



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL



Council Meeting Agenda

Wednesday, 6 April 2022

9:00am

Council Chamber, 28-32 Ruataniwha
Street, Waipawa

Together we Thrive! E ora ngātahi ana!

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

RECOMMENDATION

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

21.2 Time limits on speakers

21.5 Members may speak only once

21.6 Limits on number of speakers

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

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

- 5 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 10 February 2022

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 10 February 2022 as circulated, be confirmed as true and correct.

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 10 FEBRUARY 2022 AT 9AM**

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

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)
Darren De Klerk (Director Projects and Programmes)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Bridget Gibson (Governance and Support Lead)
Dylan Muggeridge (Strategic Planning and Development Manager)
Helen O'Shaugnessy (District Plan Manager)

1 PRAYER

Cr Wichman led Karakia

2 APOLOGIES

APOLOGY

RESOLVED: 22.1

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That the apologies for absence from Dr Roger Maaka be accepted.

CARRIED

3 DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4 STANDING ORDERS**RESOLVED: 22.2**

Moved: Cr Pip Burne
Seconded: Cr Jerry Greer

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

20.2 Time limits on speakers

20.5 Members may speak only once

20.6 Limits on number of speakers

And that Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

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

CARRIED

5 CONFIRMATION OF MINUTES**RESOLVED: 22.3**

Moved: Deputy Mayor Kelly Annand
Seconded: Cr Exham Wichman

That the minutes of the Ordinary Council Meeting held on 17 November 2021 and the Extraordinary Council Meeting held on 9 December 2021 as circulated, be confirmed as true and correct.

CARRIED

6 REPORTS FROM COMMITTEES

Nil

7 REPORT SECTION**7.1 RESOLUTION MONITORING REPORT****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.

RESOLVED: 22.4

Moved: Cr Gerard Minehan

Seconded: Cr Pip Burne

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

CARRIED

Mrs Davidson presented the report.

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

RESOLVED: 22.5

Moved: Cr Exham Wichman

Seconded: Cr Gerard Minehan

That having considered all matters raised in the report:

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

CARRIED

Mr Tate presented the report.

7.3 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.

RESOLVED: 22.6

Moved: Deputy Mayor Kelly Annand
Seconded: Cr Pip Burne

That having considered all matters raised in the report:

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

CARRIED

Mrs Davidson presented the report.

That last year's measures are included in the reporting to measure progress against.

8 MAYOR AND COUNCILLOR REPORTS**8.1 MAYOR'S REPORT FOR DECEMBER 2021 - JANUARY 2022****EXECUTIVE SUMMARY**

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

RESOLVED: 22.7

Moved: Cr Kate Taylor
Seconded: Cr Exham Wichman

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

CARRIED

8.2 STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT**PURPOSE**

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

RESOLVED: 22.8

Moved: Mayor Alex Walker

Seconded: Cr Gerard Minehan

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

CARRIED**8.3 ARAMOANA/RUAHINE WARD REPORT****PURPOSE**

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

RESOLVED: 22.9

Moved: Cr Tim Aitken

Seconded: Cr Jerry Greer

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

CARRIED**8.4 RUATANIWHA WARD REPORT****PURPOSE**

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

RESOLVED: 22.10

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Pip Burne

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

CARRIED

9 CHIEF EXECUTIVE REPORT

9.1 BI MONTHLY ORGANISATION PERFORMANCE REPORT DEC 2021 - JAN 2022
<p>PURPOSE</p> <p>The purpose of this report is to present to Council the organisation report for August - September 2021.</p>
<p>RESOLVED: 22.11</p> <p>Moved: Cr Brent Muggeridge Seconded: Cr Pip Burne</p> <p>That having considered all matters raised in the Bi-monthly Organisation Performance Report December – January 2022 the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mrs Davidson presented the report.

Note that progress on the 3 Waters Reform will be reported to Council via the Bi-monthly Organisation report as a separate section. Communities for Local Democracy to be included in the report.

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

MOTION		
<p>Moved: Deputy Mayor Kelly Annand Seconded: Cr Tim Aitken</p> <p>That the public be excluded from the following parts of the proceedings of this meeting.</p> <p>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:</p>		
General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Resolution Monitoring Report - Public Excluded	<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,</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

	<p>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>	
10.2 - District Plan Key Project Status Report - January 2022	<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
- Chief Executive Recruitment and Appointment Process	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</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

The Meeting closed at 10.11am.

The minutes of this meeting were confirmed at the Council Meeting held on 6 April 2022.

.....
CHAIRPERSON

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE STRATEGY AND WELLBEING COMMITTEE MEETING HELD ON 10 MARCH 2022

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. **Minutes of the Strategy and Wellbeing Committee Meeting held on 10 March 2022**

RECOMMENDATION

1. That the minutes of the meeting of the Strategy and Wellbeing Committee held on 10 March 2022 be received.

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
STRATEGY AND WELLBEING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 10 MARCH 2022 AT 9:00AM**

PRESENT: Deputy Mayor (Chair) Kelly Annand
Cr Kate Taylor
Cr Gerard Minehan
Cr Pip Burne
Mayor Alex Walker (Via zoom)
Cr Tim Aitken (Via zoom)
Cr Brent Muggeridge (Via zoom)
Cr Jerry Greer (Via zoom)

IN ATTENDANCE: Monique Davidson (Chief Executive Officer)
Brent Chamberlain (Chief Financial Officer)
Doug Tate (Group Manager, Customer and Community Partnership)
Josh Lloyd (Group Manager, Community Infrastructure and Development)
Caitlyn Dine (Governance and Support Officer)
Dylan Muggeridge (Strategic Planning and Development Manager)
Karina Campbell (Community Wellbeing Manager)

1 KARAKIA

Councillor Taylor lead the karakia.

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Deputy Mayor (Chair) Kelly Annand

Seconded: Cr Gerard Minehan

That the apologies of Councillor Wichman and Dr Maaka be noted.

CARRIED

3 DECLARATIONS OF CONFLICTS OF INTEREST

NIL

4 STANDING ORDERS

COMMITTEE RESOLUTION

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 21 General procedures for speaking and moving motions be used for the meeting.

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

CARRIED

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker
Seconded: Cr Jerry Greer

That the minutes of the Strategy and Wellbeing Committee Meeting held on 21 October 2021 as circulated, be confirmed as true and correct.

CARRIED

6 REPORT SECTION

6.1 STRATEGY AND WELLBEING COMMITTEE RESOLUTION MONITORING REPORT

PURPOSE

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

COMMITTEE RESOLUTION

Moved: Cr Kate Taylor
Seconded: Cr Pip Burne

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

CARRIED

Mrs Davidson presented this report.

<p>6.2 STRATEGY AND WELLBEING COMMITTEE PRIORITY REPORT</p>
<p>PURPOSE</p> <p>The purpose of this report is for the Strategy and Wellbeing Committee to receive a report on the progress of key committee priorities.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Pip Burne Seconded: Cr Kate Taylor</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mrs Davidson introduced this report.
 Mr Lloyd spoke to Priority 1 Solid Waste
 Mr Tate spoke to Priority 2 Social Housing
 Mr Muggeridge spoke to the Waipukurau South Growth Precinct
 Mrs Campbell spoke to Priority 3 Economic Development
 Mr Lloyd spoke to Priority 4 Environment
 Mrs Campbell Priority 5 Community Wellbeing
 Mrs Kupa Priority 6 Māori Engagement
 Mrs Campbell spoke to Priority 7 Community Planning

<p>6.3 DEMOGRAPHIC AND ECONOMIC GROWTH MONITORING AND PROJECTIONS: 2022 UPDATE</p>
<p>PURPOSE</p> <p>The purpose of this report is to present key findings from a report by Squillions Ltd which monitors progress against demographic and economic projections that were used as a basis for the 2021 Long Term Plan.</p> <p>A new 'high population growth' projections scenario to 2050 has also been prepared to ensure infrastructure design and modelling continues to be based on the most up-to-date available information.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Gerard Minehan Seconded: Mayor Alex Walker</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Muggeridge presented this report alongside Mrs Campbell.

6.4 CENSUS 2023**PURPOSE**

The purpose of this report is to update council on Census 2023 engagement strategies with communities.

RECOMMENDATION

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

This report was tabled due to presenters being sick and will be presented in the next Strategy and Wellbeing Committee Meeting on 5 May 2022.

7 DATE OF NEXT MEETING**COMMITTEE RESOLUTION**

Moved: Cr Pip Burne
Seconded: Cr Kate Taylor

THAT the next meeting of the Central Hawke's Bay District Council Strategy and Wellbeing Committee be held on 5 May 2022.

CARRIED

Mayor Walker closed with a karakia.

8 TIME OF CLOSURE

The Meeting closed at 10:35am.

The minutes of this meeting were confirmed at the held on 5 May 2022.

.....
CHAIRPERSON

6.2 MINUTES OF THE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING HELD ON 24 FEBRUARY 2022

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. **Minutes of the Finance and Infrastructure Committee Meeting held on 24 February 2022**

RECOMMENDATION

1. That the minutes of the meeting of the Finance and Infrastructure Committee held on 24 February 2022 be received.

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 24 FEBRUARY 2022 AT 9:00AM**

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

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

1 KARAKIA

Mayor Walker lead the karakia

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand
Seconded: Cr Jerry Greer

That the apology of Councillor Wichman and Dr Maaka be noted.

CARRIED

2 DECLARATIONS OF CONFLICTS OF INTEREST

NIL

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
Seconded: Cr Pip Burne

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 21 General procedures for speaking and moving motions be used for the meeting.

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

CARRIED

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Pip Burne

That the minutes of the Finance and Infrastructure Committee Meeting held on 7 October 2021 as circulated, be confirmed as true and correct.

CARRIED

5 REPORT SECTION

6.1 RESOLUTION MONITORING REPORT

PURPOSE

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

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Tim Aitken

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

CARRIED

Mrs Davidson presented this report.

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

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

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

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

CARRIED

Mrs Davison presented this report.

6.3 ELECTED MEMBERS EXPENSES FOR SEPTEMBER 2021 TO DECEMBER 2021**PURPOSE**

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

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Jerry Greer

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

CARRIED

Mr Chamberlain presented this report.

6.4 HALF YEAR FINANCIAL REPORTING TO DECEMBER 2021**PURPOSE**

The purpose of this report is to provide the Committee with a summary of Council's financial performance and highlight the key financials for the first half of 2021/22 financial year.

COMMITTEE RESOLUTION

Moved: Cr Tim Aitken

Seconded: Cr Pip Burne

That, having considered all matters raised in the report, the report on Council's second quarter financial performance for the 2021/22 financial year be noted.

CARRIED

Mr Chamberlain presented this report.

6.5 REVIEW OF TREASURY MANAGEMENT POLICY**PURPOSE**

The matter for consideration by the Finance and Infrastructure Committee is to consider the attached draft Treasury Policy (incorporating Investment and Liability policies) for adoption as recommended by Risk and Assurance.

COMMITTEE RECOMMENDATION

Moved: Chairperson Brent Muggeridge

Seconded: Mayor Alex Walker

That having considered all matters raised in the report:

- a) **That Finance and Infrastructure adopt the revised Treasury Policy (incorporating Investment and Liability policies).**

ADDITIONAL RESOLUTION

- b) **That Finance and Infrastructure Committee note a further review of the treasury management Policy with a focus on the integration of a wider investment strategy and any future carbon credit policy.**

CARRIED

Mr Chamberlain presented this report.

6.6 ADOPTION OF FEES AND CHARGES 2022/23**PURPOSE**

The matter for consideration by the Committee is the adoption of the Fees and Charges for 2020/21.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Deputy Mayor Kelly Annand

1. That having considered all matters raised in the report:
2. That the Finance and Infrastructure Committee recommend to Council the adoption of the Fees and Charges for the financial year dated 2022/23 as set out in Attachment 1.
3. That in making this recommendation, note that Council give notice pursuant to Section 103 of the Local Government Act 2002 of its intention to prescribe the fees payable for the period 1 July 2022 to 30 June 2023 in respect of certificates, authorities, approvals, consents, and services given or inspections made by the Council under the Local Government Act 2002, the Building Act 2004, the Building (Infringement Offences, Fees, and Forms) Regulations 2007, the Amusement Devices Regulations 1978, the Resource Management Act 1991, Health (Registration of Premises) Regulations 1966, Sale and Supply of Alcohol (Fees) Regulations 2013, the Gambling Act 2003, the Burial and Cremation Act 1964, and the Central Hawke's Bay District Council Bylaws as set out in the Fees and Charges Schedule 2022/23.
4. That in making this recommendation, note that Council give notice pursuant to Section 103 of the Local Government Act 2002 of its intention to prescribe the fees payable relating to the solid waste activity as set out in the Fees and Charges Schedule 2022/23 be effective from 6th April 2021.

CARRIED

ADDITIONAL RESOLUTIONS

5. That officers present further advice to the council meeting on the 6th April on options for timing of retirement housing fees and charges for 2022/23/24, in order to meet the objectives of the outcome of the retirement housing section 17a review.
6. That office present further advice on the potential of how gold card benefits could be reflected across the Solid Waste fees and charges, for Council to consider on the 6th April Council meeting and following council guidance from a workshop.

CARRIED

Mr Chamberlain presented this report.

Mr Chamberlain noted two errors in the cemeteries section of the report. The correct price for 8 plot family garden area is \$3000. The 10 plot should be \$3750.

Meeting adjourned for morning tea break 10:20am.

Meeting resumed at 10:53am.

<p>6.7 KEY PROJECT STATUS REPORT - BIGWATERSTORY</p>
<p>PURPOSE</p> <p>Following the conception of #thebigwaterstory, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.</p> <p>More recently in mid 2020, Council created a project management office (PMO) to oversee and deliver the growing capital programme.</p> <p>The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects in the relevant programme and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Deputy Mayor Kelly Annand Seconded: Cr Pip Burne</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr de Klerk presented this report alongside Mr Swinburne.

<p>6.8 KEY PROJECT STATUS REPORT - BIGWASTEWATERSTORY</p>
<p>PURPOSE</p> <p>Following the conception of #thebigwaterstory, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.</p> <p>Council have recognised the growing programme, and in mid 2020 a project management office (PMO) was established and is growing as the programme and opportunities grow.</p> <p>The six wastewater plants form a significant programme of works themselves, and we have prudently decided to report on the progress of these six wastewater plants and their subsequent upgrades and re-consenting separately from #thebigwaterstory. This programme has been named #thebigwastewaterstory.</p> <p>The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Gerard Minehan Seconded: Mayor Alex Walker</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Swinburne presented this report alongside Mr de Klerk.

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

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

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That having considered all matters within this report, the report be noted.

CARRIED

Mr de Klerk presented this report alongside Mr Swinburne.

6.10 KEY PROJECT STATUS REPORT - PŌRANGAHAU TO WIMBLEDON PGF PROGRAMME**PURPOSE**

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

COMMITTEE RESOLUTION

Moved: Cr Kate Taylor

Seconded: Cr Pip Burne

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

CARRIED

Mr de Klerk presented this report.

RESOLUTION TO EXCLUDE THE PUBLIC**COMMITTEE RESOLUTION**

Moved: Chairperson Brent Muggerridge

Seconded: Cr Jerry Greer

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution

<p>7.1 - Public Excluded Resolution Monitoring Report</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<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</p>
<p>7.2 - Government's Emissions Trading Scheme and Impact on Council's Landfill Carbon Credit Liability</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>	<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</p>

CARRIED

6 DATE OF NEXT MEETING

<p>COMMITTEE RESOLUTION</p>
<p>Moved: Chairperson Brent Muggeridge Seconded: Cr Pip Burne</p>
<p>THAT the next meeting of the Central Hawke's Bay District Council Finance and Infrastructure Committee be held on 21 April 2022.</p>
<p>CARRIED</p>

7 TIME OF CLOSURE

The Meeting closed at 12:07pm.

The minutes of this meeting were confirmed at the Finance and Infrastructure Committee Meeting held on 21 April 2022.

.....
CHAIRPERSON

6.3 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 23 MARCH 2022

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. **Minutes of the Risk and Assurance Committee Meeting held on 23 March 2022**

RECOMMENDATION

1. That the minutes of the meeting of the Risk and Assurance Committee held on 23 March 2022 be received.

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON WEDNESDAY, 23 MARCH 2022 AT 9:00AM**

PRESENT: Chairperson Neil Bain (Chair)
Mayor Alex Walker (via zoom)
Cr Tim Aitken (via zoom)
Cr Gerard Minehan (via zoom)
Cr Brent Muggeridge (via zoom)
Cr Jerry Greer (via zoom)

IN ATTENDANCE: Monique Davidson (Chief Executive)
Brent Chamberlain (Chief Financial Officer)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
(via zoom)
Darren de Klerk (Director Projects and Programmes)
Caitlyn Dine (Governance and Support Officer) (via zoom)

1 KARAKIA

Mrs Davidson led the karakia

2 APOLOGIES

Nil

3 DECLARATIONS OF CONFLICTS OF INTEREST

Nil

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 21 General procedures for speaking and moving motions be used for the meeting.

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

5 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker
 Seconded: Cr Jerry Greer

That the minutes of the Risk and Assurance Committee Meeting held on 11 November 2021 as circulated, be confirmed as true and correct.

CARRIED**6 REPORT SECTION****6.1 RISK AND ASSURANCE COMMITTEE RESOLUTION MONITORING REPORT****PURPOSE**

The purpose of this report is to present to the Committee the Risk and Assurance Committee Resolution Monitoring Report. This report seeks to ensure the Committee has visibility over work that is progressing, following resolutions made by the Committee.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
 Seconded: Mayor Alex Walker

RECCOMENDATION

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

CARRIED

Mrs Davidson presented this report. The Committee noted the report.

The Chair requested an update on the Protected Disclosures Policy. The CFO advised the policy will be an agenda item for the May meeting. The Committee noted that Protected Disclosures is an operational policy and will be for Committee information purposes.

Insurance. The CFO advised the Council had yet to receive the proposed insurance work programme from AON. The Mayor noted that maintaining continuity with insurance is important and requested Council liaise with AON to ensure momentum is not lost.

6.2 RISK AND ASSURANCE COMMITTEE PRIORITY REPORT
<p>PURPOSE</p> <p>The purpose of this report is for the Risk and Assurance Committee to receive a progress update on the Risk & Assurance Committee Work Programme.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Mayor Alex Walker Seconded: Cr Gerard Minehan</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mrs Davidson presented this report.

6.3 EXTERNAL AUDIT PLAN FOR THE YEAR ENDING 30 JUNE 2022
<p>PURPOSE</p> <p>The purpose of this report is to receive the proposed External Audit Plan for the Year ending 30 June 2022.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Brent Muggeridge Seconded: Mayor Alex Walker</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Chamberlain presented this report alongside Stuart Mutch and Jagdish Darji from Ernst Young.

The report was taken as read in public forum then the committee went to public excluded for Audit only time at 9:24am moved by Mayor Walker and seconded by Councillor Minehan.

The committee moved back to public forum at 9:51am. Moved Mayor Walker seconded Councillor Minehan.

<p>6.4 RISK STATUS REPORT</p>
<p>PURPOSE</p> <p>The purpose of this paper is to report to the Risk and Assurance Committee (the Committee) on Council's risk landscape, risk management work in progress and to continue a discussion with the Committee about risk.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Gerard Minehan Seconded: Cr Brent Muggeridge</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Lloyd presented this report. The Committee noted the report.

The Mayor noted that it would assist the Committee to see how residual risk was changing over time and management agreed to add arrows to future reporting to highlight residual risk movement over time.

<p>6.5 RISK APPETITE REVIEW</p>
<p>PURPOSE</p> <p>The matter for consideration by the Risk & Assurance Committee is the adoption of the Elected Member's revised Risk Appetite Statements, following the workshop with all Elected Members in November 2021. These Risk Appetite Statements form part of the Risk Management Framework which is an operational document, currently undergoing a review.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Mayor Alex Walker Seconded: Cr Brent Muggeridge</p> <p>That having considered all matters raised in the report:</p> <p>That the Risk and Assurance Committee adopt the recommended changes to the Risk Appetite Statements held within the Risk Management Framework.</p> <p style="text-align: right;">CARRIED</p>

Mr Lloyd presented this report alongside Dan Davis from Impac.

The Committee discussed the Risk Appetite paper and agreed that it was a good representative summary of the risk appetite workshop held in November 2021. The Committee agreed that a useful development would be separate out the Council's risk appetite for regulatory compliance from ensuring safety for staff and public.

6.6 TREASURY MANAGEMENT MONITORING REPORT
<p>PURPOSE</p> <p>The purpose of this report is to provide an update on Treasury Management and Policy Compliance.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Gerard Minehan Seconded: Cr Tim Aitken</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Chamberlain presented this report. The Committee noted the report.

The Chair commented that the report represented good information on treasury compliance as at a point in time and that a useful future development would be for more information on the forward debt profile, including rollover of existing debt and proposed new debt, including updates on proposed volumes and cost for forecast debt against the LTP.

The CFO updated the Committee on new borrowing to be undertaken from LGFA in April, advising that the timing may be brought forward before the Chief Executive departs to reduce some of administration requirements around loan approval. That noted, for avoidance of doubt, the Mayor confirmed that there will be no constraints on ability to conduct council business in the period following the departure of the Chief Executive departure and new appointment.

6.7 AUDIT FINDINGS MONITORING REPORT
<p>PURPOSE</p> <p>The purpose of this report is to track and update the committee on audit recommendations from recent audits.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Mayor Alex Walker Seconded: Cr Jerry Greer</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Chamberlain presented this report.

6.8 HEALTH & SAFETY REPORT
PURPOSE To provide the Risk & Assurance Committee with health, safety and wellbeing information and insight and to update the Committee on key health and safety initiatives.
COMMITTEE RESOLUTION Moved: Cr Gerard Minehan Seconded: Cr Tim Aitken That, having considered all matters raised in the report, the report be noted. CARRIED

Mr Lloyd presented this report. The Committee noted the report.

During discussion, it was noted that the Committee had previously discussed the possibility for selected Committee members visiting council sites operated by external contractors, provided this could be achieved on a non-intrusive business-as-usual basis. The Mayor reinforced that this would be a useful process for assisting members in their health and safety governance role and asked management to look into options for implementing this.

Meeting adjourned for morning tea at 10:57am.

Meeting resumed at 11:11am.

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION		
Moved: Cr Tim Aitken Seconded: Cr Jerry Greer		
That the public be excluded from the following parts of the proceedings of this meeting.		
The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:		
General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 - Cyber Security Update Report	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
7.2 - Emissions Trading Scheme Liability Update	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	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

	<p>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>exist under section 6 or section 7</p>
<p>CARRIED</p>		

The Chair noted that this was the last Committee meeting before the Chief Executive departed the Council. The Chair thanked the Chief Executive for her support for his role and, on behalf of the Committee, for her support for the Committee’s development over the last two years. The Committee wished the Chief Executive all the best for her new role at Horowhenua District Council.

7 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Central Hawke's Bay District Council Risk and Assurance Committee be held on 26 May 2022.

8 TIME OF CLOSURE

The Meeting closed at 12:01pm.

The minutes of this meeting were confirmed at the held on 26 May 2022.

.....
CHAIRPERSON

7 REPORT SECTION

7.1 HAWKES BAY REGIONAL TRANSPORT COMMITTEE MINUTES

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

- Attachments:**
1. 3 December 2021 Regional Transport Committee Minutes [↓](#)
 2. 3 February 2022 Extraordinary Regional Transport Committee Minutes [↓](#)
 3. 11 March 2022 Regional Transport Committee Minutes [↓](#)

RECOMMENDATION

That the report be received.



Minutes of a Meeting of the Regional Transport Committee

Date:	Friday 3 December 2021
Time:	10.00am
Venue:	Council Chamber Hawke's Bay Regional Council 159 Dalton Street Napier
Present:	Cr M Williams – HBRC – Chair Mayor C Little – WDC (zoom) Cr K Price – NCC L Stewart – NZTA (zoom) Cr T Kerr – HDC (zoom) Cr K Taylor – CHBDC Cr G Taylor – NCC (zoom)
Advisory members in attendance:	A Robin – HBRC Māori Committee C Daly – AA M Broderick – NZ Police N Ganivet – Port of Napier Ltd (zoom) S Walker – Road Transport Association
In attendance:	K Brunton – HBRC Group Manager Policy & Regulation K Nimon – HBRC Transport Manager P Martin – HBRC R Malley – NCC (zoom) S McKinley – CHBDC (zoom) M Hardie – WDC (zoom) M Clews – HDC (zoom) J Pannu – HDC (zoom) S Downs – NZTA (zoom) R Ashcroft – HBRC Communications Advisor V Butterworth – HBRC Cycle Network Coordinator M Groves – HBRC Manager Regional Assets

1. Welcome/Karakia /Apologies/Notices

The Chair welcomed everyone to the meeting and Api Robin opened with a karakia.

RTC18/21 **Resolution**

That apologies for absence from Ian Emmerson, Cr Charles Lambert, Mayor Alex Walker and Mayor Sandra Hazlehurst be accepted.

**Kerr/Taylor
CARRIED**

2. Conflict of interest declarations

There were no conflicts of interest declared.

3. Confirmation of Minutes of the Regional Transport Committee Meeting held on 17 September 2021RTC19/21 **Resolution**

Minutes of the Regional Transport Committee meeting held on Friday, 17 September 2021, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

**Kerr/Taylor
CARRIED**

4. Follow-ups from Previous Regional Transport Committee Meetings

The Chair introduced the item and matters discussed covered:

- Waka Kotahi responded to a letter from the Committee regarding the sealing of SH38 and will consider a discussion paper at their December 2021 meeting
- Letter to the Minister of Education seeking ongoing involvement in rural school bus route policy matters is currently being finalised
- On-demand public transport trial discussion with the Regional Sports Park may be extended to include Pettigrew Green Arena.

RTC20/21 **Resolution**

That the Regional Transport Committee receives and notes the "*follow-ups from previous Regional Transport Committee meetings*".

**Williams/Kerr
CARRIED**

5. Call For Minor Items Not on the AgendaRTC21/21 **Resolution**

That the Regional Transport Committee accepts the following "minor items not on the agenda" for discussion as item 12:

Topic	Raised by
Bus routes - driver safety concerns	Api Robin
Waipatu Marae bus stop	Api Robin

**Williams/Kerr
CARRIED**

6. Transport Manager's December 2021 Report

Katie Nimon introduced the item which was taken as read. Discussions covered:

- One of the two proposals expected for the on demand public transport trial has been received
- A service delivery review of HB Roadsafe functions (under Section 17a of the Local Government Act 2002) is nearing completion
- An evaluation of the Timaru on demand public transport pilot has been completed and will be circulated to Committee members
- A request was made for regular progress updates on RLTP delivery.

RTC22/21 **Resolution**

That the Regional Transport Committee receives and considers the "*Transport Manager's December 2021 Report*".

**Price/Taylor
CARRIED**

7. Bay View-Whirinaki Cycleway

Martina Groves and Vicki Butterworth presented the item. Discussions covered:

- There have been delays in NCC negotiations with a small number of landowners due to the complexities involved and limited staff resources
- If access to the required land is not possible, the cycleway could be downgraded from a "Great Ride" and no longer qualify for government funding support.

RTC23/21 **Resolution**

That the Regional Transport Committee receives and notes the "Bay View-Whirinaki cycleway" staff report.

**Kerr/Williams
CARRIED**

8. Roadsafe Update and 2021 Expo Feedback

Katie Nimon introduced the item, which was taken as read. Discussions covered:

- In conjunction with the Police, a driver fatigue campaign is being planned for late January as people travel home from the holidays
- Annual Roadsafe expo will be held in May 2022. Improved digital feedback channels will be put in place to help improve feedback responses from schools.

RTC24/21 **Resolution**

That the Regional Transport Committee receives and considers the "Roadsafe update and 2020 expo feedback" staff report.

**Taylor/Price
CARRIED**

9. December 2021 Public Transport Update

Katie Nimon introduced this item. Discussions covered:

- An interactive "on buses" survey is being undertaken shortly. Possible / future users of the on-demand service will be identified and surveyed as well. Timaru's "MyWay" branding will be utilised for the trial
- Total mobility scheme will shortly be switching to the digital "Ridewise" solution, which is in common use across the country.

RTC25/21 **Resolution**

That the Regional Transport Committee receives and notes the “December 2021 public transport update” report.

Price/Williams
CARRIED

10. NZTA Central Region - Regional Relationships Director's December 2021 Report

Linda Stewart introduced this item and delivered a presentation. Discussions covered:

- Waka Kotahi is looking long term – current three year planning cycle is too short
- Waka Kotahi is heavily involved in the Government’s Emissions Reduction Plan (ERP) with 30 streams of new work in place. ERP aims for less vehicles / km travelled, more active transport, decarbonising heavy and public transport
- Regional transport committees will need to provide detailed plans in future to align with ERP which has an ‘avoid-shift-improve’ theme
- HB Regional Land Transport Plan – significant progress has been made already, including feasibility work for SH5 (Napier-Taupo) now being underway. Improvements to the Napier-Wairoa road will be discussed next year
- Speed limit decision for SH5 will be made in mid-December and implemented in February 2022
- Forestry industry use of the roading network is challenging.

RTC26/21 **Resolution**

That the Regional Transport Committee receives and notes the “NZTA central region – Regional Relationships Director’s December 2021 report”.

Williams/Kerr
CARRIED

11. Verbal updates by advisory representatives

Updates covered:

- Police – SH5 road safety campaign has been a success with less traffic notices being issued, less accidents and road deaths falling from eight last year to nil in the year to date
- Napier Port – Whakatu Inland Port project is on hold however continues to be discussed with the local community. Port infrastructure is being improved to cope with rising forestry log traffic
- Road Transport Assn – forestry roading is deteriorating. If SH5 speed limit is lowered to 80km/h, trucking traffic is likely to be noisier, less fuel efficient and more polluting.

RTC27/21 **Resolution**

That the Regional Transport Committee receives the “verbal updates by advisory representatives”

Williams/Kerr
CARRIED

12. Discussion of minor matters not on the agenda

Topic	Raised by
Bus routes & driver safety concerns. Api Robin read and tabled a letter (following) regarding bus routes and driver safety.	Api Robin
Waipatu Marae bus stop. The Committee was informed about the removal of bus stop outside Waipatu Marae.	Api Robin

Hawke's Bay Regional Council
HB Regional Transport Committee

3rd December 2021

HBRC Transport Manager
Katie Nimon

Tēnā koe

The following recommendations for 'route' changes have come from fellow GoBus drivers to help address numerous "health and safety" concerns.

The No11 Napier to Havelock Nth via Clive return, Havelock Nth to Napier via Clive return needs an extra 5 minutes added to current routes. It was difficult, before the recent 80km speed limit change along Awatoto beachfront to Farndon Rd, Clive, but today, it is absolutely impossible to keep to the current time schedule. The change will ease any stress that drivers may, unwittingly, feel.

The regular No21 from Hastings to Havelock Nth return needs to allow the arriving bus at Havelock Nth 'tower clock' to leave 5 minutes earlier so that bus can travel via Lipscombe Cres, Middle Rd back to 'town clock' then via Te Mata Rd to Arataki Rd and back to 'town clock' before returning to Hastings Eastbourne St.

This will allow sufficient time for commuters to make 'transfers' to No12 Buses travelling to Hospital, EIT and/or Napier and, once again, ease any stress that drivers, unwittingly, may feel. In return our drivers are cordially acknowledged by contented passengers who get to work safely on time.

The No17 Akina route, 3pm from Russell St, needs to leave 5 minutes earlier, especially, when students are back at school, so they can quickly and safely arrive at Hastings Eastbourne St and transfer, within the time constraint, to No16A Camberley bus without fear of being left behind and having to wait an unnecessary 60 minutes for the next No16A bus to arrive.

The heavy traffic build-up when schools close from 3pm causes delays and on a wet miserable winter's afternoon, some drivers, are subjected to abuse and/or intimidation when transfers are missed.

GoBus drivers are planning a Union meeting soon and will probably have other concerns.

Arohanui

Api Robin
Cultural Rep & GoBus (part-time) Driver
apirobin52@gmail.com

Api Robin closed the meeting with a karakia.

Closure:

There being no further business the Chair declared the meeting closed at 12.19pm on 3 December 2021.

Signed as a true and correct record.

DATE:

CHAIR:



Unconfirmed

MINUTES OF AN EXTRAORDINARY MEETING OF THE REGIONAL TRANSPORT COMMITTEE MEETING

Date:	Thursday 3 February 2022
Time:	3.00pm
Venue:	Council Chamber Hawke's Bay Regional Council 159 Dalton Street NAPIER
Present:	Cr M Williams – HBRC – Chair Cr C Lambert – HBRC – Deputy Chair Mayor C Little – WDC (<i>via Zoom from 3.11pm</i>) Mayor S Hazlehurst – HDC Mayor A Walker – CHBDC (<i>via Zoom</i>) Cr K Price – NCC L Stewart – Waka Kotahi NZTA (<i>via Zoom</i>)
Alternates	Cr T Kerr - HDC
In Attendance:	S Downs – Waka Kotahi NZTA (<i>via Zoom</i>)
Advisory members	A Robin – HBRC Māori Committee
In Attendance:	P Michaelsen – AA M Broderick – NZ Police N Ganivet – Port of Napier Ltd (<i>via Zoom</i>) I Emmerson – Road Transport Association
In Attendance:	K Brunton - HBRC Group Manager Policy & Regulation C Thew – HDC N Bickle – HDC Chief Executive J Palmer –HBRC Chief Executive (<i>via Zoom</i>) K Nimon – HBRC Transport Manager R Ashcroft – HBRC Communications Advisor R Partridge – Waka Kotahi NZTA (<i>via Zoom</i>) P Martin – Senior Governance Advisor K Goodspeed – Te Pohue and Districts Community spokesperson

1. Welcome/Karakia /Apologies/Notices

The Chair welcomed everyone and Api Robin opened the meeting with a karakia.

Resolution

RTC1/22 That the apology for absence from Councillor Kate Taylor (CHBDC) and for lateness from Councillor Charles Lambert be accepted.

**Hazlehurst/Price
CARRIED**

2. Conflict of Interest Declarations

The Chair moved a procedural motion to suspend *Standing Order 19.8 Non - Financial Conflicts of Interest* to allow full participation and robust discussion, debate and voting despite some members having a conflict of interest, particularly representatives of Waka Kotahi (made the Decision that is the subject of this meeting) and Hastings District Council (submitted to Waka Kotahi in opposition).

The motion was seconded by Councillor Keith Price.

Councillor Charles Lambert arrived at 3.02pm

Resolution

RTC2/22 That the Regional Transport Committee suspends *Standing Order 19.8 Non - Financial Conflicts of Interest* for the purpose of this 3 February 2022 Extraordinary RTC meeting to enable Waka Kotahi, Hastings District Council and any others present who made submissions to participate fully in the discussion and vote on any motions put.

**Williams/Price
CARRIED unanimously**

Councillor Charles Lambert arrived at 3.02pm

3. Confirmation of Minutes of the Regional Transport Committee Meeting held on 3 December 2021**RTC3/22 Resolution**

Minutes of the Regional Transport Committee meeting held on Friday, 3 December 2021, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

**Kerr/Price
CARRIED**

The Chair explained how he intended to conduct the meeting, starting with the Deputation.

Mayor Craig Little joined the meeting at 3.09pm

4. K Goodspeed Deputation on Behalf of the Te Pohue and Districts Community

Kiri Goodspeed spoke on behalf of the Te Pohue community, outlining the reasons for the community's opposition to the speed limit reduction, highlighting:

- A petition opposing the 17 December Waka Kotahi decision to reduce the speed limit is circulating and will now close 18 February 2022
- Unanimous agreement at a 15 January 2022 community meeting in Te Pohue mandated Kiri Goodspeed to advocate and make complaint against the decision on behalf of the community
- Social and economic impacts of the decision will affect all residents, first respondents to horrific accidents, who fear the speed reduction will increase the number of accidents due to driver frustration
- A 26 January 2021 poll of 2752 respondents conducted on Axel Alexander's State Highway 5 Issues Facebook page result was 96% opposed to the speed limit reduction
- Te Pohue community is calling for an injunction to halt the speed limit reduction
- Advocating for increased funding to overcome consistent underinvestment in SH5 road maintenance

- In 2020 there was a \$4 million dollar spend on safety signage and features at trouble spots
- Linda Stewart, Waka Kotahi Central Region - Regional Relationships Director, outlined the rationale for the Waka Kotahi decision and the process undertaken to arrive at it, highlighting:
- The purpose of the change is to save lives and prevent serious injuries; Waka Kotahi's number one concern is safety and did not consider, in making this decision, economic impacts other than the social costs of death and serious injury.
 - Combined with 'stay alive on SH5', road policing and road maintenance, the reduced speed limit will give travellers on the road the very best chance of arriving safely at their destination; safety is Waka Kotahi's number one priority; safety must be put before travel time.
 - Strategy for SH5 – working towards new 80km speed limit complemented by:
 - Short term 2021-24 RLTP – proposed \$24M safety improvements and SH5 corridor Programme Business Case (PBC) long term strategy (pending funding)
 - Medium term next 3 national Land Transport Plan periods – HB boundary to Taupō \$100M and Taupō to HB Boundary \$17M
 - Long term – outcomes of the PBC will inform the longer term for SH5
 - Speed is the major determinant of crash outcomes including fatalities and serious injuries. The Speed Assessment that Waka Kotahi used identified 80 km/hr as the safe and appropriate speed for SH5 – to reduce death and serious injury by 65%. A 90 km/hr speed limit would only reduce death and injury by 10%.
 - Government's Vision Zero and allied Road to Zero strategies have three aspects – infrastructure changes, speed limit reductions and increased enforcement
 - Need to change road behaviours starting with speed; interventions are not popular
 - 15 sections of SH5 covering approximately 80 km were assessed. A speed reduction was deemed appropriate for all sections
 - Consultation with Iwi was not well managed and Waka Kotahi could have done better, admittedly; Consultation is not a vote on the matter
 - Speed reduction to 80km/hr is permanent
 - A business case for the long term future of SH5 is being developed. Deferring / delaying a speed decision until it is completed would see more deaths on the highway
 - Recent 'Stay Alive on 5' campaign has resulted in no deaths on the highway over the past 12 months. Waka Kotahi acknowledges this but see enforcement (the campaign) as only one component of road safety.

5. Position on Waka Kotahi SH5 Speed Limit Decision

Craig Thew introduced the item which was taken as read. Queries and discussions covered:

- Legal advice sought by HBRC cannot be finalised until detailed information requested from Waka Kotahi has been provided
- Api Robin – HBRC Māori Committee advisory member. Taiwhenua across the region have previously supported Waka Kotahi reducing speed limits in the Hastings District. Representatives of Heretaunga, Wairoa and Te Whanganui a Orotū Taiwhenua, at the 2 February 2022 HBRC Māori Committee meeting, stated their opposition to the Waka Kotahi decision to reduce the SH5 speed limit and support for the community advocating against it.
- Ian Emmerson – Road Transport Association (RTA) advisory member. The RTA opposes the speed reduction as it anticipates that annual costs for its members will rise by more than \$6.8 million p.a. A 50 tonne truck journey on SH5 would take 5% longer northbound and 19% longer southbound. This would require 93 more man hours per day to shift the same freight volumes – an equivalent of 10 more drivers would be required.
- Matt Broderick – NZ Police advisory member. The Police support all efforts to reduce accidents on NZ roads and Police policy prioritises risk to life. The speed at which an accident happens determines the outcomes and level of injuries sustained.

- Paul Michaelson – AA advisory member. The AA submitted opposing the speed limit reduction and believe that only specific trouble spots should have been targeted. AA also considers that a lack of regular maintenance is an issue, with significantly less resurfacing being undertaken compared to 10 years ago. In 2020, 16% of state highways across HB did not meet national skid resistance standards. In 2021, HB ranked second lowest on this performance measure amongst the 23 zones in NZ.

Linda Stewart left the meeting at 4.32pm

- Nick Ganivet – Napier Port advisory member. The Port understands that road safety needs to be put first, and that there is a need to have adequate infrastructure. The reduced speed limit on SH5 will impact freight through the Port and requests that infrastructure improvements to the road be investigated as an alternative.
- Councillor Keith Price – Napier City Council representative. NCC supports the HDC position and submission.

Linda Stewart re-joined the meeting at 4.54pm

- SH5 is a strategic link for Hawke’s Bay and requires a Strategic Business Case
- HDC reiterated its submission – HDC believes Waka Kotahi continues to undervalue SH5 by carrying out a ‘desk top exercise’ to introduce a speed reduction, rather than undertaking a comprehensive analysis of all options to improve safety on the highway

The meeting adjourned at 5.04pm and reconvened at 5.11pm with Api Robin and Matt Broderick having left the meeting during the adjournment

- RTC Chair Martin Williams – Major roading projects underway in other regions, while SH5 just gets a speed limit reduction and some modest safety improvements. This seems particularly unfair as it also appears that the plan is to maintain safety on SH5 by keeping the 80km/ hr speed limit in place rather than looking at a wide range of strategies and plans of action.
- Linda Stewart – Waka Kotahi representative. Clarified that there is funding committed for SH5 safety improvements. Disappointed that regional leaders appear to be prioritising travel time and efficiency over lives being saved. Note that because the speed limit reduction decision has been gazetted it is not be possible to simply suspend or reverse it.

RTC4/22 Resolutions

That the Hawke’s Bay Regional Transport Committee:

1. Receives and considers the “*Position on Waka Kotahi SH5 Speed Limit Decision*” staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Council’s adopted Significance and Engagement Policy, and that the Committee 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.
3. Submits the following position statement to Waka Kotahi in relation to the decision to lower the speed limit for the 76 km stretch of State Highway 5 (SH5) between Eskdale and Rangitaiki from 100km/hr to 80km/hr effective 18 February 2022
 - 3.1. The Hawke’s Bay Regional Transport Committee (HBRTC) opposes the decision to reduce the speed limit on a permanent or long term basis, and:
 - 3.1.1. formally requests that Waka Kotahi presents the detailed technical report underlying its decision to lower the speed limit, including details of the process undertaken and criteria for analysis of submissions, to the HBRTC, as soon as possible {prior to 18 February 2022} and prior to the next scheduled HBRTC meeting on 11 March 2022
 - 3.1.2. formally requests that Waka Kotahi undertakes a review of its

- 17 December 2021 decision, including with reference to a 90km/hr option
- 3.2. The HBRTC advises that, should Waka Kotahi fail or refuse to undertake the review formally requested in 3.1.2 above, the HBRTC will pursue legal options to challenge the decision (and seek to have it set aside)
 - 3.3. The HBRTC formally requests that Waka Kotahi commits to a State Highway 5 Programme Business Case for road corridor improvements of sufficient scale, nature and extent to enable the current 100km/hr speed limit to be retained or reinstated for the 76 km stretch of SH5 between Eskdale and Rangitaiki, with that Programme Business Case (including funding) to be confirmed by 30 June 2022
 - 3.4. The HBRTC continues to support the safe system approach including the education and enforcement success of the ‘Stay Alive on 5’ programme.
 - 3.5. The HBRTC Chair will write to the Minister of Transport on the Committee’s behalf, recording the position of the Committee and the regional concern for an equitable level of investment in the critically important State Highway 5 corridor over the short, medium and longer term.
- Hazlehurst/Williams**
Stewart abstained
CARRIED

Paul Michaelsen left the meeting at 5.32pm

Councillor Charles Lambert offered a karakia to close the meeting.

There being no further business the Chairman declared the meeting closed at 5.42pm on Thursday, 3 February 2022.

Signed as a true and correct record.

DATE:

CHAIRMAN:



Unconfirmed

Minutes of a Meeting of the Regional Transport Committee

Date:	Friday 11 March 2022
Time:	10.02am
Venue:	Council Chamber Hawke's Bay Regional Council 159 Dalton Street NAPIER
Present:	Cr M Williams – HBRC – Chair Cr Charles Lambert – HBRC – Deputy Chair <i>(by zoom)</i> Mayor S Hazlehurst – HDC Mayor C Little – WDC <i>(by zoom)</i> Cr K Price – NCC <i>(by zoom)</i> L Stewart – Waka Kotahi NZTA Mayor A Walker – CHBDC <i>(by zoom)</i>
Alternates:	S Downs – Waka Kotahi NZTA <i>(by zoom)</i> Cr T Kerr – HDC Cr K Taylor – CHBDC <i>(by zoom)</i>
Advisory members in attendance:	A Robin – HBRC Māori Committee <i>(by zoom)</i> P Michaelsen – AA <i>(by zoom)</i> N Ganivet – Port of Napier <i>(by zoom)</i> I Emmerson – Road Transport Association <i>(by zoom)</i>
In Attendance:	K Brunton – HBRC Group Manager Policy & Regulation N Bickle – HDC Chief Executive K Nimon – HBRC Transport Manager P Martin – HBRC Senior Governance Advisor S McKinley – CHBDC <i>(by zoom)</i> A Manley – Port of Napier General Manager of Strategy and Innovation M Hardie – WDC <i>(by zoom)</i> J Pannu – HDC <i>(by zoom)</i> R Malley – NCC <i>(by zoom)</i>

1. Welcome/Karakia /Apologies/Notices

The Chair welcomed everyone and led an opening karakia.

2. Conflict of Interest Declarations

There were no conflicts of interest declared.

3. Confirmation of minutes of the extraordinary Regional Transport Committee meeting held on 3 February 2022**RTC5/22 Resolution**

Minutes of the extraordinary Regional Transport Committee meeting held on Thursday, 3 February 2022, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

**Hazlehurst/Walker
CARRIED**

4. Follow-ups from Previous Regional Transport Committee Meetings

Discussions covered:

- There has been no response to the extraordinary RTC meeting resolutions and subsequent correspondence from either Waka Kotahi (WK) or the Transport Minister. WK confirmed that further investments in SH5 are being carried out to complement the 80km/hr speed limit now in place. The programme business case (for SH5 long term solutions) is at the 'point of entry' phase. When completed, it will be considered for funding (budgeted at \$400k) at a scheduled meeting of the WK delegations committee in late March 2022. WK is now establishing a project steering committee to oversee the programme business case and invites the RTC or individual councils to be on this committee. The RTC Technical Advisory Group (TAG) will discuss the committee's terms of reference with WK.
- WK is also establishing a governance group to oversee all ongoing improvements for the life of SH5. RTC or individual councils are invited to participate in this group. RTC will seek advice from TAG regarding the appropriate representation on the steering committee in the first instance, then for the long term governance group.
- It was reiterated that all parties involved are looking to improve SH5 and need to work together for this purpose.
- Resubmission of the HB expressway multi-modal transport funding request will need to be undertaken through the next RLTP process. TAG is working with WK on that.

