



**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL



## Extraordinary Council Meeting Agenda

Thursday, 19 May 2022

9:00am

Council Chamber, 28-32 Ruataniwha  
Street, Waipawa

*Together we Thrive! E ora ngātahi ana!*

## Order Of Business

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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
- THAT 22.4 OPTION C UNDER SECTION 22 GENERAL PROCEDURES FOR SPEAKING AND MOVING MOTIONS BE USED FOR THE MEETING.

## 5 REPORT SECTION

### 5.1 WAIPUKURAU SECOND WATER SUPPLY - PROJECT DECISION

**File Number:** 12121

**Author:** Darren de Klerk, Director Projects and Programmes

**Authoriser:** Neil Taylor, Interim Chief Executive

**Attachments:** Nil

#### PURPOSE

The matter for consideration by the Council is to confirm a go / no go decision for the project. While receiving a further update on the progress of the development of the investigation, design, and construction for the Waipukurau Second Water Supply/ Waipawa Link project.

#### RECOMMENDATION FOR CONSIDERATION

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

1. That council adopt Option 1 – to build the Second Water Supply between Waipawa and Waipukurau.
2. That council increase the project budget from \$11.8m to \$15.7m by loan funding the \$3.9m over FY 2022/23 and FY 2023/24
3. That council form a project governance group which includes at least two councillors, to provide oversight and leadership across the project.
4. That council continue to engage with mana whenua, and identify and pursue opportunities for collaboration and co design of solutions.

#### EXECUTIVE SUMMARY

A significant amount of work has been completed on this project to date. Council are now in a position whereby we:

- Have a full and thorough understanding of the project need
- Have a full and thorough understanding of the options available
- Have a recommended/ preferred option to meet the desired outcomes

In order to proceed, Officers now seek the approval of Council to proceed with the preferred and recommended option of constructing a pipeline and establishing a new centralised storage reservoir between the Waipawa and Waipukurau towns to connect the two water supplies to deliver the best practicable solution for achieving community outcomes and asset management principles as set out in our 2021 Infrastructure Strategy.

Some elements of the construction/ delivery require further investigation and knowledge to make the best decision while considering all desired outcomes (infrastructure, community, partnership, smart growth and environmental). Most specifically, the decision of how to cross the two rivers is critical and in order to understand this more fully, it is recommended that geotechnical work in the river corridors is carried out, a full evaluation of piping across a structure in respect of resilience and climate change is undertaken. Alongside ongoing engagement with mana whenua to further develop the understanding of how Te Mana o Te Wai principles can be integrated into this decision. This will allow a fulsome assessment of options to be completed prior to a final decision on how the rivers are proposed to be crossed, it is envisaged this can be completed by early 2023.

Officers and the project technical team strongly support the Waipawa to Waipukurau link as the best technical solution to deliver a transformational outcome for Tamatea.

**BACKGROUND**

This project has a long history with Council and has been discussed both in terms of the need, the possible solutions, and the practical implications of delivery many times. Below is a summary of work completed to date on the project. This is non-exhaustive as a large amount of material already exists in the public arena on the project.

**Project Identification and Need**

In 2016, modelling of the water network undertaken by WSP identified the need a new source in the east of Waipukurau had been identified to provide improved security of supply and sufficient storage. The source involves a new well site near Mount Herbert Road and a new reservoir on Mangatarata Road.

The modelling assumed 226 lots within the Waipukurau urban supply zone, and 167 lots outside of the urban supply zone, we now know following our recent economic growth projections that Waipukurau expects an increase in population in Waipukurau of approx.. 1440 people or 553 lots.

Over the last few years council has continued to better understand the state of existing assets, and risk of failure – highlighted by structural assessment of the four main reservoirs in Waipukurau and Waipawa all below 34% NBS, and twenty five times more likely of failure than that of a new asset 100% NBS asset.

Additional these assets are post disaster critical assets, and critical to the communities they serve.

The risk of failure of these assets continue to rise year on year, and in particular if an incident were to occur like an earthquake or a significant rain event, slip or similar that could result in failure of an existing asset and a prolonged period to repair and re-establish supply.

The current storage has 10 to 12 hours of supply available, and as growth occurs will reduce.

A single supply source from the shallow bores fed off the Tukituki river brings risk and as recently seen in the March 2022 rain event, when a significant rain event raised turbidity levels out of the raw water source resulting in a boil water notice placed over the Waipukurau town water supply.

**Project Solution / Options Considered**

In 2020 CHBDC undertook a thorough Strategic Assessment of the options to arrive at the currently preferred option. The table below sets out the options considered and the option ranking.

Option	Description	Scope	Indicative Cost (\$M)	Outcome of Option Assessment	Rank
1	Modified Status Quo	<ul style="list-style-type: none"> <li>- Replace Pukeora Reservoir with a larger reservoir</li> <li>- Replace Hunter Park Reservoir</li> <li>- Replace trunk mains from bore to reservoir and reservoir to town</li> </ul>	\$9	Still reliant on SH2 borefield: risks associated with the single supply, a river contamination event, cloudy water. Difficult to replace reservoirs because they need to keep operating, Difficult to upsize Pukeora Reservoir on constrained site.	3
2	Town Storage	<ul style="list-style-type: none"> <li>- Replace Pukeora Reservoir like for like</li> <li>- Decommission Hunter Park Reservoir</li> <li>- Replace trunk mains from bore to reservoir and reservoir to town</li> <li>- Build new reservoir and pump station in town</li> </ul>	\$8	Still reliant on SH2 borefield: risks associated with the single supply, a river contamination event, cloudy water. Again, difficult to replace Pukeora Reservoir. More reliant on pumping / power supply with low level reservoir.	2
3a/b/c	New Supply from Ford Road, or Jamieson, or Kahahakuri Stream	<ul style="list-style-type: none"> <li>- Develop a new water source – bores at Ford Road or Jamieson Farm or a surface take at Kahahakuri Stream</li> <li>- Build new reservoir on elevated site west or east of town depending on water source</li> <li>- Minor repairs to Pukeora Reservoir</li> <li>- Minor repairs to Hunter Park Reservoir</li> </ul>	\$10-26	Provides a second water source for Waipukurau, but high cost and risk to develop suitable water source (high possibility of not finding good water), and high risk with consents and land access risk. Still requires crossing of rivers. Still requires crossing of rivers. Subsequent reservoir assessments identified that minor reservoir repairs are not feasible – they require replacement.	4
4	Waipawa Link	<ul style="list-style-type: none"> <li>- Upgrade the capacity of the Waipawa borefield</li> <li>- New pipeline from Waipawa borefield to Waipukurau</li> <li>- New central reservoir between Waipawa and Waipukurau</li> </ul> <p>Out of scope items to be separately funded:</p> <ul style="list-style-type: none"> <li>- Replace Pukeora Reservoir like for like</li> <li>- Decommission Hunter Park Reservoir</li> <li>- Future pump station to backfeed Waipawa from Waipukurau</li> </ul>	\$12	<p>Only option that interconnects the two towns, effectively providing a second water source to both towns (either borefield can supply either or both towns in the long term, if one borefield is not able to be operated). Reduces reliance on individual borefields which both have risk issues.</p> <p>Once new central reservoir is built, existing reservoirs can be taken off line for replacement.</p> <p>Risks around river crossings, land access, water take.</p>	1

This assessment work resulted in the Waipawa Link being identified as the preferred option. From this point on, work was undertaken to further develop the specific design and construction aspects of the option as well as budgets.

