



**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL



## Council Meeting Agenda

Thursday, 10 February 2022

9:00 am

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**

Extraordinary Council Meeting - 9 December 2021

**RECOMMENDATION**

That the minutes of the Extraordinary Council Meeting held on 9 December 2021 as circulated, be confirmed as true and correct.





**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA  
ON THURSDAY, 9 DECEMBER 2021 AT 9:00AM**

**PRESENT:** Mayor Alex Walker  
Deputy Mayor Kelly Annand  
Cr Jerry Greer  
Cr Exham Wichman  
Cr Brent Muggeridge  
Cr Tim Aitken  
Cr Gerard Minehan  
Cr Kate Taylor  
Cr Pip Burne

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

**1 KARAKIA**

Councillor Annand led the karakia.

**2 APOLOGIES**

That the apology of Kaiarahi Matua Roger Maaka be noted.

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

Councillor Annand noted a conflict of interest that the organisation she works for is listed in the minutes of the Regional Transport Committee.

**4 STANDING ORDERS**

**RESOLVED: 21.125**

Moved: Cr Pip Burne  
Seconded: Cr Kate Taylor

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

21.2 Time limits on speakers

21.5 Members may speak only once

21.6 Limits on number of speakers

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

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

**CARRIED**

## 5 REPORTS FROM COMMITTEES

### 5.1 MINUTES OF THE COUNCIL MEETING HELD ON 17 NOVEMBER 2021

#### RESOLVED: 21.126

Moved: Cr Gerard Minehan

Seconded: Cr Jerry Greer

1. That the minutes of the meeting of the Council held on 17 November 2021 be received.

**CARRIED**

## 6 REPORT SECTION

### 6.1 THREE WATERS REFORM POSITION

#### PURPOSE

The purpose of this report is for Council to decide on whether to become a Partner Council and formally join the Three Waters Campaign through signing of the Memorandum of Understanding (MoU). (Attachment No. 1), noting that in joining Council would be adding this as a tool to its existing range of advocacy mechanisms.

The signatory councils oppose the Government's intention and will agree to work cooperatively with other councils to campaign and convince the Government to reconsider its position in favour of other options that better deliver a set of reform proposals that meet the needs of communities, councils, and Government.

The purpose of the MoU is to:

- Set the objective of the campaign.
- Specify the governance arrangements in respect of the campaign's management and operation.
- Specify the basis on which Partner Councils agree to participate, and continue to participate, in the campaign.
- Specify the cost-sharing arrangements; and
- Set the process by which councils other than the initial Partner Councils may sign-up to join these arrangements.

This report provides the MOU for Council consideration.

#### RECOMMENDATION

In Favour: Crs, Jerry Greer, Exham Wichman, Brent Muggeridge, Tim Aitken, Gerard Minehan and Kate Taylor

Against: Crs Kelly Annand and Pip Burne, Mayor Walker

**CARRIED 6/3**

- a) That the report from the Chief Executive dated 9 December 2021 concerning Three Waters Reform next steps be received, and

- b) That Council re-endorse the position of Council as outlined in Attachment No. 2
- c) That Council in continuing its advocacy approach which opposes the reform, delegate to the Chief Executive to undertake necessary steps to ensure Council is reform ready and able to constructively contribute to the work of the National Transition Unit.
- ~~d) That Central Hawke's Bay District Council do not become a Partner Council and signatory to the Memorandum of Understanding, and instead focus on its own advocacy approach through the range of mechanisms already underway.~~

or

- e) That Central Hawke's Bay District Council approve becoming a Partner Council and signatory to the Memorandum of Understanding, noting this as an additional tool to add to Councils existing advocacy mechanisms.
- f) That it be noted the total cost to join the campaign is \$10,000, and the Chief Executive will find the funds for this purpose from existing operational budgets.

Mrs Davidson presented this report. Recommendations A, B, C, E and F were resolved with the removal of D.

**6.2 REGIONAL ECONOMIC DEVELOPMENT AGENCY****PURPOSE**

The matter for consideration by the Council is the establishment of an independent regional development entity in Hawke's Bay.

This report presents the findings and recommendations of the Stage 2 Review of Investment in Business and Industry Support across the Hawke's Bay Region undertaken by Gus Charteris Consulting for the five Hawke's Bay councils.

This report also presents subsequent joint recommendations by the five councils with respect to the preferred option, structure and funding.

A briefing on the draft report was provided to Council in a workshop on 20 October 2021 and subsequently the 2 December 2021.

A briefing on how the proposed Regional Economic Development Agency will work with and complements local economic development efforts was also provided to Council on 2 December and is further outlined in this report.

**RESOLVED: 21.127**

Moved: Mayor Alex Walker

Seconded: Cr Tim Aitken

**That having considered all matters raised in the report:**

- a) **Receives and considers the report titled Stage 2 Review of Local Government Investment in Business & Industry Support across the Hawke's Bay Region dated 9 December 2021, and accompanying Gus Charteris Consulting report dated November 2021.**
- b) **Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community or persons likely to have an interest in the decision.**
- c) **Supports the Stage 2 Review recommendations for priority activities/services and the focus for ratepayer investment in business and industry support.**
- d) **Supports the establishment of an independent regional development entity in Hawke's Bay.**
- e) **Supports the recommended funding split and notes the financial implications for Central Hawke's Bay District Council.**
- f) **Endorses a partnership approach with Hawke's Bay iwi and hapū.**
- g) **Agrees to accommodate Council's funding contribution for the new entity from a combination of additional rates and existing operational budget reallocation.**
- h) **Notes that formal decisions of Council would be subject to the other four councils joint support and endorsement.**
- i) **Notes that Council's participation in the new entity will not impact current committed levels of service or economic and social development activity delivery locally.**

**CARRIED**



**ADDITIONAL RESOLUTION**

Moved: Mayor Alex Walker  
 Seconded: Cr Tim Aitken

- j) **Have active participation in the transitioning process, the development of governance arrangements and the outcomes framework to ensure benefit for the Central Hawkes Bay community.**

Mrs Davidson presented this report along side Sarah Tully and Gus Chareris.

### **6.3 COUNCIL APPOINTED TRUSTEE VACANCY - CENTRAL HAWKE'S BAY DISTRICT COMMUNITY TRUST**

**PURPOSE**

The matter for consideration of the Council is the appointment of a Trustee to the Central Hawke's Bay District Community Trust (the Trust) due to a recent vacancy. Officers seek Council's direction as to whether the Council prefers to appoint a Trustee via nomination either of members of the public and/or elected members or to seek expressions of interest from the Central Hawke's Bay community through the process set out in the attached Appointment of Council Representation Policy.

**RESOLVED: 21.128**

Moved: Cr Gerard Minehan  
 Seconded: Cr Kate Taylor

**That having considered all matters raised in the report that:**

**1. ~~OPTION 1~~**

~~The Council nominate and appoint by way of resolution Councillor (X) of the Central Hawke's Bay District Council as Trustee of the Central Hawke's Bay District Community Trust.~~

**2. OPTION 2**

- (a) In accordance with the *Appointment of Council Representation Policy*, expressions of interest are publicly sought for the role of Council appointed Trustee to the Central Hawke's Bay District Community Trust.
- (b) That Councillor Wichman, Councillor Taylor and Councillor Muggeridge form a subcommittee to consider applicants for appointment to the Central Hawke's Bay District Community Trust.
- (c) That following their deliberations the Selection Panel recommend a preferred candidate to the Council for appointment to the Central Hawke's Bay District Community Trust.

**CARRIED**

Miss Dine presented this report.

Council chose option 2.

Councillor Wichman, Councillor Taylor and Councillor Muggeridge were appointed to form a subcommittee to appoint an applicant to the Central Hawke's Bay District Community Trust.

**6.4 RECYCLING DROP OFF CENTRES****PURPOSE**

The matter for consideration by the Council is the decision to remove or retain the recycling drop off centres in the townships of Otane, Takapau, Tikokino and Ongaonga.

**RESOLVED: 21.129**

Moved: Cr Brent Muggeridge

Seconded: Cr Kate Taylor

**That having considered all matters raised in the report:**

- a) **That Council retain the DOCs in Otane, Takapau, Tikokino and Ongaonga and alter the rural recycling trailer schedule to focus on those communities without DOCs and kerbside services**

**CARRIED**

Mr Lloyd presented this report.

**6.5 PROGRESS REPORT AND DIRECTION OF DRAFT ANNUAL PLAN 2022 - 2023****PURPOSE**

The purpose of this report is to provide an update on the progress and direction of travel of the Draft Annual Plan 2022 – 2023.

**RESOLVED: 21.130**

Moved: Mayor Alex Walker

Seconded: Cr Brent Muggeridge

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

**CARRIED**

Mr Chamberlain presented this report.

**6.6 MINUTES FROM REGIONAL TRANSPORT COMMITTEE AND HB CDEM GROUP JOINT COMMITTEE****RESOLVED: 21.131**

Moved: Mayor Alex Walker

Seconded: Cr Exham Wichman

That the report be received.

**CARRIED**

Mayor Walker presented this report.

**7 PUBLIC EXCLUDED BUSINESS**

Nil

**8 DATE OF NEXT MEETING**

**RESOLVED: 21.132**

Moved: Cr Jerry Greer

Seconded: Cr Kate Taylor

THAT the next meeting of the Central Hawke's Bay District Council be held on 10<sup>th</sup> February 2022.

**CARRIED**

**9 TIME OF CLOSURE**

The Meeting closed at 11:50am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Central Hawke's Bay District Council held on 10<sup>th</sup> February 2022.

.....  
**CHAIRPERSON**

**6        REPORTS FROM COMMITTEES**

Nil



## 7 REPORT SECTION

### 7.1 RESOLUTION MONITORING REPORT

**File Number:** COU1-1400

**Author:** Monique Davidson, Chief Executive

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Council Resolution Monitoring Report Feb 2022  

#### PURPOSE

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

#### RECOMMENDATION

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

#### SIGNIFICANCE AND ENGAGEMENT

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

#### DISCUSSION

The monitoring report is **attached**.

#### IMPLICATIONS ASSESSMENT

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

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for 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 Council meeting on 6th April 2022.

#### RECOMMENDATION

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



## Council Resolution Monitoring Report February 2022

Key	
Completed	
On Track	
Off Track	

Item Number	Item	Council Resolution or Action	Resolution Date	Responsible Officer	Progress Report
7.1	Adoption of Non-Rateable Income Funding Strategic Framework	a) That Council adopt the Non-rateable Income Funding Strategic Framework.  b) That progress towards achieving the outcomes of the Non-rateable Income Funding Strategic Framework be reported to the Finance and Planning Committee as part of the regular work programme updates.	10/04/2019	Monique Davidson	<p>On Track - Work continues on the implementation of this strategy. The Finance and Infrastructure Committee and Council as a whole, have worked through a number of key policy input as part of the Long Term Plan 2021 - 2031.</p> <p>Following the adoption of the Long Term Plan, attention will turn to further review policy and programmes. An update on this policy work will be presented to Council in the near future. The attraction of non-rateable income continues to be a huge success, and significant attention is now going into ensuring the implementation of those projects, that have external funding attached to it. Of specific note is that work has begun on the review of Council's investment policy, which is currently with the Risk and Assurance Committee before progressing to the Finance and Infrastructure Committee.</p>
7.2	Implementation of Dust Suppression Policy	a) That Council approve targeting external funding through the creation of business cases to support investment in sealing to control dust by reallocating \$50,000 from existing carry forward budgets b) That Council reprioritise \$200,000 of the existing Land Transport budget/work programme to contribute to sealing of roads to control dust if required.	23/05/2019	Josh Lloyd	<p>On Track - Council has completed the necessary pre-planning and prioritisation work to move forward with a sealing programme for 2021/22 and future years. A detailed work programme will be available in the coming weeks pending final design and costing aspects.</p> <p>Alongside the additional rated income, Council is continuing to work with Waka Kotahi on a case for further investment.</p>
	Pound Facility	That Council approve additional capital expenditure of \$297,000 in the 2019/20 for the development of a pound facility in Central Hawke's Bay.	23/05/2019	Lisa Harrison	<p>Sale and Purchase Agreement has been signed by both parties. External consultant working on completing due diligence as part of S &amp; P agreement in unison with providing an updated conceptual design to meet budget requirements. Settlement of land to be completed 24/01/22.</p>

Item Number	Item	Council Resolution or Action	Resolution Date	Responsible Officer	Progress Report
	Water Security Framework - Allocation of Funding	<p>a) That \$250k from the rural reserve fund is tagged for supporting water security initiatives in Central Hawke's Bay.</p> <p>b) That council supports a collaborative approach at both a local and regional level for development of water security initiatives.</p> <p>c) That council requests staff bring back a framework which includes further information on the potential role of Central Hawke's Bay district council together with water Holdings CHB, HBRC and the Tukituki taskforce, for understanding issues of water security and creating a local package of solutions.</p>	23/05/2019	Monique Davidson	<p>On Track - Council adopted an additional resolution on the 13th February giving the Chief Executive delegated authority to spend up to \$50,000 on helping advance the work of the Tukituki Leaders Forum. A report updating Council on this work is included was included the agenda for 3 June 2020. In August 2020, Council approved \$58,000 of financial support to Water Holding's Hawke's Bay to fund the science charges related to the IP they hold. With Tukituki Leaders Forum and Tukituki Taskforce no longer continuing, the Chief Executive no longer has any mandate to spend any further funding from the \$250,000 tagged without resolution of Council. \$71,000 has been spent of the \$250,000 to date.</p> <p>Council continues to support and advocate on water security. Hawke's Bay Regional Council have agreed to continue to provide regular upgrades to Council on the Water Security Programme.</p>
	Land Transport Section 17(a)	That Council adopt the completed and attached Land Transport Section 17(a) Report and support Officers to programme and complete work to meet the recommendations.	29/08/2019	Josh Lloyd	On Track - the Land Transport Strategic Framework was a key document in informing the recently update Asset Mgmt. Plan and work programme to be included in the LTP and RLTP. Officers have developed a means of reporting on the numerous listed initiatives within the Framework and this will be reported routinely at Finance and Infrastructure Committee meetings
	Elected Members' Remuneration and Expenses Policy	That the council review the Elected Members' Remuneration and Expenses Policy including the childcare provision and its content before the next triennium.	14/11/2019	Monique Davidson	On Track - This work is programmed as per timeframes requested and will come back to be considered by Council at the Council meeting on 6th April 2022.
	Water Security Framework - Allocation of Funding	<p>b) That Council give the Chief Executive delegations to utilise and make financial decisions of no more than \$50,000.00 from the \$250,000 tagged for the delivery of Water Security Initiatives.</p> <p>c) That Council in granting these delegations note that the \$50,000.00 will in principle be used to advance engagement and work within the Tukituki Leaders Forum, and specifically to ensure Central Hawke's Bay District Council has the required resources to contribute in a meaningful way.</p>	13/02/2020	Monique Davidson	On Track - Update as above. No further action at this stage is required, Council still progresses conversations in its advocacy position to encourage durable water security solutions for Central Hawke's Bay.

Item Number	Item	Council Resolution or Action	Resolution Date	Responsible Officer	Progress Report
	Section 17a Review Solid Waste	<p>1. Council receive the Solid Waste Section 17a Report, prepared in accordance with the requirements of Section 17a of the Local Government Act 2002.</p> <p>2. That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;</p> <ul style="list-style-type: none"> <li>• That Council provides a third crate for recycling collection and extends services to Otane, Takapau, Ongaonga and Tikokino; and that Council includes a wheelie bin in the consultation options with community.</li> <li>• That Council provide a 120L wheeled bin for kerbside refuse from Year 3 of the Long Term Plan 2021-2031; and that Council includes status quo in the consultation options with community.</li> <li>• That the Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino close from Year 1 of the Long Term Plan 2021-2031;</li> <li>• That Council plan for a centralised Central Hawke's Bay Recovery and Refuse Centre in between Waipukurau and Waipawa in Year 10 on the Long Term Plan, and on opening the Centre, the Waipawa and Waipukurau Transfer Stations are closed;</li> <li>• To provide a regular rural recycling collection service at designated rural and coastal sites in partnership with existing local community organisations or groups;</li> <li>• That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems;</li> <li>• That Officers report back to Council on green and food waste collection options for Annual Plan 2022/2023.</li> </ul>	18/11/2020	Josh Lloyd	<p>On Track - The majority of service delivery changes have been rolled out with the completion of the trial of rural trailers nearing completion.</p> <p>Through the Annual Plan 2022/23 - officers are proposing the DOCs remain open and a change in schedule to the trailers.</p>
	Community Petition	<ol style="list-style-type: none"> <li>1) That the Council receives the petition.</li> <li>2) That the Mayor responds to community member Dean Rangi as the instigator and submitter of the petition.</li> <li>3) That Council strongly advocate on behalf of community and urge NZTA to improve safety through the Waipawa township.</li> <li>4) That Council advocates via the Regional Land Transport Plan for inclusion of this road safety project.</li> </ol>	18/11/2020	Josh Lloyd	<p>Off Track - Officers continue to work closely with Waka Kotahi to improve pedestrian safety on the state highway through Waipawa.</p> <p>Despite these efforts, there remains little to no movement from Waka Kotahi on taking active measures to improve safety along SH2 as it passes through Waipawa.</p>



Item Number	Item	Council Resolution or Action	Resolution Date	Responsible Officer	Progress Report
7.3	Regional economic development review -section 17A review	a) That Council receive the Section 17a Review Economic Development Report, prepared in accordance with the requirements of the Section 17a of the Local Government Act 2002. b) That Council receive the report titled Review of Local Government Investment in Business and Industry Support Across the Hawke's Bay Region. c) That Council endorse participation in the second stage of the review process with a more detailed investigation of the recommendations set out in the Giblin Group report. d) That Council endorses engagement with Treaty Partners and other regional stakeholders on the opportunity to create an enduring Economic Development Delivery Platform with the appropriate scale and mandate to better guide and direct economic development activity to priority areas and issues. e) That Council support the opportunity to embed a partnership with Māori f) in the new Economic Development Delivery Platform. g) That this Council endorses the five Councils' commitment to keeping the h) Hawke's Bay Business Hub open.	11/02/2021	Karina Campbell	On Track. In December, all five councils voted unanimously to establish a new regional Economic Development Agency for Hawke's Bay and agreed the initial funding split. Planning is underway for the establishment of this new entity and transitioning from the current model. The intention that the new EDA will be in operation from July 01 2022.
7.5	Kairakau Water Upgrade - Project Update (Hardness)	a) That Council approve to include water hardness into the treatment process - with an expected budget of \$140,000 for treatment equipment. b) That Council approve to in the short term collect the hardness treatment waste (brine) on site and tanker off site periodically at a lower CAPEX, but ongoing OPEX - within budget increase requested above. c) That Council continues to investigate the longer term solutions for discharge of the by-product from the softening process. d) That Council increase the project budget from \$850,000 to \$990,000 using existing Long Term Plan 2021 - Year one set budgets.	3/06/2021	Darren de Klerk	On Track 19/1/22 > Contract awarded to Trility, design progressing, community meeting held 16th Jan 2022 and project underway for completion late 2022.

7.11	Long Term Plan 2018-2028 Draft Deliberation Reports: Places and Open Spaces	<p>a) That the submitters are thanked for their comments which are acknowledged and further that the information contained in this report is provided to the submitters.</p> <p>b) That Council encourage the clubs of Russell Park to actively participate in Councils Community Facility Plan, intended to commence this calendar year, subject to the confirmation of funding in the 2021 – 2031 Long Term Plan.</p> <p>d) That Council reconsiders the request for temporary changing rooms, following the completion of the Community Facilities Plan, wider club feedback relating to the timing and scope of any multisport hub project for Russell Park and an assessment of actual demand and need, either in the 2022/23 Annual Plan or as an Officer report.</p> <p>That Council supports the concept of the development of the sports hub project at Russell Park. Recognising it as a key strategic asset for Central Hawkes Bay.</p>	13/05/2021	Doug Tate Jennifer Leaf	On Track - Items a and b of this resolution are complete, with resolution D, substantially being included as part of the wider Thriving Places and Spaces for the Future work programme. January 2022 progress update: Key members were invited to the Focus Group in December on the Thriving Places and Spaces Engagement. Since then all contacts with the Russell Park Users group have been emailed to encourage them to complete and share with their members the online survey by end of January and give feedback on discussion documents that are most relevant to them and their clubs.
7.2	Three Waters Reform - Update to Council and endorsement of feedback to Government	<p>That Council requests the CEO to seek guidance on and/or give feedback to the Government (via a formal letter) on:</p> <ul style="list-style-type: none"> <li>• the following areas of the Government's proposal that Council needs more information on:             <ol style="list-style-type: none"> <li>1) commercial arrangements between Entity C and existing suppliers, stakeholders or partners</li> <li>2) the decision-making process for this reform programme and the current proposal/s</li> <li>3) service delivery and response challenges for the new entity and how it will meet customer needs</li> <li>4) financial implications of the proposals and modelling</li> <li>5) governance and ownership considerations</li> <li>6) pricing and charging mechanisms</li> <li>7) prioritisation of work (maintenance and capital works) under the new entity</li> <li>8) challenges and opportunities during any transition/change process</li> <li>9) support from Government for the proposed and preferred Hawke's Bay model.</li> </ol> </li> </ul> <p>The following changes to the Government's proposal/process:</p> <ol style="list-style-type: none"> <li>1) The establishment of a Hawke's Bay Regional model</li> </ol>	23/09/2021	Monique Davidson	On Track - Letter was sent to the Minister and DIA. Since then, the government have announced their intention to legislate and mandate 3 Waters Reform. Council have publicly noted its objection to this decision, and communicating this. Minister Mahuta responded to Elected Members in 2021 following correspondence which outlined Central Hawke's Bay District Councils position on Three Waters Reform. Council is actively involved in a number of advocacy strategies.

		<p>for the delivery of 3 waters services.</p> <p>2) That Central Hawke's Bay is guaranteed representation in any proposed governance structure of a newly established entity.</p> <p>3) That the reform process be clarified, and that community are formally and meaningfully engaged to provide feedback.</p> <p>4) That we demand Central Government take a stronger lead and work with the sector in better informing and communicating with community about the multiple reform programmes with a particular emphasis on the difference between 3 Waters Reform, and Water Services Bill. We request that the Government provide clear and concise reassurance about the combined vision of the multiple reform programmes that effect Local Government, and how that relates to the constitutional makeup of democracy in New Zealand.</p>			
	Reserve Fund Replenishment	<p>That Council requests the Chief Executive investigate options and lead a process as part of the Long Term Plan, for Council to consider an approach to the replenishment of key reserve funds and further, that this work considers external funding options.</p>	13/02/2020	Monique Davidson	<p>On Track - No progressive work has progressed on this item, given the affordability constraints presented in the Long Term Plan 2021-2031 timeframe. While provision has been included in the budgets for the replenishment of the Adverse Events Fund, at this stage no further replenishment of the Ward funds has been considered. This work will be further reviewed during the development and review of Council's current Investment Policy, where options for Community Endowment and partnerships with existing foundations will be considered.</p>

7.4	Creation Of Publicly Contestable Private Water Supply Fund	a) Council adopt the Private Water Supply Fund Policy as amended that ensures the criteria gives effect to prioritising funding to community groups, community service providers, and marae that fall within the Water Services Act. C) That Council give the Chief Executive delegations to finalise the detail of the criteria within the Private Water Supply Fund Policy.	17/11/2022	Josh Lloyd	On track - Council finalised the policy and opened the private water supply fund applications in December 2021 and continue to engage with suppliers and receive applications through to 30 Apr 2022.
7.7	Adoption Of Class 4 Gambling and Board Venue Policy	That Option Two – the more restrictive option of the Class 4 Gambling and Board Venue Policy Statement of Proposal be adopted.	17/11/2022	Lisa Harrison	Option 2 adopted. The updated Policy is now available on the website.
7.9	Annual Plan Direction Endorsement	That in endorsing the direction, Council note that it is unlikely that the Draft Annual Plan 2022 – 2023 will trigger significance therefore formal consultation won't be recommended, however, community engagement will be recommended.	17/11/2022	Brent Chamberlain	On Track - Budget variations from the LTP are minor in nature and will not trigger the need for formal consultation, but Council will develop a communication program to keep the community informed and to explain the impact the revaluation of the rating database is having on individual segments of the community.