RTC6/22 Resolution

That the Regional Transport Committee receives and notes the "*Follow-ups from previous Regional Transport Committee meetings*".

**Hazlehurst/Walker
CARRIED**

5. Call for Minor Items not on the Agenda

No items were raised.

6. National Freight Strategy Verbal Presentation by Napier Port

Andrea Manley, Napier Port General Manager of Strategy and Innovation delivered a presentation. Highlights and comments included:

- Napier Port views transport as being a 'networked infrastructure' across road, rail and

ports rather than each being a separate transport mode. RTC has a similar outlook, and Port and RTC strategies look to be well aligned

- Napier Port has a good relationship with Horizons Regional Council transport committee through its involvement with a major food distribution hub being developed at Bunnythorpe and is looking for a similar relationship with this committee
- Eighty percent of Napier Port customers are within 100km of the port
- Napier Port is looking for a more customer cargo oriented approach and becoming a supply chain network rather than simply a port, particularly for potential customers across the lower and central north island regions
- There is considerable contestable cargo available in these regions. Napier port currently obtains 34% of this potential traffic, accounting for 10% of its freight volumes
- Napier Port is looking to increase volumes through growth from these regions and has an inland port at Longburn for this purpose
- Napier Port is adding a logistics service to optimise the use of containers in HB, having an advanced overview of all imports and exports across HB including how containers are transported
- Napier Port is now using 'b double trucks' to move empty containers two at a time to container storage sites; halving truck traffic by doing so
- Freight movement is now being discussed at a national level. There is an NZ freight and supply chain strategy in place, led by the Ministry of Transport, that aims to improve connectivity between freight modes and avoid waste across transport networks.
- *Schedule security* measures ocean freight supply chain performance, e.g. how often cargo in or out of a port is on time. Historically Napier Port has performed at 98% however currently this is at 15% due largely to Covid related issues
- Napier Port and the RTC can benefit from working closer together at both TAG and strategic levels.

RTC7/22

Resolution

That the Regional Transport Committee receives and notes the *National freight strategy verbal presentation by Napier Port*.

**Williams/Walker
CARRIED**

7.

Road Safety s17a Review Outcomes Report

Katie Nimon introduced the item, which was taken as read. Discussion highlighted:

- TAG will be more closely involved with road safety matters in future
- There will be a working relationship and connection from RTC through TAG to councils and communities. This will assist existing community safety projects.
- TAG will form a sub-committee with a 'whole of transport' approach with appropriate matters being referred to RTC for consideration. TAG will review its terms of reference.
- Road safety education will remain a part of the Road Safety programme.
- In future Waka Kotahi will have a much greater emphasis on engineering, education and enforcement matters; road safety is a combination of all three.

RTC8/22

Resolution

That the Regional Transport Committee:

1. Receives and considers the *Road Safety s17a Review Outcomes Report*
2. Agrees that the decisions to be made are not significant under the criteria contained in Hawke's Bay Regional Council's adopted Significance and Engagement Policy, and that the Committee can exercise its discretion and make decisions on this issue without conferring directly with the community.

3. Approves the preferred service delivery model of a fully collaborative regional approach to road safety including:
 - 3.1 Improved structure to drive an enhanced collaborative model across the region through the councils, Waka Kotahi, NZ Police and their partners working together to deliver better road safety outcomes through engineering, education and enforcement
 - 3.2 The road safety programme will be developed and monitored at a strategic regional level and then implemented locally at an operational level
 - 3.3 A strengthened Regional Transport Committee role will ensure effective governance and decision-making, giving clear direction and goals
 - 3.4 A focussed Road Safety Group will support a more effective programme across the region, coming together to identify priorities and set the annual programme and then to review the annual programme (midway through the year) against objectives and measures, and adjust it to suit current / emerging needs
 - 3.5 RoadSafe Hawke's Bay will provide a coordination and community engagement role in delivery of the programme with strategic support from the Regional Transport Committee and the councils.
 - 3.6 Progressing the recommended next steps in section eight of the MorrisonLow report.

Williams/Hazlehurst
CARRIED

8. On-demand Public Transport Update

Katie Nimon introduced the item, which was taken as read. Discussions highlighted:

- Hastings city was chosen as the trial site as it doesn't have a full service network
- the one-year Hastings project trial will commence in late May 2022 under the 'MyWay Hawke's Bay' banner, budgeted at \$1.7m
- Lessons learnt from the trial will be applied to a full public transport review.

RTC9/22 Resolution

That the Regional Transport Committee receives and notes the *On demand Public Transport Update* staff report.

Williams/Walker
CARRIED

9. March 2022 Public Transport Update

Katie Nimon introduced the item, which was taken as read. Discussions highlighted:

- GoBus reduced timetable and services are now likely to be in place until the end of May 2022.

RTC10/22 Resolution

That the Regional Transport Committee receives and notes the *March 2022 public transport update* report.

Williams/Hazlehurst
CARRIED

Mayor Craig Little left the meeting at 11.52am

10. Roadsafe update

Katie Nimon introduced the item, which was taken as read. Discussions highlighted:

- The road safety expo will now be a virtual event
- School involvement in drivers licencing can be successful, but across HB schools don't cater for young adults / over 25 year-olds driving without a full licence
- Nationwide Waka Kotahi Road to Zero advertising campaign is underway – TAG has detailed campaign information to avoid any possible local messaging double-ups.

RTC11/22

Resolution

That the Regional Transport Committee receives and considers the *Roadsafe update* staff report.

**Hazlehurst/Price
CARRIED**

The meeting adjourned at 12.04pm and reconvened at 12.08pm

11. Transport Manager's March 2022 report

Katie Nimon introduced the item, which was taken as read. Discussions highlighted:

- Ministry of Transport review of road user charges is underway. There is limited time to make a submission.
- A judicial review of the Waka Kotahi process for developing their recent National Land Transport Plan (NLTP) is commencing soon. Councils have until 14 March 2022 to join / support this review. The Committee's view is that this as a matter for individual councils to decide.

RTC12/22

Resolution

That the Regional Transport Committee receives and considers the *"Transport Manager's March 2022 report"*.

**Williams/Price
CARRIED**

12. Waka Kotahi Central Region - Regional Relationships Director's March 2022 report

Linda Stewart delivered a presentation. Discussions highlighted:

- Waka Kotahi's (WK) recent National Land Transport Plan (NLTP) includes a review of the budget for 2024-2027; seeking \$2b more for infrastructure costs in that period. Any additional funding approved would be a Crown loan.
- Regional Land Transport Plans (RLTP) will need to carefully set out how emission reductions will be prioritised in each region and will also need to identify/ classify roads for their specific current and future uses to assist when developing public, active and commercial transport options.
- A review of WK's speed management guide is underway. A speed limit register is being developed to record, update and share data to enable better speed limit decisions to be made across and between regions.
- In mid-2023, safety cameras (mobile, fixed and traffic light mounted) are being transferred from Police control to WK. Over time, camera numbers will rise. Councils will be involved in the camera site selection process.
- Vehicle safety ratings will now consider the impact that vehicles have on pedestrians and the environment, not just vehicle passengers.
- Road to Zero nationwide publicity campaign commenced recently
- HB road maintenance and sealing programmes are on track despite COVID
- The future of SH5 is critical for HB and WK is establishing a steering committee to oversee safety improvements, with RTC invited to join this committee
- The funding decision (\$400k) on the SH5 programme business case is scheduled for the end of March 2022 and expected to be finished in late 2022. If the final business case budget exceeds \$50m, approval will be sought from the WK board in March 2023.
- RTC has asked WK to consider all elements of the Government policy statement on

transport in the programme business case being prepared, including resilience, infrastructure and freight efficiency

- Safer corridor for SH5 is additional to the business case for SH5. Two safety oriented feasibility studies are underway, both due for completion in March 2022. One is for the HB ‘side’ of SH5 and the other for the Taupō end.
- SH5 safety work total budget is \$117m – \$100m on the HB side with \$24m being available immediately
- Any short term safety works will start in October 2022, with individual improvements having been prioritised by the steering committee by July 2022
- WK will be meeting with local MPs in April 2022 to discuss the feasibility studies and the planned short term safety improvements
- WK is planning community consultation for the safety improvements (\$24m spend starting October 2022) after the feasibility studies have been completed (end of March 2022). HDC is concerned that community consultation is not happening now whilst the feasibility studies are being completed. WK acknowledged this concern.
- A review / evaluation of the SH5 speed limit reduction will be undertaken in 12 months’ time. RTC has been invited to participate, including setting the review parameters.
- The quality and timeliness of road maintenance on state highways is under great pressure and WK is undertaking a review of road maintenance quality.
- The provision of a standard for, or a description of a ‘100km/hr highway’ would be helpful to assist community understanding of what these highways ‘look like’
- In 2023 WK will carry out technical assessments on two sections of SH2 and one section of SH50, spanning some 350km in total. These are speed assessments similar to the recent SH5 one. RTC doesn’t want the planned assessments to be carried out in a similar fashion to SH5. TAG will be involved from the early stages of all future speed reviews.

RTC13/22

Resolution

That the Regional Transport Committee receives and notes the *Waka Kotahi Central Region – Regional Relationships Director’s March 2022 report*.

**Williams/Hazlehurst
CARRIED**

13. Verbal Updates by Advisory Representatives

No updates were provided.

14. Discussion of minor matters not on the agenda

No items were raised for discussion.

The Chair, Councillor Martin Williams, led a closing karakia.

Closure:

There being no further business the Chair declared the meeting closed at 1.04pm on Friday, 11 March 2022.

Signed as a true and correct record.

DATE:

CHAIRMAN:

7.2 RESOLUTION MONITORING REPORT

File Number: COU1-1400
Author: Monique Davidson, Chief Executive
Authoriser: Monique Davidson, Chief Executive
Attachments: 1. Resolution Monitoring Report [↓](#)

PURPOSE

The purpose of this report is to present to 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 9 June 2022.

RECOMMENDATION

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



Council Resolution Monitoring Report April 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	<p>a) That Council adopt the Non-rateable Income Funding Strategic Framework.</p> <p>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.</p>	10/04/2019	Monique Davidson	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. 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 the recently reviewed Investment Policy, that didnt necessarily acheive the wider investment outcomes Council is seeking. A workshop with Council is planned for the coming weeks to define the scope of a wider investment strategy for Council.
7.2	Implementation of Dust Suppression Policy	<p>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</p> <p>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.</p>	23/05/2019	Josh Lloyd	<p>On Track - Council have completed the necessary pre-planning and prioritisation with KYLE Rd and Gibraltar Rd selected as the first two top priorities for sealing. Contractors have been issued with instruction to construct at first opportunity based on favourable weather.</p> <p>Alongside the additional rated income, Council are 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	On Track - Purchase of site completed. Detailed design and consenting expected to be completed in this financial year, for construction in mid to late 2022.

	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. 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	<p>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 is being routinely reported at Finance and Infrastructure Committee meetings</p>
	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	<p>On Track - This work is programmed as per timeframes requested and will come back to be considered by Council at Council meeting on the 6th April 2022.</p>
	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	<p>On Track - Update as above. No further action at this stage required, Council still progresses conversations in its advocacy position to encourage durable water security solutions for Central Hawke's Bay.</p>
	Motion (resolved) - Reserve Fund Replenishment	That Council requests the Chief Executive investigate options and lead a process as part of the Long Term Plan, for Council to consider an approach to the replenishment of key reserve funds and further, that this work considers external funding options.	13/02/2020	Monique Davidson	<p>On Track - No progressive work has progressed on this item, given the affordability constrains presented in the Long Term Plan 2021-2031 timeframe. While provision has been included in the budgets for the replenishment of the Adverse Events Fund, at this stage no further replenishment of the Ward funds has been considered. This work will be further reviewed during the development and review of Councils current Investment Policy, where options for Community Endowment and partnerships with existing foundations will be considered.</p>

	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"> • That Council provide a 3rd crate for recycling collection and extend services to Otane, Takapau, Ongaonga and Tikokino; and that Council includes a wheelie bin in the consultation options with community. • 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. • That the Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino close from Year 1 of the Long Term Plan 2021-2031; • 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; • Sa, to provide a regular rural recycling collection service at designated rural and coastal sites in partnership with existing local community organisations or groups; • That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems; • That Officers report back to Council on green and food waste collection options for Annual Plan 2022/2023. 	18/11/2020	Josh Lloyd	<p>On Track - The majority of service delivery changes have been rolled out and trial of Rural Recycling (RR) trailer completed.</p> <p>Through Annual Plan 2022/23 - officers proposed that the Drop off Centres (DOCs) remained open and that the RR Trailer would then be free to service our more remote communities. 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 now services Elsthorpe, Argyll, Omakere, Ashley Clinton/Makaretu (at Sherwood School) and Flemington on a fixed weekly schedule</p>
	Community Petition	<ol style="list-style-type: none"> 1. That the Council receives the petition. 2. That the Mayor responds to community member Dean Rangi as the instigator and submitter of the petition. 3. That Council strongly advocate on behalf of community and urge NZTA to improve safety through the Waipawa township. 4. That Council advocates via the Regional Land Transport Plan for inclusion of this road safety project. 	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>Council with Waka Kotahi input have submitted an application to the Streets for People fund in the hopes of getting funding to invest in infrastructure upgrades on SH2. A decision or direction from the fund is expected this week.</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>

7.3	Regional economic development review - section 17A review	<p>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.</p> <p>b) That Council receive the report titled Review of Local Government Investment in Business and Industry Support Across the Hawke's Bay Region.</p> <p>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.</p> <p>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.</p> <p>e) That Council support the opportunity to embed a partnership with Māori in the new Economic Development Delivery Platform.</p> <p>f) That this Council endorses the five Councils' commitment to keeping the Hawke's Bay Business Hub open.</p>	11/02/2021	Karina Campbell	<p>On Track.</p> <p>Establishment Board has been created - one representative from each of the tripartite - Council/Business/Iwi are on this Establishment Board. The purpose is to set up the Regional Economic Development Agency Board (REDA) and governance structure. Michael Bassett-Foss is the Transition Manager responsible for managing the creation of the entity and working alongside all stakeholders. The REDA Board (once established) is then responsible for recruiting the Chief Executive. The intention is that this will be in place from July 01 2022.</p>
7.5	Kairakau Water Upgrade - Project Update (Hardness)	<p>a) That Council approve to include water hardness into the treatment process - with an expected budget of \$140,000 for treatment equipment.</p> <p>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.</p> <p>c) That Council continues to investigate the longer term solutions for discharge of the by-product from the softening process.</p> <p>d) That Council increase the project budget from \$850,000 to \$990,000 using existing Long Term Plan 2021 - Year one set budgets.</p>	3/06/2021	Darren de Klerk	<p>Resolution A - complete, Resolution B underway, Resolution C not started</p> <p>19/1/22 > Contract awarded to Trility, design progressing, community meeting held 16th Jan 2022 and project underway for completion late 2022.</p>

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 Le	On Track - Items a and b of this resolution are complete, with resolution D, is substantially being included as part of the wider Thriving Places and Spaces for the Future work programme. Council have workshopped key issues and a meeting between The Central Hawke's Bay Community Trust governance and elected members is planned for the coming weeks.
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"> •the following areas of the Government's proposal that Council needs more information on: <ol style="list-style-type: none"> 1.Commercial arrangements between Entity C and existing suppliers, stakeholders or partners 2.The decision-making process for this reform programme and the current proposal/s 3.Service delivery and response challenges for the new entity and how it will meet customer needs 4.Financial implications of the proposals and modelling 5.Governance and ownership considerations 6.Pricing and charging mechanisms 7.Prioritisation of work (maintenance and capital works) under the new entity 8.Challenges and opportunities during any transition/change process 9.Support from Government for the proposed and preferred Hawke's Bay model •the following changes to the Government's proposal/process: <ol style="list-style-type: none"> 1.The establishment of a Hawke's Bay Regional model for the delivery of 3 waters services 2.That Central Hawke's Bay is guaranteed representation in any proposed governance structure of a newly established entity 3.That the reform process be clarified, and that community are formally and meaningfully engaged to provide feedback 4.That we demand Central Government to take a stronger lead and work 	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. The Governance and Accountability working group have recently released a set of recommendations, which Central Government are currently giving consideration to. Council are actively involved in a number of advocacy strategies.

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 -private water supply fund applications opened in December 2021 and we continue to engage with suppliers and will receive applications through to 30 Apr 2022. At 23/3/22 there have been communications with Rongomaraeroa Marae, Hautape Rd, Pukehou Marae, Watulapiti Marae, Tapairu & Mataweka Maraes. there has also been interest from Community Halls with Flemington putting in an application
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	Complete - Annual Plan included in agenda for adoption.
7.2	Proposed Amendment to the District Plan Hearings Panel Terms of Reference	That Council approve and adopt the amended District Plan Hearings Panel Terms of Reference.	10/02/2022	Doug Tate	Complete - The updated Terms of Reference have now been updated and recieved by the Panel.

7.3 FEES AND CHARGES 2022/2023

File Number: COU1-1400

Author: Brent Chamberlain, Chief Financial Officer

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Fees and Charges Schedule 2022-2023 [↓](#)

PURPOSE

The matter for consideration by Council is the adoption of the Fees and Charges for 2022/23.

RECOMMENDATION FOR CONSIDERATION

That following the recommendation from the Finance and Infrastructure Committee, and having considered the additional information raised in the report:

1. That the Council adopts the Fees and Charges for the financial year dated 2022/23 as set out in Attachment 1 updated to include retirement housing rental option XX.
2. That Council give notice pursuant to Section 103 of the Local Government Act 2002 of its intention to prescribe the fees payable for the period 1 July 2022 to 30 June 2023 in respect of certificates, authorities, approvals, consents, and services given or inspections made by the Council under the Local Government Act 2002, the Building Act 2004, the Building (Infringement Offences, Fees, and Forms) Regulations 2007, the Amusement Devices Regulations 1978, the Resource Management Act 1991, Health (Registration of Premises) Regulations 1966, Sale and Supply of Alcohol (Fees) Regulations 2013, the Gambling Act 2003, the Burial and Cremation Act 1964, and the Central Hawke's Bay District Council Bylaws as set out in the Fees and Charges Schedule 2022/23.

BACKGROUND

As part of the Annual Plan, Council has reviewed the Schedule of Fees and Charges as part of the Annual Plan consultation process.

The fees and charges noted in the schedule for 2022/23 relate to certificates, approvals, consents, and services given or inspections made by the Council under the Local Government Act 2002, the Building Act 2004, the Building (Infringement Offences, Fees, and Forms) Regulations 2007, the Amusement Devices Regulations 1978, the Resource Management Act 1991, Health (Registration of Premises) Regulations 1966, Sale and Supply of Alcohol (Fees) Regulations 2013, the Gambling Act 2003, the Burial and Cremation Act 1964, and the Central Hawke's Bay District Council Bylaws as set out in the Schedule of Fees and Charges 2022/23.

Council is required under Section 103 of the Local Government Act 2002, to give notice of its fees and charges payable for the period 1 July 2022 to 30 June 2023 as part of the Revenue and Financing Policy.

DISCUSSION

As part of the review of fees and charges, Officers have considered whether Revenue and Financing Policy is being met and therefore, whether a change in fees and charges was required.

For the majority of fees and charges, officers are recommending either no change or an inflationary adjustment to be made.

Where the activity is not recovering sufficient costs and isn't currently fully meeting the Revenue and Financing Policy, the fee increases being proposed exceed inflation. This is the case for Solid Waste where pricing has been influenced by the Emissions Trading Scheme and the price of Carbon Credit Units. Given that the obligations under the Emissions Trading Scheme are based on

a calendar year, rather than Councils financial year, the revised fees and charges relating to the solid waste activity need to come into place from the 6th April 2021 otherwise Council will not be collecting the correct Carbon Credit income to meet its expected carbon credit liability at the end of the year.

In addition, the National Waste Levy will increase from \$20 to \$30 per tonne in July. This will result in an increase in landfill gate fees which will be passed through to commercial users, and also necessitate an increase in fees and charges at the transfer station for refuse and the price of refuse bags. The pricing impact of these changes will be reported to a later Council meeting. Likewise, once the weighbridge is installed at the Waipukurau Transfer Station a move away from charging on vehicle type (load size), and to load weight will be required.

The Retirement Housing Rental increases signalled in the Long Term Plan cannot be actioned until September 2022 as this is 12 months from the previous increase, which was delayed by Central Governments nationwide rent freeze during the Covid-19 out break-plan in 2021.

Some of our Council's Fees and Charges are set by regulations or are influenced by Central Government policy. The charges in these areas are largely out of Council's hands and have seen some of the larger increases year on year.

These changes were circulated with the Finance and Infrastructure Committee on the 24th February 2022, where they resolved to recommend them to Council for adoption ahead of finalising the Annual Plan for 2022/23.

RETIREMENT HOUSING

Council has a Retirement Housing Policy that has 3 key objectives:

1. To house the most 'in need' independent living older CHB residents
2. To be Not-for-profit but sustainably self-funding including long term renewals and upgrades
3. To be a supportive property owner with consideration for the safety and wellbeing of its tenants.

The policy also has 4 financial management objectives:

1. The Retirement Housing units are maintained using good asset management practices and are fit for purpose
2. Rents are set at a level that is commensurate with the Revenue and Finance Policy and the activity is rates neutral
3. Rents are reviewed against market movements annually and will fall in a range of 75%-90% of market rates.
4. There is support for tenants to access the accommodation supplement

As mentioned earlier the Long Term Plan (following on from a S17a Review) signalled a series of rental increases to ensure the Councils retirement housing portfolio was financially sustainable and achieving the Revenue and Financing Policy requirement of being 100% self funding (in line with the above policy objectives). In a position of being financially sustainable, Council would then be in a position to consider future options for the portfolio when it was in a stronger position for the 2024 Long Term Plan and beyond. In recent years the historical reserves that had been built up for this purpose has been depleted as the rental units generated a loss.

The S17a Review recommended an average \$80 per week rental increase over a two year period. While not a driver, this would result in rentals achieving 77% of market rates by the end of year two of the Long Term Plan (2022/23).

The year 1 increase occurred on 4 October 2021 following the legislative rent freezes implemented as part of Central Governments COVID-19 relief packages and legislation tools, and now Council needs to affirm the proposed year 2 increase.

Upon Officers presenting the Year 2 increase to Council as its recent Finance and Infrastructure Meeting on 24 February 2022, Councillors were particularly cognisant of the financial environment

and constraints many are under at this time, particularly those on low and fixed incomes. Councillors requested options for their consideration which Officers have formed as part of this section of the report.

At the time of preparing the Long Term Plan, the proposed increases should allow Council to generate an operating surplus to be applied to future capital upgrades/new builds of \$41,652 in year 2, and \$75,000 from year 3 onwards.

At the recent Finance and Infrastructure Committee meeting, Councillors asked what were the alternatives to original Long Term Plan option.

Option 1 – The Status quo (the adopted LTP option)

In this option Council achieves the \$80 average increase in rents over two years as it resolved in the 2021 -2031 Long Term Plan to achieve a step change in renewals and upgrades and begin to rebuild that activities financial reserves.

This option would see the lowest increase over the two years being \$73 and the highest increase over two years \$86. This would mean a weekly rent of \$204 for the 39 of the 48 tenanted units; an increase of \$38 a week. For most tenants this works out to approximately 77% market rent. This option is the only option that falls within the Retirement Housing Policy adopted by Council in late 2021, where rents are in a range of 75-90% of market rent.

The increases would see the activity achieve a surplus at the end of Year 2 of the Long Term Plan (2022/23) of \$41,000.

However due to further cost escalations, and the rent review now being scheduled for late September rather than 1 July, the Annual Plan is only forecasting a surplus of \$1,300 under this option.

Location	Type	Tenant Number	2021/22 Fees	Proposed 2022/23 Fees	Increase 2022/23	Increase over two years
Kingston Place and Ruahine Place	Single	28	\$172	\$204	\$32	\$80
	Single HP*	11	\$172	\$204	\$32	\$67
	Couple	4	\$187	\$219	\$32	\$80
	Couple HP*	1	\$187	\$219	\$32	\$67
Wellington Road	Single	4	\$192	\$219	\$27	\$80
	Single HP*	0	\$192	\$219	\$27	\$67
	Couple	0	\$207	\$234	\$27	\$85
	Couple HP*	0	\$207	\$234	\$27	\$72

* Note - Council provides heating units to all tenants now, and all tenants are now on the same rate, but historical differences are shown in the 2 year increase column

** Note – There are 6 tenants of the 39 whose increase will be \$67 as they are still on an old rate (had been in residence for less than 12 months at the last rent review date)

Option 2 – Split the Year 2 increase over two years.

This option seeks to split the Year two increase over two years. It is likely that the Year 2 increase will need to be greater, with inflation and cost escalations likely to further drive the costs of the activity up now that it is split.

This would be an increase of \$16 for 44 of Councils 48 tenants and an increase of \$13.50 per week for four tenants. This would lift Council Retirement Flat rents to 71.5% of market rents, which is inconsistent with its Retirement Housing Policy that states rents are to be between 75% and 90% of market rates.

An option considered by Councillors was increasing rents by the average rates increase across the district. The average increase from this option is 8%, near the 6.8% average increase forecast for the districts rating needs in the 2022/23 year.

This option would see a loss of income in the 2022/23 year of around \$32,000, and tip the annual plan into a deficit position requiring a further draw on the reserve of \$30,700.

Fundamentally, this option does however support the unique financial environment residents face.

Location	Type	Tenant Number	2021/22 Fees	Proposed 2022/23 Fees	Increase 2022/23 2023/34*	Increase over two years*
Kingston Place and Ruahine Place	single	28	\$172.00	\$188.00	\$16.00	\$64.00
	single HP	11	\$172.00	\$188.00	\$16.00	\$51.00
	couple	4	\$187.00	\$203.00	\$16.00	\$64.00
	couple HP	1	\$187.00	\$203.00	\$16.00	\$51.00
Wellington Road	single	4	\$192.00	\$205.50	\$13.50	\$66.50
	single HP	0	\$192.00	\$205.50	\$13.50	\$53.50
	couple	0	\$207.00	\$220.50	\$13.50	\$71.50
	couple HP	0	\$207.00	\$220.50	\$13.50	\$58.50

*Increases in Year 3 (2023/24) will likely be greater to factor in inflation and cost escalation.

Option 3: Delay the increases until the 2023/24 Year

This option sees increases delayed until 1 July 2023 with the 2021/22 fees being retained. Any new tenants would be charged the new rents proposed in Option 1.

This would leave Council Retirement Flat rents at 66% of market rents, which is inconsistent with its Retirement Housing Policy that states rents are to be between 75% and 90% of market rates.

This would see a loss of revenue for the nine month period of the 2022/23 year of \$64,000. This would see the activity run at a loss of approximately \$62,700 for the annual plan, being funded from the historical activities reserves.

Tenants could still expect notable increases above that proposed in the current 2022/23 year, recognising the further increases to adjust for inflation and cost escalation would still need to be applied.

Summary of options

The table outlines the financial options and implications for tenants and the activity.

Option	Loss in Revenue	Surplus/(Deficit) achieved	Increase for 44 of the 48 tenants	Notes
Option 1- The Status quo (Adopted LTP option adjusted for rental delays and cost escalations)	\$0	1,300	\$32	
Option 2 – Split the Year 2 increase over two years.	\$32,000	(\$30,700)	\$16	Year 3 increases would be greater than \$16 with cost escalation and inflation increases.
Option 3 - Delay the increases until the 2023/24 Year	\$64,000	(\$62,700)	\$0	Year 3 increases would be greater than \$16 with cost escalation and inflation

				increases.
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RISK ASSESSMENT AND MITIGATION

Officers have been mindful to, where possible, keep increases to inflation.

However, Officers have also tried to ensure that Council's Revenue and Financing Policy has been adhered to ensuring that the charges for activities follow the benefit and beneficiary of the activity, rather than falling on the general ratepayer.

Officers have also been mindful of the various pieces of legislation governing the various Council activities, to ensure that Council is in adherence with these pieces of legislation with these proposed changes.

FOUR WELLBEINGS

Fees and Charges have been set with the affordability of the end-user and local economy in mind, while at the same time ensuring that the charges for activities follow the benefit and beneficiary of the activity, rather than falling on the general ratepayer.

Some of the fees and charges (such as those in the solid waste area) have been influenced by Central Government Policies, where New Zealand is a participant in the Paris Climate Agreement and has agreement to reduce its carbon dioxide emissions. This is being done through a Carbon Emissions Trading Scheme where polluters are being encouraged to reduce emissions through price.

DELEGATIONS OR AUTHORITY

Council has the ability to set its fees and charges under the Local Government Act 2002, the Building Act 2004, the Building (Infringement Offences, Fees, and Forms) Regulations 2007, the Amusement Devices Regulations 1978, the Resource Management Act 1991, Health (Registration of Premises) Regulations 1966, Sale and Supply of Alcohol (Fees) Regulations 2013, the Gambling Act 2003, the Burial and Cremation Act 1964, and the Central Hawke's Bay District Council Bylaws.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as significant because it has a material impact on the Council's abilities to deliver the services included in the Long Term Plan.

OPTIONS ANALYSIS

Council has three options.

Option 1 is to approve the Fees and Charges for the financial year dated 2022/23 as set out in Attachment 1, with the retirement housing option number XX being included (current schedule attached includes option 1).

Option 2 is to retain the current fee structure.

Option 3 is to ask for more work to be done on the proposed fees and charges structure, and for this to come back to a future Council meeting for adoption.

	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
	Adopt Proposed Fees and Charges as set out in Attachment 1 amended to include retirement housing option XX.	Retain Current Fee Structure.	Request Rework on Proposed Fees and Charges.
Financial and Operational Implications	This option ensures that Council is able to meet the budgets within the Annual Plan.	This option will see Council under recover costs in some areas, and is likely to result in an overall deficit at year end.	This option ensures that Council is able to meet the budgets within the Annual Plan, but will require additional officer time.
Long Term Plan and Annual Plan Implications	This is consistent with the Annual Plan 2022/23.	This is unlikely to meet the Annual Plan 2022/23.	This is consistent with the Annual Plan 2022/23.
Promotion or Achievement of Community Outcomes	This aligns with the Council’s Community Outcomes.	This aligns with the Council’s Community Outcomes.	This aligns with the Council’s Community Outcomes.
Statutory Requirements	Council is required to adopt the Fees and Charges prior to charging the fees based on the legislative requirements that the Fees and Charges are set under.	Council is required to adopt the Fees and Charges prior to charging the fees based on the legislative requirements that the Fees and Charges are set under.	Council is required to adopt the Fees and Charges prior to charging the fees based on the legislative requirements that the Fees and Charges are set under.
Consistency with Policies and Plans	This aligns with the Council’s Community Outcomes and Central Government’s Policies.	This could cause breaches of Council’s Revenue and Financing Policy, and won’t be consistent with Central Government’s messaging.	This aligns with the Council’s Community Outcomes and Central Government’s Policies.

Recommended Option

This report recommends Option 1 to adopt the proposed Fees and Charges as set out in Attachment 1 adjusted to include retirement housing option XX for addressing the matter.

NEXT STEPS

Following the approval of the Schedule for Fees and Charges, from the 1st July 2022, the Fees and Charges will be updated on all forms and on the website.

RECOMMENDATION

That following the recommendation from the Finance and Infrastructure Committee, and having considered the additional information raised in the report:

- 1. That the Council adopts the Fees and Charges for the financial year dated 2022/23 as set out in Attachment 1 updated to include retirement housing rental option XX.**
- 2. That Council give notice pursuant to Section 103 of the Local Government Act 2002 of its intention to prescribe the fees payable for the period 1 July 2022 to 30 June 2023 in respect of certificates, authorities, approvals, consents, and services given or inspections made by the Council under the Local Government Act 2002, the Building Act 2004, the Building (Infringement Offences, Fees, and Forms) Regulations 2007, the Amusement Devices Regulations 1978, the Resource Management Act 1991, Health (Registration of Premises) Regulations 1966, Sale and Supply of Alcohol (Fees) Regulations 2013, the Gambling Act 2003, the Burial and Cremation Act 1964, and the Central Hawke's Bay District Council Bylaws as set out in the Fees and Charges Schedule 2022/23.**

Administration

1 July 2022 to 30 June 2023

Administration Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Council Chamber	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Non-Council organisations and clubs using the Council Chamber will be charged \$30.00 per hour with a minimum charge of \$60.00. This includes the use of the kitchen and crockery.		
Minimum Charge	\$60.00	\$60.00
Hourly Charge	\$30.00	\$30.00

Photocopying	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Note: there is no discount if the customer supplies their own paper		
A4 Single Sided per sheet	\$0.20	\$0.20
A4 Double Sided per sheet	\$0.40	\$0.40
A4 Colour Single Sided	\$1.50	\$1.50
A3 Single Sided per sheet	\$0.40	\$0.40
A3 Double Sided per sheet	\$0.80	\$0.80
A3 Colour Single Sided	\$3.00	\$3.00
A1 and A2 Scanning to USB drives only (Council Office Only)	\$10.00	\$10.00

Laminating	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
A4 size	\$2.00	\$2.00

Laminating	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
A3 size	\$4.00	\$4.00

Animal Control

1 July 2022 to 30 June 2023

Animal Control Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Dog Registration	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Proportionate fees apply for dog registration from 1st August for all dogs legally required to be registered from that date and pups that turn 3 months of age after that date.		
Town Dogs	\$108.00	Delete
Town Dogs on or before 1 August		\$110.00
Town Dogs after 1 August		\$165.00
Responsible Dog Owner	\$71.50	Delete
Responsible Dog Owner on or before 1 August		\$73.00
Responsible Dog Owner after 1 August		\$109.50
Rural Dogs	\$51.00	Delete
Rural Dogs on or before 1 August		\$52.00
Rural Dogs after 1 August		\$78.00
Working Dogs (As per Dog Control Act 1996)	\$51.00	Delete
Working Dogs (as per Dog Control Act 1996) on or before 1 August		\$52.00
Working Dogs (as per Dog Control Act 1996) after 1 August		\$78.00
Responsible Dog Owner Property Inspection for first time Application	\$50.00	\$50.00
Transfer of Selected Owner Policy (Responsible Dog Owner) or more than two dogs permit from another district	\$25.00	\$25.00

Dog Registration	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Gold Card Dog Owner (Early Bird Discount does not apply and not available after 1st August 2021)	\$45.00	\$50.00
Dangerous/Menacing Dog	150% of the applicable registration category	150% of the applicable registration category
Penalty for payment received after 1 August	50% of standard registration fee	50% of standard registration fee
Dog Impounding		
First impounding	\$75.00	\$75.00
Second impounding	\$90.00	\$90.00
Third impounding	\$130.00	\$130.00
Daily charge	\$16.00	\$16.00
After hours opening fee	\$50.00	\$50.00
Costs associated with, but not limited to, vet treatment, supplementary feeding or whelping		Actual Cost
Housing dog at other facilities (if required) - veterinary clinics, boarding kennels		Actual Cost
Other Charges		
Microchipping	\$25.00	\$25.00
Replacement tags	\$5.00	\$12.00
Collars - Large	\$10.00	\$10.00
Collars - Small	\$10.00	\$10.00
Rehoming fee	\$230.00	\$230.00
Application to keep more than two dogs	\$50.00	\$50.00

Dog Registration	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Voluntary Handover (surrender dog)	\$40.00	\$40.00
Seizure fee	\$80.00	\$100.00
Officer time	\$80.00	\$120.00
Ranging Charges		
Note: Pursuant to the Impounding Act 1955		
Staff attendance at incidents of stock on roads including State Highways (per hour)	\$250.00	\$250.00
Travel costs (per km)	\$1.00	\$1.10
Minimum charge	\$100.00	\$100.00

Impounding fees for stock (excluding dogs)	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Trespass rates shall be additional and as described in the Regulation to the Impounding Amendment Act 1980.		
Impounding for every animal per day	\$20.00	\$20.00
Sustenance for every animal per day	\$16.00	\$16.00
Notice to owner by post or delivery	\$15.00	\$15.00
Notice to owner by advertisement[s]	At cost	Actual Cost
Transport to Pound [By transport operators or other]	At cost	Actual Cost
Transport to Pound [By Council]	At cost	Actual Cost
Transport to Pound [By droving]	At cost	Actual Cost
Minimum charge for any impounding	\$200.00	\$200.00

Impounding fees for stock (excluding dogs)	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Minimum Charge for second and subsequent impounding of stock from same owner - additional fee.	\$250.00	\$250.00

Bylaws and Compliance	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Attendance at bylaw breaches	\$200.00	\$200.00
Travel Costs (per km)	\$1.10	\$1.10
Minimum Charge	\$200.00	\$200.00

Building

1 July 2022 to 30 June 2023

Building Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Building Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: The actual fee payable includes the cost of time taken to process each application, project information memorandum, building consent or compliance schedule and the cost of the inspections required.		
Note: Extra charges may be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.		
Note: Levies payable to the Ministry of Business, Innovation and Employment (payable on all applications where work is valued over \$20,444 including GST)		
Note: Levies payable to BRANZ (payable on all applications where work is valued over \$20,000 including GST)		
Note: Pursuant to Building Research Association Legislation, materials, labour and plant costs must be included in the total value of building work for the calculation of levies.		
Note: The accreditation fee is to cover continuing Central Government accreditation costs relating to the Building Act 2004.		
Note: All building consent, building consent amendment, code compliance certificate, certificate of acceptance and certificate for public use fees are charged on an actual and reasonable cost recovery basis as per the fees and charges below. Fees are payable prior to the grant/issue of the applicable consent/certificate.		
Consent Fees		
Solid Fuel Burner - Free Standing (including accreditation fee) plus travel fees	\$275.00	\$275.00
Solid Fuel Burner - In Built (including accreditation fee) plus travel fees	\$375.00	\$375.00
Marquee Consent / Inspection Fee	\$185.00	\$185.00
Note: Plus actual and reasonable costs for above		

Building Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Minor plumbing and drainage works including new connections, replacement septic tanks and effluent fields, demolition work and swimming pool fences	Actual and reasonable costs	Actual and reasonable costs
Note: Plus actual and reasonable costs for above		
Additions and alterations or similar building works up to value of \$50,000	Actual and reasonable costs	Actual and reasonable costs
Dwellings, commercial/industrial buildings and building alterations, repiling and in ground pools	Actual and reasonable costs	Actual and reasonable costs
Pole Barn / Garage / Carport / Conservatory under \$20,000	Actual and reasonable costs	Actual and reasonable costs
Amendment to building consent	Actual and reasonable costs	Actual and reasonable costs
Administrative Charges		
Administration Fee - under \$20,000	\$295.00	\$295.00
Administration Fee - over \$20,000	\$550.00	\$550.00
Administration Fee - over \$100,000 and commercial buildings	\$750.00	\$750.00
Issue of Compliance Schedule	\$275.00	\$275.00
Compliance Schedules update and reissue	\$215.00	\$215.00
Non Consented Compliance Schedules / Warrant of Fitness check (per specified system) hourly rate	\$175.00	\$180.00
Building Warrant of Fitness Audit Fee (per hour)	\$140.00	\$180.00
Inspection Fee - Zone 1	\$215.00	\$220.00
Inspection Fee - Zone 2	\$225.00	\$230.00
Inspection Fee - Zone 3	\$245.00	\$250.00

Building Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Inspection Fee - Zone 4	\$275.00	\$280.00
Inspection Fee - Outside Zone 4	\$315.00	\$320.00
Re-Inspection Fee	As per zone fee	As per zone fee
Inspections for which no other fee has been paid (mileage will be charged for inspections outside the district) - eg effluent system subdivision inspections	\$300.00	\$300.00
BRANZ and MBIE Levy	Actual cost	Actual cost
Section 72 administration (Building subject to natural hazards)	Actual and reasonable costs	Actual and reasonable costs
Section 75 administration and Certification (Building across 2 or more allotments)	Actual and reasonable costs	Actual and reasonable costs
Central Government Accreditation Recovery Fee - under \$20,000	\$45.00	\$45.00
Central Government Accreditation Recovery Fee - under \$100,000	\$75.00	\$75.00
Central Government Accreditation Recovery Fee - over \$100,000	\$130.00	\$130.00
Central Government Accreditation Recovery Fee - Commercial	\$195.00	\$195.00
Hourly Charge Out Rate Administration	\$140.00	\$140.00
Hourly Charge Out/Processing Rate - Building Consent Officer/Monitoring and Compliance	\$175.00	\$180.00
Hourly Charge Out Rate - Plan check of building consent	\$175.00	\$180.00
Hourly Charge Out Rate - Pre-lodge of building consent	\$175.00	\$180.00

Building Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Hourly Charge Out/Processing Rate - Building Control Team Lead	\$195.00	\$195.00
Online portal submission fee	Actual cost - to be set by provider	Delete
GoGet Administration Portal Fee - all consents		\$45.00
GoGet Administration Fee - all consents	\$50.00	\$105.00
Travel Costs (per km)	\$1.10	\$1.10
Peer review of engineering reports	Actual and reasonable costs	Actual and reasonable costs
Property File Request	\$35.00	\$35.00
GIS Map Information		
A4	\$10.00	\$10.00
A3	\$14.00	\$14.00
A2	\$25.00	\$25.00
A1	\$30.00	\$30.00
Every Day Map Requests (With Photograph)		
Note: A request that involves less than 15 minutes to produce		
A4	\$20.00	\$20.00
A3	\$28.00	\$28.00
A2	\$50.00	\$50.00
A1	\$60.00	\$60.00
Special Map Request Charges		

Building Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Note: Specialised maps are those which require new layers to be added, minor analysis work and/or specialised printing techniques. In addition to the printing charges outlines above, there is a charge based on actual time taken plus any disbursements.		
Hourly charge out rate	\$165.00	\$165.00
Minimum charge for specialist maps	\$80.00	\$80.00
Information Memoranda		
Note: About LIMs - Urgent Lim Applications are no longer available		
Property Information Memoranda	\$370.00	\$370.00
Land Information Memoranda - ten (10) working days (Residential Property)	\$350.00	\$350.00
Land Information Memoranda (Commercial)	\$625.00	\$625.00
Certificate of Title	\$35.00	\$35.00
Miscellaneous Consents		
Certificate of Public Use	\$350 deposit Plus actual and reasonable costs	\$350 deposit Plus actual and reasonable costs
Certificate of Acceptance	\$500 deposit Plus actual and reasonable costs	\$500 deposit Plus actual and reasonable costs
Applications for Change of use of a building	\$500 deposit Plus actual and reasonable costs	\$500 deposit Plus actual and reasonable costs
Swimming Pool Fences		
Compliance Inspection for existing fence (deposit)	\$200.00	\$220.00

Cemeteries and Crematoria

1 July 2022 to 30 June 2023

Cemeteries and Crematoria Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Cemeteries and Crematoria	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
<p>Note: Fees include 'burial plot fees' plus 'internment fees' and potentially 'other cemetery fees' The sale of reserve plots is restricted to one and then only in conjunction with the burial of a member of the same family. (With each application a standard form is filled out so that an accurate record of the reserve plot is kept. A copy of this form is also forwarded to the local Funeral Director) Those persons who have reserved plots on behalf of another person or for family members cannot reserve a further plot until the original reserved plots are used. Pursuant to section 10 (4) of the Burial and Cremation Act 1964 the exclusive right of burial will lapse after sixty (60) years. All plots not used after 60 years will be offered for re-sale following deliberate effort to trace the purchaser or descendants thereof. The cost of general grounds maintenance in the cemetery including mowing plots in the lawn cemetery areas is carried out by Council and paid for in the Burial Plot Fee. However, maintenance of headstones, fences, concrete-work, etc on any plot is the responsibility of the deceased's descendants and relatives.</p>		
Burial Plot Fees		
Adult	\$850.00	\$850.00
Children under 13	No Charge	No Charge
Baby -Waipukurau Cemetery Memorial only	No Charge	No Charge
RSA Burial Plot	No Charge	No Charge
Ashes Plot Fees		
Lawn Ashes	\$275.00	\$345.00
Ashes Garden Plot	\$350.00	\$420.00
Ashes Family Garden Area (8 plots - where available)	\$2,500.00	\$3,000.00
Ashes Family Garden Area (10 plots- where available)	\$3,000.00	\$3,780.00
RSA Ashes Plots	No Charge	No Charge

Cemeteries and Crematoria	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Interment Fees		
Standard	\$900.00	\$900.00
Children under 13 and Babies	No Charge	No Charge
Ashes Interment	\$250.00	\$180.00
Afterhours Burial Interment fees - This fee will apply to burial interments that begin after 1.00pm Saturday and 4.00pm on weekdays. There are no burial interments on Sundays or Public Holidays. This fee is additional to the interment fee.	\$750.00	\$750.00
Afterhours Ashes Interment Fees - This fee will apply to burial interments that begin after 1.00pm Saturday or anytime Sunday or public holidays and 4.00pm on weekdays. This fee is additional to the interment fee.	\$500.00	\$500.00
Other Cemetery Fees		
Memorial Plaque on Wall - Takapau Cemetery	\$100.00	\$100.00
Monumental Permit Fee - A monumental permit is required for all new headstones and plaques, including ash garden plaques within the cemetery. It also applies to major monumental works.	\$50.00	\$50.00
The Transfer of Burial Rights	\$50.00	\$50.00
Double Depth (more than one burial where ground permits). This fee is additional to the interment fee	\$250.00	\$250.00
Breaking Concrete	Actual Costs	Actual Costs
Disinterment	Actual Costs	Actual Costs
District-wide Reservations (maximum of one adjoining plot at the time of interment)	200% of the current plot fee	200% of the current plot fee

Cemeteries and Crematoria	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Manual Records Search Fee - per entry (per hour) plus actual costs	\$150.00	\$150.00

Land Transport Group

1 July 2022 to 30 June 2023

Land Transport Group Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Land Transport Group	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Vehicle Crossings		
Note: Vehicle crossings must be installed by a contractor approved by the Council. Council must approve the design and location of crossing prior to installation. Full cost must be paid by the applicant.		
Note: The applicant shall supply to the Council an estimate of the cost of the vehicle crossing along with a bond of 150% of the estimate prior to approval to construct being granted by the Council. The estimate must be not more than 30 days old and must be provided by a Contractor acceptable to Council.		
Note: Bond is refundable.		
Note: The vehicle crossing must be constructed within 12 months of being granted the approval to proceed or the Council will construct the crossing using the bond.		
Note: Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.		
Administration Fee payable at time of Vehicle Crossing application	\$210.00	\$225.00
Bond Administration Fee	\$60.00	\$70.00
Temporary Road Closure		
Application	\$415.00	\$425.00
Road Inspection Staff (per inspection)	\$275.00	\$285.00
Travel Costs (per km)	\$1.10	1.10

