft Proposed Plan, scheduled to be finalised by the end of December 2020. This includes full integration of the national planning standards, completion of the Significant Natural Areas (SNA) assessment and conclusion of deliberations on all submissions received on the draft District Plan.

Progress Update

The District Plan Committee meet on 10-11 November to consider a number of matters following the adoption of the ISP by Council on 24 September. Officers have been able to progress with recommendations on a number of submissions that were delayed until the completion of the ISP as well as providing updates on late submissions and other matters identified by the Committee that they have requested information on.

Matters considered by the Committee include the following;

- The Household Growth Report (providing a bridging document between the Urban Growth Strategy and recommendations from the ISP
- Recommendations on submission relating to rezoning and mapping
- Confirmation on Plains Production Zone Boundaries
- Update on the Porangahau Road Growth Cell.

On other issues, Councils consulting ecologist have now completed the final assessment of the SNA project and have provided the final and corrected dataset of the districts SNAs to Council. Officers are now able to complete this part of the district plan maps. In addition, a revised set of individual property maps has been prepared to send to landowners whose properties include an SNA with a covering letter apologising for the quality of the original letter and maps sent in May 2019 as part of Council consultation on the draft Plan. These maps and letters will be mailed to landowners in early November.

As part of consultation with landowners, many requested site visits or ground truthing of their properties to review SNA boundaries.

In addition, progress has been made on a number of procedural matters required to support the Schedule 1 process. This includes the appointment of legal advisors to review the proposed document, the identification of a planner with appropriate experience to undertake a planning peer review of the proposed Plan and the updating and review of GIS mapping of the District Pl A significant milestone was achieved by the District Plan Committee with the adoption of the revised draft District Plan . Either Gerry Kessels or John Cheyne supported by officers undertook these visits and on one occasion, an elected member went in support. Individual reports on these properties, complied by Councils consulting ecologist and providing feedback on the final recommendation for each SNA assessed, will be sent to landowners in early November.

Progress is continuing in relation to Council undertaking consultation with iwi ahead of the formal Schedule 1 RMA process for the review beginning in 2021. At the time of writing this report, a District Plan hui is planned to be held on November 24 at the offices of Te Taiwhenua O Tamatea to discuss the Councils responsibility to consultation with tangata whenua ahead of the Proposed Plan being notified for public consultation and what Council support of this consultation might look like. The assistance and guidance of Dr Maaka is acknowledged and recognised in the organisation of this hui. Discussions are progressing around the upload of the Proposed Plan as an eplan for the date of notification and necessary timing to achieve the upload to meet the notification date of May 2021.

A report will be presented to Council at the 18 November meeting presenting the options for appointment of a Hearings Panel to undertake hearings on the Proposed District Plan. Based on the guidance and recommendations provided by Council the appointment of Hearings Panel will be progressed.

POUND PROJECT

PHASE	DESIGN	18/0/
TIMELINE	JUN 2018 START DATE	JULY 2020 END DATE
PROGRESS	5%	
BUDGET	\$422k TOTAL PROJECT	1
RISKS		✓



Scope

To build a purpose built Pound Facility for Central Hawke's Bay that meets:

- Ministry for Primary Industry (MPI) standards and;
- the needs of the community.

Progress Update

We have exhausted current options for availability of land within the current budget constraints and are continuing to explore other commercial options.

The Customer Experience and Relationships Manager is continuing to manage the ongoing relationship with the SPCA and the SPCA have confirmed that they are happy to extend the current agreement in place as they understand our current situation. This has given Council reassurance that there is no immediate pressure to find a long-term solution, however note that the SPCA nationally are going through some major changes.

A contingency plan has been developed in the event Council is asked to vacate the current Pound facility at the SPCA.

8 MAYOR AND COUNCILLOR REPORTS

MAYOR'S REPORT FOR OCTOBER-NOVEMBER 2020

File Number: COU1-1400

Author: Alex Walker, Mayor

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Mayor's Report - October - November 2020 🗓 🖺

EXECUTIVE SUMMARY

The purpose of this report is to present Her Worship the Mayor's report.

RECOMMENDATION

That the Mayor's report for October—November 2020 be received.