## 7.2 PROPOSED AMENDMENT TO THE DISTRICT PLAN HEARINGS PANEL TERMS OF REFERENCE

### File Number:

**Author:** Helen O'Shaughnessy, Senior Planner

**Authoriser:** Doug Tate, Group Manager Customer and Community Partnerships

**Attachments:** 1. Amended Terms of Reference for the District Plan Hearings Panel [↓](#)  


### PURPOSE

The matter for consideration by the Council is to seek Council approval for amendments to the Terms of Reference for the District Plan Hearings Panel and to note the content of this report.

### RECOMMENDATION FOR CONSIDERATION

**That having considered all matters raised in the report:**

- a) **That Council approve and adopt the amended District Plan Hearings Panel Terms of Reference.**

### BACKGROUND

At its meeting of 29 July 2021, Council passed a number of resolutions relating to the formation of a panel to hear and deliberate on the formal stages of the notified District Plan. The three key resolutions that were unanimously carried were:

- a) Decision One: That Council form a District Plan Hearings Panel to hear and deliberate on the Central Hawke's Bay Proposed District Plan made up of two external independent hearing commissioners - one to act as a Chair and the second as a panel member, a further Independent External Commissioner to act as a Tikanga Specialist and three internal Councillor Commissioner appointments.
- b) Decision Two: That Council adopt and approve the following Commissioner Appointments to the Central Hawke's Bay District Plan Hearings Panel of:
- Robert Schofield as the Independent Chair;
  - Loretta Lovell as an Independent Panel Member;
  - Dr Roger Maaka as an Independent Panel Member and Tikanga Specialist acting as a Commissioner in accordance with Section 34A (1A) of the Resource Management Act 1991;
  - Councillor Tim Aitken as a panel member;
  - Councillor Pip Burne as a panel member;
  - Councillor Kate Taylor as a panel member.
- c) Decision Three: That Council adopts the Terms of the Reference for the Central Hawke's Bay District Plan Hearings Panel, noting that in doing so Council specifically delegates authority under Section 34A of the Resource Management Act 1991 to the Central Hawke's Bay District Plan Hearings Panel to hear and deliberate on the Central Hawke's Bay Proposed District Plan.

Since the adoption of the Panel's formation, its members and the adoption of its terms of reference, the panel have now met and some practical limitations in the implementation of the current terms of reference have been identified. A number of small amendments from Council to the Terms of Reference are now sought in this report.

## DISCUSSION

This section of the report outlines the specific changes to the terms of reference sought. The attachment highlights the specific changes sought; however, we provide the following rationale for each of the key changes:

### 1. Amendment 1: Appointment of an alternative Chair

The current wording of Section 5.1 sets out that the role of Chair of the Hearings Panel can only be held by one of the two independent commissioners appointed on the Panel who has completed the Making Good Decisions Training for accreditation as a Chair, currently being Commissioner Schofield. In the adopted Terms of Reference, no provision was made for the event that Commissioner Schofield is unavailable due to unforeseen circumstances or illness.

The current wording of Section 5 is:

#### 5. Membership

*5.1 The Panel will comprise two independent commissioners, one of which shall be the Chairperson who is accredited as a Chairperson under the RMA, three elected members and one representative of tangata whenua to act as a tikanga specialist in accordance with the RMA.*

The concern with the intent of the wording of Section 5 is that Commissioner Schofield, as the only independent commissioner on the Panel with Chair accreditation under the Resource Management Act 1991, would by default be required to Chair all sessions of the Hearings until such time as the remaining independent commissioner, Commissioner Lovell has completed Chair endorsement, which due to COVID-19 is now not likely to be until the second half of 2022. The practical implementation of this, is that in the event of any illness or absence of Commissioner Schofield for any other reason, proceedings of hearings and deliberations cannot proceed based on the current Terms of Reference.

Sections 39B (3) and (4) of the Resource Management Act 1991, provides for the appointment of a temporary Chair who does not hold Chair Accreditation, where all of the members (including the Chair) are accredited or where there is no accredited Chair, when all of the Commissioners are accredited. To this end, there would be no issue under the requirements of the Resource Management Act 1991, if the Chair was unavailable and an accredited member (but without a Chair endorsement) acted as Chair in his absence.

The addition of the following Clauses are proposed:

- 5.1.1 In the absence of an Accredited Commissioner Chair, another member of the Panel, to be agreed to by the sitting Panel members, shall act as Chair.
- 5.1.2 The composition of the Panel may differ for hearing different topics, provided there is a quorum.

The addition of these two clauses addresses the issues identified by the panel.

### **Amendment 2 – Changes to Quorum and addition of a casting vote**

The current wording of section 7.1 requires that three members of the Panel are required to make up the quorum. There is no reference to who the three members required for the quorum should be.

The Panel proposed at the 7 December 2021 meeting to extend the quorum for the Panel from three to four commissioners. This ensures that there will always be a commissioner who is able to provide a 'local voice' on the Panel.

Extending the quorum to four will also ensure that Councillor Commissioners will always have the support and guidance of the Panel's more experienced and independent commissioners in all Panel sessions. There is no financial implication of this change with the hearings, with initial workings being based on an average of four Commissioners and in some cases six Commissioners.

An identified issue in the current terms of reference was also noted that a casting vote was not included. While Standing Orders would normally dictate the casting vote sits with the Chair, it is proposed to insert the following clause under quorum to ensure clarity of this matter.

It is recommended that the wording of section 7.00 is amended to:

### **7.0 Quorum**

7.1 The quorum at any meeting of the Panel shall be ~~three~~ **four** members.

And that a new clause be included in section 7.0 to provide clarity on the casting vote as follows:

7.2 The casting vote shall sit with the Chair.

A copy of the tracked version Terms of Reference is attached to this report as **Appendix A** for the information of elected members.

### **Amendment Three – COVID-19 Practices and Policies**

The current Terms of Reference is silent on any management of COVID-19. While it would be reasonably expected that Commissioners will work in accordance with the COVID-19 practices and requirements of the organisation, this additional Clause to the terms of the Reference, specifically notes that the affairs of the panel shall be conducted in line with Council's COVID-19 management measures. The proposed additional Clause is:

10.2 The Panel shall conduct its affairs, including Hearings, in accordance with Central Hawke's Bay District Council's COVID-19 management policies and protocols.

### **Continuation of Councillor Commissioners after the Local Body Elections**

At this time, we would like to specifically bring to Councillors' attention that as a result of hearings potentially forecast to run longer than anticipated, Councillor Commissioners and the Panel will still be required to deliberate on submissions, likely beyond the September 2022 Local Body Elections. We will speak further on the updated programme in the Key Project Status Report included in today's Council meeting.

Clause 30 (Schedule 7) of the Local Government Act 2002, specifically provides for Council to be able to continue to appoint the Panel beyond the end of this Triennium to continue to deliberate on the District Plan Submissions.

While not a matter for the Terms of Reference, it is a pertinent point that Council will need to consider before the end of this Triennium, in order to see the continuation of the Panel. This also provides certainty to the project and allows the project to continue, even in the possible event of any change at the 2022 Local Body Elections of the three Councillor Commissioners.

### **RISK ASSESSMENT AND MITIGATION**

The most notable risk with this decision is the potential for uncertainty in the event that the Chair is unable to attend the hearings, particularly with the impacts of COVID-19 continuing to emerge.

There may be delays or the need to reschedule hearings if the composition and role of Chair are not absolutely clear and understood by all parties involved in the Hearings.

Clarifying and recording sections 5.00 and 7.00 of the Terms of Reference as proposed in this report will go a long way to supporting successful outcomes and mitigating risks where possible.

#### **FOUR WELLBEINGS**

The terms of reference for the Hearings Panel will enable the Panel to conduct its affairs effectively and with clarity, in order to deliver later this year (or early next year) a new operative District Plan for Council to formally adopt.

While the decision asked of Council in this report is mainly procedural, it will play an important part in ensuring that Central Hawke's Bay will eventually have an operative District Plan that sets new and/or updated objectives, policies and rules for the district – in line with the functions of territorial authorities under the Resource Management Act 1991 (RMA).

The new operative plan will in turn become Council's main planning rulebook that futureproofs the environmental, economic, social, and cultural well-beings of our community by ensuring, as per Part 2 of the RMA, the sustainable management, development, and protection of natural and physical resources in a way, or at a rate, which enables people and communities to provide for their social, economic, and cultural well-being and for their health and safety while:

- sustaining the potential of natural and physical resources (excluding minerals) to meet the reasonably foreseeable needs of future generations; and
- safeguarding the life-supporting capacity of air, water, soil, and ecosystems; and
- avoiding, remedying, or mitigating any adverse effects of activities on the environment.

#### **DELEGATIONS OR AUTHORITY**

Only Council has the authority to make this decision.

#### **SIGNIFICANCE AND ENGAGEMENT**

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

#### **OPTIONS ANALYSIS**

There are primarily two options available to Council:

##### **Option 1 – Adopt the amendments to the Terms of Reference as discussed in this report**

This option would see Council adopt the proposed amendments to the District Plan Hearings Panel Terms of Reference to ensure the efficient functioning and operation of the Panel.

Officers' recommendations have been based on the best available knowledge and advice to hand, including legal counsel on the terms of reference and guidance from the Panel on the working of the relevant provision in the Terms of Reference.

##### **Option 2 – The Council chooses not to adopt the amendments to the Terms of Reference recommended in this Report.**

This option is at the will of the Elected Members to decide not to adopt the proposed resolution and to retain the current Terms of Reference for the Hearings Panel without amendment.

	<b><u>Option 1</u></b>	<b><u>Option 2</u></b>
	<b>To adopt the amendments to the District Plan Hearings Panel Terms of Reference</b>	<b>To choose not to adopt the recommended amendments to the Terms of Reference</b>
<b>Financial and Operational Implications</b>	The financial and operational implications from this approach are well known including the operating of the District Plan Hearings to the scheduled timeframes	The extent of implications from this option make assessment difficult as it could incur lengthy and costly delays in the Hearings process. Most notably however the ability to proceed through hearings without the presence of a Chair makes the process fraught with difficulty, particularly in an emerging context of escalating COVID-19.
<b>Long Term Plan and Annual Plan Implications</b>	There are no obvious implications	There are no obvious implications
<b>Promotion or Achievement of Community Outcomes</b>	This option supports a number of community outcomes identified through Project Thrive, ultimately progressing the review of the District Plan Project.	This option supports a number of community outcomes identified through Project Thrive, ultimately progressing the review of the District Plan Project.
<b>Statutory Requirements</b>	Council is required to meet the requirements of the Resource Management Act 1991. This decision provides for the Act to be met in the event the Chair is unavailable.	Council is required to meet the requirements of the Resource Management Act 1991. While this option does not contradict the Act, it provides uncertainty in the event the Chair is unavailable.
<b>Consistency with Policies and Plans</b>	There are no obvious inconsistencies with this decision	There are no obvious inconsistencies with this decision.



**Recommended Option**

This report recommends option 1 – adopt Officers' recommendations for addressing the matter.

**NEXT STEPS**

On the basis that the Council adopts the Officers' recommendation the first step will be to amend the Terms of Reference in preparation for the District Plan Hearings commencing on March 14, 2022.

**RECOMMENDATION**

That having considered all matters raised in the report:

- a) That Council approve and adopt the amended District Plan Hearings Panel Terms of Reference.





**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL



## District Plan Hearings Panel Terms of Reference

Adopted 29 July 2021

## District Plan Hearings Panel – Proposed Central Hawke’s Bay District Plan

**Authorizing Body** Central Hawke’s Bay District Council

**Title:** District Plan Hearings Panel

**Date:** 29 July 2021

**Approved Date:** 29 July 2021

**Amended version approved** 10 February 2022

### 1. Purpose

- 1.1. To make recommended decisions to the Council for adoption on the provisions and matters raised in submissions on the Central Hawke’s Bay District Council (Council) Proposed Plan (Plan); and
- 1.2. To make recommended decisions or recommendations to the Council for adoption in respect of requirements for designations included in the Plan.

### 2. Responsibilities

The District Plan Hearings Panel (the Panel) shall have responsibility for:

- 2.1. Conducting a hearing, and considering all submissions received, on the Plan, including verbal presentations and written evidence from submitters wishing to be heard;
- 2.2. Conducting a hearing on and considering any requirements for designations included in the Plan; and
- 2.3. Reporting to the Council as to whether the Plan provisions are retained or amended from the notified version and the reasons why, including any requirements for reporting under Section 32AA Resource Management Act 1991 (RMA);
- 2.4. Reporting to the Council under clause 9, First Schedule RMA on recommended decisions on Council designations under Section 168A RMA and recommendations to the requiring authority under Section 171 RMA, including reasons for the recommendation.

### 3. Delegations

In accordance with Section 34 of the RMA, the Council delegates all of its functions, powers and duties under the RMA necessary for the Panel to carry out the Responsibilities set out above, including:

- 3.1. The power to waive or extend any timeframe, including the acceptance of late submissions, in accordance with sections 37 and 37A RMA.
- 3.2. In accordance with Sections 39 and 39AA RMA, the power to conduct a hearing under Clause 8B, First Schedule RMA, for the purpose of considering all submissions, on the Plan and any requirements notified under Clause 4.

- 3.3. The power to regulate the hearing, including as provided for by Sections 40 – 42 RMA, This includes:

- evidence filing
- directions before or at hearings e.g. provision of more info etc
- striking out submissions
- protection of sensitive information which may be required especially for Wahi tapu issues.

**4. Power to Delegate**

- 4.1. The Panel cannot delegate any of its responsibilities, duties or powers.

**5. Membership**

- 5.1. The Panel will comprise two independent commissioners, three elected members and one representative of tangata whenua to act as a tikanga specialist in accordance with the RMA.

*5.1.1 In the absence of an Accredited Commissioner Chair, another member of the Panel, to be agreed to by the sitting Panel members, shall act as Chair.*

*5.1.2 The composition of the Panel may differ for hearing different topics, provided there is a quorum.*

**6. Chairperson**

- 6.1. The chairperson is responsible for:

6.1.1. The efficient functioning of the Panel;

6.1.2. Approving the agenda for Panel meetings as suggested by the District Plan Manager;

6.1.3. Ensuring that all members of the Panel receive sufficient timely information to enable them to be effective Panel members; and

6.1.4. Effective communication and liaison between the Panel and Council officers.

**7. Quorum**

- 7.1 The quorum at any meeting of the Panel shall be *four* members.

*7.2 The casting vote shall sit with the Chair*

**8. Frequency of Meetings**

- 8.1. The Panel shall meet, over a period to be determined by the Panel, sufficient to allow all submission presentations and all submissions and requirements have been considered, and recommended decisions/recommendations on requirements, with reasons, including any amendments/changes to the Plan and supporting Section 32AA reports, have been prepared for Council consideration.

**9. Relationship with Other Parties**

- 9.1. The Chief Executive is responsible for servicing and providing support to the Panel in the completion of its duties and responsibilities. The Chief Executive has appointed the Group Manager, Customer and Community Partnerships to provide these functions on her behalf.
- 9.2. The Group Manager Customer and Community Partnerships or his delegate will act as professional advisor to the Panel and shall be invited to attend all meetings of the Panel excluding deliberations.
- 9.3. Suitably qualified planners may be required to support the Panel in writing final recommended decisions and in drafting the 'decisions version' of the Plan.
- 9.4. The Panel has the ability to request external advisors or experts to assist in particular technical or specific analysis and discussion, including matters relating to Māori.

**10. Conduct of Affairs**

- 10.1. The Panel shall conduct its affairs in accordance with the RMA ensuring:
  - The hearing and evaluation process is carried out in a way that is effective and timely;
  - Submitters are provided with the best possible opportunity to be heard in support of their submission;
  - Panel members receive submissions with an open mind and give due consideration to each submission;
  - The principles of natural justice are followed; and
  - The decision-making process is robust and transparent
- 10.2. *The Panel shall conduct its affairs, including Hearings, in accordance with Central Hawke's Bay District Council's COVID-19 management policies and protocols.*

**11. Public Access and reporting**

- 11.1. Notification of meetings to the public and public access to meetings and information shall comply with the requirements of the RMA.

**12. Remuneration and Expenses**

- 12.1. External members and advisors to the Panel will be reimbursed in accordance with their negotiated business rates, including disbursements.
- 12.2. Elected members will be reimbursed in accordance with the current Local Government Elected Members arrangements.
- 12.3. Remuneration and expenses for external members and advisors will be funded from the District Plan activity budget.
- 12.4. Remuneration and expenses for elected members will be funded from the Mayoral and Elected Members budget.

**13. Delivery of Duties**

- 13.1. Commissioners shall meet and deliver the general requirements of being an Independent Hearing Commissioner outlined in Appendix 1.

**14. Duration**

- 14.1. The Central Hawke's Bay District Plan Hearing Panel is deemed to be dissolved and at an end, upon the adoption of the Panel's final recommendation to Council on the Proposed Plan.

## Appendix 1

### Key Requirements of Independent Hearing Commissioner

#### Accountabilities of position

##### Purpose of position:

To act as a chairperson or as a member of a hearings panel to consider and decide (or recommend) matters in accordance with the Resource Management Act (1991), Local Government Act (2002), or any other relevant statutes, on behalf of Central Hawke's Bay District Council. Matters to be considered may include:

- resource consent applications
- plan changes
- notices of requirement
- heritage protection orders
- bylaws and dispensations
- policies where the Special Consultative Procedure is used
- other hearings as determined by the Chief Executive or Elected Council.

From time to time, Commissioners may also be appointed as duty commissioners, acting under delegated authority to consider and make decisions on resource consent applications (including notification determinations), notices of requirement and outline plan of works, section 125 applications, section 127 applications, and section 37 and other matters that do not require a hearing.

Commissioners are employed as contractors to the council and should be prepared for flexible working hours noting that this is not a full-time role.

## Key responsibilities

### Preparation and decision

#### Key responsibilities

- Review material thoroughly before hearing and prepare questions for parties as required
- Take notes throughout the hearing to refer back to when writing the decision

#### Chairperson:

- Prepare directions and/or minutes on procedural matters as required
- Allocate tasks among panel members, including drafting parts of the decision where appropriate
- Engage with panel members to arrange and attend site visits

#### Panel member:

- Contribute to decision writing and review as instructed by the chairperson

#### Expected outcomes

- Hearings proceed smoothly and in a timely manner
- Decisions are completed within statutory timeframes
- Decisions (or recommendations) are well reasoned and legally and technically correct
- Decision-writing skills of panel members improve over time, enabling progression to a chairing role

### Hearings

#### Key responsibilities

- Exercise the council's powers and functions in accordance with relevant legislation and within the terms of the delegations manual and hearings policy
- Adhere to accepted best practice for hearings
- Correctly identify the nature of issues arising during a hearing in terms of the Resource Management Act, relevant planning documents and other legislation
- Recognise common decision-making biases, including unconscious bias, and apply strategies to minimise their impact
- Demonstrate impartiality and integrity as well as an awareness and understanding of the principles of natural justice and a sense of fair play
- Listen effectively, distilling the key arguments and facts from the information presented and apply appropriate weight to evidence
- Consider and apply tikanga Māori to hearings where relevant and appropriate
- Embrace diversity and use cultural competency to ensure that all members of Central Hawke's Bay's diverse communities are able to participate effectively in hearings
- Expected outcomes
- Reaches a clear, impartial, logical decision in written form
- Provides a degree of neutrality as well as competency and experience in relevant planning aspects
- Applies skills and experience as well as an objective view where delegated functions concern or involve the local authority as a party



- Gains excellent knowledge of application and issues by being familiar with all material provided prior to hearing and making a site visit where appropriate
- Writes or formulates decisions within statutory timeframes for resource consent hearings and as requested by the Hearings Team for other work
- Maintains confidentiality on all deliberations and decisions subsequent to the completion of the work
- Discloses any potential conflict of interest, either actual or perceived, to the Hearings Team prior to the acceptance of work
- All parties feel that they have had a fair hearing

#### **Legislative requirements**

##### **Key responsibilities**

- Maintain a comprehensive understanding of all relevant legislation and plans necessary to provide a quality service to the council and its customers
- Keep up to date with relevant case law and decisions made by other Council hearing panels
- Ensure that Making Good Decisions accreditation remains current
- Demonstrate an understanding of the principles of the Treaty of Waitangi, their relevance in legislation, and their application to the decision(s) in question

##### **Expected outcomes**

- Applies new legislation and case law to decisions where appropriate
- Commissioners remain eligible to sit on hearings throughout the duration of their contract
- Decisions stand up to appeal and judicial review

## Type of person suitable for this position

### Qualifications

- Ministry for the Environment Making Good Decisions accreditation (mandatory)
- Tertiary qualification or proven experience in one or more of the following disciplines:
  - planning
  - resource management law
  - engineering (transport and infrastructure)
  - landscape architecture
  - ecology, biodiversity and environmental management
  - freshwater management
  - the Treaty of Waitangi and Kaupapa Māori
  - coastal management - heritage and conservation management
  - urban design
  - air quality
  - rural planning and land management.

### Experience, skills and competencies

- Experience with relevant legislation particularly the Resource Management Act 1991, Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987
- Proven expert in field
- A minimum of five years' experience as an independent commissioner preferred
- Questioning skills essential
- Able to make clear and appropriate decisions in written form
- Ability to use tact and diplomacy where needed
- Strong computer skills and use of technology (ability to adapt to a paperless approach)
- Excellent customer service skills
- Able to maintain neutrality and keep an open mind when assessing applications
- Absence of conflict or bias (actual and perceived)
- Cultural competency - commitment to diversity and ability to work effectively with all of Central Hawke's Bays diverse communities

### Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by incumbents in the assigned job. They are not construed as an exhaustive list of all responsibilities, duties, or skills required of the incumbent.

### 7.3 QUARTERLY NON-FINANCIAL PERFORMANCE REPORT OCT - DEC 2021

**File Number:** COU1-1400

**Author:** Monique Davidson, Chief Executive

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Quarterly Non-Financial Performance Report Oct-Dec 2021 [↓](#) 

#### PURPOSE

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

#### RECOMMENDATION

**That having considered all matters raised in the report:**

That the Quarterly Non-Financial Performance Report 1 October – 31 December 2021 be received.