Land Transport Group	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Licence to Occupy - Road Reserve		
Note: Pursuant to section 150 of the Local Government Act 2002.		
Application Fee	No Charge	Delete
Annual Licence Fee (up to one acre (4000m	No Charge	Delete
Annual Licence Fee (larger than one acre (4000m	No Charge	Delete
Livestock Crossing Permit		
Application	\$210.00	\$225.00
Road Stopping		
Application	\$2,500.00	\$2600.00
Plans and Consents		
Generic Traffic Management Plan (annual fee)	\$1,650.00	\$1800.00
Individual Traffic Management Plan	\$155.00	\$175.00
Corridor Access Request with Traffic Management Plan (4 months)	\$410.00	\$425.00
Corridor Access Request with Traffic Management Plan (12 months)	\$1,250.00	\$1300.00
Corridor Access Request	\$310.00	\$325.00
Generic Overweight Permit	\$260.00	\$275.00
Individual Overweight Permit	\$155.00	\$175.00

Library Services

1 July 2022 to 30 June 2023

Library Services Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Library Charges	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: All residents of Central Hawke's Bay have free membership.		
Standard Free Fiction Issue	Free	Free
Rental Book - Category A (4 weeks)	\$1.00	\$1.00
Rental Book - Category B (4 weeks)	\$0.90	\$0.90
Rental Book - Category C (4 weeks)	\$0.80	Free
Rental Book - Category D (4 weeks)	Free	Free
Rental Book - Category E (4 weeks)	Free	Free
Note: Rental Book Automatic Renewal Fee - Where item not returned within issue period		
Rental Book Renewal Fee - Category A (4 weeks)	\$1.00	\$1.00
Rental Book Renewal Fee - Category B (4 weeks)	\$0.90	\$0.90
Rental Book Renewal Fee - Category C (4 weeks)	\$0.80	Free
Rental Book Renewal Fee - Category D (4 weeks)	Free	Free
Rental Book Renewal Fee - Category E (4 weeks)	Free	Free
Magazines	\$1.00	\$1.00
Magazines - Teens and Students	Free	Free
Magazines - Older	Free	Free
Holds - up to 1 week	Free	Free

Library Charges	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Library Request books from libraries with reciprocal agreement	\$10.00	\$10.00
Library Request books from other libraries	\$25.00	\$25.00
Books for Sale	Library Services Manager Discretion	Library Services Manager Discretion
Lost books (Adults Content)	Replacement item cost plus \$5.50 processing fees	Replacement item cost plus \$5.50 processing fees
Lost books (Children's Content)	Replacement item cost only	Replacement item cost only
Printing - A4 Single Sided per sheet	\$0.20	\$0.20
A4 Double Sided per sheet	\$0.40	\$0.40
A4 Colour Single Sided	\$1.50	\$1.50
A3 Single Sided per sheet	\$0.40	\$0.40
A3 Double Sided per sheet	\$0.80	\$0.80
A3 Colour Single Sided	\$3.00	\$3.00
Scanning for first page	Free	Free
Scanning for extra pages	Free	Free
Aotearoa Peoples Network Kaharoa printing - per page (black and white)	\$0.20	\$0.20
Aotearoa Peoples Network Kaharoa printing - per page (colour)	\$0.50	\$0.50
3D Printing charged per gram	\$0.11	\$0.11
A4 size - Laminating	\$3.00	\$3.00

Library Charges	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
A3 size - Laminating	\$4.00	\$4.00
DVDs Set - 3 week issue	\$7.00	\$7.00
DVDs Restricted - 3 week issue	\$7.00	\$7.00
DVDs Category A - 1 week issue	\$5.00	\$5.00
DVDs Category B - 1 week issue	\$4.50	\$4.50
DVDs Category C - 1 week issue	Free	Free
DVDs Restricted - 1 week issue	\$5.00	\$5.00
School DVD's - 1 week all categories	Free	Free
Note: DVD Automatic Renewal Fee - Where item not returned within issue period		
DVDs Set - 3 week issue	\$7.00	\$7.00
DVDs Restricted - 3 week issue	\$7.00	\$7.00
DVDs Category A - 1 week issue	\$5.00	\$5.00
DVDs Category B - 1 week issue	\$4.50	\$4.50
DVDs Category C - 1 week issue	Free	Free
DVDs Restricted - 1 week issue	\$5.00	\$5.00
School DVDs - 1 week all categories	Free	Free
Waipawa Meeting Room rental - commercial (day)	\$50.00	\$50.00
Waipawa Library Meeting Room - Not for Profit	Free	Free
Waipawa Library Meeting room -Regular Meetings	Managers discretion	Managers discretion
Te Huinga Wai: Not for Profit/Schools: Up to 15 people		2hours - \$15 ½ day \$30

Library Charges	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
		Full day \$50
Te Huinga Wai: Not for Profit/Schools: 15+ people		2hours - \$30 ½ day \$40 Full day \$60
Te Huinga Wai: Corporate, Commercial Up to 15 people		2hours - \$30 ½ day \$60 Full day \$80
Te Huinga Wai: Corporate, Commercial 15+ people		2hours - \$40 ½ day \$80 Full day \$120
Replacement Library Cards	\$2.50	\$2.50
Book Covering	\$4.00	\$4.00
Bond for temporary membership	\$20.00	\$20.00
Book Bags	\$2.00	\$2.00
Road Code Bond	\$10.00	\$10.00
Aotearoa Peoples Network Kaharoa Internet Access	Free	Free

Licences

1 July 2022 to 30 June 2023

Licences Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Registration of Premises	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Annual Registration of Premises		
Food premises / Food control plans	\$410.00	\$420.00
Verification Fee - Hourly Rate	\$155.00	\$165.00
Prepacked food only/low risk	\$210.00	\$220.00
Re-inspection for failure to comply / failure of CAR hourly rate	\$155.00	\$165.00
Offensive Trades: Operating under Schedule 3 of Health Act 1956	\$205.00	\$200.00
Hairdressers Registration	\$160.00	\$170.00
Cake Makers Registration	\$100.00	\$100.00
Camping Grounds	\$210.00	\$230.00
Funeral Directors	\$210.00	\$210.00
Animal Sale Yards	\$210.00	\$210.00
Transfer of Registration	\$110.00	\$110.00
Registration of event on public / open space (Small)	\$75.00	Delete
Registration of event on public / open space (Medium/Large)	\$160.00	Delete
Registration of event on public / open space		\$75.00

Registration of Premises	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Street tables and chairs	\$210.00	\$210.00
Food Control Plan Registration	\$210.00	\$210.00
Food Control Plan Renewal	\$110.00	\$110.00
National Programme Registration	\$110.00	\$110.00
National Programme Renewal	\$75.00	\$75.00
Other Applications		
Sale of Liquor Certificate (Building)	\$75.00	\$75.00
Compliance and Monitoring		
Complaint driven investigation resulting in issue of improvement notice by food safety officer	\$150.00	\$150.00
Application for review of issue of improvement notice	\$150.00	\$150.00
Monitoring of food safety and suitability, i.e. at an event	\$150.00	\$150.00

Liquor	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Fees set by Regulation under Sale and Supply of Alcohol Act		
Other Applications		
Managers Certificate Application	\$316.25	\$316.25
Temporary Authority / Temporary Licence	\$296.70	\$296.70
Permanent Club Charters annual fee	\$632.50	\$632.50
Extract from registrar	\$57.50	\$57.50

Liquor	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Sale of Liquor Certificate (Building)	\$75.00	\$75.00
District Licensing Committee Costs	Actual Costs	Actual Costs
Liquor Licensing Officer (per Hour)		\$170.00
Application Fees		
Very low risk application	\$368.00	\$368.00
Low risk application	\$609.50	\$609.50
Medium risk application	\$816.50	\$816.50
High risk application	\$1,023.50	\$1,023.50
Very high risk application	\$1,207.50	\$1,207.50
Annual Fees		
Very low risk application	\$161.00	\$161.00
Low risk application	\$391.00	\$391.00
Medium risk application	\$632.50	\$632.50
High risk application	\$1,035.00	\$1,035.00
Very high risk application	\$1,437.50	\$1,437.50
Special Licence Applications		
Class 1 - 1 large event, more than 3 medium events or more than 12 small events	\$575.00	\$575.00
Class 2 - 1 to 3 medium events or 3 to 12 small events	\$207.00	\$207.00
Class 3 - 1 to 2 small events	\$63.75	\$63.75

Hawkers, Pedlars, Itinerant Traders, Markets and Street Stalls	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Trading Licence (Public Places)		
Trading in Public Places Annual Fee		\$75.00
Hawker/Itinerant Trader	\$50.00	\$50.00
Lease/Rent of private land or buildings	\$200.00	\$200.00
Markets - Event Organisers - seasonal	\$75.00	\$80.00
Markets - Food Stall Holder - seasonal	\$25.00	\$30.00
Street Stalls, Raffle Days, Street Collections - Non Commercial	No permit fee is required	No permit fee is required

Vehicle Stands	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Licences For Vehicle Stands On Streets (Omnibus and Taxicabs)		
Annual Rental	\$200.00	\$200.00
Application	\$115.00	\$115.00

Amusement Devices and Shooting Galleries	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: The Permit Fee for Amusement Devices is in addition to any Ground Rental etc that may be required.		
Amusement Devices Permit Fees		

Amusement Devices and Shooting Galleries	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
For one device, for the first 7 days of proposed operation or part thereof	\$11.50	\$11.50
For each additional device operated by the same owner, for the first 7 days or part thereof	\$2.30	\$2.30
For each device for each further period of 7 days or part thereof	\$1.15	\$1.15
Annual Fixed Amusement Facility	\$115.00	\$115.00

Class 4 Gaming Licensing	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Pursuant to the Gambling Act 2003.		
Application Fee	\$250.00	\$250.00
License Inspection Fee	\$150.00	\$150.00

Skateboard and Bicycle Confiscation	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Return of confiscated skateboards and bicycles	\$50.00	\$50.00

Advertising Signs	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Hoardings and Signs		
Application and Permit	As per resource consent fees	As per resource consent fees
Annual Licence Fees (per m ² or part thereof per month)	\$2.00	\$2.00

Noise Complaints

1 July 2022 to 30 June 2023

Noise Complaints Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Noise Complaints	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
<p>Note: Pursuant to Section 36(1) and 36(3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the below charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.</p>		
Noise Complaints		
Seizure charge for noise emission equipment	\$200.00	\$200.00
Abatement Notice Fee	\$60.00	\$60.00

Parking Fees

1 July 2022 to 30 June 2023

Parking Fees Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Parking Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Note: Fixed by the Land Transport Act (Schedule B, Part 1 - Offences parking wardens may enforce)		
Not more than 30 minutes but less than an hour	\$12.00	\$12.00
More than 30 minutes, but less than 1 hour	\$15.00	\$15.00
More than 1 hour, but less than 2 hours	\$21.00	\$21.00
More than 2 hours, but less than 4 hours	\$30.00	\$30.00
More than 4 hours, but less than 6 hours	\$42.00	\$42.00
More than 6 hours	\$57.00	\$57.00
Unlawfully on disability carpark	\$150.00	\$150.00
Parking on or within 6 metres of an intersection	\$60.00	\$60.00
Parking on or near a pedestrian crossing	\$60.00	\$60.00
Parking on broken yellow lines	\$60.00	\$60.00
Double Parking	\$60.00	\$60.00
Inconsiderate Parking	\$60.00	\$60.00
Parking on a clearway	\$60.00	\$60.00
Parking on a bus-only lane	\$60.00	\$60.00
All other parking offences	\$40.00	\$40.00

Towage Fees	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
The towage fees as set out in the Transport (Tow Fees) Notice 2004 are:		
Where the vehicle gross weight does not exceed 3500kgs - Between hours of 0700 and 1800 Monday to Friday (other than Public Holiday)	\$53.67	\$53.67
Where the vehicle gross weight does not exceed 3500kgs - Between hours of 0700 and 1800 Monday to Friday any other time	\$71.56	\$71.56
Where the vehicle gross weight exceeds 3500kgs - Between hours of 0700 and 1800 Monday to Friday (other than public holidays)	\$132.89	\$132.89
Where the vehicle gross weight exceeds 3500kgs - Between hours of 0700 and 1800 Monday to Friday any other time	\$204.44	\$204.44

Recreation and Community Facilities Group

1 July 2022 to 30 June 2023

Recreation and Community Facilities Group Fees and Charges approved for 1 July 2022 to 30 June 2023.

Manager may adjust fees to fit an hourly rate and booking fee.

All fees and charges are inclusive of GST (except as noted *).

Parks and Reserves	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Russell Park		
Changing Rooms (per season)	\$250.00	\$250.00
Junior Fields (all - per season)	No Charge	No Charge
Senior Fields (all - per season)	\$250.00	\$250.00
Districtwide Parks		
Casual hire - field/area (per day) major codes (additional games, tournaments etc), social clubs, service clubs, schools	\$65.00	\$80.00
Overnight groups (excluding children or youth groups)		\$160.00
Key Bond	\$100.00	\$100.00
Commerical Event Bond (eg circus)	\$1,000.00	\$1,000.00
Special Opening or Closing of Gate	\$75.00	\$75.00
Rubbish Bin Supply and Removal per bin	\$12.00	\$12.00
Other Service required including reline marking, cleaning, rubbish removal - actual cost per hour including vehicle	\$60.00	\$60
Wedding Ceremonies	No Charge	No Charge

Parks and Reserves	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Pourerere Beach Freedom Camping		
For permits issued for a one week period between the 20th December and 6th February each summer. At all other times no fee applies.		
Note: Booking Administration Fee	\$35.00	\$35.00

Central Hawke's Bay Municipal Theatre	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Notes: See terms and conditions for inclusions to room hire		
*See below unless pre-agreed rate		
*The Places and Open Spaces Manager has the discretion to establish new fees and charges for events, catering and other beverages as required.		
Stephenson Transport Auditorium (Large Venue)*		
Full Community Organisations/Fundraisers/Schools per hour: Everything (but kitchen- which we operate at those events))	\$150.00	\$150.00
Standard Community Organisations/Fundraisers/Schools per hour (Auditorium stage & either dress circle or backstage)	\$125.00	\$125.00
Basic Community Organisations/Fundraisers/Schools per hour (Auditorium & Stage)	\$100.00	\$100.00
Floor Only Community Organisations/Fundraisers/Schools per hour	\$80.00	\$80.00
Full Community Organisations/Fundraisers/Schools Full Day	\$900.00	\$900.00

Central Hawke's Bay Municipal Theatre	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Full Community Organisations/Fundraisers/Schools Full Day	\$800.00	\$800.00
Basic Community Organisations/Fundraisers/Schools Full Day	\$700.00	\$700.00
Floor Only Community Organisations/Fundraisers/Schools Full Day	\$600.00	\$600.00
Full Corporate Organisations/Private Events per hour	\$225.00	\$225.00
Standard Corporate Organisations/Private Events per hour	\$200.00	\$200.00
Basic Corporate Organisations/Private Events per hour	\$175.00	\$175.00
Floor Only Corporate Organisations/Private Events per hour	\$150.00	\$150.00
Full Corporate Organisations/Private Events Full Day	\$1,500.00	\$1,500.00
Standard Corporate Organisations/Private Events Full Day	\$1,400.00	\$1,400.00
Basic Corporate Organisations/Private Events Full Day	\$1,200.00	\$1,200.00
Floor Only Corporate Organisations/Private Events Full Day	\$1,000.00	\$1,000.00
Gwen Malden Chambers (Smaller Venue)		

Central Hawke's Bay Municipal Theatre	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Full Community Organisations/Fundraisers/Schools per hour (includes kitchen & stage)	\$60.00	\$60.00
Standard Community Organisations/Fundraisers/Schools per hour (floor & stage)	\$40.00	\$40.00
Full Community Organisations/Fundraisers/Schools Full Day	\$300.00	\$300.00
Standard Community Organisations/Fundraisers/Schools Full Day	\$250.00	\$250.00
Full Corporate Organisations/Private Events per hour	\$100.00	\$100.00
Standard Corporate Organisations/Private Events per hour	\$85.00	\$85.00
Full Corporate Organisations/Private Events Full Day	\$800.00	\$800.00
Standard Corporate Organisations/Private Events Full Day	\$700.00	\$700.00
Pack-In/Pack-Out		
Pack-In/Pack-Out Half-Day	\$125.00	\$125.00
Pack-In/Pack-Out Full-Day	\$250.00	\$250.00
Backstage Change Rooms (ideal for weddings) per hire	\$30.00	\$30.00

Central Hawke's Bay Municipal Theatre	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Kitchen Hire		
Corporate Organisations/Private Events kitchen only per hour	\$25.00	\$25.00
Items below if hired externally may come at a higher cost		
Cutlery & Crockery Hire		
Champagne Flutes	\$0.60	\$0.60
Wine Glasses	\$0.60	\$0.60
Carafes	\$4.00	\$4.00
Cutlery (Knife/Fork/Spoon)	\$1.50	\$1.50
Side Plates	\$0.70	\$0.70
Dinner Plates	\$0.70	\$0.70
Bowls	\$0.70	\$0.70
Serving platters (assortment) from	\$1.20	\$1.20
Equipment Hire		
Screen & Projector	\$150.00	\$150.00
Round Tables (1.5m diameter)	\$23.00	\$23.00
Trestle Tables	\$18.00	\$18.00
Round Table Cloths (floor length)	\$20.00	\$20.00
Trestle Table Cloths	\$12.00	\$12.00

Central Hawke's Bay Municipal Theatre	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Decorative Hire		
Arch	\$60.00	\$60.00
Red carpet runner	\$60.00	\$60.00
Ivy wall	\$350.00	\$350.00
Food & Beverage – price list available on request		

Retirement Housing	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Residential Rents are GST exempt supplies and therefore do not include GST		
Note: These fees will be effective from late September 2022, being not less than 12 months from the previous increase. Retirement housing rentals have been included in the Fees and Charges Schedule purely for review and information purposes. They do not form part of the Special Order procedures. New tenancies that occur during the year may be negotiated at rentals which exceed the below Rentals and are reviewed annually. Residential Rents are GST exempt supplies and therefore do not include GST		
Wellington Road Waipukurau (per week)		
Single Occupancy	\$192.00	\$219.00
Married Occupancy	\$202.00	\$234.00
Kingston Place Waipawa or Ruahine Place Waipukurau (per week)		
Single Occupancy	\$172.00	\$204.00
Married Occupancy	\$187.00	\$219.00

Resource Management

1 July 2022 to 30 June 2023

Resource Management Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Resource Management	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
<p>Note: Pursuant to Section 36, 36(1) and 36(3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the below charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.</p>		
<p>Note: Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.</p>		
Land Use and Subdivision Consents		
Notified Applications (deposit)	\$5000 plus actual and reasonable costs	\$5000 plus actual and reasonable costs*
Non Notified Applications (deposit)	\$0.00	\$0.00
Deemed Permitted Boundary Activity (s87AAB)	\$250.00	\$260.00
Variation of Conditions of Consents (s127)	Actual and reasonable costs	Actual and reasonable costs*
Extension of Time application (s125)	Actual and reasonable costs	Actual and reasonable costs*
Subdivision Consents 1-8 Lots	Actual and reasonable costs	Actual and reasonable costs*
Subdivision Consents more than 8 Lots	Actual and reasonable costs	Actual and reasonable costs*
Subdivision Compliance Fee (section 223 and/or 224 and Deamalgamation Certification s241 (3) Resource Management Act 1991) (1-7 lots)	\$650.00	\$650.00
Subdivision Compliance Fee (section 223 and/or 221 Resource Management Act 1991) - more than 8 lots	\$1,500.00	\$1,500.00

Resource Management	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Engineering check for section 224	Actual and reasonable costs	Actual and reasonable costs*
ROW application (S348 LGA)	Actual and reasonable costs	Actual and reasonable costs*
Property file creation (payable at 223/224 application)	\$75 per new lot	\$80 per new lot
Designations and heritage orders (New and alterations)		
Certificate of Compliance (s139)(Deposit)	Actual and reasonable costs	Actual and reasonable costs*
Notice of Requirement		
Outline Plan of Works (s176A)	Actual and reasonable costs	Actual and reasonable costs*
Consent Notices and miscellaneous subdivision documents (ie: Deamalgamation Certification s241(3), Cancellation of Easement s243(e), Certificate Confirming Allotments s226(e)(ii).	\$250.00	\$250.00
Monitoring and Compliance		
Monitoring fee (per hour)	Actual and reasonable costs	Actual and reasonable costs*
Engineering Plan Approval	Actual and reasonable costs	Actual and reasonable costs*
Chargeout rates Per Hour		
Administration	\$140.00	\$140.00
Planner	\$170.00	\$175.00
Senior Planner, 3 Waters and Land Transport	\$180.00	\$185.00
Manager, Team Leader	\$195.00	\$195.00

Resource Management	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Engineers	Actual and reasonable costs	Actual and reasonable costs*
Technical Report Peer Review	Actual and reasonable costs	Actual and reasonable costs*
Administrative Charges		
Bond Administration Fee	\$175.00	\$200.00
Supply of documents	Photocopying Costs	Photocopying Costs
District Plan Charges		
Private District Plan Change (Deposit)	\$15,000.00	\$15,000.00
Designations and heritage orders (New and alterations) (Deposit)	\$1,500.00	\$1,500.00
District Plan (including Planning Maps) Electronic	\$50.00	\$50.00
District Plan (including Planning Maps) Hardcopy	Actual and reasonable costs	Actual and reasonable costs
Inspection Fee - Zone 1	\$215.00	\$215.00
Inspection Fee - Zone 2	\$225.00	\$225.00
Inspection Fee - Zone 3	\$245.00	\$245.00
Inspection Fee - Zone 4	\$275.00	\$275.00
Inspection Fee - Outside Zone 4	\$315.00	\$315.00
Travel Costs (per km)	\$1.10	\$1.10
Sale of Liquor Certificate (RMA)	\$140.00	\$140.00
Objection of RMA decisions (Section 357) (Deposit)	\$1000 lodgement fee plus actual and reasonable charges	\$1000 lodgement fee plus actual and reasonable charges*

- Includes 10% administration fee if applicable

Development Contributions	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Districtwide	\$1,621.50	\$1,621.50
Waipukurau	\$28,522.30	\$28,522.30
Waipawa	\$28,522.30	\$28,522.30
Otane	\$28,522.30	\$28,522.30
Takapau	\$8,676.75	\$8,676.75
Porangahau	\$23,259.90	\$23,259.90

Solid Waste Group

1 July 2022 to 30 June 2023

Solid Waste Group Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Refuse and Greenwaste	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: The following conditions apply to all trade refuse users of the landfill and transfer stations:		
Note: The disposal of Special wastes (as defined in the landfill management plan) at the landfill requires the Waste Generator to complete the "Special Waste Questionnaire" and "Waste Profile Declaration". Special waste will be only accepted after Council's approval of the application.		
Note: Hazardous waste, Prohibitive waste and Trade waste (as defined in Council's Solid Waste Bylaw) will not be accepted at Council facilities.		
Note: Council will invoice commercial users at appropriate intervals. The assessment of volumes of refuse for charging will be based on the volume of refuse in the vehicle, not the compacted volume in the landfill. Council's assessment of volumes will be final.		
Note: Unless agreed with Council NO truckloads of trade refuse or loads of clean fill greater than 0.2m. Such loads may be accepted at the landfill and will be charged for separately at the landfill charge.		
Note: Unless agreed with Council or the landfill operator no after hour access is allowed to the landfill or transfer stations. No keys to the landfill or transfer stations will be issued.		
Note: Special/Difficult Refuse is waste that is bulky, lightweight or requiring immediate burying due to containing offensive odour, or is easily windblown, attractive to vermin, has health implications, contains asbestos, or as required by the Council or landfill operator.		
Note: *Based on \$30 Waste Levy (excluding GST) and Carbon Credits (GST exempt). These prices are subject to change during the year based on third party pricing. Please note: Carbon Credit increase from January 1, 2022 the price is \$73.17		

Landfill	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023

Landfill	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Minimum Charge (0.75 of a tonne) - plus Waste Levy + Carbon Credits	\$118.16	\$120.75
Standard Refuse (per tonne) plus Waste Levy + Carbon Credits	\$157.55	\$161.00
Special/Difficult Refuse (per tonne)	Actual Costs of disposal (Min standard refuse rate charge)	Actual Costs of disposal (Min standard refuse rate charge)
Landfill Keg Tag Bond	\$20.00	\$20.00
Landfill Admin Fee for Manual Dockets	\$50.00	\$50.00
Asbestos (per tonne)	\$315.00	\$390.00
Expanded polystyrene (EPS) / Poly Panel		\$1550.00

Transfer Station - Refuse	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Car	\$18.00	\$22.50
Van or Ute with a contained load being either a wheelie bin/drum/small wool sack/ up to 2 bags	\$18.00	\$22.50
Utilities and Vans	\$33.00	\$41.25
Trailers up to 2m long	\$33.00	\$41.25
Trailers over 2m long, up to 4m	\$49.00	\$61.25
Trailers over 4m long	\$65.00	\$81.25
Flat Deck Truck	Landfill or pre agreed measured m ³ rate	Landfill or pre agreed measured m ³ rate

Transfer Station - Refuse	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Other Truck	Landfill or pre agreed measured m ³ rate	Landfill or pre agreed measured m ³ rate
Per cubic metre (compacted)	\$101.00	\$126.25
Per cubic metre (not compacted)	\$48.00	\$60.00
Weighed load at Transfer Station (Incl. weigh fee). Fee + per tonne fee	\$40.00	\$50.00
Vehicle and Trailer	Charged for both individually	Charged for both individually
Mixed loads	Charged at refuse rate	Charged at refuse rate
Car Bodies (not accepted)	CHBDC's scrap metal partner	CHBDC's scrap metal partner
Concrete/Bricks (per cubic metre)	\$80.00	\$100.00
Wood (per cubic metre)	\$80.00	\$100.00
Gas Bottles/Canisters	New	\$5.00
Bicycles	New	\$5.00

Steel	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Metal and Steel only accepted at Waipukurau Transfer Station		
Minimum Charge	\$20.00	\$20.00
Utilities and Trailers up to 2.0m	\$45.00	\$45.00
Trailers over 2.0m	\$60.00	\$60.00

Electronic	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Television (Old)	\$40.00	\$40.00
Television (flat screen)	\$25.00	\$25.00
Monitor (old)	\$20.00	\$20.00
Monitor (new flat screen)	\$14.00	\$14.00
Printer/Scanner (small)	\$18.00	\$18.00
Printer/Scanner (large)	\$50.00	\$50.00
Laptops and Tablets	\$6.00	\$6.00
Photocopier Small/Medium	\$50.00	\$50.00
Photocopier Large	\$70.00	\$70.00
Small Appliances/Drills/Alarm Clocks/Cameras	\$7.00	\$7.00
Heaters/Fans	\$7.00	\$7.00
Vacuums	\$12.00	\$12.00
Microwaves	\$12.00	\$12.00
DVD/VCR players	\$10.00	\$10.00
Stereo Systems and Gaming Consoles	\$7.00	\$7.00
Stereo Speakers per unit	\$4.00	\$4.00
Washing Machines/Dryers/Dishwashers	\$29.00	\$29.00
Fridges/Freezers	\$45.00	\$45.00
Stoves	\$29.00	\$29.00
Keyboards and Docking Stations	\$4.00	\$4.00

Electronic	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Electric Bike Batteries/UPS	\$30.00	\$30.00
General Furniture and Whiteware	\$29.00	\$29.00

Paint	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Paint (up to 4 litre can)	\$2.00	\$2.00
Paint (over 4 litre can)	\$4.00	\$4.00

Transfer Station - Greenwaste	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Car	\$13.00	\$14.00
Wheelie bin/ drum/ small wool sack / up to 2 bags	\$13.00	\$14.00
Utilities and Vans	\$25.00	\$26.00
Trailers up to 2.0m long	\$25.00	\$26.00
Trailers over 2m long, up to 4m	\$35.00	\$36.00
Trailers over 4m long	\$45.00	\$46.00
Flat Deck Truck	Measured m ³ rate	Measured m ³ rate
Other Truck	Measured m ³ rate	Measured m ³ rate
Per cubic metre	\$35.00	\$36.00

Tyre Disposal	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Car	\$10.00	\$10.00
Motorcycle	\$10.00	\$10.00
4x4	\$15.00	\$15.00
Truck	\$20.00	\$20.00
Tractor	\$50.00	\$50.00
Tyres on rims	2x individual tyre charge	2x individual tyre charge

Refuse bags / Recycling bin Charges	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Refuse Bag - 35 litre	\$1.90	\$2.40
Refuse Bag - 60 litre	\$2.30	\$2.90
Refuse Bag 35 litre (Box of 500)	\$850.00	\$1,065
Refuse Bag 60 litre (Box of 500)	\$1,000.00	\$1,250
Recycling Bin	\$25.00	\$25.00

Unauthorised dumping	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Council may prosecute persons caught dumping rubbish unlawfully.		
Staff time for investigating and clearing per hour	\$150.00	\$150.00
Travel Costs (per km)	\$1.10	\$1.10
Minimum Charge	\$200.00	\$200.00

Storm Water Group

1 July 2022 to 30 June 2023

Storm Water Group Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Storm Water	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
New Connections		
Note: Storm water connections must be installed by a contractor approved by the Council for installation of storm water connections. Connections at the applicant's expense.		
Note: Connections to a Council piped stormwater system will incur an installation Administration fee		
Application fee	\$135.00	\$135.00
Inspection fee	\$135.00	\$135.00
Installation Administration fee	\$200.00	\$200.00
Existing Connections		
Note: Work and repair to existing connections to Council's storm water drain, kerb and channel, or open drain. All physical work associated with repair at applicant's expense.		
Inspection fee	\$132.00	\$132.00

Wastewater (Sewerage) Group**1 July 2022 to 30 June 2023**

Wastewater (Sewerage) Group Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Sewerage	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
New Connections		
Note: Sewerage connections must be installed by a contractor approved by the Council for the installation of sewerage connections. Connections at the applicant's expense.		
Note: Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.		
Application fee	\$135.00	\$135.00
Installation Administration fee	\$200.00	\$200.00
Inspection fee	\$135.00	\$135.00
New Connections	Contractors cost	Contractors cost
Disconnections and Reconnections	Contractors cost	Contractors cost
Reconnection following Council imposed disconnection	Contractors cost	Contractors cost
Existing Connections		
Note: Work and repair to existing connections to Council sewer main. All physical work associated with repair at applicant's expense.		
Inspection fee	\$132.00	\$132.00

Discharge of Trade Waste	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Note: Charges for the discharge of Trade Waste and conditions thereof are recovered under the Central Hawke's Bay District Council Trade Waste Bylaw 2018 and the draft Trade Waste Bylaw 2021. The following charges are provided for in Schedule C.		
A1 Connection Fee	\$344.00	\$344.00
A2 Compliance Monitoring	\$135.00	\$135.00
A3 Disconnection Fee	\$344.00	\$344.00
A4 Discharge Registration Fee	\$270.00	\$270.00
A5 Discharge Registration Fee	\$135.00	\$135.00
A6 Reinspection Fee	\$135.00	\$135.00
Administration Charges		
Tankered Waste Annual Administration Charge	\$270.00	\$270.00
Conditional Annual Administration Charge	\$405.00	\$405.00
B Trade Waste Charges		
B1 Volume	\$0.26	\$0.27
B2 Inert Suspended Solids	\$1.89	\$1.95
B3 Organic Suspended Solids	\$0.26	\$0.27
B4 Biochemical Oxygen Demand	\$1.97	\$2.03
B5 Total Nitrogen	\$2.95	\$3.04
B6 Total Phosphorus	\$9.77	\$10.06
B13 Capital		
B17 Volume capex (Vc)	\$0.79	\$1.58
B18 Biochemical Oxygen Demand capex (BODc)	\$2.18	\$3.45

Discharge of Trade Waste	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
B19 Total Nitrogen capex (TNC)	\$9.56	\$4.91
B20 Total Phosphorus capex (TPc)	\$48.13	\$72.69
B21 Inert Suspended Solids capex (ISSc)	\$0.00	\$0.01
B22 Organic Suspended Solids capex (OSSc)	\$0.00	\$0.04

Tankered Waste	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Tankered Waste Charges		
Tankered Wastes (\$/L)	\$0.02	\$0.02
<p>Note: Wastewater Capital Contributions Recovery For the 2022/23 financial year Council will apply a differential of 0.37 to the Wastewater Capital Contributions Recovery Charges (Fees B17-B20) For further information and detail please read the Revenue and Financing Policy or refer to the trade waste calculator on our website.</p>		

Water Services Group

1 July 2022 to 30 June 2023

Water Services Group Fees and Charges approved for 1 July 2022 to 30 June 2023.

All fees and charges are inclusive of GST (except as noted *).

Water Supply	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Charges for Water		
Note: Extraordinary users may be charged by private arrangement with Council.		
Note: Quarterly water billing will apply for metered water users.		
Note: Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.		
Tankered water (taken from standpipes) per m ³	3.85	3.90
Water to metered properties per m ³	2.65	2.75
Common Charges		
Note: Water Connections from the Council main, to and including the toby and/or meter manifold must be installed by a contractor approved by Council for the installation of water connections, at the applicant's expense.		
Application fee	\$135.00	\$135.00
Inspection fee	\$135.00	\$135.00
Installation Administration fee	\$200.00	\$200.00
Debt Recovery - hourly rate	\$135.00	\$135.00
Restrictor Fee (Plus actual costs)	\$135 plus actual costs	\$135 plus actual costs
Installation of testable Backflow Preventer	Contractors Cost	Contractors Cost
Maintenance and Annual Testing Fee	Contractors Cost	Contractors Cost

Water Supply	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Disconnections and Reconnections	\$720.00	\$720.00
Reconnection following Council imposed disconnection	\$380.00	\$380.00
New Connections	Contractors Cost	Contractors Cost

Other Water Services Charges	Fee (incl GST) 2021/2022	Fee (incl GST) 2022/2023
Water Service locates at / hour rate	\$135.00	\$135.00
Waste water service locate / hour	\$300.00	\$300.00
Meter testing	\$270.00	\$270.00
Operational assistance / hour. Minimum charge 1 hour	\$50.00	\$50.00
Technical services / hour	\$135.00	\$135.00
Water Service located at / hour rate	\$135.00	\$135.00

7.4 ADOPTION OF THE ANNUAL PLAN 2022/23

File Number: COU1-1400

Author: Brent Chamberlain, Chief Financial Officer

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Annual Plan 2022-2023 [↓](#)

PURPOSE

The matter for consideration by the Council is the adoption of the Annual Plan 2022-23.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) That Council Adopt the Annual Plan 2022/23 in accordance with section 95 of the Local Government Act 2002.
- b) Delegate responsibility to the Interim Chief Executive to approve the final edits required to the Annual Plan in order to finalise the documents for printing and distribution.

EXECUTIVE SUMMARY

As part of the purpose of Local Government, Council prepares an Annual Plan based on the relevant year of the current Long Term Plan and following consultation if there are significant or material changes for that year.

In this case, Council has deemed the draft Annual Plan is substantially year two of the existing Long Term Plan, and a continuation of the #facing the facts, and therefore it has chosen not to consult.

The average proposed rate increase over the 2022/23 rates is 6.8%.

BACKGROUND

All Councils are required by section 95 of the Local Government Act 2002 (LGA) to adopt an Annual Plan in the years between the Long Term Plan adoption.

The Annual Plan sets out Council's activities, plans, budgets for the year and must be adopted before the beginning of the year it relates to.

If there are significant or material changes to what was signalled in the Long Term Plan then Council is required to consult with the public on those changes. In this case, Council has deemed the draft Annual Plan is substantially year three of the existing Long Term Plan, and a continuation of the #facing the facts, and therefore it has chosen not to consult.

The budget setting process began in October 2021. Successful delivery of an Annual Plan relies on many moving parts working together and lining up to tell a coherent story to the community about how Council is going to deliver its vision for the future.

The starting point for developing the Annual Plan was what Council had already signalled in Year 2 of the Long Term Plan 2021-2031, that was an average rate increase of 6.8%.

Since the LTP was developed a number of risks have developed, namely supply chain issues, rising inflation, tight labour market, rising interest rates, and a change in assumptions around the receipt of Development Contribution revenues.

In addition a number of changes to our business have occurred:

- There has been a review of the delivery of Economic Development across the entire Hawkes Bay Region (impacts all 5 Hawkes Bay Councils)

- The Government has disbanded the District Health Board structure which impacts our Local Election Cost Sharing model (impacts CHBDC and HBRC)
- We have been successful in getting a MfE grant for 50% of the construction of a Weighbridge at our Waipukurau Transfer Station which has necessitated bringing our 50% share forward from year 4 of the Long Term Plan
- Growth in the District has required the establishment of a satellite administration office in Waipukurau
- The change to Solid Waste Services (particularly the recycling drop off centres) signalled in the Long Term Plan was rethought
- The price of the carbon credits required to meet Councils Emissions Trading Scheme requirements for the landfill has more than doubled in cost during 2021/22.

These changes, when layered on top of the original 6.8% increase saw the average rate increase lift to 7.4%.

Through previous Council workshops 3 main concerns have been raised about 7.4% being too much, the impact the district wide Quotable Valuation's (QV) revaluations were going to have on the way rates fell across the district, and should Council undertake a further rating review.

The QV impact is out of the control of Council, and the final valuations were only released mid-March. This hasn't left Council enough time to fully understand its implications and time to undertake a rating review to soften any undesired outcomes of the revaluation before 1 July 2022 when the new valuations become effective.

To reduce the proposed rate increase below 7.4%, one of two things needs to occur – first is a reduction in the levels of services (ie do less), the second is use alternative funding mechanisms (such as 3rd party funding or the use of debt). A number of options have been considered such as delaying asset replacements for a year, or debt fund rather than rate fund their replacement (which was consulted on and agreed to as part of the Long Term Plan particularly for water assets).

Through the careful selection of options Officers are able to get the average rate increase back to 6.8% (the same increase as signalled in the original Long Term Plan). This option was supported by Council via formal resolutions in December 2021.

DISCUSSION

While officers have been successful in keeping the average rate increase to the 6.8% signalled in the Long Term Plan, the impacts of the QV property revaluation means that very few properties are going to move by the average.

For the 2021/22 rating year the rating base (property valuations) were set by QV in 2018, whereas for 2022/23 the rating base is set based on 2021 property values. During the three year period between these valuations all properties have substantially increased in value (overall capital values have increased 54.3%), but this increase wasn't evenly spread across the district. For example residential land values increased 128.5% (on average), while pastoral land only increased by 42% (on average). What this has meant is a redistribution of value in favour of our towns, particularly our smaller rural towns.

As one of the main methods for spreading rates is based on property valuations, this has also seen a redistribution of rates to urban rate payers.

This impact can be seen in the sample rate payers table below. In this table Council Officers have shown both what the proposed rates are under the new QV valuations, but also what they would have been if the rating base remained unchanged:

Townships	Category	Land Value	Capital Value	Actual Rates 2021/22	2022/23 Based	2022/23 Based	Percentage Change Year on Year
					on Old Valuation	on New Valuation	
Otane		300,000	630,000	2,831	3,122	3,442	21.6%
Porangahau	Low	125,000	365,000	2,312	2,513	2,721	17.7%
Porangahau	High	125,000	740,000	2,626	2,836	3,061	16.6%
Takapau		140,000	480,000	2,455	2,704	3,022	23.1%
Takapau		225,000	610,000	1,906	2,144	2,407	26.3%
Takapau	Lifestyle	590,000	890,000	2,857	3,071	3,113	9.0%
Tikokino		215,000	590,000	1,044	1,142	1,354	29.7%
Onga Onga		180,000	610,000	951	1,047	1,321	38.9%

Coastal Residential	Category	Land Value	Capital Value	Actual Rates 2021/22	2022/23 Based	2022/23 Based	Percentage Change Year on Year
					on Old Valuation	on New Valuation	
Blackhead		390,000	690,000	1,400	1,486	1,592	13.7%
Kairakau		375,000	830,000	2,357	2,540	2,634	11.7%
Mangakuri		680,000	1,270,000	2,518	2,634	2,543	1.0%
Te Paerahi	Low	330,000	450,000	2,744	2,954	3,099	12.9%
Te Paerahi	Medium	500,000	810,000	3,327	3,553	3,674	10.4%

Rural	Category	Land Value	Capital Value	Actual Rates 2021/22	2022/23 Based	2022/23 Based	Percentage Change Year on Year
					on Old Valuation	on New Valuation	
District	Lower	360,000	369,000	1,051	1,076	862	(17.9%)
District	Lower	1,070,000	1,500,000	3,007	3,134	3,293	9.5%
District	Medium	4,600,000	5,250,000	11,454	11,788	11,867	3.6%
District	Medium	1,220,000	1,284,000	3,460	3,595	3,317	(4.1%)
District	High	9,000,000	10,210,000	23,994	27,835	22,813	(4.9%)
District	High	7,800,000	9,470,000	25,234	25,912	20,383	(19.2%)
Aramoana	High	5,300,000	6,070,000	16,123	16,572	13,636	(15.4%)
Ruataniwha	High	6,550,000	7,680,000	15,748	16,191	16,928	7.5%
Ruahine	High	15,200,000	16,200,000	44,482	45,623	37,330	(16.1%)
Ruahine	Medium	3,020,000	3,820,000	9,285	9,568	8,255	(11.1%)

Commerical/Industrial	Category	Land Value	Capital Value	Actual Rates 2021/22	2022/23 Based	2022/23 Based	Percentage Change Year on Year
					on Old Valuation	on New Valuation	
Waipukurau	Commercial	330,000	820,000	7,344	8,000	7,860	7.0%
Waipawa	Commercial	110,000	146,000	2,441	2,687	2,719	11.4%
Waipukurau	Industrial	360,000	720,000	4,410	4,755	4,780	8.4%

The table below sets the proposed Funding Impact Statement that has led to the proposed 6.8% rates increase.

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	15,413	16,237	16,202
Targeted rates	7,929	8,690	8,737
Subsidies and Grants for Operating Purposes	3,494	3,426	3,426
Fees, charges	5,418	5,746	6,674
Interest and dividends from investments	71	42	68
Local authorities fuel tax, fines, infringement fees and other receipts	224	232	248
Total operating funding	32,549	34,373	35,355
Applications of operating funding			
Payments to staff and suppliers	26,446	27,344	29,525
Finance costs	685	1,013	805
Other operating funding applications	(910)	(834)	(1,481)
Total applications of operating funding	26,221	27,523	28,849
Surplus (deficit) of operating funding	6,328	6,850	6,506
Sources of capital funding			
Subsidies and grants for capital expenditure	15,466	4,240	4,304
Gross proceeds from sale of assets	25	26	26
Development and financial contributions	2,072	2,131	2,135
Increase (decrease) in debt	6,954	10,751	11,221
Lump sum contributions	0	0	0
Total sources of capital funding	24,517	17,148	17,686
Applications of capital funding			
Capital expenditure			
to meet additional demand	1,904	2,646	2,646
to improve the level of service	9,338	7,474	7,602
to replace existing assets	22,129	16,053	16,071
Increase (decrease) in reserves	0	0	0
Increase (decrease) of investments	(2,526)	(2,175)	(2,127)
Total applications of capital funding	30,845	23,998	24,192
Surplus (deficit) of capital funding	(6,328)	(6,850)	(6,506)
Funding balance	0	0	0

The key feature of the Annual Plan is the continuation of the “catch up” in asset replacements signalled in the Long Term Plan #Facing The Facts. One metric accountants use is depreciation, which is an annual charge to reflect the wearing out of assets. For the 2022/23 Annual Plan Council is planning to spend \$2.10 on replacing assets for every \$1.00 of depreciation calculated on its existing assets. This means by year end, its assets should on average be younger and more robust than at the start of the year. However it is going to take many years to catch up on previous generations of under investment in asset replacements.

RISK ASSESSMENT AND MITIGATION

Currently the proposed draft Annual Plan is consistent (both in levels of service delivery and capital program) with year 2 of the Long Term Plan. For this reason, it had previously been agreed that no further public consultation was necessary.

FOUR WELLBEINGS

This paper considers the financial wellbeing of Central Hawkes Bay residents, while still ensuring it is providing robust, fit for purpose infrastructure that the district can be proud of.

The Annual Plan proposed here seeks to balance the social and economic burden that many of our ratepayers will be experiencing, whilst also as a Council recognising our need to take a leadership role in acting as an economic stimulus for the district.

DELEGATIONS OR AUTHORITY

Under the Local Government (Rating) Act 2002 and Local Government Act 2002 Council must adopt their Annual Plan (budget) by the 30 June each year to allow for the “rates strike” to occur before the first rates notices are prepared.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed critical because it affects the ability of the Council to meet its statutory purpose and is fundamental to how the Council will fund these activities over the next year. This matter impacts all the residents and ratepayers of the Central Hawke's Bay District. The Annual Plan, while different in some aspects to Year 2 of the Long Term Plan 2021-2031 is largely the same therefore significance is not triggered.

OPTIONS ANALYSIS

Council has two options:

Option 1: Adopt the Annual Plan 2022/23 in accordance with section 95 of the Local Government Act 2002, and delegate responsibility to the Chief Executive to approve the final edits required to the Annual Plan in order to finalise the documents for printing and distribution.

Option 2: Resolve not to adopt the Annual Plan 2022/23 and to give Officers guidance on which amendments were needed and an amended timeframe related to adoption of the Annual Plan would be required.

Recommended Option

This report recommends option number one, Adopt the Annual Plan for addressing the matter.

NEXT STEPS

Following the adoption of the Annual Plan, Council will set the rates for the year of the Annual Plan and a report is included within the agenda of the Council meeting for the setting of the rates.

The Chief Financial Controller, in conjunction with the Chief Executive will make any minor amendments and distribute the Annual Plan as required.

Should the Council resolve to not adopt the Annual Plan, officers will be requiring guidance on what amendments are needed, and an amended timeframe related to adoption of the Annual Plan would be required.

RECOMMENDATION

That having considered all matters raised in the report:

- a) That Council Adopt the Annual Plan 2022/23 in accordance with section 95 of the Local Government Act 2002.**
- b) Delegate responsibility to the Interim Chief Executive to approve the final edits required to the Annual Plan in order to finalise the documents for printing and distribution.**



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

Hear about our plans
for the 2022/23 years!



Annual Plan 2022/23
E ora ngātahi ana! Together we Thrive!

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AA ok!