### Budget / Estimate of Preferred Option (Waipawa Link)

The preferred Option estimate has been developed progressively as the project developed:

- The initial high level (rough order) estimate used in the April 2020 options / multicriteria analysis stage was \$11.8M
- After the Waipawa Link was selected as the preferred option, a concept design was completed and a risk-based estimate was then prepared with a range of \$11.7M (P1) to \$15.4M (P95), with a P50 of 13.6M. Officers were targeting a circa \$13.9M outcome as reported in November 2021.
- For this paper the risk-based estimate has been updated to account for:
  - Actual tendered costs for the Tikokino Road Rising Main Stage 1 and 2
  - A higher level of design development
  - The final material selection for the Central Reservoir. A steel reservoir is proposed (as opposed to concrete) following detailed multicriteria assessment of options. A steel reservoir has lower CAPEX and whole of life costs
  - Improved confidence about the reservoir platform and foundation requirements following additional geotechnical investigation and design
  - The new bore has been successfully tested and the previous allowance for a further bore has been removed
  - Updated design fee forecast
  - Reassessment of project risks.

The updated February 2022 estimate range is \$13.5 (P5) to \$16.1M (P95) with a P50 estimate of \$14.8M. The table below shows the P50 (50% confidence level) estimate against previous estimate for the Waipawa Link.

Activity	November 2021 Estimate	February 2022 Estimate (drilling both rivers)	Spend to Date At 30 April 2022
<b>Council Costs</b>	362,780	360,000	140,278
<b>Design / Fees</b>	2,450,338	2,340,000	1,614,817
<b>Land and Easements</b>	850,000	910,750	341,384
<b>Pipelines</b>	4,173,730	5,650,138	1,039,538
<b>Central Reservoir</b>	3,299,450	2,777,741	-
<b>Borefield / Treatment Plant</b>	1,277,476	1,332,925	-
<b>SH2 Tukituki River Crossing</b>	-	-	-
<b>Contingency</b>	1,453,073	1,428,444	-
<b>Total</b>	<b>13,866,848</b>	<b>14,800,000</b>	<b>3,444,431</b>

The major changes between the estimates are explained in WSP's cost report February 2022, and further summarised below:

- Rates adjustments reflecting recent tender returns for the Tikokino Road rising main (higher pricing on valves and fittings in particular)
- Refinement of pipe sizing through design (some increased pipe sizes)
- Reduction in reservoir cost reflecting decision to use steel.
- Updating of the risk allowances – in particular an increase in the escalation allowance reflecting NZTA's view of escalation.
- Addition of two further private properties affected, necessitating engagement, negotiations and adding to anticipated landowner costs and compensation for negotiating project land requirements.

### Funding the Preferred Option

Waipawa Link Option	2018-2021	2021/22	2022/23	2023/24	TOTAL
2018 LTP - Drawn and Spent	\$359,494				\$359,494
2018 LTP - Drawn and Unspent	\$1,900,000				\$1,900,000
3W Tranche One DIA	\$ -	\$2,200,000	\$ -	\$ -	\$2,200,000

<b>2021-2024 LTP</b>	\$ -	\$2,333,000	\$2,402,990	\$2,652,250	\$7,388,240
<b>Additional Funding Required</b>	\$ -	\$ -	\$100,000	\$3,847,356	\$3,947,356
<b>Total Budget</b>	\$2,259,494	\$4,533,000	\$2,502,990	\$6,499,606	\$ 15.7m
<b>Estimated Cashflow/ Expenditure</b>	\$ 359,494	\$2,858,717	\$5,998,423	\$6,578,456	\$ 15.7m

### Project Construction/ Delivery Options

There is still some detail to understand before a decision can be made and we are aware that the decision has a high level of significance (culturally, partnership, financially etc). To make this decision, we need to understand more about the geotechnical nature of the ground around and under the rivers. This requires geotechnical work to understand this and position Council to make the best-informed decision about remaining technical delivery elements of the project (bridging the pipe over the river or drilling under the river).

The decision to cross via a bridge over the river or via drilling under the river does add complexity to the rising main from Waipawa to the central reservoir and the final section of the falling main from Lindsay Road across the river, and these sections of pipelines can't have design completed until such a time as the route is finalised.

The proposed governance group is to receive a future recommendation once all technical and cultural considerations are better understood, to determine the best practicable option for getting a pipeline across the awa and connecting the two towns.

### Engagement with Council and Interim Decisions

In November 2021 Officers presented a project update report to Council which recommended that a comprehensive go / no go decision paper be presented to Council in March 2022. This was delayed to May 2022 to allow further engagement and workshops held with council in March and April 2022. Prior to November 2021, officers had provided six further report or workshop updates to Council on the project and the progress since 2019, with a number of key interim decisions to make progress and better understand risk – these include;

- Approval to design Option 4 utilising DIA 3 Waters Tranche One funding while project decision making progressed
- Approval to construct a production bore in Waipawa and test for quantity and quality.
- Approval to upgrade and renew the existing trunk water main that currently feeds the Waipawa reservoirs on Abbottsford Road.
- Approval to prepare and lodge water take consent to augment the Waipawa Tikokino Road borefield from 55l/s to 155 l/s via a staged process to lodge the consent to 'get in the queue' and then place on hold, until landowner and bore production testing took place.
- Approval to negotiate conditional land agreements along the route of the Waipawa to Waipukurau route

### Engagement with Mana Whenua

- Engagement has progressed for some time with mana whenua, largely represented by a cultural guidance group that sits across the project with marae representatives from Mataweka, Tapairu, Waipukurau Community, Te Whatu-i-apiti and more recently Rongomaraeroa.

- Following attempts in 2020, and early 2021 to engage, a group was formed alongside the March – May 2021 Long Term Plan engagement.
- Following a governance kanohi ki te kanohi hui on Mataweka Marae in May 2021, further hui was held on the 25<sup>th</sup> June 2021 with Mana Whenua from the Mataweka marae, Tapairu marae and Rakautatahi marae at Council, discussing the project generally. Cultural concerns raised relate to the physical crossing of rivers with pipes, and the mixing of river waters (Waipawa & Tukituki), transfer of water across rohe and the longer term control on maintenance and safety of the system.
- Following this the cultural guidance group has met nine times since June 2021 to further this important kaupapa for Tamatea.
- Field trips have been undertaken locally and regionally to better understand and investigate similar pipelines crossing awa, and how this is done.
- A further governance hui was arranged for Saturday 30<sup>th</sup> April 2022, between CHBDC elected members and governance of Mataweka, Tapairu and Waipukurau community marae.
- Mataweka marae are currently not in support of crossing underneath either awa / river with a water pipe.
- Mana Whenua through the cultural guidance group, in general understand the urgency for progress and support the reasoning for the project, including the generational thinking and solutions required by Council to invest in community assets and resilience.