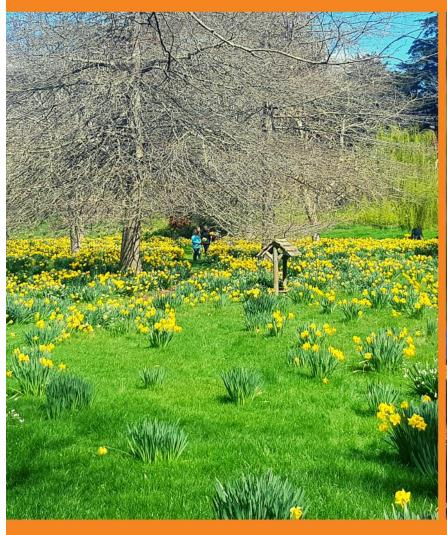
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The Office of the Mayor - Central Hawke's Bay



MAYOR'S REPORT

Meeting 24 September 2020 2019-21 Triennium Report for 20 July - 11 September 2020





Mayor Alex Walker

Mayor's Report: 24 September 2020







Answers sought after library closed











MAYORAL MOMENTS

The world is a little different! Coming back up to Covid Alert Level 2 has really put people on tenterhooks and gathering restrictions have meant that I have had far more time at home in the evenings with my family! It is incredible to see how people are managing with so much uncertainty – families, clubs, schools, businesses – it's impossible to plan anything from week to week at the moment and I think it is taking its toll on people's resilience, and in some instances their good humour. But as long as we continue to look after each other, be kind and lead with positivity we can help our community come through.

Adding \$11.09m to our external funding drive was a huge highlight recently! Including this additional level of investment into our work pipeline for the district is fantastic for local economic recovery, and when you sit this alongside our work investing in our people – the MTFJ and the PGF rapid redeployment – I think Council is taking a vital leadership position as we continue to battle COVID-19.

It was also great to put such a huge breadth of issues and information out to our community during "Our Thriving Future" engagement project. This, on top of some fabulous community work on our Integrated Spatial Plan and Town Centre Planning is really going to give our infrastructure work so much more cohesion, purpose and integrity. The Thriving Future really is coming to life!

THRIVE IN FIVE!

Our #thebigwastewaterstory has really started to roll forward as we now have options on the table for all SIX of our treatment plants. LTP pre-engagement on this topic was interesting for two reasons - CHB community are pretty sick of talking about this and just want to get on with it; and, I don't think there is a good appreciation of what such a huge cost will potentially do to rates. I think this is a challenge for us but while \$60m+ is huge for CHBDC, in the bigger scheme of investment required regionally and nationally I think people are getting a bit immune to these HUGE dollar numbers.

Social Housing - two things - Section 17a review on our retirement housing is due back to us with options next month; AND Kainga Ora has purchased a significant piece of residential land in Waipukurau for new public housing! This is a huge turnaround from 3 years ago when government refused to acknowledge we had a problem in CHB!

Mayor's Report: 24 September 2020



#THEBIGWATERSTORY GOES NATIONAL

Central Hawke's Bay - we've been confronting increasing costs in drinking, waste and storm water for a few years now. And we all know that there is much more to do - particularly for our wastewater! Standards are rising, and fast.....!

Since our council discovered that our waste water plants in Waipukurau and Waipawa would never be able to meet their resource consent conditions we have been looking for better funding options so we can solve this once and for all....

Nearly two years ago the Mayors of the whole Hawke's Bay region put their heads together and said let's see what this issue would look like if we worked together, and whether there's a smarter and more affordable way to do this.

Two weeks ago, our regional push was published as an independent review. It highlights:

- HB needs to double its capital work from \$300 to \$600m
- at a minimum rates for the three "waters" will need to DOUBLE in the next 3-5 years to meet legislation - no matter which part of the region you live in
- for CHB this could mean up to \$3.5k per household JUST for drinking, waste and stormwater
- a regional structure to manage our three waters could accelerate investment, increase skills and capabilities across HB and provide a more sustainable funding base to provide equitable access to all households in our towns and cities
- however, the report highlights that based on current modeling Napier would need to subsidise other parts of the region AND we would need legislative changes to allow us to build a structure of water business that would work for HB

All of this information adds up to us, across Hawke's Bay, stepping up to government reform process armed with the BEST information to get the BEST outcomes for our region.

Now this is scary for many - and any level of "reform" at either a regional or national level could potentially change the face of how a council like ours operates in a community. We can't be afraid of change, because what we currently have is not sustainable and it will eventually undermine the integrity of all the other crucial place-making and community building that we do as civic leaders. Eyes open, big questions and future thinking....I'm game!