We're pretty stoked to be one of two AA CouncilMARK rated Councils in New Zealand. This independent assessment means we are performing exceptionally well across many areas of Council. To find out more visit the link here <https://www.chbdc.govt.nz/our-council/about/councilmark/>

Together we Thrive!

E ora ngātahi ana!

Proud District

Prosperous District

Connected Citizens

Strong Communities

Smart Growth

Environmentally Responsible

Durable Infrastructure

This Annual Plan 2022/23 was adopted by Central Hawke's Bay District Council on XXXXXX 2022 in accordance with the Local Government Act 2002.

The Annual Plan 2022/23 are intended to be read in conjunction with the Long Term Plan 2021-31. The full details of the operational and capital programmes is included within the Long Term Plan and the 2022/23 year is Year 2 of the Plan.

Whakatauki and He Mihi

Ko ngā pae tawhiti, whāia kia tata.
Ko ngā pae tata, whakamaua kia tina.

Mā te whakapono
Mā te tūmanako
Mā te titiro
Mā te whakarongo
Mā te mahi tahi
Mā te manawanui
Mā te aroha
Ka taea e tātau
Kanohi ki te kanohi
Pakahiwi ki te pakahiwi

The potential for tomorrow depends on what we do today

By believing and trusting
By having faith and hope
By looking and searching
By listening and hearing
By working and striving together
By patience and perseverance
By doing this with love and compassion
We can succeed
Face to face
Shoulder to shoulder

The Central Hawke's Bay District Council respectfully acknowledges the Tangata whenua of Tamatea - Central Hawke's Bay and their relationship to this land. We remain committed to fostering and strengthening our partnership with Tangata whenua.



Kia ora From the Mayor and Council Team

Having 'Faced the Facts' as part of the Long Term Plan 2021 – 2031, this annual plan is the second year of our deliberate approach to address significant districtwide underinvestment in our assets.

The Long Term Plan 2021-2031 presented an open and transparent view of our districts reality, where we faced the confronting facts of significant districtwide underinvestment in our assets due to political and rating constraints. Our reality was that we faced major investment in nearly every aspect of Council's services.

A deliberate and purposeful approach to address this underinvestment was needed, that required our collective responsibility to remain focussed on the future and 'stay the course' through the challenges that addressing this significant underinvestment would create.

Our community supported this view in the development of the Long Term Plan, ensuring that prioritising investment in renewals and upgrades was the right approach to take – even though the reality of this would mean rate increases and affordability challenges long term. This year's annual plan – the second year of the 2021 -2031 Long Term Plan, now presents to us our first challenges in the delivery of our Long Term Plan to address the long-standing underinvestment our district has.

This year's annual plan budget for 2022/23 is on track with what was adopted for Year 2 of the Long Term Plan 2021 -2031.

Across the district, additional rates of \$1.6 million are required for the coming year to deliver on the significant programme of works identified. The average Districtwide rate increase is 6.8%.

There are some specific challenges in this Annual Plan budget that we need you to know about. Some we have control over, while others we have limited or no influence over. These include:

Head to Page 58 of this document to see indicative rates samples for the 2022/23 year.

Increasing costs and inflation

Like every household and business, we too are facing the inflationary pressures of rising fuel costs and the general cost of doing business. Our original budget estimates for the 2022-23 year were closer to 7.5%.

We worked to get the average rate increase back to the 6.8% forecast in Year 2 of the Long Term Plan 2021-31, recognising that our community had already committed to significant increases through the life of the Long Term Plan and they too are also currently experiencing household financial pressures on all fronts.



Delivering on our investment programme

We've remained committed to 'staying the course' and delivering on this district's most significant renewal and capital works programme in many years to address the significant districtwide underinvestment in assets.

With massive demand on the contractor market, skills shortages, material and supply chain challenges with COVID-19 and escalating market prices, our approach to our investment programme is already under pressure.

Unless a new way of providing funding support to small districts like Central Hawke's Bay can be implemented, the impact on rates will continue, with the district having no other funding levers to address the significant investment in infrastructure required.

Unprecedented Government Reform and Growth

The district is experiencing growth and development at levels that are greater than forecast and unprecedented, placing significant pressure on housing and our community. At this same time, the sector is also experiencing significant Central Government change and reform.

Three Waters Reform, Future for Local Government Review, Resource Management Act Reform and the Civil Defence Trifecta programme all while daunting, have the ability to transform the challenges that we face as a small community.

While there are no financial implications for this annual plan from the reform programme, you can expect to hear more about this and the wider reform programme and what this will mean locally.



Impact of new Property Values on Rates

Across the entire district, property values have increased – some significantly. The release of the new property values by Quotable Value (QV) were delayed due to the impacts of the Auckland COVID-19 lockdown.

While the increases reflect what we've all known about Central Hawke's Bay, delays in the timing of the release of the new property values will now make understanding and assessing the impact of the new property values on the allocation of rates for the 2022 – 23 year difficult.

The changing property values mean that while we know we need to collect an additional \$1.6 million in rates, we don't know how that will be split up amongst different types and locations of households and businesses.

Council also has a legislative timeframe to strike rates by 30 June 2022. It is frustrating that due to the delays from QV there will be no time in the system for us to consider any significant restructure of budgets or rates mechanisms to deal with any impact created by the revaluations.

Central Hawke's Bay: Together We Thrive! E Ora Ngā Tahī Ana!

Our people are our greatest asset. At the core of everything we do is a vision that our people are healthy, prosperous and resilient, with a strong sense of pride and identity.

In 2016 with the arrival of a new Mayor and six new Councillors, joining two incumbent Councillors, the clear message from the people of Central Hawke's Bay was that there was a need for change and a new approach to deliver on the aspirations of the Central Hawke's Bay.

Project Thrive was born from this change, reflecting six simple words that have translated into a values based strategic approach for the District, based on Trust, Honesty, Respect, Innovation, Valuing People and Excellence - THRIVE.

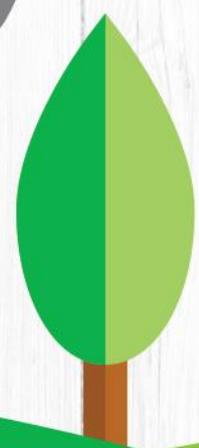
This vision continues to be the cornerstone of our aspirations for Central Hawke's Bay and is reflected in everything we do.

Through seven outcomes, Project Thrive created a foundational blueprint for success in our district that we have continued to build upon.

Achieving our vision requires a team effort from all of us, to confidently move beyond.

- 
PROUD DISTRICT
 HE ROHE POHO KERERŪ
- 
PROSPEROUS DISTRICT
 HE ROHE TŌNUI
- 
STRONG COMMUNITIES
 HE HAPORI KAHA
- 
CONNECTED CITIZENS
 HE KIRIRARAU WHAI HONONGA
- 
SMART GROWTH
 HE TIPU ATAMAI
- 
ENVIRONMENTALLY RESPONSIBLE
 HE WHAKAARO NUI KI TE TAIĀO
- 
DURABLE INFRASTRUCTURE
 HE HANGANGA MAUROA

 **To read more about project Thrive click here**



Our focus areas for the 2022/23 year includes:

Ensuring Local Voice through reform

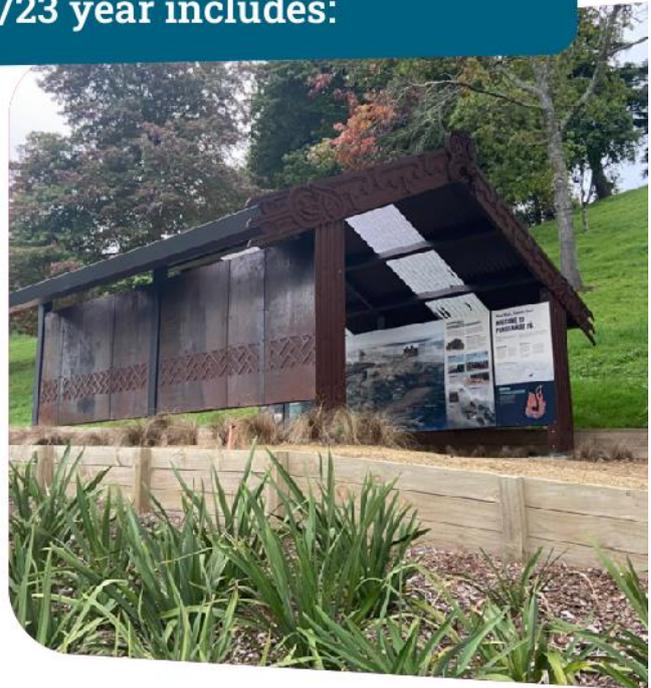
Local government is currently experiencing the most transformational and significant period of Central Government reform and change of recent times.



Three Waters Reform, Future for Local Government Review, Resource Management Act Reform, Climate Change Reform and the Civil Defence Trifecta programme are significant reform programmes that will all affect the future make up and role of Council. Include wider change programmes including the Health and Disability reforms as an example, and the future legislative and operating picture for Council and community is unlikely to be unrecognisable in the near future.

While change is daunting, there are opportunities for change to be transformational, enabling Council and community to work through some of its most significant challenges, like the affordability of essential infrastructure and water upgrades that ratepayers cannot afford to shoulder alone.

Through all of this change, Council are focussed on ensuring that the local voice of Tamatea – Central Hawke’s Bay is retained and not lost through change, in what will be a significant evolution of democratic systems and processes community have become used to.



Continuing to build partnerships with tangata whenua

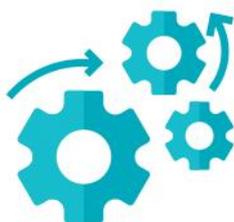
Tamatea – Central Hawke’s Bay has always been known for doing things differently. Our growing partnership approach speaks to that, as Council, community and tangata whenua build our collective capacity and capability to engage and partner into the future in a uniquely Tamatea way.

Council acknowledges its responsibilities and obligations under Te Tiriti o Waitangi – the Treaty of Waitangi and its wider responsibility to support and facilitate active participation by Māori in our decision making processes.

In the year ahead, we’ll continue to support the development of meaningful relationships with marae and hapu, as well as well as local and regional organisations, as we work to implement Tuhoho Mai Tuhono Atu – Councils Māori Engagement Strategy. We collectively recognise it is early days in our partnership journey and that we both have considerable work ahead of us.

The future is exciting and promising however, as we both collectively seek to enhance the outcomes for the people of Tamatea - Central Hawke’s Bay.





Upgrading our waters infrastructure

Having faced the facts, we'll continue to make progress on the implementation of The Big Water Story, progressing a number of key projects in the year ahead.

A strong focus continues to be the Waipukurau Second Water Supply – to add resilience and additional storage to keep up with sharp population growth in Waipukurau. The larger project will see the connection of Waipawa supply with Waipukurau, creating multi-layer resilience at the source, pipelines, and storage.

Work is underway to replace the Trunk Main from the Tikokino Road Borefield to the Abbottsford Reservoir in Waipawa, and by the end of 2022, we plan to have a new line to the reservoir.

Firefighting projects boosting our networks will continue, as well as the upgrading of mains in areas like Porangahau Road in Waipukurau .

Set to kick-off in 2023, our reservoir replacement programme will see Abbottsford Reservoirs be replaced and upsized from 1.1million litres of storage to 2.8million - the first step of the programme.

Affordability continues to be a significant challenge for us, and we will continue to explore the opportunities as part of things like three waters reform to address this issue.

Watch this space!



Removing wastewater from our Waterways

The Long Term Plan adopted a brave and transformational future vision for how our wastewater is treated and discharged – with a clear message to remove all wastewater from our waterways and implement land-based discharges.

Across Otāne, Waipawa and Waipukurau, we have been working hard to build the Otāne to Waipawa Wastewater Pipeline, and as of March 2022, will have completed over 8kms of pipeline and most of a pump station at Otāne. We have been working on finalising an amendment to our Waipawa consent to receive the Otāne flows and expect the system to be commissioned and operating by May 2022.

At the Waipawa and Waipukurau Wastewater Treatment Plants (WWTP), we will continue with our plan to undertake short term improvements. The Waipawa WWTP pond has been desludged and the Waipukurau desludging is in progress.

We'll continue to work with our trade waste customers, by implementing new consents and driving treatment improvements to support our ability to receive and treat wastewater.

Longer term design and planning continues as we plan to send wastewater to land for discharge in Waipawa by 2024.

Consenting has been the focus at Takapau and Pōrangahau /Te Paerahi. We are hopeful that by mid-2022, we will have a new long-term consent to irrigate to land at Takapau, and by the end of 2022, a new consent to irrigate to land for the Pōrangahau and Te Paerahi systems.

Through the rest of 2022 and 2023, we will continue the mahi to meet the aspirations and vision the Wastewater community reference group set in 2019: "Our effluent is treated in a sustainable way that creates a resource, protects our environment and continues to do so for generations to come."

Like our water infrastructure, we will continue to face massive affordability challenges and hit our debt cap to address this essential work without fundamental change like the three waters reform programme.





Managing growth

Central Hawke’s Bay is thriving on the back of unprecedented growth not seen in the district since the 1960’s.

From a declining population for nearly 20 years, Central Hawke’s Bay’s population has been steadily growing - buoyed by a surge of optimism and positivity.

Since 2018, the District has gained an additional 1000 residents and achieved an average of a 2.1% growth rate since 2013. To cope with the surge of optimism and growth, there has been a boom in consenting for new residential dwellings buoyed with a 247 per cent boost in new lots being created in the last financial year.

To keep ahead of this growth and manage the things that make our place unique, Council adopted the Central Hawke’s Bay Integrated Spatial Plan 2020 - 2050. The purpose of the plan is to help guide growth the forecast 1700 new homes the district can expect over the next ten years.

Council will continue to work hard to deliver projects that will support ‘Smart Growth’ in the right places, funded through development contributions paid by developers creating the costs over the coming year. This includes infrastructure and a project to enable the area known as the ‘old Hospital site’ and in-fill development in Waipawa.

We understand that growth impacts on us all in different ways – and not always positively. We’ll continue to work hard to maintain the values and things that make our community unique.

Thriving Places and Spaces

In July 2021 Council commenced it’s Thriving Places and Spaces conversation. Over the past few years our focus has been on getting our water and transport infrastructure basics right.

Since July, we’ve been thinking about the future of all those other things that enrich our lives and help to build strong communities, for these to be considered as part of the development of the 2024 Long Term Plan.

Practically, Council wants to understand what our districts longer term needs and aspirations are for services and activities like camping, arts, libraries, sport and play and how we strategically respond to issues like growth, major investment required in strengthening community facilities and ensuring we support community organisations and groups to keep doing the great mahi they do.

Following early engagement we completed in late 2021/ early 2022, you can expect to be formally consulted on key topics in June and July of 2022, with other decisions and outputs such as the review of bylaws or major investment decisions being made as part of the 2024 Long Term Planning process or in the coming years. In early 2024 you can expect conversations about how we support some of our best known assets for the future, like the Centralines Pool and Gymnasium and assets like the Central Hawke’s Bay Municipal Theatre.



Economic Development

In November 2019, Council adopted its first Economic Action Plan for the district.

The Action Plan sets out seven focus areas to address economic opportunities and includes a number of actions and initiatives across the organisation, community and region to see our thriving future.

Our focus will continue to be on the delivery of the action points in the plan, as well as other key planning documents such as the Tourism Infrastructure Needs Assessment and ongoing promotion of brand Central Hawke's Bay.

In this annual plan, Council has also redirected existing funds and identified new funds to support the establishment of the Regional Economic Development Agency for Hawke's Bay. The Agency will be established in Hawke's Bay with the support of the five councils, and business and Maori leadership interests.

The decision to establish a Regional Economic Development Agency follows a comprehensive review of local government investment in business and industry support across Hawke's Bay. The new entity will support businesses and sectors in the region, focusing on priority areas or issues and ultimately support growth and productivity across the regional economy.

The entity will also present a strong and united voice and vision to external investors, talent and Central Government.



Refreshed Community Wellbeing Strategy

In late 2021 Council began the review of its Community Wellbeing Strategy.

With the aim of continuing to bring the core of Project Thrive to the heart of the community, the refreshed Community Wellbeing Strategy sets out to define the Central Hawke's Bay definition of wellbeing – which is Project Thrive!

Project Thrive – is Central Hawke's Bay's definition of Community Wellbeing, reflected and intrinsically woven into the service delivery and activities we deliver in our broad purpose of Local Government in Central Hawke's Bay.

We know this work would not succeed without the partnerships and collaboration of our community to enhance our collective wellbeing, and correspondingly we've also reviewed our Social Wellbeing strategy.

The Social Wellbeing Strategy will continue to work to bring to life our 'network of networks' and deliver on the priorities that we have collectively identified with the community over the last ten years and through key stakeholder workshops in late 2021, to continue to deliver on a Thriving Central Hawke's Bay of the future.

You can expect us to continue providing the leadership and facilitation of our social wellbeing networks for our community over this coming year and through the years ahead.



Promotion of Housing outcomes

Our focus will remain on supporting our community to Thrive through access to a home.

Council adopted its Housing Strategic Framework in late 2019 with a number of initiatives to get housing opportunities going in the district.

We understand that housing is a major issue in Central Hawke’s Bay, and while not on the number scale of larger centres like Napier or Hastings, proportionately in relation to our population we have big challenges.

In response with our tangata whenua partners we’ve established the Tamatea Housing Taskforce. The Taskforce recognises itself as the forum for housing issues to be raised in Tamatea – Central Hawke’s Bay, to support a coordinated approach to housing with Marae, tangata whenua and community. The taskforce have identified two initial priorities being enabling affordable rentals in the District and unlocking Maori housing opportunities. We also have a plan to develop a Housing Locality Plan for the district to deliver on the collective housing aspirations we have.

Another lever that Council has to unlock housing is the development of the Waipukurau South Growth Precinct. This area, commonly known as the hospital site has long-term potential to yield over 1,000 homes.

Council has been working collaboratively with land owners and has made an application to Central Governments Infrastructure Acceleration Fund to build the required infrastructure that would enable the area to be adequately serviced (roads and 3 waters infrastructure in particular).

We expect to hear the outcome of this project before June, which if we are successful will see a number of projects underway to enable housing in the area.



Wastefree CHB

We’ll continue working hard to achieve our goal of being a wastefree CHB over the next 12 months.

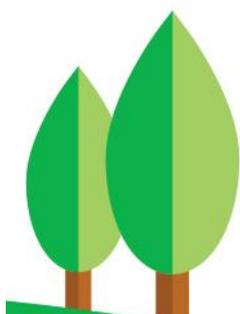
During the Long Term Plan 2021 – 2031 we sought to see a step change in our waste behaviours, by extending kerbside recycling collection to more of our rural villages and establishing a new rural recycling trailer to extend recycling services into areas we’ve never been before.

At this time we planned to close our rural recycling drop off centres, as we expected recycling volumes at the rural drop off centres to reduce with the introduction of kerbside recycling – instead they’ve increased!

In this annual plan, Council have retained the rural recycling drop off centres, continuing to boost the volume of waste being diverted from landfill.

This year, we’ll also prepare for the roll out of the rubbish wheelibin service to each household for the 2023/24 year. This new service will replace the rubbish bag service and instead provide a wheelibin to each household for the disposal of rubbish.

You’ll also continue to see us supporting great initiatives like EnviroSchools and other waste free initiatives across the district.



Continuing the District Plan Review

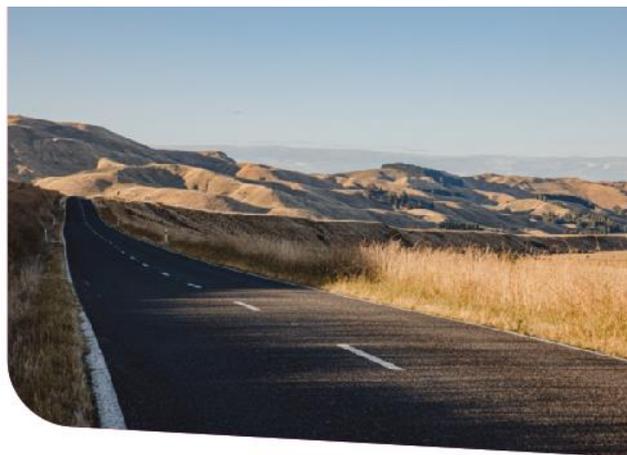
Under the Resource Management Act 1991, all councils are required to have a District Plan.

With the current District Plan nearly twenty years old, the review of the plan was a key tool prioritised in achieving the vision developed with community during the development of Project Thrive in 2017.

The Proposed District Plan was developed from a Draft District Plan that was put together with comprehensive community input. Following the formal notification of the plan in May 2021, submissions have since been received, a call for further submissions sought, with these submissions now being collated and the first of seven topic hearings of the submissions by Commissioners commencing in mid- March 2022.

The remaining five topic groups will be heard over the rest of the 2022 calendar year. After this point, reporting officers will prepare reports on the submissions and the commissioners recommendations, to be presented to Council with the Proposed District Plan, likely to be in early 2023.

The District Plan review is a major piece of work that has been a priority of this Council for over five years now. Being a loan-funded activity, this annual plan has increases in funding to repay the costs of the plan over the ten years of the plans life.



Overall 2022/23 Rates Increase

The overall 2022/23 is an average increase of 6.8% with the district requiring an increase in budget of \$1.6 million.

The additional funding of \$1.6 million is made of the following key costs:

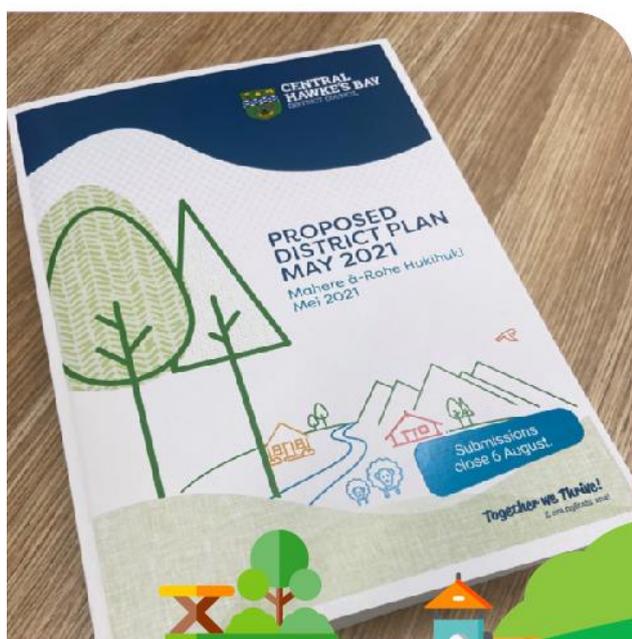
- Servicing and repayment costs from new debt raised to implement the significant investment programme required in Councils infrastructure programme and projects like the District Plan Review.
- Inflation on the costs of services, currently set in accordance with the assumptions made in Councils Long Term Plan 2021 – 2031.

The original budget tabled to Council in December 2021 for the 2022/23 year was closer to 7.5%. We've been able to bring the budget back to the 6.8% forecast in Year 2 of the Long Term Plan 2021 – 2031 by:

- Reviewing and refining the timing of key loan draw-downs associated with large projects that will be debt funded.
- Reviewing fees and charges to ensure activities are meeting their Revenue and Financial Policy targets for rate and private (fee and charge) contributions.

Like all budgets, this annual plan has been developed with the Councils best information and planning at this time it was developed. Like all things, if circumstances change, the Council may have to revisit its intentions through the year.

You can see rates samples on Page 58 of this document or head to www.chbdc.govt.nz and search rates.





Impact of new Property Values on Rates

Every three years, Council is legally required to review its valuation roll, which sets the value for land and buildings as the basis for the setting the distribution of a portion of the Districts rates.

The review is contracted to independent company Quotable Value. As a result of the Auckland COVID-19 lockdown in 2020, the revaluation for Central Hawke’s Bay was delayed.

New property values from Quotable Value will change the proportion of the total cost of operating the District, each property owner is allocated and pays, based on the value of their property through rates that are not uniform or connection based. Increased property values do not mean that Council makes more or less money, the total funds required to operate the district does not change.

The change in property values does mean however that where property increases are not as high, property owners are likely to receive a lower allocation of rates, possibly even a reduction, while where there are significant increases in property values, property owners are likely to have to pay a greater proportion and therefore more rates than before.

The timing of QV values has been a significant frustration for Council. Council delayed the adoption of the Annual Plan to give time to consider how it may be able to manage any significant impacts to residents as a result of QV price changes on rates. The delays mean that Council is out of time to effectively consider any changes, consult on these and the set rates by 30 June 2022 for the 2022/23 year.

Page 58 of this document shows rates samples with the proposed rates prior and after the new QV values have been applied.



Rating Review

The final resolution in Council adopting the 2021 – 2031 Long Term Plan was to complete a further rates review.

In the 2020/21 year Council undertook the first major rating review for the district in over ten years. Council consulted on the review in late 2020, making minor amendments to the rating system and implementing these in the first year of the 2021 –2031 Long Term Plan.

Council in the 2022/23 year are hopeful to complete the second and further rates review, following the implications from new property values in 2022 and to consider how it may go about understanding how to fund assets and services to ensure that communities fairly pay for the benefits and costs of services, within the limited range of tools Council has available to it.



Council Services



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Tekeu mā rua

Group of Activities

This section outlines the Financial Impact Statements for each of Councils activities for the the 2022/23 year.

The Central Hawke's Bay District Council's activities fall into the following eight groups which cover twenty separate activities:

Planning and Regulatory Group



DISTRICT PLANNING



COMPLIANCE & MONITORING



BUILDING CONTROL



LAND USE & SUBDIVISION CONSENTS



PUBLIC HEALTH



ANIMAL CONTROL

Recreation and Community Facilities Group



THEATRES, HALLS & MUSEUMS



PROPERTY & BUILDINGS



LIBRARIES



RETIREMENT HOUSING



CEMETERIES



PARKS, RESERVES & SWIMMING POOLS



PUBLIC TOILETS

Community Leadership Group



LEADERSHIP, GOVERNANCE AND CONSULTATION



ECONOMIC & SOCIAL DEVELOPMENT

Water Supplies Group



WATER SUPPLIES

Wastewater Group



WASTEWATER (SEWERAGE)

Land Transport Group



LAND TRANSPORT

Stormwater Group



STORMWATER

Solid Waste Group



SOLID WASTE

The Annual Plan 2022/23 is intended to be read in conjunction with the Long Term Plan 2021-2031. The full details of the operational and capital programmes is included within the Long Term Plan and the 2022/23 year is Year 2 of the Plan. Any significant variations to the capital programmes are detailed within this section for each Group of Activities

Making sense of the numbers

The following table outlines the different financial meanings of each row of the funding impact statements through this section of the plan, and how the funds are being treated.

Operational	
Sources of Operating Funding (Revenue)	
General rates, uniform annual general charges, rates penalties	Income from general rates charged on the capital value of all properties within the District, fixed charges across the whole district (UAGC), and penalties for late payment of rates.
Targeted rates	Rates where the benefit or use of a service can be assigned to specific households or communities, such as stormwater or district growth. Includes targeted rates for water supply.
Subsidies and grants for operating purposes	Money received from other organisations that contribute to the operational cost of the service.
Fees and charges	Includes admission charges for Council facilities and regulatory fees e.g. permits, dog registration.
Internal charges and overheads recovered	Money received from other departments of the Council such as overheads and direct costs.
Interest and dividends from investments	Money earned from our savings and investments through interest and dividend payments.
Local authorities fuel tax, fines, infringement fees, and other receipts	Miscellaneous income from other sources generally not of a significant nature e.g. local authority petrol tax.
Total Operating Funding	Total income from the day to day operation of this activity.
Applications of Operating Funding (Expenditure)	
Payments to staff and suppliers	The day to day cost of running this activity e.g. salaries and wages, materials and services.
Finance costs	Interest payments we make on funds borrowed (loans).
Internal charges and overheads applied	Money paid to other departments of the Council such as overheads and direct costs.
Other operating funding applications	Miscellaneous expenses including bad debt expense, rates remissions and loss on disposal of assets.
Total Applications of Operating Funding	Total operating expenditure for this activity
Surplus (Deficit) of Operating Funding	Total revenue less total expenditure.

Capital	
Sources of Capital Funding	
Subsidies and grants for capital expenditure	Money received from other organisations that contribute to the capital cost of the service.
Development and Financial Contributions	Money paid by developers towards providing assets or extending existing assets to cater for increased demand due to growth, e.g. extending sewerage systems.
Increase (decrease) in debt	Borrowing money to pay for new assets, parts of assets or to fund temporary deficits, less loan repayments.
Gross proceeds from the sale of assets	Revenue to be raised from the sale of assets belonging to this activity.
Lump sum contributions	Payments made by an eligible ratepayer for the purposes of contributing to a capital project. However, we do not accept lump sum contributions for targeted rates.
Other dedicated capital funding	These largely relate to earthquake recoveries and are generally only relevant to Christchurch and the Canterbury region.
Total Sources of Capital Funding	Total capital funding for this activity.
Applications of Capital Funding	
Capital expenditure	Capital expenditure creating a completely new asset or extending or renewing an existing asset to provide the same or greater service than it currently provides e.g. extending a sewer pipe to increase capacity. The expenditure is split to fund level of service improvements versus population growth and/or renewal works. While a lot of our capital projects contribute to more than one of these drivers, legislation requires us to allocate each project to just one driver in the Funding Impact Statements.
Increase (decrease) in reserves	Transferring money into and from a reserve account held for a special purpose. Includes: transferring development contribution revenue to development contribution reserves; using funds from depreciation reserves, and using funds from operational reserves to provide or to assist with maintaining existing assets or services.
Increase (decrease) of investments	Net movement of investments.
Total Applications of Capital Funding	Total capital expenditure for this activity.
Surplus (Deficit) of Capital Funding	Sources of capital funding less applications of capital funding.
Funding Balance	Net operating funding less net capital funding.



Funding Impact Statement for 2022/2023

Community Leadership Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	1,604	1,724	1,922
Targeted rates	0	0	0
Subsidies and Grants for Operating Purposes	34	35	35
Fees, charges	25	77	34
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0
Total operating funding	1,663	1,836	1,991
Applications of operating funding			
Payments to staff and suppliers	1,145	1,301	1,439
Finance costs	0	0	0
Other operating funding applications	523	549	566
Total applications of operating funding	1,668	1,850	2,005
Surplus (deficit) of operating funding	(5)	(14)	(14)
Sources of capital funding			
Subsidies and grants for capital expenditure	0	0	0
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	0	0	0
Increase (decrease) in debt	9	8	8
Lump sum contributions	0	0	0
Total sources of capital funding	9	8	8
Applications of capital funding			
Capital expenditure			
to meet additional demand	0	0	0
to improve the level of service	10	0	0
to replace existing assets	0	0	0
Increase (decrease) in reserves	(6)	(6)	(6)
Increase (decrease) of investments	0	0	0
Total applications of capital funding	4	(6)	(6)
Surplus (deficit) of capital funding	5	14	14
Funding balance	(0)	(0)	(0)

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
Councillor & Kairahi Advisor Remuneration	372	462	90	Based on Local Government Determination

Funding Impact Statement for 2022/2023

Planning and Regulatory Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	1,238	1,428	1,429
Targeted rates	0	0	0
Subsidies and Grants for Operating Purposes	0	0	0
Fees, charges	1,686	1,805	2,308
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	16	17	15
Total operating funding	2,940	3,250	3,752
Applications of operating funding			
Payments to staff and suppliers	2,920	3,306	3,830
Finance costs	66	88	79
Other operating funding applications	597	638	669
Total applications of operating funding	3,583	4,032	4,578
Surplus (deficit) of operating funding	(643)	(782)	(826)
Sources of capital funding			
Subsidies and grants for capital expenditure	0	0	0
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	0	0	0
Increase (decrease) in debt	1,343	782	826
Lump sum contributions	0	0	0
Total sources of capital funding	1,343	782	826
Applications of capital funding			
Capital expenditure			
to meet additional demand	0	0	0
to improve the level of service	700	0	0
to replace existing assets	0	0	0
Increase (decrease) in reserves	0	0	0
Increase (decrease) of investments	0	0	0
Total applications of capital funding	700	0	0
Surplus (deficit) of capital funding	643	782	826
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
Higher level of Consents Activity - Fees and Charges	1279	1797	518	Volume Related Revenue
Higher level of Consents Activity - Payments to Staff and Suppliers	1358	1901	543	Volume Related Expenses

Funding Impact Statement for 2022/2023

Land Transport Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	6,967	7,122	7,124
Targeted rates	0	0	0
Subsidies and Grants for Operating Purposes	3,198	3,121	3,121
Fees, charges	63	65	65
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	166	171	171
Total operating funding	10,394	10,479	10,481
Applications of operating funding			
Payments to staff and suppliers	5,349	5,331	5,307
Finance costs	0	0	0
Other operating funding applications	1,792	1,918	1,944
Total applications of operating funding	7,141	7,249	7,251
Surplus (deficit) of operating funding	3,253	3,230	3,230
Sources of capital funding			
Subsidies and grants for capital expenditure	12,466	4,240	4,240
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	0	0	0
Increase (decrease) in debt	0	0	0
Lump sum contributions	0	0	0
Total sources of capital funding	12,466	4,240	4,240
Applications of capital funding			
Capital expenditure			
to meet additional demand	0	0	0
to improve the level of service	1,250	1,256	1,256
to replace existing assets	14,303	6,048	6,048
Increase (decrease) in reserves	166	166	166
Increase (decrease) of investments	0	0	0
Total applications of capital funding	15,719	7,470	7,470
Surplus (deficit) of capital funding	(3,253)	(3,230)	(3,230)
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
No Material Change				

Funding Impact Statement for 2022/2023

Solid Waste Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	1,327	1,378	1,281
Targeted rates	399	431	478
Subsidies and Grants for Operating Purposes	260	267	267
Fees, charges	2,088	1,861	2,361
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0
Total operating funding	4,074	3,937	4,387
Applications of operating funding			
Payments to staff and suppliers	2,943	3,035	3,515
Finance costs	39	35	35
Other operating funding applications	537	574	582
Total applications of operating funding	3,519	3,644	4,132
Surplus (deficit) of operating funding	555	293	255
Sources of capital funding			
Subsidies and grants for capital expenditure	0	0	65
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	10	10	10
Increase (decrease) in debt	(120)	(149)	(61)
Lump sum contributions	0	0	0
Total sources of capital funding	(110)	(139)	14
Applications of capital funding			
Capital expenditure			
to meet additional demand	0	0	0
to improve the level of service	68	74	189
to replace existing assets	105	110	110
Increase (decrease) in reserves	272	(30)	(30)
Increase (decrease) of investments	0	0	0
Total applications of capital funding	445	154	269
Surplus (deficit) of capital funding	(555)	(293)	(255)
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
Increase in Fees & Charges	1861	2361	500	100% recovery of additional Costs
Emmissions Trading Scheme - Cost of Carbon Credit Surrender	471	922	451	Higher Cost of Carbon Credits
Recycling Drop Off Centre Operations	41	113	72	Retention of Additional Drop Off Centres
Subsidies and grants for capital expenditure	0	65	65	Subsidy for the construction of Weighbridge
Capital to Improve Levels of Service	74	189	115	Construction of Weighbridge

Funding Impact Statement for 2022/2023

Water Supplies Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	0	0	0
Targeted rates	3,713	4,078	4,113
Subsidies and Grants for Operating Purposes	0	0	0
Fees, charges	5	5	5
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0
Total operating funding	3,718	4,083	4,118
Applications of operating funding			
Payments to staff and suppliers	1,980	2,145	2,309
Finance costs	293	375	331
Other operating funding applications	780	834	814
Total applications of operating funding	3,053	3,354	3,454
Surplus (deficit) of operating funding	665	729	664
Sources of capital funding			
Subsidies and grants for capital expenditure	2,300	0	0
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	770	793	793
Increase (decrease) in debt	1,707	3,199	3,301
Lump sum contributions	0	0	0
Total sources of capital funding	4,777	3,992	4,094
Applications of capital funding			
Capital expenditure			
to meet additional demand	163	167	167
to improve the level of service	3,939	3,182	3,201
to replace existing assets	1,668	3,045	3,063
Increase (decrease) in reserves	(328)	(1,673)	(1,673)
Increase (decrease) of investments	0	0	0
Total applications of capital funding	5,442	4,721	4,758
Surplus (deficit) of capital funding	(665)	(729)	(664)
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
Payments to Staff and Suppliers	2145	2309	164	Inflationary Pressures & Cost of maintaining aged infrastructure

Funding Impact Statement for 2022/2023

Wastewater Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	3,008	3,190	3,172
Targeted rates	0	0	0
Subsidies and Grants for Operating Purposes	775	1,017	1,017
Fees, charges	0	0	0
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0
Total operating funding	3,783	4,207	4,189
Applications of operating funding			
Payments to staff and suppliers	1,412	1,496	1,584
Finance costs	426	551	498
Other operating funding applications	780	834	814
Total applications of operating funding	2,618	2,881	2,896
Surplus (deficit) of operating funding	1,165	1,326	1,293
Sources of capital funding			
Subsidies and grants for capital expenditure	700	0	0
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	902	929	929
Increase (decrease) in debt	1,536	4,837	4,870
Lump sum contributions	0	0	0
Total sources of capital funding	3,138	5,766	5,799
Applications of capital funding			
Capital expenditure			
to meet additional demand	1,496	1,541	1,541
to improve the level of service	2,969	2,128	2,128
to replace existing assets	3,698	4,437	4,437
Increase (decrease) in reserves	(3,860)	(1,014)	(1,014)
Increase (decrease) of investments	0	0	0
Total applications of capital funding	4,303	7,092	7,092
Surplus (deficit) of capital funding	(1,165)	(1,326)	(1,293)
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
Payments to Staff and Suppliers	1496	1584	88	Inflationary Pressures & Cost of maintaining aged infrastructure

Funding Impact Statement for 2022/2023

Stormwater Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	85	106	104
Targeted rates	808	991	975
Subsidies and Grants for Operating Purposes	0	0	0
Fees, charges	0	0	0
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0
Total operating funding	893	1,097	1,079
Applications of operating funding			
Payments to staff and suppliers	376	484	487
Finance costs	34	66	62
Other operating funding applications	313	335	320
Total applications of operating funding	723	885	869
Surplus (deficit) of operating funding	170	212	210
Sources of capital funding			
Subsidies and grants for capital expenditure	0	0	0
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	217	224	224
Increase (decrease) in debt	773	1,230	1,232
Lump sum contributions	0	0	0
Total sources of capital funding	990	1,454	1,456
Applications of capital funding			
Capital expenditure			
to meet additional demand	245	886	886
to improve the level of service	140	309	309
to replace existing assets	774	797	797
Increase (decrease) in reserves	1	(326)	(326)
Increase (decrease) of investments	0	0	0
Total applications of capital funding	1,160	1,666	1,666
Surplus (deficit) of capital funding	(170)	(212)	(210)
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP	Annual Plan 2023 \$000	Diff \$000	Explanation \$000
No Material Change				

Funding Impact Statement for 2022/2023

Recreation and Community Facilities Group

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	4,166	4,453	4,334
Targeted rates	0	0	0
Subsidies and Grants for Operating Purposes	2	2	2
Fees, charges	776	916	884
Interest and dividends from investments	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	43	44	62
Total operating funding	4,987	5,415	5,282
Applications of operating funding			
Payments to staff and suppliers	3,547	3,277	3,316
Finance costs	115	127	95
Other operating funding applications	1,008	1,069	1,129
Total applications of operating funding	4,670	4,473	4,540
Surplus (deficit) of operating funding	317	942	742
Sources of capital funding			
Subsidies and grants for capital expenditure	0	0	0
Gross proceeds from sale of assets	0	0	0
Development and financial contributions	173	178	178
Increase (decrease) in debt	406	515	683
Lump sum contributions	0	0	0
Total sources of capital funding	579	693	861
Applications of capital funding			
Capital expenditure			
to meet additional demand	0	51	51
to improve the level of service	193	474	474
to replace existing assets	683	912	921
Increase (decrease) in reserves	20	198	157
Increase (decrease) of investments	0	0	0
Total applications of capital funding	896	1,635	1,603
Surplus (deficit) of capital funding	(317)	(942)	(742)
Funding balance	0	0	0

Variations from the Long Term Plan

Variations to expenditure between Year 2 of the Long Term Plan 2021 -2031 and the Annual Plan 2022/23 are listed below:

Activity	Year 2 of LTP \$000	Annual Plan 2023 \$000	Diff \$000	Explanation
No Material Change				



Financial Information

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Funding Impact Statement for 2018-2028

Prospective Statement of Comprehensive Revenue

	Annual Report 2021 \$000	Long Term Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Revenue				
Rates revenue	21,364	23,343	24,927	24,939
Subsidies and grants	25,909	18,960	7,665	7,730
Interest and dividends	215	71	42	68
Fees and Charges	5,204	5,418	5,746	6,674
Development contributions	322	2,072	2,133	2,133
Other revenue	972	249	258	274
Total revenue	53,986	50,111	40,771	41,819
Expenditure				
Personnel costs	5,696	7,397	7,725	8,641
Depreciation and amortisation	11,971	12,696	14,653	12,543
Finance costs	462	732	1,062	847
Other operating expenses	26,447	18,139	18,786	19,402
Total operating expenditure	44,575	38,964	42,226	41,433
Net Operating Surplus/(Deficit)	9,411	11,147	(1,455)	386
Other (Gains)/Losses				
(Gains)/Losses on Public Debt	0	0	0	0
(Gains)/Losses on Investments	0	0	0	0
Total Other (Gains)/Losses	0	0	0	0
Operating surplus/(deficit) before tax	9,411	11,147	(1,455)	386
Income tax expense	0	0	0	0
Net surplus/(deficit) after tax	9,411	11,147	(1,455)	386
Other comprehensive income				
Gains/(losses) on the revaluation of property, plant and equipment	14,005	24,963	32,183	31,347
Gains/(Losses) on the Disposal Revalued Property, Plant and Equipment	0	0	0	0
Impairment of Recreation and Community Assets	0	0	0	0
Total other comprehensive income	14,005	24,963	32,183	31,347
Total comprehensive income for the year	23,415	36,110	30,728	31,732

Funding Impact Statement for 2018-2028

Prospective Statement of Changes in Equity

	Annual Report 2021 \$000	Long Term Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Opening Equity Balance	842,469	873,015	909,125	874,709
Total comprehensive income for the year	23,415	36,110	30,728	31,732
Closing Equity Balance	865,884	909,125	939,853	906,441
Components of Equity				
Ratepayers Equity at the beginning of the Year	244,458	261,149	274,835	237,938
Net Surplus/(Deficit) for the Year	9,411	11,147	(1,455)	386
Transfers to (from) other reserves	34	2,540	1,087	131
Ratepayers Equity at end of Year	253,903	274,835	274,468	238,454
Special & Other Funds at the beginning of the Year	7,025	10,491	7,951	7,492
Transfers to (from) Special Funds	168	(2,540)	(1,087)	(131)
Special & Other Funds at the end of the Year	7,193	7,951	6,864	7,361
Trust Funds at the beginning of the Year	182	172	172	184
Transfers to (from) Trust Funds	2	0	0	0
Trust Funds at the end of the Year	184	172	172	184
Revaluation Reserves at the beginning of the Year	590,804	601,203	626,166	629,094
Gains/(Losses) on the Revaluation Property, Plant, and Equipment	14,005	24,963	32,183	31,347
Gains/(Losses) on the Disposal Revalued Property, Plant and Equipment	(204)	0	0	0
Revaluation Reserves at the end of the Year	604,604	626,166	658,349	660,441
Total Equity at end of Year	865,884	909,125	939,853	906,441

Funding Impact Statement for 2018-2028

Prospective Balance Sheet

	Annual Report 2021 \$000	Long Term Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Assets				
Current assets				
Cash and cash equivalents	2,623	2,527	2,186	2,623
Trade and other receivables	4,462	4,927	4,981	4,573
Prepayments	480	296	296	480
Stock on Hand	26	22	22	26
Current Investments	13,037	119	1,074	1,152
Total current assets	20,626	7,891	8,560	8,853
Non-current assets				
Investments	1,322	3,457	668	2,827
Property, plant and equipment and Intangibles	880,897	936,243	979,945	972,178
Total non-current assets	882,219	939,700	980,613	975,005
Total assets	902,845	947,592	989,173	983,858
Liabilities				
Current liabilities				
Trade and other payables	13,003	7,430	7,484	6,415
Employee entitlements	386	330	330	386
Current Public Debt	107	4,118	10,118	10,107
Total current liabilities	13,496	11,877	17,932	16,908
Non-current liabilities				
Non-Current Public Debt	20,000	22,560	27,311	25,230
Provisions for Landfill Closure	3,463	4,029	4,078	3,547
Total non-current liabilities	23,463	26,590	31,389	28,777
Total liabilities	36,959	38,467	49,321	45,685
Equity				
Special & Other Funds	7,193	7,951	6,864	7,361
Trust Funds	184	172	172	184
Revaluation Reserve of Assets	604,604	626,166	658,349	660,441
Ratepayers' Equity	253,905	274,835	274,468	270,187
Total equity	865,886	909,125	939,852	938,174
Total Liabilities and Equity	902,845	947,592	989,173	983,858

Funding Impact Statement for 2018-2028

Prospective Statement of Cash Flows

	Annual Report 2021 \$000	Long Term Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Cash flows from operating activities				
Cash was provided from:				
Receipts from rates revenue	21,584	23,300	24,886	24,969
Operating subsidies and grants received	30,811	3,494	3,426	3,426
Fees and charges received	4,438	5,403	5,732	6,661
Interest received	297	71	42	68
Receipts from other revenue	507	249	258	274
Development Contributions	322	2,072	2,133	2,133
Cash was disbursed to:				
Payments to suppliers of Goods and Services	(26,994)	(18,034)	(18,683)	(19,402)
Payments to employees	(5,640)	(7,397)	(7,725)	(8,641)
Interest paid	(458)	(732)	(1,062)	(847)
Net cash from operating activities	24,867	8,424	9,007	8,641
Cash flows from investing activities				
Cash was provided from:				
Proceeds from capital subsidies and grants received	0	15,466	4,240	4,304
Proceeds from sale of property, plant and equipment	38	25	26	26
Proceeds from investments	17,000	2,526	1,834	2,127
Cash was disbursed to:				
Purchase of investment	(19,000)	0	0	0
Purchase of intangible assets	(11)	0	0	0
Purchase of property, plant and equipment	(22,799)	(33,396)	(26,199)	(26,319)
Net cash from investing activities	(24,772)	(15,378)	(20,099)	(19,862)
Cash flows from financing activities				
Cash was provided from:				
Proceeds from borrowing	0	6,954	14,751	17,221
Cash was disbursed to:				
Repayment of borrowings	0	0	(4,000)	(6,000)
Net cash from financing activities	0	6,954	10,751	11,221
Net (decrease)/increase in cash, cash equivalents and bank overdrafts	95	0	(341)	0
Cash, cash equivalents and bank overdrafts at the beginning of the year	2,527	2,527	2,527	2,623
Cash, cash equivalents and bank overdrafts at the end of the year	2,623	2,527	2,186	2,623

Funding Impact Statement for 2018-2028

Prospective Statement of Reserve Movements

	Annual Report 2021 \$000	Long Term Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Reserves held for Emergency Purposes				
Opening Balance	3,066	3,245	3,165	3,558
Transfer to Reserves	995	170	345	450
Transfer from Reserves	(503)	(250)	(250)	(250)
Closing Balance	3,558	3,165	3,260	3,758
Reserves held for Asset purchase				
Opening Balance	3,401	2,680	2,698	3,055
Transfer to Reserves	193	268	207	200
Transfer from Reserves	(539)	(250)	(250)	(520)
Closing Balance	3,055	2,698	2,655	2,735
Reserves held for Operational Costs				
Opening Balance	508	983	2,038	543
Transfer to Reserves	85	1,089	85	388
Transfer from Reserves	(50)	(34)	(1,224)	(100)
Closing Balance	543	2,038	899	831
Reserves held for Other Purposes				
Opening Balance	50	41	50	37
Transfer to Reserves	1	9	0	0
Transfer from Reserves	(14)	0	0	0
Closing Balance	37	50	50	37
Total Reserve Funds	7,193	7,951	6,864	7,361

Funding Impact Statement for 2018-2028

Whole of Council

	Annual Plan 2022 \$000	Long Term Plan 2023 \$000	Annual Plan 2023 \$000
Sources of operating funding			
General rates, uniform annual general charges and rates penalties	15,413	16,237	16,202
Targeted rates	7,929	8,690	8,737
Subsidies and Grants for Operating Purposes	3,494	3,426	3,426
Fees, charges	5,418	5,746	6,674
Interest and dividends from investments	71	42	68
Local authorities fuel tax, fines, infringement fees and other receipts	224	232	248
Total operating funding	32,549	34,373	35,355
Applications of operating funding			
Payments to staff and suppliers	26,446	27,344	29,525
Finance costs	685	1,013	805
Other operating funding applications	(910)	(834)	(1,481)
Total applications of operating funding	26,221	27,523	28,849
Surplus (deficit) of operating funding	6,328	6,850	6,506
Sources of capital funding			
Subsidies and grants for capital expenditure	15,466	4,240	4,304
Gross proceeds from sale of assets	25	26	26
Development and financial contributions	2,072	2,131	2,135
Increase (decrease) in debt	6,954	10,751	11,221
Lump sum contributions	0	0	0
Total sources of capital funding	24,517	17,148	17,686
Applications of capital funding			
Capital expenditure			
to meet additional demand	1,904	2,646	2,646
to improve the level of service	9,338	7,474	7,602
to replace existing assets	22,129	16,053	16,071
Increase (decrease) in reserves	0	0	0
Increase (decrease) of investments	(2,526)	(2,175)	(2,127)
Total applications of capital funding	30,845	23,998	24,192
Surplus (deficit) of capital funding	(6,328)	(6,850)	(6,506)
Funding balance	0	0	0



Rates

The following rates are intended to be set and assessed on all property within the District for the 2022/23 year:

District Wide Rates

1. General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002 for the purposes of providing all or some of the cost of:

- Community leadership, including administration, cost of democracy, community voluntary support grants
- All regulatory activities, including district planning, land use and subdivision consent costs, building control, public health, animal control, and compliance
- Solid waste
- Parks and reserves, public toilets, theatres and halls, cemeteries, and miscellaneous property costs

For the 2022/23 year, this rate will be 0.09078 cents per dollar (including GST) based on the rateable capital value of all rateable land within the District, excluding the Central Business District Zone where this rate will be 0.01101 cents per dollar (including GST) based on the rateable capital value of all rateable land within the Zone.