#### SIGNIFICANCE AND ENGAGEMENT

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

#### BACKGROUND

These reports seek to provide Council a quarterly update on non-financial performance measures, as set out in the Long Term Plan 2018-2028.

Non-financial performance measure (often referred to as Statements of Service performance (SSPs)), compare performance on levels of service against benchmarks set by Council when adopting the Long Term Plan (LTP) or Annual Plan (AP).

Some of these SSPs are set by regulations from Central Government and are, therefore, measures that are used throughout New Zealand.

The 2018-2028 Long Term Plan sets out a range of performance measures which Council are required to report on quarterly. Over the course of the annual cycle, these performance measures then form the basis of the Annual Report.

This particular report, highlights the pressures of growth in Building and Resource Consents and the impact that is having on service level with regards to timeframes for consentings. While the target is not going to be achieved, every effort is getting taken, into ensure this issue is mitigated.

#### DISCUSSION

The report is **attached**.

#### IMPLICATIONS ASSESSMENT

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

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;

- Any decisions made will help meet the current and future needs of communities for 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 third quarter Non-Financial Performance Report will be reported to Council 6<sup>th</sup> April 2022.

**RECOMMENDATION**

**That having considered all matters raised in the report:**

That the Quarterly Non-Financial Performance Report 1 October – 31 December 2021 be received.

Central Hawke's Bay District Council		Non-Financial Quarterly Report: 1 October 2021 – 31 December 2021	
<b>Leadership, Governance and Consultation</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council listens to its community, and responds efficiently and effectively, communicates well, and has a 'can do' customer services attitude.	The percentage of people who consider that Council has responded well or very well to community needs and issues.	85%	<b>On track to be achieved</b> This will be measured via the 2022 Resident Opinion Survey and reported on in the fourth quarter of the financial year.  The 2021 Resident Opinion Survey reported that 82% of the community considered that Council responded well to community needs and issues in the 12 months prior to survey.
	The percentage of formal consultation which follows legislative and policy requirements.	100%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the financial year.  In the 2020/2021 year Council 100% met formal consultation legislative and policy requirements.
	The percentage of people who consider that Council has engaged and communicated well about Council business.	85%	<b>On track to be achieved</b> This will be measured via the 2022 Resident Opinion Survey and reported on in the fourth quarter of the financial year.
	Iwi and Marae report to be satisfied with the level of engagement and partnership with Central Hawke's Bay District Council.	50%	<b>On track to be achieved</b> This will be measured via a targeted survey in the fourth quarter of the 2021/2022 financial year.

<b>Social Development</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council has a strong voice so that it can, in partnership with community, advocate and lead change in social issues and opportunities for the district.	The percentage of the community satisfied with the Social Development activity of Council	95%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year
	Council implements the Social Wellbeing Strategy	100%	<b>On track to be achieved</b> Community Wellbeing Strategy and Social Development Strategy work is well underway. Drafts of both strategies will be ready for workshop in March and finalised strategies will be up for adoption by Council in May 2022 with implementation afterwards.
Council creates opportunities for the community to build capacity and is resourced to deliver on community priorities.	The percentage of community groups associated with the Social Wellbeing Network that are satisfied with the advice and support provided by Council. Council supports community groups to achieve their goals.	85%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year, however regular meetings and inputs into community groups happen all year round. Significant engagement with key community group stakeholders happened during workshops for social and community wellbeing strategy work during November.
	The percentage of community groups supported by Council are satisfied with the level of service provided.	100%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year

<b>Economic Development</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council supports the enhancement of economic wellbeing by the delivery of increased job opportunities, a diversified and resilient local economy and increased productivity.	Council implements the 2019 Economic Action Plan (Implementation Plan)	100%	<b>On track to be achieved</b> A number of actions are either complete and/or underway as appropriate. This is a 10-year plan so some actions will be implemented long term. Full update on all actions in the Economic Development Action Plan was made to Strategy and Wellbeing Committee in October with the intention this will be a public document available on the website once the Community Wellbeing Strategy review is complete and a new 'hub' on the website is updated from May/June 2022 onwards. Ongoing progress updates are provided at Strategy and Wellbeing Committee as part of priority reporting.
	Representatives (5) of the Economic Leadership Group that are satisfied that the 2019 Economic Development Action Plan deliverables are being achieved.	90%	<b>On track to be achieved</b> As part of this Community Wellbeing review mentioned above, representatives will have the opportunity to provide their feedback and satisfaction levels on the ED Action Plan deliverables.



<b>Land Transport</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To deliver safe, reliable and lasting road assets that connect our people and places and allow our district to prosper.	Reduce fatalities and serious crashes on the local road network to zero.	Reduce to zero	<b>Not achieved</b> Fatalities this quarter = Nil Fatalities YTD 2021/22 = Nil Fatalities 2020/21 = Nil Serious Injuries this quarter = 2 Serious Injuries YTD 2021/22 = 5 Serious Injuries 2020/21 = 5 Council continues to work with the Police and RoadSafe Hawkes Bay to understand crash statistics and crash data. General road conditions have not been a contributing factor in the listed accidents above.
	The average quality of ride on a sealed local road network, measured by smooth travel exposure	Between 85 & 90%	<b>On track to be achieved</b> This will be measured and reported in the fourth quarter of the year.
	At least 20% of the footpaths in excellent condition and no more than 10% of the footpaths in poor condition measured annually	Excellent >50% Poor <10%	<b>On track to be achieved</b> This will be measured and reported in the fourth quarter of the year.

	The percentage of the sealed local road network that is resurfaced	Between 4 and 10%	<b>On track to be achieved</b> The planned reseal length is 4.5% of the network. Final investigations are underway which may change this number if a reseal is not required
	The percentage of customer service requests relating to road and footpaths to which the territorial authority responds within 3 working days	100%	<b>Not achieved.</b> YTD = 83% (some were generated through SIP walkovers and were not service requests. We also have had some system problems with RFSs being closed off but still showing as open or overdue. We are working with Lisa to iron out system problems. There was also a period of time when some were assigned to Tim while he was on leave which should have been assigned to Martin)
	The percentage of users satisfied with the roading service provided	90%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.

### Reserves and Open Spaces

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides a range of parks and reserves that are affordable, well maintained, safe and provide for the recreational (play and sport),	Monitoring the number of health and safety incidents or injuries due to inadequate or poor maintenance in our parks, reserves and sports grounds.	0	<b>Achieved</b> There have been no reported health and Safety accidents or injuries for the period.

cultural, and environmental well-being of the community.	The percentage of residential dwellings within 10 minute walk (pedshed) of a Council owned or supported playground.	60%	<b>On track to be achieved</b> This measured data is being updated and reported on with the availability of more current orthoimages (aerial photo mapping) due Sept/Oct 2022.
	The percentage of urban dwellings within 10 minute walk (pedshed) of a park or community open space.	60%	<b>On track to be achieved</b> This measured data is being updated and reported on with the availability of more current orthoimages (aerial photo mapping) due Sept/Oct 2022.
	The percentage of people that have used or visited a park, reserve or open space in the last 12 months.	80%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.
	The percentage of people that are satisfied with the parks, reserves and open spaces.	90%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.

<b>Retirement Housing</b>			
Performance measures intended to be reported in the Annual Report.			
The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
<b>Level of Service</b>	<b>Performance Measure</b>	<b>Target 2021/2022</b>	<b>Achieved level of service</b>
Council provides safe, well maintained and comfortable community housing for our retired community	Tenants' overall satisfaction with Council's Retirement Housing service	95%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of questionnaire to residents.

<b>Public Toilets</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides public toilets that are clean, safe, in good working order and meet the needs of our community and visitors.	The number of complaints we receive about inadequate maintenance and poor cleaning of our toilets	<10 complaints	<b>On track to be achieved</b> In the first quarter, 13 Requests for services were received on Public Toilets. One was a complaint about inadequate maintenance or poor cleaning. 2 <sup>nd</sup> quarter: In the second quarter, 20 requests for service were received on public toilets. No complaints were received for inadequate maintenance.

<b>Community Facilities</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides safe, affordable and appropriate facilities that provide cultural and social well-being of our community. These, that are activated and vibrant community spaces used by our community.	The number of community users of the Waipawa pool.	12,000	<b>On track to be achieved</b> Pool open December through March. 2 <sup>nd</sup> quarter: Opened 5 December Total 3,651 (General public: 951, Schools 2700)
	The percentage of users that were satisfied with community halls.	60%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.

<b>Libraries</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
Our libraries are inclusive places and all people are encouraged to make use of the library's services.	The number of people visiting our libraries (physical).	Waipukurau – 81,000 Waipawa – 66,000	<b>Not on track to be achieved</b> For the first two quarters of this financial year there have been several infrastructure and system challenges with the door counters which have included Wi-Fi dropping out, inadequate equipment etc, which has meant incorrect stats and data. In this quarter we are working on a number of solutions and implementation planned before the last quarter. This includes new counters and full wiring to data ports for uninterrupted network connections. The equipment is coming from Melbourne which due to COVID is also affecting our wait time and installation.  Waipawa 7370 one door only (1 <sup>st</sup> quarter) Te Huinga Wai – approximately 7035 based on programme/meeting attendees, average number of books checked out and AA/Council Service interactions.
	The number of digital visits through our website, online databases and platforms.	12,000	<b>Achieved</b> In the second quarter we saw 6371 users of our website, online databases, and platforms.  Year to date 12817 digital visits.  This continues to be a significant increase.

Council will provide a range of information services for community to access	Levels of issues per capita per annum – both physical and digital.	8 issues per capita	<b>On Track to be achieved</b> This is an annual measure and will be reported on fully in the 4 quarter. Final statistics will be influenced by the fact that Waipukurau has been closed and that COVID closed Waipawa during Lockdown, with numbers generally down.
Council will provide a range of activities and learning opportunities	The number of events and programmes available and participants.	400	<b>On Track to be achieved</b> In the 2nd quarter 46 programmes which includes the activity packs and reading programmes. The expected drop in programmes is the result of COVID. We have been unable to run programmes in the libraries for groups of more than 10 and these have not been well attended but the take home packs have been a success. 114 total for the first half of the year on.
	Participants of events including programs, exhibitions, author events, and classes.	6,000	<b>On Track to be achieved</b> 2 <sup>nd</sup> Quarter 776 participants, the drop in numbers reflects the challenges which COVID restrictions bring. Year to date participants 3563.



<b>Cemeteries</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
Council looks after its Cemetery grounds, providing a special place of remembrance for loved ones amongst attractive and well-maintained grounds.	The percentage of the community satisfied with the condition and maintenance of our Districts cemeteries.	90%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.
	No complaints about late or inadequate interment services at our cemeteries.	100%	<b>Not achieved</b> 1 <sup>st</sup> quarter achieved 2 <sup>nd</sup> quarter Not achieved. One complaint was received over the Christmas period regarding interment services. The matter was addressed and the issue resolved. Processes have been reviewed and adjusted to mitigate repeat issues occurring.

<b>District Plan</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
Council creates an environment where development and the use of land in our District balances the need for growth while protecting our special places and community values.	A District Plan current within the statutory timeframes.	Not Achieved	<b>On Track to be achieved</b> We are on track to have reached by 2023/24 in accordance with the 2021-2031 Long Term Plan measures, an Operative District Plan with statutory timeframes that gives effect to national policy statements and national environmental standards.  Council received 123 submissions on the proposed District Plan, containing approximately 2,500 submission points. The original submissions as well as a summary of submissions have been uploaded to the Hearing's portal on the Council website.  The Summary of Submissions was publicly notified on 11 October with the closing date being extended from 19 October to 9 November (to account for technical issues experienced by submitters). A total of 29 further submissions were received, and these have been uploaded to the Hearings Portal on the Council website.  During this period the main focus has been on continuing preparation for the District Plan Hearings including arranging the initial two meetings of the District Plan Hearings Panel in November and December. The Panel has subsequently issued Minute 4, detailing the processes and procedures to be adopted and observed by the Panel during Hearings.

			<p>In addition, a 'Meet the Panel' Evening is being arranged for 14 February to enable submitters to meet the Panel members – this event will be conducted in line with the latest COVID-19 protocols.</p> <p>Work is progressing on the preparation of the Section 42a Reports which are well progressed for the hearing topics to be addressed through Hearing Stream 1 and 2, scheduled to take place the weeks of 14 and 28 March respectively.</p>
	<p>A District Plan that is future focussed and responsive to the Districts Growth and development.</p>	<p>Develop a project plan for changes to respond to growth and rolling reviews over the next 10 years.</p>	<p><b>On Track to be achieved</b></p> <p>Officers are currently addressing the development of the project plan to integrate issues that have not been able to be included into the current District Plan review programme.</p> <p>It is anticipated this plan will outline the sequencing of reviews (including potential plan changes) that will be required to ensure the District Plan stays current and enables/facilitates strategic planning and development over the next 10 years, in particular in light of the growth Central Hawke's Bay is experiencing.</p> <p>We are also mindful of the timing of the Resource Management Act reform and based on advice from Ministry for the Environment expect that the full Natural and Built Environment Act will be available for consultation in the first quarter of 2022. In association with the Strategic Planning Bill and public consultation on the new legislation Council will be seeking to ensure the district is as well placed for this as it can be.</p>

<b>Building Control</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To protect the community from unsafe buildings and ensure buildings are designed and constructed in a manner that promotes sustainable development.	The percentage of building consents processed within 20 working days (the statutory timeframe).	100%	<b>Will not be achieved</b> <b>70.5% consents processed within 20 working days</b> <ul style="list-style-type: none"> <li>105 consents processed this period</li> <li>Average processing days = 16</li> <li>Average inspection timeframe = 4 days</li> </ul> Application volumes continue to grow on the back of recent subdivision growth and new section creation. A tight labour market and two staff vacancies continue to impact processing times. To mitigate, we have invested in staff training with three cadets now in various stages of training. In the interim, we continue to have a heavy reliance on external processing providers but expect this to reduce in the coming months. Further to industry consultation, the focus has been on reducing inspection timeframes to minimise the impact in what is a challenging building environment. For context, both processing and inspection timeframes are well below that of Napier and Hastings which currently sit at around three weeks for an inspection and up to six weeks for processing. Delays are a national issue.
	The percentage of customers satisfied with Building Control services provided.	90%	<b>To be measured through Targeted Surveys.</b> During the period we received a number of emails from customers with positive feedback related to the service provided.

<b>Animal Services</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To ensure that animals are looked after in a humane manner and not menacing, dangerous or a nuisance to the public.	The percentage of known dogs registered.	>95%	<b>Achieved</b> 95% of known dogs are registered as at 31 December 2021.
	Percentage of serious dog incidences responded to within 2 hours	100%	<b>Achieved</b> 100% - 7 dog attack complaints received this quarter.
	Response to all stock complaints and requests within 24 hours	100%	<b>Achieved</b> 100% - 11 Stock wandering complaints were received this quarter.
	The percentage of users satisfied with the Animal Control service provided	90%	<b>On target to achieve</b> To be measured through Targeted Surveys.

<b>Compliance and Monitoring</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides a compliance and monitoring service which is compliant, efficient and customer friendly.	Owners, or their agents, advised that their BWOFF has lapsed within one month of expiry.	90%	<b>On target to achieve</b> Swimming pools – inspections commenced January 2022 and continue through the summer. There are close to 750 registered pools in CHB with inspections split over three years. BWOFF – 100% of buildings have current BWOFFs. This remains a key focus area this year with many requiring new compliance schedules due to outdated documentation. Several audits have now been completed and an audit programme for larger, higher risk premises is now in place in line with best practice.
	All PIMs, LIMs, and CCCs issued within the statutory timeframe.	100%	<b>Achieved</b> 41 LIMs issued with 95% within statutory timeframe this period. Only one was over the time frame at 11 days with the delay a direct result of files in transit at the beginning of the property file scanning project currently still in progress. Average processing days = 5.5. <ul style="list-style-type: none"> <li>• The boom in the local housing market continues with LIM applications 46% ahead of the same period last year.</li> <li>• 69 CCCs issued - 100% within statutory timeframe</li> <li>• Further to the IANZ audit in November and an MBIE update, changes were made to the CCC processing requirements rendering a 100% target difficult to achieve. 90% is now a realistic target.</li> <li>• 0 PIMS issued - not commonly requested</li> </ul>

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Together we Thrive! E ora ngātahi ana!

	Respond to complaints about non-compliance with bylaws within 3 days.	100%	<b>Achieved</b> <b>100% - 2 complaints received for this quarter</b>
	The percentage of resource consents monitored within two years of being issued.	100%	<b>Achieved</b> New reporting tool in development to increase relevance with full implementation in line with adoption of the proposed district plan early 2022. Currently there is only 1 consent that requires ongoing monitoring.
	The percentage of users satisfied with the Compliance and Monitoring service provided.	90%	To be measured through Targeted Surveys.

<b>Environmental Health</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To keep the community safe and healthy by ensuring environmental and public health standards are maintained.	Complaints received are responded to within three working days.	100%	<b>On track to be achieved</b> 1 complaint received for this quarter. 100% responded to within three working days.
	The percentage of customers satisfied with the public health services delivered.	72%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter.



<b>Land Use and Consenting</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To enable use, development and subdivision of land in line with our District Plan and other environmental policies	The percentage of resource consents (non-notified) processed within 20 working days (the statutory timeframe).	100%	<b>Will not be achieved</b> <b>Total Resource Consents</b> 75.0% of all resource consents issued within statutory timeframes <b>Land Use Consents</b> 92.3% of consents issued within 20 days <b>Subdivision Consents</b> 67.4% of consents issued within 20 days  <b>Permitted Boundary Consents</b> 100% of consents issued within 10 days.  Consent application numbers have continued to grow on the back of notification of the Proposed District Plan. Processing services have now been formally procured by The Property Group Ltd with the backlog of consents cleared by the end of December. A reduction in processing timeframes is already evident and results expected to be closer to target by early 2022.
	The percentage of customers satisfied with the land use and subdivision consent services provided.	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter.

<b>Solid Waste</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council supports and provides incentives for waste reduction, reuse and recycling in order to achieve its Waste Free CHB goals.	The percentage of total waste that is diverted from the landfill to recycling, re-use and recovery.	32%	<b>On Track to Be Achieved</b> Q2 October – 42% November – 39% December - 41% YTD 51%
	The amount of green waste processed each year.	>2,275m3	<b>On Track to meet Target</b> <b>Q2:</b> 420m3 - October 0 – November (No collection from Composting NZ) 480m3 - December <b>Total YTD - 1231.79</b>
	The number of schools participating in waste minimisation programmes.	90%	<b>On Track to meet target</b> <b>81%</b> of schools participating in waste minimisation programmes still from 2020-2021

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	(Continued) The number of schools participating in waste minimisation programmes		<p><b>Q2</b></p> <p>Enviroschools programme:</p> <ul style="list-style-type: none"> <li>• Hunter Park Kindergarten</li> </ul> <p>Continuation from 2020-2021 -</p> <ul style="list-style-type: none"> <li>• Argyll East School</li> <li>• Elsthorpe School</li> <li>• Omakere School</li> <li>• Ongaonga School</li> <li>• Otane School</li> <li>• Pukehou School</li> <li>• Sherwood School</li> </ul> <p>2 A'Deane's Bush planting events in Quarter 2</p> <ul style="list-style-type: none"> <li>• CHB College</li> </ul> <p><b>Zero Waste Programme: Continuation from 2020-2021</b></p> <ul style="list-style-type: none"> <li>• Omakere School</li> <li>• Flemington School</li> <li>• The Terrace School</li> <li>• Takapau School</li> <li>• St Joseph's School</li> <li>• Elsthorpe School</li> <li>• Porangahau School</li> </ul>
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	Hold waste minimisation promotional events in the District.	5	<p><b>On Track to meet target</b></p> <p><b>Q2-</b></p> <ul style="list-style-type: none"> <li>• Waste Mins Recycling tour</li> <li>• Keep NZ Beautiful</li> <li>• Staff Orientation tour of Landfill/Transfer Stations/DOCs</li> </ul> <p><b>Total YTD – 7 Events</b></p> <p><b>Miscellaneous:</b></p> <p>Sustainability Grants:</p> <ul style="list-style-type: none"> <li>• Waipukurau School Paper Bricks (Waiting on more detail)</li> </ul> <p><b>Total YTD - 2</b></p>
	The percentage of users satisfied with the solid waste service provided.	80%	<p><b>Still Tracking</b></p> <p><b>Q1</b></p> <p>Focus in first quarter on rollout of extension of kerbside recycling and introduction on of recycling trailer. Currently still getting feedback from users.</p> <p>Feedback on Trailer as at 1/11/21 - 16 entries - 37.5 % negative. Neutral 8.9%</p> <p><b>Q2</b></p> <p>After feedback DOCs remain open to public – Positive response. Trailers to be moved to areas without DOCs.</p>

<b>Stormwater</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To effectively manage stormwater in a manner that respects and protects private and public assets and preserves the health of our waterways.	For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.)	0	<b>Achieved</b> 0 habitable floors affected in flooding events this quarter (per 1000 properties connected). There are currently 3219 stormwater connections to the networked reticulation system.
	Compliance with the territorial authority's resource consents for discharge from its stormwater system measured by the number of abatement notices.	0	<b>Achieved</b> Number of abatement notices received for the quarter: 0
	infringement orders	0	<b>Achieved</b> Number of infringement notices received for the quarter: 0
	enforcement orders; and	0	<b>Achieved</b> Number of enforcement orders received for the quarter: 0
	Successful prosecutions, received by the territorial authority in relation to those resource consents.	0	<b>Achieved</b> Number of prosecutions received for the quarter: 0

	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	0	<b>Achieved</b> The median response time for the quarter is 0 Hrs. There were 0 flooding events for quarter
	The number of complaints received about the performance of the stormwater system (expressed per 1000 properties connected to the stormwater system).0	≤ 5	<b>Achieved</b> 0.31 Complaints received per 1000 stormwater connections this quarter.  There was 1 complaint for the quarter There are currently 3219 stormwater connections to the networked reticulation system.
	The percentage of users satisfied with the stormwater service provided.	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter.

<b>Wastewater</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
To provide for the effective reticulation, treatment and disposal of wastewater in a way that protects the health of our communities and natural environment.	Target number of dry weather sewerage overflows (per 1000 connections to the total sewerage system).	≤10	<b>Achieved</b> 0 dry weather sewerage overflows (per 1000 connections to the total sewerage system) this quarter. 0 reported dry weather overflow for the quarter. There are currently 3434 sewerage connections to the total sewerage systems.
	Target number of total sewerage overflows (per 1000 connections to the total sewerage system).	≤30	<b>Achieved</b> 0.58 Sewerage overflows (per 1000 connections to the total sewerage system) this quarter. There were 2 reported overflows for the quarter. There are currently 3434 sewerage connections to the total sewerage systems.
	Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of:	0	<b>Achieved</b> Number of abatement notices received for the quarter: 0 Number of abatement notices received year to date: 0
	abatement notices	0	

	infringement orders	0	<b>Achieved</b> Number of infringement notices received for the quarter: 0 Number of infringement notices received year to date: 0
	enforcement orders and	0	<b>Achieved</b> Number of enforcement orders received for the quarter: 0 Number of enforcement orders received year to date: 0
	convictions, received by the territorial authority	0	<b>Achieved</b> Number of convictions received for the quarter: 0 Number of convictions received year to date: 0
	Median response time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that the service personnel reach the site).	≤1hr	<b>On Track to Be Achieved</b> The median response time for the quarter was 1.75 hours. It is anticipated this median time across the full year will come down to within target limits.
	Median resolution time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that service personnel confirm resolution of the blockage or other fault).	≤ 4 hrs	<b>Achieved</b> The median resolution time for the quarter was 2.35 hours



	Number of complaints received per annum per 1000 sewerage connections about any of the following:  Sewerage odour, sewerage system faults, sewerage system blockages or Council's response to issues with its sewerage systems.	≤ 10	<b>Achieved</b> 0.34 Complaints received per 1000 sewerage connections this year. There was a total of 1 complaints for the year. There are currently 2867 sewerage connections to the total sewerage systems.
	The percentage of users satisfied with the wastewater service provided.	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter.

