



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL



Finance and Infrastructure Committee Meeting Agenda

Thursday, 7 October 2021

9.00am

Council Chamber, 28-32 Ruataniwha
Street, Waipawa

Together we Thrive! E ora ngātahi ana!

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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

Finance and Infrastructure Committee Meeting - 12 August 2021

RECOMMENDATION

That the minutes of the Finance and Infrastructure Committee Meeting held on 12 August 2021 as circulated, be confirmed as true and correct.

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 12 AUGUST 2021 AT 9.00AM**

PRESENT: Mayor Alex Walker
Cr Tim Aitken
Deputy Mayor Kelly Annand
Cr Gerard Minehan
Chairperson Brent Muggeridge
Dr Roger Maaka
Cr Jerry Greer
Cr Kate Taylor
Cr Exham Wichman
Cr Pip Burne (Apology)

IN ATTENDANCE: Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Monique Davidson (Chief Executive)
Doug Tate (Group Manager, Customer and Community Partnerships)
Nicola Bousfield (Group Manager, People and Business Enablement)
Brent Chamberlain (Chief Financial Officer)
Darren de Klerk (Director Projects and Programmes)
Caitlyn Dine (Governance and Support Officer)

1 APOLOGIES

Councillor Burne apology be noted

2 DECLARATIONS OF CONFLICTS OF INTEREST

NIL

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Exham Wichman

Seconded: Deputy Mayor Kelly Annand

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

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

And that Option C under section 21 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

4 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

Seconded: Cr Jerry Greer

That the minutes of the Finance and Infrastructure Committee Meeting held on 22 April 2021 as circulated, be confirmed as true and correct.

CARRIED

5 REPORT SECTION**6.1 RESOLUTION MONITORING REPORT****PURPOSE**

The purpose of this report is to present to the Committee the Finance and Infrastructure Resolution Monitoring Report. This report seeks to ensure the Committee has visibility over work that is progressing, following resolutions from Council.

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

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

CARRIED

Mrs Davidson presented this report.

6.2 FINANCE AND INFRASTRUCTURE COMMITTEE MONITORING REPORT**PURPOSE**

The purpose of this report is to present to the Finance and Infrastructure Committee an update on key priorities.

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Cr Tim Aitken

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

CARRIED

Mrs Davidson presented this report.

6.3 KEY PROJECT STATUS REPORT - BIGWATERSTORY**PURPOSE**

Following the conception of #thebigwaterstory, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Deputy Mayor Kelly Annand

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

CARRIED

Mr de Klerk and Mr Kilduff presented this report.

6.4 KEY PROJECT STATUS REPORT - BIGWASTEWATERSTORY**PURPOSE**

Following the conception of #thebigwaterstory, Council set about implementing the programme that makes up #thebigwaterstory. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

The six wastewater plants form a significant programme of works themselves, and we have prudently decided to report on the progress of these six wastewater plants and their subsequent upgrades and re-consenting separately from #thebigwaterstory.

The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Cr Kate Taylor

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

CARRIED

Mr de Klerk and Mr Swinburne presented this report.

6.5 KEY PROJECT STATUS REPORT - 3 WATERS TRANCHE ONE**PURPOSE**

To add a level of oversight on this significant programme for CHBDC, this report aims to inform and keep council and the community updated on the progress of this important externally funded programme of works.

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Mayor Alex Walker

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

CARRIED

Mr de Klerk and Mr Swinburne presented this report.

6.6 WAIPUKURAU SECOND WATER SUPPLY/ WAIPAWA LINK - GO/ NO GO REPORT**PURPOSE**

The matter for consideration by the Council is to the continued development of the design and procurement for the Waipukurau Second Water Supply.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That having considered all matters raised in the report:

- a) That council endorse and approve proceeding with Option 2 (Plan C) to continue with components of construction and design.**
- b) That council approves redistributing \$1.1m of DIA funding to bringing forward the replacement of the Abbotsford rising main – subject to DIA approval.**
- c) That council supports the reallocation of funding set aside for Abbotsford rising main renewal in Year 2 or 3 of the LTP be redirected back to this project to backfill the removal of DIA funds now.**
- d) That council acknowledge the current project budget forecasting, but no decision to amend project budget is being considered until the project progresses further.**

CARRIED

Mr de Klerk and Mr Kilduff presented this report.

Chair Councillor Muggeridge noted this is no longer a **go/no go report**.

6.7 TRADE WASTE STRATEGY**PURPOSE**

The matter for consideration by the Council is to adopt a Trade Waste Strategy that outlines the method of implementing the improvements and operationalising the trade waste bylaw.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

That having considered all matters raised in the report:

- a) **The Trade Waste Strategy 2021 is adopted and endorsed for implementation to support the recently adopted Trade Waste Bylaw.**

CARRIED

Mr de Klerk and Mr Severinsen presented this report.

Meeting adjourned for morning tea break at 10:38am.

Meeting resumed at 10:59am.

6.8 INFILTRATION AND INFLOW (I&I) STRATEGY**PURPOSE**

The matter for consideration by the Council is adoption of the I&I Management Strategy, which includes options for remediation (including funding) of defects contributing to inflow and infiltration to the sewer network from the private side of the boundary.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) **That the Finance and Infrastructure Committee approves the recommendation to adopt the I&I Management Strategy.**
- b) **That the Finance and Infrastructure Committee support and endorse Option 1 ~~recommendation for private side defects to be repaired by the resident in the first instance.~~**

AMENDMENT

Moved: Mayor Alex Walker

Seconded: Cr Kate Taylor

- b) That the Finance and Infrastructure Committee support and endorse Option 1.**

CARRIED

Mr de Klerk and Mr Severinsen presented this report.

6.9 REQUEST TO BRING FORWARD POURERERE PUBLIC TOILET CAPITAL FUNDING**PURPOSE**

The matter for consideration by the Committee is to bring forward capital funds in year 2 of the LTP for the replacement of the Pourerere Beach public toilets to support the funding received through the Ministry of Business Innovation and Employments Tourism Infrastructure Fund.

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Cr Kate Taylor

That having considered all matters raised in the report:

- a) **The capital and renewal funding in year 2 of the 2021 - 2031 Long Term Plan for the Pourerere Beach public toilets be brought forward to the current year (year 1) to support funding from Ministry of Business Innovation and Employments Tourism Infrastructure Fund.**

CARRIED

Mr Tate presented this report.

Councillor Annand noted she wanted to see the strategy around campers and how we accommodate them long term.

6.10 DRAFT FINANCIAL REPORT AND CARRY FORWARDS FOR THE 2020/2021 FINANCIAL YEAR**PURPOSE**

The matter for consideration by the Council is to give Councillors an early indication of the draft financial results for 2020/2021, and for Council to approve the proposed allocations to carry forwards, special funds, and between activities for the 2020/2021 Financial Year.

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) That Council receives the report entitled Draft Financial Report and Carry Forwards for the 2020/2021 Financial Year.
- b) Council approve the proposed allocations to carry forwards and special funds for the 2020/2021 Financial Year.
- c) Council approve that the 2020/2021 activity surpluses in the general rate funded activities be used to fund the deficits in the general rate funded activities as proposed.
- d) Council approves funding the \$428k shortfall in drinking water renewal budget via loan funding by reducing the renewal funding by the same amount for the 2021/2022 financial year.

CARRIED

Mr Chamberlain presented this report.

Mayor Walker asked for the table on page 254 to be updated.

6.11 QUARTERLY NON-FINANCIAL PERFORMANCE REPORT APRIL - JUNE 2021**PURPOSE**

The purpose of this report is to present to Council the Quarterly non-financial performance report for the period 1 January – 31 March 2021.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Jerry Greer

That having considered all matters raised in the report:

That the Quarterly Non-Financial Performance Report 1 April – 30 June 2021 be received.

CARRIED

Mr Chamberlain presented this report.

6.12 REVIEW OF LAND TRANSPORT POLICIES**PURPOSE**

The matter for consideration by the Committee is the adoption of revised Land Transport Policies

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Kate Taylor

That having considered all matters raised in the report:

- a) **That the Committee adopt the reviewed Land Transport Policies, noting those components of the policy now to be captured as operational policies.**

CARRIED

Mr Lloyd and Mr McKinley presented this report.

Mayor Walker noted on page 331 it should state “new roads”.

Councillor Taylor noted on page 335 asked to take out the words “will be retired”.

6.13 KEY PROJECT STATUS REPORT - PORANGAHAU TO WIMBLEDON ROADS PGF PROGRAMME**PURPOSE**

To add a level of oversight on this significant programme for CHBDC, this report aims to inform and keep council and the community updated on the progress of this important externally funded programme of works.

COMMITTEE RESOLUTION

Moved: Chairperson Brent Muggeridge

Seconded: Cr Jerry Greer

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

CARRIED

Mr de Klerk presented this report.

6.14 ELECTED MEMBERS EXPENSES FOR MARCH 2021 TO JUNE 2021**PURPOSE**

The purpose of this report is to update the Committee on the Elected Members' Expenses for the four months covering March 2021 to June 2021.

COMMITTEE RESOLUTION

Moved: Cr Kate Taylor
Seconded: Cr Exham Wichman

1. That, having considered all matters raised in the report, the Elected Members Expenses for March 2021 to June 2021 report be noted.

CARRIED

Mr Chamberlain presented this report.

6.15 MAYORAL FUND EXPENSES FOR JULY 2020 TO JUNE 2021**PURPOSE**

The purpose of this report is to update the Committee on the Mayoral Fund Expenses for year ended 30 June 2021.

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand
Seconded: Cr Jerry Greer

2. That, having considered all matters raised in the report, the Mayoral Fund Expenses for year ended 30 June 2021 report be noted.

CARRIED

Mr Chamberlain presented this report.

Meeting adjourned for a lunch break at 12:45pm

Meeting resumed in public excluded at 1:25pm

RESOLUTION TO EXCLUDE THE PUBLIC**COMMITTEE RESOLUTION**

Moved: Cr Jerry Greer
Seconded: Cr Kate Taylor

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
7.1 - Resolution Monitoring Report	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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
7.2 - Procurement Plan - PWPGF Slow Vehicle Bays	<p>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</p> <p>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)</p>	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

CARRIED

6 DATE OF NEXT MEETING

COMMITTEE RESOLUTION

Moved: Cr Exham Wichman

Seconded: Deputy Mayor Kelly Annand

THAT the next meeting of the Central Hawke's Bay District Council Finance and Infrastructure committee be held on 7 October 2021.

CARRIED

7 TIME OF CLOSURE

The Meeting closed at 1:50pm.

The minutes of this meeting were confirmed at the Finance and Infrastructure Committee Meeting held on 7 October 2021.

.....
CHAIRPERSON

6 REPORT SECTION

6.1 RESOLUTION MONITORING REPORT

File Number: COU1-1410

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Resolution Monitoring Report [↓](#)

PURPOSE

The purpose of this report is to present to the Committee the Finance and Infrastructure Resolution Monitoring Report. This report seeks to ensure the Committee 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 good-quality 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 at the next Committee meeting on 7 October 2021.

RECOMMENDATION

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



Finance and Infrastructure Committee - Resolution Monitoring Report October 2021

Key					
Completed					
On Track					
Off Track					
Item Number	Item	Council Resolution	Resolution Date	Responsible Officer	Progress Report
5.30	Adoption of Land Transport Strategic Framework	a) That the Finance and Infrastructure Committee adopt with amendments the Land Transport Strategic Framework.	18/06/2020	Josh Lloyd	On Track An update on progress against Land Transport Strategic Framework Initiatives is provided as part of regular reporting to Committee.
7.50	Preferred Option for Design and Construction of Kairakau Water Upgrade	a) The Finance and Infrastructure Committee approve Option 1 to upgrade and construct a water treatment plant to meet DWSNZ and safeguard ongoing water supply. b) The Finance and Infrastructure Committee approve to locate the new treatment plant on land outlined in Scenario 2 – being to lease the existing Manawarakau Trust land neighbouring the existing spring and raw water storage c) The Finance and Infrastructure Committee approve to increase the project budget to \$850,000 using existing waters budgets and/or Tranche One – 3 Waters stimulus funding while ensuring no impact on rates. d) That officers do additional work on the removal of the hardness in the water to meet community outcomes and report back to the Finance and Infrastructure Committee for consideration as part of the Long Term Plan 2021 – 2031 e) That Council continue to monitor changes in regulations and guidance from Taumata Arawai on the roof water supply	3/06/2021	Darren de Klerk	On Track DDK 07/21 » Paper brought to council in June 2021 confirming project to progress to design and construction including hardness. later paper to brought to decide long term solution for hardness discharge. DDK 02/04/21 > Paper taken to council progressing the project to detailed design and then construction with additional resolutions around hardness - update to be brought back in June 2021 MK 27/07/2021 > Procurement paper approved by council in June, Tender documents developed and issued to market 27/07/2021. Funded Iwi engagment being developed with external archaeological oversight and support. DDK 24/09/2021 - Tender Evaluation and negotiations underway before a future update / or decision provided to council

Item Number	Item	Council Resolution	Resolution Date	Responsible Officer	Progress Report
6.60	Waipukurau Second Water Supply/Waipawa Link - Go/no go Report	<p>a) That council endorse and approve proceeding with Option 2 (Plan C) to continue with components of construction and design.</p> <p>b) That council approves redistributing \$1.1m of DIA funding to bringing forward the replacement of the Abbotsford rising main – subject to DIA approval.</p> <p>c) That council supports the reallocation of funding set aside for Abbotsford rising main renewal in Year 2 or 3 of the LTP be redirected back to this project to backfill the removal of DIA funds now.</p> <p>d) That council acknowledge the current project budget forecasting, but no decision to amend project budget is being considered until the project progresses further.</p>	12/08/2021	Darren de Klerk	<p>DDK 24/09/2021 > Works are ongoing for Recommendation A and D. an Go/ No Go paper expected March 2022.</p> <p>Recommendation B is going through DIA approval and once approved will allow Recommendation C to be finalised.</p>
6.70	Trade waste Strategy	a) The Trade Waste Strategy 2021 is adopted and endorsed for implementation to support the recently adopted Trade Waste Bylaw.	12/08/2021	Darren de Klerk	DDK 24/09/21 Completed and Operational
6.80	Infiltration and Inflow Strategy	<p>a) That the Finance and Infrastructure Committee approves the recommendation to adopt the I&I Management Strategy.</p> <p>b) That the Finance and Infrastructure Committee support and endorse Option 1.</p>	12/08/2021	Darren de Klerk	DDK 24/09/21 Operational, investigations are underway to support Recommendation B, and a policy for cost recovery may be brought back for approval
6.90	Request to bring forward Pourerere public toilet capital funding	a) The capital and renewal funding in year 2 of the 2021 - 2031 Long Term Plan for the Pourerere Beach public toilets be brought forward to the current year (year 1) to support funding from Ministry of Business Innovation and Employments Tourism Infrastructure Fund.	12/08/2021	Jennifer Leaf	Officers are now finalising the scope and price of works and plan to meet with the Camping Committee ahead of finalising the project.

Item Number	Item	Council Resolution	Resolution Date	Responsible Officer	Progress Report
6.10	Draft Financial Report and Carry Forwards for the 2020/2021 Financial Year	<p>a) That Council receives the report entitled Draft Financial Report and Carry Forwards for the 2020/2021 Financial Year.</p> <p>b) Council approve the proposed allocations to carry forwards and special funds for the 2020/2021 Financial Year.</p> <p>c) Council approve that the 2020/2021 activity surpluses in the general rate funded activities be used to fund the deficits in the general rate funded activities as proposed.</p> <p>d) Council approves funding the \$428k shortfall in drinking water renewal budget via loan funding by reducing the renewal funding by the same amount for the 2021/2022 financial year.</p>	12/08/2021	Brent Chamberlain	<p>The draft annual report incorporating the agreed carry forwards, treatment of surpluses, and drinking water shortfall debt financing is being tabled at this meeting.</p> <p>Recommendation D has been executed</p>
6.12	Review of Land Transport Policies	a) That the Committee adopt the reviewed Land Transport Policies, noting those components of the policy now to be captured as operational policies.	12/08/2021	Josh Lloyd	Listed Policies have been updated

6.2 FINANCE AND INFRASTRUCTURE COMMITTEE PRIORITY REPORT

File Number: COU1-1410

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. LTSF Report - September [↓](#)

PURPOSE

The purpose of this report is to present to the Finance and Infrastructure Committee an update on key priorities.