2. Uniform Annual General Charge

A rate set under section 15 of the Local Government (Rating) Act 2002 on each separately used or inhabited part of a rating unit within the District. See definition below. This rate is for the purpose of providing:

- Economic and social development
- A portion of the cost of solid waste
- Libraries and swimming facilities

For the 2022/23 year, this rate will be \$ 364.87 (including GST).

3. District Land Transport Rate

A rate for the Council's land transport facilities set under section 16 of the Local Government (Rating) Act 2002. This rate is set for the purpose of funding the operation and maintenance of the land transport system.

For the 2022/23 year this rate will be 0.14653 cents per dollar (including GST) based on the land value of all rateable land in the district.

Targeted Rates

Separately Used or Inhabited Parts of a Rating Unit

Definition – for the purposes of the Uniform Annual General Charge and the targeted rates above, a separately used or inhabited part of a rating unit is defined as –

A separately used or inhabited part of a rating unit includes any portion inhabited or used by [the owner/a person other than the owner], and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence, or other agreement.

This definition includes separately used parts, whether or not actually occupied at any time, which are used by the owner for occupation on an occasional or long term basis by someone other than he owner.

Examples of separately used or inhabited parts of a rating unit include:

- For residential rating units, each self-contained household unit is considered a separately used or inhabited part. Each situation is assessed on its merits, but factors considered in determining whether an area is self-contained would include the provision of independent facilities such as cooking/ kitchen or bathroom, and its own separate entrance.
- Residential properties, where a separate area is used for the purpose of operating a business, such as a medical or dental practice. The business area is considered a separately used or inhabited part.

These examples are not considered inclusive of all situations.

4. Water Supply Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for water supply operations of a fixed amount per separately used or inhabited part of a rating unit. The purpose of this rate is to fund water supplies for Otane, Takapau, Waipukurau, Waipawa, Kairakau, Porangahau and Te Paerahi.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of water supplies and treatment in those parts of the District where these systems are provided.

The rate is subject to differentials as follows:

- a. a charge of per separately used or inhabited part of a rating unit connected in the Otane, Takapau, Waipukurau, Waipawa, Kairakau, Porangahau, and Te Paerahi Beach communities.
- b. a half charge per separately used or inhabited part of a rating unit which is serviceable for the above locations.

For this rate:

- "Connected" means a rating unit to which water is supplied.
- "Serviceable" means a rating unit to which water is not being supplied, but the property it is situated within 100 metres of the water supply.

For the 2022/23 year these rates will be:

CHARGE	WATER RATE (INCL GST)
a. Connected	\$937.22
b. Serviceable, but not connected	\$468.61

WAIPAWA WATER SUPPLY ZONE



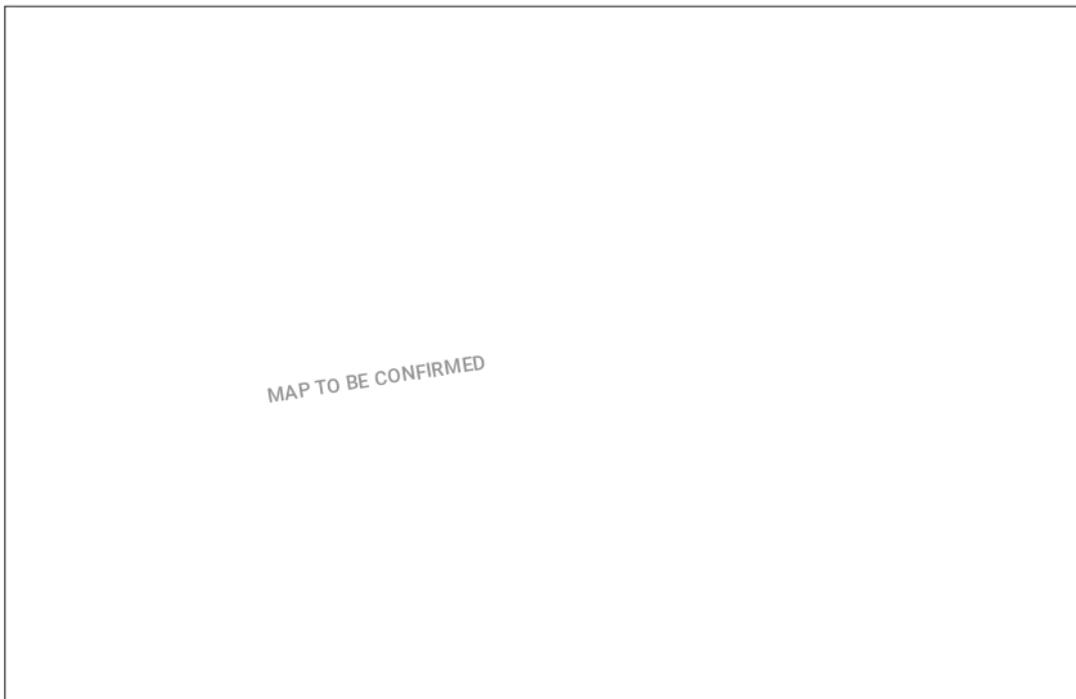
OTANE WATER SUPPLY ZONE



WAIPUKURAU WATER SUPPLY ZONE



TAKAPAU WATER SUPPLY ZONE

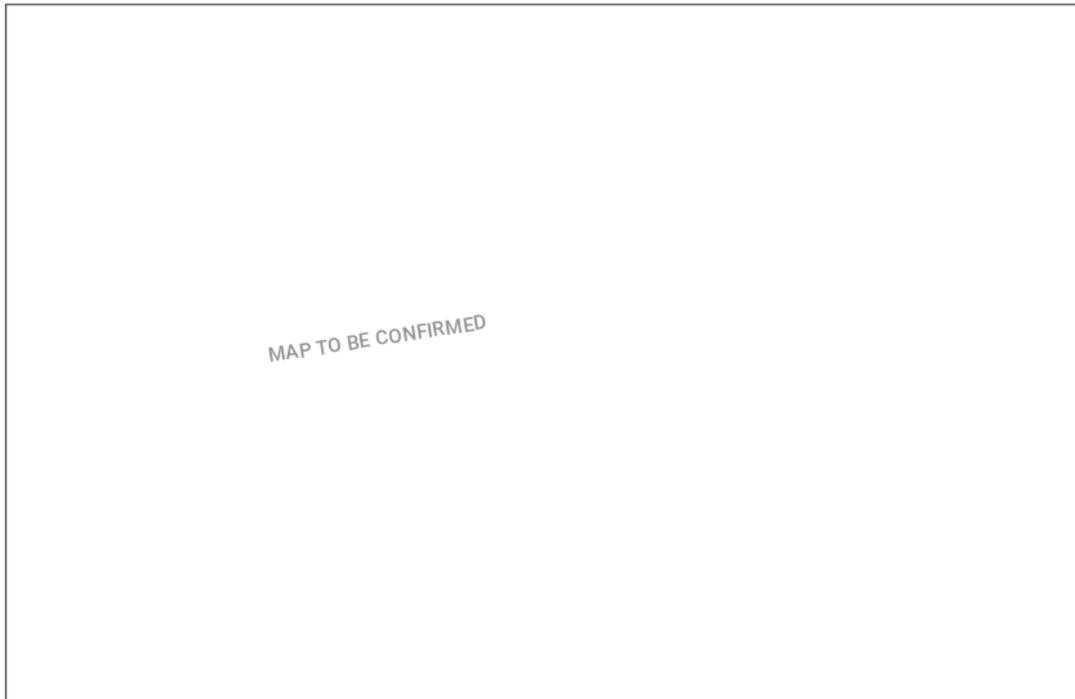


KAIRAKAU WATER SUPPLY ZONE



TE PAERAHI WATER SUPPLY ZONE



PORANGAHAU WATER SUPPLY ZONE**5. Metered Water Rate**

A targeted rate under section 19 of the Local Government (Rating) Act 2002 per cubic metre of water supplied, as measured by cubic metre, over 300 cubic metres per year. This is applied to water users deemed 'Extraordinary' where payment of the Water Supply rate above entitles extraordinary users to the first 300 cubic metres of water without additional charge.

The rate is subject to differentials as follows:

- a. a rate per cubic metre of water, for users consuming below 40,000 cubic metres
- b. a rate per cubic metre of water, for users above 40,000 cubic metres, and where the land use category in the valuation database is not 'industrial'
- c. a rate of per cubic metre of water, for users consuming above 40,000 cubic metres, and where the land use category in the valuation database is 'industrial'
- d. For the 2022/23 year these rates will be:

VOLUME OF WATER (CUBIC METRES)	RATE PER CUBIC METRE (INCL GST)
a. Below 40,000	\$2.75
b. Above 40,000, non-industrial	\$2.75
c. Above 40,000, industrial	\$2.75

6. Sewerage Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council’s sewage disposal function of fixed amounts in relation to all land in the district to which the Council’s sewage disposal service is provided or available, as follows:

- a. A charge per rating unit connected.
- b. A charge per pan within the rating unit, after the first one.
- c. A charge per rating unit which is serviceable.

The rate is subject to differentials as follows:

- ‘Connected’ means the rating unit is connected to a public sewerage system.
- ‘Serviceable’ means the rating unit is not connected to a public sewerage drain but is within 30 metres of such a drain.
- A rating unit used primarily as a residence for one household is treated as not having more than one pan.
- For commercial accommodation providers, each subsequent pan will be rated at 50% of the charge.
- For those Clubs who qualify for a rebate of their General Rates under Council’s Community Contribution and Club Rebate Remission Policy, and who are connected to the sewerage network, each subsequent pan will be rated at 50% of the Sewerage Charge.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of sewerage collection, treatment and disposal systems in those parts of the District where these systems are provided.

For the 2022/23 year these rates will be:

CHARGE	SEWERAGE RATE (INCL GST)
a. First charge per separately used or inhabited part of a rating unit connected	\$875.29
b Additional charge per pan after the first	\$875.29
c Serviceable, not connected, per separately used or inhabited part of a rating unit	\$437.65
d Additional charge per pan after the first – commercial accommodation provider, qualifying club	\$437.65

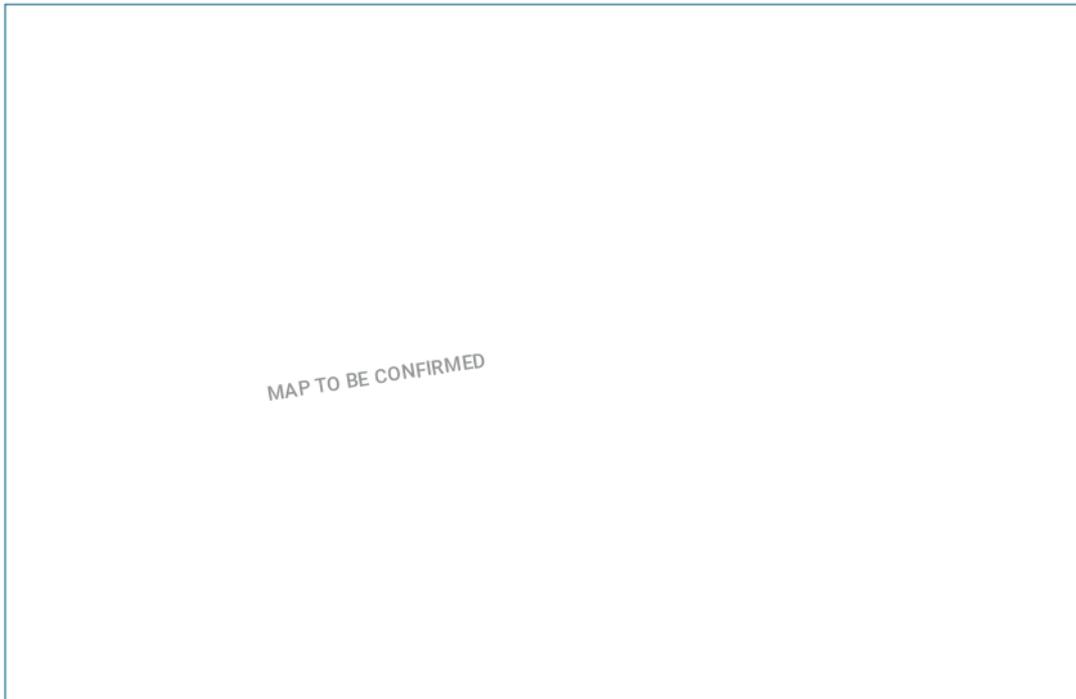
WAIPAWA SEWER OPERATION ZONE



OTANE SEWER OPERATION ZONE



WAIPUKURAU SEWER OPERATION ZONE



TAKAPAU SEWER OPERATION ZONE



TE PAERAHI SEWER OPERATION ZONE



PORANGAHAU SEWER OPERATION ZONE**7. Stormwater Rates**

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the purpose of funding operations and maintenance, plus improvements and loan charges on the stormwater drainage network as follows:

A uniform targeted rate on the capital value of all rateable land in the Waipukurau, Waipawa, Otane, and Takapau Stormwater Catchment Areas.

For the 2022/23 year this rate will be:

STORMWATER CATCHMENT ZONE	PER DOLLAR OF CAPITAL VALUE
Waipukurau	0.05667 (including GST)
Waipawa	0.05667 (including GST)
Otane	0.01813 (including GST)
Takapau	0.01360 (including GST).

The Stormwater Catchment Areas are defined by reference to stormwater catchment boundary plans held.

WAIPAWA STORMWATER OPERATION ZONE



WAIPUKURAU STORMWATER OPERATION ZONE



OTANE STORMWATER OPERATION ZONE



TAKAPAU OPERATION ZONE



8. Kerbside Recycling Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's collection of household recyclables for Waipukurau, Waipawa, Takapau, Otane, Ongaonga, and Tikokino on each separately used or inhabited part of a rating unit to which the Council provides the service.

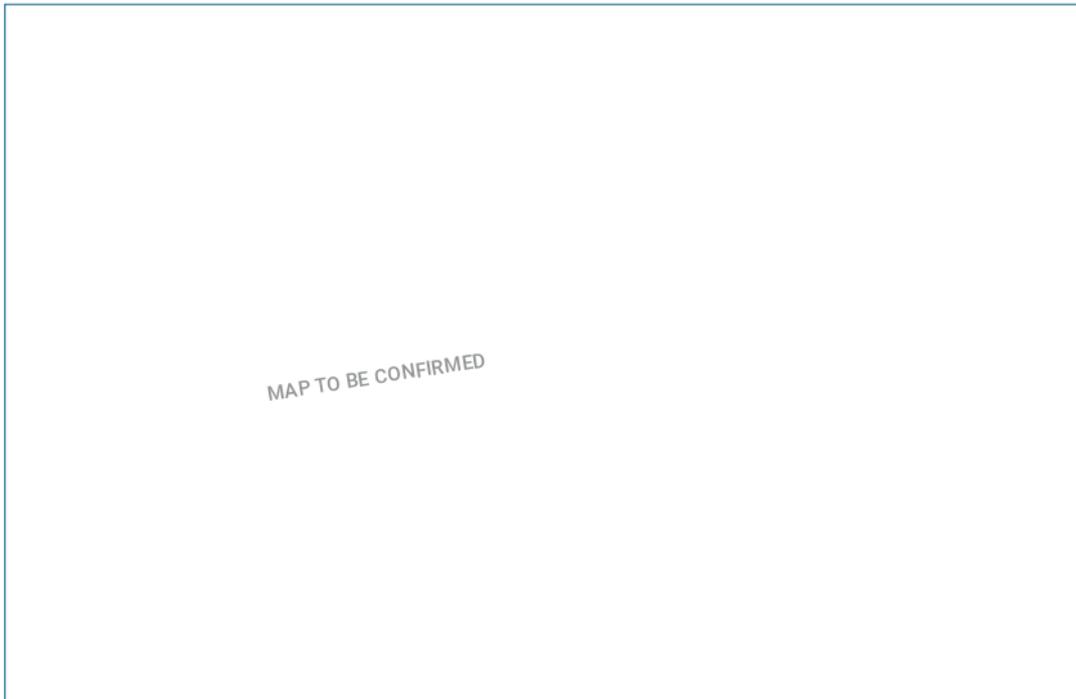
For the 2022/23 year this rate will be \$ 109.69 (including GST).

WAIPAWA KERBSIDE RECYCLING COLLECTION ZONE

WAIPUKURAU KERBSIDE RECYCLING COLLECTION ZONE



TAKAPAU KERBSIDE RECYCLING COLLECTION ZONE

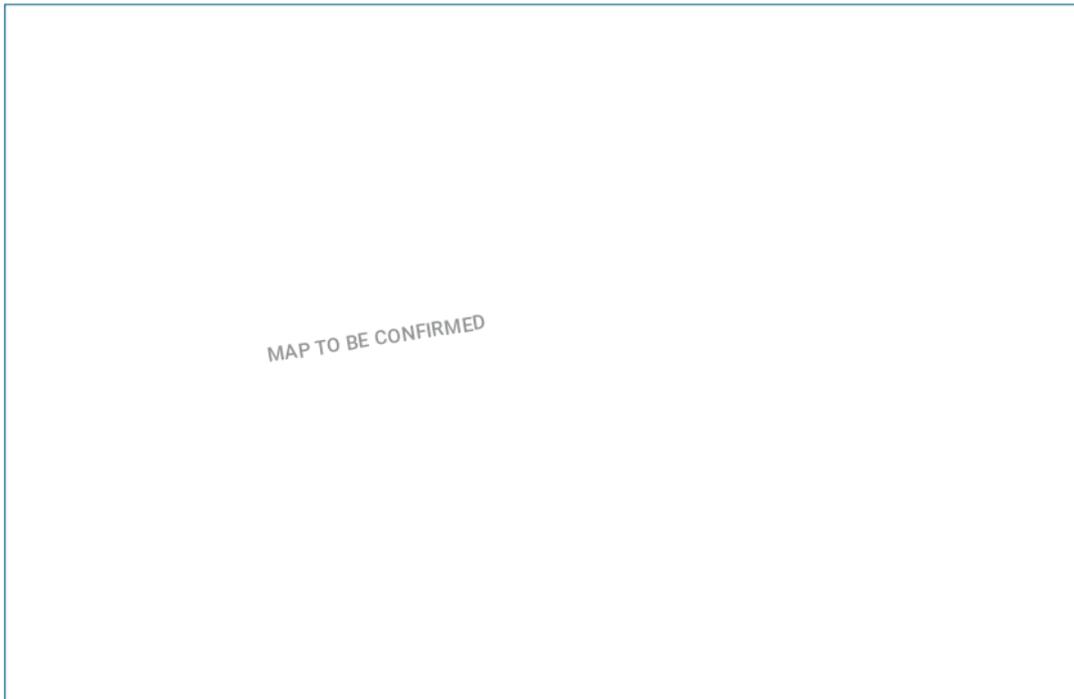


OTANE KERBSIDE RECYCLING COLLECTION ZONE



ONGAONGA KERBSIDE RECYCLING COLLECTION ZONE



TIKOKINO KERBSIDE RECYCLING COLLECTION ZONE**9. Refuse Collection Rate**

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the collection of household and commercial refuse for Otane, Onga Onga, Takapau, Tikokino, Waipukurau, Waipawa, Porangahau, Te Paerahi, Blackhead Beach, Kairakau, Mangakuri, Aramoana and Pouterere Beach on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2022/23 year this rate will be \$29.55 (including GST).

WAIPAWA REFUSE COLLECTION ZONE



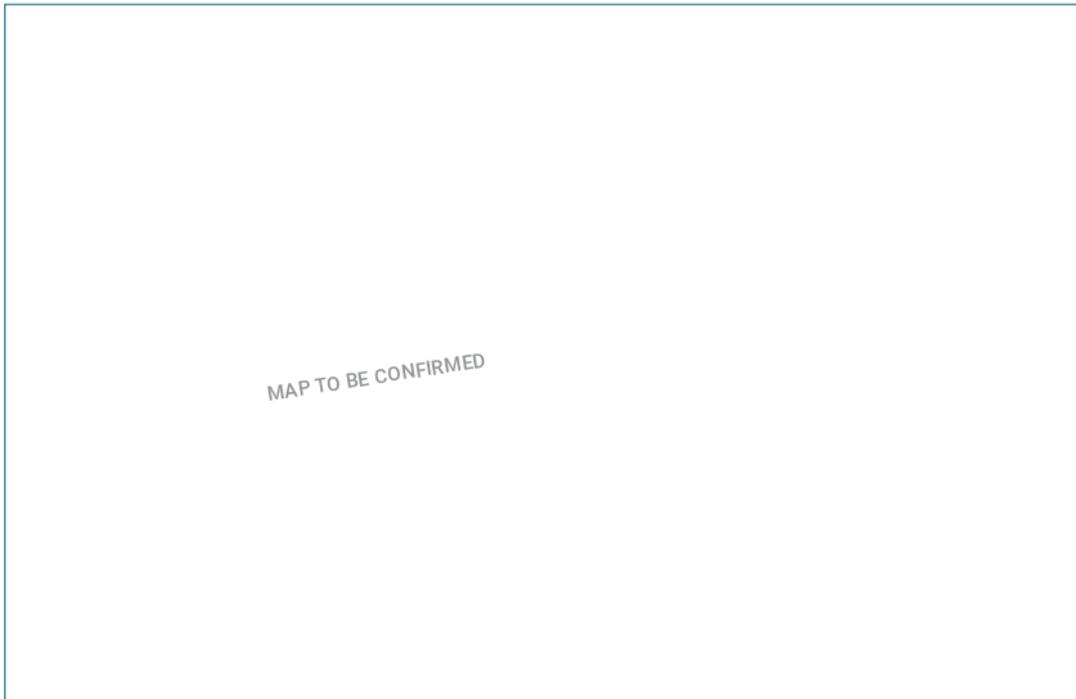
OTANE REFUSE COLLECTION ZONE



WAIPUKURAU REFUSE COLLECTION ZONE



TAKAPAU REFUSE COLLECTION ZONE



TE PAERAHI REFUSE COLLECTION ZONE



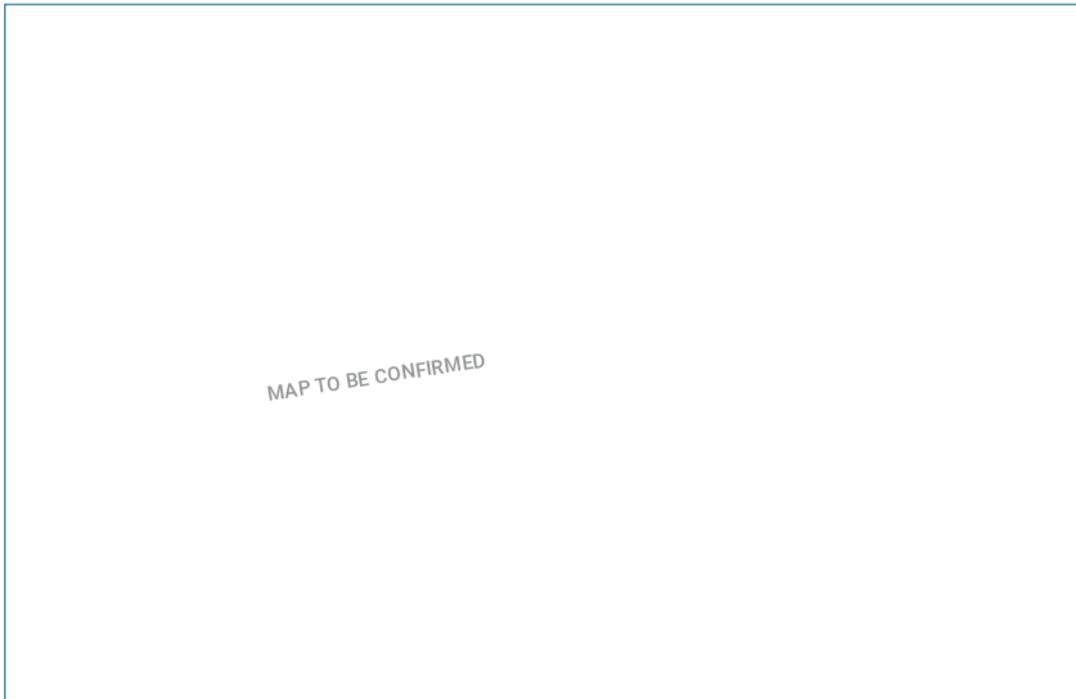
PORANGAHAU REFUSE COLLECTION ZONE



TIKOKINO REFUSE COLLECTION ZONE



ONGA ONGA REFUSE COLLECTION ZONE



POURERERE BEACH REFUSE COLLECTION ZONE



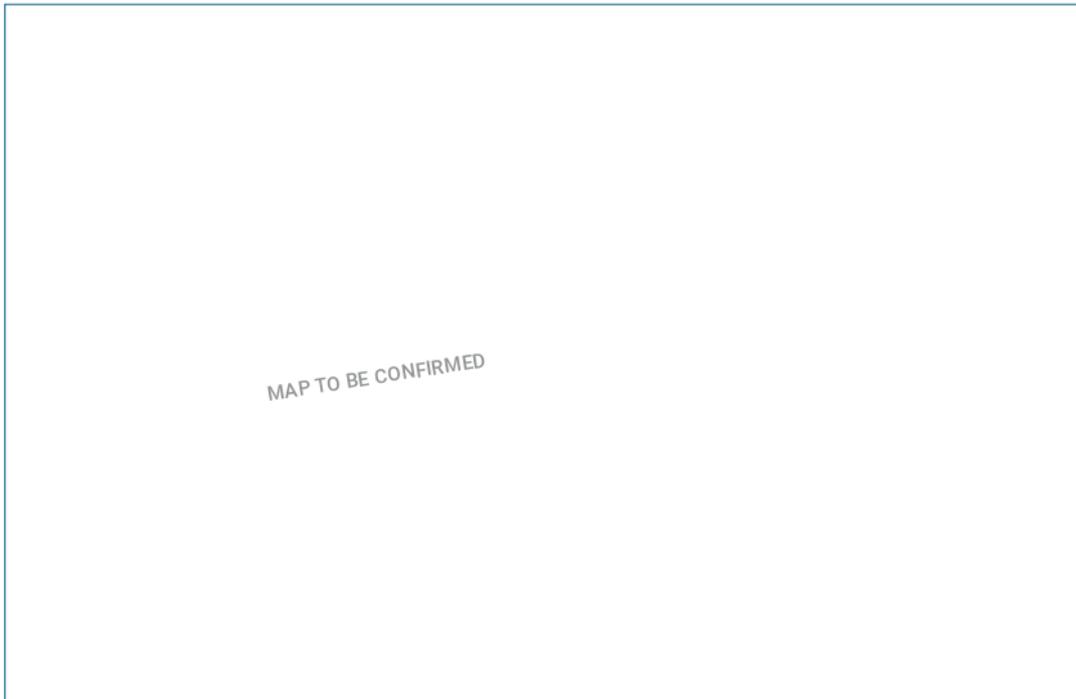
KAIRAKAU BEACH REFUSE COLLECTION ZONE



MANGAKURI BEACH REFUSE COLLECTION ZONE



ARAMOANA BEACH REFUSE COLLECTION ZONE



BLACKHEAD BEACH REFUSE COLLECTION ZONE**10. Te Aute Drainage Rate**

Te Aute Drainage rates are set on all rateable area of rateable property within the designated area subject to a graduated scale for the purpose of funding the operations, loan charges and the repayment of loans for the Te Aute Drainage Scheme area.

The amount required and the classification is set by the Te Aute Drainage Committee.

Each hectare of land in each property is classified according to the susceptibility of that hectare to flooding as follows:

A (100 points), B (80 points), C (15 points), F (3 points), and G (0 points).

The total number of points is 73614. The total amount of funding required each year determines how much each of these points are worth. In this way, the total amount required is apportioned on a pro rata basis using the weightings on each hectare.

- The total amount of funding required for 2022/23 is \$47,334
- The amount per point is 64.30026 cents including GST.
- The Te Aute drainage scheme area is defined by reference to the classification list establishing the graduated scale.

2022/23 Rate Factors

The table below lists the draft rate factors for the 2022/23 year (1 July 2022 to 30 June 2023) that are proposed to be set by the Central Hawke's Bay District Council under the Local Government (Rating) Act 2002. The final rating factors will be confirmed at the June 2022 Council meeting.

Description	Land Liable	Differential	Factor of Liability	Factor	Rate Value**	Amount Sought including GST \$
District Wide Rates						
General	All rateable property Non CBD Zone	Uniform	Capital Value	8,584,205,800	0.000908	7,792,918.16
General	All rateable property CBD Zone	Uniform	Capital Value	87,954,000	0.001102	96,885.69
Uniform Annual General Charge	All rateable property	Uniform	Fixed Amount per SUIP*	6,988	364.87	2,549,691.45
District Land Transport	All rateable property	Uniform	Land Value	5,591,064,400	0.001465	8,192,662.10
Targeted Rates						
Refuse Collection Kerbside	Service Available	Uniform	Fixed Amount per SUIP *	4,284	29.55	126,600.05
Recycling Collection	Service Available	Uniform	Fixed Amount per SUIP *	3,856	109.69	422,965.40
Water Supply	Connected/Service Available	Connected/Service Available	Fixed Amount per SUIP *	4,382.5	937.22	4,107,388.30
Sewerage	Connecte d/Service Available	Connected/Use/ Service Available	Fixed Amount per SUIP *, per Pan	4,167	875.29	3,647,343.45
Stormwater	Waipukurau/Waipawa Catchment Area	Uniform	Capital Value	1,795,391,500	0.000567	1,017,518.86
Stormwater	Otane Catchment Area	Uniform	Capital Value	228,566,526	0.000181	41,452.04
Stormwater	Takapau Catchment Area	Uniform	Capital Value	107,610,478	0.000136	14,636.90
Drainage	Te Aute	Classifications	Fixed Amount per point	73,614	0.643003	47,334.00
Water by Meter	Extraordinary users	Volume, land use category	Fixed Amount per cubic metre		3.90/2.75	622,700.85
Total Sought						28,680,097.25



Sample Rating Impacts on Properties

The table below displays a sample of the draft proposed rating changes for 2022/23 (the final rates will be set at the June 2022 Council meeting). On average, the Council has set a budget that requires a 6.8% rates increase for 2022/23 however this has been distorted by the impact that the Quotable Value (QV) valuations is having on the overall rating base.

For the 2021/22 rating year the rating base was set by QV in 2018, whereas for 2022/23 the rating base is set based on 2021 property values. During the three year period between these valuations all properties have substantially increased in value (overall capital values have increased 54.3%), but this increase wasn't evenly spread across the district. For example residential land values

increased 128.5%, while pastoral land only increased by 42%. What this has meant is a redistribution of value in favour of our towns, particularly our smaller rural towns.

As one of the main methods for spreading rates is based on property valuations, this has also seen a redistribution of rates to urban rate payers. In the table above is displayed the sample rates with the 2022/23 rates calculated on both the 2018 property values and the 2021 property values to demonstrate the impact this revaluation is having on the district.

The two green shaded columns show the proposed new rate values increases based on the new QV values. The column to the left of these, show what the increase would have been without the QV value change.

Urban Residential	Category	Land Value	Capital Value	Actual Rates 2021/22	Proposed Rates 2022/23 Based on Old Valuation	Proposed Rates 2022/23 Based on New Valuation	Percentage Change Pre Valuation	Percentage Change Post Valuation
Waipukurau	Low	155,000	430,000	2,636	2,887	3,177	9.5%	20.6%
Waipukurau	Medium	280,000	610,000	3,090	3,371	3,626	9.1%	17.3%
Waipukurau	Medium	280,000	770,000	3,364	3,668	3,862	9.0%	14.8%
Waipukurau	High	250,000	980,000	3,699	4,033	4,127	9.0%	11.6%
Waipukurau	High	310,000	1,060,000	5,685	6,189	6,285	8.9%	10.6%
Waipawa	Low	165,000	550,000	2,894	3,193	3,347	10.3%	15.6%
Waipawa	Medium	170,000	530,000	2,894	3,164	3,347	9.3%	15.6%
Waipawa	High	195,000	680,000	3,157	3,449	3,604	9.3%	14.2%
Waipawa	High	395,000	1,000,000	4,064	4,418	4,369	8.7%	7.5%
Townships	Category	Land Value	Capital Value	Actual Rates 2021/22	Proposed Rates 2022/23 Based on Old Valuation	Proposed Rates 2022/23 Based on New Valuation	Percentage Change Pre Valuation	Percentage Change Post Valuation
Otane		300,000	630,000	2,831	3,122	3,442	10.3%	21.6%
Porangahau	Low	125,000	365,000	2,312	2,513	2,721	8.7%	17.7%
Porangahau	High	125,000	740,000	2,626	2,836	3,061	8.0%	16.6%
Takapau		140,000	480,000	2,455	2,704	3,022	10.1%	23.1%
Takapau		225,000	610,000	1,906	2,144	2,407	12.5%	26.3%
Takapau	Lifestyle	590,000	890,000	2,857	3,071	3,113	7.5%	9.0%
Tikokino		215,000	590,000	1,044	1,142	1,354	9.4%	29.7%
Onga Onga		180,000	610,000	951	1,047	1,321	10.0%	38.9%
Coastal Residential	Category	Land Value	Capital Value	Actual Rates 2021/22	Proposed Rates 2022/23 Based on Old Valuation	Proposed Rates 2022/23 Based on New Valuation	Percentage Change Pre Valuation	Percentage Change Post Valuation
Blackhead		390,000	690,000	1,400	1,486	1,592	6.1%	13.7%
Kairakau		375,000	830,000	2,357	2,540	2,634	7.7%	11.7%
Mangakuri		680,000	1,270,000	2,518	2,634	2,543	4.6%	1.0%
Te Paerahi	Low	330,000	450,000	2,744	2,954	3,099	7.7%	12.9%
Te Paerahi	Medium	500,000	810,000	3,327	3,553	3,674	6.8%	10.4%
Rural	Category	Land Value	Capital Value	Actual Rates 2021/22	Proposed Rates 2022/23 Based on Old Valuation	Proposed Rates 2022/23 Based on New Valuation	Percentage Change Pre Valuation	Percentage Change Post Valuation
District	Lower	360,000	369,000	1,051	1,076	862	2.4%	(17.9%)
District	Lower	1,070,000	1,500,000	3,007	3,134	3,293	4.2%	9.5%
District	Medium	4,600,000	5,250,000	11,454	11,788	11,867	2.9%	3.6%
District	Medium	1,220,000	1,284,000	3,460	3,595	3,317	3.9%	(4.1%)
District	High	9,000,000	10,210,000	23,994	27,835	22,813	16.0%	(4.9%)
District	High	7,800,000	9,470,000	25,234	25,912	20,383	2.7%	(19.2%)
Aramoana	High	5,300,000	6,070,000	16,123	16,572	13,636	2.8%	(15.4%)
Ruataniwha	High	6,550,000	7,680,000	15,748	16,191	16,928	2.8%	7.5%
Ruahine	High	15,200,000	16,200,000	44,482	45,623	37,330	2.6%	(16.1%)
Ruahine	Medium	3,020,000	3,820,000	9,285	9,568	8,255	3.0%	(11.1%)
Commercial/Industrial	Category	Land Value	Capital Value	Actual Rates 2021/22	Proposed Rates 2022/23 Based on Old Valuation	Proposed Rates 2022/23 Based on New Valuation	Percentage Change Pre Valuation	Percentage Change Post Valuation
Waipukurau	Commercial	330,000	820,000	7,344	8,000	7,860	8.9%	7.0%
Waipawa	Commercial	110,000	146,000	2,441	2,687	2,719	10.0%	11.4%
Waipukurau	Industrial	360,000	720,000	4,410	4,755	4,780	7.8%	8.4%

Te Aute Drainage Scheme

Valuation Number	Hectares in each classification				Total Points	Amount
	A (100pts)	B (80pts)	C (15pts)	F (3pts)		
1092000300	0	11.3	8.15	31.63	1,121	\$720.81
1092000800	0	32.83	74.69	23.42	3,817	\$2,454.34
1092000900	0	0	0.83	2.15	19	\$12.22
1092001001	77.96	16.65	11.94	17.95	9,361	\$6,019.15
1092001100	78.22	0	15.28	39.73	8,171	\$5,253.97
1092001107	0	0	18.02	68.04	474	\$305.05
1092001200	0	2.88	18.35	18.86	562	\$361.37
1092001201	0	20.25	19.15	12.31	1,944	\$1,250.00
1092001400	0	0	0	14.16	42	\$27.01
1092001600	0	0	0	10.12	30	\$19.29
1092001700	38.74	51.06	36.24	45.12	8,638	\$5,554.26
1092002100	188.81	0	0	23.93	18,953	\$12,186.83
1092002200	84.02	4.14	1.16	6.45	8,770	\$5,639.13
1092002300	41.02	5.2	20.43	22.8	4,893	\$3,146.21
1092002900	0	0	0	0.81	2	\$1.29
1092006100	0	84.44	0	20.77	6,817	\$4,383.35
Total	508.77	228.75	224.24	358.25	73,614	\$47,334.00

Approach to Rating

Rates are set and assessed under the Local Government (Rating) Act 2002 on all rateable rating units on the value of the land and improvements as supplied by Quotable Value New Zealand Limited. The last rating revaluation was carried out in September 2018 and is effective from 1 July 2019.

The objectives of the council's rating policy is to:

- Spread the incidence of rates as fairly as possible
- Be consistent in charging rates
- Ensure all ratepayers pay their fair share for council services
- Provide the income needed to meet the council's goals.

The Central Hawke's Bay District Council rating system provides for all user charges and other income to be taken into account first, with the rates providing the balance needed to meet the council's objectives.

Rating Base

The rating base will be the database determined by the contracted rating service provider. Because this database is constantly changing due to change of ownership, subdivision, regular revaluations, change of status from rateable to non-rateable (and reverse), the rating base is not described in detail in this policy.

Rating Information Database and Rates Records

Council's rating information database and rates records are available for public inspection at the Council offices in Waipukurau and Waipawa during normal office hours –

- Waipukurau (hours Monday – Friday 9am to 5.00pm)
- Waipawa (hours Monday – Friday 8am to 5.00pm)

Due Dates for Rate Payments

Pursuant to Section 24 of the Local Government (Rating) Act 2002 the following dates are proposed to apply for assessing the amount of each instalment of rates excluding metered water rates for the year 1 July 2022 to 30 June 2023. Each instalment will be assessed in four equal amounts, rounded.

INSTALMENT NUMBER	INSTALMENT START DATE	LAST DAY OF PAYMENT WITHOUT ADDITIONAL CHARGE	PENALTY DATE
1	1 July 2022	20 August 2022	21 August 2022
2	1 October 2022	20 November 2022	21 November 2022
3	1 January 2023	20 February 2023	21 February 2023
4	1 April 2023	20 May 2023	21 May 2023

Due Dates for Metered Water Rates

Pursuant to Section 24 of the Local Government (Rating) Act 2002 the following dates are proposed to apply for assessing the amount of metered water rates for the year 1 July 2022 to 30 June 2023. The assessment is applied to water users after the first 300 cubic metres of water without additional charge has been used as part of the Water Supply Rate.

AREA/USERS	WATER METERS READ DURING	LAST DAY OF PAYMENT
High Users	Monthly	20th month following
Waipukurau/Takapau	Sep-22	20-Oct-22
	Dec-22	20-Jan-22
	Mar-23	20-Apr-23
	Jun-23	20-Jul-23
Waipawa	Aug-22	20-Sep-22
Otane	Nov-22	20-Dec-22
Kairakau Porangahau/Te Paerahi	Feb-23	20-Mar-23
Porangahau/Te Paerahi	May-23	20-Jun-23

Penalty Charges (Additional Charges on Unpaid Rates)

Pursuant to Section 58(1)(a) of the Local Government (Rating) Act 2002, an additional charge of 10% will be added on the penalty date above, to all amounts remaining unpaid for each instalment excluding metered water rates.

Pursuant to Section 58(1)(b) of the Local Government (Rating) Act, a further additional charge of 10% will be added on 1 July 2022 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2022 (Section 58(1)(b)) excluding metered water rates.

Payment Options

Rate payments on instalments are to be received by Council no later than 5.00pm on the last day of payment detailed above.

Payment options include:

- Online through Internet Banking.
- Direct Debit.
- Automatic Payments via your bank account, or Telephone Banking.
- Cheque sent by Post.
- At Council Offices in Waipukurau (Hours Monday – Friday 9am to 5.00pm) or Waipawa (Hours Monday – Friday 8am to 5.00pm). We accept Cash, Cheque and Eftpos.
- Online by Credit Card from our website.

Lump Sum Contributions

Council will not accept lump sum contributions in respect of any targeted rate.

Rating Base Information

For all the rating units in the district, estimated for 30/06/2022

Number of Rating Units	8,055
Capital Value	9,126,287,050
Land Value	5,939,140,800

Annual Plan Disclosure Statement

What is the purpose of this statement?

The purpose of this statement is to disclose the council's planned financial performance in relation to various benchmarks to enable the assessment of whether the council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The council is required to include this statement in its annual plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

BENCHMARK	DESCRIPTION	QUANTIFIED MAXIMUM LIMIT	PLANNED LIMIT	MET
Rates affordability benchmark				
Income	LTP increase + 1% = 7.8%	\$25,176,368	\$24,939,215	Yes
Increases	LGCI + 3% = 5.90%	5.9%	6.8%	No
Debt affordability benchmark	Debt must not exceed 5% of total public equity and accumulated funds.	5.0%	3.7%	Yes
Debt servicing benchmark	Debt servicing costs will not exceed 10% of total revenue.	10.0%	2.0%	Yes
Balanced budget benchmark	Revenue is equal or greater than operation expenses	100%	100%	Yes
Essential services benchmark	Capital Expenditure is equal or greater than depreciation	100%	210%	Yes

CENTRAL HAWKE'S BAY DISTRICT COUNCIL
www.chbdc.govt.nz • thrive@chbdc.govt.nz • 06 857 8060
PO Box 127 • 28 - 32 Ruataniwha Street, Waipawa 4210



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

7.5 CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY 2120: MEMORANDUM OF TRANSITION

File Number: COU1-1400

Author: Simon Bendall, Traverse Environmental Limited and Chris Dolley, Hawke's Bay Regional Council

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Coastal Hazards Memorandum of Transition between Hastings District Council, Napier City Council and Hawke's Bay Regional Council [↓](#)

PURPOSE

This report seeks to confirm the position of the Central Hawke's Bay District Council in relation to a draft Memorandum of Transition developed by the Napier City Council, Hastings District Council, and Hawke's Bay Regional Council, that sets out arrangements for responding to coastal hazards.