### **Engagement with Landowners**

- Coordination with the required due diligence across the project (Geotechnical, ecological and archaeological investigations) and a land acquisition strategy has been ongoing and sensitive to topics raised by Mana Whenua, as well as sympathetic to directly affected Landowners.
- Indirectly affected landowners adjacent to the intended pipeline route have also received initial disturbance notifications for the due diligence work, with a copy of the project memo so they were aware of any contractors working alongside their properties.
- Affected landowners - engagement commenced in 2020 with the initial five affected private landowners, and with amendments to the pipeline alignment in late 2021/ early 2022, two further private landowners are affected, with a total of seven private landowners affected, in addition to the Crown (LINZ) for the proposed river crossings on both the Waipawa and Tukituki Rivers. The vast majority of landowners have been supportive of the project, willing to enable and allow land entry investigations and negotiate the land requirements in good faith. Some issues have arisen in limited instances related to proposed land development plans, access to Council's water supply (extraordinary water supply) and expectations regarding compensation. As at 9 May progress is as follows:
  - Crown (LINZ) consent to 'in river' investigations obtained
  - 4 landowners have negotiated agreement with signed agreements (conditional) with Council decision.
  - 2 landowners at 'agreement in principle' and final agreement terms with landowners to sign.
  - 1 final landowner where negotiations are being concluded, that have been delayed to date by expectations to access extraordinary water supply connections and resolution of a former consenting matter.

## Works completed to date

### Design

A considerable amount of design has been completed on the overall project preferred Option 4 – the Waipawa to Waipukurau link, at early May 2022, approx. 70% of design is complete, with the treatment plant and method to cross rivers the current outstanding design aspects, aimed to be completed by August 2022.

### Construction

Construction commenced on the non-stranded asset components to utilise DIA funding and progress at risk items, or further understand uncertainties like the ability of the Waipawa borefield to produce the additional water required.

### Borefield

A new production bore was drilled and tested in early 2021 as part of the DIA funding, this was a key activity to better understand the risk and ability of the existing borefield to supply the additional water required to feed Waipukurau. A second bore was planned, but following the performance of the first bore, a second is currently not required, and can be added at a later date.

### Pipeline Tikokino Road Stage 1 and 2

The initial pipeline to the proposed river crossing location is under construction, this is a new 400mm diameter pipeline and then continues onto replace the Waipawa Trunk Main, delivered together, but funded separately, this is expected to be completed in June 2022.

The National Policy Statement for Freshwater 2020 (the NPS) provides local authorities with updated direction on how they should manage freshwater under the Resource Management Act 1991. Council, through the delivery of its services, and infrastructure projects, must meet the requirements of the NPS. The NPS has several requirements with a key requirement considered applicable to this project being to;

As defined in the NPS, Te Mana o te Wai “is a concept that refers to the fundamental importance of water and recognises that protecting the health of freshwater protects the health and well-being of the wider environment.”

Te Mana o te Wai is about restoring and preserving the balance between the water, the wider environment, and the community.

The project will be consistent with Te Mana o te Wai through seeking to protect the mauri of the wai, while also meeting the health and well-being needs of people through the provision of safe drinking water. In addition, the Council has and will continue to engage with iwi on the project, and is seeking to actively involve tangata whenau in freshwater management.

Te Mana o te Wai encompasses 6 principles relating to the roles of tangata whenua and other New Zealanders in the management of freshwater, and these principles inform the National Policy Statement and its implementation.

The 6 principles are:

**(a) Mana whakahaere:** the power, authority, and obligations of tangata whenua to make decisions that maintain, protect, and sustain the health and well-being of, and their relationship with, freshwater

**(b) Kaitiakitanga:** the obligation of tangata whenua to preserve, restore, enhance, and sustainably use freshwater for the benefit of present and future generations

**(c) Manaakitanga:** the process by which tangata whenua show respect, generosity, and care for freshwater and for others

**(d) Governance:** the responsibility of those with authority for making decisions about freshwater to do so in a way that prioritises the health and well-being of freshwater now and into the future

**(e) Stewardship:** the obligation of all New Zealanders to manage freshwater in a way that ensures it sustains present and future generations

**(f) Care and respect:** the responsibility of all New Zealanders to care for freshwater in providing for the health of the nation.

There is a hierarchy of obligations in Te Mana o te Wai that prioritises:

**(a) first**, the health and well-being of water bodies and freshwater ecosystems

**(b) second**, the health needs of people (such as drinking water)

**(c) third**, the ability of people and communities to provide for their social, economic, and cultural well-being, now and in the future.

Officers have worked to ensure that the requirements of the NPS, specifically those related to Te Mana o te Wai have been incorporated into relevant aspects of work on the project to date.

## DISCUSSION

The recommended option (of the various technical options previously considered) is described below against a 'fall back' option.

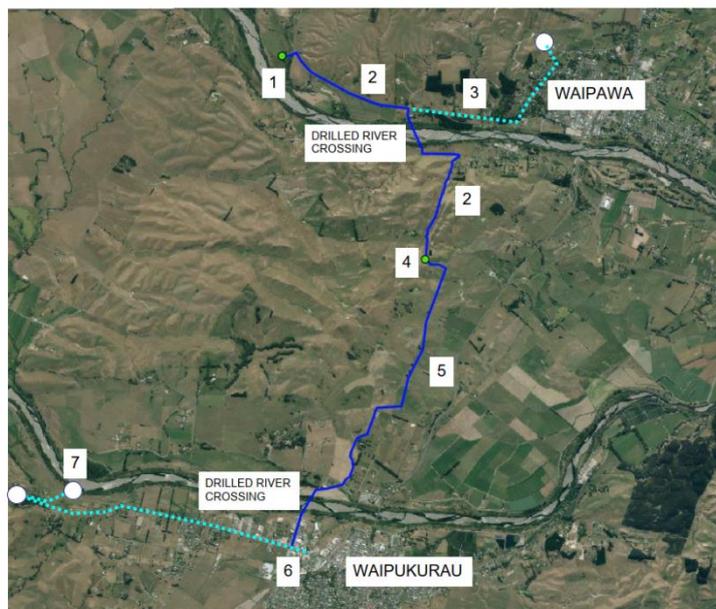
### Preferred Option – Waipawa Link

The preferred option involves:

- Expanding the capacity of the Waipawa Borefield from 55 L/s to 155 L/s
- Laying a 450 / 355 mm rising main from the borefield along Tikokino Road, under the Waipawa River by directional drilling, along Ongaonga Road and up to the central reservoir. There is also a branch rising main running up to the Abbotsford Road Reservoirs. The main in Tikokino Road and up to the Abbotsford Road is under construction.
- Constructing a 3,000,000 litre steel reservoir on private land which provides operational and emergency water storage. The reservoir is at the same elevation as Pukeora Reservoir so the two reservoirs can supply Waipukurau at the same time.
- Laying a 450 mm falling main from the central reservoir south through farmland, under the Tukituki River by directional drilling and along Coughlan Road to connect to Waipukurau water network.
- Installing pressure reducing valves at the boundary of the low zone in Waipukurau to enable the low zone to be fed off Pukeora and the Central Reservoir, thereby avoiding the need to renew Hunter Park Reservoir.

This option enables the Waipawa Borefield to supply water to Waipawa and Waipukurau. Normally about 20% of Waipukurau demand would be met from Waipawa in order to 'turn over' water in the pipes and reservoir. The scheme could fully supply Waipukurau if required for operational or emergency reasons. Water can also be fed back from the Central Reservoir to Waipawa if required, and in future it would be possible to add a pump station at Waipukurau to supply Waipawa from Waipukurau.