Mayor's Report: 24 September 2020



DIARY: COUNCIL & COMMUNITY

- Mayoral Economic Recovery Business Taskforce 21 July
- Small Block Holders Fielday 26 July
- · CHB Community Reference Group 27 July
- · Council Meeting 30 July
- · Tukituki Leaders Forum 31 July
- Presentation to Cpl Tayak Ruahine Cadets 4 Aug
- · Official Opening of Central FM 5 Aug
- CE Performance Management Committee 12 Aug
- LTP "Lunchtime Lives" Water Management 12 Aug; Wastewater 18 Aug
- Meeting with Beef+Lamb NZ re: forestry and landuse change - 26 Aug
- · Extraordinary Council Meeting 19 Aug
- District Plan Committee 25 Aug
- CHB Business Connector Event 25 Aug
- Cuppa with the Mayor Waipawa Library 26 Aug

DIARY: REGIONAL & NATIONAL

- National 3 Waters Roadshow Auckland and Northland 20/21 July; Napier 24 July; Christchurch 28 July; Timaru 29 July; Palmerston North 4 August
- National 3 Waters Steering Group Meetings - 3 August, 17 August, 7 Sept
- Central/Local Govt Forum Rural & Provincial - via Zoom 24 July
- · Caring for Communities 24 July
- DC-3 Promotional Flight 25 July
- HB Mayoral Forum 27 July; 31 August
- HBCDEMG & Regional Leadership Group -20 Aug, 27 Aug, 3 Sept, 10 Sept
- · PGF announcement Maraekakaho 7 Aug
- · LGNZ AGM via Zoom 21 August
- Primary Producers Roundtable Hastings 24 August
- Matariki ESG via Zoom 28 August
- HB Civil Defence Joint Committee 31
 August
- HB CDG Debrief workshop 2 Sept
- HB Regional LG collaboration day 4 Sept
- Regional Transport Committee 11 Sept

- CHB Museum AGM 26 Aug
- Strategy & Wellbeing Committee 27 Aug
- · Chorus update with Jo Seddon 1 Sept
- Meeting with Micheal Vette 2 Sept
- Risk & Assurance Committee 3 Sept
- Waka Kotahi Capital Works update with Rob Partridge and Margot Bawden - 7 Sept
- Civic Awards Panel 7 Sept
- Meeting with Neil Bain via zoom 8 Sept
- Tukituki Leaders Forum 8 Sept
- Town Centre Planning event 9 Sept
- Council Workshop 10 Sept



FINANCE AND INFRASTRUCTURE COMMITTEE CHAIR'S REPORT

File Number: COU1-1400

Author: Bridget Gibson, Governance and Support Officer

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Finance and Infrastructure Committee Chair Report October-

November J

PURPOSE

The purpose of this report is to present the Finance and Infrastructure Committee Chair Report.

RECOMMENDATION

That the Finance and Infrastructure Committee Chair Report for October—November 2020 be received.

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18 NOVEMBER 2020

Finance & Infrastructure

CHAIR REPORT



Overview

Work on the LTP 2021-2031 has taken most of our time over the last month. It has given us all a greater appreciation of the difficulties associated with trying to maintain levels of service, meeting community expectations and satisfying the regulator, within very tight budget constraints.

As a council we have now made most of the hard decisions. In the new year we take it to our communities and clearly explain the reasons for a circa 9% rate rise. Listen to the feed back and then commit as a united council to the path forward. None of us should be apprehensive as long as we understand what underpins the increases.

Key activities and achievements over the last 8 weeks

Three Waters Reform

LTP Budgets

Solution to Route 52 (Flaxmill bridge) flooding problem

Wastewater solutions at Takapau, Porangahau and OWW

Policy reviews.

Key priorities and activities over the next 8 weeks

Three Waters Reform

LTP Budgets

Porangahau/Wimbledon Programme

Wastewater projects

Strategy's

Meetings Attended:

22/9/20 Pre Council Meeting

24/9/20 Council Meeting

25/9/20 Lunch at breakaway day

29/9/20 F&I agenda preview

30/9/20 Annual Halls Meeting

3/10/20 Visit to Porangahau wastewater sites

8/10/20 F&I Meeting

15/10/20 Council Workshop

16/10/20 Wastewater project meeting

22/10/20 Council Meeting

30/10/20 Wastewater funding & phasing meeting

4/11/20 Porangahau/Wimbledon PGG meeting

5/11/20 Council Workshop

12/11/20 R&A Meeting

12/11/20 Leadership Meeting

Together we Thrive! E ora ngātahi ana!

STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT

File Number: COU1-1400

Author: Bridget Gibson, Governance and Support Officer

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Strategy and Wellbeing Committee - Chair Report 4

PURPOSE

The purpose of this report is to present the Strategy and Wellbeing Committee Chair Report.

RECOMMENDATION

That the Strategy and Wellbeing Committee Chair Report for September-October 2020 be received.