RECOMMENDATION FOR CONSIDERATION

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

- a) **Receives and notes the paper "Clifton to Tangoio Coastal Hazards Strategy 2120: Memorandum of Transition".**
- b) **Confirms that the Central Hawke's Bay District Council has no objection to the proposal outlined in the Coastal Hazard's Memorandum of Transition as attached to this paper.**
- c) **Confirms that the consultation and communication process outlined in Section 7 of the Hawke's Bay Region's Triennial Agreement for the Triennium October 2019 – 2022 has been satisfied with respect to the proposal outlined in the Coastal Hazard's Memorandum of Transition.**
- d) **Agrees that the Hawke's Bay Regional Council should proceed to implement the formal provisions of s.16 of the Local Government Act to give effect to the proposal outlined in the Coastal Hazard's Memorandum of Transition.**

EXECUTIVE SUMMARY

The Hawke's Bay Regional Council ("HBRC"), Napier City Council ("NCC") and Hastings District Council ("HDC") (collectively "Partner Councils") are planning the implementation of the Clifton to Tangoio Coastal Hazards Strategy ("Strategy").

Following a Funding Review, the proposal being considered by the Partner Councils is that HBRC lead Strategy implementation. This would see HBRC leading the response to coastal hazards risks within the Napier and Hastings districts, and the transfer of existing coastal hazard mitigation assets held by NCC and HDC to HBRC.

These arrangements have been outlined in a proposed Memorandum of Transition ("MOT").

To give effect to the arrangements set out in the MOT, HBRC will need to notify a proposal for a significant new activity under s.16 of the Local Government Act ("LGA").

This proposal does not at this time affect the Wairoa or Central Hawke's Bay Districts, but the Strategy has been developed with the intent of establishing a model to roll out to other coastal areas in the region in future.

To meet the requirements of s.16 of the LGA and the Hawke's Bay Region's Triennial Agreement for the Triennium October 2019 – 2022 ("Triennial Agreement"), HBRC must consult on this proposal with all territorial authorities in the region.

HBRC are seeking to confirm the position of the Wairoa and Central Hawke's Bay District Councils on the MOT, prior to commencing the s.16 process.

BACKGROUND

Background information was discussed in workshop with Council on 27 January 2022. The following summary is provided for completeness.

The Strategy represents a coordinated approach to identifying and responding to coastal hazards and the influence of sea level rise over the next 100 years. It provides a platform for long-term planning and decision making.

It has been advanced as a collaborative project between the NCC, HDC, HBRC, Maungaharuru-Tangitū Trust, Mana Ahuriri Trust and the Heretaunga Tamatea Settlement Trust.

The Strategy:

- Covers the coastal area between Clifton to Tangoio;
- Seeks to develop a planned response to coastal hazards out to the year 2120;
- Assesses and plans responses to the risks from;
 - Coastal erosion (storm cut, trends, effects of sea level rise); and
 - Coastal inundation (storm surge, set-up, run-up, overtopping and sea level rise).
- Incorporates climate change as an overriding influence.

The vision of the Strategy is:

“That coastal communities, businesses and critical infrastructure from Tangoio to Clifton are resilient to the effects of coastal hazards.”

The Strategy is being developed in 4 stages (**Figure 1**) and is guided by the Ministry for the Environment document “*Coastal hazards and climate change: Guidance for local government*” released in December 2017. **Figure 2** represents the process recommended by the guidance.

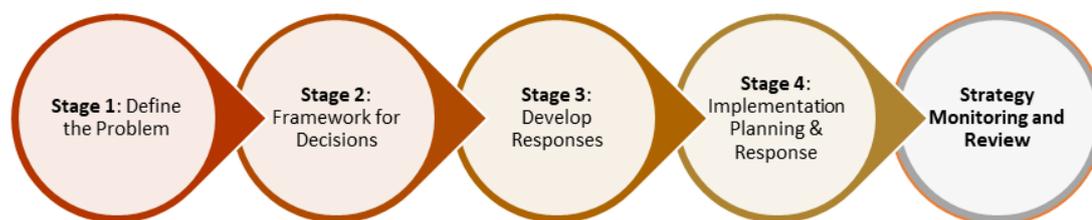


Figure 1: Clifton to Tangoio Coastal Hazards Strategy Development Process

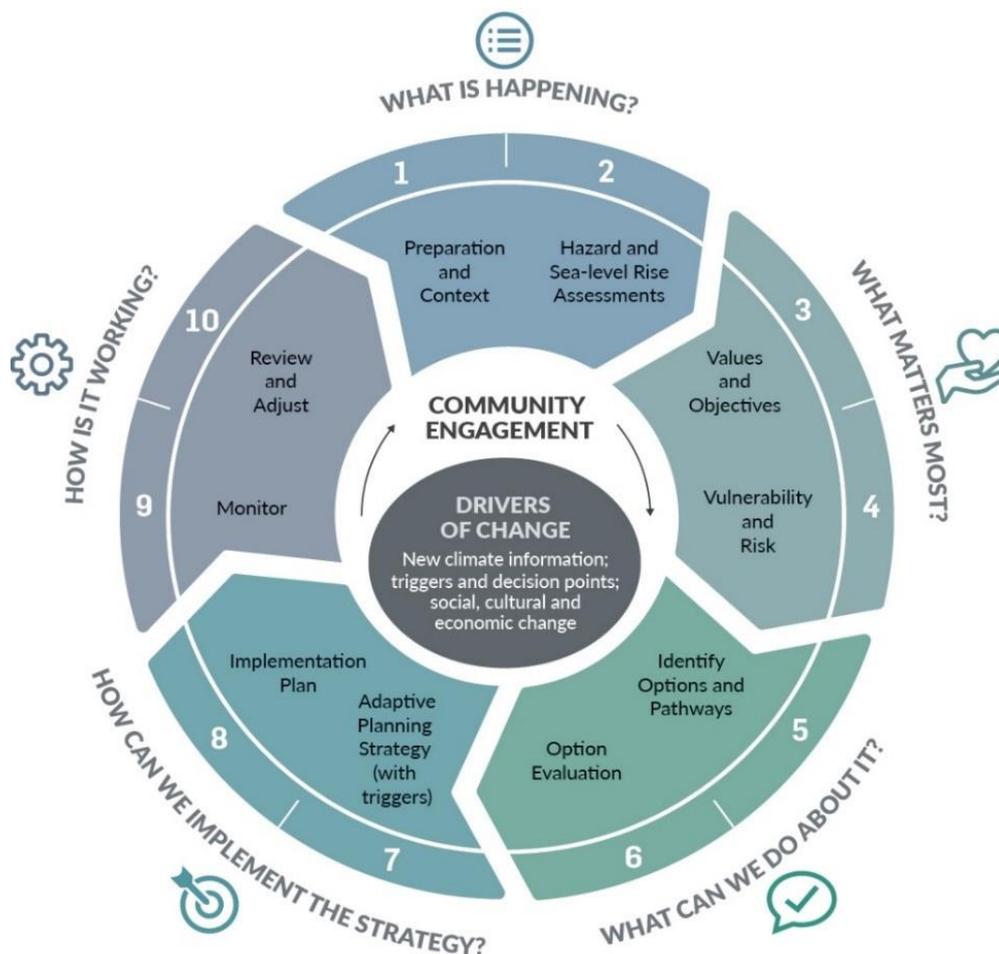


Figure 2: 10 Step Decision Cycle, from “Coastal hazards and climate change: Guidance for local government”, Ministry for the Environment 2017

A key part of the Strategy development process has been the formation of two community-based Assessment Panels (established during Stage 3 in 2017/2018).

The panels developed 100-year pathways to respond to coastal erosion and coastal inundation in 9 priority units within the Strategy area. Each pathway is built from a combination of short term (0 – 20 years), medium term (20 – 50 years) and long term (50 – 100 years) hazard response actions.

An important concept is that each pathway is ‘adaptive’; the timeframe of each action (short, medium and long) can be brought forward or delayed, depending on the actual effects of coastal hazards and climate change over time. If sea level rises more than expected or at a faster rate, actions can be implemented earlier in response; if less or slower, actions can be delayed. If necessary, the actions themselves can also be reviewed or changed.

The Strategy will also be reviewed every 10 years, to ensure that the pathways remain fit for purpose as new information becomes available over time.

The pathways recommended by the Panels (which were refined in 2021) are presented in **Figure 3**.

Cell	Unit	Short term (0 - 20 years)	Medium term (20 - 50 years)	Long term (50 - 100 years)
Southern Cell	Clifton	Status quo	Sea wall	Managed Retreat
	Te Awanga	Renourishment + Groynes	Renourishment + Groynes	Renourishment + Groynes
	Haumoana	Renourishment + Groynes	Renourishment + Groynes	Managed Retreat
	Clive / East Clive	Status quo	Renourishment + Groynes	Retreat the Line / Managed Retreat
Northern Cell	Ahuriri	Status quo	Sea wall	Sea wall
	Pandora	Status quo	Storm surge barrier	Storm surge barrier
	Westshore	Renourishment	Renourishment + Control Structures	Renourishment + Control Structures
	Bay View	Status Quo / Renourishment	Renourishment + Control Structures	Renourishment + Control Structures
	Whirinaki	Status Quo / Renourishment	Renourishment + Control Structures	Sea wall

Figure 3: Clifton to Tangoio Coastal Hazard's Strategy Recommend Adaptive Pathways: Revised 2021

CURRENT STATUS / FUNDING REVIEW

The Strategy is now in Stage 4 of its development process (Implementation Planning and Response), which commenced in 2019. Work under Stage 4 has focused on developing the implementation detail for the recommended pathways, including:

- Developing concept plans for the short-term step of each pathway and more detailed costings;
- Developing signals, triggers and thresholds for the pathways to drive an adaptive response;
- Developing a funding model for the proposed physical works;
- Considering the suitability of the existing regulatory framework (regional plan and district plans); and
- Developing a concept for how managed retreat could be implemented in Hawke's Bay, including indicative costings

The Strategy's project team are currently finalising information and details to prepare the Strategy for notification as a proposed Long Term Plan amendment.

However, before this can occur, a decision is required on which Council (or Councils) should lead this next phase of the project, which will necessitate the raising of new rates revenue to fund physical works programmes and other Strategy implementation tasks.

Current legislation (principally the LGA and Resource Management Act) create overlaps and uncertainties about the respective roles of regional councils and territorial authorities

in the funding and implementation of works under the Strategy. This has led to delays in confirming a preferred implementation model.

To facilitate an outcome, the Partner Councils collectively agreed to engage Raynor Asher QC to lead a Funding Review.

Mr Asher was tasked with answering the following question:

Which Council or Councils should lead and fund the implementation of coastal hazard mitigation projects (including design, consenting, construction and maintenance cost) under the Strategy?

In undertaking his review, Mr Asher engaged with staff and councillors from each Partner Council, considered material developed to date under the Strategy, reviewed relevant historical information, legislation and case law, and has been assisted with local legal advice.

Mr Asher completed his review and presents his findings in the report "*Review and Recommendations for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee*".

His key recommendation is that HBRC should lead and fund the implementation of coastal hazard mitigation projects under the Strategy.

Mr Asher also recommended that, along with assuming responsibility for leading future hazards mitigation projects, HBRC take over the management of existing coastal hazards mitigation assets held by NCC and HDC.

IMPLEMENTING FUNDING REVIEW OUTCOMES

HDC, NCC and HBRC have now agreed in principle to the outcome of the Funding Review and Mr Asher's recommendations.

To give effect to this outcome, HBRC will need to notify a proposal for a significant new activity under s.16 of the Local Government Act.

The Technical Advisory Group ("TAG") for the Strategy have prepared a draft MOT to provide a mechanism for the Partner Councils to confirm the agreed arrangements for implementing the Strategy and the associated transfer of assets recommended by the Funding Review. This will provide the basis for the s.16 process.

The draft MOT is provided as **Attachment One** to this report.

NCC and HDC have confirmed their support for the MOT. HBRC will be considering it formally at their meeting on 30 March 2022, noting that on 16 March, HBRC's Corporate and Strategic Committee passed a resolution recommending that the HBRC support the MOT.

Before the MOT can be formally executed by NCC, HDC and HBRC however, it must be circulated to all territorial authorities in the region for comment, to align with the requirements of s.16 of the LGA and the Triennial Agreement².

The territorial authorities are then provided with, at a minimum, 40 working days to respond. This time restraint under the Triennial Agreement could be varied through agreement.

The MOT has previously been discussed with Chief Executives from all territorial authorities in the region, and is now being presented formally to Council for consideration.

¹ Mr Asher's report can be accessed from this link: <https://www.hbcoast.co.nz/assets/Document-Library/Other-documents/Raynor-Asher-Hawkes-Bay-Review-06-5-21.pdf>

² See Section 7 on p.5 of the Triennial Agreement [here](#)

EXTENDING THE STRATEGY AREA

The Strategy was initiated with the intention of establishing a template approach for responding to coastal hazards risks in the Hawke's Bay Region.

The Strategy area was initially defined to incorporate the most urgent areas of coastal hazards risks at that time, while being manageable in scale. There are ongoing coastal hazards issues in the wider Hawke's Bay region that do require attention.

Notably, Raynor Asher makes the point in his review of funding arrangements that only HBRC is capable of extending a consistent, region-wide approach to coastal hazards management, and this was one of the reasons given for recommending that HBRC take a leadership role in Strategy implementation.

While the approach at this stage is to seek a successful outcome for the Strategy before commencing work in other parts of the region, it is expected that the Strategy can ultimately provide a model for rolling out to the Wairoa and Central Hawke's Bay Districts, subject to discussions with those councils.

It is noted for clarity that any extension of those arrangements into the Central Hawke's Bay District would require a further s.16 LGA consultation process, which would need to be developed on an agreed basis between Central Hawke's Bay District Council and HBRC.

DECISION SOUGHT FROM CENTRAL HAWKE'S BAY DISTRICT COUNCIL

Given the limited direct impact on the Central Hawke's Bay District, and the rationale for the arrangements set out in the MOT based on Mr Asher's recommendations, the Strategy's project team seek agreement from the Central Hawke's Bay District Council that:

- a. the consultation and communication process outlined in the Triennial Agreement has been satisfied; and
- b. that Council has no objection to the proposal for HBRC to undertake a significant new activity as outlined in the MOT.

RISK ASSESSMENT AND MITIGATION

There is a risk that a precedent is established in the Region for how coastal hazards risks are managed into the future, with (at this stage) limited direct involvement by the Central Hawke's Bay District Council.

However, to the extent that a precedent may be established, the approach has been developed based on independently developed recommendations by Raynor Asher QC, which are likely to be equally valid when considered against the particular circumstances of the Central Hawke's Bay District.

Regardless, in order for this approach to be extended into the Central Hawke's Bay District (noting at this stage it is only to apply in the Napier and Hastings Districts), a further s.16 process would be required to be undertaken by HBRC.

In that scenario, Council would need to agree to participate, have the opportunity to engage in that process and, if it saw fit, retain the option to object to any s.16 process initiated by HBRC under the Local Government Act.

On that basis, the risks of confirming the resolution as proposed are considered to be negligible.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as not significant, as there is no direct impact on the Central Hawke's Bay District.

OPTIONS ANALYSIS

	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
	Object to the proposal outlined in the MOT	Support the proposal outlined in the MOT	Request more time to consider the proposal
Promotion or Achievement of Community Outcomes	N/A – no direct impact on Central Hawke’s Bay	N/A – no direct impact on Central Hawke’s Bay	N/A – no direct impact on Central Hawke’s Bay
Statutory Requirements	Lodge objection through s16 process, if HBRC proceeds with proposal.	None	None
Consistency with Policies and Plans	N/A – no direct impact on Central Hawke’s Bay	N/A – no direct impact on Central Hawke’s Bay	N/A – no direct impact on Central Hawke’s Bay

Recommended Option

This report recommends Option 2: Support the Proposal outlined in the MOT.

Given there is no direct impact on the Central Hawke’s Bay District from the proposal outlined in the MOT, Options 1 and 2 do not provide any real benefit for Council, however would delay the advancement of the Strategy.

NEXT STEPS

As noted, NCC and HDC have already confirmed their agreement to the MOT.

HBRC are formally considering the MOT at their meeting on 30 March, so an outcome on that decision cannot be reported at time of writing this report. However, and as noted, HBRC’s Corporate and Strategic Committee has passed a resolution recommending that the HBRC support the MOT.

A tailored version of this paper was presented to the Wairoa District Council at their meeting on 22 March 2022. The resolution (as recommended in this paper) was passed, confirming Wairoa District Council’s support for the approach outlined in the MOT.

Should all Councils confirm agreement to the MOT:

- a. The Chief Executives of HBRC, NCC and HDC will be invited to execute the MoT, in accordance with the resolutions passed by each Council.
- b. The Minister of Local Government will be informed of the proposal and the reasons for it, in accordance with the requirements of the s.16(2) of the Local Government Act.
- c. HBRC will notify the proposal under s.16 of the Local Government Act (this is targeted to occur in May 2022).

RECOMMENDATION

That having considered all matters raised in the report staff RECOMMEND that Council:

- a) Receives and notes the paper “Clifton to Tangoio Coastal Hazards Strategy 2120: Memorandum of Transition”.**
- b) Confirms that the Central Hawke’s Bay District Council has no objection to the proposal outlined in the Coastal Hazard’s Memorandum of Transition as attached to this paper.**
- c) Confirms that the consultation and communication process outlined in Section 7 of the Hawke’s Bay Region’s Triennial Agreement for the Triennium October 2019 – 2022 has been satisfied with respect to the proposal outlined in the Coastal Hazard’s Memorandum of Transition.**
- d) Agrees that the Hawke’s Bay Regional Council should proceed to implement the formal provisions of s.16 of the Local Government Act to give effect to the proposal outlined in the Coastal Hazard’s Memorandum of Transition.**



Coastal Hazards

MEMORANDUM OF TRANSITION

Between

HASTINGS DISTRICT COUNCIL

NAPIER CITY COUNCIL

HAWKE'S BAY REGIONAL COUNCIL

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1. PARTIES

- 1.1 Hastings District Council (“HDC”)
 - 1.2 Napier City Council (“NCC”)
 - 1.3 Hawke’s Bay Regional Council (“HBRC”)
- (each a “Party” and together the “Parties”)

2. BACKGROUND

- 2.1 The Clifton to Tangoio Coastal Hazards Strategy 2120 (“Strategy”) has been in development since late 2014. It has been advanced as a collaborative project between the Parties, the Maungaharuru-Tangitu Trust, Mana Ahuriri Incorporated and the Heretaunga Tamatea Settlement Trust. To date, Strategy development has been jointly and equally funded by the Parties.
- 2.2 Work under the Strategy has developed recommended projects to adapt to coastal hazards risks within the project area. In the short to medium term the recommended projects generally involve beach renourishment to offset erosion losses and to build-up the beach crest to mitigate risks of overtopping and inundation, and the construction of coastal structures to reduce erosion losses. In the longer term, managed retreat has been recommended in some areas. Significant capital and operational expenditure is required to implement the proposed works.
- 2.3 The Parties commissioned Raynor Asher QC to prepare a report (“Report”) delivering non-binding recommendations on the issue of which of the Parties should lead and fund these projects. Following the recommendations in the Report, the Parties have agreed in principle that HBRC takes charge of all aspects of adapting to coastal hazards risks on the Clifton to Tangoio coast. This involves HBRC undertaking a significant new activity, and necessitates HBRC amending its long-term plan in accordance with the special consultative procedure, as required by section 16 LGA.
- 2.4 The Triennial Agreement provides for expanded consultation requirements in addition to the section 16 LGA process. HBRC has complied with these requirements, including having informed Central Hawke’s Bay District Council and Wairoa District Council of the Proposal, provided them with an opportunity to respond, and fully considered their submissions and representations.
- 2.5 This Memorandum provides an agreement in principle between the Parties to facilitate the transition of functions and transfer of asset with respect to coastal hazards adaptation in the Clifton to Tangoio Coastal area. The Parties enter into this Memorandum to:
 - (a) clarify and agree the roles and responsibilities of the Parties for adapting to the impacts of coastal hazards affecting Napier City and the Hastings District, and implementing the Clifton to Tangoio Coastal Hazards Strategy;

- (b) identify the assets proposed to be transferred between the Parties, and the process for transferring those assets, to give effect to the agreed roles and responsibilities;
- (c) satisfy the requirements of the Triennial Agreement; and
- (d) Support HBRC in its long-term plan amendment to give effect to the Proposal without the matter being submitted to mediation or determination by the Minister under section 16 LGA.

3. DEFINITIONS AND INTERPRETATION

3.1 Definitions: In this Memorandum, unless the context indicates otherwise:

Business Day means any day excluding Saturdays, Sundays and statutory public holidays in Wellington and excluding any day in the period beginning on 25 December in any year and ending on 5 January in the following year.

Clifton to Tangoio Coastal Area means the coastal area from Clifton to Tangoio, encompassing the Bay View and Haumoana Littoral Cells and associated coastal settlements.

Clifton to Tangoio Coastal Hazards Strategy or Strategy means the Clifton to Tangoio Coastal Hazards Strategy 2120, as modified novated, supplemented, varied or replaced.

Coastal Hazards Assets means all existing coastal hazard mitigation and adaptation assets and renourishment programmes (including any associated resource consents) held or managed by NCC and HDC and as particularised in clauses 7.3 and 7.4.

LGA means the Local Government Act 2002.

Minister means the Minister of Local Government.

Proposal is as defined in clause 4.1.

Significance and Engagement Policy means each of the Parties' significance and engagement policies adopted under section 76AA LGA.

Triennial Agreement means the Hawke's Bay Region's Triennial Agreement for the Triennium October 2019 – 2022.

3.2 Interpretation: In this agreement, unless the context indicates otherwise:

- (a) clause and other headings are for ease of reference only and will not affect this agreement's interpretation;
- (b) references to the singular include the plural and vice versa; and

- (c) the term includes or including (or any similar expression) is deemed to be followed by the words without limitation.

4. PROPOSAL

4.1 Subject to HBRC's adoption of an amendment to its long-term plan in accordance with section 16 LGA, the Parties record their agreement that:

- (a) HBRC will take charge of adapting to coastal hazards risks on the Clifton to Tangoio coast, including adopting and implementing the Clifton to Tangoio Coastal Hazards Strategy, as outlined in clause 6.
- (b) HDC and NCC will transfer their assets relevant to mitigating and adapting to the impacts of coastal hazards affecting Napier City and the Hastings District to HBRC, as outlined in clause 7.
- (c) An advisory committee formed by elected representatives of the Parties and Tangata Whenua will be established, as outlined in clause 9.

4.2 The Parties further agree to:

- (a) Use best endeavours to resolve objections in accordance with clause 10.
- (b) Jointly and equally fund the continued development and implementation of the Strategy until 1 July 2024, when funding has been implemented for physical works under the Strategy in HBRC's long-term plan.

5. REASONS FOR THE PROPOSAL

5.1 The framework under the LGA allows each of the Parties to conduct natural hazard adaptation activities. The Parties have a general obligation to collaborate and cooperate, and the legislation leaves it open to local authorities, both territorial and regional, to cooperate and allow one council to have the controlling role in an area of common jurisdiction.

5.2 There is a recognition by the Hawke's Bay public of a need for coastal hazards adaptation action on an integrated basis. An integrated approach to the whole Clifton to Tangoio coastline is needed rather than an approach focussed on territorial authority boundaries.

5.3 HBRC has experience in managing river flooding hazards in the Hawke's Bay region, and is best suited to respond to coastal hazards and the setting of rates for these activities. This is best undertaken by an authority with pan-jurisdictional reach and a regional frame of reference.

5.4 The establishment of the Advisory Committee with representatives from each of the Parties and including Iwi representation would strengthen HBRC's performance of the coastal

hazard adaptation activities, through HDC and NCC's understanding of the ratepayers on their coastlines, their history of dealing with their coastal areas, and their knowledge of the infrastructure.

6. SCOPE OF HBRC COASTAL HAZARDS ADAPTATION ACTIVITIES

6.1 HBRC will, in accordance with section 16 LGA, propose an amendment to its long-term plan to take charge of all aspects of the adapting to coastal hazards in the Clifton to Tangoio Coastal Area, including:

- (a) the adoption of the Clifton to Tangoio Coastal Hazards Strategy and the implementation of the Strategy once adopted;
- (b) in accordance with the Clifton to Tangoio Coastal Hazards Strategy, deciding on projects and works to be undertaken and maintained to build resilience to the effects of coastal hazards;
- (c) making all decisions about rating for these works and collecting those rates, including deciding which ratepayers should pay and in what amounts and proportions; and
- (d) the control of all maintenance of Coastal Hazards Assets.

6.2 For the avoidance of doubt:

- (a) The Proposal does not change the consenting, planning and related responsibilities of the Parties under the Resource Management Act 1991.
- (b) The Proposal does not alter responsibilities or encompass works or activities under the Civil Defence and Emergency Management Act 2002.

7. ASSET TRANSFER

7.1 The Parties agree in principle that the Coastal Hazard Assets shall be transferred to HBRC, to facilitate the integrated and coordinated management of coastal hazards risks.

7.2 This transfer shall only become effective upon the parties agreeing to suitable terms, which will thereafter become known as the Coastal Hazard Asset Transfer Agreement ("**Coastal Hazard Asset Transfer Agreement**"). The date of transfer will align with HBRC's adoption of its 2024 - 2034 long-term plan ("**Transfer Date**").

7.3 The following NCC Coastal Hazard Assets shall be included in the transfer to HBRC under the Coastal Hazard Asset Transfer Agreement:

Asset	Current Funding Mechanism	Capital Cost	Operational Cost	Outstanding Debt	Notes
Westshore beach erosion	HB land endowment reserve	Nil	\$275,000	0	Annual opex cost
Westshore nearshore restoration	HB land endowment reserve	Nil	\$275,000	0	Tri-annual opex cost
Hardinge Road erosion	HB land endowment reserve	\$325,290		0	Bi-annual capital cost
Hardinge Road structure	HB land endowment reserve	\$498,053		0	Existing asset

- 7.4 The following HDC Coastal Hazard Assets shall be included in the transfer to HBRC under the Coastal Hazard Transfer Agreement:

Asset	Rate	Capital Cost	Outstanding Debt	Annual Interest and Debt Repayment	Total Budgeted Opex
Clifton Revetment	General rate	\$1,408,987	\$1,116,000	\$70,200	\$50,000
Cape View Corner	General rate	\$644,067	\$600,000	\$37,800	
Waimārama Sea Wall	Targeted Rate (90%)	\$197,262	\$175,481	\$25,000	

- 7.5 NCC and HDC agree that, up until the transfer of the Coastal Hazard Assets, they will consult with HBRC before making any commitments to new coastal hazard mitigation assets or renourishment programmes which are not included in clauses 7.3 and 7.4 above. The purpose of this consultation shall be to determine whether, and on what conditions, HBRC will support the new coastal hazard mitigation asset or renourishment programme being transferred in accordance with clause 7.6.
- 7.6 Any coastal hazard mitigation assets and renourishment programmes, including any associated resource consents, that are owned by HDC and NCC before the Transfer Date and which are not included in clauses 7.3 and 7.4 above, may also be transferred to HBRC in accordance with the terms in clause 7.8 below and as agreed by the Parties.
- 7.7 The Parties agree that, to the extent possible, the terms of the Coastal Hazard Transfer Agreement will ensure rate neutrality: The Parties will endeavour to ensure that there will be no additional cost to any ratepayer arising solely from the transfer of the Coastal Hazard Assets.

- 7.8 The Coastal Hazard Transfer Agreement shall provide:
- (a) that the transfer shall be at no cost to HBRC, but will include any outstanding debt on the assets as at the Transfer Date;
 - (b) for the assumption by HBRC of responsibility for funding arrangements for the Coastal Hazard Assets necessary to meet the objective of rate neutrality, as agreed between the Parties; and
 - (c) that the assets and liabilities to be transferred must include all amounts and items that properly ought to be treated as being of the same character, irrespective of how they may be described in the accounts or records of NCC and HDC.
- 7.9 NCC and HDC agree to maintain the Coastal Hazard Assets and pay any annual interest and debt repayments up to the Transfer Date in full accordance with the operational budgets and asset management plans confirmed and in effect as of the date of this Memorandum.
- 7.10 Prior to the Transfer Date, NCC and HDC must each provide a written undertaking confirming that the assets being transferred from their respective ownership have been constructed, maintained and monitored in accordance with any and all resource consents issued under the Resource Management Act 1991 and the requirements of any relevant Long Term Plan and/or Asset Management Plan. The assets will not be transferred to HBRC until such time that the required undertakings are received.
- 7.11 The Coastal Hazard Transfer Agreement may provide such warranties as to the Coastal Hazard Assets, including any liability arising in connection with those assets, as is agreed between the Parties.

8. SIGNIFICANCE AND ENGAGEMENT POLICIES

- 8.1 **HBRC:** The Proposal involves HBRC undertaking a “significant new activity” as that term is defined in section 16 of the LGA. In accordance with the requirements of its Significance and Engagement Policy and the LGA, HBRC will use the special consultative procedure to propose an amendment to its long-term plan.
- 8.2 **HDC:** The transfer of HDC’s current coastal hazard assets, associated debt and operating costs have been considered against its Significance and Engagement Policy and are considered to be of low significance and no engagement with the community is required. HDC has confirmed that a special consultative process will not be required to enable the transfer of these assets. The maintenance and financing costs of the Waimarama Sea Wall are collected by way of a targeted rate (90%) and consultation with that community will be required in conjunction with the HBRC consultative process.
- 8.3 **NCC:** As NCC’s coastal hazard assets are not specifically identified as a ‘Strategic Asset’ within its Significance and Engagement Policy, NCC has confirmed that a Special Consultative Procedure is not required to enable the transfer of these assets to HBRC. The transfer of the

assets, associated debt and operating costs are considered as a matter of moderate interest to a portion of the community and of general interest to the wider community. NCC intends to inform the wider community of the matter through its Annual Plan 2022/23 process. Affected parties, including Whakarire Ave Residents will be consulted with in conjunction with the HBRC consultative process. The maintenance costs of the Whakarire revetment will be collected by way of a targeted rate (2.5%) and consultation with that community will be required in conjunction with the HBRC consultative process.

9. ESTABLISHMENT OF ADVISORY COMMITTEE

- 9.1 The Parties agree to establish a Coastal Hazards Advisory Committee (“**Advisory Committee**”), formed by elected representatives of the Parties and Tangata Whenua.
- 9.2 The primary function of the Advisory Committee is to provide advice to and support for HBRC in undertaking its coastal hazards adaptation functions.
- 9.3 The Terms of Reference for the Advisory Committee is provided in **Schedule One** to this Memorandum. Any amendments to the Terms of Reference may be agreed between the Parties up until the establishment of the Advisory Committee.

10. PROCESS FOR RESOLVING OBJECTIONS

- 10.1 The Parties have agreed in principle to the Proposal, but acknowledge that disagreements may arise regarding aspects of the Proposal.
- 10.2 **Best Endeavours:** Parties agree to use best endeavours to achieve agreement on the Proposal without it being submitted to mediation or Minister determination under section 16 LGA.
- 10.3 **Spirit of Co-operation:** The Parties must at all times act in a spirit of co-operation and collaborative working. Each Party will use its best endeavours to act under the principle of no surprises with each other in relation to their respective interests and the matters covered by this memorandum.
- 10.4 **First Dispute Resolution Meeting:** A Party may, at any time when there is a disagreement relating to the Proposal, give written notice to the other Parties specifying the subject matter of the disagreement and requiring that the Parties meet within 10 Business Days after delivery of the written notice, to attempt to resolve the disagreement.
- 10.5 **Second Dispute Resolution Meeting:** If a disagreement is not resolved in the First Dispute Resolution Meeting, the Parties must agree to meet within 10 Business Days of the First Dispute Resolution Meeting, to continue to resolve the matters in dispute.
- 10.6 **Mediation:** If the parties to the Dispute fail to resolve the Dispute in accordance with clause 10.4 or 10.5, or if a party to the Dispute fails or refuses to attend the Dispute Resolution Meeting or Second Dispute Resolution Meeting, any Party may submit the matter to Mediation in accordance with section 16(4) LGA. In the event of any submission to Mediation:

- (a) **Status:** the mediator will not be acting as an expert or as an arbitrator;
 - (b) **Procedure:** the mediator will determine the procedure and timetable for the Mediation; and
 - (c) **Costs:** the parties involved in the Dispute will share equally the cost of the Mediation.
- 10.7 If the Mediation is unsuccessful, any of the Parties may ask the Minister to make a binding decision on the proposal in accordance with section 16(6) of the LGA.

11. REVIEW

- 11.1 This Memorandum may be altered with the written consent of the Parties.
- 11.2 The Parties agree to review this document at the conclusion of HBRC's consultation process, with the intention that any agreement reached between the Parties at the conclusion of the section 16 LGA process is recorded in an updated agreement executed by the Parties.

EXECUTED AS AN AGREEMENT

SIGNED for and on behalf of **Hawke's Bay Regional Council** under delegated authority by:

Signature

Name

Title

SIGNED for and on behalf of **Hastings District Council** under delegated authority by:

Signature

Name

Title

SIGNED for and on behalf of **Napier City Council** under delegated authority by:

Signature

Name

Title

SCHEDULE ONE: ADVISORY COMMITTEE TERMS OF REFERENCE

Terms of Reference for the Coastal Hazards Advisory Committee

1. Definitions

For the purpose of these Terms of Reference:

“Act” means the Local Government Act 2002.

“Administering Authority” means Hawke’s Bay Regional Council.

“Coastal Hazards Strategy” means the Coastal Hazards Strategy for the Hawke Bay coast between Clifton and Tangoio. For the avoidance of doubt the Strategy is in development as of the date of this Terms of Reference.

“Council Member” means a representative appointed by a Partner Council.

“Hazards” means natural hazards with the potential to affect the coast, coastal communities and infrastructure over the next 100 years, including, but not limited to, coastal erosion, storm surge, flooding or inundation of land from the sea, and tsunami; and includes any change in these hazards as a result of sea level rise.

“Advisory Committee” means the group known as the Coastal Hazards Advisory Committee set up to support the Hawke’s Bay Regional Council to undertake its agreed functions with respect to coastal hazards avoidance and adaptation.

“Member” in relation to the Advisory Committee means each Council Member and each Tangata Whenua Member.

“Partner Council” means one of the following local authorities: Hastings District Council, Napier City Council and Hawke’s Bay Regional Council.

“Tangata Whenua Appointer” means:

The trustees of the Maungaharuru-Tangitū Trust, on behalf of the Maungaharuru-Tangitū Hapū;

Mana Ahuriri Incorporated, on behalf of Mana Ahuriri Hapū;

Heretaunga Tamatea Settlement Trust, on behalf of the hapū of Heretaunga and Tamatea.

“Tangata Whenua Member” means a member of the Advisory Committee appointed by a Tangata Whenua Appointer

2. Name and status of Committee

- 2.1 The Advisory Committee shall be known as the Coastal Hazards Advisory Committee.
- 2.2 The Advisory Committee is a joint committee under clause 30(1)(b) of Schedule 7 of the Act.

3. Partner Council Members

- 3.1 Each Partner Council shall appoint two Council Members and one alternate to the Advisory Committee.
- 3.2 Each Partner Council must appoint at least 1 elected member to the Advisory Committee.
- 3.3 Each Partner Council must make any appointment and notify all Tangata Whenua Appointers and Partner Councils in writing of the appointment.

4. Tangata Whenua Members

- 4.1 Each Tangata Whenua Appointer may appoint up to two members to the Advisory Committee.
- 4.2 Each Tangata Whenua Appointer must make any appointment and notify all Tangata Whenua Appointers and Partner Councils in writing of the appointment.

5. Purpose of Terms of Reference

- 5.1 The purpose of these Terms of Reference is to:
 - i. Define the role and functions of the Advisory Committee; and
 - ii. Provide for the administrative arrangements of the Advisory Committee as detailed in Appendix 1.

6. Functions

- 6.1 The Advisory Committee shall support the Hawke's Bay Regional Council to undertake its agreed functions with respect to coastal hazards avoidance and adaptation by fulfilling the following functions:
 - i. Providing a forum for constructive dialogue between Tangata Whenua and the Partner Councils on coastal hazards avoidance and adaptation.
 - ii. Responding to requests from the Hawkes Bay Regional Council for advice and commentary on specific topics relevant to coastal hazards avoidance and adaptation, which may include:
 - a. Effective engagement with Tangata Whenua;
 - b. Effective engagement with ratepayers and communities;
 - c. Funding arrangements;
 - d. Rate payer equity and affordability;
 - e. Socio-economic considerations;

- f. Environmental considerations;
 - g. Central Government interaction; and
 - h. Engaging in the development of and interpreting any relevant policies, plans and legislation.
- 6.2 For the avoidance of doubt the Advisory Committee has no delegated authority to make decisions for or on behalf of any other entity.

7. Remuneration

- 7.1 Each Partner Council shall be responsible for remunerating its representatives on the Advisory Committee and for the cost of those persons' participation in the Advisory Committee.
- 7.2 The Administering Authority shall be responsible for remunerating the Tangata Whenua Members.

8. Meetings

- 8.1 The Hawke's Bay Regional Council standing orders will be used to conduct meetings as if the Advisory Committee were a local authority and the principal administrative officer of the Hawke's Bay Regional Council or his or her nominated representative were its principal administrative officer.
- 8.2 The Advisory Committee shall hold all meetings at such frequency, times and place(s) as agreed for the effective performance of its functions.
- 8.3 Notice of meetings will be given well in advance in writing to all Advisory Committee Members, and not later than one month prior to the meeting.
- 8.4 The quorum shall be 6 Members, provided that at least one Partner Council Member is present from each Partner Council.

9. Voting

- 9.1 Where voting is required to confirm a position or advice of the Advisory Committee, all Members of the Advisory Committee have full speaking rights.
- 9.2 Each Member has one vote.
- 9.3 Best endeavours will be made to achieve decisions on a consensus basis.
- 9.4 The Chairperson at any meeting does not have a deliberative vote and, in the case of equality of votes, has no casting vote.
- 9.5 Where consensus is not reached on a position or advice of the Advisory Committee, the outcome of voting and the reasons for the lack of consensus shall be reported to the Hawke's Bay Regional Council.

10. Election of Chairperson and Deputy Chairperson

- 10.1 On the formation of the Advisory Committee the members shall elect an Advisory Committee Chairperson and may elect up to two Deputy Chairpersons. The Chairperson is to be selected from the group of Council Members.
- 10.2 The mandate of the appointed Chairperson or Deputy Chairperson ends if that person through resignation or otherwise ceases to be a member of the Advisory Committee.

11. Independent Facilitation

- 11.1 Any matter or matters being considered by the Advisory Committee may be referred by the Chair for independent facilitation.
- 11.2 Where a matter is referred for independent facilitation:
- i. A sub-committee of the Advisory Committee shall be established, with at least one Tangata Whenua Member and at least one member from each Partner Council.
 - ii. The subcommittee shall identify and assess candidates to undertake the facilitation and develop recommendations to the Advisory Committee to appoint a preferred candidate.
 - iii. The Advisory Committee shall receive and consider the subcommittee's recommendation and confirm an appointment.
 - iv. The appointment may be made for a set duration (e.g. for 12 months) or on a task specific basis.
- 11.3 The role of independent facilitator is to assist the Advisory Committee to consider, debate and reach resolution on specified matters.
- 11.4 The independent facilitator shall act in every respect as an independent and neutral third party and shall have no voting or decision-making functions.

12. Reporting

- 12.1 All reports to the Committee shall be presented via the Technical Advisory Group¹ or from the Committee Chairperson.
- 12.2 Following each meeting of the Advisory Committee, the Project Manager appointed by the Administering Authority shall prepare a brief summary report of the business of the meeting and circulate that report, for information to each Member following each meeting. Such reports will be in addition to any formal minutes prepared by the Administering Authority which will be circulated to Advisory Committee representatives.
- 12.3 The Technical Advisory Group shall ensure that the summary report required by 12.2 is also provided to each Partner Council for inclusion in the agenda for the next available Council meeting. A Technical Advisory Group Member shall attend the relevant Council meeting to speak to the summary report if requested and respond to any questions.

¹ A description of the Technical Advisory Group and its role is included as Appendix 1 to these Terms of Reference.

13. Good faith

- 13.1 In the event of any circumstances arising that were unforeseen by the Partner Councils, the Tangata Whenua Appointers, or their respective representatives at the time of adopting this Terms of Reference, the Partner Councils and the Tangata Whenua Appointers and their respective representatives hereby record their intention that they will negotiate in good faith to add to or vary this Terms of Reference so to resolve the impact of those circumstances in the best interests of the Partner Councils and the Tangata Whenua Appointers collectively.

14. Variations to these Terms of Reference

- 14.1 Any Member may propose a variation, deletion, or addition to the Terms of Reference by putting the wording of the proposed variation, deletion or addition to a meeting of the Advisory Committee.
- 14.2 Amendments to the Terms of Reference may only be made with the approval of all Members.

15. Recommended for Adoption by

- 15.1 The Coastal Hazards Strategy Advisory Committee made up of the following members recommends this Terms of Reference for adoption to the three Partner Councils:

Napier City Council represented by:

Appointed by NCC resolution [date]

Hastings District Council represented by:

Appointed by HDC resolution [date]

Hawke's Bay Regional Council represented by:

Appointed by HBRC resolution [date]

Maungaharuru-Tangitū Trust represented by:**Mana Ahuriri Trust represented by:****Heretaunga Tamatea Settlement Trust represented by:**

Appendix 1 - Administering Authority and Servicing

The administering authority for the Advisory Committee is Hawke's Bay Regional Council.

Until otherwise agreed, Hawke's Bay Regional Council will cover the full administrative costs of servicing the Advisory Committee.

A technical advisory group ("**TAG**") will service the Advisory Committee.

The TAG will provide for the management of the project mainly through a Project Manager. TAG will be chaired by the Project Manager and will comprise senior staff representatives from each of the participating councils and other parties as TAG deems appropriate from time to time. TAG will rely significantly on input from coastal consultants and experts.

The Project Manager and appropriate members of the TAG shall work with stakeholders. Stakeholders may also present to or discuss issues directly with the Advisory Committee.

Functions of the TAG include:

- Contributing technical expertise
- Providing technical oversight.
- Coordinating agency inputs particularly in the context of the forward work programmes of the respective councils.
- Ensuring council inputs are integrated.

SCHEDULE TWO: INDICATIVE TIMELINE

- 11.1 The Parties agree the following indicative timeline for implementing the matters set out in this Memorandum:
- (a) Upon signing this Memorandum, the Minister of Local Government will be advised of the Proposal and the reasons for it in accordance with section 16(2) LGA.
 - (b) HDC will undertake targeted consultation in relation to the proposed transfer of responsibilities for the Waimarama Sea Wall to HBRC. The outcome of consultation shall be reported back to the Parties by **31 March 2022**.
 - (c) NCC will undertake targeted consultation in relation to the proposed transfer of responsibilities for the proposed Whakarire Revetment to HBRC. The outcome of consultation shall be reported back to the Parties by **31 March 2022**.
 - (d) HBRC will use the special consultative procedure to propose an amendment to its Long Term Plan to give effect to the Proposal in accordance with sections 16 and 93B to 93G of the LGA and the requirements of HBRC's Significance and Engagement Policy. HBRC shall seek to conclude the special consultative procedure by **31 July 2022**.
 - (e) The Clifton to Tangoio Coastal Hazards Strategy Joint Committee shall recommend a final proposed Clifton to Tangoio Coastal Hazards Strategy to HBRC by **31 July 2022**.
 - (f) Subject to HBRC adopting amendments to its Long Term Plan to give effect to the Proposal:
 - (i) HBRC shall consult on the proposed Clifton to Tangoio Coastal Hazards Strategy as a non-statutory policy document and shall seek to adopt a final Strategy by **31 March 2023**.
 - (ii) The Parties shall prepare and execute the Asset Transfer Agreement by **1 July 2023**.
 - (iii) The Clifton to Tangoio Coastal Hazards Strategy Joint Committee shall be disestablished on **30 June 2024**.
 - (iv) the Advisory Committee shall be established from **1 July 2024**.
 - (v) The transfer of assets in accordance with the Asset Transfer Agreement shall occur by **1 July 2024**.
 - (vi) HBRC shall confirm funding arrangement for implementing physical works under the Strategy in its 2024 – 2034 Long Term Plan.

7.6 ELECTED MEMBERS REMUNERATION - CHILDCARE ALLOWANCE OPTION

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. [Elected Member Remuneration and Expenses Policy](#) [↓](#)

PURPOSE

The purpose of this report is for Council to consider its position on the optional Childcare Allowance as gazetted in the 2021 Remuneration Authority decision.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) **That Council receives the information contained in the report.**
- b) **That Council agrees to approve, or not approve payment of a Childcare allowance as per the Remuneration Authority determination.**
- c) **That Council notes that if approved, the necessary provisions will be included in the Elected Members Remuneration, Allowances and Reimbursements Policy for Council adoption following the 2022 triennial election.**

EXECUTIVE SUMMARY

The Elected Member Remuneration Expenses and Allowances Policy outlines Elected Members remuneration, expenses and allowances. The Local Government Members (2021/22) Determination 2021, which sets the base remuneration, allowances, and expenses payable to elected members, came into force on 1 July 2021. In 2019, the Remuneration Authority (RA) introduced the ability to pay a childcare allowance. It is purely at each council's discretion whether or not it includes a childcare allowance.

BACKGROUND

In 2019 Council considered the inclusion of the optional childcare allowance as now endorsed by the Remuneration Authority. At that time, Council opted to not include this provision in the Policy and therefore the Policy attached does not include the childcare allowance. The following resolution was made:

MOTION RESOLVED: 19.76

Moved: Cr Tim Aitken

Seconded: Cr Kate Taylor

That the council review the Elected Members' Remuneration and Expenses Policy including the childcare provision and its content before the next triennium.

CARRIED

With the local elections opening for nomination in July 2022, the matter is brought back to the table for reconsideration and in preparation for the next triennium.

DISCUSSION

In 2019, for the first time, the RA has introduced a childcare allowance for members who have responsibility for caring for children under the age of 14 years. The allowance is a contribution towards expenses incurred by the member for the provision of childcare while the member is engaged in local authority business. The allowance is capped and is subject to certain conditions. It is purely at each council's discretion whether or not it includes a childcare allowance.

If Council elected to introduce childcare allowances this would need to be included in the Elected Members Remuneration and Expenses Policy which would be reviewed and adopted following the 2022 local elections.

The Authority made the childcare allowance an annual rate so it can be used in as flexible a way as possible. This allows individual councils to set an hourly rate so long as the total amount paid per annum to an elected member does not exceed the annual limit shown in the determination.