## Option 4 Waipukurau Waipawa Link - Preferred Option



## KEY

1. EXISTING TIKOKINO ROAD BOREFIELD - CAPACITY INCREASED FROM 55 LITRES/SECOND TO 155 LITRES/SECOND
2. NEW PIPELINE FROM BOREFIELD TO CENTRAL RESERVOIR
3. CONNECTION TO WAIPAWA RESERVOIR
4. CENTRAL RESERVOIR - 3ML STEEL RESERVOIR WITH PROVISION FOR SECOND RESERVOIR IN FUTURE
5. NEW PIPELINE TO WAIPUKURAU
6. CONNECTION TO WAIPUKURAU WATER NETWORK
7. EXISTING SH2 BOREFIELD STILL OPERATES, BUT TOWN IS NO LONGER RELIANT ON IT

### Fall back – Town Storage

This option was the second ranked option in the original technical options analysis phase and involves:

- Installing turbidity treatment at the SH2 borefield
- Minor repairs at Pukeora Reservoir
- Duplicating / replacing the trunk main from Pukeora Reservoir to Waipukurau (along SH2 or through the airfield)
- Constructing a new 3ML reservoir and pump station in Waipukurau (conceptually on the eastern edge of Waipukurau although a site has not yet been identified)
- Decommission Hunter Park Reservoir (although replacing it is also an option)

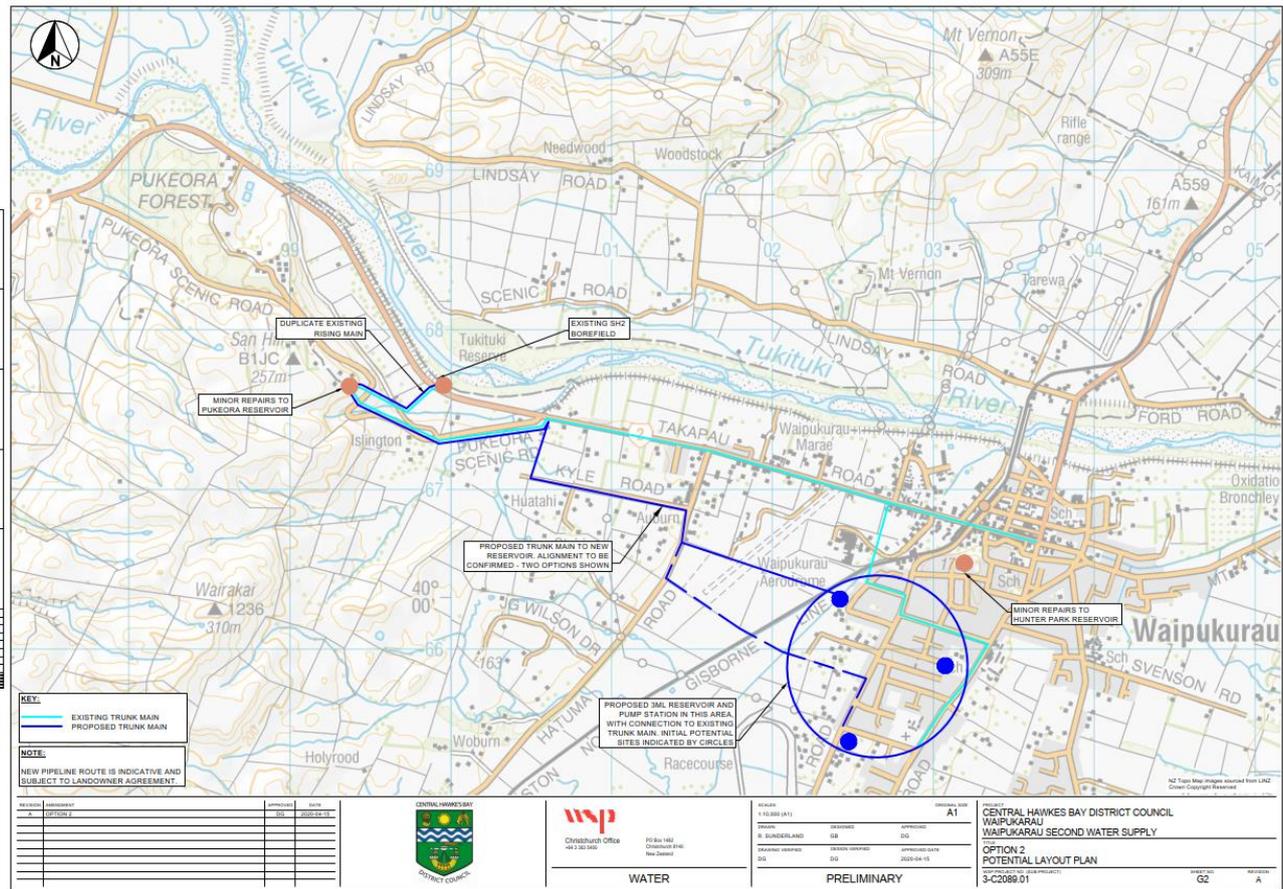
Under this option in low flow conditions the town would continue to be serviced by gravity from Pukeora Reservoir with the new pump station running just enough to 'turn over' water in the new reservoir. In higher flow conditions or in an emergency when Pukeora or the SH2 borefield is inoperable the new reservoir and pump station would be the primary supply.

This is a simpler lower-cost scheme not involving river crossings however Waipukurau remains fully reliant on the SH2 borefield, albeit with improved management of high turbidity events using the cartridge filters and additional emergency water storage in the town reservoir. If there is a contamination event in the river or mechanical failure at the borefield the town is fully reliant on the two reservoirs.

There is no benefit to Waipawa, whereas under the preferred option Waipawa can be back fed from the Central Reservoir, and with the addition of a future pump station Waipawa could be fed from Waipukurau providing a further level of resilience.

This option also does not add to the water supply capacity to cater for future growth.

The design, consenting and land acquisition for this option has not been initiated.



In 2020, a Strategic Assessment was undertaken and workshopped with Council to agree the project’s investment objectives. The table below compares each of the options against the LTP THRIVE objectives and the specific investment objectives.