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.

BACKGROUND

Following the 2019 Triennial Local Body Elections, Council took the time to reset Council priorities, and agree on priorities for Committees.

The role of the Finance and Infrastructure Committee is:

- To assist Council to oversee financial and non-financial performance, including the delivery of the Council's Capital Programme.
- To monitor Council activities and services performance against budget, Annual Plans, the Long Term Plan, Annual Reports and corporate and financial policies.
- The Finance and Infrastructure Committee also receives enforcement and compliance performance activity reporting to ensure financial and non-financial performance oversight of its regulatory functions.
- To provide governance oversight of Council's operational programmes, services, activities and projects related to infrastructural assets.
- To enable the progress of the Council's operational activities, projects and services.

The Finance and Infrastructure Committee has delegations to:

- Develop and adopt plans, projects and policies that advance the Council's vision and goals in relation to its key Financial Strategy and Infrastructure Strategy while complying with the purpose of the Local Government.
- Monitoring the financial and non-financial performance of the organisation with a particular emphasis on the delivery of the capital works programme. Implementation and effectiveness of strategies, plans and policies.
- Specifically monitor and provide oversight of significant projects, including reviewing business cases and agreed on next steps of significant projects.
- The Finance and Infrastructure Committee is responsible for assisting Council in its general overview of procurement and tender activity. The Committee will accept and consider

tenders which exceed the Chief Executive's delegated authority to approve, for projects approved by Council through an Annual Plan or Long Term Plan. The Committee will make a recommendation to Council on the outcome of a tender process for resolution when above delegations.

- The Finance and Infrastructure Committee has delegation to approve or award contracts beyond the Chief Executive's delegated authority within the parameters of approved AP/LTP Budgets up to \$4 million.
- To establish a special committee, working group or community forum as needed.

The monitoring report which provides an update on the key priorities of the committee is below:

DISCUSSION

Key Priority	Responsible Officer	Progress Update
Lead and monitor the Wastewater Treatment Plan projects for across Central Hawke's Bay.	Darren de Klerk	On Track - A Specific Key Project Status Report is included in this agenda.
Monitor the implementation of #thebigwaterstory	Darren de Klerk	On Track - A Specific Key Project Status Report is included in this agenda.
Complete and lead the Rates Review	Brent Chamberlain	On Track – As part of the adoption of the Long Term Plan it was agreed to undertake a further Rates Review to review the rural/urban split. With the pending QV revaluation and predicted movements impacting urban more than rural, this is awaiting clarification of likely impact.
Monitor the implementation and progress of Provincial Growth Fund projects.	Darren de Klerk	On Track - A Specific Key Project Status Report will be reported on at the next Finance and Infrastructure Committee Meeting
Review the current Treasury Policy – Investment, Debt and Liability Management policies.	Brent Chamberlain	On Track - Bancorp Treasury has been employed to provide a Policy review to the November 2021 Risk and Assurance Meeting.

Monitor the implementation of the non-rateable income strategic framework.	Monique Davidson	<p>On Track - Considerable effort continues to be given to the attraction of non-rateable income. The COVID-19 context has provided considerable opportunity for Council in the acceleration of capital investment to act as an economic stimulus. Council are actively working with the government on seeking external funding to deliver on Council and community priorities. At the time of writing this report, key achievements that align with this framework include funding for Mayors Taskforce for Jobs pilot and beyond, redeployment capital packages, water reform, Tourism Infrastructure Fund and PGF projects. Government have recently announced the opening of the Tourism Infrastructure Fund, and Officers are turning attention to preparing applications for this fund.</p> <p>Further work will continue over the coming months following the adoption of the Long Term Plan 2021 – 2031, to assess key policies that form part of the non-rateable income strategic framework.</p>
Develop a Land Transport Strategic Framework and ensure governance input into the three-year business plan before NZTA submission.	Josh Lloyd	Completed – See attached update on implementation of the Land Transport Strategic Framework

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 good-quality 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 Finance and Infrastructure Committee will receive an updated monitoring report in 2022.

RECOMMENDATION

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

Land Transport Strategic Framework – Update (October 2021)

Councils Land Transport Strategic Framework (2020-2025) (the Framework) provides strategic direction and guidance to the Land Transport activity of Central Hawke's Bay District Council. The Framework contains principles labelled as 'pillars' that each have a number of associated actions that together are intended to achieve an adopted vision statement to:

"deliver safe, reliable and lasting road assets that connect our people and places, and allow our district to prosper"

This update is part of routine reporting on progress against a number of the actions listed within the Framework.

4 Pillars of the Framework

The four pillars of the framework are illustrated below. Further sections provide an update of in progress actions under each pillar (color coded).

The list of actions in progress is non-exhaustive and is a snapshot in time of the actions that are current priorities and areas of focus for the team.



Beyond the actions stated in the Framework under the four pillars (those reported on further below), Council have also importantly progressed key initiatives for asset management planning and programme development in the past reporting period including receiving final confirmation from Waka Kotahi of approved funding for the full amount requested for 'Low Cost, Low Risk' works.

Pillar	Action	Progress (August 2021)
Safety above all else	Reduced frequency of serious and fatal accidents on our network with roads as a major contributing factor	The budget and work programme for the 'minor events' activity has now been approved by Waka Kotahi, and the 12 intersections identified for upgrades are being progressed through a rigorous design process.
	Reduce natural hazards	The annual tree removal programme was set to start in late August but was delayed due to Covid restrictions and will commence in October. Over 80 trees are planned to be removed on Wimbledon Road in 2021.
Connected and Resilient Infrastructure and Communities	Reduced frequency and duration of road closures across the district	Work is underway to develop emergency response panel – Waka Kotahi input has been sought as their approval will be needed for the procurement exercise
	Actively and effectively engage/communicate with our most affected communities and residents	Council have leveraged new tools and technology including improved mapping/dashboarding to communicate road network information. This has focused primarily on planned capital works and providing updates on road closures during emergency events.
Protecting our Natural and Built Environments	Council is seen as an enabler of local projects	Council have worked with contracting partner Stantec to participate in a planned community planting programme.
	Minimized impact of dust	Council have rated for seal extensions through the 2021 LTP. We have a priority list which we will be actioning when the weather is right for sealing. Site progress will be reported throughout the work
Economic Resilience and Financial Sustainability	Fiscal Prudence and Optimal Investment Decision Making	A new internal reporting and monitoring framework is in the final stages of development utilizing Councils core roading asset management system (RAMM). The new approach will see all works (planned and reactive) loaded consistently into the tool allowing backward and forward looking reporting on project and financial performance. This development has been a priority for a number of months.

6.3 KEY PROJECT STATUS REPORT - BIGWATERSTORY

File Number: COU1-1410

Author: Darren de Klerk, 3 Waters Programme Manager

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Key Project Status Report #11 - BigWaterStory [↓](#)

RECOMMENDATION

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

PURPOSE

Following the conception of **#thebigwaterstory**, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

More recently in mid 2020, Council created a project management office (PMO) to oversee and deliver the growing capital programme.

The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects in the relevant programme and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

SIGNIFICANCE AND ENGAGEMENT

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

BACKGROUND

As part of Project Thrive, the importance of water to our community was one of the loudest messages. This, combined with a vision for growth and prosperity, environmental responsibilities, as well as strong and durable infrastructure, is how **#thebigwaterstory** began.

To deliver the improvements required, Council has developed a programme of upgrades and improvements to ensure that the drinking water, wastewater and stormwater infrastructure is able to meet the current and future needs of the community.

Following Project Thrive, creation of The Big Water Story brand, and adoption of the LTP in 2018, attention and focus have shifted from discussion and consultation to planning and delivery. Projects must be sequenced and prioritised based on several factors. This holistic approach to managing several interrelated projects to achieve a single promised outcome is referred to as Programme Management.

DISCUSSION

A quarterly report to summarise the activity across **#thebigwaterstory** – further content within the attached.

Focus is currently on the Waipukurau Second water Supply also known as the Waipawa Link where council is to present a paper recommending progressing the project further, with a final decision (Go/ No Go) planned for early 2022.

The Kairakau Water Upgrade is in tender with construction expected to commence later in 2021.

The Waipawa Firefighting programme Stage 1, 2 and 3 is now underway, with construction commencing in September 2021.

The Waipukurau Firefighting Stage 4 to 6 is currently being designed post upgrades to Stage 1 to 3 in 2019 - 2021 and to factor in the growth experienced in Waipukurau to ensure the Stages are correct.

SH2 Borefield has had new bores and pumps installed in 2020, and focus is turning to a Filtration solution to deal with rabidity concerns experienced at the borefield – due for construction and further commissioning in late 2021.

Significant water main renewals are underway Tikokino Road – Stages 1 to 3, and Nelson/ Reservoir recently completed, Nelson/ Reservoir is seeing a stormwater renewal recently commence and Stages 4 and 5 of the Waipawa Trunk Water main from the treatment plant/ bores to the reservoir is in planning due to start before the end of 2021.

The Long Term Plan 2021 will see more water and stormwater projects form part of this programme of work and be reported on as such.

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 good-quality 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

Continue to implement the programme, seek external funding and other opportunities and deliver on community and stakeholder ambitions.

The BigWaterStory is now starting to be normalised as the capital programme and focus may turn to specific projects of interest in future months like the Waipukurau Second water Supply.

RECOMMENDATION

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



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL



**Nelson Street/
Reservoir Road
Water Main Renewal**

22 Feb 2021 -
July 2021

the BIG
Water Story

HIGGINS

Programme Update #11
July 2021 to
September 2021
#the BIG Water Story

Programme Status Report Overview			
PROGRAMME	#theBigWaterStory		
Release Date	27 September 2021	Report #	11
Key Benefits	<p>The benefits of #thebigwaterstory were communicated to the residents of CHB through workshops and through the 2018 LTP process. The key benefits were to:</p> <ul style="list-style-type: none"> • Upgrade infrastructure to last longer and so we can maintain the service you have always relied on • Meet changing legislative and compliance requirements relevant to 3 waters assets • Build resilience in our waters infrastructure by having second supplies, firefighting capacity and right sized reticulation systems • Take on the learnings from the Havelock North water inquiry • Ensure we are providing for smart growth in the district including the rapidly growing number of new homes being built in our residential areas and forecast over the next 10 years • Supply those who are connected to Drinking Water with a safe, clean and reliable drinking water source in particular those smaller communities • Deal with wastewater and stormwater to ensure minimal impact on our rivers • Ensure we do not burden future generations with aging infrastructure 		
Project Delivery Objectives	<p>To deliver the capital projects in the allocated year/s that together form the Big Water Story to budget and quality whilst ensuring maximum community benefit from these projects.</p> <p>Communicate to the community on the programme and the progress of each project.</p> <p>Provide input through the design and improvement projects to future infrastructure works and asset management plans, to inform where future expenditure and improvements are targeted for the betterment of infrastructure in the district.</p>		



Key Programme Status Report #11



Report/ Document History

Report No.	Report Date	Report Frequency	Project Sponsor	Project Manager
1	28/07/2018	Bi-Monthly	Josh Lloyd	Josh Lloyd - Interim
2	27/08/2018	Bi-Monthly	Josh Lloyd	Darren de Klerk
3	16/11/2018	Bi-Monthly	Josh Lloyd	Darren de Klerk
4	01/02/2019	Bi-Monthly	Josh Lloyd	Darren de Klerk
5	15/08/2019	Bi-Monthly	Josh Lloyd	Darren de Klerk
6	14/02/2020	Bi-Monthly	Josh Lloyd	Darren de Klerk
7	05/06/2020	Bi-Monthly	Josh Lloyd	Darren de Klerk
8	08/10/2020	Bi-Monthly	Josh Lloyd	Darren de Klerk
9	25/02/2021	Bi-Monthly	Josh Lloyd	Darren de Klerk
10	12/08/2021	Bi-Monthly	Josh Lloyd	Darren de Klerk
11	07/10/2021	Bi-Monthly	Josh Lloyd	Darren de Klerk

Sponsor's Project Delivery Confidence Assessment

 Appears Highly Likely	 Appears Probable	 Appears Feasible	 In Doubt	 Appears Unachievable



Key Programme Status Report #11



Programme Manager's Status Summary

Key Questions Impacting on Project Objectives		No	Yes	Explanation & Proposed Controls
1	Are there Business Case Benefit attainment problems?	✓	<input type="checkbox"/>	The business case is self-supporting and based on relatively simple science. The assets are proven to require replacement, upgrade or augmentation. By delivering the specified projects, the asset constraints will be mitigated and business case benefits realised.
2	Are there Scope Control problems?	✓	<input type="checkbox"/>	The scope of the Big Water Story is defined with listed projects. The scope will be better defined as each project progresses through design phases.
3	Will Target Dates be missed?	<input type="checkbox"/>	✓	There is greater confidence most projects will be delivered within timeframes, Waipukurau second supply is unlikely to be completed within the original two-year timeframe. This has been re-forecast to 30 June 2021, and will be re-evaluated as it progresses through its planning lifecycle.
4	Will Project Costs be overrun?	<input type="checkbox"/>	✓	Confidence has been given on majority of the listed projects, some risk still lie within the wastewater projects, these will be managed case by case as the scope is better understood. The SH2 borefield project has been highlighted and is likely to exceed original budget, but will be managed in the wider project/ programme budgets.
5	Are there Quality problems?	✓	<input type="checkbox"/>	The risk of poor quality outcomes (e.g. poorly constructed projects) is considered low. The quality of physical works is considered a non-negotiable and is managed through routine project management processes.
6	Are there Resource problems?	✓	<input type="checkbox"/>	As the programme has progressed this resourcing risk has been well managed internally, and through engaging a diverse external market to deliver physical and design services.
7	Are there Risk Management problems?	✓	<input type="checkbox"/>	No significant risk management problems perceived at present, risks will be identified below and managed as per project management practices. Safety in design workshops held for each project.
8	Are there Review and Approval problems?	✓	<input type="checkbox"/>	Governance and internal management structures for the review and approval of project and programme outcomes are sufficient to meet the requirements of the Big Water



Key Programme Status Report #11



				Story. Robust gateways in place, in particular for procurements.
9	Are there Teamwork problems?	✓	<input type="checkbox"/>	The team are engaged and enthusiastic about the Big Water Story. New staff and changes in some roles is providing improved team dynamics.
10	Are there Stakeholder problems?	✓	<input type="checkbox"/>	Key affected stakeholders will be communicated with and managed as per defined stakeholder management and communication plans for each project.
11	Are there lwi issues?	✓	<input type="checkbox"/>	Impact on lwi considered to be minimal with little impact on land or changes in use of infrastructure planned as part of Big Water Story. Following stakeholder engagement plans will ensure they are identified and engaged with in advance.
12	Are there Communication problems?	✓	<input type="checkbox"/>	Communication Strategy for Big Water Story well developed, website content being updated and templates being used for regular distribution on all projects in line with project specific communication and stakeholder plans.
13	Are there Change Management problems?	✓	<input type="checkbox"/>	Not at present, some change may be imminent in project scope - these will be managed through our design review, and approval process.
14	Are there Health & Safety issues?	✓	<input type="checkbox"/>	H&S management is another non-negotiable for the delivery of all Big Water Story projects. It is mandatory that robust H&S management plans and procedures are provided for each Big Water Story Project. This will develop further as construction progresses through site specific Health and Safety Plans