Making an early determination (pre-election 2022) Provides certainty to candidates prior to elections.

If Council chooses to include the Childcare allowance provision, it is recommended that it be applied as per the following conditions:

Childcare – Reimbursements apply according to the following conditions:

- i. The member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (not on a temporary basis); and
- ii. the child is under 14 years of age; and
- iii. the childcare is provided by a person who is not a family member and does not ordinarily reside with the member; and
- iv. the member provides evidence satisfactory to the authority of the amount paid for childcare.
- v. the maximum childcare allowance that will be reimbursed shall not exceed \$6,000 per annum (1 July to 30 June the following year), per child

RISK ASSESSMENT AND MITIGATION

This item and the adoption of the policy is low risk. However, it is worth noting that Elected Member remuneration and expenses have some complexity attached to them, to mitigate this the policy has been developed with best practice in mind and has sought guidance from the Remuneration Authority where appropriate.

FOUR WELLBEINGS

The adoption of the policy supports excellence in governance, with the intent to reduce the barriers to parents in entering positions in local government. It is important to note that there are no specific Tangata-whenua considerations.

DELEGATIONS OR AUTHORITY

The Council has 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 importance. However, engagement is not required to implement this decision.

OPTIONS ANALYSIS

	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
	Introduce childcare allowances	Do not introduce childcare allowances	Defer the decision on childcare allowance to the incoming council.
Financial and Operational Implications	<p>Not currently budgeted.</p> <p>If Council opted to allow the Childcare allowance, it would require an additional \$6,000 per annum per child (maximum).</p> <p>Provides certainty for candidates prior to the election.</p>	<p>No additional budget required</p> <p>Provides certainty for candidates prior to the election.</p>	<p>No additional budget immediately required</p> <p>Provides uncertainty for candidates prior to the election.</p>
Long Term Plan and Annual Plan Implications	<p>Additional budget for provision of the childcare allowance would be required for the Annual Plan 2022-23.</p>	<p>There are no implications to consider.</p>	<p>There are no immediate implications to consider.</p>
Promotion or Achievement of Community Outcomes	<p>Moves in the direction of addressing removing barriers to parents entering into elected positions in local government.</p>	<p>Does not address barrier to parents entering into elected positions in local government.</p>	<p>Does not provide certainty for candidates prior to elections whether there will be childcare allowances which could deter parents from standing.</p>
Statutory Requirements	<p>There are no additional legal considerations</p>	<p>There are no additional legal considerations</p>	<p>There are no additional legal considerations</p>

Consistency with Policies and Plans	If Council approved payment, Council policy would need to be updated to reflect this decision.	No change.	No change.
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Recommended Option

This report does not recommend an option.

NEXT STEPS

If approved, management will include the necessary provisions in the Councillors' Remuneration and Expenses Policy for Council adoption post the 2022 Local Government Elections.

RECOMMENDATION

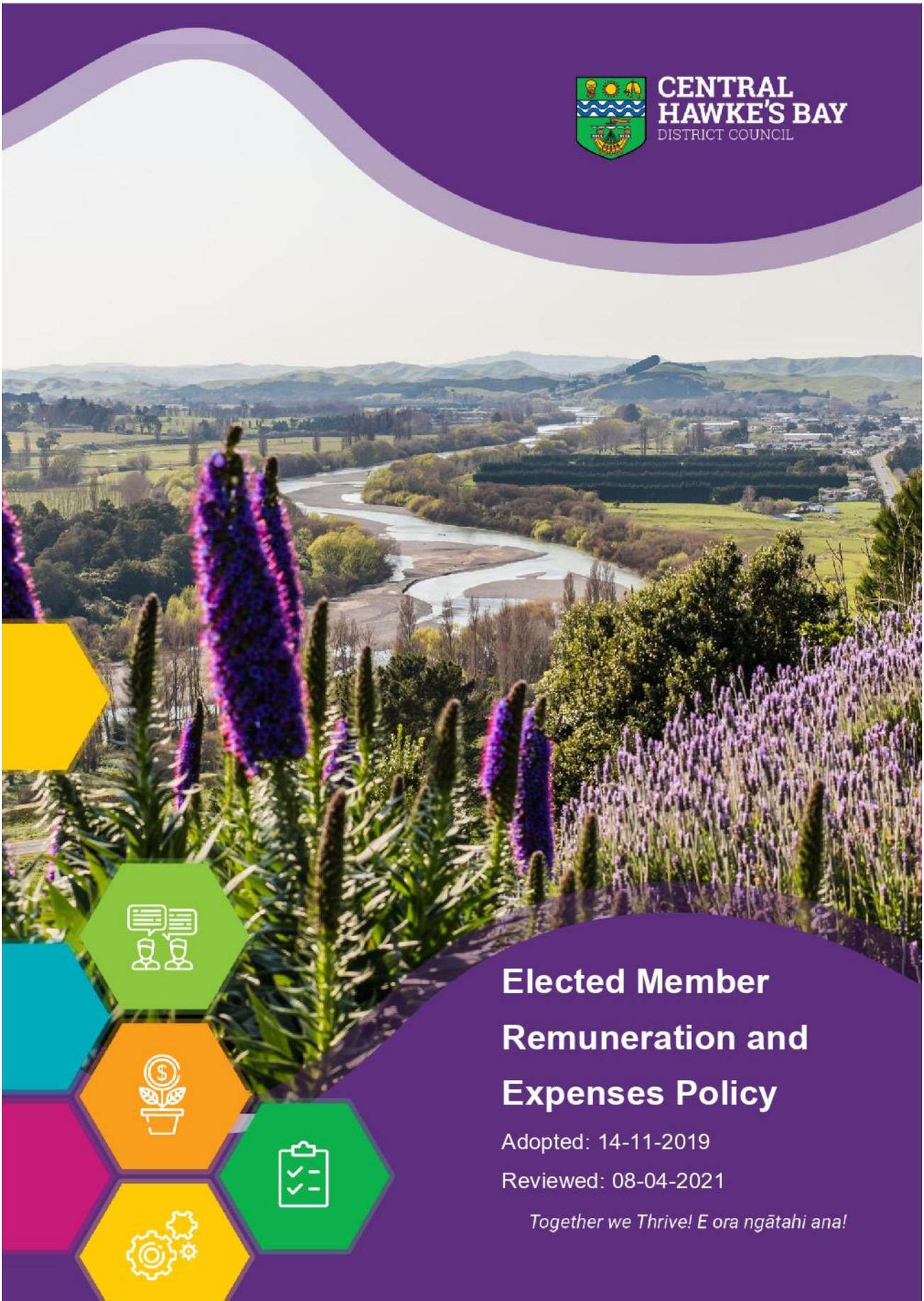
RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) That Council receives the information contained in the report.
- b) That Council agrees to approve, or not approve payment of a Childcare allowance as per the Remuneration Authority determination.
- c) That Council notes that if approved, the necessary provisions will be included in the Elected Members Remuneration, Allowances and Reimbursements Policy for Council adoption following the 2022 triennial election.



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL



Elected Member Remuneration and Expenses Policy

Adopted: 14-11-2019

Reviewed: 08-04-2021

Together we Thrive! E ora ngātahi ana!

Central Hawke's Bay District Council

Elected Member Remuneration and Expenses Policy

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Procurement Policy
REVIEWED AND ADOPTED: 08-04-21

E ora ngātahi ana! ¹

Central Hawke's Bay District Council

PURPOSE OF THIS POLICY

The purpose of this policy is to set clear expectations of the provision of remuneration and allowances for elected members and other representatives of the Central Hawke's Bay District Council (Council).

REMUNERATION

The Remuneration Authority is responsible for setting remuneration, allowances and payment of expenses for mayors and other elected members. Following a declaration from the Remuneration Authority, Council will adopt the allocation of the "Elected Member" pool for additional positions of responsibilities before submitting to the Remuneration Authority for declaration.

MILEAGE

Elected members (excluding the mayor) are entitled to a mileage allowance when using their vehicle for Council business. Mileage may include travel to and from the member's primary place of residence if the travel is:

- in the member's own vehicle; and
- on Council business as outlined below; and
- by the most direct route reasonable in the circumstances.

Mileage will be reimbursed on presentation of an online Mileage Claim Form at the applicable rate determined by the Remuneration Authority at the time of travel.

Criteria for mileage

With respect to both mileage allowances and meeting fees, the term "Council business" includes attendance at:

- official meetings of the Council and any committee and subcommittee of Council
- council workshops
- meetings and workshops of advisory groups established by Council
- meetings and seminars of external bodies to which the elected member has been appointed by Council
- statutory hearings
- meetings of Council-owned companies
- seminars and training courses where the attendance of an elected member has been authorised
- discussions with committee chairpersons or Council officers
- consultation with Mayors, territorial authority committee chairpersons, or elected members
- official briefings or agenda preview meetings
- an external event or meeting where there has been:
 - a resolution of Council or committee, or
 - an authorisation by the Council's Mayor, or
 - with respect to the member of a committee, an authorisation by the Chairperson of that committee.

Central Hawke's Bay District Council

MEETING FEES

Meeting fees will not typically apply to elected members.

Fees Related to Hearings

Chairperson	An elected member who acts as the chairperson of a hearing is entitled to a fee of \$100 per hour. For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
Member	An elected member who is not the chairperson of a hearing is entitled to a fee of \$80 per hour. For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
Mayor	These fees are not payable to the Mayor, who is paid the mayor's remuneration and allowances.
District Licensing Committee	As determined by the Minister of Justice and in accordance with the Cabinet fees framework, District Licensing Committee members will receive the following remuneration: chairperson: \$624 per day (\$78 per hour for part days) other members: \$408 per day (\$51 per hour for part days)

TRAVEL TIME ALLOWANCE

Elected members (excluding the mayor) are entitled to an allowance for time travelled within New Zealand on council business, provided:

- the journey is by the quickest form of transport and the most direct route reasonable in the circumstances; and
- the travel time exceeds one hour; and
- the travel time does not exceed nine hours (including the first hour, which is not covered) within a 24 hour period.

The allowance is available each day for any business on behalf of the council or between the member's residence and an office of the council. It is not available for overseas travel.

The current rate determined by the Remuneration Authority is \$37.50 per hour in respect of any qualifying travel that conforms to the criteria above. Elected members can claim travel time allowance by submitting an online Expense Claim Form.

CONFERENCES, SEMINARS AND MEETINGS

The Chief Executive will liaise with the Mayor on an annual basis with regards to the training and development budget requirements for Elected Members.

Council will pay expenses for the attendance of the Mayor and councillors at conferences, seminars and meetings. Two categories of meetings have been identified and defined below, together with the relevant conditions regarding entitlement to expenses.

Procurement Policy
REVIEWED AND ADOPTED: 08-04-21

E ora, ngātahi ana! ³

Central Hawke's Bay District Council

Representative meetings

This is a conference where those attending are representing Council; would usually vote; and typically includes the Mayor and Chief Executive, however, may include two Elected Members.

Prior approval to attend any meeting as a council representative is required from the Mayor.

Partners can travel and attend sessions of the meeting. A partner's expenses, other than shared accommodation, will not be met by the Council.

Ad hoc and professional development meetings

Councillors who would like to attend an professional development opportunity will have the costs covered, only where the Elected Member has sought prior approval from the Mayor and the professional development has a wider benefit to the Elected Members governance development.

Eligible expenses include:

- registration fees
- accommodation where applicable that balances cost-effectiveness with proximity to the event
- reasonable costs for meals and sustenance
- toll calls relating to official Council business and one phone call home per day
- taxi expenses for transport from/to airport/arrival point to venue (courtesy vehicles should be used where available)
- parking fees.

Travel arrangements are made through the Mayor and Chief Executive's Executive Assistant as early as possible in order to obtain maximum discounts. In most cases, registration and accommodation will be invoiced directly to the Council. However, there may be some instances where elected members pay for related expenses and are entitled to claim costs by submitting an Expense Claim Form.

All expenditure must be substantiated by appropriate documentation such as invoices or receipts and include the names of the parties entertained and the reasons for the entertainment or hospitality.

COMMUNICATIONS TECHNOLOGY

In lieu of an allowance, elected members will be provided with iPads at the beginning of the triennium for Council-related use, although a reasonable degree of private use is acceptable.

Elected members are provided with a Council email address which is not to be used by members for any personal business.

The Mayor is provided with a mobile phone for which the costs are covered.

Council assets, such as photocopiers, stationery, telephones, mobile phones, internet and email access, laptops, cameras etc, are to be used for business purposes. Limited reasonable personal use of Council assets and services is acceptable.

Payment for all personal use of the Council's assets or services which incur a cost, is to be reimbursed to Council promptly.

Central Hawke's Bay District Council

USE OF THE MAYORAL VEHICLE

The Mayor will be provided with a vehicle which is for restricted private use. The mayoral vehicle:

- is usually driven home and securely parked by the mayor
- is otherwise generally available for use by other local authority members or staff on Council business
- is used solely for Council business; and
- all travel in the vehicle is recorded in a log-book.

REIMBURSEMENT OF INCIDENTALS

Reasonable expenses incurred in the pursuit of Council business will be reimbursed on presentation of an Expense Claim Form supported with the relevant invoices/receipts (GST registered).

If a GST registered invoice/receipt is not provided, reimbursement cannot be made.

Payment of mileage claims and allowances will be paid fortnightly as per the pay cycle. Conference and travel expenses other than mileage will be reimbursed on the 20th or last day of the month as per the creditors' payment run.

Claims must be submitted for payment within 3 months of the expense occurring.

GIFTS

A gift is usually given as a token of recognition of something provided by the recipient. The giving of gifts must be appropriate, transparent and reasonable.

The giving of gifts by Council requires the prior approval of the Mayor.

The receiving of a gift is not strictly 'sensitive expenditure'; nevertheless, it is a sensitive issue. It is especially important that receiving a gift does not alter Councils decision-making, as this could be perceived as acting without impartiality or integrity.

Under no circumstances should a gift be accepted from an organisation or individual who is involved in the process of negotiating or tendering for the supply of goods or services to the Council.

If a gift over \$50 is accepted the Mayor and Governance Support Officer must be notified, and the Mayor shall consider the following points to determine the appropriate disposal of any gift, reward, discounts or inducements:

- a) All gifts over \$50 received by Councillors are to be recorded in the Gift Register.
- b) The Mayor may then distribute any such gifts including;
 - Allowing the recipient to keep the gift.
 - Consideration will be given to equity, and the association with provider and appropriateness of the person receiving the gift.
 - Return the gift to the provider.
- c) That Councillors are encouraged to use their discretion as to whether gifts under the value of \$50 should be declared on the gift register.

Central Hawke's Bay District Council

DONATIONS

Council does not generally make donations. On rare occasions, if a donation is approved by the Chief Executive/Mayor, it should not result in any obligations on Council. Donations should be to a recognised organisation and be by normal commercial means and not cash.

The process for the giving of koha, as within tikanga Māori culture is stipulated in the next section and the Koha Procedure.

KOHA

Giving koha is the practice of bestowing an unconditional gift where the recipient has neither stipulated that it be given, nor has an expectation of receiving it. It is an integral part of Maori culture and significant protocol is attached to it. Traditionally, koha has taken many forms but in more recent times it has tended to be in the form of money.

Koha is an unconditional gift, or a spontaneous contribution given on appropriate occasions which carries no tax obligation as defined by the IRD.

Koha can be given or received for unsolicited services, as within tikanga Māori.

Koha will:

- a) Be in the form of money
- b) Be paid to external person(s) or non-profit community groups who provide support, or undertake a one-off activity and expect non-payment for such activity or support in return
- c) Not be given in lieu of salary or as a payment for service(s) provided
- d) Not be given by the Council to Council employees
- e) Be determined by the Mayor or Chief Executive to the size of the contribution

Payment of koha will be made in line with the Koha Procedure.

Determining Council payments of koha

a) Where Councillors attend a cultural gathering (tangi, hui etc.) representing the Council, the Council may provide a contribution towards koha.

b) Therefore consideration will be made to:

- The importance of the event to Council
- Whether Councillors will attend in a personal capacity or whether they will attend as a formal Council representative(s).
- If it is deemed that attendance will be in a personal capacity, then any koha will be the personal responsibility of the Councillor concerned, i.e. not Council.
- Notification, which should be made by the Councillor attending the Hui (including tangi), to the Mayor, where possible, before attending the cultural gathering. The Councillor will also provide the Mayor with details of the purpose of the gathering (kaupapa, mate - deceased person etc.).

c) In relation to considering koha for a tangi, Council will consider:

- The deceased having mana (wisdom, importance)
- Significance and/or prominence within the community

Procurement Policy
REVIEWED AND ADOPTED: 08-04-21

E ora, ngātahi ana!

6

Central Hawke's Bay District Council

- Prominence and/or standing in local government or government sector
- Association with the Central Hawke's Bay District Council

Other circumstances where koha payment may be made

a) Koha may be paid to external non-profit community groups and individuals (non-Council employees) in certain circumstances. This may include:

- An individual or non-profit community group who support a conference opening;
- Acknowledging an individual or non-profit community group who support an opening and/or blessing of a new building;
- Where an individual or non-profit community group attend to support/lead a mihi whakatau (welcome) or poroporoaki (farewell or closing of a hui);
- Where prominent guests are welcomed by mana whenua (people of the local area) at the request of the Council.

8 MAYOR AND COUNCILLOR REPORTS

MAYOR'S REPORT

File Number: COU1-1400
Author: Alex Walker, Mayor
Authoriser: Monique Davidson, Chief Executive
Attachments: Nil

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Mayor's report be received.

STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT

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

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 be received.

ARAMOANA/RUAHINE WARD REPORT

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

PURPOSE

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

RECOMMENDATION

That the Aramoana/Ruahine Ward Report be received.

RUATANIWHA WARD REPORT

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

PURPOSE

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

RECOMMENDATION

That the Ruataniwha Ward Report for be received.

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 is to present the Finance and Infrastructure Committee Chair Report.

RECOMMENDATION

That the Finance and Infrastructure Committee Chair Report for be received.

9 CHIEF EXECUTIVE REPORT

9.1 BI MONTHLY ORGANISATION PERFORMANCE REPORT FEBRUARY - MARCH 2022

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. February - March 2022 Organisation Performance Report [↓](#)

PURPOSE

The purpose of this report is to present to Council the organisation report for August - September 2021.

RECOMMENDATION

That having considered all matters raised in the Bi-monthly Organisation Performance Report February - March 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 9th June 2022.

RECOMMENDATION

That having considered all matters raised in the Bi-monthly Organisation Performance Report February - March 2022 the report be noted.





CENTRAL HAWKE'S BAY
DISTRICT COUNCIL

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

Together we thrive!

Our Strategic Direction for Central Hawke's Bay

**What we know
- Our DNA -**



WORKING TOGETHER

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



CUSTOMER EXCELLENCE

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



THINKING SMARTER

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

**What we stand for
- Our Values -**



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

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

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

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



**Why we do what we do
- Our Purpose -**

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



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



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

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



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

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 February 2022 – March 2022 and provides a snapshot of some of the organisation's achievements and activity over the period.

COVID-19

Council continues to review their business continuity plans to ensure delivery of essential services throughout all stages of the red traffic light system. We have let the community know that 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. Work to upskill resources for redeployment to delivery of essential services is ongoing. At the time of writing this report, the workforce constraints because of COVID-19 are evident, however the organisation is coping well with the additional pressure and limited resources.

Revaluation

Quotable Value (QV) completed its 3 yearly revaluation of the district's properties on the 18th March 2022. The valuations are now open for a period of a month for objections to be received (closes 10th May 2022). These new valuations will be used as the basis for spreading Council's rates across the district for the 2022/23 rating year.

On average, the Council has set a budget that requires a 6.8% rates increase for 2022/23 however this has been distorted by the impact that the Quotable Value (QV) valuations is having on the overall rating base.

For the 2021/22 rating year the rating base was set by QV in 2018, whereas for 2022/23 the rating base is set based on 2021 property values. During the three year period between these valuations all properties have substantially increased in value (overall capital values have increased 54.3%), but this increase wasn't evenly spread across the district. For example residential land values increased 128.5%, while pastoral land only increased by 42%. What

this has meant is a redistribution of value in favour of our towns, particularly our smaller rural towns. As one of the main methods for spreading rates is based on property valuations, this has also seen a redistribution of rates to urban rate payers.

Ratepayers can see the new valuations now at www.qv.co.nz, and once Council's budget is adopted on the 6th April Council Officers will display the proposed rates for 2022/23 on our website.

March 23rd – 26th Weather Event

Over a 72hr period across the 23rd – 26th March greater than 250mm of rain fell on already wet soils in parts of Central Hawke's Bay. Peak rain intensity was measured upwards of 30mm per hour in parts with total volume and intensity combining to create widespread flooding across all catchments and communities in Central Hawke's Bay. In response to rapidly rising waters, Council stood up an Incident Management Team (IMT) operating out of Council Chambers supported by 2 local Civil Defence staff.

Council focussed its response to several high-risk developing situations including:

- Widespread road closures and damage including 3 compromised bridges
- Compromised drinking water quality in Waipukurau and Waipawa meaning a boil water notice raised for Waipukurau
- Inundation of the Waipawa/Otane drinking water borefield and treatment plant at Tikokino Rd
- Extreme volumes being processed through the Waipawa and Waipukurau Waste Water Treatment Plants
- Known at risk families needing special care
- Flood waters compromising households in Ongaonga
- Supporting rural and animal welfare efforts

Council are pleased that the response efforts were delivered to a high standard lead by Council staff and very dedicated crews of contractors and support partners. A number of road assets remained closed through the weekend following the event and the clean up effort is expected to take a number of weeks. The full financial and resourcing implications of the response and recovery are being detailed now and a paper will be brought to Council or Committee as needed to seek funding from the adverse and/or catastrophic events funds.

Council are also working to establish the best and most appropriate way of supporting rural recovery efforts noting the significant impact that has been caused to the rural sector from inundated land and lost or damaged farming infrastructure.

District Plan

Monday 14 and Tuesday 15 March marked the start of the formal hearings for the Proposed District Plan – the culmination of over 3 years of work in reviewing the District Plan. Over these two days the Council-appointed Panel of six Commissioners heard over 20 submitters present and speak to their submission points on the sections of the proposed plan covering the natural and coastal environment. On Wednesday 30 March the Panel also heard submissions on the urban environment, sustainability and general district-wide matters. There will be 5 more hearings over the course of the next few months, after which the Panel will be recommending a new District Plan for the District to Council.

The first Hearing (Hearing Stream 1) was held over 14/15 March when over 20 submitters appeared before the Panel to present and speak to their submission points.

In response to a collective need for greater transparency and reporting of the many achievements, challenges, and achievements of the work of Central Hawke's Bay District Council, a bi-monthly organisation report was developed as one tool of many to better tell the story of the work that goes on. This report has been in place since the beginning of 2018 and is now a key feature in reporting the progress and activity over the reporting period.

I often described it to someone that if we collated all the bi-monthly organisation reports of Council, when we look back in decades time, we would have an incredible record of that time in history.

This report marks the final report I will present and so it seems fitting that I take the time to publicly acknowledge the handing over of the reigns.

Over the last 5 years I have loved nothing more than serving Central Hawke's Bay District Council.

Little did I know that when my family and I moved here 5 years ago, that not only would I experience the best training ground as an ambitious and young Chief Executive, but that we would get to experience 5 years as a family in a place that we have grown to love, and a place that we proudly called "home".

With that I want to acknowledge Mana Whenua; Te Taiwhenua o Tamatea, Heretaunga-Tamatea Settlement Trust, and the 9 Marae of the rohe of Tamatea. Together we are developing a partnership, that will ensure the District and the partnership that we are building to values the place and role of Maori in our history and our future.

Central Hawke's Bay District Council has undergone transformational change in the last 5 years, and I am incredibly proud of the part I have played in that journey.

A journey that is impossible to describe succinctly – other than to describe a story of pace, partnerships, and people. A story that has given Central Hawke's Bay a voice at the

regional table, and in national board rooms; and a story that is firmly focussed on delivering value to our community by moving on from legacy issues to long term intergenerational outcomes that are focussed on improving wellbeing for all.

I am extremely grateful that from the outset, that I deliberately focussed on building a high performing Leadership Team, that I would work alongside and together we have supported each other and navigated the organisation to where we are today. They are hardworking, committed, clever and I am so grateful for their support and loyalty. They reflect excellence in Local Government.

Together we are privileged to lead an organisation that is full of people that are passionate, dedicated and working hard to deliver for Central Hawke's Bay. Thank you to all current and former staff members – thank you for your service.

From Day 1, I was surrounded by a group of Elected Members that were genuinely focussed on a high trust and confidence Governance and Management relationship and trusted me to deliver on the communities' aspirations to bring thrive alive. Thank you to Mayor Alex and all Elected Members for trusting me and my team. Your collective and unified vision can not be understated, nor can your ambition and grit. Thank you for your guidance, support, wise counsel, and humility.

The relationship between a Chief Executive and Mayor is cornerstone to the wider governance and management relationship, and ultimately the translation of strategy to operations. Your Worship the Mayor, you are one of a kind, an exceptionally skilled leader and communicator, and I am so grateful to have had such a respectful, positive, and magical relationship with you.

The future for Central Hawke's Bay District Council, and the communities we serve have a very bright future. Despite the challenges of growth, reform and economic uncertainty, Central Hawke's Bay District Council is leading local government in leadership, service delivery and local government professionalism and I have nothing but high confidence that your good work will continue for many years to come.

Monique Davidson Chief Executive

Activity

Updates



SOCIAL AND ECONOMIC DEVELOPMENT

Strategies

We have been working on a new community wellbeing strategic framework alongside a new social development strategic framework mentioned below. A draft of both strategies was presented to Council at the 10 March Strategy and Wellbeing Committee for review. It is now with our external stakeholders who engaged in the workshops last November for their feedback. A final version of both strategies will be presented for adoption in May 2022 at the Strategy and Wellbeing Committee Meeting.

Safer Central Hawke's Bay

The network has faced challenges with community engagement due to COVID-19 restrictions as traditionally most interactions and messaging are done face to face. Alternative ways of connecting with our community are being explored and implemented.

All four workstreams of Safer Central Hawke's Bay: Safer Warmer Homes; Community Resilience & Wellbeing; Road Safety and Violence Free CHB have all met and developed their priority focus areas and action plans for 2022. These were presented to the wider coalition at a meeting held on 16 February.

A key focus for Safer Central Hawke's Bay is to ensure that member agencies are supported in the work they do and that find ways of "caring for the carers." We were able to offer coalition members the opportunity to participate in a Psychological First Aid workshop delivered by Red Cross at a reduced cost and at a Central Hawke's Bay venue.

Eighteen people from nine Safer CHB member organisations completed the one day workshop and feedback from the day confirmed that this session was highly valuable to all who participated in both a work and personal capacity



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Central Hawke's Bay Older Persons Network

The network has met once during this reporting period and agreed on its priority areas for 2022. These are:

- Social isolation
- Falls preventions
- Nutrition
- Creating independence
- Mental health wellbeing
- Elder Abuse prevention
- Reducing barriers

A review of the networks vision statement and network name was also completed, and you will note that the network is now called the Central Hawke's Bay Older Person's network.

Impacts of COVID-19 on the district's older residents continues to remain a priority for network agencies and organisations with social isolation and the support of older people through the current wave of COVID community cases taking priority.

Central Hawke's Bay Disability Network

The network has met once during this reporting period and agreed on its priority areas for 2022. These are:

- Advocacy and sector support

- Raising awareness
- Diversity
- Access – physical, information, support, and services

During the planning session the network also reviewed their vision statement and network name and will now be known as the Central Hawke’s Bay Disability network.

As part of the strategy to support collaborative working relationships, each network has visibility over the vision, purpose and annual workplans of all of the other networks. This will assist networks with identifying opportunities to work together and is already proving successful.

On Friday 18 February Age Concern, who are active in both the Older Persons and Disability Networks, hosted a Mobility Scooter Safety workshop which was attended by over 20 residents. ACC, NZ Police, CHB District Council and the Enable NZ all co-presented at the workshop.

Youth Development Network

This network has met twice during this reporting period with substantial progress made on priority settings and the networks 2022 action plan.

CHB Food Secure Network

The network has achieved a number of its priority actions as identified in the Food Security action plan. Stakeholder relationships across the food security networks have been strengthened and the networks playing an integral part in supporting Central Hawke’s Bay through the COVID-19 pandemic currently affecting us. Development of a logo and central web page for the network is underway.

Waka Tākaro – Central Hawke’s Bay Play Trailer

The Waka Tākaro continues to be a popular resource for the community. Schools, community events, fitness groups and private bookings are booking the trailer for their occasions, and this has resulted in over 1000 children and 250 adults actively using it. The trailer has visited 8 schools, 1 kohanga, 3 holiday programmes, the Home schooling community, 5 pop up’s, 6 private bookings and 2 sports club bookings. Of these, 7 have booked the trailer on multiple occasions which shows that it is not a resource that will only be used once.



Some feedback from Community – ‘What a fantastic resource for the community’, ‘This is amazing you guys have done a great job’ and ‘I love that the kids take the lead and just play’

COMMUNITY FUNDING

Creative Communities Fund

The most recent round of Creative Communities Funding closed on 18 February 2022. Five applications were received, which is less than previous rounds, therefore showing the impact COVID is having on our Arts Sector. At the time of writing, the Creative Communities Panel is due to meet on Wednesday 23 March 2022 to discuss the applications and disperse the funding.

Community Voluntary Organisation Support Fund (CVOS)

CVOS is currently closed.

Community Pride and Vibrancy Fund

There has been one application to the Community Pride in this reporting period. Landeater Limited were successful in receiving a grant of \$4800 to assist with costs of the launch and dawn unveiling of Tamatea Pokai Whenua at Porangahau.

Sport New Zealand Rural Travel Fund

Nine applications to the Sport New Zealand Rural Travel Fund were received in the last round. The panel met and allocated \$9500 between all nine of the applications.

COMMUNITY PLANS

Regular reporting is provided in greater detail in the Strategy and Wellbeing Committee Priority report. Highlights for the period include:

Tikokino

Community Planning for the Tikokino community is underway and following a community workshop held on 18 July 2021 a draft plan has been developed and has been distributed to the working group for feedback. A follow up workshop occurred led by the Tikokino community on Saturday 26 February for the community to prioritise their actions and next steps can be planned from there. Over 40 attendees came through the two-hour drop, with many new faces being involved in the plan. Feedback from this session will now be added to the plan.

Otane

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 plan to co-ordinate this opportunity as soon as possible

Takapau

The Takapau Community Plan was adopted by council on 24th of September 2020. A number of smaller focus groups have formed and are now working on actions points and priorities from the plan. These include exploration of a Mobile Home Dump Station in the township as well as several ongoing initiatives around the concerns of driver behaviour in Sydney Street.

Ongaonga

The Ongaonga Community Plan was adopted by council on 24th of September 2020. Several smaller focus groups have formed however COVID-19 restrictions have continued to impact their ability to progress actions points.

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

MĀORI ENGAGEMENT – TŪHONO MAI TŪHONO ATU

Regular reporting is provided in greater detail in the Strategy and Wellbeing Committee Priority report. Highlights for the period include:

Engagement

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

- Assisting with Governance hui between Council, Tamatea Marae and Hāpu entities
- Providing support for the PMO team and Tangata Whenua engagement for the Waipawa Waipukurau 2nd water supply project

- Providing support for the PMO team and Tangata Whenua engagement for the Otāne wastewater project
- Providing support for the Regional Drinking water standards assessment & funding for Marae
- District Plan Hearings & support in preparation for Mihi Whakatau
- Consent application coordination to Heretaunga Tamatea Settlement Trust, Marae, Hāpu & Taiwhenua
- Assisting with HR - interviews at Taiwhenua o Tamatea for new roles
- Providing Tangata whenua representation for Tamatea on the Regional Spatial Planning project
- Organising opening ceremony for the Waipawa to Waipukurau Pathway
- Attendance at COVID hui working with local & regional providers to provide a Tamatea response
- Tapairu & Mataweka Marae Road signage & follow up
- Parimahu & Tokatea follow up with HTST and Ngāti Kere
- Māori Committee Porangahau hui with community members
- Facilitating hui with multi government agencies re Porangahau
- Continue to ensure Te Reo is being delivered at Council

Te Kupenga

The Te Kupenga team of Māori Managers across the 5 Councils priorities for this period has been to discuss plans to upgrade the Te Kupenga Application. The App has several new features that are being launched in the not-too-distant future. The App has been used widely across all Councils in Te Mātau a Maui. With the added new functions such as sending out push notifications and being able to record yourself enhancing the user's experience.

The Regional Spatial Plan, drinking water standards & assessments and the three-water reform have also been key engagement topics on the Te Kupenga table.

Te Pae Urungi is the National Māori Practitioners of Aotearoa group under the umbrella of Taituarā within the local government context. Te Kupenga has made a commitment to host the next Te Pae Urungi forum for our national colleagues.

ECONOMIC DEVELOPMENT

Land Diversity (Almonds Feasibility Study)

Did you know that California currently produces over 80% of the world's almond supply? One of the workstreams of the Economic Development Action Plan is Land Use Diversity. Recently Central Hawke's Bay District Council was successful in receiving funding from MPI's Sustainable Food and Fibre Futures Fund (SFFF) on behalf of several stakeholders across Hawke's Bay for an almond feasibility study.

This study (which is due for completion later this year) will investigate the feasibility of establishing a New Zealand almond industry. It will look at how to grow a premium quality product using sustainable agronomic practices. It will research optimised light utilisation for higher yields and quality, as well as lower water and nutrient footprint and integrated pest management approaches to reduce the use of synthetic crop protection compounds. Data will be gathered from local Central Hawke's Bay almond grower Tony Kuklinski's farm as part of this initiative. More information will be provided in the next Organisation Performance Report in May.

Monitoring Growth

Despite the double blow of sustained drought over two summers and the on-going impacts of COVID-19, the Central Hawke's Bay economy remains in good shape, exceeding growth projections and continuing to ride a wave of optimism and positivity – the recent Central Hawke's Bay demographic and economic projections report (completed by Squillions Limited) has confirmed.

This is the first annual monitoring to help understand emerging trends in business and pressures from growth, to ensure the district is well placed and planning ahead for future changes. Some key projections include nearly 1000 additional residents calling Central Hawke's Bay home since 2018, data indicating that 61% of wage or salary earners work for employers outside of Central Hawke's Bay, an 8% increase in young working-age residents (15 – 39 years), all of which indicate a positive trend for the future of the district.

More information on this full report, as well as a four-pager reference document can be found on our website by searching 'responding to growth'. Our Business Connector has started sending this information out to key stakeholders and all businesses in our district.

Central Hawke's Bay Business Network

Art Deco was alive in Central Hawke's Bay on Saturday 19 February for the district's inaugural Farmers Market. Over 27 stallholders came together to showcase all the best local produce and products that Central Hawke's Bay had to offer which included, local wine from Lime Rock and Junction, Kanapu Hemp, Cheese, Chocolates and more.

The initiative was co-ordinated with support from the Central Hawke's Bay District Council through the CHB Business Network, which consists of local businesses who are passionate about working together to have a positive impact on Central Hawke's Bays economic growth.

With strong attendance, feedback was positive with requests for future events, a welcomed response as the Network intends to run more farmer's markets as an opportunity to support local and showcase the amazing produce Central Hawke's Bay has to offer through what are uncertain times for business.

Economic Recovery

Tukituki trails extension project

At the time of writing, the final touches are underway for the bridges, with approach walls complete and ready for a layer of silt to smooth out for cyclists. The majority of stop banks have been spread with metal and will soon have a thin layer of limestone on top. Lots of weed growth and trees down because of the recent weather so a lot of work has gone into spraying and clearing pathways. The Rotary River Pathway Trust have cleared the area next to Black Creek Bridge to create a picnic area.

Large maps signs have been approved by Hawke's Bay Regional Council and should be actioned over the next fortnight.



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. We have had 31 new jobseeker referrals through the Mobile Employment Hub through February & March, with visits to our outlying villages, Otane, Ongaonga & Tikokino resuming as well as our regular pop-up locations in Waipukurau, Waipawa, Takapau and Porangahau.

There continues to be more jobs than work ready jobseekers, in the current climate, the increase in seasonal work only adding pressure on our employers to be the best option. Jobs in Central Hawke's Bay are currently working with the Skills Training & Employment Network to put together a local Work Ready programme that will equip our young people with the seven key employability skills: positive attitude, willingness to learn, communication, thinking skills, teamwork, resilience, & self-management. The programme has been developed by [COMET](#) and proven effective in supporting young people to thrive in the workplace. We are excited to adapt this resource for our local community.

Great Match – CI Security visited the Mobile Employment Hub looking for new team members to provide security services around COVID protocols at a local supermarket. In discussion with members of our Skills, Training & Employment Network we had learnt of a jobseeker who had missed out on a security cadetship through the District Health Board in Hastings due to transport concerns. A quick phone call brought the jobseeker down to meet the potential employer at the hub, she started work the next day!



It was encouraging to see 16 businesses networking at our February Business After 5 “BA5”, with 10 of those being new attendees. To ensure our Central Hawke’s Bay Businesses are kept up to date and informed with the latest Covid-19 information, together with any helpful information, workshops, webinars or initiatives available, we have created a monthly [newsletter](#) that is currently sent out to almost 600 local businesses. The statistics show 50% of these emails are being opened with many clicking the links within the newsletter to access the information provided.

This month we have connected with 18 new businesses from Central Hawke’s Bay with 3 requiring further support.

A number of new connections have been made in the past week particularly with our Waipawa businesses. This is due to an exciting opportunity that has become available and has opened the door to having a wider conversation about how business is going for them. This project funded by MBIE and managed by MindLab means that all local businesses within Waipawa will be placed onto a Digital Platform by being provided an opportunity to have a website built for them at no costs. Waipawa will be the first Digital Town in New Zealand, with the project launching on 1st April. The business connector role has been critical with the connections made for this project to succeed.



The latest Growing Great Entrepreneurs, start-up business course delivered by HB Chamber in collaboration with Jobs in Central Hawke’s Bay completed on Tuesday 8th March with five local business completing the course. This course allows budding new businesses to further their skills and confidence to grow and thrive. They are offered a pathway to continue to gain support following the completion of the course by way of mentoring with a business mentor.

Our next Growing Great Entrepreneurs course will be in April and is already fully booked with a waiting list. The success of this initiative is exciting to see and is bringing new businesses to life here in Central Hawke’s Bay!



This month has seen the Youth Transition space connect with 43 youth from our student survey database. There have been 64 reciprocal interactions. It has been encouraging to support youth and parents when they have found their circumstances change.

From our 160 youth on our survey database:

- 81 have returned to school.
- 52 have gone onto further Education, Employment or Training.
- 20 have not responded or still to follow up.
- 7 are not in employment or training and we are working alongside them.

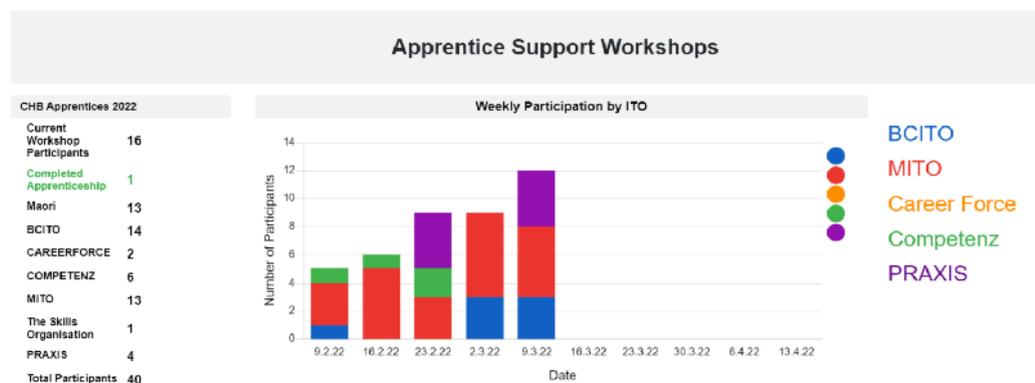
One youth we phoned who was expecting to head off to university had found although she was accepted into her course she was not accepted into a Hall of residence and after trying very hard to find another option they realised it was not going to be possible, so she had to withdraw. We have had discussions with both her and her family to see what services we can provide as she now stays in Waipukurau. We have supported her with her CV, referred her for defensive driving and have looked at options for work experience. We will continue to support her and try and place her into employment or training.

We have been finding some youth who have completed a summer job that are now wanting to find a different career path that suits their needs. This has resulted in the team helping with CV's, driving support, referring for counselling and connecting with other youth services.

Te Māhuri - This wage subsidy initiative allows the team to support local job seekers into employment and local employers to take on an employee at no cost to them for the first 6 months. The team has monthly catch ups to check in on progress and ensure both parties are thriving, identify any concerns and offer support. One of our current Te Māhuri placements at a local law firm has done really well, and as another staff member has left is likely to get a permanent position. To date 6 participants have completed the Te Māhuri work placement, with 5 securing ongoing employment, we currently have 2 more participants in their work placement.

Our [Apprentice Support Workshops](#) have resumed in February, with trainees from, MITO, BCITO, Competenz and PRAXIS attending so far. It is exciting to be offering support to [PRAXIS](#) students who are training as youth workers

locally. This is a double value training as it empowers the trainees while also building youth work resource in our community which will have a fantastic flow on effect.



Collaboration - In an effort to connect with more people in our more isolated centres we are collaborating with other community services. Our fortnightly visits to Porangahau we take out food from our local Food Basket (Food Rescue service) along with books from the library, next week we will be joined by CHB Budget Services to offer budget support as well.

He Ringa Whānau Ora

He Ringa Whānau Ora continues to progress their kaupapa within whānau within Tamatea Central Hawke's Bay. The mahi is extending beyond the core role and includes providing intervention to inhibit the growth of mental health issues in the workplace and workforces within the rohe. Kaimahi have also reviewed timing of their engagement relative to the impact and developed a number of ways to improve in this space. As at 31 January 2022 He Ringa Whānau Ora has engaged extensively with 27 whānau.

TOURISM

Changes in Central Hawke's Bay Tourism Services

For several years, we have provided funding to Hawke's Bay Tourism to employ a Central Hawke's Bay Tourism Coordinator. Stacey Larsen (covering Felicity Scott's maternity leave) is currently filling this role. While we have been fortunate to be able to fund this dedicated resource, it is the only workstream in our Economic Development Action Plan that has had this.

We have been considering operationally how we need to support and deliver on our ED Action Plan (including the Tourism workstream), and other emerging economic and community wellbeing needs, and need someone who can work across more than just the Tourism workstream. The decision has been made therefore not to continue this contract when it comes to an end on 30 June 2022 and has been communicated to Hawke's Bay Tourism.

Over the next month we will be recruiting a new/refocused Economic Development role which will lead implementation across all workstreams in our ED Action Plan (including Tourism) and seek opportunities to implement the Tourism Infrastructure Needs Assessment /Destination Plan (TINA) etc.

Our partnership and relationship with Hawke's Bay Tourism continues to be strong and we will work with them on events such as Spring Fling and campaigns such as Central Hawke's Baycation as well as regional Tourism promotions.

Breakfast Meeting

On Thursday 17 March, Hawke's Bay Tourism hosted a breakfast meeting at Nola's café for their members and for Council representatives. The intention is to hold these on a regular basis to touch base with the local members and for Hawke's Bay Tourism to keep everyone up to date on what is happening regionally. Mayor Alex and Deputy Mayor Kelly attended this breakfast session alongside Wendy from the Sawyers Arms Hotel in Tikokino. Unfortunately, COVID prevented a number of other Tourism providers in our District from attending but we look forward to seeing them at future sessions.



DRINKING WATER

Drinking-Water Compliance

District Drinking Water Supplies

Water treatment compliance continues its successful streak with steady improvements being made to build resilience and autonomy into our team and assets. Planning for the implementation of the drinking water legislation continues as we prepare for a notable increase in workload as of July 1st. Still in the planning phase, the team are proactively preparing the necessary scheduling and asset proposals in preparation for implementation, working closely with CHBDC to minimise the impact of any variation to the draft standards prior to July.

Operational update

A renewed focus on the delivery of new connections across the district has been successful throughout the months of February and March, with the re-configuration of our capital works team and re-focussing of some key staff in this space. The operations team has been working closely with PMO in the delivery of a new asset in Waipawa alongside Russell Roads, strengthening and providing resilience in the network. We continue to focus on the strengthening of our relationship with PMO, creating availability in the team where possible to carry out critical works on asset delivery.

New ownership of one of the local civil contractors, Barkers, has created an opportunity for growth and greater resilience as we are now seeing increased support for our teams, and a more flexible working approach from the contractor.

The team continues to see a high number of RFSs, with the severity of faults increasing year on year as the assets continue to age. Members of the CHBDC ELT and elected members came together this month to discuss the impacts of the ageing network and the ever growing list of RFS, as an extraordinary number of outstanding requests were being reported from the past 14 months. Of these RFS, approximately 60% of those that were allocated to the operations team were completed works that had not been correctly closed out, resulting in a false report of the number of outstanding issues. This has highlighted a number of process issues within the team which we are working closely with CHBDC to manage. It is worthy of note that a number of ELT members came to the defence of the Three Waters team, praising the hard work and dedication of the operators. A new scheduling tool has been developed for the Reticulation team, which has provided a more streamlined coordinated approach to both the reactive and planned maintenance of our networks.

We welcomed our new operations engineer, Sean Ritchie, in the month of February who has worked as a Navy marine diesel mechanic and has a strong mechanical maintenance background. Sean's practical approach, wealth of experience and knowledge were standout factors in his interviews and we were excited to bring him into the team. He has already demonstrated that he will fit well within the team, and bring a unique perspective to our engineering team.