### Water Supply

Performance measures intended to be reported in the Annual Report.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Level of Service	Performance measure	Target 2021/2022	Achieved level of service
To provide safe, reliable and consistent water supplies to our community working with our customers to support wise and sustainable.	The extent to which the local authority's drinking water complies with part 4 of the drinking water standards (bacteria compliance criteria).	All potable supplies 100%	<b>Achieved</b> Otane 100% Waipawa 100% Waipukurau 100% Takapau 100% Kairakau 0% - Exempt due to small supply Porangahau 100%

	The extent to which the local authority's drinking water supply complies with Part 5 of the drinking water standards (protozoal compliance criteria).	All potable supplies 100%	<b>Achieved</b> Otane 100% Waipawa 100% Waipukurau 100% Takapau 100% Kairakau 0% - Exempt due to small supply Porangahau 100%
	Percentage of real water loss from the local authority's networked reticulation system.	≤ 30%	<b>On Track to be Achieved</b> Work remains underway to install meters and conduct night-flow analysis to accurately measure water losses. Currently this cannot be accurately measured.
	Attendance for urgent callouts; from the time that the local authority received notification to the time that service personnel reach the site.	≤ 2 hours	<b>Achieved</b> The median response time for this quarter is 20 minutes.
	Resolution of urgent call outs; from the time that the local authority receives notification to the time the service personnel confirm resolution of the fault or interruption.	≤ 12 hours	<b>Achieved</b> 0.1 hours This median is based on 16 requests

	Attendance for non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel reaches the site.	≤ 6 hours	<b>Achieved</b> The median response time for this quarter is 1 hour.
	Resolution of non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel confirm resolution of the fault or interruption.	≤ 72 hours	<b>Achieved</b> The median resolution time for the quarter is 9.2 hours.
	Number of complaints relating to drinking water received (per annum per 1000 connections to the local authority's networked reticulation system)  Drinking water clarity, Drinking water taste, Drinking water odour, Drinking water pressure or flow, Continuity of supply, The local authority's response to any of these issues.	≤ 5	<b>Achieved</b> 4.4 Complaints per 1000 connections this quarter. There was a total of 18 complaints for the quarter. There are currently 4084 water connections to the networked reticulation system.

	The average consumption of drinking water per day per water connection	≤1.80m3	<b>Achieved</b> 1.50 average consumption of drinking water per day per connection for the quarter. There are currently 4084 water connections to the networked reticulation system. 554,945m3 produced across the quarter or 6166m3 produced per day. Water conservation and management strategy being reassessed.
	The percentage of users satisfied with the water supply service provided	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter.

## LGOIMA Requests

Subject	Business (if applicable)	Date Received	Date Completed
Charging for Official Information (LGOIMAS)	Massey University	13/09/2021	30/09/2021
Drug and Alcohol Pathology Testing	FYI Requests	13/09/2021	28/09/2021
Drinking water quality data		13/09/2021	12/10/2021
Animal Management Service	Middlemore Hospital	4/10/2021	3/12/2021
Consent Application Information		11/10/2021	21/10/2021
Council Art Collections	NZ Taxpayers Union	27/10/2021	2/11/2021
Request related to cameras	RNZ	28/10/2021	25/11/2021
Citizens Satisfaction Survey		5/11/2021	25/11/2021
Rongomaraeroa Marae - Silica Dust Issue		22/11/2021	6/12/2021
Rifle Ranges	Council of Licensed Firearms Owners Inc	23/11/2021	8/12/2021
CCTV	RNZ	30/12/2021	10/01/2022
Historic Heritage Sites	TDB Advisory Ltd	17/01/2022	In progress
Water Infrastructure Projects Delayed By 3 Waters Reform		20/01/2022	27/01/2022

## Quarterly Activity Reporting

### Wastewater Treatment Quality Results

Showing number of exceedances in YTD sampling.

**5 exceedances** are allowed in 12 months. The exception is Otane where 4 exceedances are allowed in 48 months.

	pH	cBOD <sub>5</sub>	SS	DRP		Ammonia	E.Coli	
Waipawa	4	1	7	3		13	2	X
Waipukurau	0	2	7	7		13	1	X
Otane	0	7	7	X				
Porangahau	0	0	0	✓				
Te Paerahi	0	0	1	✓				
Takapau	0	0	1	✓				







**Wastewater Treatment Quality Results for the rolling 12 months**

Showing number of exceedances in 12 months of sampling.

5 exceedances are allowed in 12 months. The exception is Otane where 4 exceedances are allowed in 48 months

	pH	cBoD <sub>5</sub>	SS		DRP	Ammonia	E. Coli	
Waipawa	5	3	14		10	26	12	X
Waipukurau	0	2	13		26	26	1	X
Otane	0	10	10	X				
Porangahau	0	0	1	✓				
Te Paerahi	0	0	1	✓				
Takapau	0	0	1	✓				

**Wastewater Flow Volumes for the rolling 12 months**

	FLOW			
	Limit	Exceedances Allowed	Result	
<b>Waipawa</b>	1,500 m <sup>3</sup> per day	36 days	28 Exceedances	
<b>Waipukurau</b>	4,000 m <sup>3</sup> per day	36 days	11 Exceedances	
<b>Otane</b>	225 m <sup>3</sup> per day	36 days	58 Exceedance	
<b>Porangahau</b>	415 m <sup>3</sup> per day	18 days	12 Exceedance	
<b>Te Paerahi</b>	190 m <sup>3</sup> per day	18 days	2Exceedance	
<b>Takapau</b>	216 m <sup>3</sup> per day	No limit	Not Applicable	



## **8 MAYOR AND COUNCILLOR REPORTS**

### **MAYOR'S REPORT FOR DECEMBER 2021 - JANUARY 2022**

**File Number:** COU1-1400

**Author:** Alex Walker, Mayor

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Mayor's Report - December 2021- January 2022 [↓](#) 

### **EXECUTIVE SUMMARY**

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

### **RECOMMENDATION**

That the Mayor's report for December 2021 – January 2022 be received.

The Office of the Mayor - Central Hawke's Bay

01

# MAYOR'S REPORT

Meeting 10 February 2022

2019-22 Triennium

Report for November 2021 - January 2022



*Mayor Alex Walker*





## MAYORAL MOMENTS

Kia ora koutou and welcome to 2022!

After the whirlwind of 2021 with its flurry of COVID, vaccinations, lockdowns, traffic lights, Delta and then Omicron, it is hard to remember that during the same year we lead through some other pretty challenging issues locally, including the debate and adoption of the huge LTP amongst others! Combining this the growing reform platform of government, both Council and Community are grappling with the impacts government is having on our lives.

But as we come into 2022, I think that is important that we take a step back, and a step up from the chaos, and into the strategic space that will help us lead Central Hawke's Bay community and Council through these challenging and changing times. Taking a calm, clear, deliberate and aspirational view will help provide direction and reassurance to the people around us.

It will be a year of learning to live with Covid and it will be a year of laying the next layers of success for Central Hawke's Bay. We must keep looking around us at what thriving means to different people, whanau, communities and businesses around the district in today's challenging context, and using that as the motivation to change gears on the initiatives that will creating a more positive and prosperous future for all. Keeping in mind our Thrive values which position us to do these things WITH community and not TO community will ensure we are setting up everyone for success.

Despite the challenges, there are also some some amazing things happening in Central Hawke's Bay and we must not forget to continue to celebrate and encourage them. From Waka Kotahi's long-awaited shared footpath between Waipukurau and Waipawa, to the innovation of the newly launched "Wright Wool Pillows". From the New Year's Queen's Honour for Waipukurau's John Cheyne, to the restoration of the Coles Factory by the Onga Onga Historical Society. From the beautiful and inspiring completion of the first stage of Nga ara tipuna ki Tamatea, to the outstanding market returns across just about our whole primary sector! Just naming a small few.....

The end of 2021 also saw us accepting the resignation of our Chief Executive Monique Davidson after four and a half years leading the translation of the vision of our thriving future into how our Central Hawke's Bay District Council plays its part. We are incredibly proud of her work and the impact she has had but we now turn our minds to recruiting a new CE in 2022 to take us the next step. If there is one thing that we as the elected members of Central Hawke's Bay need to get right in 2022, it is this process. Finding the person with the right skills, personality and mind-set to come into the CHBDC team and add the next dimension is our clear aspiration.

But the other things we need to get right are also crucial building blocks to the future - hearings and decision-making on our new District Plan; #thebigwaterstory delivery (the second water supply to Waipukurau is vital for our resilience); #thebigWASTEWATERstory delivery (we are getting SO close to the first milestone of removing Otane discharge from the Papanui catchment); levers around economic growth and housing (including our work with the Tamatea Housing Taskforce); and our strategy work on Community Wellbeing and Places and Open Spaces. A busy 2022 ahead!



Mayor's Report: 10 February 2022

03

## THRIVE IN FIVE - WATER SECURITY

As part of our #thebigwaterstory priority area in "Thrive in Five", one important thing that I have continued to be involved with since 2016, are the ongoing efforts to understand and approach the importance of water security in Central Hawke's Bay. Whether that has been supporting the locals who purchased the Makaroro water storage consents from the HBRC to keep them in Central Hawke's Bay control, to the various iterations of Tuki Tuki Taskforce and Leaders Forum to bring people together on this complex and challenging issue, or the leadership with HBRC on attracting Provincial Growth Fund investment for water security initiatives in the Tuki Tuki catchment - I have been there championing the need for continuing this important conversation for Central Hawke's Bay.

Interestingly, in 2017 when we brought together our community voices in Project Thrive, support for water storage came up so many times, and in so many places across the district that we had to actively front it - asking people at the beginning of our sessions to "park it to one side" so that we could continue to talk about other things!

In 2018, CHBDC asked community about following through on our commitment to the importance of water security and the pivotal role of water storage in it. There were some strong and clear voices who opposed the idea, for a variety of reasons, but the support was widespread and the result was us providing financial support to Water Holdings HB to ensure they could keep the consents for Makaroro water storage alive with HBRC.

When I look at both the history and the future of Central Hawke's Bay in terms of its environmental, social, cultural and economic wellbeing, it is absolutely clear that water is at its heart. It is why I have continued to work with the Tuki Tuki Water Security group in their exploration of the context of catchment-scale water storage in the Makaroro River, and why I am proud of the complete change of direction for how water is valued and considered.

It is very easy for people to try and put this conversation about water security and the role of water storage in a "box" of short-term, financial-gain thinking which is purely about some property owners/businesses profiting above others. But what is crucial to understand is that type of thinking has been **thrown out** by the leadership group of Tuki Tuki Water Security. The priority order of thinking currently starts with *te mana o te wai*, river health and environmental restoration, community and human needs, and then water for other consumptive use. This means that the first and most important relationship and *kōrero* is with our *tangata whenua*.

Equity and climate change resilience are vital outcomes to this work and the focus is very clearly on how these can be approached.





## THREE WATERS REFORM

The process of the Government's reform programme for Three Waters continue to occupy energy in both community and council. While legislation for the set-up of the four multi-regional "Water Service Entities" is drafted and being considered by a variety of groups - but most importantly the Minister's Working Group on Governance and Accountability - the opportunities for community to input continue to be constrained. This is being confused by the fact that most in our communities have not grasped the fact that Three Waters' Reform is not only about council infrastructure reorganisation, but also about changes to drinking water regulations and compliance AND the responsibilities of property owners who may be providing to water to other households besides their own. Sometimes these private water schemes run to quite large numbers of people and households.

It is great to see Central Hawke's Bay adding to the suite of methods for influencing the trajectory of reform and include:

- Submissions on the "acceptable solutions" for Taumata Arowai are out now and we are working on a submission through our HB 5 Councils, but also using our Private Supply project to inform and advocate for our private water suppliers too.
- Mayor Sandra and I presenting the HB model to the Minister's Working Group
- The HB 5 Councils are also working on a joined up public campaign to gather inputs in the Government's select committee process on the structural reform
- Joining the Communities 4 Local Democracy movement which is providing an alternate view on how community accountability should be reflected in the regulatory and ownership mechanisms of reform.

## FORESTRY & CARBON

We are very aware of the growing unease in Central Hawke's Bay at the creep of large forestry investment into the district - and specifically the risks and challenges that "Carbon farming" bring to environmental and social outcomes for the future of our community and the country.

We have joined forces with a number of other Rural councils to commission some work on this particular issue and see some hope from the most recent government announcements from Minister Nash. I still hold concerns that this is being considered in isolation and that the role of the ETS is vital in the changes that are needed to address the issue.

Currently we hold very few tools to be able to influence where and how forestry occurs locally, which is totally consistent with other types of land-use (we don't tell people where they can and can't farm bulls or other farming activities) so we need to be careful what we are asking for.





Mayor's Report: 10 February 2022

06

## DIARY: COUNCIL & COMMUNITY

- 2 Nov - CHB Community Reference Group Meeting
- 3 Nov - Lincoln Sycamore NZ Police Meeting
- 4 Nov - Council Workshop
- 4 Nov - Pourerere Camping Committee Meeting
- 6 Nov - Thriving Places & Spaces Bus trip
- 7 Nov - Spring Fling Closing Ceremony - Onga Onga
- 8 Nov - Tukituki Water Security Meeting with Mayor Sandra
- 8 Nov - Porangahau Rd Neighbours Meeting
- 9 Nov - HBCDEM Group Controller Meeting with Ian Macdonald
- 9 Nov - Social Development Strategy Workshop
- 9 Nov - MTFJ Graduation and Rotary Young Employee of the Year
- 11 Nov - Risk & Assurance Committee Meeting
- 11 Nov - Armistice Day Service - Waipawa
- 11 Nov - Opening of the Recreation Aotearoa Meeting - Waipawa
- 15 Nov - Opening of Kainga Ora River Terrace homes
- 16 Nov - Entity C Councils Zoom
- 16 Nov - Ruahine Cadets Meeting
- 17 Nov - Council Meeting
- 17 Nov - Porangahau Rd Growth Precinct Meeting
- 18 Nov - Takapau Civic Awards planting ceremony
- 18 Nov - John Oliver KiwiBank Local Hero Award presentation
- 19 Nov - MTFJ Have a Go Day with CHBC - Waipukurau
- 21 Nov - Christmas Lunch with Waipukurau RSA
- 21 Nov - Waipawa Bowling Club - Dillon Shield Competition
- 23 Nov - Social Development Strategy Workshop
- 23 Nov - MTFJ Growing Great Entrepreneurs Finale
- 24 Nov - Kairakau/Elsthorpe Community meeting re Road
- 26 Nov - Kakahakuri Bridge Shout
- 1 Dec - Opening of the Tamatea CHB Community Christmas Tree
- 1 Dec - Tamatea Housing Hui
- 2 Dec - Business After 5 at Te Huinga Wai
- 4 Dec - Manawatu Wastewater and River Crossings Bus Trip
- 6 Dec - Waipawa Building Society Scholarship Interviews
- 6 Dec - DHB Hui with Keriana Brooking CE and JB Heperi
- 6 Dec - Waipukurau Rotary and Bruce Smith
- 7 Dec - Ngā karanga hapu o Kairakau Hui - Waipawa
- 9 Dec - Council Meeting
- 10 Dec - Together We Thrive Awards and Breakfast
- 14 Dec - Waipukurau Rotary Christmas Dinner
- 17 Dec - Christmas Choccies Delivery to Council Tenants
- 18 Dec - Waipukurau Christmas Shopping Late night event
- 21 Dec - Final Staff Meeting of the Year
- 15 Jan - Vaccination Drive Through - Waipukurau
- 15 Jan - Small Halls concert - Takapau
- 18 Jan - TWS meeting - Waipukurau
- 18 Jan - Long-tailed Bat watching with Kay Griffiths from Conservation Company - Waipawa
- 19 Jan - Recruitment Agency interviews - Zoom
- 20 Jan - Waipukurau Jockey Club meeting with Kirsty Lawrence
- 25 Jan - Cranford Foundation Meeting with Chris Tremain
- 25 Jan - Baybuzz interview with Sophie Price
- 26 Jan - Rongomaraeroa HTST Trustee Keri Ropiha meeting
- 27 Jan - Council Workshop



## DIARY: REGIONAL & NATIONAL

- 15 Nov - Three Waters Steering Group - Zoom
- 17 Nov - MTFJ Core Group - Zoom
- 19 Nov - OAG LG Advisory Group - Zoom
- 22 Nov - HB Mayoral Forum - Napier
- 22 Nov - HB CDEMG Joint Committee - Napier
- 23 Nov - Presentation to Taituara Community Plan Forum - Zoom
- 25 Nov - Chaired R&P Sector meeting - Zoom
- 26 Nov - HB Mayors and Iwi Leaders MfE hui on RMA Reform - Zoom
- 8 Dec - HB Tourism Association Christmas function
- 10 Dec - HB Waters presentation to Minister's Working Group on Representation & Accountability for Three Water's Reform - with Mayor Sandra - Wellington
- 13 Dec - Three Waters Steering Group - Zoom
- 16 Dec - Cranford Trust and Foundation AGM - Zoom
- 20 Dec - HB Mayoral Forum - Hastings
- 17 Jan - HB Meeting with Chris Luxon - Napier
- 19 Jan - Civil Defence Trifecta Reform meeting with NEMA - Zoom
- 21 Jan - C4LD Plenary meeting of member councils - Zoom
- 28 Jan - Meeting with Fletcher Tabuteau - Regional ED
- 31 Jan - HB Mayoral Forum - Zoom



## **STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT**

**File Number:** COU1-1400

**Author:** Bridget Gibson, Governance & Support Lead

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Strategy and Wellbeing Committee Chair Report 10 Feb 2022 [↓](#) 

### **PURPOSE**

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

### **RECOMMENDATION**

That the Strategy and Wellbeing Committee Chair Report for December 2021 – January 2022 be received.



### Strategy and Wellbeing success.....

The past few weeks, we said goodbye to 2021 and welcomed in 2022. It was a lovely break spending quality time with whānau and friends. Although it was officially a time to rest it wasn't without continued activity in the strategy and wellbeing space. With an opportune time to continue consultation for the Thriving Places & Spaces work that will give us valuable information as we work towards asset management plans for our facilities for the next long-term plan. Sadly, we received the news that we are losing our CEO Monique for her to return home to Horowhenua. I personally am so grateful for Monique's professional, passionate investment into CHB. Her commitment and skill in strategy and wellbeing for our community has given us a strong foundation for much of the amazing work that is happening in this space, and I am confident that we have built something that can be sustained past personalities. We look forward to 2022 where we will see the adoption of the Community Wellbeing and Social Development Strategy where we will further sustain this work for years to come.



### Strategy and Wellbeing or Deputy Mayor Focused Activities:

10 Nov, Consultation on Social Development Strategy sessions with community  
 10 Nov, Mayors Taskforce for Jobs Update  
 11 Nov, Risk Appetite workshop  
 11 Nov, 3 Waters Update  
 15 Nov, Opening of Kaianga Ora Homes in Waipukurau  
 17 Nov, Council Meeting  
 18 Nov, Waka Kotahi Waipawa Retailers meeting  
 19 Nov, Have a go day at Russell Park  
 21 Nov, Tapairu Marae Hui  
 23 Nov, Social Development Strategy Workshop  
 23 Nov, Growing Great Entrepreneurs final pitch  
 24 Nov, Technology and Fitness meeting  
 24 Nov, Kairakau Beach Community Meeting  
 25 Nov, Mc Carthy Street Vaccination Party  
 1 Dec, Tamatea Housing Hui  
 1 Dec, Green Patch Christmas Tree unveiling  
 2 Dec, Council Workshop  
 2 Dec, CHB Business After 5  
 4 Dec, Manawhenua Bus Trip  
 7 Dec, Monthly Maori Engagement Hui  
 8 Dec, Safer CHB Meeting  
 8 Dec, Onga Onga Thriving Places and Spaces meeting  
 9 Dec, Extraordinary Council Meeting  
 10 Dec, Thrive Christmas Breakfast with Staff  
 14 Dec, Christmas Office decoration judging  
 14 & 16 Dec, Takapau/Waipawa Thriving Places and Spaces Meeting  
 17 Dec, Christmas Late Night Shopping in Waipukurau & Councillors dinner to celebrate the year






Together we Thrive! E ora ngātahi ana!





### Strategy and Wellbeing Priority Updates:

Below is the list of Strategy and Wellbeing priorities, the lead councillors, and achievements over the past 8 weeks.

Priority	Lead Councillors	Achievements
Lead and monitor the implementation of Waste Free CHB Strategy  Wellbeing: Environment	Cr Minehan Prof Maaka Cr Taylor Cr Burne	<ul style="list-style-type: none"> <li>Second-hand Sunday advertised</li> <li>Free disposal of Xmas Trees</li> </ul> 
Lead the delivery of the Social Housing Strategic Framework Wellbeing: Economic and Social	Cr Wichman Prof Maaka Cr Minehan Cr Annand	<ul style="list-style-type: none"> <li>Kalanga Ora housing completed and opened and families moved in</li> </ul>
Monitor the implementation of the Economic Development Strategy  Wellbeing: Economic	Cr Aitken Cr Greer	<ul style="list-style-type: none"> <li>Growing Great Entrepreneurs finale</li> <li>Business After 5's</li> <li>Retailers meeting with Waka Kotahi</li> </ul> 
Monitor the implementation of the Environmental Strategy Wellbeing: Environment	Cr Aitken Prof Maaka Cr Greer Cr Annand	<ul style="list-style-type: none"> <li>3 Waters reform workshops and info session</li> <li>Water conservation messages in preparation for summer</li> </ul> 
Review the current Community Wellbeing Strategy and monitor the implementation of a revised Social Development Strategy Wellbeing: Social	Cr Annand Cr Taylor Cr Burne	<ul style="list-style-type: none"> <li>Consultation groups have begun for social development and community wellbeing strategy</li> <li>Digital Hub offered help to get vaccination passports sorted with huge uptake</li> </ul> 
Develop a Māori/Iwi Engagement Strategy Wellbeing: Cultural	Cr Wichman Prof Maaka Cr Annand	<ul style="list-style-type: none"> <li>Partnership approaches started with Tapairu Marae</li> <li>Manawhenua bus trip</li> </ul>
Monitor development and implementation of Community Plans  Wellbeing: Social	Cr Taylor Cr Minehan Cr Burne	<ul style="list-style-type: none"> <li>Community Christmas Tree Unveiled in Waipukurau</li> <li>Thriving Places and Spaces community meetings</li> <li>Vaccination rolls out into communities</li> <li>Thriving Places and Spaces survey opens</li> </ul> 

*Together we Thrive! E ora ngātahi ana!*

## **ARAMOANA/RUAHINE WARD REPORT**

**File Number:** COU1-1400

**Author:** Bridget Gibson, Governance and Support Lead

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Aramoana Ruahine Ward Report February 2022 [↓](#) 

### **PURPOSE**

The purpose of this report is to present the Aramoana/Ruahine Ward Report.