Key Programme Status Report #11



PROGRAMME UPDATE

Updated: 27 September 2021

DRINKING WATER						
PROJECT	STATUS	TIMELINE		PROGRESS	BUDGET	RISK LEVEL
		START	END		TOTAL	
Waipukurau Second Water Supply	<i>Design Build</i>	Aug 2018	June 2024	20% 	<i>\$11.5m- \$14.5m</i>	
Waipukurau SH2 Borefield Upgrade	<i>Commission</i>	June 2018	June 2021	95% 	\$1.415m	
Waipukurau SH2 Turbidity Solution	<i>Build</i>	July 2021	Feb 2022	10% 	\$500k	
Waipukurau Firefighting and Shortfalls Improvements (Years 4-7)	<i>Investigation</i>	July 2021	June 2025	10% 	\$2.5m	
Kairakau Water Supply Upgrade	<i>Tender</i>	Mar 2020	June 2022	30% 	\$989k \$300k	
Water Mains Renewal (Reservoir Rd/Nelson St)	<i>Build</i>	Oct 2020	Sep 2021	100% 	\$990k	
Waipawa Firefighting Improvements (Years 1-3)	<i>Build</i>	May 2020	Dec 2021	20% 	\$1.12m	
PROJECTS COMPLETED (in the last 12 months)						
Johnson Street Pump Upgrade	<i>Complete</i>	Dec 2020	April 2021	100% 	\$100k	
Waipukurau Firefighting and Shortfalls Improvements (Year 3)	<i>Complete</i>	Aug 2020	Oct 2020	100% 	\$307k	



Key Programme Status Report #11



STORMWATER						
PROJECT	STATUS	TIMELINE		PROGRESS	BUDGET	RISK LEVEL
		START	END		TOTAL	
Waipukurau Stormwater Improvements • Nelson/ Reservoir Upgrade	<i>Build</i>	<i>Aug 2021</i>	<i>June 2022</i>	20% <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	\$390k*	<div><div></div><div></div><div></div></div>
PROJECTS COMPLETED (in the last 12 months)						
Waipukurau Stormwater Helicoil Upgrades • Tutanakei Street	<i>Complete</i>	<i>Sep 2019</i>	<i>Oct 2020</i>	100% <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	\$315k	<div><div></div><div></div><div></div></div>
Waipawa Stormwater Improvements • Rathbone to Bush drain	<i>Complete</i>	<i>May 2020</i>	<i>Jul 2020</i>	100% <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	\$183k	<div><div></div><div></div><div></div></div>

INTRODUCTION

This report will provide regular information on the fixed objectives and dynamic progress and risks of the Big Water Story.

The report provides an introduction as well as background and contextual information on the Big Water Story and then becomes more detailed discussing programme and project progress and risk.

BACKGROUND

As part of Project Thrive, the importance of water to our community was one of the loudest messages. This, combined with a vision for growth and prosperity, environmental responsibilities, as well as strong and durable infrastructure is how **#thebigwaterstory** began.

To deliver the improvements required, Council has developed a programme of upgrades and improvements to ensure that the drinking water, wastewater and stormwater infrastructure is able to meet the current and future needs of the community.

Following project THRIVE, creation of The Big Water Story brand, and adoption of the LTP in 2018, attention and focus have shifted from discussion and consultation to planning and delivery. Projects must be sequenced and prioritised based on several factors. This holistic approach to managing several interrelated projects to achieve a single promised outcome is referred to as Programme Management.

OBJECTIVE

Following the conception of **#thebigwaterstory**, Council set about implementing the programme, a programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

This key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards.



Key Programme Status Report #11



PROJECT UPDATES

PROJECT: Waipukurau Second Water Supply

STATUS	DESIGN	
TIMELINE	AUG 2018 START DATE	JUN 2024 END DATE
PROGRESS	20%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$12.6m* - LTP \$2.2m - DIA TOTAL PROJECT	\$360k \$1.373m SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div><div></div><div></div></div> <p>*Funded from 2018 and 2021 LTP (\$8m to date) + \$4.66m in Y2 and Y3 of LTP Subject to a council decision to come.</p>	



SCOPE

To find and construct a new water source bore, pipe a rising main to a reservoir, provide treatment and gravity feed back into Waipukurau to supply a second water supply to the town.

ACHIEVEMENTS

New bore and testing - Production bore yield testing completed with some further work to be performed assessing water quality.

Mains pipeline – Tikokino road Stage 1 upgrade is 70% complete, tie in #1 on Tikokino Road is complete, with the second tie in at the Tikokino Road water treatment planned in. Stage 2 and 3 on Tikokino Road to Abbotsford Road intersection is due to commence in October 2021.

Design - Due diligence across pipeline route via test pits and geotechnical drilling at the proposed reservoir location. Environmental assessment performed.

Engagement - Directly affected landowners continue to be generally supportive with valuation and compensation processes underway.

Reallocation of DIA funding – Council approved in August 2021 to reallocate \$1.1m of the DIA funding from the project to renewals of the Waipawa Trunk water main on Tikokino/ Abbotsford Road known as (Stages 3,4 and 5). This takes the pressure off expending DIA funding at the risk of due diligence and iwi engagement.

Consenting – progressed consent application for additional water take with HBRC



Key Programme Status Report #11



PLANNED

Continued design development is ongoing with a current focus on the main to the central reservoir, the central reservoir and the falling main from the reservoir to Waipukurau. Iwi engagement is ongoing and is planned to be aligned with wastewater engagement and a field trip in November 2021 to inspect river crossings.

Officers plan to bring this all to a council decision in February/ March 2022 requesting the project either proceed or be re-evaluated.

Consenting application for water take progressing with an external review by GHD underway.

RISKS

- DIA funding timeframes
- Approval for reservoir site/Timeframes to build reservoirs
- Water quality from test bores
- Strategic assessment of project requirements
- Budget
- Land acquisition and easements
- River Crossing





Key Programme Status Report #11



PROJECT: Waipukurau SH2 Drinking Water Bore Upgrade

A: BOREFIELD UPGRADE				B: TURBIDITY SOLUTION			
STATUS		COMMISSION		STATUS		BUILD	
TIMELINE	AUG 2018 START DATE	DEC 2021 END DATE		TIMELINE	AUG 2021 START DATE	FEB 2022 END DATE	
PROGRESS	95%	<div><div></div></div>		PROGRESS	10%	<div><div></div></div>	
BUDGET	\$1.4m* TOTAL PROJECT BUDGET	\$1.36m SPEND TO DATE	\$1.417m EXPECTED SPEND	BUDGET	\$500k TOTAL PROJECT BUDGET	\$4.9k SPEND TO DATE	\$390k EXPECTED SPEND
RISK LEVEL	<div><div></div><div></div><div></div></div>			RISK LEVEL	<div><div></div><div></div><div></div></div>		

SCOPE

A: To upgrade the bores and electrical configuration at the SH2 water borefield source that supplies Pukeora reservoir and Waipukurau. The scope involves upgrading and refurbishing 3 bores, pipework configuration, the electrical components, transformer, fencing and a tank for surplus water. Additional components are to install flow and turbidity meters to contribute towards drinking water standard New Zealand (DWSNZ) compliance.

B: To install a run to waste system to allow the bores on start up and in periods of turbid water the ability to 'run to waste' water that is unable to meet DWSNZ standards for treatment.

ACHIEVEMENTS

Two new bores drilled, new transformer installed and new pipework connected, bypass installed and some redundant pipework removed. 3 new pumps installed, pipework completed and electrical controls installed

PLANNED

New run to waste system to be built to allow turbid water to be discharged. Contractor planned to commence in early October 2021.

RISKS

- Bore field operation and commissioning
- Run to waste design and cost
- Shutdown for electrical commissioning





Key Programme Status Report #11



PROJECT: Kairakau Water Supply Upgrade

STATUS	TENDER		
TIMELINE	MAR 2020 START DATE	JUNE 2022 END DATE	
PROGRESS	30%		
BUDGET	\$989k \$300k - TIF TOTAL PROJECT BUDGET	\$210k SPEND TO DATE	\$1.289m EXPECTED SPEND
RISK LEVEL			



SCOPE

Central Hawke's Bay District Council's 2018 Long Term Plan identified a project to upgrade and future proof Kairakau's water supply. This is needed so that council can comply with the Health Act and supply water that meets the drinking water standards or New Zealand (DWSNZ)



ACHIEVEMENTS

Successful TIF application of \$300k towards Capex to support project in particular hardness solutions. Iwi engagement with Kairakau Land Trust, including archaeological assessment.

PLANNED

Tender award, and planned physical works commencement. Archaeological assessment lodging with authority, further develop Iwi engagement. Investigate local discharge for WTP hardness waste.

RISKS

Risk identified within this project are updated to;

- Budget
- Completion of lease
- Disturbance of Archaeological items
- Tangata Whenua monitoring support
- Contractor management
- Regulatory changes expected in July 2021



Key Programme Status Report #11



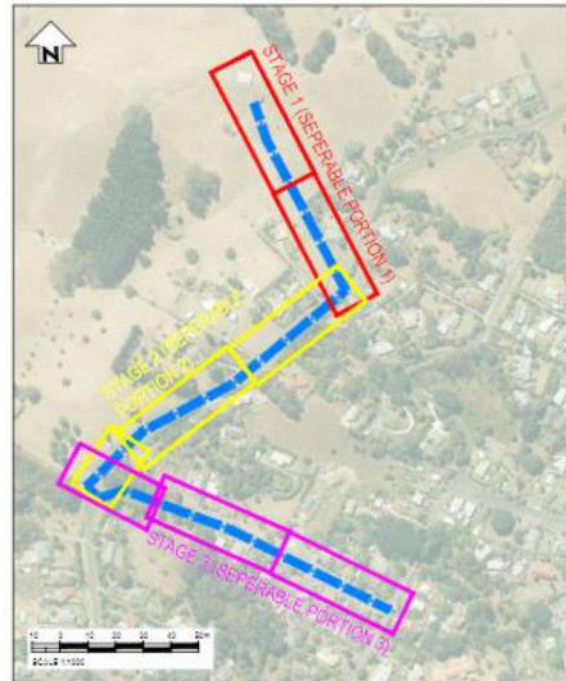
PROJECT: Waipawa Water Firefighting/Pressure Improvements (Stages 1, 2 & 3)

STATUS	BUILD		
TIMELINE	MAY 2020 START DATE	Stage 1 & 2 - DEC 2021 Stage 3 – April 2022 END DATE	
PROGRESS	20%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	
BUDGET	\$1.12m TOTAL PROJECT BUDGET	\$83k SPEND TO DATE	\$850k EXPECTED SPEND
RISK LEVEL	<div><div></div><div></div><div></div></div>		

SCOPE

Central Hawke's Bay District Council have committed to a work programme to improve the firefighting capacity, and the shortfalls in the Waipawa Water system. Budget has been set aside initially in the 2018-28 long term plan, and again in the 2021-2031 long term plan, the programme will;

- Improve firefighting capability and capacity.
- Improve shortfalls in network
- Support growth in Waipawa and Ōtāne.



ACHIEVEMENTS

Awarded and commenced Stages 1 and 2 to Russell Roads in early September 2021 along Abbottsford Road to the Matthew Street intersection from the Abbottsford reservoirs.

PLANNED

Progress on Stage 1 and 2 – alignment with Abbottsford/ Tikokino Road Trunk Water Main Renewal (Stages 4 and 5).

RISKS

Risk identified within this project are;

- Affected stakeholders, businesses
- Water supply
- Existing infrastructure
- Contractor management



Key Programme Status Report #11



PROJECT: CHB Water and Stormwater Renewal – Reservoir/Nelson, Waipukurau

Water Main Renewal			
STATUS	COMPLETE		
TIMELINE	SEP 2020 START DATE	SEP 2021 END DATE	
PROGRESS	100%	<div><div></div></div>	
BUDGET	\$990k TOTAL PROJECT BUDGET	\$726k SPEND TO DATE	\$861k EXPECTED SPEND
RISK LEVEL	<div><div></div><div></div><div></div></div>		

Stormwater Main Renewal			
STATUS	BUILD		
TIMELINE	SEP 2021 START DATE	FEB 2022 END DATE	
PROGRESS	20%	<div><div></div></div>	
BUDGET	\$390k* TOTAL PROJECT BUDGET	\$3k SPEND TO DATE	\$390k EXPECTED SPEND
RISK LEVEL	<div><div></div><div></div><div></div></div>		

SCOPE

To lay a new 100mm water PE main on the same side as the existing Cast Iron water mains with a new 63mm PE Water Ridermain on the opposing side. This will involve approximately 950m of new water main, 645m of rider main and 66 new water connections.

To improve stormwater performance on Nelson Street that has been prone to surface flooding and ponding. The water main project was strategically planned to enable the new Stormwater pipeline to be installed in the location of the now redundant, old portable water pipeline.



ACHIEVEMENTS

Completion of southern Nelson St end, with detail install and lateral changeovers. Final tie-ins to the network and cross-connections to be completed.

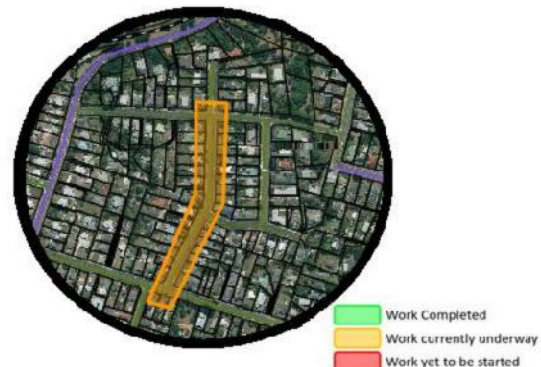
PLANNED

Higgins to progress the stormwater solution, the land transport team to finalise the road solution – AWPT or reseal to follow on completion of stormwater works.

RISKS

Risk identified within this project are;

- Disruptions to homeowners/public
- Reinstatement graffiti
- Scope change – Stormwater improvements





Key Programme Status Report #11



Programme Financial Update

Key Project Statistics	Budget	Expenditure	Variance
	to 30 June 2022	to 27 Sep 2021	
3 Waters Reform – Tranche One	\$11.09m	\$5.03m	\$6.06m
Water Supply Projects	\$15.65m	\$2.34m	\$13.54m
Stormwater Projects	\$1.604m	\$62k	\$1.54m
Total	\$28.35m	\$7.2m	\$21.15m

Project Delivery Confidence Assessment Key

Key	Attention Required	Issues/Risks	Delivery
	Minimal	None	On Time
	Constant	Potential	Delays Probable
	Manage	Exist but resolvable	Delays Likely
	Urgent	Major	Delays
	Critical	Critical	Major delays. Re-scope/Re-assess



Key Programme Status Report #11



Summary of Projects Completed in 2020

PROJECT: Porangahau Water Treatment Upgrade

STATUS	COMPLETED	
TIMELINE	AUG 2018 START DATE	MAR 2020 END DATE
PROGRESS	100%	<div><div></div></div>
BUDGET	\$1.038m TOTAL PROJECT BUDGET	\$1.079m SPEND
RISK LEVEL	<div><div></div><div></div><div></div></div>	



SCOPE

To improve the water supply system in Porangahau to remove iron and manganese, and hardness whilst ensuring we meet DWSNZ compliance. The project will also be looking to improve security of supply and storage whilst meeting the long-term needs and addressing the community concerns.

ACHIEVEMENTS

Work completed and commissioned in Feb 2020. An official opening held in March 2020. Successful operation since.

PROJECT: Te Paerahi Water Storage

STATUS	COMPLETED	
TIMELINE	SEP 2019 START DATE	MAR 2020 END DATE
PROGRESS	100%	<div><div></div></div>
BUDGET	\$263k TOTAL PROJECT BUDGET	\$302k SPEND
RISK LEVEL	<div><div></div><div></div><div></div></div>	



SCOPE

Through a successful tourism infrastructure fund application – council is providing additional storage to Te-Paerahi through at least a 174cm³ reservoir.