Council Decision Options	Preferred Option – connecting Waipawa and Waipukurau to Waipawa	Fall back – Revised Status Quo
Short descriptions	Expanded Waipawa Borefield, Rising Main to Central Reservoir, new Central reservoir, Falling Main to Waipukurau. Both rivers crossed by drilling under.	New duplicate falling main to new Reservoir in town fed from existing supply.
LTP / Council Objectives		
Smart Growth <i>Smart and sustainable growth. Use resources with care to protect them for future generations</i>	Adds capacity to the system (extra 100 L/s available from Waipawa Borefield). Ability to make use of additional capacity at either town subject to network upgrades Approximately \$1.2M more than Technical Option 2	No additional capacity No benefits for Waipawa Lowest cost

<p><b>Environmentally Responsible</b></p> <p><i>Enhance natural wonders and resources</i></p>	<p>Lower new infrastructure and operating inputs compared to options 4C/D (lower carbon option)</p>	<p>Lowest new infrastructure and operating inputs (lowest carbon)</p>
<p><b>Durable Infrastructure</b></p> <p><i>Fit for purpose and future proofed</i></p>	<p>Provides a second water source for Waipukurau and enables back feed from Waipukurau to Waipawa in future – reduces reliance on individual borefields which is high risk.</p> <p>Ability to add a second central reservoir in time.</p> <p>Greatest technical resilience for the river crossings due to the pipe being buried.</p>	<p>Does not address the risks associated with individual borefields.</p> <p>No benefits to Waipawa.</p>
<p><b>Partnership – Giving effect to Te Mana o Te Wai</b></p>	<p>Likely the least appropriate and acceptable to mana whenua, due to the need to impact the awa/ river by directional drilling a pipeline under both rivers. Mataweka Marae has provided written feedback of their opposition.</p>	<p>No works around the rivers, water does not cross rohe.</p>
<p><b>Investment Objectives</b></p>		
<p>- <b>A more resilient water supply system (50% weight)</b></p> <p><i>More robust infrastructure with lower risk of damage</i></p> <p><i>Improved network redundancy to reduce reliance on any one component</i></p> <p><i>Increase time available to respond to a component failure</i></p>	<p>Connecting the two towns removes the reliance on a single borefield. If SH2 borefield is inoperable because of mechanical failure, turbidity, flooding or a contamination event then the town can be fully supplied from Waipawa. It would be possible to supply Waipawa from Waipukurau in future if a pump station is added.</p> <p>A high level of network redundancy, increasing the time available to address faults</p>	<p>Under Technical Option 2, both towns are solely reliant on their borefields. If a borefield is inoperable because of mechanical failure, turbidity, flooding or a contamination event then there is no backup supply and only emergency water storage.</p> <p>Time to respond is approximately 12-20 hours (based on water storage).</p>
<p>- <b>Consistently compliant Level of Service (40% weight)</b></p> <p><i>Consistent compliance with DWSNZ (Drinking Water Standards)</i></p>	<p>There are compliance issues due to SH2 borefield turbidity events. This issue may be reduced by installing cartridge filters. However under Technical Option 4 Council could operate off Waipawa alone during high turbidity at</p>	<p>Waipukurau still fully reliant on SH2 borefield and therefore at risk during high turbidity events, even with cartridge filtration in place.</p>

<p>NZ) Consistent water supply provided at the right quantity and pressure</p>	<p>Waipukurau. LOS will also improve due to extra capacity if needed and improved resilience.</p>	
<p>- Support socially and economically sustainable growth in a planned fashion (10% weight) Sufficient water available for sustainable growth  Infrastructure that delivers water to areas of desired growth</p>	<p>Adds capacity to the system (extra 100 L/s available from Waipawa Borefield). Connection into the centre of town will improve central network flows and pressure, reducing need to upgrade the network for growth.</p>	<p>No additional capacity. Connection into the centre of town will improve central network flows and pressure, reducing need to upgrade the network for growth.</p>

## RISK ASSESSMENT AND MITIGATION

Risks considered below are those with respect to the preferred project option and decision to proceed or otherwise.

Project Risk	Update and Mitigation
<p>Waipawa borefield ability to produce the additional water required to supply Waipukurau</p>	<p>The production bore comfortably yields 50 L/s. Water quality has been confirmed, with all 3 bores in operation, 155l/s can be achieved, with the option for an additional production bore able to be drilled if required.</p>
<p>Consenting and groundwater take limitations</p>	<p>A preliminary water take application has been accepted by HBRC, effectively ring fencing the required allocation of 155 L/s. Agreement with neighbouring landowner at borefield and settlement of compensation is conditional upon Affected Party Consent being provided, to support the consent application.</p>
<p>Land/easement acquisition negotiations</p>	<p>Negotiations with final landowners being concluded, with only one outstanding negotiation. The addition of two properties due to alignment changes has created some delays. Overall, the risk to concluding agreement within the next 1-2 months is considered low to moderate.</p>
<p>Project delays due to currently unknown factors like ground conditions, land access.</p>	<p>Due diligence has been performed with the exception of the river crossing locations. No unexpected issues have been identified at this stage.  Investigations on progressing the river crossings remain in discussion with Mana Whenua, however given the expressed cultural concern on crossing rivers this is currently carried as an unresolved consent and engagement risk.</p>
<p>The tension between decision making to meet reform and</p>	<p>The technical viability of the project is well progressed with clear operational oversight and input with no identified technical or</p>

grant funding objectives and making wise investment decisions.	landowner obstacles. The exception being geotechnical conditions in the river. DIA funding is placing demands on Council decision making, issues remain on: <ol style="list-style-type: none"> <li>1. Mana Whenua River crossing support and consenting timeframes.</li> <li>2. Final landowner agreements carrying reputational risk.</li> <li>3. Council support for continued Capital expenditure.</li> </ol>
Ground conditions including crossing two rivers.	Investigations have been paused due to concerns raised by Mana whenua of crossing the river. A request to allow riverside geotechnical investigations is in discussion. Mataweka marae have written in opposition of crossing the rivers by drilling. This remains an engagement, technical and staging risk for the project.
Ground conditions implicating reservoir and geotechnical costs.	Due diligence has been performed, risk has been reduced and design is well progressed. Excluding the river crossings.
Cost inflation and market conditions.	Identification of level of budgeting confidence at 80%. Value Engineering planned alongside design development to seek further opportunities to gain budget confidence. Procurement planning is important to find scale opportunities.
Procurement and Staging.	CHBDC have developed a procurement strategy for the components of the project, and plan to leverage a large component of the proposed contractor pipeline panel to deliver aspects of the project.  Staging, if the river crossing decision is delayed may be impacted and cause the delivery of construction to fall out of sequence.
Schedule - Development of river crossing methodology not timely creating consenting delays on River crossings and Iwi or HBRC resistance.	Mana Whenua engagement has commenced and is well progressed, concerns at crossing the river with pipe under the river have been presented by Mataweka marae formally. Further engagements are planned through the existing cultural guidance group, and planned Te Mana o Taiao group, this will require information and time to develop.
Resources (Internal/External)	Procurement strategy identified a logical and achievable delivery programme.  Altering this to one of the alternative Plans identified may incur further slippage in the schedule or affect quality of deliverables.
Flood risk of borefield Waipawa and treatment plant	Work with Regional Council to upgrade stop bank to a one in 100 year event.  Design bunding to manage localised flood risk
Failure of an existing asset while construction	Prompt decision making, and planning to allow smooth sequencing of projects to minimise additional delays. Regular maintenance and monitoring of existing assets through the construction period.

#### FOUR WELLBEINGS

This project and procurement activity aims to:

- Enhance and contribute to the resilience of Waipawa and Waipukurau water supply system - More robust infrastructure with lower risk of damage, increased redundancy and longer response window.
- Ensure the supply can reliably meet demand / level of service targets - Consistent compliance with DWSNZ (Drinking Water Standards NZ), consistent water supply provided at the right quantity and pressure.
- Improve the ability to service sustainable growth, both within the existing township boundary but also in adjacent areas. Sufficient water available for sustainable growth, infrastructure that delivers water to areas of desired growth

The 2021 Long Term Plan focusses on Challenge #2 to renew our infrastructure to be smart and build durable infrastructure and to realise the goals and objectives recently set in our sustainable water management plan to improve our leakage management.