### **RECOMMENDATION**

That the Aramoana/Ruahine Ward Report for December 2021 – January 2022 be received.



**CENTRAL  
HAWKE'S BAY  
DISTRICT COUNCIL**

# Aramoana/Ruahine Ward

## REPORT



### Overview

#### Councillor Tim Aitken:

My highlight over this period was representing Central Hawke's Bay District Council in Wellington with the Communities 4 Local Democracy group, this group represents more than a million New Zealanders and 24 (and counting) councils all over New Zealand – from large metropolitan to small rural councils. It is an action group committed to fresh ideas for better water. This group is against The Government's model that creates four large water companies that will take over all the \$60 billion of water assets built and paid for by generations of New Zealand ratepayers. These will become four of the largest companies in New Zealand.

This asset grab takes all the rights of property ownership from the current owners and gives them to the water companies – removing community influence over how our water assets are used to achieve health and environmental goals.

It also represents the first step towards privatisation of ratepayer-funded water assets – despite Government assurances of safeguards. Just 90 votes in Parliament would be enough to start a privatisation process for a future Government claiming it needs the money from full or partial privatisation. If this idea seems far-fetched, then think back to when this occurred in our electricity sector just over 20 years ago.

- We want to safeguard community ownership of our water assets and ensure local communities can continue to have a say on how our assets are used.
- We want the Government to pause its water reform agenda while it works with us on alternative models for equitable water delivery for all New Zealand communities. We will bring with us the expert advice we've commissioned, along with our knowledge and expertise in providing water services.
- We want water reforms that will work for everyone – local communities, mana whenua, local and central government.



#### Councillor Jerry Greer:

We finished the 2021 year on a very busy note. One highlight for me and an event I always look forward to was the CHBDC Xmas Breakfast and Together we Thrive Awards. What an amazing dedicated and hard-working staff we have and it's great to see high achievers being recognised.

I have been part of a discussion with some members of the Pourerere Community re coastal erosion which has been led by Josh Lloyd. This will be a long-term discussion as at this point there is no easy answer.

Have had several meetings with the Pourerere Freedom Camping Committee regarding this Summer and would have to say that camping overall has gone well, without the major issues we have had in the past. In supporting this, I have been helping to lead a community Kaitiaki Scheme which promotes good behaviour at Pourerere Beach. This has been received well.

2022 has started busily and is going to continue to be busy right up to Local Body Elections in October 2022.

*Together we Thrive! E ora ngātahi ana!*



#### Councillor Kate Taylor

I signed off on Level 2 Te Reo in December, along with a large group of staff, which was positive and rewarding to be part of. Thank you to Council for the opportunity.

I also attended a regional transport committee meeting, where I made known our strong feelings toward the speed and safety issues on SH2 through Waipawa, and Waka Kotahi foreshadowed the release of the speed investigation decision on SH5 Napier-Taupo. There has been widespread disbelief, and some anger, at the decision to make a blanket speed reduction to 80km from Eskdale to the Rangitikei plains, apparently against the flow of consultation feedback. Safety has been an issue, but the Police 'Stay Alive on Five' campaign had reduced fatal accidents to zero on that stretch of road, and people feel economic productivity will be harmed for little return, and stupid drivers will be prompted to do stupid things with the slower traffic. This is an important issue for our neighbouring council and is an important road for our region and CHB people's connection with Taupo and the north.

On a positive note, I have received positive feedback about the work being done to replace two footpaths in Takapau. One is a well-walked piece and the other leads to the Nga Ara Tipuna pou showing Te Hore Hore Pa. I have spoken to several visitors in motor homes over the summer who have been following the trail we have laid for them!

#### Meetings/Events Attended:

November	December	January
<ul style="list-style-type: none"> <li>• Zone three zoom meeting</li> <li>• District Plan Hearing Panel Induction</li> <li>• Remembrance Day, Waipawa</li> <li>• Kairakau Road Repair Community meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Council Workshop</li> <li>• Business after five</li> <li>• District Plan Hearing Panel</li> <li>• Thriving Places and Spaces Community Engagement Strategy Ongaonga</li> <li>• Three Waters Update</li> <li>• Councillor catchups</li> <li>• Social Strategy Workshop</li> <li>• Thrive Awards and staff breakfast</li> <li>• Communities 4 Local Democracy, Wellington meet with all Central Government Parties.</li> </ul>	<ul style="list-style-type: none"> <li>• Attended a meeting with Chris Luxton Napier</li> <li>• Communities 4 Local Democracy meeting</li> <li>• Council Workshop</li> <li>• Thriving Places and Spaces Community Engagement.</li> </ul>

*Together we Thrive! E ora ngātahi ana!*

## **RUATANIWHA WARD REPORT**

**File Number:** COU1-1400

**Author:** Caitlyn Dine, Governance & Support Officer

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Ruataniwha Ward Report Feb 2022 [↓](#) 

### **PURPOSE**

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

### **RECOMMENDATION**

That the Ruataniwha Ward Report for December 2021 – January 2022 be received.





10 February 2022

# Ruataniwha Ward

## REPORT

### Key priorities and activities for the next 8 weeks

- Starting the year well
- Thriving Places and Spaces consultation
- Community Wellbeing and Social Development strategy consultation
- 3 Waters reform

### Key activities and achievements over the last 8 weeks

- COVID vaccine rollouts
- Thriving Places and Spaces
- Give it a go day at Russell park for Year 10's
- Ended the year well
- Had a rest

### A round up of activities for Ruataniwha Ward Councillors

10 Nov, Consultation on Social Development Strategy sessions with community  
 11 Nov, Risk Appetite workshop  
 15 Nov, Opening of Kaianga Ora Homes in Waipukurau  
 17 Nov, Council Meeting  
 18 Nov, Waka Kotahi Waipawa Retailers meeting  
 19 Nov, Have a go day at Russell Park  
 21 Nov, Tapairu Marae Hui  
 25 Nov, Mc Carthy Street Vaccination Party  
 1 Dec, Green Patch Christmas Tree unveiling  
 2 Dec, Council Workshop  
 2 Dec, CHB Business After 5  
 10 Dec, Thrive Christmas Breakfast with Staff  
 14 Dec, Christmas Office decoration judging  
 17 Dec, Christmas Late Night Shopping in Waipukurau  
 17 Dec Councillors' dinner to celebrate the year



Together we Thrive! E ora ngātahi ana!

**FINANCE AND INFRASTRUCTURE COMMITTEE CHAIR'S REPORT**

**File Number:** COU1-1400  
**Author:** Caitlyn Dine, Governance & Support Officer  
**Authoriser:** Monique Davidson, Chief Executive  
**Attachments:** Nil

**PURPOSE**

The purpose of this report time is to present the Finance and Infrastructure Committee Chair Report. The report will be tabled at the Council meeting.

**RECOMMENDATION**

That the Finance and Infrastructure Committee Chair Report for December 2021 – January 2022 be received.

## 9 CHIEF EXECUTIVE REPORT

### 9.1 BI MONTHLY ORGANISATION PERFORMANCE REPORT DEC 2021 - JAN 2022

**File Number:** COU1-1400

**Author:** Monique Davidson, Chief Executive

**Authoriser:** Monique Davidson, Chief Executive

**Attachments:** 1. Organisation Performance Report Dec 2021 - Jan 2022 [↓](#) 

#### PURPOSE

The purpose of this report is to present to Council the organisation report for December 2021 – January 2022.

#### RECOMMENDATION

**That having considered all matters raised in the Bi-monthly Organisation Performance Report December – January 2022 the report be noted.**

#### SIGNIFICANCE AND ENGAGEMENT

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

#### DISCUSSION

This reports seeks to update Council on a number of key projects and priorities for Central Hawke's Bay District Council.

#### FINANCIAL AND RESOURCING IMPLICATIONS

This report does not present any financial or resourcing implications.

#### IMPLICATIONS ASSESSMENT

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

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help meet the current and future needs of communities for 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 next six weekly organisation report will be presented to Council on April 6<sup>th</sup> 2022.

## **RECOMMENDATION**

**That having considered all matters raised in the Bi-monthly Organisation Performance Report December – January 2022 the report be noted.**



**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL

# Together we thrive!

**Chief Executive's Report**  
Central Hawke's Bay District Council  
December 2021 – January 2022

*Together we Thrive! E ora ngātahi ana!*


**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL

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

# Together we thrive!

Our Strategic Direction for Central Hawke's Bay

### What we know - Our DNA -



**WORKING TOGETHER**

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



**CUSTOMER EXCELLENCE**

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



**THINKING SMARTER**

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

### What we stand for - Our Values -



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

- 1 **TRUST** - We create trust by acting with integrity.
- 2 **HONESTY** - We do what is right even when no one is looking.
- 3 **RESPECT** - We have respect for each other, our community and our stakeholders.
- 4 **INNOVATION** - We find smarter ways to do things to produce improved and sustainable results.
- 5 **VALUING PEOPLE** - We are one team, supporting each other to succeed.
- 6 **EXCELLENCE** - We deliver exceptional results.

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

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



### Why we do what we do - Our Purpose -

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



### The outcomes we want to achieve - Our Objectives -



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

### How we'll reach our outcomes - Our Focus -



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



## E ORA NGĀTAHI ANA – TOGETHER WE THRIVE.

### KIA ORA FROM THE CHIEF EXECUTIVE

This report provides an update of the organisation's activity over the December 2021 – January 2022 period and provides a snapshot of some of the organisation's achievements and activity over the period.

We ended 2021 celebrating our collective achievements for the year. Council staff were joined by Elected Members to celebrate the year's achievements with a Christmas Breakfast and the annual Together We Thrive Awards.

The Te Whetū Ririki Award for Outstanding Newcomer.	Dylan Muggeridge Caitlyn Dine
The Te Tohu Mahitahi award for fostering partnerships and working together.	Jono Craig
The Te Tohu Auaha award for thinking smarter.	Yan Chen
Te Hiranga o te Whakahaere Award for Operational Excellence	Robyn Burns Shane Kingston
The Te Tohu Manukura award for exceptional leadership (a person held in high esteem, leader in Council, leader)	Lisa Harrison Adrienne Martin
Te Kaunihera o Tamatea Award for Customer Excellence. Te Tohu Tupore (to care for, look after, treat kindly)	Rachael Stanbra
Te Tohu Hirianga. The David Stiles Award for going above and beyond the call of duty.	Debbie Thomas Bridget Cover
Te Māhaki Award for the Quiet Achiever	Jenny Kingston
Te Tohu Whakaawe Award for Inspiring the Spirit of the Central Hawke's Bay District Council	Mel Irvine Christine Renata

These awards aim to celebrate excellence and while the whole organisation is to be acknowledged for their hard work and commitment. I have included the winners of each category within this report to allow their success to be publicly acknowledged.

Congratulations to all award winners!

Council extended its closedown period over the Christmas / New Year break. This meant that most staff were able to have a longer break than usual. We have received extremely positive feedback from staff on how much this was appreciated.

And while many of us were enjoying a holiday break, a few of our staff and contractors continued to ensure that bins were emptied, water leaks were attended to, and rubbish and recycling were collected. Our thanks to all those who showed up and delivered services to the community over the summer period.

At the time of writing this report, New Zealand has moved into the red traffic light setting of the COVID-19 protection framework. We are constantly planning and following Ministry of Health advice regarding community and staff health. We will let the community know immediately of any changes to services or facility operations in relation to COVID-19.

Council is currently reviewing their business continuity plans to ensure continued delivery of essential services throughout all stages of the red traffic light system. As we move through the red traffic light stages there are some services that will be impacted, either reducing the level of delivery or closing in response to Government guidance and staff having to self-isolate for periods of time. Council is committed to taking a whole of service approach to our business continuity planning, this includes identifying resource across our business that can be redeployed to ensure uninterrupted delivery of essential services.

Council has created a publicly contestable fund to provide financial support to community-focused drinking water suppliers to help them meet the new standards under the Drinking Water Services Act. Funding was capped at a maximum of \$10,000 per application and applicants who provide water to a community facility (e.g. a Marae, Hall or Playcentre etc) will be prioritised. Applications opened on the 1<sup>st</sup> of December and Council's Māori Relationships Manager has been liaising with 10 local marae with positive responses received already from three.

Over the course of the summer, we have been seeking feedback from the community on our 'Thriving Places and Spaces for a Thriving Future' programme. This feedback will help inform the different strategies and plans for how we use and manage our places (e.g., our community and civic facilities) and open spaces (e.g., our parks and reserves) over the next decade. This will assist Council to make long-term decisions on the use and management of our assets, and ensure our places and spaces are fit-for-purpose into the future for our growing population. We will be consulting with the community more formally on plans and strategies as part of this programme later this year.

**Monique Davidson Chief Executive**

# Activity

## Updates

### GOVERNANCE



#### Central Hawke's Bay District Community Trust Representative (Trustee)

The call for expressions of interest for the role of Central Hawke's Bay District Community Trust Representative (Trustee) closed on 30<sup>th</sup> January 2022. Expressions of Interest received will be referred to the subcommittee formed by resolution of Council 9 Dec 2022, and a preferred candidate will subsequently be recommended to the Council for consideration of appointment to the Trust.

#### 2021 Eric Tate Scholarship Recipient

The 2021 recipient of the Eric Tate Scholarship was Courtney Green.

#### 2021 Waipawa Building Society Trust Scholarship

The 2021 recipients of the Waipawa Building Society Trust Scholarship were

- Alyssa Harrison
- Caeli O'Brien
- Emma Bennett
- Sophie Rusden

#### Citizenship Ceremonies

At the direction of the DIA, citizenship ceremonies are currently not being held until further notice. This is due to the current COVID-19 pandemic situation. New citizens continue to receive citizenship certificates via courier post. When ceremonies can resume the intent is to invite all new NZ citizens in the CHB District to a ceremony to recognise and celebrate their citizenship.



### SOCIAL AND ECONOMIC DEVELOPMENT

#### Community Wellbeing Strategic Framework

We have been working on a new community wellbeing strategic framework alongside our new social development strategic framework mentioned below. A brief overview of 'the story so far' was provided at the community workshops in November. This framework focuses on the seven strategic goals/outcomes from Project Thrive i.e., proud district, prosperous district, strong communities, connected citizens, smart growth, environmentally responsible, durable infrastructure. The new Community Wellbeing Strategic Framework will be workshopped following Strategy and Wellbeing Committee meeting in March and ready for adoption in May 2022 at the Strategy and Wellbeing Committee Meeting.

#### Social Development Strategic Framework

A number of workshops were facilitated with a wide range of community stakeholders in November to identify the needs for a new Central Hawke's Bay Social Development Strategic Framework. Representatives from all our community partners attended and a number of themes, key focus areas and networks were identified. The new Social Development Strategic Framework will be ready for adoption by the Strategy and Wellbeing Committee in May 2022 and is currently in draft form awaiting design, before being sent out to the workshop attendees for their review and feedback. The intention is that each network will then identify and develop action plans for each key focus area with progress reported through the Strategy and Wellbeing Committee.

### Safer Central Hawke's Bay

Safer Central Hawke's Bay's final coalition meeting for 2021 was held on 8 December. The network has faced challenges with community engagement during 2021 due to COVID-19 restrictions as traditionally most interactions and messaging was done face to face. A workshop was held to brainstorm ideas as to how we could meaningfully engage with the community during COVID-19 times and how we reach our target audience.

Safer Central Hawke's Bay work streams produced an end of year safety message that went out to all households in the district via the CHB Mail.

Strategic planning sessions for the 2022 year have occurred for all work streams and will be presented to the first coalition meeting on 16<sup>th</sup> February.

### Positive Ageing

The network held its last meeting for 2021 during this reporting period. Continuing impacts of COVID-19 on the district's older residents continues to remain a priority for network agencies and organisations with social isolation of older people being of particular concern.

Organisations continue to focus on being flexible to enable them to respond to members needs in a safe way with many adapting their service to include more outreach initiatives.

A strategic planning session was held on 17<sup>th</sup> January and a work plan for 2022 for the network has been developed.

### Disability Reference Group

The network met once during this reporting period for its last meeting of 2021. As with the Positive Ageing network, member organisations also report challenges to programmes and events due to the current COVID-19 restrictions. Programmes and events are still occurring but at a reduced level.

Full funding for the beach wheelchair has been secured and an order for a Hippocampe All Terrain Beach Wheelchair has been placed with delivery of this expected to be mid to late January. The network is now working through the final details for the housing and hiring of this community resource in time for the official launch.

A strategic planning session was held on 19 January and a work plan for 2022 for the network has been developed.

### Waka Tākaro – Central Hawke's Bay Play Trailer

Since 12 October 2021 when the Waka Tākaro was launched to the community it has attended 18 events with either community groups, individuals or schools and Kura Kaupapa. The feedback from these sessions has been positive with everyone advising that the trailer was very useful, and the children were given the opportunity to free play with items they don't usually play with.

Blanche, our Play Activator continues to work with the community and schools within the District to educate them about the resource and also the importance of Play.

We continue to look for opportunities to use the Waka Tākaro with Council and Community events with the most recent being at the Waipawa Pools. A presentation was also completed to a group of attendees at the Recreation Aotearoa- Midlands Big Day Out Conference on 12 November 2021. From this presentation other Councils are looking at opportunities to create the same type of resource for their communities including Hastings District Council.

We have been successful in receiving some additional funding from Waipukurau Rotary towards the Waka Tākaro which will allow a tear drop flag to be purchased as well as additional, more expensive items to be purchased such as a Tug of War rope.

Some feedback received includes:

*Our tamariki would like to thank you for lending the Tākaro Trailer for the day. I thought that this taonga would only be suited to our babies but this was not the case at all. All year groups within Otane School had loads of fun building, hitting, balancing, tipping and most importantly imagining with all the taonga you provided for us. Again I assumed that the trailer would be a quick event that would last a short time but again I was proved wrong. The tamariki from Kōwhai class played and would have continued playing had I not started packing up at the end of the day. The other tamariki joined in at morning*



tea and lunch time and had to be sent back to class well after the bell. This has been an amazing day with so many different opportunities do learning and relationship building. Tēnei te mihi mahana ki a koe mō tō mahi o te rohe nei. "Naku te rourou nau te rourou ka ora ai te iwi."

### Christmas in Central Hawke's Bay

On 1<sup>st</sup> December the large Christmas Tree was assembled on the Green Patch with decorations provided by a range of community organisations and children. The 6 plywood Christmas trees unveiled in 2021 were erected in Waipukurau and another 6 added in Waipawa, kindly painted by students from Central Hawke's Bay College.

An activation session was held on the Green Patch on Friday 17<sup>th</sup> December to encourage late night shopping. A window dressing competition was held and the Waka Tākaro Play Trailer was in attendance - and of course everyone young and old enjoyed a visit from Santa.

## COMMUNITY FUNDING

### Creative Communities Fund

The next round of Creative Communities funding opens on 28 January 2022.

### Community Voluntary Organisation Support Fund (CVOS)

CVOS is currently closed.

### Community Pride and Vibrancy Fund

There have been no applications to the Community Pride and Vibrancy fund in this reporting period.

### Sport New Zealand Rural Travel Fund

The Sport New Zealand Rural Travel Fund closed on 10 December 2021. Nine applications were received and are due to be reviewed and the funding allocated at the start of February 2022.

## COMMUNITY PLANS

Community Planning for the Tikokino community is underway and a draft document has been produced and disseminated to the local Tikokino Community Plan working group. The group is overall happy with the draft and a meeting will be organised in the coming weeks to meet and finalise the community plan and start developing actions.

Whilst we were working towards the initial planning session with Otane in March to coincide with the Thriving Places and Spaces programme, this is now on hold due to red traffic light COVID-19 restrictions.

We are also now providing a full update to Council's Strategy and Wellbeing Committee on progress for community planning in May.

## MĀORI ENGAGEMENT – TUHONO MAI TUHONO ATU

### Priorities

The priority areas for Māori engagement for this period have included;

- Establishing key relationships with new employees at Heretaunga Tamatea Settlement Trust.
- Continuing to support Te Taiwhenua o Tamatea through the initial stages of induction of their new Manager.
- Both entities continue to build on strengthening their organisational structures and solidifying operations. There are ongoing partnership, collaboration, and opportunities with Council that continue to grow through regular meetings and agreed project priorities
- Working with Ngāti Kere Hāpu Authority to establish an MOU with Council
- Working with key marae representatives to strengthen Council Hāpu relationships
- Working with Ngā Karanga o Hāpu Inc to establish a relationship to work toward an MOU
- Increasing the cultural guidance group (that work with the PMO team) to include representation from
- Te Whatuiapiti and Waipukurau marae
- Supporting and participating in the Community Wellbeing workshops for thriving communities
- Continue to work on improving the flow of communication between planners, Hāpu and iwi



### Te Kupenga

The Te Kupenga team of Māori Managers across the 5 Councils priorities for this period has been to hold a hui ā iwi in Napier of our Council Māori committee members, PSGE, and Taiwhenua – iwi, to have early conversations about spatial planning and guidance for Councils moving forward. Te Kupenga has also been working with Toni Goodlass Regional Programme Director and team on the Private water supplier's project.

## ECONOMIC DEVELOPMENT

### New Regional Economic Development Authority (EDA)

In December, all five Hawke's Bay Councils unanimously agreed to support the establishment of a new regional Economic Development Authority (EDA). This will see a joint annual investment of \$1.7 million to an independent entity governed equally between business, iwi/hapū and local council representatives. Funding for Central Hawke's Bay District Council's share of this entity has been allocated for this financial year through other existing budget sources and will require a rates increase in the next financial year. It is anticipated that the entity will be up and running for the start of the new financial year i.e., July 1, 2022, and planning to start asap. There will also be further engagement and information provided to communities through our Annual Plan processes this year.

### Economic Recovery

#### Tukituki trails extension project

Work on the Black Creek bridge was completed before Christmas and work on the Wilson bridge (which was delayed due to issues with HBRC changes required) is due to commence from the 18 January, which we hope to have complete within two weeks. At this stage we are planning an official launch, the timing of which will be managed around the escalating COVID-19 environment.

#### Berm walking and cycling trails

Work has continued to maintain the new and old Tukituki trail berm trails with rapid growth and tree maintenance. The project kept on one staff member until December for this work which worked out well.

#### Limestone Trails

Although there is continued work happening on the trails including work to trails access, signage and further extensions these new limestone trails are currently being well used by the community. Post bollards have been installed from Ford Road to protect the area from car damage.

#### Gumtree Farm Mountain Bike Park

Two new trails completed – "Reesies Riprap" and "Mars Bar", which have been manually dressed and shaped. "Downers Downa" is partially constructed and will be completed soon. Work has continued by the Rotary River Pathway Trust and other volunteers to continue to maintain and build further mountain bike tracks.