ACHIEVEMENTS

Work completed and commissioned in Feb 2020.



Key Programme Status Report #11



PROJECT: Waipukurau Water Firefighting/ Pressure Improvements (Year 3)

STATUS	COMPLETED	
TIMELINE	AUG 2020 START DATE	OCT 2020 END DATE
PROGRESS	90%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$590k TOTAL PROJECT BUDGET	\$307k SPEND
RISK LEVEL	<div><div></div><div></div><div></div><div></div></div>	



SCOPE

Central Hawke's Bay District Council created a 7 year works programme with the budget set aside in the 2018-28 long term plan, the programme will improve firefighting capability and capacity and improve shortfalls in network.

Plan and deliver works for the Year 3 and review the improvements and effect on the network prior to commencing future years.

ACHIEVEMENTS

Year 3 works commenced in August 2020, all pipework installed along Northumberland street, Ruataniwha street and Peel street.

PROJECT: Waipukurau Helicoil Replacement – Tutanekai Street

STATUS	COMPLETED	
TIMELINE	JUL 2020 START DATE	OCT 2020 END DATE
PROGRESS	100%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$330k TOTAL PROJECT BUDGET	\$315k SPEND
RISK LEVEL	<div><div></div><div></div><div></div><div></div></div>	



SCOPE

Lining an existing 1000mm Helicoil pipe along Tutanekai Street, and a section of 750mm located in the back of properties located off Tavistock Road. This is due to the aluminium helicoil stormwater line corroding and failing causing road repair and the formation of tomo's where debris enters the failed pipeline.

ACHIEVEMENTS

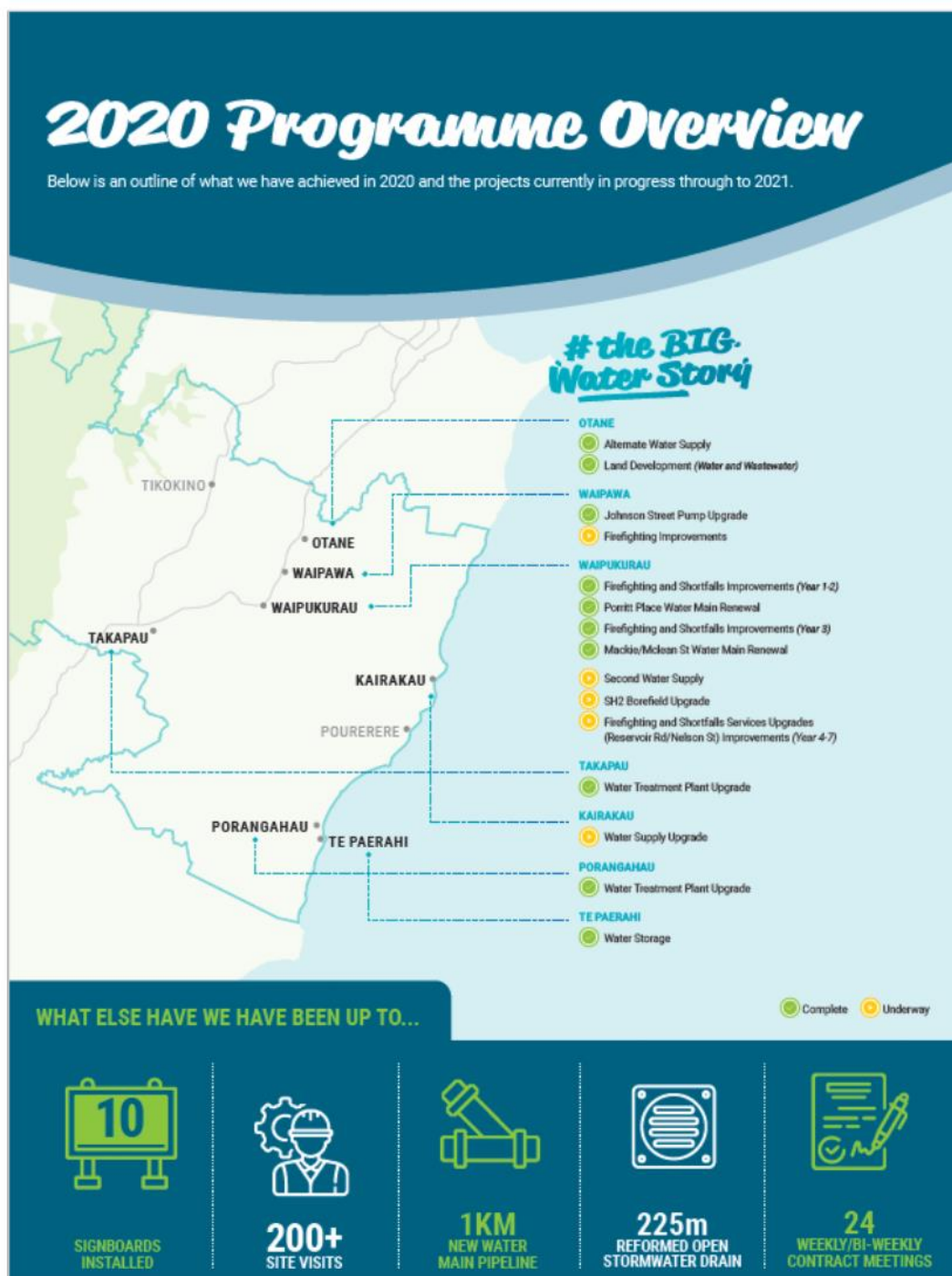
Contractors "Pipeworks" have installed a flexible resin liner to all planned areas, this work completed mid-October. Road rehabilitation and resealing completed



Key Programme Status Report #11



PROGRAMME OVERVIEW



PHOTOS

PROJECT: Waipawa Firefighting Stages 1 to 3

Waipawa Water Firefighting Improvements

Stage 1 and 2

#theBIGWaterStory

PROJECT TIMELINE

September 2021 – December 2021

SCOPE:

The project aims to deal with fireflow, growth considerations and renewal of aging infrastructures challenges related to the Waipawa and Otane water supply network, specifically:

Stage 1: Upgrade approx. 230m of pipeline to polyethylene pipe 250mm from the Abbottsford reservoir to Abbottsford Road entrance.

Stage 2: Upgrade approx. 375m of pipeline to 250mm polyethylene pipe from Abbottsford Road (end of Stage 1) to the Matthew Street Intersection

HEAD CONTRACTOR:

Russell Roads
CIVIL ENGINEERS

PROJECT MANAGER

Darren de Klerk
06 857 8060

PROJECT ENGINEER

Joe Symonds
027 569 7355

KEY CONTRACTOR CONTACT

Craig Jermyn
027 588 8107

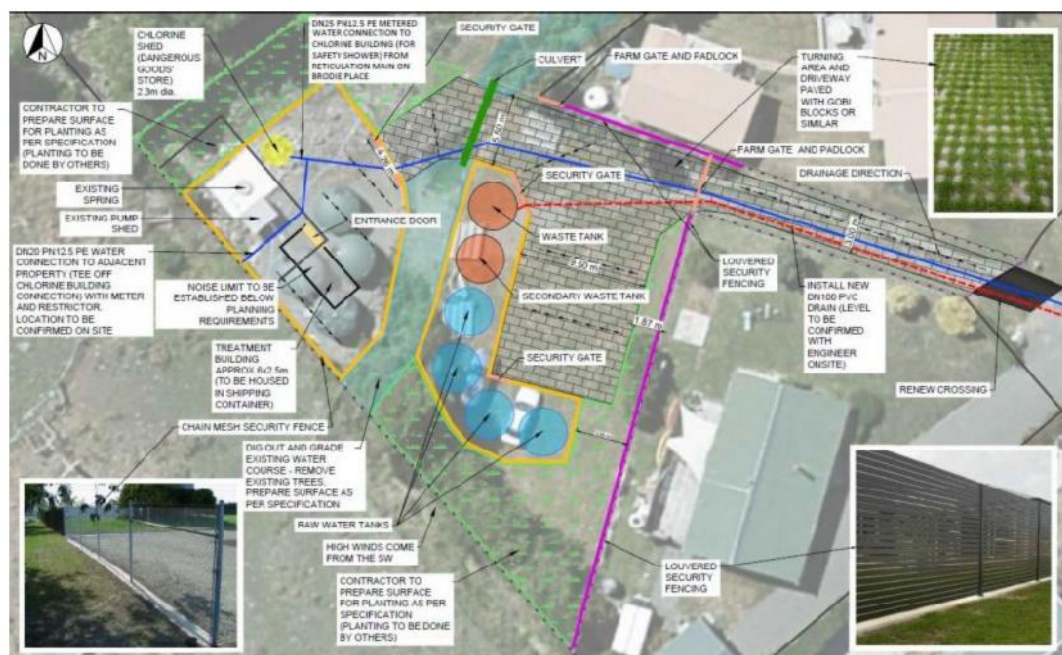
Thanks for your patience and support whilst we complete this work.



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PROJECT: Kairakau Water Upgrade





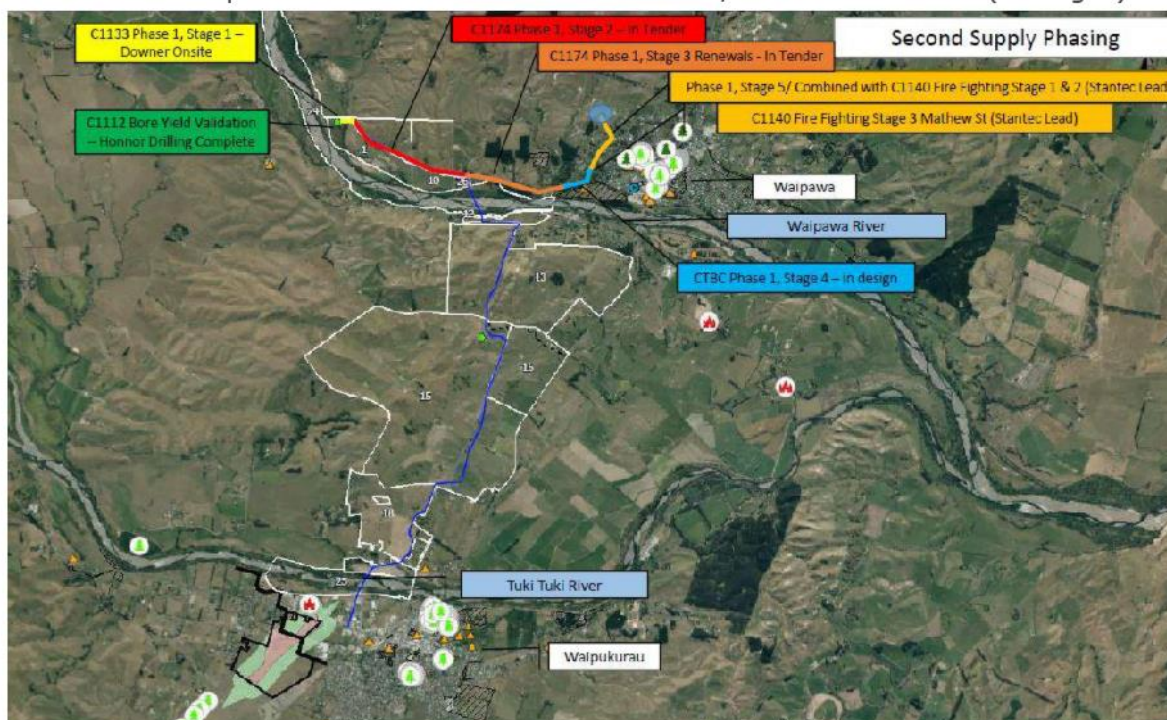
Key Programme Status Report #11



PROJECT: Waipukurau Second Supply – Tikokino Road Stage 1 Connection



PROJECT: Waipawa Trunk Main Renewal - Tikokino/ Abbottsford Road (5 Stages)



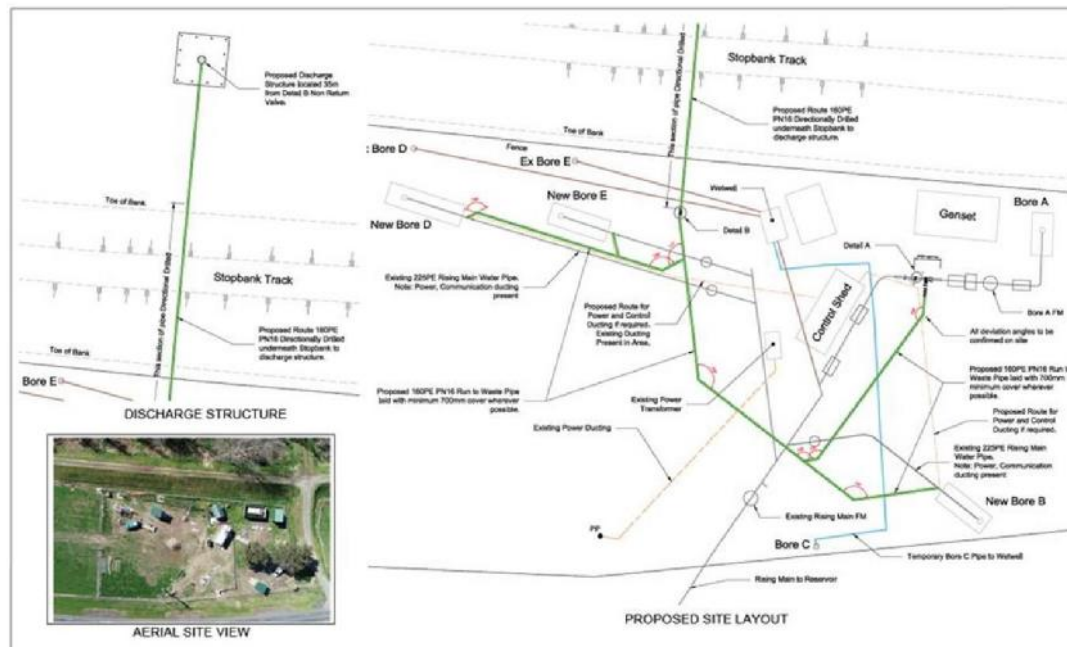
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Key Programme Status Report #11



PROJECT: SH2 Borefield – Run to Waste Solution



PROJECT: Nelson Street Stormwater Renewal



6.4 KEY PROJECT STATUS REPORT - BIGWASTEWATERSTORY

File Number: COU1-1410

Author: Darren de Klerk, 3 Waters Programme Manager

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Key Project Status Report #5 - Bigwastewaterstory [📄](#)

RECOMMENDATION

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

PURPOSE

Following the conception of #thebigwaterstory, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

Council have recognised the growing programme, and in mid 2020 a project management office (PMO) was established and is growing as the programme and opportunities grow.

The six wastewater plants form a significant programme of works themselves, and we have prudently decided to report on the progress of these six wastewater plants and their subsequent upgrades and re-consenting separately from #thebigwaterstory. This programme has been named #thebigwastewaterstory.

The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

SIGNIFICANCE AND ENGAGEMENT

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

BACKGROUND

Following charges in relation to the Waipawa wastewater treatment plant in 2016/ 2017, Council commissioned technical reviews into the Waipawa and Waipukurau wastewater plants, in summary the advice received from two independent experts, outlined the plants with their current treatment system and in their current state would never be able to meet consent compliance, in particular for ammonia. Council commenced work to respond to the court order and investigate a new treatment and discharge scheme in 2018.

The Otane wastewater plant had in 2017, received a new consent to upgrade the treatment system onsite and continue to discharge to the 'unnamed farm drain' and eventually to the Papanui stream. In mid-2018, just prior to awarding tenders for this upgrade, Council officers recommended to Council, that the Otane wastewater system be included in the Waipawa and Waipukurau review, and the onsite upgrade be placed on hold. In 2019, it was identified that the best practicable option for Otane was to convey to Waipawa for treatment and ultimately discharge, Otane is now firmly in the planning for the future of these plants. The pipeline is well underway, with the pump station recently being tendered, council is also working with HBRC to amend the consent to acknowledge the work being undertaken at Otane.