The procurement activities will aim to further stimulate the local economy via a progressive procurement response from tenderers. Guiding this is the CHBDC progressive procurement toolkit, which Officers have reviewed jointly with the project team to identify 2 focus areas from each section to be considered into tenders.

These will be further refined subject to the work package into a requirement from each section placed in each tender package, so the progressive approach is fully tailored to best benefit from the work being performed. Further details of this will be presented to council under the specific procurement plan. A 20% loading will apply to this element of the evaluation.

### **Te Mana o te Wai**

The National Policy Statement for Freshwater Management 2020 introduced the concept of Te Mana o te Wai. The concept is focused on restoring and preserving the health of freshwater resources to protect the health and well-being of the wider environment and community. Te Mana o te Wai has led to the development of a hierarchy of priority obligations:

- a) **first**, the health and well-being of water bodies and freshwater ecosystems
- b) **second**, the health needs of people (such as drinking water)
- c) **third**, the ability of people and communities to provide for their social, economic, and cultural well-being, now and in the future.

Officers have worked hard to ensure that the requirements of the NPS, specifically those related to Te Mana o te Wai have been incorporated into relevant aspects of work on the project to date.

The community water supply project supports priorities “b & c” in the hierarchy, but the project needs to be balanced against priority ‘a’ being the health and well-being of water bodies and freshwater ecosystems. This means maintaining the health and wellbeing of the Waipawa River, Tukituki River and streams and wetlands near the Tikokino Road Borefield by:

- Using appropriate erosion and sediment controls during construction to avoid as much as practicable the discharge of sediment into the streams, rivers and wetlands.
- Building resilient water tight pipelines to minimise leakage of treated water (chlorinated water) from the future pipeline and by having appropriate procedures in place for operations and maintenance.
- Operating the Tikokino Road Borefield in a sustainable way:
  - HBRC have advised that the additional take is within the allowable allocation within the Ruataniwha North Water Management Zone
  - Implementing demand management measures in the network to reduce demand during peak summer periods
  - Operating the borefield efficiently (including the amount of water supplied to Waipukurau) to manage effects on groundwater and maintain a flow of water within the river and wetlands to protect the habitat and passage of at risk and endangered native fish and eel species identified in the Ecology review;

- Provide mitigations (like fencing, planting or supplementing flow) and monitoring at the borefield if required following the final ecology assessment.

Final work is being undertaken on ecological effects as part of the resource consent process, and while this is not yet finalised, it is considered that potential effects on water bodies and natural habitats can be managed through operational controls or mitigated if required.

Alternative water source locations have been investigated unsuccessfully, and others could be considered. With respect to the resilience focus, alternative locations will be sites upstream of the Waipawa River. This will require greater investment in infrastructure to connect another Borefield to the network. The benefit of using the Tikokino Borefield is that existing infrastructure can be used to distribution the water across the network.

The proposal is a sustainable use of natural and physical resources that provide for the restoration and preservation of the health of the freshwater resource, while a safe and resilient water supply will provide for the health and wellbeing of the community.

This ongoing development and priority of these obligations will require a continued partnership approach between Council and mana whenua.

### **Progressive Procurement and Broader Outcomes**

Council endorsed a procurement policy that supports the Government rules of sourcing. Since 2019, broader outcomes have been included in procurement outcomes.

Embedding these outcomes through our procurement can further enhance the wellbeing of our communities by adding public value.

The broader outcomes are;

- Environmental – preventing and reversing environmental degradation
- Economic - building a diverse and prosperous local economy
- Social – shared and equal opportunity for community prosperity
- Cultural – finding opportunities to genuinely partner with mana whenua.

This project offers significant opportunity to deliver on these broader outcomes, and will be a key focus in the next steps.

### **Opportunities**

It is worth highlighting further the opportunities a project of this scale would bring to Tamatea;

- Ability to leverage and unlock real broader outcomes into the community as outlined above
- Ability to revisit and expand water supply zones
- Ability to create job opportunities through marae
- Ability to further introduce Te Mana o Te Wai and the Te Mana o Taiao group into design and construction, through activities like cultural health monitoring

## **SIGNIFICANCE AND ENGAGEMENT**

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

### **Community Communication**

The communications and engagement plan has been updated as the project has developed.

Council signalled the upcoming project during the 2018 Long Term Plan and again through the Long Term Plan pre-engagement and provided more in-depth consultation on the project during March 2021 LTP consultation.

The CHBDC website provides detailed information on the project and ongoing updates for all interested parties.

Wider and more in-depth community communication will begin once landowners and iwi are sufficiently engaged with the project, and it has reached a greater level of certainty. Aimed to commence in line with the council decision making process.

Referring to the Stakeholder and communication section within the discussion section for greater detail on undertaken engagement.

## OPTIONS ANALYSIS

Project options to meet the infrastructure needs have been considered previously. Broadly as outlined in the strategic assessment, these included:

- An option to do nothing (Option 1)
- An option to upgrade the existing storage at Pukeora (Option 2)
- An option to find additional water supply near Waipukurau (Option 3)
- An option to connect the supplies of Waipawa and Waipukurau and build additional new centralised storage (Option 4).

This paper is not to re-evaluate the potential options for the project but to consider whether or not to proceed with the preferred option for the project as determined by the technical expertise of Council staff and professional partners.

	<u>Option 1</u>	<u>Option 2</u>
	<b>Proceed with recommended option to connect the Waipawa and Waipukurau Water Supplies</b>	<b>Do not proceed with preferred option an alternately direct officers to come back with advice on how best immediate risks can otherwise be managed</b>
<b>Financial and Operational Implications</b>	<p>This option does necessitate an increase in project budget of \$3.9m to deliver with the bulk of the funding required in FY2023/2024 due to utilising existing budget currently available to be expended.</p> <p>This option is consistent with design and best delivers on operational and technical solutions.</p>	<p>If Option 4 does not progress and another Option is selected or introduced, additional cost will be required to design the Option which will add greater time to deliver while adding risk to existing assets.</p>
<b>Long Term Plan and Annual Plan Implications</b>	<p>The project is consistent with current Long Term Plan assumptions, and will require additional funding in Annual Plan 2023/ 2024.</p>	<p>Depending on the option to progress, this may be inconsistent with the Long Term Plan engagement and may require consultation through Annual Plan 2023/ 2024.</p>
<b>Promotion or Achievement of Community</b>	<p>This option best achieves the community outcomes set in our Long Term by addressing Smart Growth,</p>	<p>Depending on the option progressed – would determine the impact and ability to promote and</p>

<b>Outcomes</b>	Durable Infrastructure and allows for opportunities to be identified with mana whenua and community.	achieve community outcomes.
<b>Statutory Requirements</b>	Following legal review, the project is consistent with existing consultation and engagement undertaken, if additional debt funding is required in FY2023/ 2024 this will be a part of the Annual Plan.	Depending on the option progressed – would determine the impact on Statutory Requirements.
<b>Consistency with Policies and Plans</b>	This is the preferred option and technical teams recommended option to address growth, resilience, compliance, and future proofing while living council objectives.	This would be inconsistent with the plans to date, and depending on the Option progressed may not deliver on council policies and objectives.