#### Rakei Ora – Bringing Wellbeing to Marae Tihei Tamatea

Work on these marae is now complete and a final report was issued to MBIE in December to close the project. There are still some matters being worked through with individual marae. All of our project and social outcomes were met and exceeded in many cases – in particular regarding employment of targeted workers i.e., those displaced by COVID 19 and/or identifying as Māori and all were local to Central Hawke's Bay. Our target was 11 workers and overall, we employed 13 locals across each of the five marae. Other successes include:

1. Full time employment with our local grounds keeping company recreational services
2. Business startup which has utilised the financial support and training available in the local network and pastoral care provided
3. Two people have found employment in roading crews and have recently been made permanent
4. Others have gone into a planting programme to restore further local Māori land, cleaning roles and orchard work. Some have found flexible working arrangements to allow them to continue with what they need including finding housing.

#### **Jobs in Central Hawke's Bay - Turanga Mahi ki Tamatea**

Local Jobs for Local People - the Jobs in Central Hawke's Bay team continues to support local jobseekers and employers to connect the dots and facilitate sustainable employment in our community. Our Mobile Employment Hubs shut down from 15 December 2021 and will resume in February 2022. We have had 14 new job seeker referrals in December and continue to work with those that are already on our books. Check out Carol's story [here](#) - Jobs in Central Hawke's Bay provide the vital link in connecting Carol to her dream job!

**Jobs in Central Hawke's Bay reach 25 measurable outcomes for year 2 (July 2021 – June 2022) so far!** - We are halfway towards our June 2022 target of supporting 50 Youth (aged 16-24) or COVID-19 displaced jobseekers into employment. Our numbers are a great reflection of the work, but it's the individual lives impacted, and opportunities uncovered that make this work so meaningful for our team.



The Jobs in Central Hawke's Bay team continue to work alongside **Complete Coaching HB** to provide one on one coaching and support for our youth. This partnership continues with this second round of funding as the results achieved in the first round were invaluable for our Youth. To date 21 participants have been referred, 17 have moved into sustainable employment supported with ongoing pastoral care for up to 6 months and 2 others are still being coached. Two of our measurable outcomes (securing sustainable employment) for December, did so because of the support they received through this coaching.

In partnership with the **Hawke's Bay Chamber of Commerce**, we have now facilitated four **Growing Great Entrepreneurs in Central Hawke's Bay** courses and have four more scheduled for 2022. We are now advertising for new applicants and this [video](#) helps to showcase what the course is about.



Our last **Business After 5** event for 2021 was 2nd December. The focus of this event was networking therefore a game of coffee roulette was played which allowed for random pairing between our local businesses for a 'coffee date' using bingo balls. This was really well received giving the businesses a reason to connect with new business people across the district.

Mel (our business connector) has been out and about checking in with local businesses and seeing how we can support them to thrive. We have connected with some local retailers who are really struggling over this high pressure Christmas season. We continue to collate information we are receiving to identify trends and gaps within the community which then allows us to fit a solution to any issues that may be arising. Social Smarty and Workplace Wellness are two areas being explored for support to be provided. The Hawke's Bay Profit Club are also starting in Central Hawke's Bay which will provide local business with support in business planning and growth.

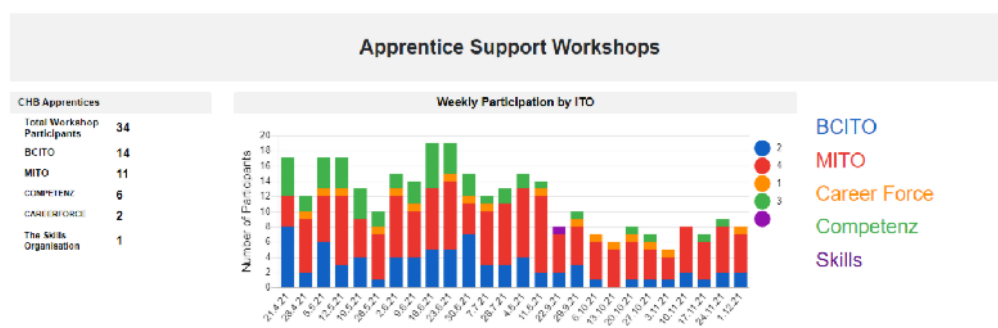
Our **Skills, Training & Employment Network** continues to foster collaborative support for our local community, ensuring that a great range of skills, training and employment opportunities are available to our local jobseekers. The group meets every 6 weeks, discussing upcoming challenges and opportunities while

providing a place for new initiatives to be introduced and welcomed into Central Hawke's Bay. Our next meeting is scheduled for 9 February 2022.

**Youth Transitions** – As school has finished and students are looking towards life after school, our Youth Transitions Coordinator has been able to maintain the support that students previously accessed at school through the Gateway and Learning Support programmes. This ensures these young people continue to be supported as they transition into further education, training, or employment.

In November, students from CHB College had the opportunity to 'Have a Go' at various Civil Infrastructure jobs. Thanks to the support of some of our Central Hawke's Bay District Council Partners & Contractors the day was a huge success. A [video](#) has been created to showcase the event and its successes. It is hoped this becomes an annual event.

Our **Apprentice Support Workshops** finished with our final workshop for 2021 on 1 December and will resume again 9<sup>th</sup> February 2022. The workshops provide a space for our local trainee tradespeople to focus on the paperwork component of their apprenticeships each week. This has proven vital to a number of our apprentices, one has been to 25 of the 26 workshops we ran last year (missing the first one because he didn't know about it). Check out this [video](#) promoting the workshops.



### He Ringa Whānau Ora

He Ringa Whānau Ora has now been operational for 12 months and kaimahi have been supporting a number of individuals and whānau experiencing challenges with addictions and other trauma. Cultural narratives have been integral in the engagement with whānau whaiora. The narratives provide a vehicle and view into cultural origins, systems, protocol's and rights of passage. Narratives also provide cultural grounding and understanding to the concepts of wellness through a māori lens. This method has been well received by participants. These experiences have been affective in, positive mind shift, growing cultural capability and capacity and wider understanding of the variety of methods used to grow wellness.

### CENTRAL HAWKE'S BAY TOURISM

#### Summer Campaign

Central Hawke's Baycation is a summer campaign coordinated by Hawke's Bay Tourism, which puts the spotlight on many of the incredible experiences visitors can look forward to - all conveniently displayed in a new website [www.centralhawkesbaycation.com](http://www.centralhawkesbaycation.com). The library of content is a mix of existing and new articles, lists, must-dos and local tips. The marketing campaign commenced on Monday 6 December and includes paid advertising across social media, print, and digital, along with promotion through Hawke's Bay Tourism's channels and databases.

The primary target audiences include lower North Island regions such as Wellington, Manawatu, Wairarapa, and Hawke's Bay. Promotion will also reach into other markets including Waikato and Bay of Plenty, ensuring a wide reach for the Central Hawke's Baycation message.

To date, we've had just on 8,000 pageviews across the campaign website. That includes paid and organic traffic. The Most popular page is the Beginners Guide to Central Hawke's Bay which points to a strong need for ongoing education about the district's offering for visitors.





## DRINKING WATER

### Drinking-Water Compliance

#### District Drinking Water Supplies

Another successful month for our treatment teams as all drinking water supplies were compliant with the NZ Drinking Water Standards throughout December and January. We have begun working closely with the new water regulator Taumata Arowai, and with the Team Leader for our area, Peter Wood. Interactions so far have been extremely positive and transfer of our notification responsibilities has proceeded with minimal disruption. Peter is aware of our intention to grow operationally and is keen to see our follow through with project works and asset upgrades within the treatment and reticulation disciplines.

The advent of Taumata Arowai brings new challenges in the form of stricter standards and more rigorous compliance measures. Although the new standards are currently in draft format for public consultation, our compliance and treatment teams have begun planning for their implementation later in to 2022, maintaining a close eye on any potential for adaptation.

#### Operational update

End of years reports have shown that 2021 was one of the busiest years on record, averaging 3.6 requests for service a day across the entire Three Waters Operation. December and January have been notable busier as our networks are impacted by the dry weather and seasonal population growth, with our small coastal townships (Kairakau, Porangahau and Te Paerahi) experiencing a significant boom in population. This sizable increase in population results in increased operator attendance time, higher numbers of RFS and highlights the need for greater capacity within these Three Waters networks. The team has worked tirelessly over the period to ensure any loss of service or supply to our customers has been minimised. We continue to see a steady rise in RFS within our reticulation network, as older assets are impacted by the seasonal growth of our district and the impacts of the drier weather.

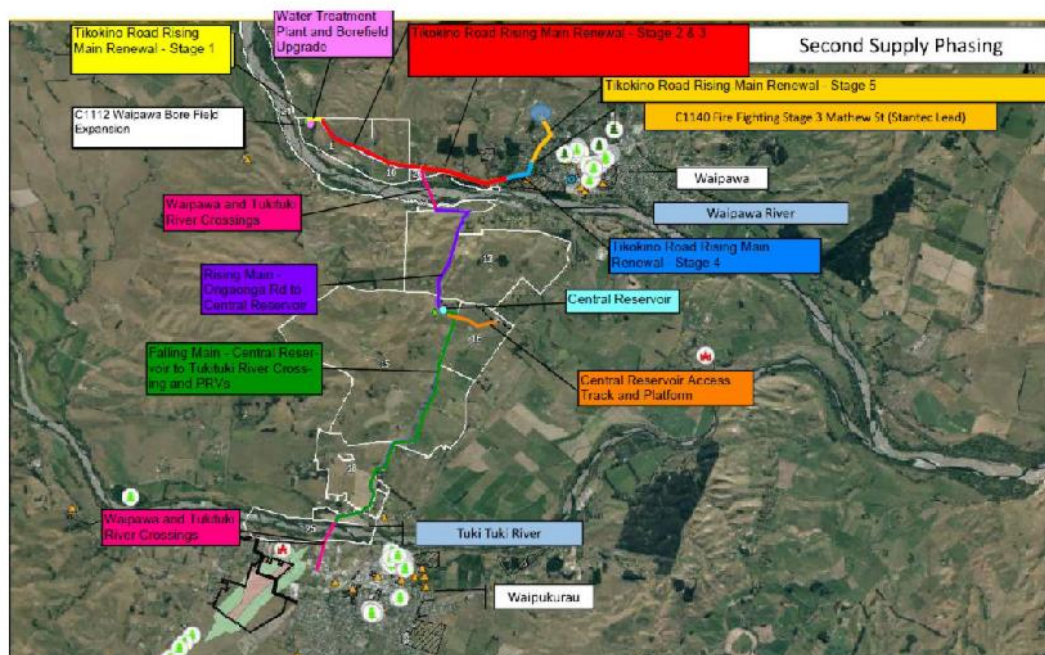
We continue our much needed recruitment drive as we look to fill a number of positions across our retic and treatment teams. Our new December starter, Joe Pene, has proven to be a welcome addition to the team, bringing great levels of experience and expertise to the reticulation team.

### Waipawa to Waipukurau Water Supply (W2WS)

December 2021 – officers held a bus trip locally with the cultural guidance group to better explain the project, a further trip went wider to Manawatu, Palmerston North and Horowhenua where the project team, the Mayor and members of the CGG visited pipelines crossing rivers and gave some context around how others are installed. In early January 2022 officers lodged the geotechnical consent to undertake investigation work across the rivers.

Work on Tikokino Road Stage 2 and 3 highlighted in the map below are progressing, and our contractor Russell Roads are aiming for an April 2022 completion. This will 2.6km of the existing 225mm AC main upgraded to 400mm PE for the first 1.6kms and 280mm PE for the next 1.1km to the future tee location for the new trunk main to go up onto Abbotsford Road. Learn more and follow updates via: <https://www.chbdc.govt.nz/our-council/news/article/695/council-moves-to-next-stage-of-securing-greater-resilience-of-water-supply-for-waipukurau>





### Waipawa/ Otane Firefighting and Shortfalls (Stages 1-3)

Works are underway on Stage 1 and 2 – slightly delayed due to some resourcing issues, we are aiming for completion of these two Stages in Feb 2022 this work now also includes a new main that will be connected with the Tikokino Rising main to replace the AC main that runs through the forest and behind the cemetery supplying the reservoirs from the Tikokino borefield.

The firefighting project will see the main upgraded to 250mm from the Abbottsford Reservoir through to the bottom of Mathew Street in Waipawa. Alongside this is Stage 5 of the Waipawa Trunk Main Renewal.

Stage 3 of the firefighting running down Mathew Street was planned to start in July 2022 but depending on progress and budget may be able to start earlier in 2022.





### SH2 Borefield Upgrade

Construction of a run to waste system to address turbidity concerns has been completed and a testing and commissioning process is now underway. This work is progressing as a priority to enhance the capacity of the borefield with a filtration system on hold until the run to waste tests have been performed, funded from Year One Long Term Plan budgets.

A discharge manhole can be found in the river accretion land, when high turbidity or murky water is drawn from the bores can be discharged via this manhole to seep back into the gravels until such a time the water runs clear and we have low enough turbidity that we can send the water to the treatment plant at Pukeora Reservoir for treatment and passing through the UV system.

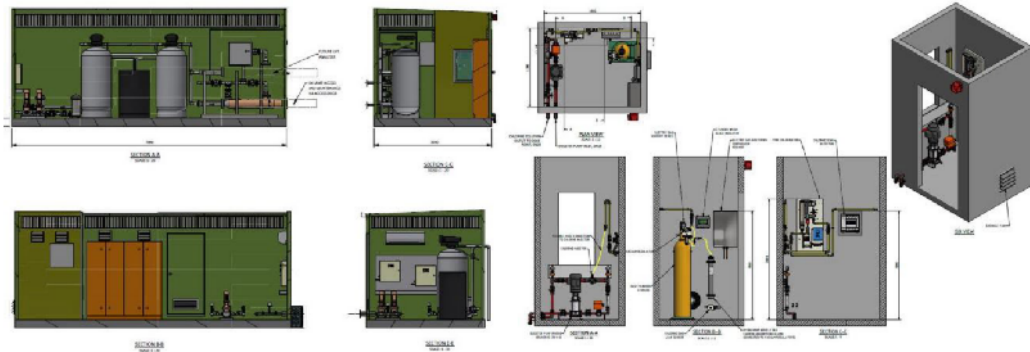


### Kairakau Water Upgrade

A contract was awarded to Trility as our contractor in November 2021, and they kicked into gear designing the solution, alongside this council officers were completing the Tourism Infrastructure Fund (TIF) preconditions which would allow the contract to be executed by mid Jan 2021.

Continuing the engagement held to date, officers held a meeting at the campground hall on Sunday 16<sup>th</sup> Jan 2022, a good turnout with over 25 residents coming along to listen and ask questions.

Design is aiming to be completed in March 2022, and offsite fabrication through to June 2022 when the treatment



building is planned to arrive onsite, commissioning planned for August 2022.

### Water Renewals - Nelson Street and Reservoir Road

The upgraded new water network now has multiple cross connections and improved resiliency. All houses have been connected to the new mains. A final cross connection will be completed in conjunction with the Stormwater work as this involves a road crossing of Gaisford Terrace.

Contractors Higgins have started installation of a major upgrade to the stormwater network in Nelson Street and the intersections with Reservoir Road and Gaisford Terrace, this will involve new sumps, leads and mains pipework.

Two locals were employed by Higgins for the Water main renewal contract as part of councils "broader outcomes" progressive procurement strategy and through their efforts and Higgins being awarded the additional stormwater work these two locals have now been taken on permanently, a fantastic outcome.

### Backflow Prevention

A project to install backflow prevention devices is underway to improve compliance and protect the health of residents of Central Hawke's Bay. Funding is set aside in the Long Term Plan to deliver a framework for rolling out boundary backflow prevention. A register of premises and their risk levels, required for Health Act compliance, has been developed and is under review.





## WASTEWATER

### Wastewater Treatment Operational Performance

#### Waipawa & Waipukurau Wastewater Treatment Plant Improvements

Further optimisation works have been carried out over this period at the Waipawa and Waipukurau wastewater treatment plants, showing improved operational performance. This includes works to facilitate the preliminary DAF (Dissolved Air Flotation) works as well as the completion of the desludging works at Waipawa WWTP. Work to remediate the erosion around the edge of the pond waveband is well underway at Waipukurau WWTP's with Barkers Contracting placing geotextile fabric, rip rap rock and pouring a new concrete nib wall, this work is expected to be completed in January and replicated at the Waipawa WWTP by the end of March.

#### Wastewater reticulation performance

The network has performed well through the reporting period with no recorded overflows or blockages and only a small number of requests for service in general. Optimisation of network management continues as we continue to investigate a number of aging areas of infrastructure, including a district wide pump station improvement programme that will provide greater resilience to our network.

The de-sludge of Waipawa WWTP has provided early benefit as compliance data statistics have demonstrated considerable improvement. Early data shows that the imminent work at Waipukurau is likely to yield similar results.

A positive end to 2021 and a favourable starting point for 2022 as we look forward to the growth of the wastewater programme.

### Trade Waste Reviews and Improvements

An improvement programme is underway largely supported by a new Trade Waste Bylaw which came into effect on May 13 2021. Central to this project was the development of a new charging regime that involves Trade Waste inputs paying for capital upgrades proportional to their contribution to waste received at the treatment plant – the first few months of contributions has been invoiced, and all Traders are considering cleaner production techniques, for more efficient treatment of waste in the district. Monitoring and compliance is having an overhaul with a new, accredited sampling and testing provider and new data collection and display software. New traders are also being identified and Grease Trap Management is receiving some focus. New Trade Waste consents have been issued for each Trader with conditions that are more realistic and enforceable.

### Inflow and Infiltration Management.

This programme of work is underway with manhole repairs, pipe relining, hydraulic modelling, flow monitoring and CCTV. The learnings from these works have been applied to a district-wide project to identify and remediate wastewater defects which is nearing the end of the procurement process. Hydraulic modelling has identified focus areas for publicly owned sections of Wastewater mains in Waipawa, which is currently undergoing CCTV. An approach to dealing with private side defects was adopted along with a wider strategy at a council meeting on the 12<sup>th</sup> of August. The communications around this are under development.

### Waipawa, Waipukurau, Otāne Wastewater Upgrade and Consenting Project

In October 2020, Council adopted a new wastewater strategy outlining the approach to be taken across the district. The 2021-2031 Long Term Plan confirms the future investment for these major programmes of work: <https://www.chbdc.govt.nz/home/article/738/council-confirms-wastewater-investment-for-the-future?t=featured&s=1>

Work is progressing, with significant focus on the DAF, desludging and Otāne to Waipawa project pipeline and other activities. Further detailed below.

### Otāne to Waipawa Pipeline (Stages 1,2 and 3)

The Otāne to Waipawa wastewater pipeline is well underway with approximately 8km of pipeline in the ground across Stages 1, 2 and 3. Stage 1 between Racecourse Rd and Dee St is fully complete. Stage 2 between Racecourse Road and



the Waipawa WWTP has all but 900m of pipe installed as well as 90% of all the details along the route. Stage 3 to link the Otāne WWTP to the northern end of stage 1 is now 100% complete in conjunction with both potable water lines and power ducting to the Otāne WWTP site. The final section of this pipeline will be commencing in the New Year with an expected completion date at the End of February 2022.

#### **Otāne to Waipawa – Pump Station (Stage 4)**

Stead Construction along with subcontractors SCL and Mx Tarr are continuing work at the Otāne WWTP on construction of the Pumping station to convey wastewater to Waipawa. Progress has been steady and generally to programme, completed is culverting of the open stormwater drain, installation of the new pond contingency overflow pipe, wet well, rising main and bypass pipeline, concrete MCC and generator pad, retaining wall and screenings basket pad. The main pump pad will be completed by mid-January with Maxx Tarr starting onsite with the mechanical and electrical installation in February.

#### **Waipawa & Waipukurau WWTP Short term Improvements**

The installation of DAF units at the Waipawa WWTP, and later in 2022 at the Waipukurau WWTP aims to improve the ability to meet consent compliance in the short term, by providing customized and optimized tertiary treatment. These systems would effectively take the place of the non performing lamella clarifiers. With the improved treatment quality post DAF units, it is expected that the sand filters and the UV treatment process will also see an improvement in their efficiency. This work is occurring alongside and to complement the longer term upgrades.

Early in October the DAF design was finalised with contractor Enviroiden Ltd. The support slab for the DAF unit has been completed and the DAF unit has arrived and been positioned in place onsite. The majority of the pipework to enable this to function has been installed and awaits testing and commissioning. Currently installation work continues with electrical work still to be completed. Testing, optimisation and commissioning is planned for February prior to the system going live.



### Waipawa and Waipukurau WWTP Pond desludging

Hydracare have completed the desludging of the oxidation pond at the Waipawa WWTP with 1813.7 dry tonnes of sludge removed from the pond.

The team have since shifted to the Waipukurau WWTP where the geobag bund liner has been replaced and preparations have commenced to desludge the main (facultative) pond. This desludging operation is expected to commence late January and run through to April/May.

### Otāne Wastewater Resource Consent

An extension and variation to the current resource consent was lodged on the 31<sup>st</sup> of March 2021 to align with the wider work programme for the larger project. Affected parties from the previous consent variations have all been contacted and approval sought, council officers gained the approval of the majority of the parties with the remainder yet to provide feedback. A collated response to HBRC was sent in November 2021 including feedback from affected parties, we await a decision/response from HB Regional Council.

### Waipawa Wastewater Resource Consent

An application to change the existing resource consent conditions of the Waipawa wastewater discharge consent to enable the inclusion of flows from Otāne was lodged with HBRC on the 17th of December 2021. The planning assessment included with the application concluded that this is not anticipated to change the effects of the activity on the environment as assessed in the original consents of December 2006 and that the effects of the proposed changes on the environment are considered less than minor.

### Porangahau and Te Paerahi Wastewater Upgrade Consenting Project

Officers continue to work collaboratively with HBRC and consulting partners on the consent for this wastewater upgrade project. Consulting partners visited the site with officers recently to assess environmental aspects of CHBDC's proposal. This project aims to work towards ceasing wastewater discharge into the Porangahau River, using it instead, as a resource. Design scope and procurement are the next upcoming milestones for the project once consent is in place.

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





### Takapau Wastewater Upgrade Consenting Project

The consent for this wastewater upgrade was publicly notified in late 2021. CHBDC is hopeful to have a consent in place within the first quarter of 2022 and commence Stage 1 of the upgrades. Updated design scope is the next upcoming milestone for the project.

An information sheet with detail on the project can be found here: <https://www.chbdc.govt.nz/assets/Uploads/Takapau-Wastewater-Community-Information-Sheet-October-2021.pdf>

### STORMWATER



#### Stormwater Operational and Compliance update

We are awaiting a response from Hawkes Bay Regional Council for the Annual Compliance Monitoring Reports, maintaining that result will be favourable given the work that has gone into them. In addition to this, further plans are being developed to meet resource consent requirements. Officers are scoping the development of a Catchment Management Plan with project partners Stantec. The plan will cover aspects over and above the resource consent requirements to provide more value for Stormwater management in the district, coordination of stormwater projects, and impact on the environment for CHB stormwater discharges.

#### Waipawa Stormwater Model

The model build for Waipawa is complete and calibration is underway. Recommendations to service development, future growth, network performance and environmental impacts have been developed. Integration of these within the Catchment Management Plan is underway.

#### Waipukurau Stormwater Model

A hydraulic model update is being undertaken by WSP, an initial network walkover was undertaken in December with survey and performance recommendations following from this. The model is still in the process of being built.