The Waipawa plant is currently seeing significant improvements and upgraded treatment infrastructure in the form of a Dissolved Air Flotation (DAF) unit, the oxidation pond is also about to be desludged, and is due to receive wastewater from Otane in early 2022 – subject to a consent being amended and upgrades being completed.

The plants went through a robust community engagement process via a community reference group to identify preferred options to investigate and design for engagement in Long Term Plan

2021. These options were presented at concept design level to the community as formal LTP engagement in early 2021 and adopted in June 2021. While planning is underway for these major long term upgrades, some necessary improvement works continue at all plants.

The Takapau wastewater plant received a 3 year consent extension through to October 2021, to allow Council to investigate different options for discharge. A long term consent was lodged in April 2021, and council is currently working through section 92 requests to allow HBRC to complete consent processing. The wastewater plant has section 124 rights allowing operation to continue on the current consent while the new one is being processed.

The Porangahau and Te Paerahi wastewater plants both have their consents expiring in May 2021. A short term transitional consent was lodged in February 2021, and a longer term 35 year consent is intended to be lodged in August 2021. The wastewater plant(s) have section 124 rights allowing operation to continue on the current consent while the new one is being processed.

This programme of work across the six wastewater plants signals the need for specific reporting across this programme and its progress. In addition the need to implement robust management controls through the formation of a project control group and project governance group.

DISCUSSION

The detail is outlined with the attached key project status report.

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 good-quality 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

To continue to progress the short term improvements, and the long term programme as recently adopted in our Long Term Plan 2021.

To progress the work set out in the wastewater strategy and then as committed to in Council's funding and delivery plan in Tranche One of the 3 Waters reform programme and Long Term Plan 2021.

To continue with prudent and robust programme management, the six wastewater projects now form their own programme, to continue to provide appropriate oversight through a formal project control group, and a project governance group.

RECOMMENDATION

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

**CENTRAL
HAWKE'S BAY
DISTRICT COUNCIL**

**#the BIG.
Waste Water Story**

Programme Update #5
July 2021 to
September 2021



Key Programme Status Report #5

CENTRAL
HAWKE'S BAY
DISTRICT COUNCIL

Programme Status Report Overview			
PROJECT NAME	#theBigWastewaterStory - Key Programme Status Report		
Release Date	24/09/2021	Report #	05
Key Benefits	<p>#thebigwastewaterstory is the overarching programme of works required to upgrade and re-consent all six of our wastewater projects. These plants either have compliance problems, or have consents expiring in the near future.</p> <p>Consistent with #thebigwaterstory, the following key objectives identify the drivers for the projects.</p> <ul style="list-style-type: none"> • Upgrade infrastructure so that it will last longer and we can maintain and improve service levels • Meet changing legislative and compliance requirements relevant to 3 waters assets • Ensure we are providing for smart growth in the District including the rapidly growing number of new homes being built in our residential areas and forecast over the next 10 years • Deal with wastewater and stormwater to ensure minimal impact on our rivers • Ensure we do not burden future generations with aging infrastructure <p>The vision created by the wastewater reference group is to ensure: <i>"Our effluent is treated in a sustainable way that creates a resource, protects our environment and continues to do so for generations to come"</i></p>		
Project Delivery Objectives	<p>To deliver the capital projects in the allocated year/s that align with future resource consents together to budget and quality whilst ensuring maximum community benefit from these projects. Communicate and engage with the community on the programme and the progress of each project.</p> <p>Provide input through the design and improvement projects to future infrastructure works and asset management plans, to inform where future expenditure and improvements are targeted for the betterment of infrastructure in the district.</p>		








Key Programme Status Report #5



Report/ Document History				
Report No.	Report Date	Report Frequency	Project Sponsor	Project Director
1	18/06/2020	Quarterly	Josh Lloyd	Darren de Klerk
2	18/10/2020	Quarterly	Josh Lloyd	Darren de Klerk
3	25/02/2021	Quarterly	Josh Lloyd	Darren de Klerk
4	20/07/2021	Quarterly	Josh Lloyd	Darren de Klerk
5	24/09/2021	Quarterly	Josh Lloyd	Darren de Klerk

Sponsor's Delivery Confidence Assessment

 Appears Highly Likely	 Appears Probable	 Appears Feasible	 Appears In Doubt	 Appears Unachievable
---------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------

INTRODUCTION

This report will provide regular information on the fixed objectives and dynamic progress of the wastewater upgrade projects across the district.

The report provides an introduction as well as background and contextual information on the wastewater projects and then becomes more detailed discussing programme and project progress and risk.

BACKGROUND

As part of Project Thrive, the importance of water to our community was one of the loudest messages. This, combined with a vision for growth and prosperity, environmental responsibilities, as well as strong and durable infrastructure is how #thebigwaterstory began.

To deliver the improvements required, Council has developed a programme of upgrades and improvements to ensure that the drinking water, wastewater and stormwater infrastructure is able to meet the current and future needs of the community.

Following project THRIVE, creation of The Big Water Story brand, and adoption of the LTP in 2018, attention and focus have shifted from discussion and consultation to planning and delivery. Projects must be sequenced and prioritised based on several factors. This holistic approach to managing several interrelated projects to achieve a single promised outcome is referred to as Programme Management.

The wastewater projects due to their significance have now been removed from #thebigwaterstory report and will now be reported specifically through this report.

This report will cover the six wastewater plants and provide transparency on the process and developments for each.

OBJECTIVE

To deliver upgrades as outlined in design and consenting packages that are endorsed by community and regional council while remaining fit for purpose, affordable and able to be financed.

This key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards.



Key Programme Status Report #5


**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL
LONG TERM PLAN 2021 AGREED STAGING

Project 1: Waipawa, Otane and Waipukurau Upgrades

BPO (Option 1) Summary

Stage	Asset	Date range	Budget
1	Build Otane to Waipawa Wastewater Conveyance Pipeline and Pump Station	2020-2024	\$15.4m
	Build Waipawa to Walker Road Pipeline and Pump Station		
	Undertake Minor Improvements at Waipawa and Waipukurau Wastewater plants		
	Build Stage 1 of the Land Irrigation Site at Walker Road		
2024 Milestone	Have conveyed Otane Wastewater to Waipawa by 2022, Be discharging Otane and Waipawa Wastewater to Walker Road during Dry by 2024		
2	Build stage 1 of the new Wastewater Treatment Plant at Waipawa for Waipawa and Otane	2024-2027	\$18m
2027 Milestone	Commence treatment of flows for Waipawa and Otane at new treatment plant by 2027		
3	Build Waipukurau to Waipawa Pipeline and Pump Station incl. River crossings	2027-2030	\$8m
2030 Milestone	Ability to transfer Waipukurau flows to Waipawa		
4	Build Stage 2 of the Land Irrigation Site at Walker Road	2030-2035	\$8.3m
	Build Stage 2 of the Treatment Plant for Waipukurau flows and future growth		
	Decommission or downsize treatment plants		
2035 Milestone	Full land irrigation and all flows treated through new treatment plant		

Project 2: Pōrangahau and Te Paerahi Upgrades

BPO (Option 1) Summary

Stage	Asset	Date range	Budget
1	Treatment improvements to existing ponds (UV, filtration, screens)	2021–2023	\$7.4m
	Pipeline from Te Paerahi WWTP to land discharge area		
	Establish high rate land dispersal		
	Install storage for times irrigation cant occur		
	Establish initial irrigation for Te Paerahi flows		
2023 Milestone	Irrigate to land flows from Te Paerahi, cease discharging to dunes		
2	Pipeline from Porangahau WWTP to land discharge area	2025-2027	\$2.4m
	Increase storage for times irrigation cant occur		
	Establish remainder of irrigation for all flows		
2027 Milestone	Irrigate to land flows from Porangahau, reduce river discharge to emergency only by 2027		
3	New combined Wastewater treatment plant at new site	2028-2030	\$7.8m
	Decommission Te Paerahi pond, and downsize Porangahau pond		
2030 Milestone	Treat wastewater from both towns at new wastewater plant Return Te Paerahi Wastewater Pond to Trustees Downsize Porangahau Wastewater Pond to a storage pond for wet weather events only		

#theBigWastewaterStory Key Programme Status Report

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Key Programme Status Report #5


**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

Project 3: Takapau Upgrades

BPO (Option 1) Summary

Stage	Asset	Date range	Budget
1	Build Pipeline to Land Irrigation site	2020-2022	1.3m
	Build phase 1 Land Irrigation site for dry weather flows		
	Minor Treatment Plant Improvements		
2022 Milestone	Irrigate to land in the dry low flow river months by 2022		
2	Build wet weather storage	2024-2025	\$1.7m
	Increase land irrigation size – Phase 2		
2025 Milestone	Irrigate all flows to land by 2025		



Key Programme Status Report #5



Overall Confidence Assessment				
Key Questions Impacting on Project Objectives		No	Yes	
1	Are there Business Case Benefit attainment problems?	✓	<input type="checkbox"/>	With the recent adoption of the LTP 21-31, clear direction has been given to the overall programme of works. Each new project undergoes a business case like review to clearly define the projects expected outcomes
2	Are there Scope Control problems?	✓	<input type="checkbox"/>	Options will be identified which when refined will allow us to refine the scope for each option
3	Will Target Dates be missed?	✓	<input type="checkbox"/>	Most projects are on track for delivery to target dates. There is currently risk that dates may slip due to the volume, complexity and supply market pressures of the work required throughout the programme.
4	Will Project Costs be overrun?	<input type="checkbox"/>	✓	Project costs have been developed as part of the LTP 21-31, the current market volatility has seen some project costs exceed budgets while others have seen savings made. General funding is a risk.
5	Are there Quality problems?	✓	<input type="checkbox"/>	None at present
6	Are there Resource problems?	✓	<input type="checkbox"/>	Internal resourcing is tight and stretched to deliver the packages of upgrades – but we continue to make good progress – recruiting for a project manager for P2 & 3 The availability of contractor resource is a risk.
7	Are there Risk Management problems?	✓	<input type="checkbox"/>	Risk workshops are held, and registers developed for each project to highlight risks and allow mitigation
8	Are there Review and Approval problems?	✓	<input type="checkbox"/>	The process for internal review and approval is working well.
9	Are there Teamwork problems?	✓	<input type="checkbox"/>	None at present
10	Are there Stakeholder problems?	✓	<input type="checkbox"/>	Community meetings have and will continue to be held for each project at milestones and as information progresses. Key stakeholders are engaged with in person, and via other mediums.
11	Are there Iwi issues?	✓	<input type="checkbox"/>	Iwi engagement is ongoing, and we would benefit from additional focus in this area.
12	Are there Communication problems?	✓	<input type="checkbox"/>	None present, regular updates placed on the CHBDC website
13	Are there Change Management problems?	✓	<input type="checkbox"/>	None present
14	Are there Health & Safety issues?	✓	<input type="checkbox"/>	None present

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Project Manager's Progress Summary

Project 1 - WOW

Waipawa Wastewater

Project	Scope	Achieved	Upcoming	When	Risks
Central Plant Concept Design	Finalised and approved through LTP consultation	Completed	Further design work, geotech work and power assessments		
Minor improvements - DAF	Design & install tertiary DAF unit	Contract awarded	Design Site commencement Contract completion	Aug 2021 Oct 2021 Feb 2022	Supply chain issues
DAF Enabling Works	- Power - Potable Water - Slab	Engagement with Centralines Contractor procured for new water main	Installation of new transformer Commencement of Water main installation DAF Slab installation	By Oct 2021 By Oct 2021 By Oct 2021	Ability to meet programme Concurrent works on site
Minor improvements - Other	Investigate pond optimisation Investigate UV options	Waiting on Desludge/DAF	Review pond layout Review DAF data & evaluate UV options	Dec 2021 Mar 2022 Oct 2021	Non-compliance prior to works being completed Cost implication
Receive Ōtāne flows	Receive flows from Ōtāne WWTP into pond Waipawa WWTP consent variation	Pipeline construction underway Ōtāne Pump station in procurement	Continued pipeline construction Ōtāne PS construction Waipawa consent submission	Now- Feb 22 Feb 2021 Oct 2021	Contractor programme - Resourcing - Weather Consent process delays
Walker Road Land	Investigations underway	Additional Geotech investigations undertaken	Further ground water modelling investigations	Sept/Oct 2021	

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Consent amendment	Amend the Waipawa consent to receive Otane flows	Scope amendment, engaged with HBRC	Lodgement of consent application	Oct 2021	Ability to gather data required
Waipukurau Wastewater					
Project	Scope	Achieved	Upcoming	When	Risks
WPK to WPA conveyance - concept	Conveyance of wastewater from Waipukurau to Waipawa and decommission Waipukurau WWTP	Finalised and approved through LTP consultation	Paused, and will be picked up again in future years as part of the project staging.		
Dry solids removal	Dry sludge removal from geobag area	Dry sludge removal completed	Geobag area liner Repair/Replacement	By Oct 2021	Budget constraints - Potential liner refurbishment
Minor improvements	Investigate pond optimisation Investigate UV options	Waiting on Desludge/DAF	Review pond layout Review DAF data & evaluate UV options	2022	Non-compliance prior to works being completed
DAF	Design & install tertiary DAF unit	Investigation works underway	Updated Cost estimates for budget planning	2022/23	
Ōtāne Wastewater					
Project	Scope	Achieved	Upcoming	When	Risks
Management of Ōtāne wastewater concept	Conveyance of wastewater from Ōtāne to Waipawa and decommission Otane WWTP	Finalised and approved through LTP consultation	Commissioning of long-term solution	March 2022	
Ōtāne to Waipawa Pipeline	Install new pump station and rising main from Ōtāne WWTP to Waipawa WWTP	Stage 1 complete	Stage 2 Stage 3 Stage 4a Pump station Stage 5	Nov 2021 Nov 2021 Feb 2022 Feb 2022	Delivery to timeframes Contractor Resource availability Landowner agreement for private section

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Consent Extension	Extension of time to existing discharge consent	Variation application lodged and affected parties engaged with approx. 70% of responses returned	Continuing affected parties' engagement	Sep 2021	Ability to connect with other affected parties
Ōtāne Infiltration and Inflow	Physical works to reduce I&I in township	Priority MH replacement & review findings of methodology	Investigations during high groundwater	Mar 2022	Contractor resource/availability
Decommission Ōtāne Treatment and change storage	Decommission Ōtāne Treatment and change to storage pond			Approx. 2028	Performance at Waipawa, and progress at Waipawa.

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**CENTRAL
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DISTRICT COUNCIL

PROJECT 1: Ōtāne Wastewater Pipeline Stages 1, 2, 3 & 5 (Ōtāne to Waipawa)

STATUS	BUILD	
TIMELINE	JULY 2020 START DATE	OCT 2021 END DATE
PROGRESS	60%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$4.118m TOTAL PROJECT	\$2.74m SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div></div>	

SCOPE

To investigate and design a new wastewater pipeline to convey wastewater from Ōtāne to Waipawa.

- Stage 1:** White Road to Racecourse Rd Pipeline
Stage 2: Racecourse Rd to Waipawa WWTP Pipeline
Stage 3: White Road to Ōtāne WWTP Pipeline
Stage 4 (a&b): Ōtāne WWTP Pump Station
Stage 5: Waipawa WWTP inlet works (to Pond)

ACHIEVEMENTS

Installation of Stage 1 pipeline completed. Majority of Stage 2 pipeline installed with details installation underway. 370m of Stage 3 pipeline installed. Detailed design of stage 5 underway.

PLANNED

Stage 2 details installation to continue, centre section of stage 2 (Tiffen Lane to Racecourse Road) construction planning underway with the landowner. Completion of directionally drilled section of Stage 3. Procurement of contractor and commencement on Stage 5 construction.