### Recommended Option

This report recommends **Option One** to **Connect the Waipawa and Waipukurau Water Supplies** for addressing the matter.

### NEXT STEPS

To complete design, finalise landowner negotiations, and progress some consent applications to allow procurement and construction to progress to deliver on June 2024 aspirations for completion.

To commence construction on some components of the project. While implementing the broader outcome value through procurement.

To continue investigation and engagement on options to progress the river crossings while aiming to minimise impact on programme and staging of project activities.

To continue engagement with the Te Mana o Taiao Tamatea guidance group to better understand the context of Te Mana o Te Wai principles in respect of the project outcomes and future considerations.

### RECOMMENDATION

That having considered all matters raised in the report:

1. That council adopt **Option 1 – to build the Second Water Supply between Waipawa and Waipukurau.**
2. That council increase the project budget from \$11.8m to \$15.7m by loan funding the \$3.9m over FY 2022/23 and FY 2023/24
3. That council form a project governance group which includes at least two councillors, to provide oversight and leadership across the project.
4. That council continue to engage with mana whenua, and identify and pursue opportunities for collaboration and co design of solutions.

## **5.2 MARCH 2022 RAIN EVENT - ACCESS TO ADVERSE EVENTS AND CATASTROPHIC EVENTS FUNDS**

**File Number:** COU1-1400

**Author:** Josh Lloyd, Group Manager - Community Infrastructure and Development

**Authoriser:** Neil Taylor, Interim Chief Executive

**Attachments:** Nil

### **PURPOSE**

The matter for consideration by the Council is the approval of Council to use of up to \$450,000 from the Adverse Events Contingency and \$250,000 from the Catastrophic Events Fund to make repairs to the districts roads and roading infrastructure that were damaged in the March 2022 rain event.

### **RECOMMENDATION FOR CONSIDERATION**

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

- a) That Council – based on the recommendation of the Finance and Infrastructure Committee – approve the use of up to \$450,000 from the Adverse Events Contingency and up to \$250,000 from the Catastrophic Events Fund to make repairs to roading assets that were damaged in the March 2022 rain event.**

### **EXECUTIVE SUMMARY**

On 21 April 2022 the Finance and Infrastructure resolved to recommend to Council to approve the use of up to \$450,000 from the Adverse Events Contingency and up to \$250,000 from the Catastrophic Events Fund to make repairs to roading assets that were damaged in the March 2022 rain event. This report follows that recommendation and seeks the approval of Council.

### **BACKGROUND**

**Rain Event:**

Over a 48 hour period on 23 and 24 March 2022, up to 300mm of rain fell across parts of Central Hawke's Bay with most areas receiving at least 150mm. The event was a Nationally recognised rain event with widespread flooding in Central Hawke's Bay as well as the wider Hawke's Bay Region – particularly Wairoa and Gisborne. Localised surface flooding was widespread across the District and all waterways reached significant flood levels with parts of the District achieving 1-in-100-year flood levels in Central Hawke's Bay.

**Roading Impact and Funding:**

The damage ranged from washouts (under-slips), general debris on the road network, over slips, scouring, blocked culverts and numerous trees which were blown down from the storm's accompanying winds. Downer, council and Stantec staff responded well and all roads were made safe without incident. Detour routes were established as required and the public were kept informed throughout the event.

As the water receded Council, Downer and Stantec staff patrolled the district roads to capture all of the storm damage to enable us to get an estimate of the costs to repair. Detailed inspections of a number of key sites have been completed to determine the extent of damage to structures or road base layers in some cases. Further detailed work may be required in some areas to fully determine the extent of damage and necessary repairs, but in most cases the damage is now well understood and repairs can be costed and programmed.

Waka Kotahi were notified that we would be making a claim on March 28 for additional funding and a site visit was completed with Waka Kotahi representatives on April 7 to view the impacted sites.

With approval of Waka Kotahi, a funding assistance rate (FAR) of 81% will be afforded for repair works that can be completed prior to June 30 2022. Any work not completed by that date then the FAR will revert to 61% and the council will be required to make up the difference.

Council routinely rely on access to two key funds to cover the repairs to roading assets following significant rain events. These are the Adverse Events Contingency the Catastrophic Events Fund. Key information on these funds is tabled below.

Fund	Purpose	Policy Direction	Current Balance
Adverse Events Contingency	To provide funds to assist with the repairs to or to replace damaged Council assets in the event of an unforeseen, major, short duration, natural event	The value of the fund should be preserved by transfers from the appropriate operational rate so that a level of \$600,000 is maintained and annually adjusted for inflation using the cost of construction index	\$1,059,686*
Catastrophic Events Fund	To provide funds for the financial protection of the district in the event of an unforeseen catastrophic natural event.	The value of this fund should be preserved by transfers from the appropriate operational rate so that a level of \$2,400,000 is maintained and annually adjusted for inflation using the cost of construction index.	\$2,559,080

\* Note that a prior commitment to use up to \$550,200 from the Adverse Events Contingency has been made from Council to repair the damaged Kairakau Rd.

Based on the above, there is currently an available pool of funding of \$618,766 across the two funds without dropping the balance of either fund below the targeted balance set via policy. This amount is dropped to \$68,566 based on the planned use of the adverse events fund for the Kairakau Rd works. There is also an amount of \$100,000 sitting in a carry forward account for the Adverse Events Contingency that is available for use.

## DISCUSSION

Roading:

Damage to the roading network is expected to cost up to \$2,640,000 for repairs. A breakdown of repair works is provided below:

Work Type	Cost to Repair
Minor Works	\$ 503,400.00
Tree Work	\$ 53,000.00
Under-slips / retaining	\$ 1,836,000.00
Other	\$ 247,718.00
	\$ 2,640,118.00

Funding is not available for this level of repairs under Councils existing Land Transport Budgets which are all allocated to planned works or minor reactive maintenance works. Additional funding assistance provided by Waka Kotahi of 81% for works completed before July 2022 reduces Councils required contribution significantly.

Council are working now to understand how much of the repair work can be completed before July 2022 and correspondingly how much repair work will be funded at a higher assistance rate and a lower total cost to Council. This will remain a 'not totally known' amount even once works are commenced and will be dependent on physical progress on site that may be impacted by things

such as material availability, weather and other work programmes. Likely scenarios of how much work is completed pre-July 2022 and the corresponding costs to Council are shown below. Based on current knowledge of contractor capacity (while taking into account other work programmes), it is considered likely that 60-80% of the repair works will be completed prior to July.

% of Work completed pre-July 2022	Costs of Repair	WK Share (at 81%)	WK Share (at 61%)	Council Contribution
100%	\$2,640,000	\$2,138,400	\$ -	\$501,600
80%	\$2,640,000	\$1,710,720	\$322,080	\$607,200
60%	\$2,640,000	\$1,283,040	\$644,160	\$712,800
40%	\$2,640,000	\$855,360	\$966,240	\$818,400

To cover Council’s share of funding, Officers are requesting access to the Adverse Events Contingency and the Catastrophic Events Fund up to a total value of \$700,000 with \$450,000 to come from the Adverse Events Contingency and \$250,000 to come from the Catastrophic Events Fund. A further available \$100,000 sitting in a carryover reserve will be used first to complete repair works before the above-mentioned funds are used, relative to the total final cost of works.