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Overview

Council life can be summed up with 3 words – LONG TERM PLAN! The end of 2020 is coming at us quickly and so is our long-term plan conversation with our community so naturally all efforts are focused at preparing council for this huge event. The next LTP is a big one, our community expect us to have solutions for large infrastructure projects such as Wastewater and Waipukurau Library. Coupled with this is expectations in the rubbish and



recycling for our community all while hoping to balance the "nice to have stuff", that makes community, community. It is no easy task and years of under-investment in key projects has added to the challenge. It's an exciting time to be involved with local Govt. and we are up for the challenge – the size of the problem is only an indication of the opportunity ahead.

Deputy Mayor or Strategy and Wellbeing Focused Activities:

10 September, Council Workshop

15 September, Visit to Gwavas Forest

17-18 September. NAT Business Development Workshop

17 September, Seasonal Employers Info Evening

23 September, Local EIT planning day

23 September, Meeting with HB Foundation

24 September, Council Meeting

25 September, Organisation Breakaway lunch

29 September, Civic Awards Ceremony

30 September, Meeting with Mayor Gary Kircher

1 October, International Day of the Older Person

2 October, CHB Maternity Hub opening

7 October, Field trip with Kaianga Ora to Napier

9 October, Rapid Redeployment Celebration

15 October, Trades Expo at CHB College

16 October, PGC Wastewater meeting

21 October, Eric Tate Scholarship Interviews

22 October, Strategy and Wellbeing Committee meeting

30 October, PGC Wastewater meeting

31 October, Takapau Community planning

4 November, Cuppa with a Councillor



Together we Thrive! E ora ngātahi ana!



Strategy and Wellbeing Priority Updates:

Below is the list of Strategy and Wellbeing priorities, the lead councillors, and achievements over the past 8 weeks.

Priority	Lead Councillors	Achievements
Lead and monitor the implementation of Waste Free CHB Strategy Wellbeing: Environment	Cr Minehan Prof Maaka Cr Taylor	 Upcoming changes to recycling and rubbish being communicated well in the community Free green waste disposal Labour weekend
Lead the delivery of the Social Housing Strategic Framework Wellbeing: Economic and Social	Cr Wichman Prof Maaka Cr Minehan Cr Annand	Adopted the Section 17a review of Council retirement houses Day trip with Kaianga Ora to look at housing developments in Hastings and Napier S&W did a Deep Dive on the work being done in this space
Monitor the implementation of the Economic Development Strategy Wellbeing: Economic	Cr Aitken Cr Greer CHECARERS ENTO Whorker of Date 1000 CHECARERS ENTO CHEC	 Mayoral Seasonal Employers Taskforce Spring Fling finished – another successful year Tranchel & Rapid redeployment finished – good employment outcomes for sustainable employment Trades Expo at the CHB College
Monitor the implementation of the Environmental Strategy Wellbeing: Environment	Cr Aitken Prof Maaka Cr Greer Cr Annand	Section 17a review of Landfills and transfer stations nearly complete Plans to get wastewater out of our rivers and waterways progressing well
Review the current Community Wellbeing Strategy and monitor the implementation of a revised Social Development Strategy Wellbeing: Social	Cr Annand Cr Taylor	CIVIC Awards Ceremony Fric Tate Scholarships awarded Pregnancy and Parenting Centre open Celebrated with an afternoon tea the International day of the older person Doggie Day out Sport travel fund open Waipawa Building Society Scholarship open
Develop a Māori/Iwi Engagement Strategy Wellbeing: Cultural	Cr Wichman Prof Maaka Cr Annand	Nga Ara Tipuna project continues to meet milestones New role appointment to assist with Maori/Iwi Engagement
Monitor development and implementation of Community Plans Wellbeing: Social	Cr Taylor Cr Minehan	Onga Onga Historical Society – support for their work Takapau Town/Community planning meeting

Together we Thrive! E ora ngātahi ana!

RUATANIWHA WARD REPORT

File Number: COU1-1400

Author: Bridget Gibson, Governance and Support Officer

Monique Davidson, Chief Executive Authoriser:

Attachments: Ruataniwha Ward Report September-October 2020 🗓 🖺

PURPOSE

The purpose of this report is to present the Ruataniwha Ward Report.

RECOMMENDATION

That the Ruataniwha Ward Report for September-October 2020 be received.