#### Nelson Street Stormwater Upgrades



Work has completed the install of the main pipe along Nelson Street, with the new Pipe Work at the Reservoir/Nelson Streets intersection also now complete. Work will continue after the New Year to install new pipework in Gaisford Tce up into Nelson Street now that the realignment of a Centralines Power Cable has been completed. Remaining new sumps and leads will be undertaken once the main pipework is complete.

Expected completion is end of February 2022.



## LAND TRANSPORT

### Summary General

The programme works are well underway with the weather holding. One period of rain caused the loss of a section of Kairakau Road which is highlighted below. The Land Transport team have been busy with the programmed work and the amount of development happening in the district has increased the workload for vehicle crossings, traffic management planning, and corridor access requests.

### Contract Works for FY 2021-2022

#### Maintenance and Re-seals – Downer

Road maintenance efforts have been focussed on rural areas through the summer period with a significant amount of drainage and culvert maintenance completed as well as urban sump cleaning. Continued periods of hot weather, and in particular warm overnight temperatures, have led to road bleeding issues across a large patch of the North Island with our network impacted similarly to others. Crews have responded to a number of instances of bleeding and have spread additional chip where possible to manage the impact on the road and road users. Teams are also working with heavy traffic/haulers to manage their impact on roads as they heat up.

The Re-seal programme is well underway with most sites now completed and the final sites ready for work in February.

Improvements to the use of the RAMM system are paying off with improved data management allowing greater visibility and knowledge of the network and network performance.

#### Bridges, Structures and Area Wide Pavement Treatments - Higgins

Work on the Reservoir and Nelson Street pipe replacement continued throughout the period and the pavement design for the area wide pavement treatment of the project was completed and will be implemented as work progresses.

The retaining wall for the Matthew Street footpath has been completed and the project will continue into the new year.

Having completed the work on Tipene's Bridge, the contractor moved to completing the repairs to Eparaima which is now substantially complete and is being used by the appreciative landowner.

The beams from Tipene's and Eparaima will be refurbished and used on Gunson's Bridge to bring it back up to Class 1 strength.

The contractor will begin work on the minor safety improvements in the new year.

#### Kairakau Road Rebuild - Higgins

One storm in November caused a portion of Kairakau Road to slump making it unusable for the residents. The road was closed to all traffic while investigations were undertaken to find a solution. The closure of the road caused a major disruption and hardship for the residents of Kairakau and Mangakuri. They had to travel an extra 30 to 40 minutes each way to access Waipawa or Waipukurau, children were cut off from schools, mail was interrupted, and people struggled with the extra time and length of their journeys.





A meeting was held with the residents, a communications plan established, geotechnical investigations done, walking access for students to attend school was created, budgets were secured through Council and Waka Kotahi, and a direct award procurement was made for a contractor all in a very short time and work began on a temporary access with the goal of having the road open by December 21<sup>st</sup>.



During the construction period of the single lane access the weather turned bad and there were nervous moments when the ability to finish the seal on the single lane was threatened. However, we did get a break for about 5 hours on the 14<sup>th</sup> of December and council staff along with the contractor made the decision to apply the seal.





The application of the seal was successful and the road was opened that afternoon (1 week earlier than planned). Throughout the project the residents were understanding and supportive of our efforts. A monitoring regime was established to ensure we were aware of any movement or emerging risk that may happen over the Christmas break

Work on the permanent restoration of a 2-lane road access will commence early in 2022 once the final alignment has been confirmed.

### Minor Events Activity

Some of the minor events funding has been used to clean up trees and debris from wind events

### Other Works

Stantec continues to provide very good service to the council for land transport.

Our Point of Entry submission to Waka Kotahi has been accepted and we were provided with another \$100,000 of budget to complete a Single Stage Business Case (SSBC) to prove that Porangahau and Wimbledon Roads have changed their function from being a local road to serving a State Highway function. If we are successful with the SSBC then we will have the opportunity to increase our funding assistance rate for certain defined activities on the Porangahau Wimbledon route.

Testing has been completed to allow for the pavement design to be able to seal new roads this year.

## SOLID WASTE

### Service Delivery

The Council meeting in December saw the decision made to retain the DOCs in Otane, Takapau, Tikokino and Ongaonga and alter the rural recycling trailer schedule to focus on those communities without DOCs and kerbside services. This was due to feedback from the community and lessons learned by officers regarding the high rural community demand for the DOCs at times when the trailer was not available and also for the inability of the trailer to cater for large loads which tended to be the norm for rural families. The trailer can now be concentrated to those areas- Elsthorpe, Arygyl, Omakere, Ashley Clinton and Flemington.



Over Christmas an extra run by the contractors was done to Porangahau Beach and all other beaches were also subject to an extra run. Drop off centre bins were being filled very quickly and this resulted in instances of fly dumping which was managed by Council and contracting staff. There was also growth in the amount of contamination in the trailers over the holiday period and this is being closely monitored and managed. Contractors were continuing to remove contamination from bins to minimise the amount of recycling going to Landfill.

Starting in December, 15 kgs of batteries were sent to UpCycle in Auckland. This will be done monthly in 2022.





### Waipukurau Transfer Station Weighbridge

The PMO is currently working through an opportunity to fund a new weighbridge at the Waipukurau transfer station. Funding approval from ministry for the environment is in final stages with confirmation expected early in February. A new weighbridge will allow council to record and charge based on actual weight of refuse being dumped, provide more accurate kerbside recycling collection data to better understand if we are successful in increasing service participation, and gain a better understanding of diversion of these materials from landfill. The weighbridge is expected to be up and running by September 2022.

### Leachate to Landfill Irrigation

The system is still in trial mode until we have met the HBRC requirements to run the system regularly, at regular irrigation the system is expecting to irrigate on average 30m<sup>3</sup> per day across the capped cell.

Unfortunately, due to irrigation not occurring regularly the leachate pond is full and the current safety measure to avoid the leachate pond overtopping is to backfill and contain leachate within the landfill cells, the landfill cells can only hold so much leachate before there is risk that they seep into ground or become present in the live landfill. To manage the volume of landfill while the system is bedded. The team have made the decision to tanker leachate to the Waipukurau wastewater plant for a short period – expected to be 2 to 4 weeks to clear the backlog.

By this stage we expect to have satisfied all requirements and be routinely irrigating.

## CONSENTING

Resource Consent application numbers have remained steady through October - December. As a result of notification of the Proposed District Plan on 28 May, the vast majority of subdivision consents to August were for rural properties as customers seek to maximise the opportunity to subdivide to under the Operative District Plan rules with small minimum lot sizes. There has been a noticeable shift this period with an increase in smaller, residential subdivision applications although volumes of lifestyle rural applications remain strong.

Of particular note, two larger subdivisions were approved in December : 89 lots in Bennett St Waipawa, and the revised 96 lot "Golden Hills" scheme on Mt Herbert Rd, Waipukurau.

Building consents applications continue to increase steadily on the back of subdivision growth with a 14% increase in new dwelling applications compared to the same period last year. Material shortages remain a challenge for the construction sector and we are seeing this translate to an unusually high number of building consent variation applications based on product substitutions. This in turn has increased the workloads on both processing and inspection teams.

In May 2021, new Stormwater Management and Water Supply ByLaws were adopted by Council with compliance now assessed by engineering early in the building consent application process. There has been a focus on education in the past few months with industry understanding and acceptance now gaining momentum.

The majority of building consents are processed by external contractors who remain under pressure due to increased volumes seen on a national scale. For the most part we are managing to achieve agreed service levels and high-quality customer service. Being available to respond to customer queries remains a high priority.

### Consent application volumes for 1 October – 30 December 2021 reporting period

#### Building Consents:

Total consents: 133

New dwellings: 42

Total value: \$22.6M

#### Resource Consents:

Total consents: 70

Number of new lots to be created: 216

The year-on-year numbers below follow on from a period of unprecedented growth for our District with consenting numbers continuing to increase month on month, albeit at a slower rate for resource consents. While application volumes have remained in line with the same period last year, the size, scale and complexity of subdivision proposals received has resulted in a 26% increase in new lots to be created. The increase in building consent applications is a direct result of new lots creation through subdivision in the last 12-18 months.

The growth in consent applications is expected to continue and the workload increase as we work our way through the engineering approval stages of several large subdivisions and complexities associated with implementation of the Proposed District Plan. The requirement for engineering input has escalated as subdivision volumes and infrastructure complexity increases and we continue to rely heavily on the good work within our team as well as our consultant partners.

A summary of consenting volumes and value compared with the previous year is provided below.

## October-December 2021

Building Consents	Oct - Dec 2020	Oct - Dec 2021	No. Change	% ch
Volume	87	133	46	35%
New dwellings	36	42	6	14%
Total value (\$M)	\$21.3	\$22.6	\$1.3	6%
Resource Consents	Oct - Dec 2020	Oct - Dec 2021	No. Change	% ch
Volume - applications	70	70	0	0%
Volume - approved	57	64	7	11%
No. new lots to be created	160	216	56	26%

## Resourcing

The continued volume increase in consent applications due to general regional growth and the introduction of the Proposed District Plan has placed further pressure on team resources to deliver.

We rely heavily on the support of external consultants, National Processing Ltd, Stantec and The Property Group (TPG) for the provision of building and resource consent processing services and specialist engineering design and construction monitoring input.

The recruitment of a Development Engineer and two new Building Consent Officer Cadets mid 2021 has started to build capacity in what is an incredibly tight labour market, however, further recruitment is necessary, and some reliance on external partners to assist with consent processing for the short term continues.



## EMERGENCY MANAGEMENT

## COVID-19 resurgence

COVID-19 Community Update

Council has been working alongside Te Taiwhenua O Tamatea, HB District Health Board, Ministry of Social Development and other partners to implement the Tamatea – Central Hawke's Bay COVID-19 Response and Resurgence Plan. This plan is being constantly reviewed and updated with four objectives:

- Objective 1 Community Intelligence. We are using our collective community intelligence to assist with planning and identifying risks, shortfall and opportunities in our response and where our efforts should be prioritised.
- Objective 2 Boosting Vaccinations – a sustained and collective effort has continued throughout the period of this reporting to boost vaccinations in the district. This saw us achieve the 90% double vaccination rate goal on 13th January 2022 and we now continue to focus on providing as many opportunities for residents to get their first, second, booster or child vaccination in the district.
- Objective 3 Care for our People – We are working closely with Te Taiwhenua O Tamatea who will be coordinating the Welfare response from the Tamatea locality hub under the COVID-19 Care in the Community framework.
- Objective 4 Escalating Issues for Resolution – We are in regular contact with key partners such as HB District Health Board and Ministry of Social Development who are leading the clinical and welfare response and have mechanisms to escalate local issues to ensure our community receives the support and care we collectively need.

CHBDC Internal COVID 19 Response Update

The key achievements for Council internal response for this period include drafting and consulting on both staff vaccination and external contractor COVID-19 management policies. Implementation dates are set for 8 February. Council are also actively updating their Business Continuity Plans with a focus on ensuring essential service delivery through all stages of the red traffic light. Additional detail is contained in the Health and Safety section of this document.



## PLACES AND OPEN SPACES

### Places and Spaces for a Thriving Future

The purpose of the Thriving Places and Spaces Programme is to look across all those things we invest in as a community to make sure we are providing the right things in the right places. We are fortunate to have many great examples of our community partnering together that we can continue to build on. This will give us a greater chance of ensuring that everyone living in Central Hawke's Bay is connected and thriving, and every visitor gets to share that sense of belonging and identity.

Over the past 2 months, we have been seeking feedback from the community on our district's places and spaces. We wanted to receive the communities thoughts on 9 different areas of focus:

- Play
- Sport
- Swimming Pools
- Open Spaces
- Community Halls
- Active Recreation
- Civic facilities
- Arts
- Camping

We undertook some targeted engagement in different localities and also sought feedback from the broader community through written surveys online and in the paper. This part of the feedback process closed on 31 January 2022, and officers are now assessing this feedback. There are a number of conversations and discussions that will still continue however with the community over the coming months.

Thoughts from the community will help inform the different strategies and plans for how we use and manage our places and open spaces over the next decade. This will assist Council to make long-term decisions on the management of our assets, and ensure our places and spaces are fit-for-purpose into the future for our growing population. We will be consulting with the community more formally on plans and strategies as part of this programme later this year.

### Waipawa Pool

The weather has generally been hot and dry this summer reflecting a well utilised pool. December saw 951 public users and schools making the most of the pool with 2,700 students taking a dip.

On 23 of December, we noticed an with the ballast tank walls being pushed in by water. It was not clear what was causing the problem.

The pool was closed 24 December and investigations into what was causing the problem began.

The main water pipe into the pool system had failed causing scouring and pea metal to move around that damaged two other pipes. One which sucked the pea metal into the balance tanks and some even making it to the filter basket in the plant room. The water in the ground area surrounding the balance tanks is what was causing the walls to bubble inward. Several contractors over the Christmas holidays were needed to diagnose, cut into the surrounds of the old pool to access the pipes and repair them, and then water tank loads to refill the learners pool. The pool reopened on the 30 of December. We are currently investigated whether any liabilities might exist in relation to warranties associated with the repair.





Pool covers have been delayed due to Learners pool cover incorrectly cut and engineer hold ups with the reels for the big pool. This error will be fixed at no cost to Council. These are due to be completed and installed mid-February.

The lifeguards are extremely appreciative of the new sunshades that have been erected. The public appear to be happy and enjoying themselves on the hot sunny days.



### Takapau Cenotaph Reserve asbestos removal

In the period, we completed the removal of the broken down shed containing asbestos and other old unsafe sheds an urgent project funded in Year 1 of the 2021 – 2031 Long Term Plan. The site is now safe, tidy and ready for members to utilise the space.

### Public Toilets

Whangaehu Toilets opened in November with a local contractor experienced in facility cleaning providing regular cleans and updates to Places and Open Spaces Team. The Whangaehu Facebook page has had positive comments. Residents with berms on either side are continuing to mow the area.

Our new Pourerere Toilets cannot come soon enough with the upper tank deteriorating and sending debris into the system that often blocks the water coming in. Toilets have been ordered: a 5 pan for the existing site and a single pan like the Whangaehu one for a northern day parking area site. Due to demand these will not be in place until spring.

For the summer period Council provided 5 port-a-loos with one at the day parking north end, three in the permitted camping area and one at the southernmost end of road. Since then, we have added one additional in between the north one and the permitted camping areas for a total of six. This is down from the ten that were provided last summer. Requests for service at Pourerere around toilets have been minimal over the peak period.

This autumn we will work with the residents in the area of the planned north toilet to identify the most suitable location and then take a report to Council for approval.

A'Deane Park toilet block experiences regular vandalism at times with small fires being started in the cubicles. Most recently grill window being removed (again) and entry walls kicked in. Security at lock up have reported these. A different style window covering is being trialled.

### **Retirement Housing**

The project to install extractor fans in all units is now complete as is the heatpump by-back programme. Biannual inspections occurred in December and minor repairs are being organised.

Councillors provided holiday cheer by visiting residents just prior to Christmas. This was in lieu of the annual morning tea which was cancelled due to changing alert levels to traffic light system and related concerns. Consideration is underway for an outdoor BBQ at the two main housing sites in late February or early March aligned with safety messages and Council communications.

### **Centennial Celebration of the Waipawa Memorial Clock Tower**

Work is organised and planning underway for the 100th Anniversary of the Clock Tower. Waipawa RSA and Council are working together to make this a very special event. The event is scheduled for Saturday, 23 July.

### **Libraries**

Our libraries celebrated the festive season with decorations and a wonderful Memory Tree. There were some wonderful memories attached to the tree. This was also an opportunity for library users to donate to a basket of goods for the Food bank.

COVID-19 continues to affect library circulation, and this is the case throughout the country. In a recent questionnaire sent to Library Managers the comments were in all cases that foot traffic is down significantly as are circulation numbers.

Library use of Te Huinga Wai has not been as great as expected, again we expect that this is related to COVID-19. Te Huinga Wai – The Knowledge and Learning Hub

Since the Hub was opened in September 2021, there have been approximately 7035 people utilise the facility, noting shutdown over the Christmas period, so services were not available for approximately 10 days.

The services they have been utilised within the facility include library services, AA and Council Services, meetings or programmes, and general use of the facilities available.

Meeting Rooms – Since opening there has been over 133 meetings occurring within the two meeting rooms: Tahi and Rua. These meetings are both internal and external meetings therefore exposing numerous organisations and community members to the facilities and services that are on offer at Te Huinga Wai.

### **Workshops and programmes**

The below workshops and programmes are currently being run out of Te Huinga Wai:

Growing Great Entrepreneurs in Central Hawke's Bay - The next course is set to commence at the start of February 2022.

Business Mentoring – Following on from the Growing Great Entrepreneurs course start up local businesses are offered mentoring for a further six months with David Trim, a professional business mentor.

Profit Club – This business support service is also offered by David Trim for those more established businesses who need additional support or guidance. The sessions occur on a fortnightly bases on a Thursday and commenced on 20th January 2022.

Business After 5 (BA5) events- In December 2021 the first BA5 event was held at Te Huinga Wai with local business invited to the facility to network with other businesses. This event saw over 22 businesses coming together to network and also see the services on offer at Te Huinga Wai. The next BA5 is set for February 2022.

Apprenticeship Support Workshops- Weekly night workshops to assist apprentices through their course work.

Talk Digital – Drop in sessions where people can attend and have assistance with all things digital from iPhone to Computers

Activation Sessions – sessions are intended to give the kids something to do when in town, in particular over the School Holiday period.

Banking – Discussions continue with the banks in an attempt to run a service in Central Hawke's Bay given most of the banks have closed. These are ongoing. In the interim a partnership has been formed with CHB Budget Services and they will be running Digital Banking classes out of Te Huinga Wai commencing at the start of February 2022.

Digital awareness programme: App and phone management advice. This programme continues at EIT however the intention is for it to move to the Digital Hub.

A video was also created for the facility which showcases the facility and the services it provides for the community.

<https://www.facebook.com/CHBDistrictCouncil/videos/368656228376944>

#### Programming within the Library

COVID-19 continues to have an impact on the ability to run programs within the library space however the team continue to work to find alternative solutions and ways of working in this environment. Activation Sessions have been occurring which adhere to the COVID-19 guidelines and allow for limited numbers and social distancing but also offers kids an activity to participate in. These sessions either occur at Te Huinga Wai or in an outdoor setting in Waipawa. They include: Crafternoons – arts and crafts-prior to Christmas the kids were making Christmas Decorations for the local Community Christmas Tree.

Chalk it- outdoor chalk session

Playstation Playtime – a chance for kids to have a go on something they may not have access to at home- Play Station. Fun in the Sun- outdoor play in the park allowing kids to get out and be active at Nelly Jull Park. A range of games and activities are offered.

Waka Tākaro – our local Play Trailer is utilised at Nelly Jull Park where kids are encouraged to enjoy the outdoors and are given the freedom to 'Play'.



The NZLPP roles continue to add value to the library space with more focus on Digital Inclusion and Mātauranga Māori.

#### He Kura Kainga Role:

The presence of our Māori community in our Central Hawke's Bay District Libraries has had a significant increase with our Waipukurau Kohanga Reo completing the external Te Reo Purapura o Tamatea programme facilitated by Te Waaka Ngarotata who received funding through the Creative Communities Scheme, and the integration of our Māori Language Readers collection into the Picture Books collection increased the check outs of our Māori children's books.

We have continued close engagement with our local hapū kaumatua group and facilitated a Vaccination passport morning tea that allowed librarians time to help our Kaumatua access and receive their printed and laminated vaccine passport. We had over 30 kaumatua local to Central Hawke's Bay some of which had never been in a library setting



before. We also continue to hold a close relationship within Te Taiwhenua o Tamatea to ensure we are able to assist when and where possible. Our aim for engagement has always been to ensure our community are aware of the information and knowledge available to them through the Central Hawke's Bay District Library services.

**Digital Inclusion Role:**

The Digital Inclusion space has continued to adapt in both the programming space along with how we support community. Through much of November/early December, the entire library staff spent an extraordinary amount of time supporting community in obtaining their vaccination passes. Over this time, we have completed 502 passes, averaging roughly 15 minutes per person, equating to 7530 hours of work. With the digital space continuing to grow through Central Hawke's Bay, the library continues to support our elderly in both one on one support while continuing our relationship with EIT facilitating weekly digital sessions from EIT Waipukurau. Libraries have supported an additional 66 people with walk-in digital support as of 1st October. We currently run a total of 5 Activation Sessions throughout a fortnightly schedule, one of which involves the children's digital resource activity – PlayStation Playtime which has seen 36 Children participate in 6 sessions.

**Outreach Role**

The NZLPP outreach programme is still an important part of the libraries. The community library has been visited and new books delivered. We are investigating with members of the Porangahau community other programmes/ services the library could provide for them.

Our Memory Lane programme, which is a programme we are working with Pakeke has been on hold, but we are working with their staff on how we can run this programme with safety measures in place. The sessions we had were such a success that we are looking forward to the next one and so were the clients.

Working with Paul Hunter Centre has been another success. I was looking at Digital and Culture ideas that we could include in our visits to them.

The outreach programme has also been an important part of getting the Winter Readers Reading programme into the schools. As this programme was running when we went into lockdown the success rate of children finishing was great. We had a 82% finish rate to children enrolled.

**Community Engagement - Outreach Support**

We have successfully completed the Winter Warmers reading programme outreach to Primary Schools which involved actively helping with reviews, certificates, collating and delivering of incentives and book prizes to 13 schools. We had very positive feedback from those that were involved.

With moving into the new COVID-19 traffic light system, numerous hours have been spent with members of the public helping them navigate, obtain, and laminate their vaccine passes. The time spent with this has been over and above our usual library duties but has been an incredibly positive outreach service to our community. As a result, we have had contact with people who would not normally come into our library and in turn some have joined up as members.

We have started our summer reading programme targeting pre-school and children up to Year 8 which is themed 'Exploring Your Own Backyard' based around parks and reserves in our area. The aim of this is to build relationships, confidence, and to nurture literacy and a love of reading. This programme, like the Winter Reading one is incentive based, the difference being is that the children come into the library instead of us going out to the schools. I have been actively involved in promoting the programme to the children/families that come in, processing registration forms and interacting with the children when they do their reviews. This programme is still currently running. Alongside this, summer activity packs were collated and given out as an alternative to the in-house activities usually run from the library over the summer holidays (due to COVID-19 restrictions). We co-ordinated some smaller craft sessions prior to Christmas making decorations for our community Christmas tree.

**General Programming:**

COVID has restricted our ability to run a range of programmes which we would normally run. However we have attempted to adapt and therefore during the current School Holidays developed Activity Packs that kids can collect and complete at home. These packs include 18 different activities and resources for at home creation. They also offer competitions such as Lego Challenge and Colouring in Competition. Any left over packs will be utilised as a resource for those in isolation should families have to be at home.



**Christmas Decorations:** In the spirit of Christmas we offered community the ability to decorate a Christmas decoration in the lead up to Christmas which once decorated was placed up on the Community Christmas tree. This proved very popular with over 300 decorations being added to the tree. The decorations will be used for future Christmas celebrations.