RISKS

The following risks have been developed;

- Pipeline route affecting landowners
- Staging of works
- Multi stage approach (treated to WPA discharge, treated to WPA Plant, raw to WPA plant)



Co trenching service installation



Key Programme Status Report #5



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

PROJECT 1: Ōtāne Wastewater Pipeline Stage 4(a) (Ōtāne Pump Station)

STATUS	BUILD	
TIMELINE	MAR 2021 START DATE	FEB 2022 END DATE
PROGRESS	20%	<div><div></div></div>
BUDGET	\$1.608m TOTAL PROJECT	\$7.3k SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div></div>	

SCOPE

To investigate and design a new wastewater pipeline to convey wastewater from Ōtāne to Waipawa.

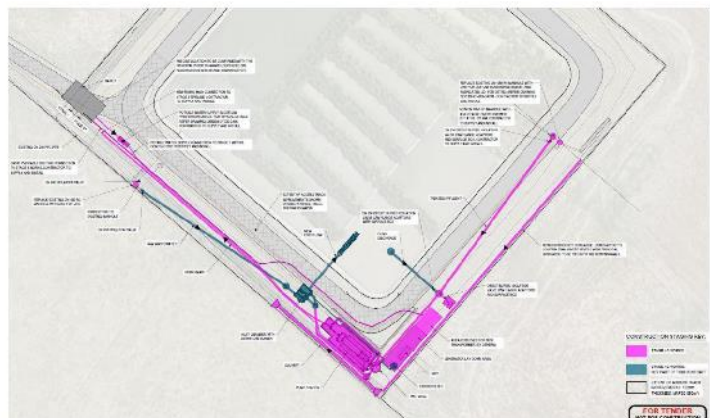
- Stage 1: White Road to Racecourse Rd Pipeline
 Stage 2: Racecourse Rd to Waipawa WWTP Pipeline
 Stage 3: White Road to Ōtāne WWTP Pipeline
Stage 4 (a&b): Ōtāne WWTP Pump Station
 Stage 5: Waipawa WWTP inlet works (to Pond)

ACHIEVEMENTS

Contractor procured with the contractor's minor design aspects and investigations underway. Establishment on site underway.

PLANNED

Commencement of works onsite: Initial site clearance, work on stormwater drain, submission of structural support slab designs, commencement of wet well installation. Planning for community engagement day.



RISKS

The following risks have been developed;

- Landowners affected by works
- Budget exceedance
- Communications between multiple contracting parties
- Staging of works
- Multi stage approach (treated to WPA discharge, treated to WPA Plant, raw to WPA plant)



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PROJECT 1: Improvements and design (Waipawa WWTP DAF)

STATUS	BUILD	
TIMELINE	NOV 2020 START DATE	FEB 2022 END DATE
PROGRESS	30%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$1.5m TOTAL PROJECT	\$168k SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>

SCOPE

Operational Improvements (\$500k)

To continue to develop the design work to support the wastewater strategy plans, and to assist with short term operational improvements.

Capital Improvements (\$1m)

To investigate, design, purchase and install Dissolved Air Flotation (DAF) systems to improve and optimize the treatment performance at the Waipawa WWTP and investigate the potential for a similar system

at the Waipukurau WWTP. Normally DAF systems have a design life of approximately 25 years, however it is only anticipated to be in operation for 5-10 years at the Waipawa site until the new WWTP is constructed. The units will be moveable so that they can be re-purposed on another site in the future.

ACHIEVEMENTS

Contract awarded for supply of DAF unit, detailed design work almost completed following SiD and HAZOP workshops. Majority of materials ordered including main unit. Structural slab design completed.

PLANNED

Detailed design information to be finalised and approved with consultants. Main contractor commencement onsite planned for October. DAF unit delivery end of November. Slab construction to commence in October.



Figure 1: Waipawa DAF unit being fabricated in China

RISKS

The following risks have been developed:

- Contractor availability
- Staging of works and integration with Operations team
- Equipment/Materials lead time
- Limited detailed site information available

COMMUNICATIONS

Project webpage can be found here:

<https://www.chbdc.govt.nz/our-district/projects/the-big-wastewater-story/>



Key Programme Status Report #5



Project 2 Pōrangahau & Te Paerahi Wastewater					
Project	Scope	Achieved	Upcoming	When	Risks
Remove treated wastewater from river and irrigate to land - concept	Staged approach to removing flows from the river and irrigating on farmland	Finalised and approved through LTP consultation		2029	
Transitional consent	Submit application for transitional consent	Consent submitted			
Long term consent	Submit application for long-term consent	Technical inputs underway	Final Draft of consent application	Aug 2021	Information for application not complete within timeframe
Irrigation design	Develop detailed design of irrigation system	Landowner discussions and input into concept	Detailed design works	2023	
Irrigation construction	Install irrigation system and commission	Locations agreed		2024	
Te Paerahi to irrigation	Design & construct pump station & pipeline		Concept design and decision on conveyance route	2022	
Combined WWTP	Develop design to enable land purchase	Location agreed	Concept design and decision on process type	2022	

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Key Programme Status Report #5



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

PROJECT 2: Pōrangahau and Te Paerahi Wastewater Upgrades

STATUS	CONSENTING AND DESIGN	
TIMELINE	DEC 2019 START DATE	2029 END DATE
PROGRESS	10%	<div><div></div></div>
BUDGET	\$17.6m TOTAL PROJECT	\$518k SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div></div>	

SCOPE

To consent and build a land-based discharge system for the Pōrangahau and Te Paerahi wastewater system to accommodate current and future growth and meet community, environmental and cultural aspirations while balancing the affordability constraints of the community.

ACHIEVEMENTS

Consent lodged late August 2021, to supersede the transitional consent lodged in February 2021.

PLANNED

Ongoing engagement with community and iwi.
Respond to requests for information
Design project components in Year 1 to 3 of the programme.

RISKS

The following risks have been developed:

- Information requests from HBRC
- Landowner
- Cost
- Operational performance

COMMUNICATIONS

Project webpage can be found here:

<https://www.chbdc.govt.nz/our-district/projects/the-big-wastewater-story/porangahau-and-te-paerahi-wastewater-system-upgrades/>

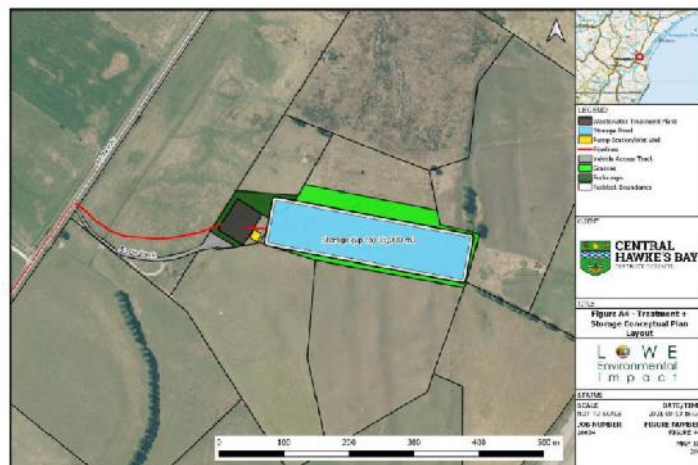
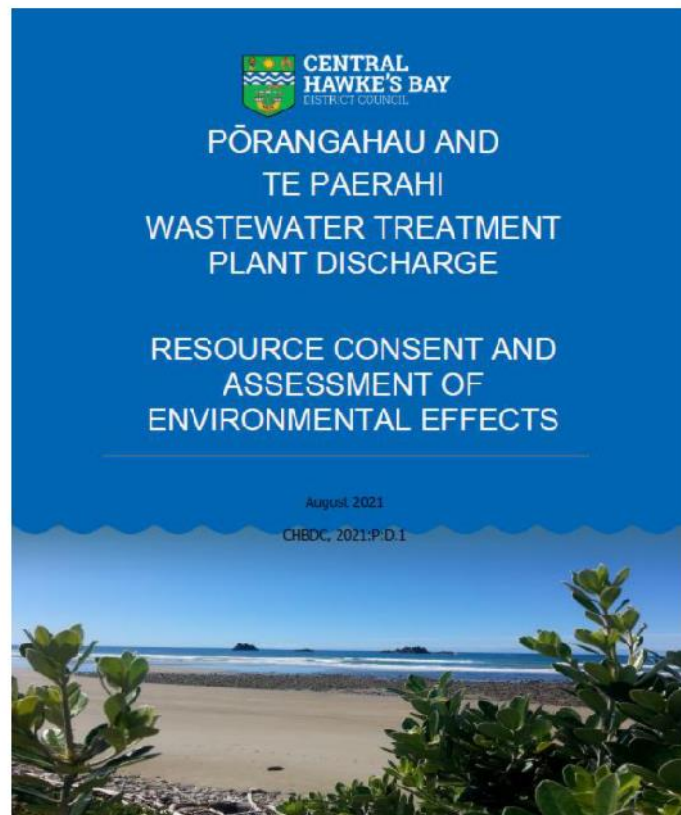


Figure 6.6: Indicative Storage Pond and WWTP Location

Key Programme Status Report #5

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Project 3 - Takapau Wastewater					
Project	Scope	Achieved	Upcoming	When	Risks
Remove treated wastewater from river and irrigate to land - concept	Staged approach to removing flows from the river and irrigating on farmland	Finalised and approved through LTP consultation			
Consent renewal		Consent renewal submission 29 Mar 21	S92 response required	s92 Aug 21	Prolonged consenting process
Irrigation design	Develop detailed design of irrigation system to fit with farmer's current system	Conceptual design agreed with landowners	Develop detailed design	2022	
Irrigation construction	Install irrigation system and commission			2022	
Groundwater monitoring bores	Install new GW monitoring bores following issues with previous installations	Completed July 22	Fencing around bores to be completed	Aug 21	

#theBigWastewaterStory Key Programme Status Report

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Key Programme Status Report #5



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

PROJECT 3: Takapau Wastewater Upgrades

STATUS	CONSENTING AND DESIGN	
TIMELINE	2019 START DATE	2025 END DATE
PROGRESS	20%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$3.3m TOTAL PROJECT	\$770k SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div></div>	

SCOPE

To consent and build a land-based discharge system at the Takapau wastewater system to accommodate current and future growth and meet community, environmental and cultural aspirations while balancing the affordability constraints of the community.

ACHIEVEMENTS

Response to two information requests.
Completed inlet screen and metering project, and
outflow meter and chamber replacement.

PLANNED

- Community and iwi engagement
- Response to further information requests, and preparation for public notification
- Design project components
- Landowner engagement and development

RISKS

The following risks have been developed:

- Information requests from HBRC
- Landowner
- Cost
- Operational performance

COMMUNICATIONS

Project webpage can be found here:

<https://www.chbdc.govt.nz/our-district/projects/the-big-wastewater-story/takapau-wastewater-system-upgrades/>

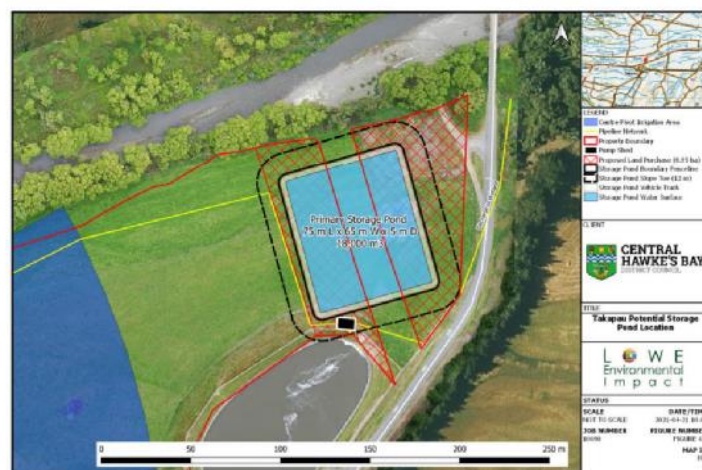
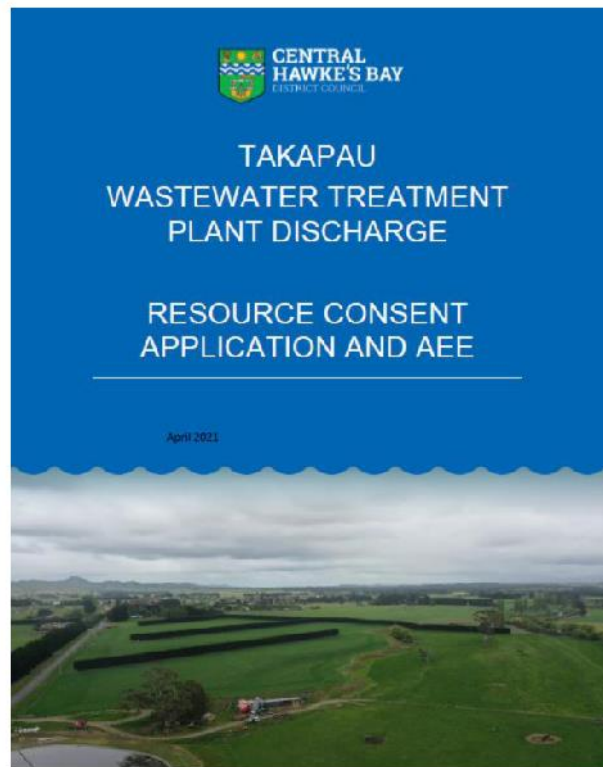


Figure 4.2: Potential Storage Pond Location

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Project 4 - Residuals (Treatment by-products)					
Project	Scope	Achieved	Upcoming	When	Risks
Dry solids removal & desludge	Dry sludge removal Sludge removal from ponds into geobags	Dry sludge removal Geobag area refurbishment	Pond desludging	August - Oct 2021	Budget constraints - Sludge volume Contractor programme - Resourcing - Weather Sludge volumes
Biosolids Strategy	Develop an overarching vision for residuals management which is aligned with the #Big Wastewater Story and identify a strategy to achieve that vision.	Commencement with consultants LEI and Beca	Determination of key drivers and vision Gathering of background information Establishment of Options Community and Iwi engagement	Sept – Nov 21	Engagement with community Education of interested parties Timely delivery

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Key Programme Status Report #5



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

PROJECT 4: Waipawa and Waipukurau Wastewater dried solids removal and pond desludging

STATUS	BUILD	
TIMELINE	JULY 2020 <small>START DATE</small>	MAR 2022 <small>END DATE</small>
PROGRESS	30%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$1.75m <small>TOTAL PROJECT</small>	\$838k <small>SPEND TO DATE</small>
RISK LEVEL	<div><div></div><div></div><div></div><div></div><div></div></div>	



SCOPE

To remove dried solids from the Waipukurau and Waipawa WWTP's previous pond desludging. Dredge sludge from Waipawa WWTP ponds and remove to banded geobag area to increase both ponds free capacity for treatment.

ACHIEVEMENTS

Contractor procured and work to remove dried solids completed at Waipawa and Waipukurau. The Geobag area at Waipawa has been refurbished with a complete replacement liner and drainage improvements. Waipukurau geobag area condition assessed and also requires replacement.

Dredge delivered to Waipawa WWTP and commencement of sludge removal.

PLANNED

Continuing sludge removal from Waipawa WWTP, geobag area liner replacement at Waipukurau.