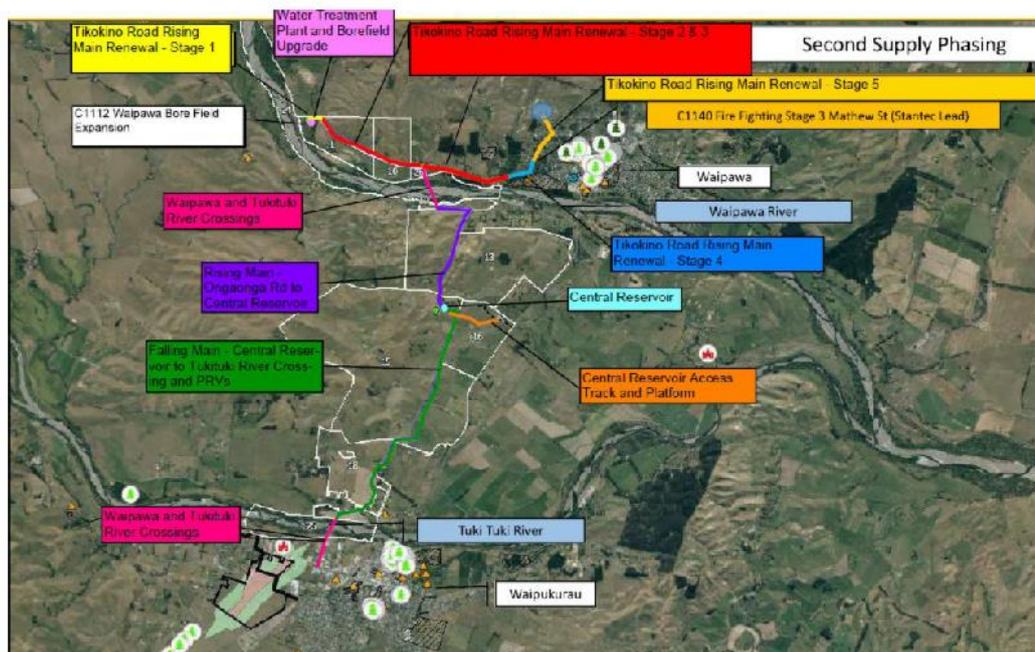
Waipawa to Waipukurau Water Supply (W2WS)

Officers continue to frame the decision required to progress this transformational project for the district, and engagement with mana whenua is vital and progressing, positively landowner engagement is progressing and 70% agreements have been reached, design works are also progressing and by July/ August 2022 all design would have been completed. A final council decision on the option is still required and is anticipated for June 2022.

Tikokino Mains Upgrade (Stage 2 and 3)

Work on Tikokino Road Stage 2 and 3 highlighted in the map below are progressing, and our contractor Russell Roads are aiming for a late May 2022 completion. This will see 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.

To date approx. 1.3km of pipe has been installed and the project is at 40% complete.



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

Works are underway on Stage 1 and 2 – are due to be completed in April 2022, all pipe is in the ground for the firefighting project and a significant shut down of the network is required to connect the new pipe and decommission the old assets. This is planned in for mid April 2022, having to be postponed due to the recent weather event.

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 is planned to start in July 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 treatment 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, operational 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 successfully completed the Tourism Infrastructure Fund (TIF) preconditions which allowed the contract to commence.

Continuing the engagement, officers held a number of meetings with affected landowners and Kairakau Land Trust. Confirmed lease consent QEII in place. Archaeological monitoring plan finalised.

Design is aiming to be completed by end of March 2022, and offsite fabrication through to June 2022 when the treatment building is planned to arrive onsite. Commissioning planned for August 2022. Work is due to start onsite in Mid April 2022, and officers have finalised a new long term lease for the water treatment plant.



Reservoir Renewal Programme Abbotsford - Waipawa

Officers are in the early design and landowner negotiation phase of the plan to renew / upgrade the Abbotsford Reservoirs that supply Waipawa and Otane, these are planned to be upgraded from 1100m³ of water stored to 2800m³ of water stored as a key project in the LTP, and construction is planned for 2023 all going well.



SH2 Borefield to Pukeora Reservoir – Rising Main Replacement

Officers are finalising design to replace the main that feeds the Pukeora Water Treatment Plant and Reservoir that supplies Waipukurau – this main is AC and highlighted as a single source of failure risk. Construction all going well would be late 2022 through to mid 2023.



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 with the main on Gaisford Terrace has been completed, providing further resiliency.

Contractors Higgins have almost completed 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 one of these locals has now been taken on permanently, a fantastic outcome.





WASTEWATER

Wastewater Treatment Operational Performance

Waipawa & Waipukurau Wastewater Treatment Plant Improvements

The wastewater programme has seen a number of improvements, both from an operational and projects standpoint. Progressing steadily, delivery of the DAF unit at Waipawa is nearing completion and will soon be ready for commissioning. The team has undertaken initial training with Enviroden to minimise any disruption during the early phase of the asset's operation. Coupled with a new potable water supply and a modified waveband set up, the site is slowly developing into an easier to manage site, with compliance requirements being met more often. The wastewater team is developing a new focus on proactive compliance management, stepping away from a historically reactive approach to the operation.

We are also pleased to announce the arrival of a new starter in our Wastewater Team, Abraham James, who joins us from our Thames/Coromandel contractor.

Wastewater reticulation performance

Two major wastewater overflows were reported in the month of February, both of which required HBRC involvement and one requiring input from the DHB, who subsequently instructed that signage be erected to prevent access to Waipukurau's Tukituki River while the levels of contamination were assessed. Investigation of these incidents is ongoing, with the team working closely with both HBRC and DHB to mitigate the impact of the overflow and implement action plans to prevent recurrence. Sample results have indicated a limited impact of the receiving environment to date, but we will continue to monitor these assets until completion of upgrade and/or maintenance works.

Network performance over February and March has been excellent, with only two recorded wastewater overflows.

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. Private property investigations are scheduled for survey in late March.

Waipawa, Waipukurau, Otāne Wastewater Upgrade Project

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 300m 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 into the Waipawa WWTP pond (Stage 5) has been designed and a contractor procured, work is expected to start in March.

Otāne to Waipawa – Pump Station (Stage 4)

Stead Construction along with subcontractors SCL and Max 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 and main pump pad, retaining wall and screenings basket pad. Maxx Tarr are starting onsite late in March with the mechanical and electrical installation with completion due on the 6th of May, this is delayed from the original contract completion date due to supply chain issues with PN25 valves and some specialist electrical components.

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 nonperforming 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 Enviroden Ltd. The support slab for the DAF unit has been completed and the DAF unit has arrived and been positioned in place onsite. Most of the pipework to enable this to function has been installed and awaits testing and commissioning. Testing and optimisation are planned to be completed in March with a month-long commissioning trial expected to commence in April. Operator training is underway and will continue up until the start of the trial period. The system will need to complete the trial without issue and while meeting set effluent quality parameters, prior to being integrated into the live treatment process.



Waipawa and Waipukurau WWTP Pond desludging

Hydracare have completed the desludging of the oxidation pond at the Waipawa WWTP with just over 1900 dry tonnes of sludge removed from the pond.

The team have since shifted to the Waipukurau WWTP where they have completed replacement of the geobag bund liner and commenced dredging. Progress has been hampered by a number of obstacles in the pond below the water level, however we continue to slowly remove sludge from within the pond. This desludging operation is expected to run through to April/May.

Waipukurau and Waipawa WWTP – Pond Waveband Remediation

Work to remediate the pond bank at the Waipukurau WWTP has been completed with the construction of a rip rap bank (including placement of geotextile fabric, a new concrete nib and placement of rock). Stairs to all sampling locations were also installed to improve operator safety while sampling.

Work has commenced at Waipawa and is due for completion at the end of March.



Otāne Wastewater Resource Consent

An extension and variation to the current resource consent was lodged on the 31st 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, although we await a decision/response from HB Regional Council we have agreed to place this application on hold and link any need for a decision with the Waipawa consent variation.

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. A s92 request from HBRC was received in February and a response submitted at the start of March, including letters of approval from Te Whatuiapiti and Mataweka maraes. This response is currently being assessed and we await a decision from HBRC, including the need for the application to be notified or not.

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. A community factsheet has been developed in preparation for public notification. 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. Engagement with mana whenua on opportunities for collaboration during the project continues. 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. Topological survey of manholes, pipes and open drains has been completed and the model is being built. The hydraulic model will assist in development planning and identifying problem areas.

Nelson Street Stormwater Upgrades



The majority of work on the new stormwater system for Nelson street has been completed, this includes new and larger sumps, leads and mains pipework along Nelson St, and mains and discharge bubble-up sumps on Gaisford Terrace. Work to reinstate the road will be undertaken as part of a complete road rebuild.



LAND TRANSPORT

Summary General

Maintenance and Re-seals – Downer

The following reporting is provided based on routine reporting developed in partnership with contracting partner Downer. This reporting is used monthly for Council and contractor asset managers to review planned and completed maintenance and re-seal works.

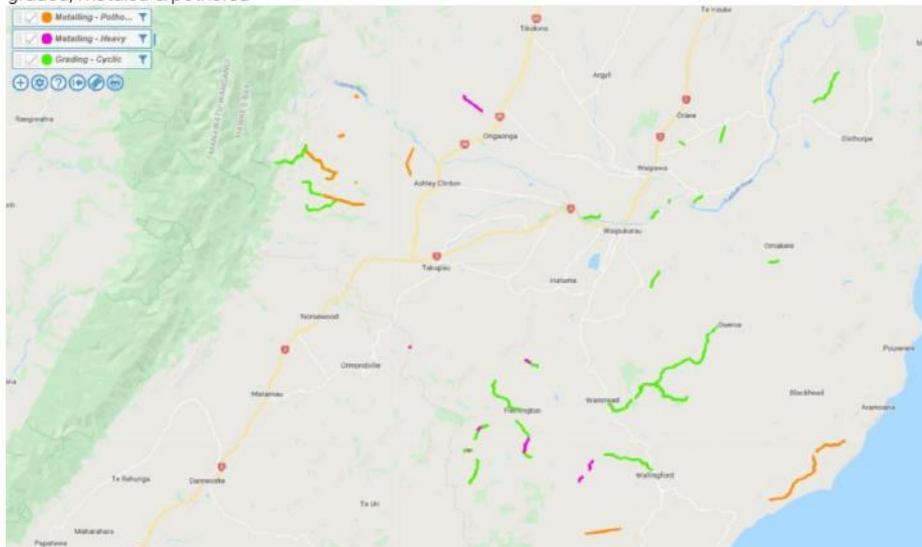
Culvert Inspections

The following charts provide an overview of culvert inspections completed in the period showing less than 10% of culverts requiring remedial works and illustrating the primarily rural routes that receive the highest number of inspections.



Unsealed Pavements.

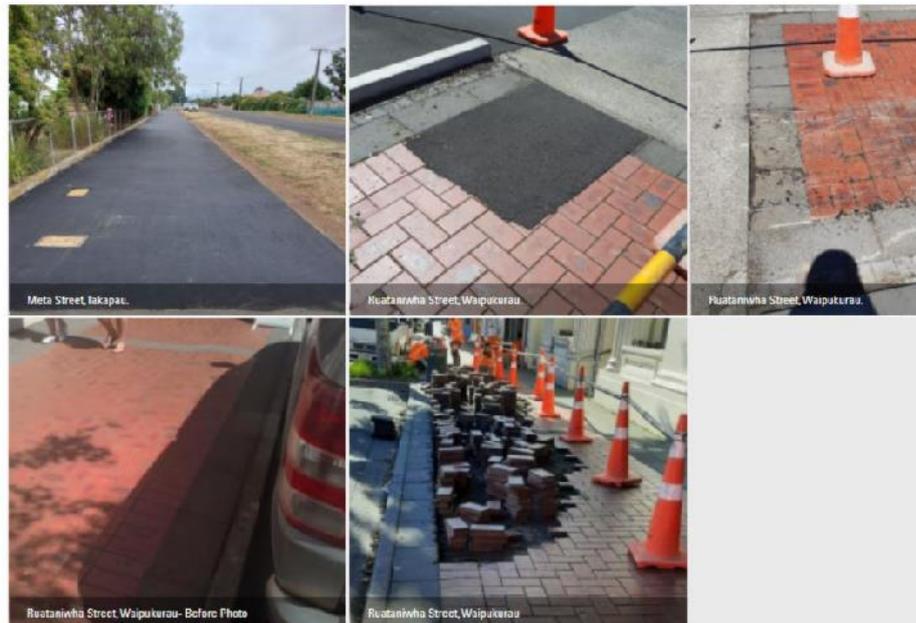
In the reporting period, Downer filled unsealed potholes on the network where required and graded 81.42km worth of road and laid 415m³ amount of metal on our local roads. Below is a snippet of roads graded, metaled & potholed





Footpath Maintenance

In February, Footpath works were carried out on Meta Street & Ruataniwha Street (Waipukurau).



February Storm Response.

While recent focus has been on the severe rain event in March, in February, CHB had a heavy rain/strong winds weather event beginning 12/2/2022. This was affected from ex cyclone Dovi.



Maintenance Innovations

As part of Downer’s commitment to innovation, we have developed a GIS web & mobile based platform to keep track of sump cleaning on the network. This platform also has an offline capability in case of no-network coverage in remote areas of the network. Soon to come for Central Hawkes Bay, will be an app to assist with TM.

In February, Downer also implemented a proposal that has now been approved, for rotary drain cleaning. This will give us a 67% saving on changing the methodology. On top of this, Downer have proposed a \$44,000 saving by reducing the quantity of sumps cleaned referring to C1057 – this proposal is being worked through with the team now.

With street sweeping being an unsubsidized activity, the focus is always there to save or implement initiatives. Through discussions between Council and Contractor, an agreement has been reached that with small changes to the cyclic programme, we can save \$15,436.93 per year.

Reseals

The reseal programme is complete and is being monitored by the contractor for any loose chip and bleeding. Work is underway to identify areas of reseal required for next year. The network is in relatively good shape, and it is highly likely that there will be minimal reseals required for next year

Bridges, Structures and Area Wide Pavement Treatments - Higgins

Work is progressing on the Nelson & Reservoir streets area wide treatments partnered with the water upgrades.

Completion of the Matthew Street footpath is waiting on supply of the guardrail which has been COVID impacted as contracted staff were unavailable. Works on the Matthew Street footpath will be followed by works to construct new footpaths in Otane at Lawrence and Rochfort Streets.

Tipenes and Eparaima bridge work is complete with one small concrete pour left which is scheduled for late March.

Design has been completed and is being priced for a safety improvement at Fairfield Intersection.

Kairakau Road Rebuild – Higgins

The Kairakau Rd rebuild project continues to progress. Detailed design work and survey work have been completed to confirm the proposed alternate alignment is preferred and will be constructed. Land-owner engagement and land acquisition for the realignment is in its final stages which has been a lengthy process. A cost-benefit analysis has been completed to assess the costs and risks of starting work now ahead of winter or delaying the build until drier and warmer spring/summer months. Based on this analysis the teams are preparing to move ahead and start construction now and build all that can be built before and during Winter.



Other Works

Work continues on the Single Stage Business Case for Porangahau and Wimbledon Roads to recognise their changed function from primarily a local road to a road that is primarily an inter-regional route hauling goods from south of our district to the port of Napier and assist in securing appropriate funding for the route



SOLID WASTE

Service Delivery

The Rural Recycling trailer is now on a fixed schedule going to Elsthorpe, Argyll, Sherwood and Flemington twice a week and Omakeke once a week. Contamination continues to be sporadic in the trailer with officers reporting no discernible patterns.



CHBDC offered the public the chance to collect for free fencing posts left at Waipukurau transfer station and this proved very popular with very good feedback received on Facebook and in print media.



Second Hand Sunday

This year's event saw a record 110 people registered to take part. The estimate is 9tonnes (of what would have otherwise been rubbish) were diverted from going to the landfill.



COVID-19 impact on Operations

While other Councils have been negatively impacted by shortages of manpower due to COVID-19 resulting in suspensions of some services, our contractors Smart Environmental and Higgins have not had such adverse effects and our services; kerbside pick-ups, transfer station operations & drop off centre recycling and landfill have all remained operational.

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 April. 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.

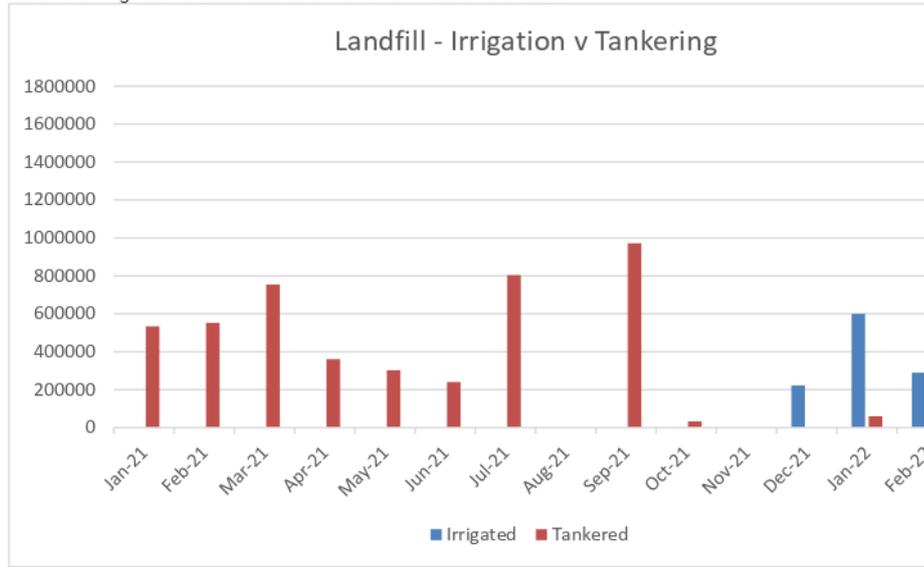
LEACHATE TO LANDFILL IRRIGATION

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 30-40m³ per day across the capped cell.

We continue to dual irrigate and tanker from the landfill and expect to cease this by the end of April 2022 once we are truly on top of the backlog. Some minor tweaks are ongoing as we learn more about the system.

To complement this and landfill operations the landfill management plan is getting a refresh.

Leachate Irrigated vs Leachate taken to landfill - 2021 and 2022



CONSENTING

Consent application volumes for 1 January– 28 February 2022 reporting period

Building Consents:

Total consents: 55
 New dwellings: 18
 Total value: \$9.2M

Resource Consents:

Total consents: 34
 Number of new lots to be created: 46

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 resource consent application volumes have remained in line with the same period last year, the size, scale and complexity of subdivision proposals is less with a net drop in the number of new lots created. The increase in building consent applications is a direct result of new lots created through subdivision in the last 12-18 months.

Resource consent applications are expected to remain steady however the workload to be expected to increase in the short-term as we work our way through the engineering approval stages of several large subdivisions and complexities associated with implementation of the Proposed District Plan.

While demand for new housing is high, severe supply shortages as a result of COVID is now impacting industry with many builds on hold awaiting material supply. Product substitutions and partial inspections has increased processing complexity.

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

January - February 2022

Building Consents	Jan - Feb 2021	Jan - Feb 2022	No. Change	% change
Volume - applications	50	55	5	9%
New dwellings - applications	13	18	5	28%
Total value (\$M)	\$4.4	\$9.2	\$4.8	52%
Resource Consents	Jan - Feb 2021	Jan - Feb 2022	No. Change	% change
Volume - applications	34	34	0	0%
No. new lots to be created	83	46	-37	-80%

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

Building Consent Officer Cadet training has been able to continue through the pandemic with all three now progressing and able to positively contribute to the workload however reliance on external partners to assist with consent processing for the short term continues.



EMERGENCY MANAGEMENT

COVID-19 resurgence

COVID-19 Community Update

Council staff continue to work 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. An update on the four key objectives is below:

- **Objective 1 Community Intelligence.** We continue to use our collective community intelligence to assist with planning and identifying risks, shortfall and opportunities in our response and where our efforts should be prioritised. Communication and messaging out to the Network of Networks has been strengthened and coordinated.
- **Objective 2 Boosting Vaccinations** – the coordination and collective effort has continued throughout the period of this reporting with the focus turning to booster shots and paediatric vaccination. We continue to work with our partners to provide a range of opportunities and options for residents to access vaccinations using a combined approach of static clinics, the mobile vaccination van and home visiting options for those with limited mobility or ability to attend outreach clinics.
- **Objective 3 Care for our People** – During this reporting period we have seen the Te Taiwhenua O Tamatea COVID welfare hub move to full staffing and they are now firmly focused on providing support to those in need in the community who are affected by COVID-19. We continue to provide support and work closely with the Welfare hub.
- **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 established a local governance leadership group for oversight and escalation of issues for resolution. In this period we have also established the Local Leadership Group in accordance with our response and resurgence plan.

CHBDC Internal COVID 19 Response Update

Please refer to Health and Safety overview section on page 37.



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 summer, we sought 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 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 mid-February 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.

Overall the programme is on track, with workshop held with Councillors in early March and draft of the documents aiming to be presented to the May Strategy and Wellbeing Committee for adoption for consultation.

Waipawa Pool

The pool operated well with no more issues following the pipe failure in December and switch to sump pump. The weather in January and most of February was ideal for an outdoor pool:

Attendance	January	February	March
General Public	1579	425	169
School Usage	Nil	4760	2720
TOTAL	1579	5185	2889

At the end of February, the long-awaited pool covers, a new project introduced as part of Long Term Plan deliberations arrived. You may note that only the learner's pool has been covered. The main pool cover is set up and has been tested and works with its motor movers, but two parts are still on back order due to supply chain logistics - the key one being the outdoor conduit for the electricity, so the electricity is switched off until this part can be installed. We experienced delays on this project overall due to COVID-19, despite ordering the covers midway through 2021.

The pool has closed for the season on 21 March. Prior to that we had 5 days closed due to weather and 1 day closed due to staff isolating. Pool covers in place should make a big difference to pool temperatures next summer. Key issue is not having separate staff toilets. They are currently using the public toilets on the outside of facility which is not ideal. Phase 2 of Waipawa Pool plans to rectify this.

Waipawa War Memorial Clock Tower – Back on Time

A range of work has begun at the clock tower. The Waipawa Fire Brigade cleaned the inside as part of a training exercise and community good.. The wooden struts inside have been replaced and the clock mechanism has been degreased cleaned and is not being carefully restored, hence why the time had been off. As of 22 March the clock was back in working order and the bells were being tested. The glass clock faces at the top will soon to be cleaned.

The area around the base of the clock is also being refurbished. Retaining walls are being buttressed and the concrete surrounds repaired. Next on the list is the exterior painting. This is all in preparation for its rededication ceremony on its 100th Anniversary in July.



Waikareo Reserve

On 18 February the Places and Open Spaces team visited one of its special reserves, Waikareo. It is off Porangahau Road in the Wallingford area. It is a remnant bush site and a QEII representative and staff from Regional Council also attended. The purpose was to see if the area qualified for funding for deer fencing. Unfortunately, despite seeing traces of deer near the boundary, which is along a stream is not suitable for deer fencing. A number of plant pests were identified and mapped.



Besides our regular pest management of possums we now have a list of the invasive plants that are being added to the maintenance schedule for Waikareo. On a more positive note a couple of climbing rata were identified.

Libraries

The libraries have continued with their focus on ensuring our community is still being supported as much as possible to access our services despite COVID-19 in the area.

Staff implemented a targeted pamphlet drop in areas where they are aware of high numbers of vulnerable and elderly, advising of the Click & Collect and Home Delivery options available to them. Books are being provided via non-contact delivery to library patrons who are advising that they are isolating due to COVID-19. This has resulted in lovely feedback, most over the phone or in person when no longer isolating. Included here is one email received

- "Hi, I just wanted to say WOW what an amazing service from our library. I had emailed I couldn't return books as we were isolating with covid. They rang me this morning to ask if we would like some more books delivered to see us through. What a great community. Thank you to the amazing library team. Outstanding."

The library team is currently upskilling in order to ensure that we can be redeployed rapidly if there is a need to implement the Business Continuity Plan, with some staff already being utilised to assist with the welfare checks for retirement housing tenants. Whilst it was the best way of ensuring we would be able to provide most of our services for as long as possible in the event of COVID-19, we are now moving away from the split-team model as the need to isolate only when unwell or a household contact has reduced the likelihood of a whole team instantly being unable to work onsite. This move has helped to reduce the pressure and stress on the team.

Internal training is being carried out, with staff upskilling in the digital services areas – Recollect, Digihub and Digisplay, assisting as always with the troubleshooting of personal devices, and working through the new internal training checklist developed in-house. Procedure, process, and guideline documentation is being developed, particularly around the areas of membership, meeting rooms, and debtors.

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 most recent course completed 8th March 2022 and the next one is due to start in April will a full list of attendees.
- 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- Due to COVID the February 2022 BA5 was relocated to the CHB Municipal Theatre to allow for social distancing. The next scheduled BA5 in April will be held at Te Huinga Wai.
- 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 continue in both locations.
- 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 are currently running weekly Digital Banking classes out of both Te Huinga Wai and Waipawa Library.
- Tea and Tech – This monthly session is an introduction to the internet, how it works, how to keep safe and how to operate devices. These sessions will commence on the 29th of March 2022.

We continue to work with our local Network of Networks to provide fit for purpose workshops and programmes that offer support to the needs identified within the community. Tea and Tech is an example of this, which was first developed in partnership with Age Concern and is now more widely offered.

He Kura Kainga Role:

Following the departure of TeRangimarie within the He Kura Kainga Role, recruitment was completed to find a replacement as the importance of this role was recognised within both the library and wider community. We were successful in recruiting Donna Rapana into this role and are excited to see programming and continued relationships develop with her appointment. Discussions have started in regards to 2022 Matariki Celebrations and the support libraries can provide to the working group.

Digital Inclusion Role:

These last few months have focused heavily on preparing for the rise of Covid-19 as well as how the programming space continues to provide a platform for those in need of digital advice/support. In 2022 the library has provided digital support to 52 people in our community. These queries generally cover things such as device and application training. We have now compiled resources to promote a new programme "Tea and Tech" which will cover an introduction to the internet, safety, and devices. We have direct links to our networks to promote this programme for all of those in need. These will be run for Te Huinga Wai.

We continue to work in the banking space, looking for new ways to provide support. CHB Budget Services continue to provide weekly support.

A large focus over the last month has been preparing for Cleavelin's departure. Cleavelin has planned, documented, and provided in-depth staff training, ensuring that the current programmes and digital services prove sustainable moving forward.

Outreach Role

The Memory Lane programme, which is a programme targeted for those clients at Pakeke who have memory difficulties, has been on hold, but is due to recommence on Thursday 30th March 2022. This session will be held at Pakeke given COVID restrictions prevent the clients from visiting the Library.

General Programming:

COVID has restricted our ability to run a range of programmes which we would normally run. However, we continue to provide ways for our community to get involved and interact with library activities. Our school holiday competition winners were announced in late February for both our LEGO and Colouring-in competitions.



Crafternoons – The Libraries continue with weekly crafternoon sessions. These sessions provide a fun and creative space for children to create our weekly crafts. During this month, the Libraries have supported "Parks week" by providing public with resources and instructions on create different types of crafted hearts. These hearts can then be placed in one of our local parks.

DigiPlay – This programme provides our tamariki with the opportunity to have a go on something they may not have access to at home such as Play Station, iPads, VR and much more These sessions operate from 3.30-4.30pm, giving kids a safe space after school in both

Preserve Your Past – The Libraries will be reviving this session and resources on the 21st of March where community can come in to Waipawa Library and digitize their history such as images, documents, and oral history. The content can then be uploaded and shared on <https://chbheritage.recollect.co.nz/>

Summer Reading - Our Children's Summer Reading Challenge prizes and incentives have all been given to our tamariki who participated. We had over 160 children registered for the programme and roughly 96 completing the challenge.

Our Adult Summer Reading Challenge was finalized on the last week of February where we had 23 adults participate in the challenge. Each completed participant received 3 incentives as well as entering the draw for 1 of 3 Paper Plus Vouchers which were drawn in the first week of March.

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)

The Councils' vaccination policy was implemented on 8 February 2022.

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 and Property Teams successfully sourced air purifiers earlier this year and 22 purifiers have been installed in Council meeting rooms and public spaces such as libraries.

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, Council have identified key staff to become certified in this process and sourced a fit testing agent to support Council in the interim. Fit testing for staff is scheduled to be completed with a second session booked for 16 March.

Perspex Screens

Perspex screens have been installed at Council's main reception in Waipawa and both libraries. The screens further support the public health measure of physical distancing.

Rapid Antigen Tests (RATs)

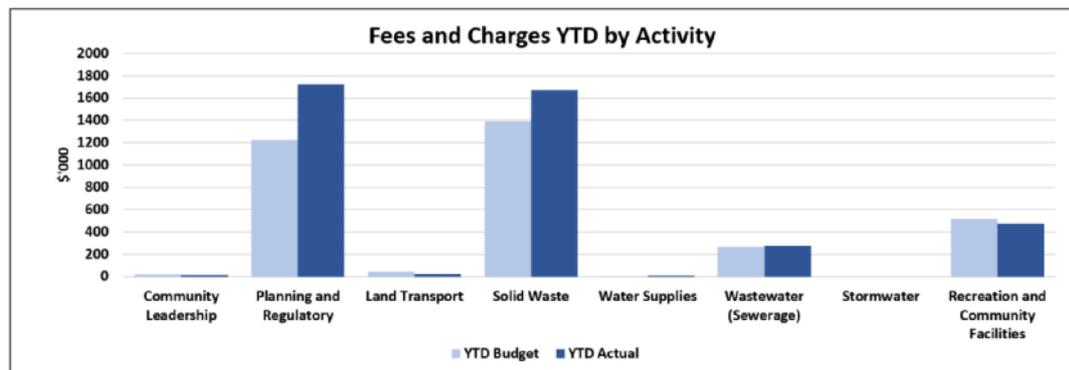
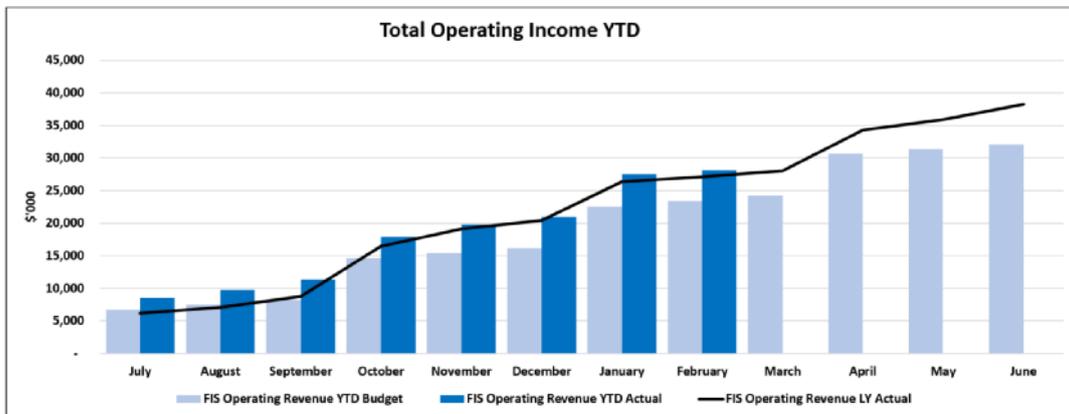
Council has successfully sourced a supply of RATs. To ensure business continuity a small number of RATs were issued to critical services staff for use while delays with receiving PCR tests results were experienced. Subsequently Council has established a RAT Assurance Programme for staff. The programme commenced on 8 March, staff participate voluntarily, committing to 3 RAT tests per week, logging results in mycovidrecord and advising Council if a positive result is received. Council's 3 Waters Team are fully participating in total we have 50 participants. The RAT Assurance Programme further supports Council's business continuity.

Financial Performance

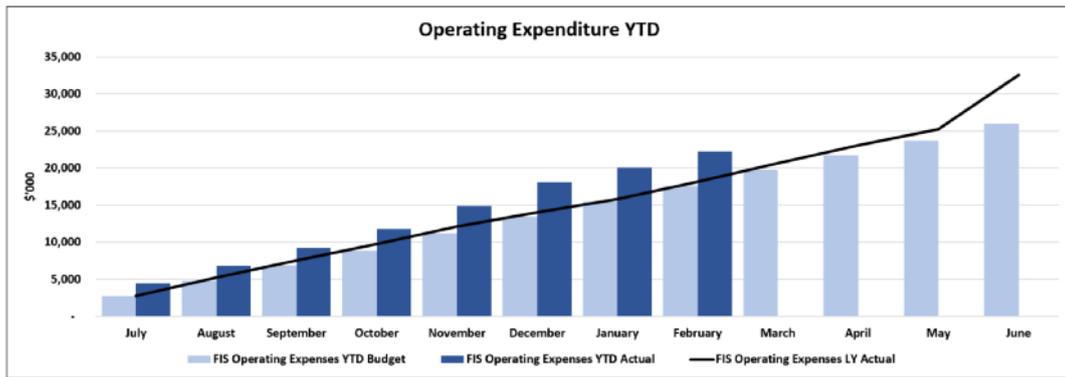
FINANCIAL PERFORMANCE ENDING 28TH FEBRUARY 2022

The graphs and tables below show the financial results for Council covering the financial results for the 8 months ended 28th February 2022.

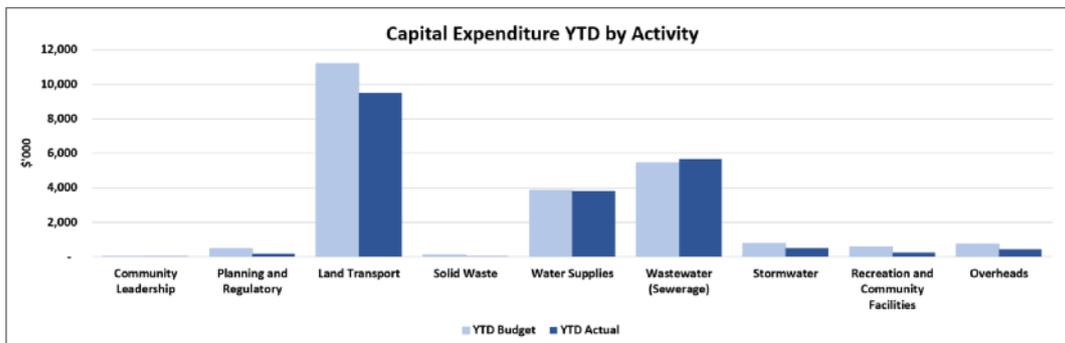
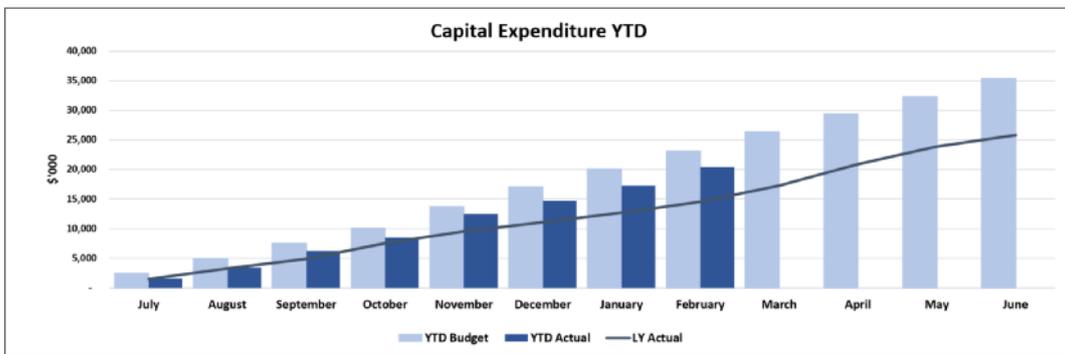
Council is now over halfway through its financial year, and trends are beginning to emerge. The July revenue includes a reversal of \$3.7m of revenue in advance booked at year end (grants received pre-July 2021 but not spent at that point in time) which slightly distorts the figures (both revenue and 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 (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, minor improvements). While we have started incurring costs on Kairakau Road, the majority of costs are yet to be seen.



#the BIG. Waste Water Story

#the BIG. Water Story

#TheBigWaterStory programme of work, and the **Waipukurau Second Supply** as the flagship project is coming to an important decision point. With formal landowner agreements well progressed, most pipeline and reservoir due diligence complete. A consent onhold for geotechnical investigations either side of the river, options assessed for crossing the rivers. The production bore drilled and test, and replacement of the AC main out of the bore-field (tagged as Stage 1) is complete. Stage 2 and 3 is well underway with approx. 1.3km complete. The next stage for this project is committing to an option to take further into construction.

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. Landowner negotiations and design for these progressing well.

Significant mains upgrades are in place across Tikokino and Abbottsford Roads as part of the firefighting and Waipawa to Waipukurau Water Supply project. Procurement to commence shortly on the next renewals planned for Porangahau and Racecourse Roads.

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, aiming for completion by November 2022.

The wastewater **renewal programme** is also kicking into gear with design nearing completion for Racecourse and Porangahau Road in Waipukurau, and the project to be tendered in late May 2022.

The **SH2 Borefield Upgrade** is making good progress with the trial commissioning of the new system progressing well.

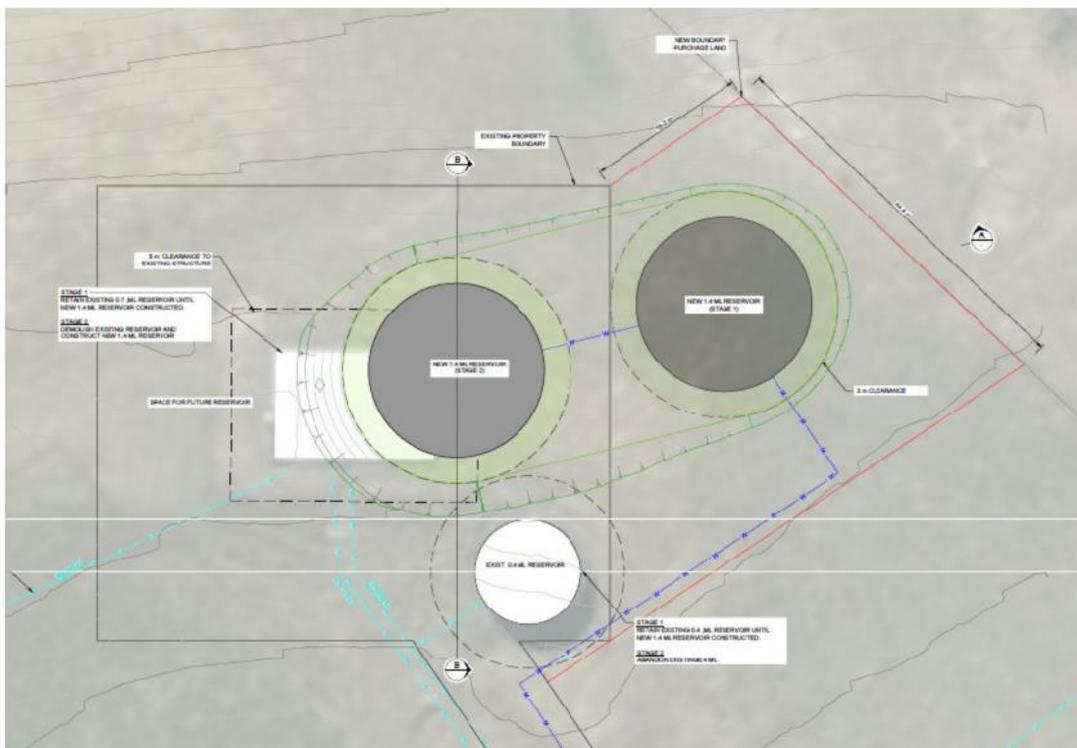


Figure 1: Outline of the reservoir replacement in Waipawa

#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.



Figure 2: Otane Pump Station – awaiting pumps and pipework

Waveband repairs at the Waipukurau wastewater plant are complete and Waipawa repairs now underway

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 being evaluated to install a new bridge crossing the drain at the Waipawa wastewater plant.



Figure 3: DAF in 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 –



Officers are due to submit Q6 report in April 2022, to date just over \$9.3m 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.

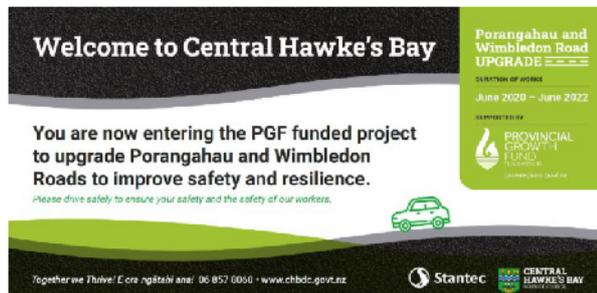
1. **Regional 3 Waters** – work is underway with other councils to identify and understand private water supplies, as part of a private water supply identification regional project, which may include a contingency fund to assist private water supplies – another project in planning is to investigate work 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 with 8.7 of the 8.8km pipeline installed and we are now progressing into Stage 5.
4. **Waipukurau Second Water Supply** – Borefield is complete and Tikokino Road Stage 1 pipe replacement is complete, Stage 2 and 3 underway, design well progressed – future decisions to be made about the project.
5. **Wastewater Treatment Improvements** – DAF system install underway, expected commissioning in Mar/ Apr 2022
6. **Wastewater Desludging** – Dry solids removal complete at Waipawa and Waipukurau, desludge complete at Waipawa, Waipukurau desludge underway
7. **Bylaw Reviews** – Updated bylaws were adopted on May 13 2021, work is underway on 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



Figure 4: Dredge on the Waipukurau wastewater pond

PGF ROADING PROGRAMME – PŌRANGAHAU TO WIMBLEDON

PHASE	DESIGN/ BUILD	
TIMELINE	JAN 2020 START DATE	JUNE 2022 END DATE
PROGRESS	70%	
BUDGET	Total Budget \$20.1m Spend to Date: \$12.47m	
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.

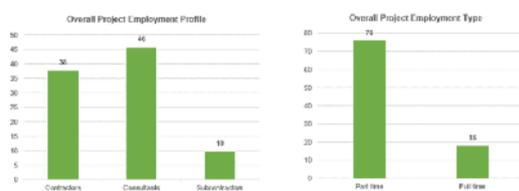
Communications

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

https://experience.arcgis.com/experience/947a211cafbd4a96a063fcd1e8d3a461/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/>

Employment Statistics to Date



Progress Update

Early 2022, has seen the programme ramp into action, with a significant amount of construction underway across the programme.

- 3 bridge sites are under construction
- 2 sites at Flaxmill/ Wanstead, with a pending consent due.
- Lower Wimbledon Retreat underway and 3 other retaining wall sites to commence
- Slow Vehicle Bay and Safety Improvements progressing.

The programme was impacted by the recent rain event with rising river levels impacting works, and causing some delays and clean up as waters and debris impacted under construction projects.

This will have caused some pressure on the programme, and we expect some delays to our June 2022 expected completion.

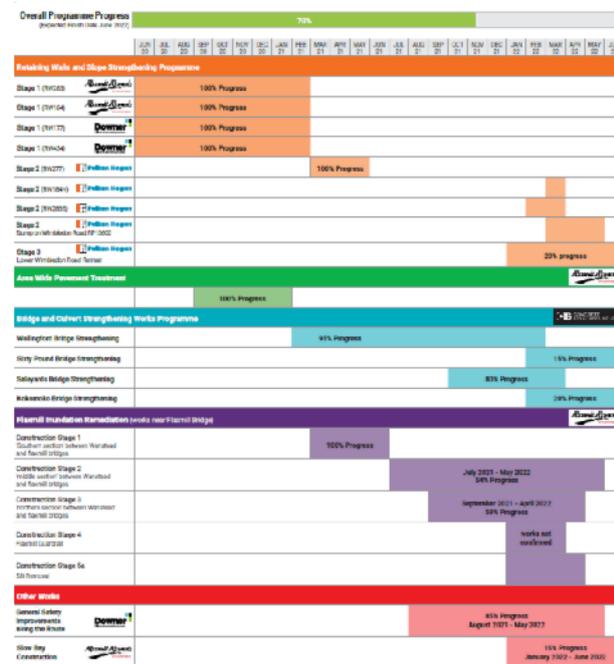




Figure 5: Lower Wimbledon Retreat



Figure 6: Slow Vehicle Bay under construction



Figure 7: Flood waters and debris impacting Flaxmill Bridge – 24th March 2022

DISTRICT PLAN REVIEW	
PHASE	Hearings underway 
TIMELINE	AUG 2012 START DATE March 2022 HEARINGS BEGIN
PROGRESS	80% 
BUDGET	Total Budget \$3.5m Spend to Date: 2.1m 
RISKS	
	
<p>Scope</p> <p>The review has now progressed to the phase of undertaking the formal Resource Management Act statutory hearings.</p> <p>Progress Update</p> <p>On 15/16 February, members of the Panel undertook a district tour hosted by Her Worship the Mayor to visit many of the general areas that have been referred to in submissions and gain an understanding of the coastal and inland areas of the district and the issues that relate to these geographic areas.</p> <p>Prior to commencement of the Hearings the Panel participated in a 'Meet the Panel' evening on 14 February 2022 when submitters to the Proposed District Plan were invited to an evening to learn more about the process and procedures relating to the Hearings. Submitters were able to either attend in person or join the meeting via an AV link which was the option several submitters chose.</p> <p>Hearings for the District Plan Review formally started on 14 March 2021.</p>	<p>The Hearings commenced with a mihi whakatau in the Chamber where JB Heperi-Smith spoke on behalf of the Council and welcomed the Panel and consultants to the Hearings.</p> <p>Dr Maaka spoke on behalf of the Panel in reply. The first Hearing (Hearing Stream 1) was held over 14/15 March when over 20 submitters appeared before the Panel to present and speak to their submission points. Many submitters presented via AV link although some attended in person. The full Panel was in attendance for Hearing Stream 1.</p> <p>Hearing Stream 2 (Urban Environment) will commence on 30 March 2022. Prior to this the Panel will meet on 28/29 March to begin deliberations on submissions and further submissions relating to Hearing Stream 1.</p>

POUND PROJECT

PHASE	DESIGN	
TIMELINE	JUN 2018 <small>START DATE</small>	DECMEBER 2022 <small>END DATE</small>
PROGRESS	10%	
BUDGET	\$700k <small>TOTAL PROJECT</small>	
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

Acquisition of the site is completed; design scope has been finalised. CHBDC's PMO have picked up project management responsibilities. Building consent is scheduled to be submitted early April.

Detailed design and consenting is expected to be completed mid-year with construction to shortly follow after. A further update on timeframes will be able to be provided once the procurement process has been completed.

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Resolution Monitoring Report - Public Excluded	<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
10.2 - District Plan Panel Chair - Commissioner Schofield Update	<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)(g) - the withholding of the information is necessary to maintain legal professional privilege</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
10.3 - District Plan Key Project Status Report	<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</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

	disadvantage, commercial activities	
10.4 - Appointment of Council Representatives to the Central Hawke's Bay District Community Trust	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.5 - Procurement Plan - Porangahau and Racecourse Road Renewals	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.6 - Procurement Plan - Pipeline and Civils Contractor Panel	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.7 - Disposal of Surplus Land - Ongaonga Road Holding Paddock	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	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

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	

11 DATE OF NEXT MEETING

RECOMMENDATION
 THAT the next meeting of the Central Hawke's Bay District Council be held on 9 June 2022.

12 TIME OF CLOSURE