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A word from newly elected Ruataniwha Ward Councillor- Pip Burne



When Councillor Annand asked me to summarise the first two weeks of Council in two paragraphs, I thought I could probably do it in one word "Overwhelmed". Not in a bad way - firstly overwhelmed by the level of support I received from the Ruataniwha Ward and then overwhelmed by the level of support I have received from Staff and Elected Members to come up to speed as quickly as possible. I certainly have a lot to learn and have been knee deep in reading Long Term Plan, catching up on presentations and seminars the last two weeks. I feel very much an Apprentice and am likely to ask some obvious questions for a long time to come.

I look forward to working with all of you in what only can be described as a challenging period for Council, however, I am also excited to be part of the team that will help shape CHB for the future.



Key activities and achievements over the last 8 weeks

- Welcomed Pip Burne to the team
- Long term planning and budgets
- Rates review adoption
- Exploring Waipukurau Library options
- Communicating changes to recycling for in the towns

Key priorities and activities for the next 8 weeks

- Waipukurau Library solutions
- Wastewater solutions
- Recycling and rubbish collection changes
- LTP Planning and Budgets
- Monitor Waipawa highway safety improvements (NZTA)

Meetings Attended:

10 September, Council Workshop

14 September, Extra-ordinary Council meeting

23 September, Local EIT planning day

25 September, Organisation Breakaway lunch

29 September, Civic Awards Ceremony

30 September, Annual Halls AGM

8 October, Finance, and Infrastructure meeting

9 October, Rapid Redeployment Celebration

15 October, Trades Expo at CHB College

15 October, Long Term Planning Workshop

16 October, Councillor Social time away

21 October, Eric Tate Scholarship Interviews

1 November. Doggie Day out

5 November, Council Workshop – LTP and Budgets

6 November, CHB Sports Awards



Together we Thrive! E ora ngātahi ana!

ARAMOANA/RUAHINE WARD REPORT

File Number: COU1-1400

Author: Bridget Gibson, Governance and Support Officer

Authoriser: **Monique Davidson, Chief Executive**

Attachments: Aramoana/Ruahine Ward Report September-October 2020 🗓 🖺

PURPOSE

The purpose of this report is to present the Aramoana/Ruahine Ward Report.

RECOMMENDATION

That the Aramoana/Ruahine Ward Report for September-October 2020 be received.

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Overview

Our Aramoana/Ruahine ward councillors have been very busy over the past eight weeks since I last wrote this report.

What is continually keeping use all engaged is the Long-Term Plan, what level of service are we able to provide to ratepayers, is it the gold standard infrastructure or for now is it the second tier infrastructure that is affordable, and those who receive that service pay for it or, is it spread over the community? Central Government is continually pushing compliance costs onto local councils which is having an impact on our rates.

The District Plan review is another area that is taking up a lot of time, this is a document that will have an effect on what the district looks like in ten to fifty years for our children and grandchildren. We need to get the balance right, one example is protecting our productive soils which means restricting subdivision, this will have an impact on some who may want to subdivide part of their property off for a lifestyle block in the future.



Photo Gwavas Charitable Trust gathering at Puahanui Bush

Key activities and achievements over the last 8 weeks

- Involvement in Rural Network (formally RAG), effects of the drought on our community.
- · Community resilience
- Farm Strong Comedy Night
- District plan meetings
- Risk and Assurance
- CVOS meeting
- Civic Awards
- Sports Awards
- Cuppa with a Councillor at the Waipawa library.

Key priorities and activities over the next 8 weeks

- Long Term Plan
- Economic recovery projects
- Risk and Assurance
- District Plan
- Water security

Key Meetings/Functions Attended by Aramoana/Ruahine Ward councillors:

- Porangahau Wimbledon Road PGF governance group meeting
- Gwavas Charitable Trust gathering at Puahanui Bush
- Driver Licensing Governance Group and regional Transport Committee meetings and workshops
- Takapau Community Plan gathering with feedback from the community
- AGM's for Hall committees
- Porangahau Wimbledon Road PGF governance group meeting
- Gwavas Charitable Trust gathering at Puahanui Bush
- Driver Licensing Governance Group and regional Transport Committee meetings and workshops
- Takapau Community Plan gathering with feed.

Together we Thrive! E ora ngātahi ana!

9 PUBLIC EXCLUDED BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Approval to Commence with Stage 2 - Otane to Waipawa Wastewater Pipeline	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.2 - C1097 Procurement Plan - Flaxmill Inundation Remediation Project	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.3 - C1098 Procurement Plan - Retaining Wall and Slope Strengthening Programme	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.4 - District Plan Key Project Status Report, November Update	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good

authority	reason for withholding would exist under section 6 or section 7

10 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Central Hawke's Bay District Council be held on 11 February 2021.

11 TIME OF CLOSURE