**Summer Reading Challenge:** We are currently running a Summer Reading Challenge, this year the theme is "Explore your own backyard". Kids are encouraged to read at least books and at the same time explore new places in Central Hawke's Bay which they may not have visited before. We have over 160 children registered for the programme. Each child will come into the library on 4 occasions to sit with a librarian and talk about the books they have read, they will then receive a prize for this. In past years a large finale event has been held however as this is not possible we are offering kids voucher to participate in local activities such as the movies, pools, real fruit ice cream and fish and chips.



**Adult Summer Reading Challenge:** We are currently running an adult reading challenge also which allows adults to get involved and encouraged to read of the Summer break. Prizes are available for those who read 7 books and those who read 10 in the draw to win 1 of 3 Paper Plus Vouchers.

# Safety

## And Wellbeing

### HEALTH AND SAFETY OVERVIEW

The continuing dynamic situation around COVID-19 has seen the H&S Advisor supporting the Council to respond to the pandemic.

#### **COVID-19 Response (Internal)**

##### **Role based COVID-19 Risk Assessments + Vaccination Policy (for staff)**

Prior to the Christmas break, the H&S team performed a Role based COVID-19 Risk Assessment (developed in line with WorkSafe NZ's guidance). The risk assessment process identified risks and control options for each Council role. The risk assessments resulted in a change to Council's vaccination policy (following a comprehensive consultation with staff) in which all Council roles are required to be undertaken by vaccinated employees.

In particular, ventilation of public facing, and meeting spaces was identified as an effective control option. More detail on this is in the next section. The risks assessments showed that the risk faced by all roles was high enough that the decision was made to require COVID-19 vaccinations for each role in Council following a comprehensive consultation process with staff.

##### **Ventilation – Air Purifiers**

As COVID-19 is known to easily spread between people in the air, improving the ventilation in enclosed spaces is a key and effective measure to reduce the risk of spread. The H&S team have worked with the Property team to understand the current ventilation within each enclosed workspace Council controls.

The preferred option was identified in the way of standalone air purifiers which require no infrastructure, these are ideal for enclosed workspaces which have no existing mechanical ventilation. Officers are pleased to share that we have sourced air purifiers which are expected to be installed in coming weeks.

##### **Masks - P2 respirators and 'Fit Testing' for respirators.**

P2 respirators (the New Zealand standard equivalent of N95 respirators) have been secured for staff roll out with staff. P2 respirators are ineffective if not properly fitted to the wearer, thus council have identified key staff to become certified in this process and sourced a fit testing agent to support Council in the interim. The H&S team have secured fit testing for staff in February, as well as Health and Safety Reps undertaking fit testing training to future proof the Council PPE requirements.

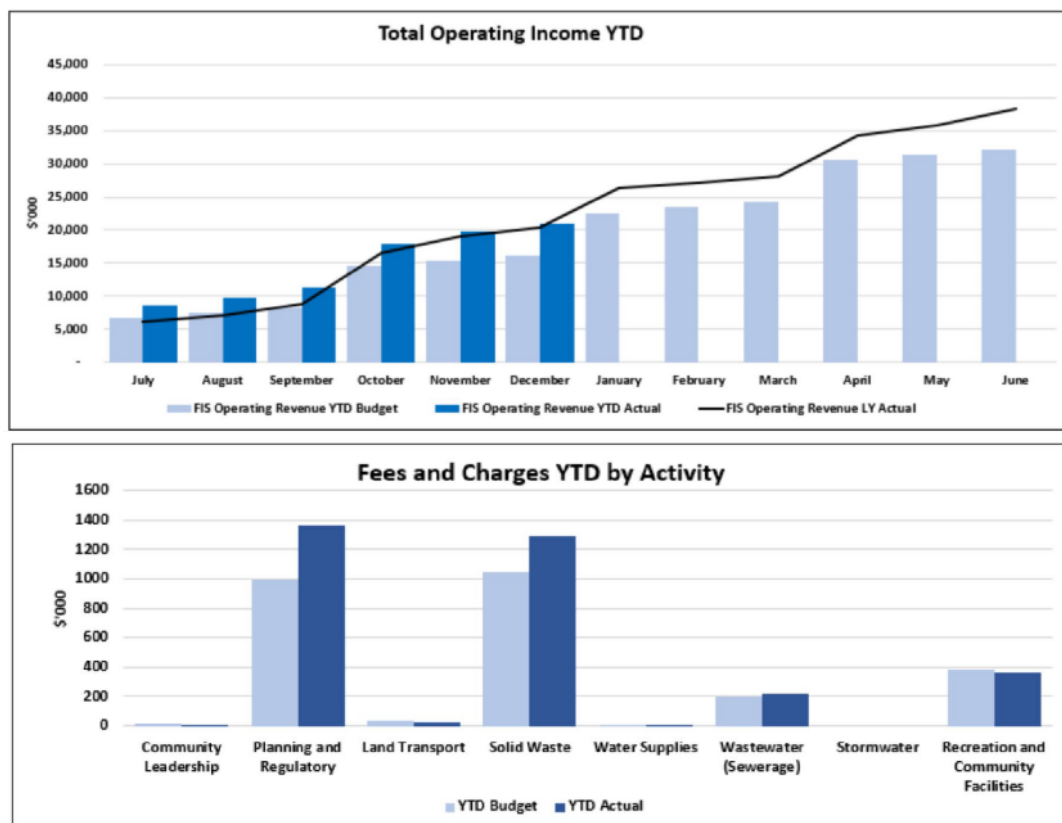
# Financial

## Performance

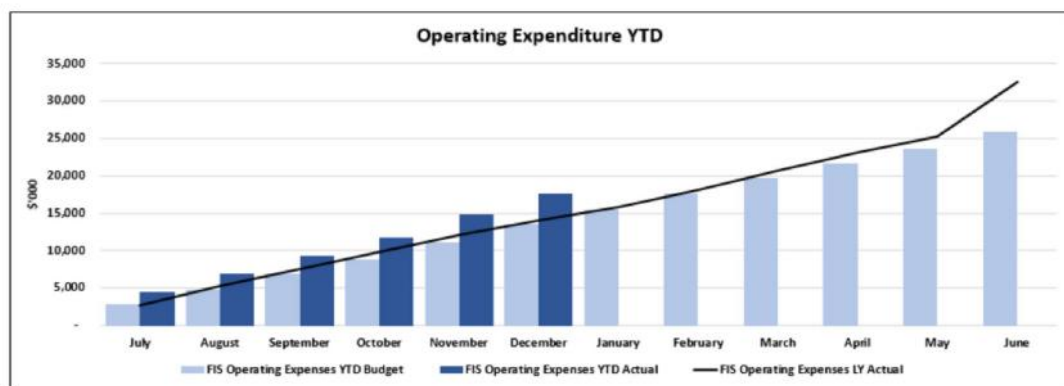
### FINANCIAL PERFORMANCE ENDING 31 DECEMBER 2021

The graphs and tables below show the financial results for Council covering the financial results for the 6 months ended 31 December 2021.

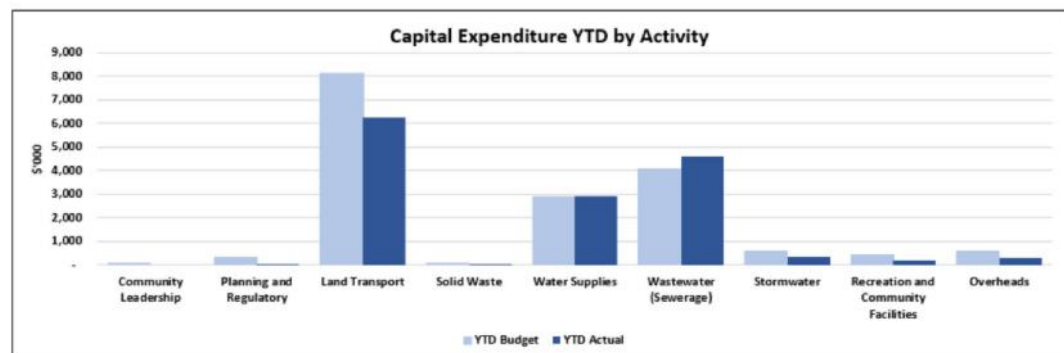
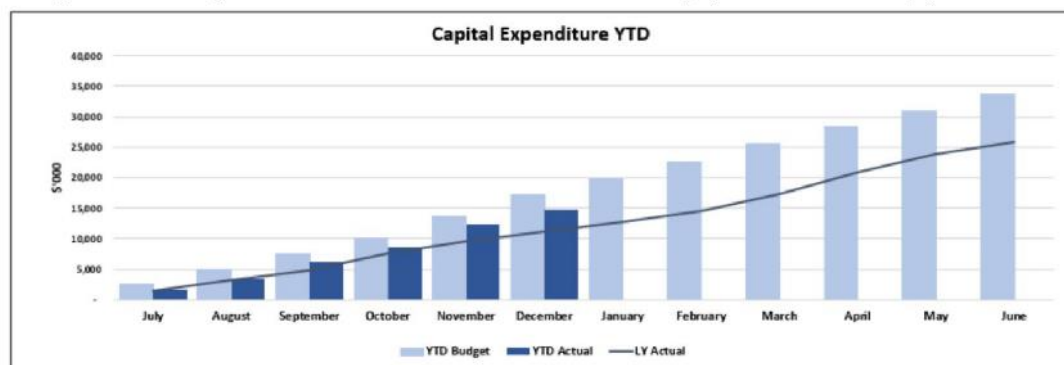
Council is now half way through its financial year, and trends are beginning to emerge. The July revenue includes a reversal of \$3.7m of revenue in advance booked at year end (grants received pre-July 2021 but not spent at that point in time) which slightly distorts the figures (both revenue and expenditure). Consenting is still running ahead of budgets. Solid waste is distorted by Council processing internal charges for the disposal of the sludge being removed from the wastewater ponds.



The operating expenses look high compared to budget, but this is due to Council spending grants received in the previous year (tranche one 3 Waters and COVID Economic Recovery projects), additional costs of consent processing and consent consultancy costs (includes some design work that will be covered by future developer agreement income), additional volume through our landfill (carbon credits in particular) and the start-up costs of the new extended recycling services.



Capital spend is running behind budget, predominately in land transport (primarily resealing and responding to weather events although the costs relating to the Kairakau Road event haven't been accounted for yet), and the route 52 PGF project.





**#the BIG.  
Waste Water Story**

**#the BIG.  
Water Story**

**#TheBigWaterStory** programme of work, the **Waipukurau Second Supply** is making good progress. Formal landowner compensation letters are being finalised, and most pipeline and reservoir due diligence complete. Some additional due diligence is being planned for the reservoir location and in discussion with Iwi, a preparatory consent developed for geotechnical either side of the river to allow informed discussion with marae. The production bore contractor has now demobilised from site, and replacement of the AC main out of the bore-field (tagged as Stage 1) is complete. Stage 2 and 3 are commencing in early November 2021.

Alongside the Waipawa and Waipukurau project upgrades – works are commencing on planning for upgrades of the future reservoir upgrades and replacement – with the Waipawa reservoirs proposed to be replaced and upgraded first.

**Significant mains upgrades** are in place across Tikokino and Abbotsford Roads as part of the firefighting and Waipawa to Waipukurau Water Supply project.

The **Kairakau Water Supply Upgrade** is progressing with the award occurring in November 2021 and all ontrack for offsite fabrication in April 2022, and onsite installation from June 2022.

The **renewal programme** is also kicking into gear with design underway for Racecourse and Porangahau Road in Waipukurau to commence in March/ April 2022.

The **SH2 Borefield Upgrade** is making good progress with the trial commissioning of the new system progressing well – all going well by early March 2022 the older syphon and vacuum pump system can be decommissioned.

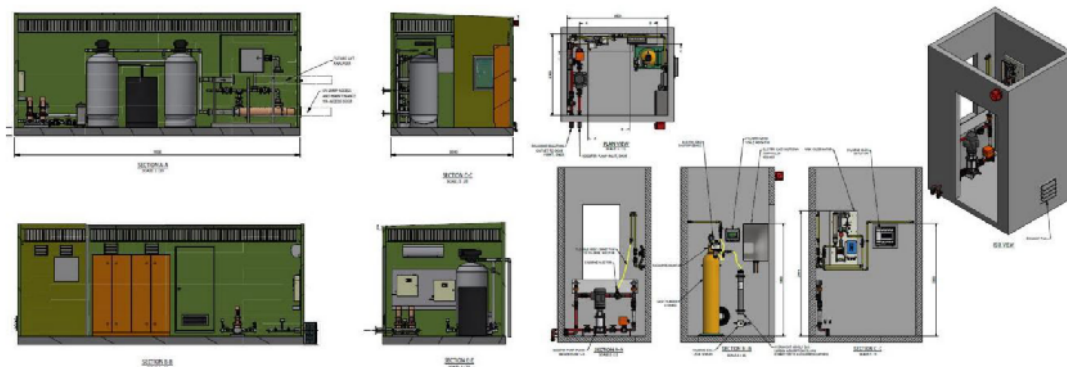


Figure 1: 3D graphic of the proposed Kairakau water Treatment Plant

#TheBigWastewaterStory programme has advanced over the last few months, with Stage Two of the Otane to Waipawa Wastewater Pipeline nearing completion. Stage Three is complete - linking the end of Stage 1 works at Racecourse Road/White Road to the Ōtāne Treatment Plant. The Ōtāne pump station is underway and construction of Stage 5 due to start in early Feb 2022.

Waveband repairs at the Waipukurau wastewater plant are complete and Waipawa repairs are due to start in mid Feb 2022.



Figure 2: Waveband upgrade/ repairs at Waipukurau WWTP

Desludging works have been completed at the Waipawa wastewater plant and works are underway at Waipukurau through to May 2022. The **Waipawa DAF** build is in full swing and on track for commissioning in March 2022.

A tender is currently in the market to install a new bridge crossing the drain at the Waipawa wastewater plant.



Figure 4: DAF unit craned into place



## TRANCHE ONE – 3 WATERS REFORM PROGRAMME

Council identified a number of projects as part of the 3 Waters reform programme tranche one – below is a brief update on the programme –



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Officers have recently submitted Q5 report in late Jan 2022, to date just over \$8.5m of our \$11.09m has been spent and all of our projects within the programme are committed and planned to be delivered within timeframes. Due to COVID-19 DIA has allowed an extension to June 2022.

1. **Regional 3 Waters** – work is underway with other councils to identify and understand private water supplies, as part of a private water supply identification regional project, which may include a contingency fund to assist private water supplies – another project in planning is to investigate work required to synergise a regional engineering code of practice to assist our supply partners working in Hawke's Bay.
2. **Water Safety Planning** – source protection mapping and catchment risk assessment work is underway to support our water safety plans. A Sustainable Water Management Plan has been developed and [can be viewed here](#).
3. **Otane to Waipawa Pipeline Stage 2** – the pipeline is well underway as documented above, and we are now progressing into Stage 3.
4. **Waipukurau Second Water Supply** – Borefield is complete and Tikokino Road Stage 1 pipe replacement is complete, Stage 2 and 3 underway, future decisions to be tabled in Feb/ March 2022 once more understanding on the project including iwi engagement.
5. **Wastewater Treatment Improvements** – DAF system install underway
6. **Wastewater Desludging** – Dry solids removal complete at Waipawa and Waipukurau, desludge complete at Waipawa
7. **Bylaw Reviews** – Updated bylaws were adopted on May 13 2021, work is underway on communicating and implementing the changes
8. **Trade Waste** – Trade Waste consents underway and issued in Dec 2021, ongoing engagement
9. **Water Renewals** – a project to renew water mains is complete in Waipukurau across Nelson and Reservoir roads – A stormwater upgrade is now underway. Another renewal project is underway on Tikokino and Abbottsford Roads in Waipawa.
10. **Wastewater Renewals** – this fund is focussed on expediting our I&I programme, starting with physical works in Otane and studies in other towns.
11. **Programme Management** – a new project management software is now live and supporting the programme, and a 3 waters monitoring and wider infrastructure consent management tool is being rolled out to support operational compliance and visibility.
12. **Kairakau Water Upgrade** – \$300k was reallocated to increase the budget and scope for Kairakau water upgrade, a contractor set to be awarded in the coming weeks and



Figure 5: New bore in Waipawa

## PGF ROADING PROGRAMME – PŌRANGAHAU TO WIMBLEDON

PHASE	DESIGN/ BUILD	
TIMELINE	JAN 2020 START DATE	JUNE 2022 END DATE
PROGRESS	60%	
BUDGET	Total Budget \$20.1m Spend to Date: \$10.7m	
RISKS		

## Scope

To upgrade Pōrangahau and Wimbledon Roads to improve safety and resilience along Pōrangahau Road from Waipukurau to the Tararua border on Wimbledon Road.

## The Contractor

Stantec and Council have been delivering the design, procurement and contractor supervision of this significant programme of work.

We now have four different contractors onboard to deliver the main components of this programme, Concrete Structures, Fulton Hogan, Downer and Russell Roads.

Funded through the PGF by MBIE – the programme is well underway, and we can expect to see significant construction through to 2022.

## Communications

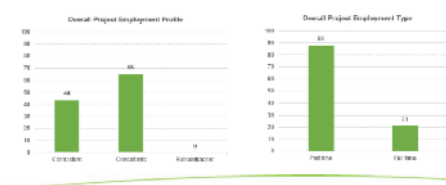
An interactive map has been created and can be visited here:

[https://experience.arcgis.com/experience/947a211cafb44a96a063fcd1e8d3a461/page/page\\_10/](https://experience.arcgis.com/experience/947a211cafb44a96a063fcd1e8d3a461/page/page_10/)

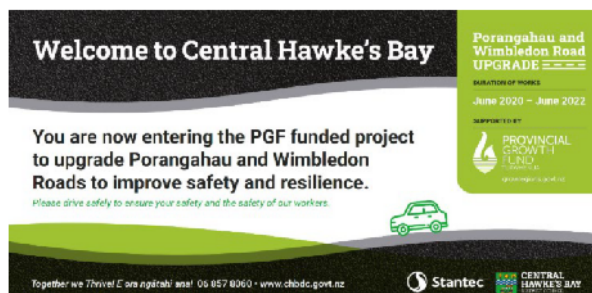
Webpages for the programme and individual projects can be found here: <https://www.chbdc.govt.nz/our-district/projects/porangahau-wimbledon-road-upgrade/>

An e-newsletter is set up and is being sent out bi-monthly. Sign up is available via the Council website.

## Employment Statistics to Date:



Chief Executive Report- December 2021-January 2022



## Progress Update

September and October 2021 continued the momentum built to date, with a large focus on completing as much of the design across the project as possible to allow construction to flow as we head into the summer months.

With the current construction underway being Stage 2 and 3 of the Flaxmill upgrades, Saleyards Bridge strengthening, the Safety Improvements currently on Wimbledon Roads, and the retreat on Wimbledon Road.

As we ramp into 2022 - a number of construction projects are set to kick off.

## Bridges

- Saleyards Strengthening starting Nov 2021
- Sixty Pound starting Feb 2022
- Kokomoko starting Feb 2022

## Retaining Walls

- 3 smaller walls planned on Pōrangahau and Wimbledon Road
- A retreat planned on Wimbledon Road starting Jan 2022

## Flaxmill

- Continuing Stage 2 and 3
- Consenting underway for waterway works
- Commencing silt removal and channeling widening

## Slow Vehicle Bay

- Construction starting Jan 2022

**Safety Improvements** continue through to May 2022, these works include new signs, edge break repairs, vegetation control, guardrail replacement.










Figure 6: Saleyards under strengthening works

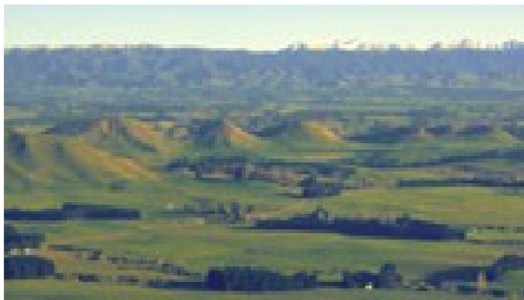


Figure 7: Flaxmill Stages 2 and 3 under construction



DISTRICT PLAN REVIEW

PHASE	Preparation for the Hearings		    
TIMELINE	AUG 2012 START DATE	March 2022 HEARINGS BEGIN	
PROGRESS	80%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	
BUDGET	Total Budget \$3.5m Spend to Date: 1.85m	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	
RISKS		<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	



Scope

Following notification of the Proposed District Plan on 28 May 2021 and the release of the Summary of Submissions on 11 October 2021 the review is now at the point of formal Hearings on submissions and further submissions scheduled to commence on 14 March 2022.

Progress Update

Members of the District Plan Hearings Panel held an induction day meeting on 23 November to begin discussions regarding the process and procedures of the Hearings. A second meeting of the Panel on 7 December confirmed the Panels directions re the Hearings through Minute 4 which is a formal record of the Panels expectations of submitters and the general process to be adopted during the Hearings.

Minute 4 has now been uploaded onto the Hearings Portal on the Councils website. This page includes all relevant information about the Hearings and will be regularly updated as Council progresses through the hearings process.

The District Tour scheduled for 23/24 November was postponed due to COVID 19 concerns from one of the Panel Members. The tour is now re-scheduled to take place before and after the 'Meet the Panel' Evening, scheduled for 14 February 2022.

The Panel has confirmed Hearing Streams 1 & 2. Hearing Stream 1 (Natural and Coastal Environment) will commence on 14 March 2022. Hearing Stream 2 (Urban Environment) will commence on 29 March 2022.

The Panel has decided that the remaining Hearings (Hearing Streams 3 -7) will be confirmed in late February. This will enable the Panel to gauge any issues with the first two Hearings and if any adjustments are required.

The Hearings will commence with a formal Pōwhiri at the Central Hawke's Bay Theatre at 9.00am on 14 March. The Hearings in the Council Chamber on the Natural Environment will follow the Pōwhiri.

The Hearings and associated events will take place in line with the latest COVID-19 management measures and protocols under the Traffic Light Framework.

A key project status report included in the Publicly Excluded portion of the Agenda, provides a more detailed update for Councillors on risks and other matters associated with the project.

## POUND PROJECT

PHASE	DESIGN	    
TIMELINE	JUN 2018 START DATE	JULY 2022 END DATE
PROGRESS	10%	
BUDGET	\$700k TOTAL PROJECT	
RISKS		



## Scope

To build a purpose built Pound Facility for Central Hawke's Bay that meets:

- Ministry for Primary Industry (MPI) standards and;
- The needs of the community now and into the future.

## Progress Update

An update was provided on the 7 October 2021 with regard to a site being identified and further work progressing around concept design to meet budget requirements. Initial concept design work has been completed. Due diligence has been completed for the site identified. Acquisition of this site is underway and should be confirmed at the end of February 2022.

The Customer Relationships and Experience Manager is continuing to manage the relationship with the SPCA in the interim.

**10 PUBLIC EXCLUDED BUSINESS****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>10.1 - Resolution Monitoring Report - Public Excluded</b>	<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)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</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
<b>10.2 - District Plan Key Project Status Report - January 2022</b>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</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

**11 DATE OF NEXT MEETING**

**RECOMMENDATION**

That the next meeting of the Central Hawke's Bay District Council be held on 6 April 2022.

**12 TIME OF CLOSURE**