RISKS

The following risks have been developed:

- Staging of works and integration with Operations team
- Works affecting WWTP's levels of compliance
- Creation of odour or other nuisance
- Funding

COMMUNICATIONS

Project webpage can be found here:

<https://www.chbdc.govt.nz/our-district/projects/the-big-wastewater-story/waipukurau-waipawa-otane-upgrades/waipukurau-and-waipawa-wastewater-treatment-plant-upgrades/>



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Waste Water Story

Project 5 – Flow and Load					
Project	Scope	Achieved	Upcoming	When	Risks
Flow (Inflow & Infiltration)	Reduce inflow and infiltration to the wastewater systems	Network modelling works underway. Minor renewals completed.	Procurement of investigation and construction contractors.	2021	Contractor resourcing Community messaging and response
Load (Trade waste)	Reduce load of oncoming waste to treatment plants. Implementation of user pays system to wastewater.	Updated Fees and Charges in place. Traders implementing treatment.	Refinement of council data, enforcement and sampling systems. Investigation of peripheral users.	2021	Engagement with Traders/community

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**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

PROJECT 5: Wastewater Renewals (Infiltration & inflow)

STATUS	PLANNING and BUILD	
TIMELINE	JAN 2021 START DATE	MAR 2022 END DATE
PROGRESS	20%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$800k TOTAL PROJECT	\$160k SPEND TO DATE
RISK LEVEL	<div><div></div><div></div><div></div></div>	



SCOPE

Investigations and remediation of district-wide wastewater reticulation system inflows to improve unnecessary flows to the wastewater treatment system.

ACHIEVEMENTS

Minor improvements completed by Downer and Pipetech, I&I strategy approved by Council including private side approach.

PLANNED

Contractor award to support investigations and remediations. Cost recovery policy statement. Private defect programme kickoff.

RISKS

The following risks have been developed;

- Renewal effectiveness
- Budget exceedance
- Timeframe exceedance

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**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

PROJECT 5: Trade Waste Improvements

STATUS	PLANNING	
TIMELINE	NOV 2020 <small>START DATE</small>	MAR 2022 <small>END DATE</small>
PROGRESS	20%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	\$160k <small>TOTAL PROJECT</small>	\$56k <small>SPEND TO DATE</small>
RISK LEVEL	<div><div></div><div></div><div></div><div></div><div></div></div>	



SCOPE

Review and improvement of Council's Trade Waste system.

ACHIEVEMENTS

Trade waste bylaw adopted in May 2021. Trade waste strategy approved by Council 12th August.

PLANNED

Development of systems in preparation for the first applications under the new bylaw. Implementation of a data system to assist with management of the trade waste consents and compliance. Investigating peripheral Trade Waste users. Procurement of sampling and monitoring resource.

RISKS

The following risks have been developed:

- Trade Waste load contributions may fluctuate.
- Relationships between Traders and council may become strained
- Financial estimates might be incorrect or inequitable



Key Programme Status Report #5



Issues/ Risks that have arisen since the last status report

This section will be expanded/ updated in subsequent quarterly Key Project Status Reports. A risk register is live and forms an integral part of the project and ensures the PCG manages and identifies risk appropriately. The Project Governance Group receives risks that are elevated, below is a simplistic overview of risks that are of concern.

Project	Risk	Proposed Control
Funding	Unable to fund project	Funding applications, ongoing updates based on changing market rates
Operational Compliance	Compliance breaches during planning for long term upgrades	Heightened maintenance, improvements to plants
Timelines	Unable to deliver on milestones	Strict and robust project management
Community Engagement	Negative community perception, or lack of understanding	Planned engagement, regular communications, and use of reference groups
Iwi Engagement	Negative perception, or lack of understanding, or ability to be involved	Targeted engagement
Hyper-inflation affecting contract prices	Lack of contractor resources and COVID affecting supply chains	Early award, strategic packaging of works

Communications and Engagement Updates

Ōtāne Consent Variation	Phone calls to the 9 affected parties made in early July, followed up with formal letters and info packs. 6 Positive response have been received as at 24/09/21 with 3 responses outstanding
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Key Programme Status Report #5



Summary Overview

Asset Type	Project Description	Status
Wastewater	Takapau Resource Consent Extension	Complete
Wastewater	Ōtāne Wastewater I&I Study	Complete
Wastewater	Ōtāne Wastewater Resource Consent Extension from 2021 to 2023	Submitted
Wastewater	Waipawa trunk sewer main renewal (stage 1 – reline)	Complete
Wastewater	Ōtāne Land Development (Wastewater)	Complete
Wastewater	WPK WPA Wastewater Treatment Investigation	Planning/Design
Wastewater	CHB District Wastewater Renewals	Planning/Design
Wastewater	Pōrangahau/Te Paerahi Wastewater Transitional consent	Submitted
Wastewater	Pōrangahau/Te Paerahi Wastewater Long term consent	Submitted
Wastewater	Pōrangahau/Te Paerahi Wastewater Upgrade	Planning/Design
Wastewater	Takapau Long-term consent	Submitted
Wastewater	Takapau Wastewater Upgrade	Planning/Design
Wastewater	Ōtāne Wastewater Treatment Upgrade	Terminated
Wastewater	Ōtāne to Waipawa Pipeline – Stage 1	Complete
Wastewater	Ōtāne to Waipawa Pipeline – Stage 2	Execution
Wastewater	Ōtāne to Waipawa Pipeline – Stage 3	Execution
Wastewater	Ōtāne to Waipawa Pipeline – Pump Station (stage 4a)	Execution
Wastewater	Ōtāne to Waipawa Pipeline – Stage 5	Planning/Design
Wastewater	Waipawa trunk sewer main renewal (stage 2 – pumps/power)	Complete
Wastewater	Waipawa WWTP DAF	Execution
Wastewater	Waipukurau WWTP DAF	Planning/Design
Wastewater	Waipawa dry sludge removal	Complete
Wastewater	Waipawa pond desludge	Execution
Wastewater	Waipukurau dry sludge removal	Execution
Wastewater	Waipukurau pond desludge	Execution
Wastewater	Waipawa Power upgrades	Planning/Design
Wastewater	Waipawa consent to receive Ōtāne flows	Planning/Design



Key Programme Status Report #5

CENTRAL
HAWKE'S BAY
DISTRICT COUNCIL

Programme Financial Update

Financial management of these projects requires creation internally of a project specific ID for each project. This allows for management of costs and understanding of progress against budget – further detail available on request.

The management of budgets

Key Project Statistics	Budget		Expenditure incl. commitments	Variance
	21-31 LTP	Pre-LTP + Year 1	@ 27 Sep 2021	
Project 1 - WOW	\$50.6m	\$6.95m	\$3.967m	
Project 2 - Porangahau/ Te Paerahi Wastewater Upgrades	\$17.6m	\$3.935m	\$518k	
Project 3 - Takapau Wastewater Upgrades	\$3.109m	\$1.468m	\$770k	
Project 4 - Residuals	\$1.75m	\$1.75m	\$838k	
Project 5 – Flow and Load	\$3.66m	\$960k	\$55k	

Funded from	P#	Scope of Works/ Project	Status	% Complete	Budget to date	Actuals	Forecast at 30 June 2022
LTP 2018	1	Investigation, Court, LTP Design, Land Purchase	COMPLETE	100%	\$ 2,100,000.00	\$ 2,034,040.00	\$ 2,034,040.00
LTP 2018	1	Waipawa Inlet Works	COMPLETE	100%	\$ 210,000.00	\$ 208,500.00	\$ 208,500.00
Reserves	1	Wetland Removal - WOW	COMPLETE	100%	\$ 200,000.00	\$ 270,305.00	\$ 270,305.00
LTP 2018	1	Otane Treatment Plant Upgrade	ABANDONED	100%		\$ 164,564.00	\$ 164,564.00
LTP 2021	1	WOW Programme - Year One	UNDERWAY	10%	\$ 3,197,634.00	\$ 149,116.90	\$ 3,197,634.00
LTP 2018	1	Otane to Waipawa Pipeline Stage 1	UNDERWAY	90%	\$ 1,217,591.00	\$ 1,140,543.72	\$ 1,200,000.00
LTP 2021	5	I&I Programme - Year One	UNDERWAY	5%	\$ 300,000.00	\$ -	\$ 300,000.00
LTP 2018 and 2021	2	Porangahau and Te Paerahi Programme	UNDERWAY	10%	\$ 3,935,414.00	\$ 518,160.07	\$ 1,200,000.00
LTP 2018 and 2021	3	Takapau Programme to Stage 1	UNDERWAY	15%	\$ 1,228,944.00	\$ 533,631.73	\$ 1,250,000.00
LTP 2018	3	Takapau Inlet Works and Outlet Flow Meter Repl	COMPLETE	100%	\$ 240,000.00	\$ 236,780.14	\$ 236,780.14
3W Reform - T1	1	Otane to Waipawa Pipeline Stage 2 and 3	UNDERWAY	60%	\$ 2,400,000.00	\$ 1,598,586.69	\$ 2,400,000.00
3W Reform - T1	5	WW Renewals for I&I	UNDERWAY	10%	\$ 500,000.00	\$ 147,194.02	\$ 500,000.00
3W Reform - T1	6	Design Work and Modelling	UNDERWAY	20%	\$ 500,000.00	\$ 77,241.30	\$ 500,000.00
3W Reform - T1	1	DAF treatment system	UNDERWAY	15%	\$ 1,000,000.00	\$ 90,652.63	\$ 1,000,000.00
3W Reform - T1	1	Desludge - Waipawa WWTP	UNDERWAY	50%	\$ 750,000.00	\$ 410,766.35	\$ 750,000.00
3W Reform - T1	4	Trade Waste Improvements	UNDERWAY	50%	\$ 160,000.00	\$ 55,985.70	\$ 115,000.00
3W Reform - T1	6	WW and TW Bylaw	COMPLETE	100%	\$ 75,000.00	\$ 119,600.00	\$ 119,600.00
PROGRAMME TOTAL					\$ 18,014,583.00	\$ 7,755,668.25	\$ 15,446,423.14

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**CENTRAL
HAWKE'S BAY**
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Programme Sponsors Confidence

Overall confidence remains high, with attention required constantly by the programme team to deliver on outcomes. There remains potential for issues/ risks to arise and some delays may be probable. Risks will be addressed through the project and monitored through the project lifecycle.

Funding, market delivery and consenting remain the highest risks currently.

Key	Attention Required	Issues/Risks	Delivery
	Minimal	None	On Time
	Constant	Potential	Delays Probable
	Manage	Exist but resolvable	Delays Likely
	Urgent	Major	Delays
	Critical	Critical	Major delays. Re-scope/Re-assess

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CENTRAL
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DISTRICT COUNCIL

Project Photos

Below are photos of the projects in action.

Photo can also found on the council website: <https://www.chbdc.govt.nz/our-district/projects/>

Waipawa Wastewater Plant – Dry Sludge Removal & Geobag area refurbishment



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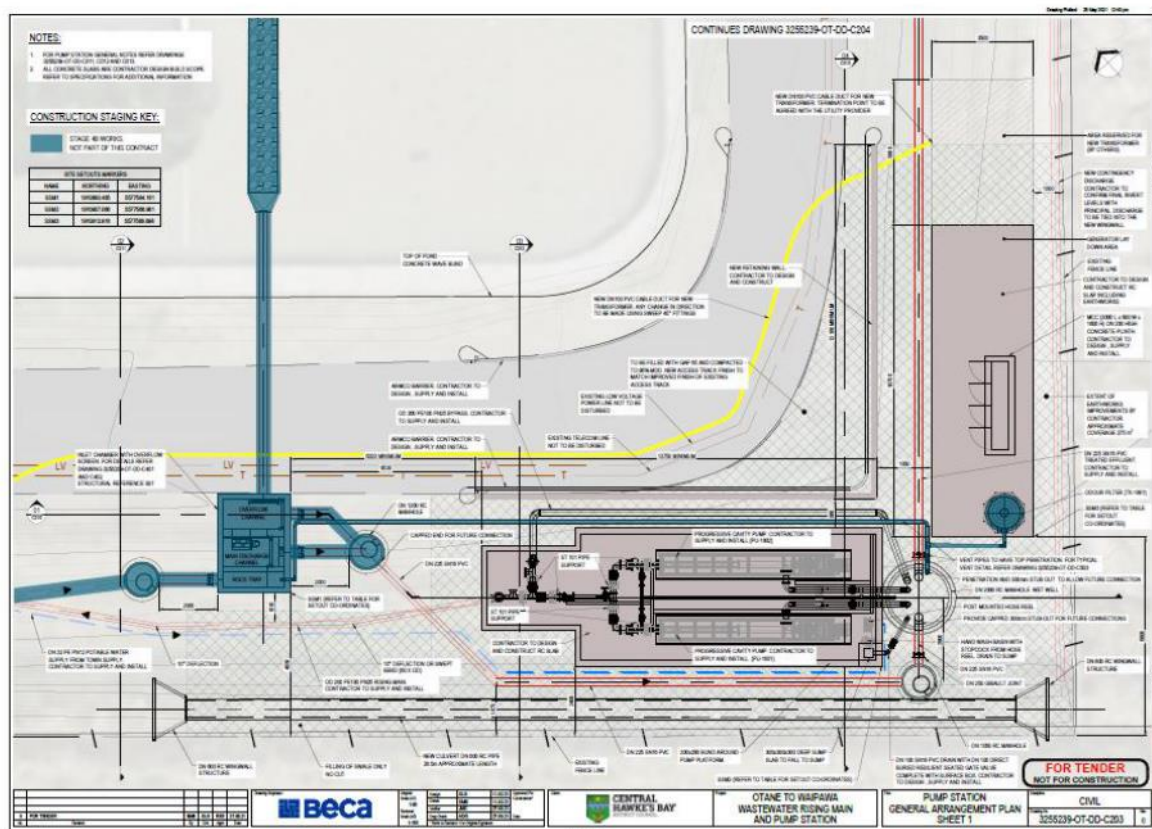
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Key Project Status Report #4



Otane to Waipawa – Pump station design



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Otane to Waipawa Pipeline



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Takapau



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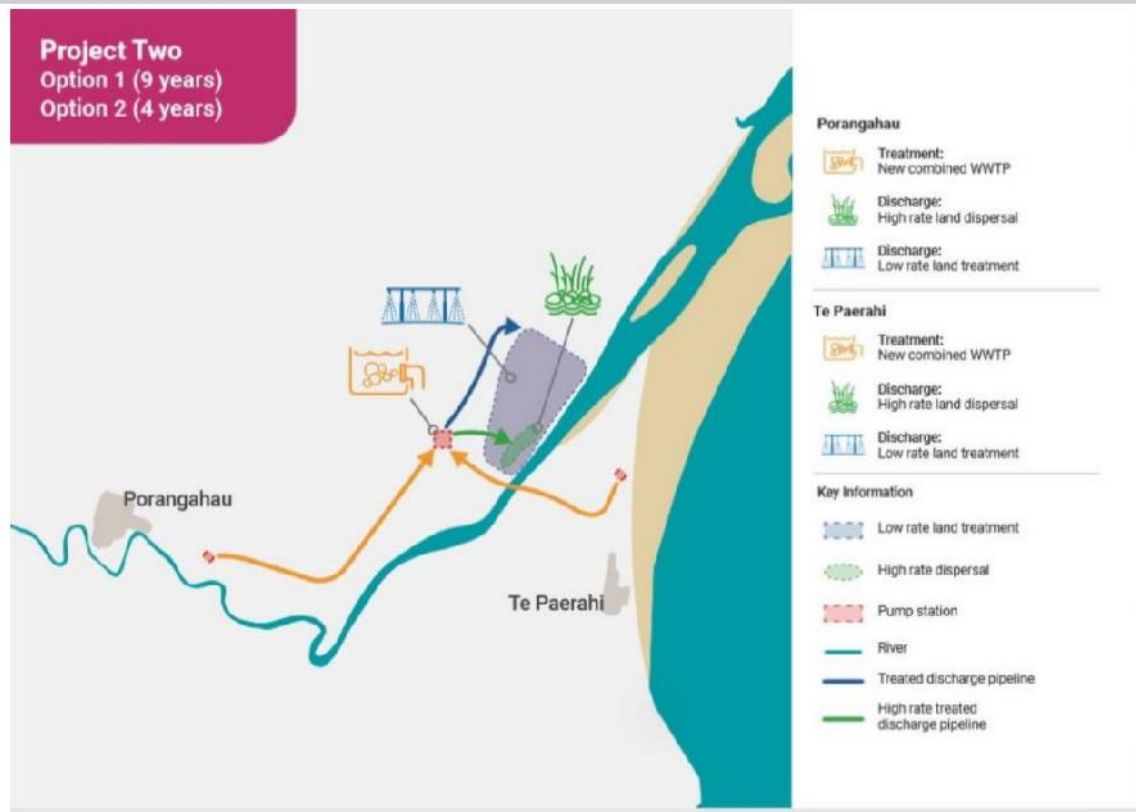
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Key Project Status Report #4



Porangahau / Te Paerahi



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6.5 SUMMARY OF ANNUAL COMMUNITY HALLS MEETING

File Number: COU1-1410

Author: Jennifer Leaf, Places & Open Spaces Manager

Authoriser: Doug Tate, Group Manager Customer and Community Partnerships

Attachments: Nil

RECOMMENDATION

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

PURPOSE

The purpose of this report is to present to Council for its receipt the annual reports from each of the district's rural halls covering the period 1 July 2020 – 30 June 2021.