Council have in place existing contracts with Downer Ltd and Higgins Ltd with both having resources available to carry out the necessary repair works within scope of existing maintenance contracts.

A number of works are in progress or have been completed already following the event. Example below showing significant progress made on the repair to Tikokino Rd which suffered a large washout.



The primary risks considered with the proposed work and funding mechanism relate to the roading repair work.

RISK	CURRENT RISK LEVEL	RISK MANAGER	RISK MITIGATION	RISK STATUS
COVID-19 personnel isolation requirements causing delays in the programme	Moderate	All	All parties have a COVID management plan in place and the ability to substitute staff to minimize disruption to the projects. Sub-contractors are available to back-fill main	ACTIVE

			contractors	
Design changes required due to unexpected site findings	Low	Stantec	Thorough investigations and evaluation of the sites will reduce this risk	ACTIVE
Weather related delays – may necessitate a slowdown in the pace of the works	Moderate	All	As this risk is not within the control of any of the project team the mitigation is if the project is delayed past June 30, then Council will pre-purchase materials to minimize the financial impact. Communications plan will also be modified to ensure community understanding of the situation	ACTIVE
Material shortages resulting in long lead times	Low	Higgins / Stantec	Materials are being pre-ordered where possible	ACTIVE
Impact to other work programmes	High	Council	The impact to other programmes of work is being monitored. Resource allocation and monitoring will remain a top priority through the repair.	ACTIVE

**FOUR WELLBEINGS**

The proposed roading works alleviate environmental impacts through the clean-up of debris and restoration of water channels. The works also promote and enable social and economic connectedness of citizens through restoring and protecting physical routes of travel.

**DELEGATIONS OR AUTHORITY**

As expenditure from both the Adverse Events Contingency and the Catastrophic Events Fund is unbudgeted, a resolution of Council is required to approve its use.

**SIGNIFICANCE AND ENGAGEMENT**

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

**OPTIONS ANALYSIS**

Options are described below specifically for the decision about approving access to funding or not as this is considered the key matter for consideration.

<b><u>Option 1</u></b>	<b><u>Option 2</u></b>
<b>That Council approve use of Adverse and Catastrophic Events Funds for Repairs</b>	<b>That Council do not approve use of Adverse and Catastrophic Events Funds for Repairs</b>

<b>Financial and Operational Implications</b>	Access to available funds will enable Council and contractors to move forward quickly with repairs. This will limit the impact on Council budgets and ratepayer funds.	If access to funding is not provided, Council and contractors will commence with work quickly but will use existing budgets, meaning an amount of the planned work programmes will not be completed. Officers will be able to provide further advice on what programmes/projects would be deferred at a later date.
<b>Long Term Plan and Annual Plan Implications</b>	The funding being requested is not budgeted and therefore requires a resolution of Council.	Programmes of planned land transport work would be impacted as budgets would need to be reprioritised into these repair works
<b>Promotion or Achievement of Community Outcomes</b>	This option considered to maximise community outcomes as it achieves the repairs in the lowest cost way without impacting other work.	This option would see the same level of repairs achieved and normal service restored to community, but other programmes of work would be impacted.
<b>Statutory Requirements</b>	Nil	Nil
<b>Consistency with Policies and Plans</b>	This option considered consistent with policies and plans	This option could result in changes to road user experience as other programmes of work are impacted – this could challenge targeted levels of service

### Recommended Option

This report recommends **Option 1, that Council approve use of Adverse and Catastrophic Events Funds for Repairs**, for addressing the matter.

### NEXT STEPS

Should Council proceed with the recommended option, Officers will continue to work with contracting partners and with Waka Kotahi to repair the roading assets.

### RECOMMENDATION

- a) That Council – based on the recommendation of the Finance and Infrastructure Committee – approve the use of up to \$450,000 from the Adverse Events Contingency and up to \$250,000 from the Catastrophic Events Fund to make repairs to roading assets that were damaged in the March 2022 rain event.

### **5.3 ORDER OF CANDIDATE NAMES ON VOTING PAPERS - 2022 LOCAL BODY ELECTIONS**

**File Number:** COU1-1400  
**Author:** Caitlyn Dine, Governance Lead  
**Authoriser:** Brent Chamberlain, Chief Financial Officer  
**Attachments:** Nil

#### **PURPOSE**

The matter for consideration by the Council is to seek a decision on the order in which candidate names are shown on the voting documents for the local body elections in October 2022.

#### **RECOMMENDATION FOR CONSIDERATION**

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

- a) **That the report be noted.**
- b) **That Council approves the names of the Central Hawkes Bay District Council candidates for the 2022 triennial council elections and any subsequent by-elections to be arranged on the voting documents in random order.**

#### **BACKGROUND**

Prior to the Local Electoral Regulations 2001, candidates' names were required to be listed on the voting documents in alphabetical order of surname.

Regulation 31(1) of the Local Electoral Regulations 2001 now allows the Council to decide on whether the names are to be arranged on the voting documents in alphabetical order of surname, pseudo-random order, or random order.

#### **Random Order**

The order of the names of the candidates is determined randomly for each voting document as part of the process used to print the document

#### **Alphabetical Order of Surname**

Apart from the 2019 election, this has been the order used at previous elections.

#### **Pseudo-Random Order**

The order of the names of the candidates is determined randomly and all voting documents use that order.

The regulations provide that if Council determines that pseudo-random order is to be used, the Electoral Officer must state, in the public notice required to be given, the date, time and place in which the order of the candidates' names will be decided. Any person is then entitled to attend while the draw is in progress.

#### **DISCUSSION**

Central Hawkes Bay District Council used random order at the last triennial election (2019), and prior to this time the Council used alphabetical.

**RISK ASSESSMENT AND MITIGATION**

The risk is that the integrity of the election may be questioned if a resolution isn't passed in accordance with the Local Electoral Regulations 2001.

**FOUR WELLBEINGS**

This report forms part of the local elections process and local democracy, and is required to ensure all candidates are treated fairly.

**DELEGATIONS OR AUTHORITY**

How candidates names appear on the voting documentation needs to be determined by Council resolution under Regulation 31(2) of the Local Electoral Regulations 2001.

**SIGNIFICANCE AND ENGAGEMENT**

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

**OPTIONS ANALYSIS**

This report identifies and assesses the following reasonably practicable options for addressing the order that candidates names appear on voting documents for the local body elections:

**Option 1** - Random order

**Option 2** - Alphabetically

**Option 3** - Pseudo-random order

**Recommended Option**

This report recommends option one resolve to order candidate names in fully random order on voting documents for addressing the matter.

**NEXT STEPS**

Once Council has determined a preferred option, the Council's Electoral Officer will be informed of the outcome of the decision. Candidate names on voting documents will be ordered in the manner decided by the Council.

**RECOMMENDATION**

- a) That the report be noted.
- b) That Council approves the names of the Central Hawkes Bay District Council candidates for the 2022 triennial council elections and any subsequent by-elections to be arranged on the voting documents in random order.

**6 PUBLIC EXCLUDED BUSINESS**

Nil

**7 DATE OF NEXT MEETING**

**RECOMMENDATION**

THAT the next meeting of the Central Hawke's Bay District Council be held on 9 June 2022.

**8 TIME OF CLOSURE**