SIGNIFICANCE AND ENGAGEMENT

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

DISCUSSION

On 14 September, the Annual Meeting was held at the Central Hawke's Bay Municipal Theatre and via Zoom (online) due to the level 2 restrictions. Most of the halls had held their Annual General Meeting and had submitted their annual reports prior (all but two that were affected by the COVID lockdown).

The hall committees were invited to meet with Councillors and staff, share and discuss their experiences, and an opportunity for Council to pass on any key information that may be of benefit. This year we also used the time to introduce the work planned on the Thriving Places and Spaces programme and workshopped draft principles, challenges and opportunities that were derived from an earlier Council workshop. The feedback was then incorporated and sent to each hall committee and to see if they had any further feedback. The Draft Discussion document will take into account this feedback and be presented to Council at a meeting in October. We acknowledge that feedback from this meeting, was that it could have been run more effectively, and we have listened and considered this feedback for future hall meetings.

Meeting attendance is highly encouraged and reports are required for hall committees to receive their annual grants. Council provides annual grants to the following community facilities: 12 Rural Halls, the Waipukurau Community Rooms, and the Takapau Memorial Sports Park. Nine of the halls are owned by Council and three are owned within the community [Flemington Hall, Omakere Hall, and Ashley Clinton Makaretu (Sherwood) Hall]. Funding of the majority of halls includes insurance, local and regional rates where the hall is not on a reserve, annual line charges, and fees for custodian and/or minor repairs. Flemington Hall (not-owned) receives a small fee for fire compliance and Tikokino Hall (owned) receives a mowing grant.

The total of these grants amount to \$68,597.84. The actual cash in hand to each hall for maintenance and cleaning ranges between \$1100 and \$1600 per year and this amount has not changed for at least four years.

Annually the halls submit a report (typically following their AGM and prior to the Annual Community Halls Meeting. The report typically includes Statement of income, Statement of assets and liabilities, minutes of their AGM and covering report. The covering report communicates with Council any changes to their contact information, bookings and fees for past year and a range of questions that inform Council on their activities, maintenance, plans, and needs of support from Council. This year on their annual report we asked for feedback on the advice and support they received from Council. The result at time of writing this report 10 of 12 halls report being satisfied

(6) or very satisfied (4). 1 hall each reported being very dissatisfied and dissatisfied. A total of 83% satisfaction. Follow-ups are planned with all of those wishing to speak to Council on specific matters including the two that identified as being dissatisfied or very dissatisfied.

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 good-quality 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.

RECOMMENDATION

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

6.6 ELECTED MEMBERS EXPENSES FOR JULY 2021 TO AUGUST 2021**File Number: COU1-1410****Author: Brent Chamberlain, Acting Chief Financial Officer****Authoriser: Monique Davidson, Chief Executive****Attachments:****PURPOSE**

The purpose of this report is to update the Committee on the Elected Members' Expenses for the four months covering July 2021 to August 2021.

RECOMMENDATION

That, having considered all matters raised in the report, the Elected Members Expenses for July 2021 to August 2021 report be noted.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as being of some importance.

DISCUSSION

For the sake of transparency the table below shows the elected members' expenses for the past four months. The expenses included in the totals below are mileage reimbursement, car expenses, Councillor iPad data charges, phone costs, meeting and conference expenses including accommodation and meals. Also included is conference, training and development costs.

In the below table is the Elected Member Expenses for the period July 2021 to August 2021.

	Mileage Expenses	Conferences, Meetings & Training	Phone and Ipads	Total
Mayor Alex Walker	Work Car Supplied	2,185.18	73.27	2,258.45
Cr Kelly Annand	342.44	2,028.70	30.00	2,401.14
Cr Tim Aitken	0.00	435.45	30.00	465.45
Cr Jerry Geer	0.00	435.45	30.00	465.45
Cr Gerald Minehan	0.00	435.45	30.00	465.45
Cr Brent Muggeridge	0.00	435.45	30.00	465.45
Cr Kate Taylor	200.90	913.22	30.00	1,144.12
Cr Exham Wichman	0.00	939.31	30.00	969.31
Cr Pip Burne	0.00	1,170.23	30.00	1,200.23
Roger Maaka	0.00	435.45	30.00	465.45
Total	543.34	9,413.92	343.27	10,330.53

During this period, as per Schedule 7 of the Local Government Act 2002 and the Local Government Members (2021/22) (Local Authorities) Determination 2022, a vehicle has been provided to the Mayor for restricted private use.

As per the Determination, Restricted Private Use means—

- a) the vehicle is usually driven home and securely parked by the mayor or regional chairperson; and
- b) the vehicle is otherwise generally available for use by other local authority members or staff on local authority business; and
- c) the vehicle is used solely for local authority business; and
- d) all travel in the vehicle is recorded via GPS tracker.

FINANCIAL AND RESOURCING IMPLICATIONS

There are no financial or resourcing implications included in this report. These costs are covered within existing budgets.

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 good-quality 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.

RECOMMENDATION

That, having considered all matters raised in the report, the Elected Members Expenses for July 2021 to August 2021 report be noted.

6.7 REVIEW OF TERMS OF REFERENCE FOR THE HAWKES BAY DRINKING WATER GOVERNANCE JOINT COMMITTEE

File Number: COU1-1410
Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive
Attachments: Nil

PURPOSE

The purpose of this report is to seek a resolution to disestablish the Hawke's Bay Water Governance Joint Committee.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) That the Committee receives the "*Review of Terms of Reference for the Hawke's Bay Drinking Water Governance Joint Committee*" report.
- b) **That the Committee Recommends to Council that:**
 - a. The Hawke's Bay Drinking Water Governance Joint Committee be disestablished, having concluded the functions for which it was set up, and that governance oversight of drinking water safety be transferred to the Regional Leaders' Forum.
 - b. The Hawke's Bay Drinking Water Joint Working Group be retained and report directly to the Regional Leaders' Forum, with a report on its future institutional and administrative support to be prepared for consideration and approval by the Regional Leaders' Forum.

BACKGROUND

Comprehensive water reform is occurring across New Zealand with regulatory reform through legislation, the formation of Taumata Arowai and service delivery reform of ThreeWaters. This led to a discussion at the March 2021 meeting of this Drinking Water Committee to revisit the Terms of Reference for the Committee to assess whether or not it is fit for purpose.

The Terms of Reference for the Joint Committee are based on its establishment following the Havelock North drinking water contamination event, with its purpose being to provide governance oversight to the Joint Drinking Water Working Group regarding the implementation of recommendations from the Board of Inquiry and the evolution of the Joint Working Group into a more permanent officials working group.

The Committee has met on ten occasions since it was established in 2017. The programme for the Committee has focused on completing the Board of Inquiry recommendations, the establishment of a communications protocol among agencies for drinking water contamination events, and the development of the source protection provisions for the TANK Plan Change. In addition, the Committee has approved the preparation and content of submissions to several pieces of proposed legislation and the TANK Plan Change.

Progress on Board of Inquiry Recommendations

The Board of Inquiry issued 17 recommendations from the first stage of its Inquiry. These were developed in conjunction with the Water Safety Working Group (the precursor to the Joint Drinking Water Group), which at that stage comprised representatives from Hawke's Bay Regional Council (HBRC), Hastings District Council (HDC), the District Health Board (DHB) and Drinking Water assessors. These recommendations were centred around the safety and integrity of the Brookfield Road bores and the wider Hastings District Council water supply. The recommendations are either part of ongoing maintenance and monitoring work or were completed within twelve months of being

issued.

Part 2 of the Board of Inquiry report looked at the wider management of drinking water and the 40 recommendations from Part 2 focussed on legislative reform (including to the Resource Management Act (RMA) for source protection), the establishment of a national drinking water regulator, and a range of recommendations to and for the Ministry of Health.

Both the HB Drinking Water Joint Governance Committee and the Joint Drinking Water Group (JWG) have contributed to the development of these changes when given the opportunity to do so. Additionally, both groups have used the opportunities available to increase their understanding of the science underpinning drinking water status and supplies throughout Hawke's Bay.

A White Paper prepared by the JWG at its inception also included a range of actions to be undertaken by the Group to enhance its operations and effectiveness. These included agreement on a communications protocol to be used by the member agencies in the event of a drinking water contamination event (or potential event) and a project to look at digital data sharing. The communications protocol is in place and has been used. The data sharing project has not been completed, due in part to the precedence given to developing the TANK source protection plan provisions and in part to the establishment of Taumata Arowai as the national drinking water regulator and gaining an understanding of its role in data collection and distribution.

Joint Drinking Water Group

The Hawke's Bay JWG is the group of officials from the agencies involved in the management and/or delivery of safe drinking water. The JWG was set up at the conclusion of Stage 1 of the Havelock North Board of Inquiry process with its core functions being inter-agency collaboration and maintenance of public health through the delivery of drinking water.

The agencies represented on the JWG now include all five councils, the Hawke's Bay District Health Board through its Public Health Unit and Drinking Water Assessors. Ngāti Kahungunu Iwi Inc. was also represented on the JWG but chose to leave the group following the work on the TANK Plan Change. Iwi/hapū representation is important for any ongoing management/delivery entity and needs to be addressed at the time a decision is made.

The JWG continues to implement the work programme set by the Joint Committee. Up until the Level 4 lockdown, the JWG would meet approximately every two months and since that time has met less regularly, but still meets as the work programme necessitates to exchange information, to progress actions and to prepare for Joint Committee meetings.

DISCUSSION

Since the March 2021 Joint Committee meeting the sub-group (Garth Cowie and Councillors Hinewai Ormsby and Nigel Simpson) met to discuss the way forward for the Joint Committee and to make appropriate amendments to the Terms of Reference if required. Members of the JWG held a separate workshop on this topic.

The sub-group considered the potential for the Committee to provide a feedback mechanism to the new Three Waters Entity and to provide closer oversight of the service delivery aspects of three waters infrastructure for Hawke's Bay. They also saw the opportunity for the Committee to become a key advisory or advocacy group.

The sub-group considered that the Committee potentially had a more aspirational role to play in governance in this area. However, in the absence of any clear decisions about the construct of the new entities this was not able to be pursued in any detail.

The JWG workshop traversed the future role of the Joint Working Group. The consensus is that there is value in retaining the JWG for several reasons, including:

The Havelock North Board of Inquiry recommended the establishment of collaborative cross-agency groups to ensure improved communications and understanding between those agencies on drinking water matters. The JWG arose during the Board of Inquiry.

The JWG has strong input from a public health perspective, which does not appear to be prevalent in the development of the new infrastructure entities. This will provide additional support in this

important area. Given the level of reform there will be the need to develop new policies and by-laws, and potentially codes of practice, and the JWG would be a suitable vehicle for working through these collaboratively.

The future of the Drinking Water Governance Joint Committee was also raised with the region's CEs. They have reflected back the views of the HB Leaders Forum that the oversight of the broader Three Waters Reform in Hawke's Bay should continue to occur at the leaders' (Mayors and HBRC Chair) level. They have signalled that the Regional Leaders believe that the Committee has achieved what it was established to do – to oversee the work of the JWG in implementing the Board of Inquiry recommendations and the evolution of the JWG into a more permanent Working Group – and that the Joint Committee should be wound up.

The ongoing oversight of the Working Group's work programme will be undertaken directly by the Regional Leaders, in conjunction with the work being undertaken in the Three Waters space, led by Toni Goodlass. The kaupapa of the Regional Leaders around infrastructure planning and operational delivery will require the Working Group to continue to ensure that public health issues are also considered within the wider work programme.

Strategic Fit

The governance and management of drinking water safety aligns with the five councils' strategic priorities for the 2019-22 triennium; water safety, security and planning.

It is not proposed to reduce either governance or management for water safety, security and planning, but for the governance to occur through a different vehicle, being the Regional Leaders' Forum.

DELEGATIONS OR AUTHORITY

The Joint Water Governance Group representative is formally appointed by Council, so naturally Council should also endorse the decision to disestablish the Committee. This paper is coming to the Finance and Infrastructure Committee so they can provide a recommendation to Council.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed and a decision on whether or not to amend the Terms of Reference for the Committee, or to revisit the ongoing operation of the Committee is not significant under the criteria contained in the Central Hawkes Bay District Council's adopted Significance and Engagement Policy, and therefore the Joint Committee can exercise its discretion and make decisions on the issue without conferring directly with the community or persons likely to have an interest in this decision.

OPTIONS ANALYSIS

Two options have been identified for the Committee's consideration:

Option One – to advise the member agencies that the Hawke's Bay Drinking Water Governance Joint Committee is to be disestablished, with its governance role to be undertaken by the Regional Leaders Forum

Status Quo – the Committee continues to function for the remainder of the triennium with a focus solely on drinking water safety and with its current Terms of Reference.

Option One is the desire of the Regional Leaders Forum. It will mean that not only the financial aspects of Three Waters Reform are overseen by the Regional Leaders, but also the advocacy and communications aspects of the transition. It will allow for the Working Group to be realigned to ensure that all three waters activities, and all relevant parties, are represented on the Working Group.

Option Two will be less efficient and effective in that the work on the drinking water recommendations from the Havelock North Board of Inquiry has largely been achieved. This option is likely to ensure the maintenance of transparency with the community as to maintaining a strong regional dialogue and progress on drinking water improvement initiatives.

The costs of both the Joint Committee and Working Group lie where they fall, i.e. with each member agency paying for the costs of their own representation, and joint costs (for independent Chair, independent consultant, and any agreed consultancy work) being divided among them.

Should the decision be made to disestablish the Committee and continue with the JWG as a separate item will be prepared for the Regional Leaders Forum on the institutional and administrative support required for the ongoing operation of the Working Group, including the incorporation of the public health and tangata whenua inputs.

RECOMMENDATION

That having considered all matters raised in the report:

- a) That the Committee receives the *“Review of Terms of Reference for the Hawke’s Bay Drinking Water Governance Joint Committee”* report.
- b) **That the Committee Recommends to Council that:**
 - a. The Hawke’s Bay Drinking Water Governance Joint Committee be disestablished, having concluded the functions for which it was set up, and that governance oversight of drinking water safety be transferred to the Regional Leaders’ Forum.
 - b. The Hawke’s Bay Drinking Water Joint Working Group be retained and report directly to the Regional Leaders’ Forum, with a report on its future institutional and administrative support to be prepared for consideration and approval by the Regional Leaders’ Forum.

7 PUBLIC EXCLUDED**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
7.1 - Public Excluded Resolution Monitoring Report	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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
7.2 - Receipt of and Confirmation of Legal Approach - Waipukurau Centennial Library and Waipukurau Memorial Hall	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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
7.3 - Acquisition of Land for the provision of a Pound Facility.	<p>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</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely</p>	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

	otherwise to damage the public interest 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)	
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8 DATE OF NEXT MEETING**RECOMMENDATION**

THAT the next meeting of the Central Hawke's Bay District Council Finance and Infrastructure Committee be held in 2022.

9 TIME OF CLOSURE